

April 20, 2023 at 6pm
City Council Meeting
Audio/Video Teleconference
Oakridge City Hall & Zoom
48318 E. 1st Street
Oakridge OR, 97463
REGULAR MEETING



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 during 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: **4/5/23** and **4/6/23**

9. Business from the City Council

9.1 4th of July Fireworks Fee Waiver Request for Greenwaters Park

9.2 Wildfire Safety Night Fee Waiver Request for Greenwaters Park

9.3 Oakridge Air Annual Update (Sarah Altemus-Pope)

9.4 Veneta Business Retention and Expansion Report (discussion requested by Councilor Hollett)

9.5 Oregon State Tourism Conference Report (Michelle Emmons)

9.6 Westfir Police & Fire IGA Contracts

9.7 Go Beyond Racing "Oregon 200" Partial Fee Waiver Request

9.8 Circle Bar Golf Club Parade Permission for Golf Carts

10. Business from the City Administrator

10.1 Lane County Rural Roads Community Survey (www.lanecounty.org/cms/one.aspx?pagelid=19411289)

10.2 Dispatch Update

10.3 WAC Electrical Panel Bids Update

10.4 WAC Architect Update

10.5 Cedar Creek Fire 2022 Internal After Action Report

10.6 Lane County Public Safety Levy Measure 20-340 and LCSO Info session at OHS 4/21/23

10.7 Willamette National Forest and UBRA Volunteer Clean-Ups on Saturday 4/22/23

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 (Robeart Chrisman & Rick Zylstra)

12. Items removed from the Consent Agenda

13. Ordinances and Resolutions (with Public Comment)

13.1 OEDAC Resolution 03-2023 (2nd Reading)

13.2 Admin Committee Resolution 04-2023 (1st Reading)

13.3 Surplus Properties Resolution 05-2023 (2nd Reading)

13.4 Oakridge Smoke Safety and Community Response Plan Resolution 06-2023 (1st Reading)

13.5 WAC Future Uses Resolution 07-2023 (2nd Reading)

13.6 Trestle Bridge Resolution 08-2023 (1st Reading)

13.7 OIP Lot 24 to be added to Surplus Properties Resolution 09-2023 (1st Reading)

14. Public Hearings

15. Appointments

- 15.1 Sarah Altemus-Pope – OEDAC
- 15.2 James Winkelman – Planning *and* RTMP/TRT Committees
- 15.3 Marietta Thompson – Public Safety Committee
- 15.4 Council Appointment to the 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 by 2pm the day of the meeting.**
- 4. Attend in person at City Hall (48318 E. 1st Street).**

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

Videos of all City Council meetings can be found on YouTube at www.youtube.com/@cityfoakridgecouncilcommi8088

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.

April 5, 2023 at 6:00pm
Joint City Council Meeting
Oakridge City Hall & Zoom
48318 E. 1st Street
Oakridge OR, 97463
SPECIAL SESSION



MINUTES

1. CALL MEETING TO ORDER – 6:05pm

2. Pledge of Allegiance

3. Roll Call

Westfir City Council/Planning Commission Present – Mayor Williams, Councilors Huey, and Johnstone.*

Oakridge City Council Present – Mayor Cutchen, Councilors Kinyon, Coker,* Hooker, Bjarnson, and Tarman.

Oakridge Planning Commission Present – Commissioners Gobelman, McClelland, Grant, and Barenboim.

**Arrived shortly after roll call*

4. Additions, Corrections, or Adjustments to the Agenda - None

5. Business from the Oakridge *and* Westfir City Councils

5.1 Review of the Oakridge-Westfir Housing Need Analysis by the Oakridge & Westfir City Councils and Planning Commissions (presented by Jamin Kimmell, Ayano Healy, and Ciara Williams of Cascadia Partners)

Jamin Kimmell – Made the presentation and answered questions from both City Councils and the general public.

6. Public Comment

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

7. Adjourn – 7:25pm

Signed: _____

Bryan Cutchen, Oakridge Mayor

Signed: _____

Jackie Taylor, Oakridge City Recorder



April 6, 2023 @ 5:30p.m.
Regular Session
City Hall Council Chambers and Zoom
48318 E 1st Street

MINUTES

1. Call Meeting to Order- 6:00 pm

Council Present: Mayor Bryan Cutchen, Councilors Dirk "Poncho" Tarman, Dawn Kinyon, Jan Hooker and Chrissy Hollett.

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

2. Pledge of Allegiance

3. Roll Call- Councilor Bjarnson was absent

4. Additions, Corrections or Adjustments to the Agenda

Councilor Hollett- postpone item 9.4

Councilor Kinyon-postpone all of item 11, remove 13.2 from the agenda and items 9.5, 9.8, 9.9, 9.10 and 9.11 refer to the RTMP/TRT Committee.

James-the staff does not take a position on this, most of the RTMP/TRT funding are for 2022 so it should be ok to wait another month.

Mayor Cutchen-wants to move committee appointments to after 9.1.

James-James Winkleman cannot make it until the next meeting for his committee appointments.

Mayor Cutchen-wants to postpone item 9.5 and move entire item 11. To just before 16.

5. Public Comment

Vanessa Tharp 49991 Hills Creek Rd-she is the Chair for the Treeplanting Committee, she is disappointed in postponing the RTMP/TRT requests, and this does affect their budget.

Mayor Cutchen-we will add back in 9.8 since this one is time critical.

6. Mayor Comments / Announcements / Proclamations

Mayor Cutchen- wanted to make sure everyone knows that Oakridge Air is still doing yard debris pick up and you can still take your own yard debris to the OIP on the first Saturday of every month.

7. Councilor comments / Announcements

Councilor Kinyon- on March 2 we discussed reviewing the council rules and we were supposed to email James with ideas or recommendations. Councilor Kinyon is the only one who emailed James.

Mayor Cutchen- asked the council to look through the council rules and send comments to James.

Councilor Kinyon-she would like to set up a work session after all of the councilors have their comments in.

8. Consent Agenda

8.1 Consent Agenda City Council minutes from 3/16/2023.

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

Kinyon (aye), Tarman (aye), Mayor Cutchen (aye), Coker (aye), Hollett (aye), Hooker (aye). Motion passed 6-0

9. Business from the City Council

9.1 TGM Code Evaluation Report/Presentation (Emma-Quin Smith, Darci Rudzinski, Laura Buhl)

James-introduced the issue.

Darci Rudzinski- gave a presentation on the TGM Code Evaluation.

The City Council will make a formal action on this plan in May.

9.2 Moose Lodge Gambling License Fee Waiver Request

James-read the issue.

Motion: Councilor Coker moved to approve the Moose Lodge's Social Gambling Certification and to waive the \$75 fee. Councilor Hollett seconded the motion.

Tarman (aye), Mayor Cutchen (nay), Coker (aye), Kinyon (aye), Hooker (aye), Hollett (aye). Motion passed 5-1

9.3 RAIN Contract Renewal or Cancellation

James-read the issue.

Motion: Councilor Tarman moved to direct the CA to cancel the MOU contract with RAIN for fiscal year 2023-2024. Mayor Cutchen seconded the motion.

Councilor Kinyon-asked Colleen what changed, why can't we afford it now?

Colleen-Nothing has changed, we couldn't afford it last year because it was not budgeted for and we can't afford it this year.

Hooker (nay), Mayor Cutchen (aye), Tarman (aye), Coker (nay), Kinyon (nay), Hollett (nay). Motion failed 2-4

9.4 Veneta Business Retention and Expansion Report-removed from the agenda

9.5 RTMP-TRT Expenditures for the past 5 years-removed from the agenda

9.6 Letter of support for RISE Grant Application

James- introduced the issue.

Motion: Councilor Hooker moved to approve the letter of support for the RISE Grant application. Councilor Tarman seconded the motion.

Coker (aye), Hooker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Hollett (aye). Motion passed 6-0.

9.7 Storm Drain & Crosswalk Art Designs

James-introduced the issue.

Motion: Councilor Tarman moved that we approve the staff selected art and locations for the Storm Drain and Crosswalk Art Project.

Kinyon (aye), Coker (aye), Hollett (aye), Mayor Cutchen (aye), Hooker (aye), Tarman (aye). Motion passed 6-0

9.8 Tree Planting Festival 2022 RTMP Reimbursement Request-

James-introduced the issue.

Motion: Councilor Tarman moved to approve \$2500 in RTMP funds for the 2022 Tree Planting Festival. Councilor Coker seconded the motion.

Motion: Councilor Kinyon moved to change the amount from \$2500 to \$1000 in the original motion. Councilor Hollett seconded the motion.

Hooker (aye), Tarman (aye), Hollett (aye), Coker (aye), Mayor Cutchen (aye), Kinyon (aye). Motion passed 6-0

(Original motion)

Mayor Cutchen (aye), Kinyon (aye), Hollett (aye), Tarman (aye), Coker (aye), Hooker (aye). Motion passed 6-0

9.9 Concerts in the Park 2022 RTMP Reimbursement Request- removed from the agenda.

9.10 Oakridge Arts Council 2022 RTMP Reimbursement Request –removed from the agenda.

9.11 Uptown Business Revitalization Association (UBRA) 2022 RTMP Reimbursement Request- –removed from the agenda.

9.12 Go Beyond Racing Alcohol Permit

James- introduced the issue.

Motion: Councilor Tarman moved to approve Go Beyond Racing's alcohol permit. Councilor Hollett seconded the motion.

Hooker (aye), Hollett (aye), Tarman (aye), Coker (aye), Mayor Cutchen (aye), Kinyon (aye). Motion passed 6-0

9.13 Tree Planting Festival 2023 RTMP Funding and Parade Street Closure Requests

James-introduced the issue.

Motion: Councilor Tarman moved that we approve the May 6th street closures on 1st Street and Commercial Street for the tree Planting Festival Parade and to approve \$1000 in RTMP Funding to the Tree Planting Festival Committee. Councilor Kinyon seconded the motion.

Hollett (aye), Coker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Hooker (aye). Motion passed 6-0.

9.14 Well #2 Refurbishment Project Status and Spending Authorization

James-read the issue.

Motion: Councilor Kinyon moved to allow the CA to sign change order #3 for the \$12,000 in extra costs incurred during the Well #2 refurbishment project. Councilor Coker seconded the motion.

Hooker (aye), Coker (aye), Tarman (aye), Mayor Cutchen (aye), Hollett (aye), Kinyon (aye). Motion passed 6-0.

9.15 Moose Lodge Easter Egg Hunt Greenwaters Park fee Rental Waiver and TRT Funding Requests

James-introduced the issue.

Motion: Councilor Kinyon moved we approve \$300 in RTMP funds and the rental fee waiver request for the Moose Lodge's Easter Egg Hunt at Greenwaters Park this weekend. She said using RTMP funds seemed more appropriate than TRT funds. Councilor Coker seconded the motion.

Hollett (aye), Coker (aye), Tarman (aye), Mayor Cutchen (nay), Kinyon (aye), Hooker (aye). Motion passed 5-1

10. Business from the City Administrator

10.1 Volunteers needed for US Disc Golf Championship May 25-28

James-we have a huge Disc Gold Championship coming up May 25-28 and they are in need of volunteers. You can contact Jason at (contact: Jason.d.nehmer@gmail.com if you would like to volunteer.

10.2 Dispatch Update-

James-introduced the issue.

Motion: Councilor Kinyon moved to approve the general terms of the new draft IGA with Junction City for dispatch services and to allow the City Administrator to finish negotiating the final version of the IGA before bringing it back to Council for final approval.

Hooker (aye), Coker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Hollett (aye). Motion passed 6-0.

10.3 Water Quality Report 2022

James- we received our report back, it will go out in the next water bill and it is posted at City Hall.

10.4 Lane County Community Needs Survey

James- he recommends that everyone take the survey, you have until April 30th.

10.5 WAC Electrical Bids Update

James-he just received the last of the bids, he received more bids than he thought he would. The cost is lower than expected.

10.6 Budget Update

James-we had to adjust the budget calendar slightly due to advertising the meeting, the Register Guard was bought out and now the advertising is national so we couldn't get it out in time.

Mayor Cutchen-we will break for 5 minutes 7:53 pm

Back in session 7:58 pm

11. Staff and Board/Committee/Commission reports-

11.1 Parks & Community Services Committee

Councilor Tarman-gave the report.

11.2 Public Safety Committee

Councilor Coker-they met on March 28th, discussed starting a neighborhood watch program and a community service program through the Muni Court.

11.3 Audit Committee

Councilor Kinyon-no meeting last month.

11.4 Charter Review Sub-Committee

Councilor Kinyon-gave the report.

11.5 Budget Committee-have not met yet.

11.6 Library Board

Councilor Hooker-they met on March 14th, she gave the report.

11.7 RTMP & TRT-no meeting last month but it will meet soon now that there will be quorum.

11.8 Planning Commission

James- Planning did not meet last month.

11.9 OEDAC-

James- they met for the first time and elected Rustie Ackland Chair and JT Flowers Vice Chair.

11.10 Special Fire District Sub-Committee

Councilor Hollett-gave a report.

11.11 Admin Committee

Councilor Kinyon-no quorum, did not meet last month.

11.12 WAC Sub-Committee

Councilor Hollett- gave the report.

11.13 WAC Funding Committee

Mayor Cutchen-gave a report.

12. Items removed from the consent agenda-none

13. Ordinances, Resolutions and Public Comments

13.1 OEDAC Resolution 03-2023 (1st reading)

James-introduced the issue.

Staff, the OEDAC, and the Chamber of Commerce all recommend version 2, allowing 2 members to live outside city limits but still in the 97492 or 97463 zip codes.

Motion: Councilor Tarman moved to approve the 1st reading of version 2 of the revised OEDAC Resolution 03-2023. Councilor Hollett seconded the motion.

Hooker (aye), Coker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Hollett (aye). Motion passed 6-0.

Mayor Cutchen read the 1st reading of version 2 of the revised OEDAC Resolution 03-2023.

13.2 Admin Committee Resolution 04-2023 (2 versions, 1st reading)-removed from the agenda.

13.3 Surplus Properties Resolution 07-2023 (1st reading)

James-introduced the issue.

Motion: Councilor Kinyon moved to approve the 1st reading of Resolution 05-2023 Surplus Properties. Councilor Coker seconded the motion.

Kinyon (aye), Coker (aye), Tarman (aye), Hollett (aye), Hooker (aye), Mayor Cutchen (aye). Motion passed 6-0.

Councilor Kinyon read the 1st reading of Resolution 05-2023.

13.4 Oakridge Smoke Safety (and Community Response) Plan Resolution 06-2023 (1st reading)-removed from the agenda.

13.5 WAC Future Uses Resolution 07-2023 (1st reading)

James-introduced the issue.

Motion: Councilor Tarman moved to approve the 1st reading of Resolution 07-2023 establishing the purpose and future uses of the WAC. Councilor Hollett seconded the motion.

Kinyon (aye), Tarman (aye), Mayor Cutchen (aye), Coker (aye), Hollett (aye), Hooker (aye). Motion passed 6-0

Mayor Cutchen read the 1st reading of Resolution 07-2023 establishing the purpose and future uses of the WAC.

14. Public Hearings-*none*

15. Appointments

15.1 Meagan Metcalf – RTMP/TRT Committee

James-introduced the issue.

Motion: Councilor Tarman moved to appoint Meagan Metcalf to seat 3 of the RTMP/TRT Committee for a term expiring in December 2025. Councilor Kinyon seconded the motion.

Tarman (aye), Mayor Cutchen (aye), Coker (aye), Kinyon (aye), Hooker (aye), Hollett (aye). Motion passed 6-0.

15.2 James Winkelman-Planning and RTMP/TRT Committees-postponed

15.3 Marietta Thompson- Public Safety Committee- postponed

15.4 Cyma Lovell-Beers-Admin and Budget Committees

James-introduced the issue.

Motion: Councilor Tarman moved to appoint Cyma Lovell-Beers to seat 2 of the admin committee for a term expiring in 12/25 and to seat 4 of the Budget Committee for a term expiring in 12/25. Councilor Coker seconded the motion.

Coker (aye), Hooker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Hollett (aye). Motion passed 6-0

15.5 Council Appointment to the OEDAC

Mayor Cutchen-his recommended appointment of Councilor Tarman stands until someone can explain why Councilor Tarman is not qualified.

No motion was made.

16. Public Comment –

Rustie Ackland 48265 Commercial St-she doesn't know why Councilor Tarman is not a good candidate for the OEDAC and why there was not a motion.

Councilor Kinyon-asked if they are allowed to make a motion to nominate another council member to the OEDAC?

Mayor Cutchen-Said no, unless and until someone could provide a good reason as to why Councilor Tarman is not qualified.

17. Adjourn -8:34 pm

Signed: _____
Bryan Cutchen, Mayor

Signed: _____
Jackie Taylor, City Recorder

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: 4th of July Fireworks Fee Waiver Request for Greenwaters Park

Agenda Item No: 9.1

Exhibit: Rental Application Form

Proposed Council Action: A motion from the floor to approve

Author: CA and C. Hollett

ISSUE:

Councilor Chrissy Hollett (also the 4th of July Fireworks Event Coordinator) is requesting a fee waiver (see attached rental application form) for Greenwaters Park for annual the 4th of July Fireworks.

FISCAL IMPACT: \$1,000.00 (fee waiver value)

OPTIONS: Approve or deny the fee waiver request

RECOMMENDATION: Approve

RECOMMENDED MOTION: *"I move to approve the Greenwaters Park fee waiver request for the 4th of July Fireworks."*

STRATEGIC THEMES/GOALS INVOLVED:

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.



City of Oakridge

Property Rental Application

Event: Oakridge Independence Day Festival Committee

Small event <99 Large event >100

Name: Chrissy Hollett, Event Coord.

Date(s) requested: July 4th, 2023

Hours: All Day Open at: 8:00 am

Contact address: Committee does not have an address

Contact phone: (541) 953-4624

Facility:	Rent:
<input type="checkbox"/> Greenwaters Picnic Shelter	\$40
<input type="checkbox"/> Greenwaters Community Building	\$80
<input type="checkbox"/> Greenwaters Amphitheater	\$500
<input checked="" type="checkbox"/> Greenwaters Whole Park	\$1,000
<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: \$1,000.⁰⁰

Applying Fee Waiver

Requires Council Approval

Street closure location: None

Alcohol permit: Yes No

Noise permit: N/A

Nature of noise: Live Music

Estimated distance noise will be plainly audible:

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: *C. Hollett*

Date: March 28th 2023

Approval signature: _____

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: C. Hallett Date: March 29th 2023

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.

Business of the City Council
City of Oakridge, Oregon
April 20, 2023

Agenda Title: Wildfire Safety Night Fee Waiver Request for Greenwaters Park

Agenda Item No: 9.2

Exhibit: Rental Application Form, 2022 Press Release (old)

Proposed Council Action: A motion from the floor to approve

Author: CA

ISSUE:

The Southern Willamette Forest Collaborative (SWFC), Oakridge Air, Firewise USA, LRAPA, Lane County, Inbound LLC, Oregon Department of Forestry, City of Oakridge, City of Westfir, and the U.S. Forest Service, and other community organizations are requesting a fee waiver to rent Greenwaters Park for the 3rd annual "Community Wildfire Safety Night." Last year, the event was held on Thursday July 14th from 5-7pm (after being rescheduled from June 3rd). This year, it will be held on **Friday July 14th from 5-7pm**. SWFC Director Sarah Altemus-Pope will be present to answer any questions, and the 2022 press release is also attached for more information.

FISCAL IMPACT: \$580.00 (fee waiver value)

OPTIONS: Approve or deny the fee waiver request

RECOMMENDATION: Approve

RECOMMENDED MOTION: *"I move to approve the Greenwaters Park fee waiver request for the 2023 Wildfire Safety Night."*

STRATEGIC THEMES/GOALS INVOLVED:

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

Theme 1 (Safe Community), Goal #2: Provide efficient, sustainable, and equitable public safety services including police, fire, and emergency medical services.

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

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



City of Oakridge

Property Rental Application

Event: Community Wildfire Safety Night

Small event <99

Large event >100

Name: Sarah Altemus-Pope, South Willame

Date(s) requested: 2023

Hours: 5:00-8:00 Open at: 3:30

Contact address: director@swfcollaborative.org

Contact phone: 541-521-5786

Facility:

Rent:

- Greenwaters Picnic Shelter \$40
- Greenwaters Community Building \$80
- Greenwaters Amphitheater \$500
- Greenwaters Whole Park \$1,000
- WAC Classroom \$25
- WAC Gym \$100
- WAC Senior Lounge \$25
- OFD Community Room \$25
- Old Public Works Bldg \$200
- Osprey Park \$100
- Salmon Creek Park \$100
- Diamond View Park \$100
- OIP Park \$300
- OIP Overflow Parking \$200

Total Fees: 580 *

** Fee Waiver Being Requested*

Requires Council Approval

Street closure location:

Alcohol permit: ___ Yes No

Noise permit: N/A

Nature of noise:

Estimated distance noise will be plainly audible:

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: Sarah Altemus-Pope

Date: 4/3/23

Approval signature: _____

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 and 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: James Hensley Date: 4/3/2023

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.

Press Release (2022)

May 25th, 2022

For Press Inquiries, please contact:

Dustin Rymph, Outreach Coordinator
Southern Willamette Forest Collaborative
staff@swfcollaborative.org

Guen DiGioia, Smoke Outreach Coordinator
Oakridge Air
upgrades@oakridgeair.org

FOR IMMEDIATE RELEASE

Please join us for the second annual **Community Wildfire Safety Night!** The event is on June 3rd at Greenwaters Park! Doors open at 5:00 PM and the panel discussion begins at 6:00 PM. We will review the Middle Fork Complex and active wildfire preparedness projects. Additionally, there will be booths to help you make your home and community more Firewise!

OAKRIDGE, OR- Southern Willamette Forest Collaborative, Oakridge Air, and other community partners are hosting the second annual Community Wildfire Safety Night at Greenwaters Park. The main event is a community conversation that begins at 6:00 PM. The talk will cover the Middle Fork Complex and current fire prevention efforts in the community. Guest speakers may include the Forest Service (FS), Oregon Department of Forestry (ODF), Lane County Firewise, Inbound LLC, the Oregon State Fire Marshal's Office, and the local fire and police departments.

The movie series *Forward Together: Restoring Oregon's Forests* will play on loop in the red community building starting at 5:00 PM. *Forward Together: Restoring Oregon's Forests* is the first in a series of four videos made by ODF. The films highlight work done through the Federal Forest Restoration Program (FFRP). The FFRP is a partnership with local community groups, ODF, FS, and other organizations. These partnerships increase forest restoration and resilience while also helping rural communities. [Please follow this link](#) for more information and to access the videos.

Bring a lawn chair and share what you faced during the Middle Fork Complex. Learn about local wildfire prevention efforts and about Firewise. Walk around and talk to booths. Take a tour of a wildfire engine. Bring a picnic or enjoy some local food. Above all, learn about how to prepare and be safe during wildfires!

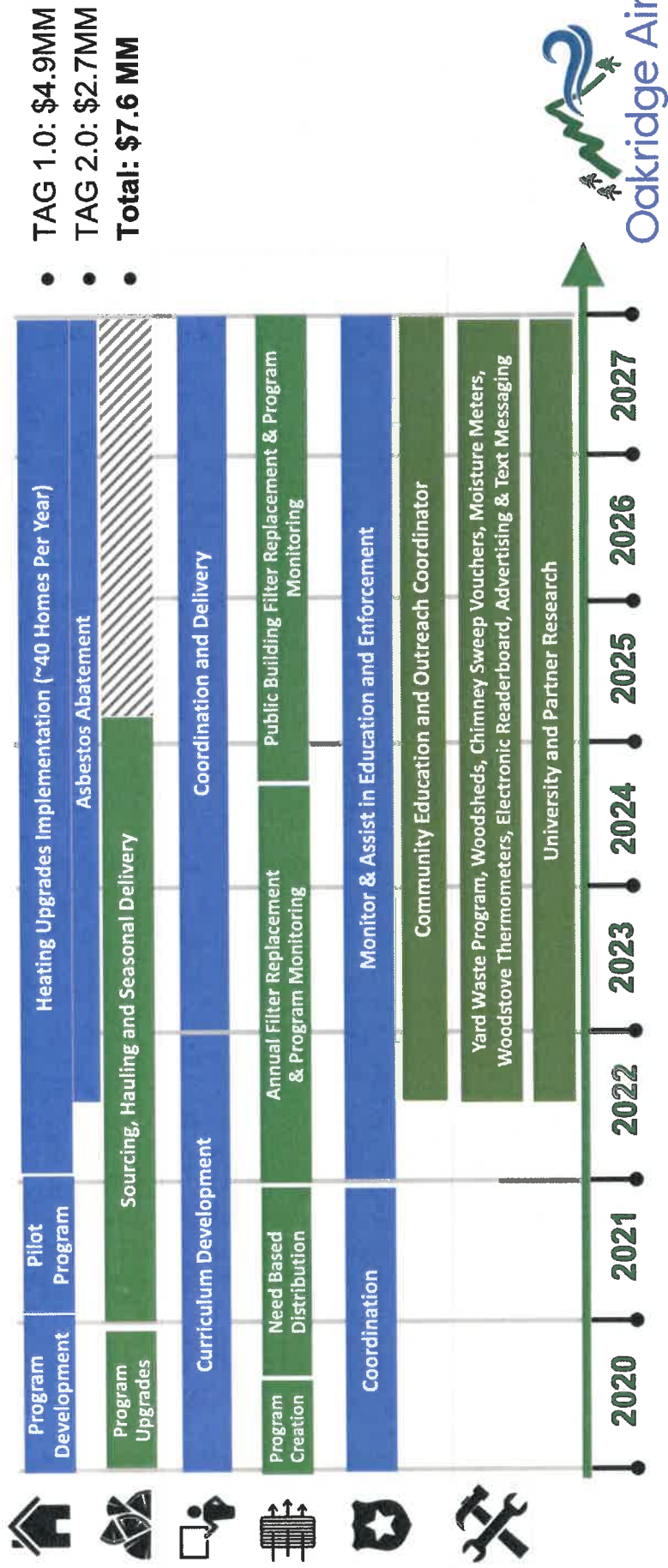
This event is hosted in partnership with Southern Willamette Forest Collaborative, Oakridge Air, Firewise USA, LRAPA, Lane County, Inbound LLC, Oregon Department of Forestry, City of Oakridge, City of Westfir, and the U.S. Forest Service, an agency of the U.S. Department of Agriculture with funding support from Oregon Department of Forestry.



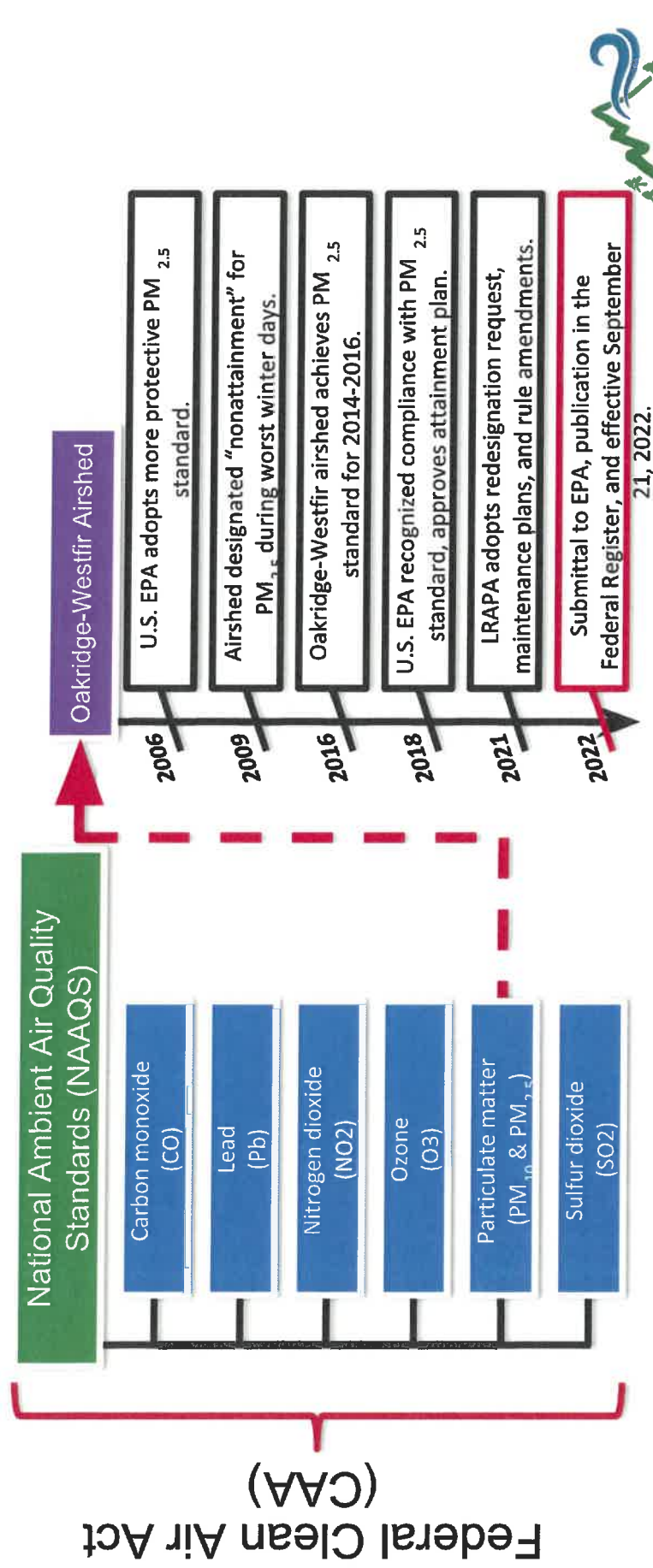
Oakridge Air



TAG 1.0 & 2.0 Program Overview



PM2.5 & PM10 attainment redesignation



Home Heating Upgrades

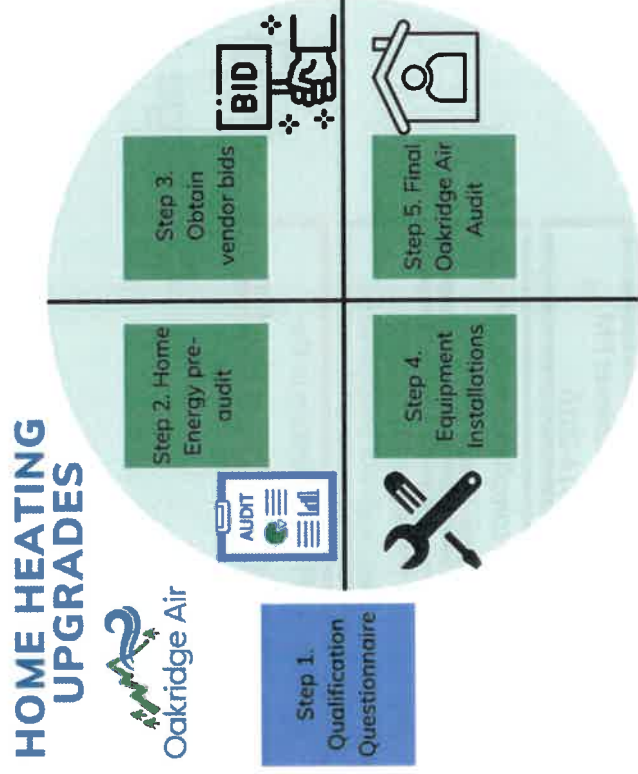


Program statistics

- 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



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
EPA certified wood stove *Weatherization funds may be used to cover cost overages.	\$6500 cap installed	Review contractor list, select stove based on square footage of house.
Electric Heat Install ductless heat pump or other electric heating system.	\$4750 cap installed	Review HVAC contractor list and request bids.
Weatherization *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



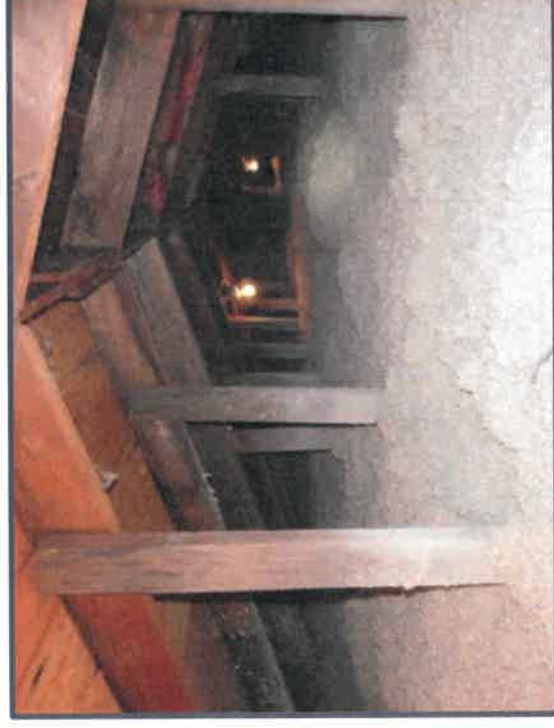
Home Heating Upgrades



Weatherization in an (Almost) Complete Home



Before



After, but still needs work



Home Heating Upgrades



Certified Wood Stove Upgrade



Before

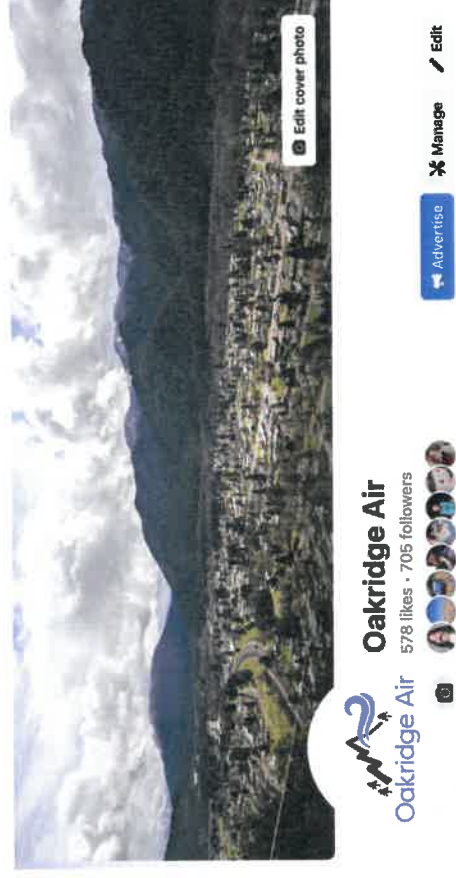


After

- "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



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



Community Education and Outreach

Email Subscriptions

- Quarterly Newsletters



Welcome to Our Oakridge Air Newsletter!
January 2023

We send quarterly newsletters with Oakridge Air program updates, seasonal reminders, information and resources. We also send out occasional emails with event information or invitations to participate in different program areas. We're glad you're here!

Fall Receipt

In October, Oakridge Air continued to respond to the smoke from the Cedar Creek

Subscribe to our newsletter!

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

SIGN UP

We respect your privacy.

Printed Flyers



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 and home heating upgrades. We're currently prioritizing the upgrade 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 as we target aging old wood stoves and furnaces with life-threatening quality.

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

Oakridge Air is a not-for-profit organization and any monetary assistance is given as a loan. We will not be able to accept the entire amount of a utility and furnace bill if you are behind on payments. Due to this, we are asking for a small down payment to get you started on your upgrade.

LOW INCOME ENERGY ASSISTANCE PROGRAM (LIEAP)

LIEAP is a federal program providing financial assistance to help pay 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.

LIEAP Qualifications:
* Applicants must live in the household

Household Size	2023-2024	2022-2023	2021-2022
1	\$ 2,117.15	\$ 2,006	\$ 1,900
2	\$ 3,030.10	\$ 2,900	\$ 2,800
3	\$ 3,793.05	\$ 3,600	\$ 3,500
4	\$ 4,456.00	\$ 4,300	\$ 4,200

ABOUT OAKRIDGE AIR

The EPA granted \$2.6 million across two Taylor Airedale grants to work with the community to address air quality and ventilation wood smoke. Oakridge Air formed to implement solutions with programs such as fire safety and weatherization. We're currently prioritizing the upgrade 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 as we target aging old wood stoves and furnaces with life-threatening quality.



WHAT DO THESE PROGRAMS ADDRESS?

These programs are designed to decrease wildfire risk through reduction, inform the community of prescribed fire or high smoke days, provide repair or in-situ one private upgrades to reduce emissions and keep homes safe.

HOME HEATING UPGRADES PROGRAM

The home heating upgrade program provides up to \$20,000 of upgrades per household. The program is designed to address energy audits, evaluate the home's needs, specifically for:

- Upgrading non-EPA certified furnaces
- Installing electrical heating with ductless heat pumps (DHPs).
- Providing weatherization to ensure the program is FREE to the resident. To learn if your home qualifies, contact us at Upgrades@oakridgeair.org or 541-782-3422

FIRE SAFETY

The Fire Safety Program informs the community when prescribed fire is planned to occur near the neighborhood. Residents are notified via email, text, or social media posts at community boards, and online on Facebook and on oakridgeair.org

FIREWISE

Firewise is a voluntary program where community members help reduce fire ignition sources on their property. This program is free to the property owner. For more information or for a free home assessment, contact 541-782-3422 or oakridgeair@firewise.org

CLEANER INDOOR AIR

Cleaner air filters serve as a refuge during periods of poor air quality. HVAC air filters are replaced or new filters are installed. Over 1,000 portable air purifiers have been provided to wildfire community members. Contact us to inquire if we can provide one to you. We are available for qualified applicants.

Smoke Communications

- Smoke Safety Plan - coordinated via 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



77/1/22 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

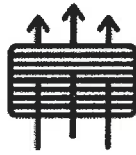


- Woodsheds are back in production thanks to the Junior High woodshop class
 - Seven sheds are being built this term to be delivered to the community
 - We have funding from TAG 2.0 for approximately 150 sheds
- School curriculum delivery coming this school year



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



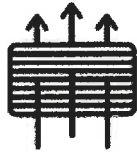
School Education



- 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

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

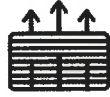
- **Oregon Department of Environmental Quality** **\$199K**
 - **Community Response Plan for Smoke**
 - **Smoke Mitigation Implementation**
 - **Alternatives to Burning Fuels Reduction (24 ac)**
- **Communities and Collaboratives, Action, Implementation and Mitigation** **\$65K**
- **Oregon Department 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** **\$440K**



Cleaner Indoor Air: Personal Air Purifiers

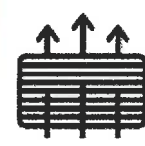
History of Air Purifier Distribution

- 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

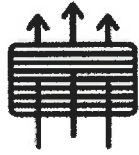
Cedar Creek Smoke Response



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 Fire
- 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

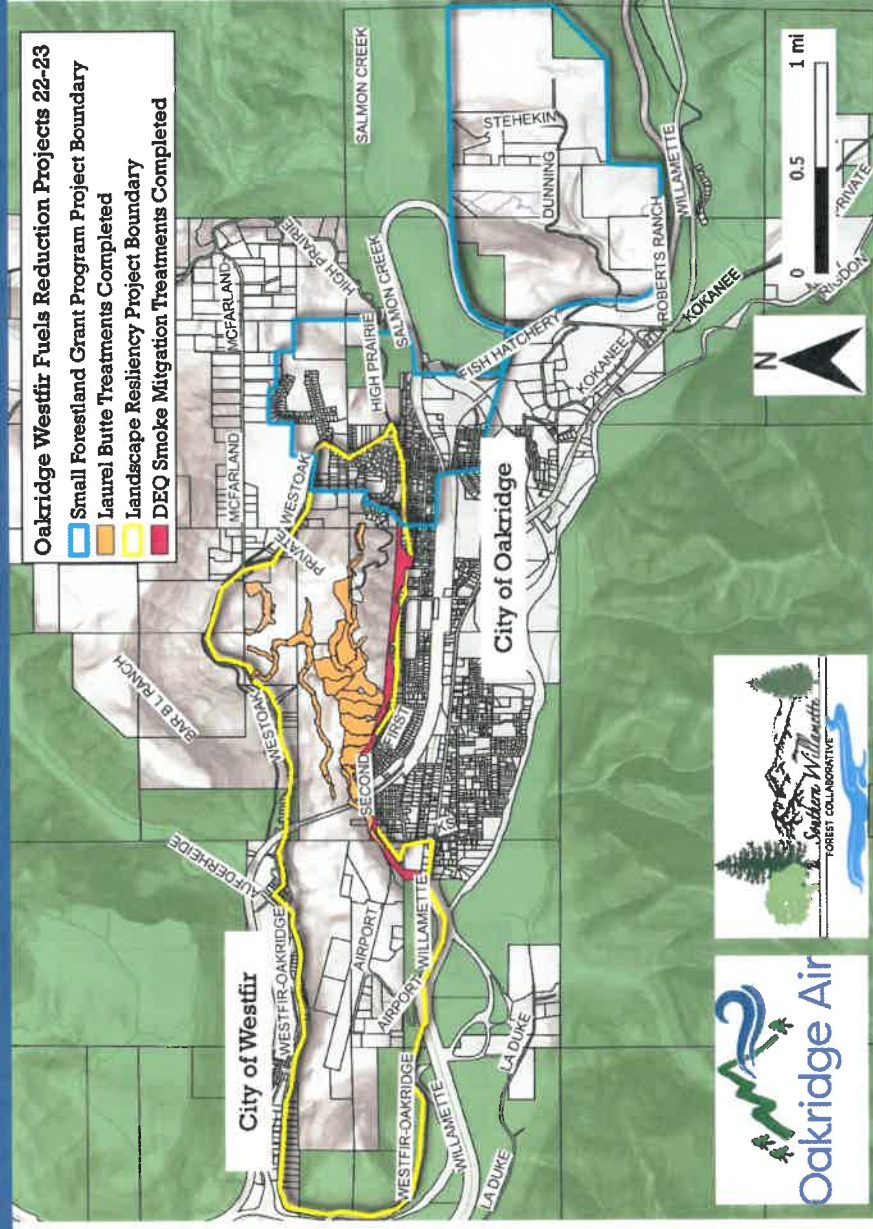
Thursday, July 14, 2022
 Doors open - 5:00 p.m.
 Event starts - 6:00 p.m.
 Greenwaters Park Amphitheater

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**



Oakridge Air

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Discussion of the Veneta Business Retention and Expansion Report

Proposed Council Action: N/A (info only)

Agenda Item No: 9.4

Exhibits: Veneta Business Retention and Expansion Report

Author: CA & Councilor Hollett

ISSUE: See the attached "Veneta Business Retention and Expansion Report" for discussion.

FISCAL IMPACT: N/A (info only)

OPTIONS: N/A (info only)

RECOMMENDATION: N/A (info only)

RECOMMENDED MOTION: N/A (info only)

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.

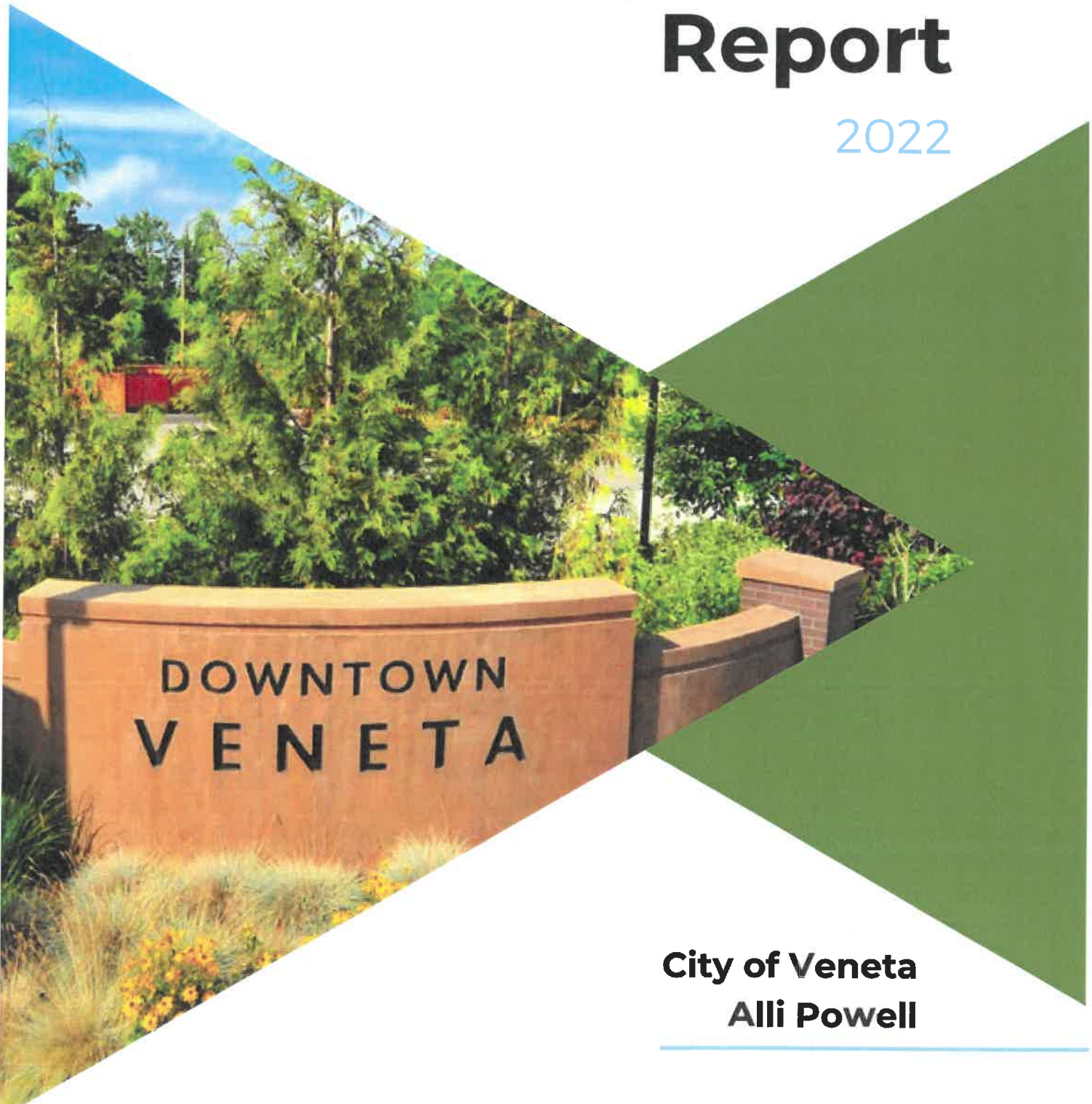
Theme 3 (Strong Economy), Goal #1: Improve the City's economy by focusing on increasing living-wage jobs, training, and education opportunities for Oakridge residents.

Theme 3 (Strong Economy), Goal #3: Improve the city's economy by creating an atmosphere open to business.

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

Veneta Business Retention and Expansion Report

2022



City of Veneta
Alli Powell

Table of Contents

1	Introduction
2	Interviews Overview
4	General Interview Findings
14	Survey Overview
20	Overall Issues, Themes, and Conclusion
22	Acknowledgments

Introduction

City of Veneta | BRE Report 2022

The City of Veneta contracted with Community Planning Workshop in 2014 to create a 5-year Action Plan for Economic Development that included an environmental scan, an economic vision report, and an implementation plan. Strategy 2.1 of the implementation plan highlighted the need to develop an outreach program designed to better understand and meet the needs of local businesses. The City accomplished that goal by partnering with Rural Development Initiatives (RDI) in 2015 to complete Business Retention and Expansion (BRE) surveys in our community. The City continued to complete annual BRE surveys in partnership with RDI through 2018.

In 2022, Veneta's Economic Development Committee and several volunteers worked together to continue to contact and interview small business owners and entrepreneurs to learn how to best support local businesses. The business interview process is a cooperative effort led by the Veneta Economic Development Committee (EDC). Teams of interviewees are comprised of retired business owners, economic development practitioners, and community volunteers.

In addition to the annual small business interviews, City Staff created a community wide BRE survey to gauge the community's perception of business retention and expansion in Veneta.

Veneta's BRE

- Action oriented
- Visitation & Survey Processes
- Relationship based data gathering
- Actionable results

The Objectives of the Business Retention and Expansion program are to:

1. Assess local business climate and needs.
2. Provide support for identified business needs.
3. Help solve immediate business issues.
4. Develop and implement an action plan for economic development practitioners
5. To build community capacity to sustain and promote economic development

Interviews Overview

City of Veneta | BRE Report 2022

Learning how to best support local business owners



Six volunteers completed the Business Retention and Expansion Training to join the interview team. Each interview was completed by a team of two volunteers that conducted a comprehensive and cohesive interview with local businesses; one volunteer would lead the interview, and another would take notes. Interviewers were instructed to avoid any implication of judgement, give the business owner space to do the talking, and to remain neutral and polite at all times. Interviewers generally followed a guide during the interview to keep each interview consistent.

Goals of the Interview Process:

1. Assess local business climate and needs.
2. Provide support for identified business needs.
3. Help solve immediate business issues.
4. Develop and implement an action plan for economic development practitioners.
5. Build community capacity to sustain and promote economic development.

General Interview Findings

City of Veneta | BRE Report 2022

Each interview was a long, detailed opportunity for businesses to describe what is working for them, what is challenging, and how they envision the City of Veneta and the BRE team to support them moving forward. From those interviews, City staff gathered summaries of the general findings.

Top priorities that would support businesses the most

- Special Events or Promotions
- Exterior atmosphere of the area
- High speed internet improvements
- City assistance with adhering to government regulations
- Shared business advertising

The most important location factors for business success

- Visibility
- Education and Training
- Local Business Support
- Workforce

What would make downtown more appealing to do business?

- Special Events or Promotions
- Property development
- Telecom/High Speed Internet
- Improved buildings and rental facilities
- Improved exterior of the area

What kind of events would you like to see?

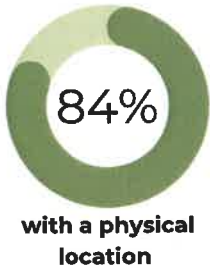
- Pop-up shops
- Summer block party
- Wine/beer garden
- Summer movie nights
- Social Gatherings/Community Events

Of the inquiries listed above the following was most popular in each respective area:

- Special Events or Promotions is the top priority that would help businesses the most.
- The most important location factor is visibility.
- Property development and special events/promotions would make downtown the most appealing to do business.
- Business owners would most like to see wine and/or beer garden events.

Business Characteristics and Climate

Thirteen businesses participated in the interview process. Each ranging in size and sector to reflect the variety in Veneta's economy. Types of businesses ranged from medical services, food and beverage production, health and fitness, gaming, property management, and personal care services.



While 84% of businesses have a physical location, only 30% own the building they operate out of.



84% of businesses have an online presence. Only 15% of those businesses make online sales, ranging from 10-40% of overall sales. Others, use their online presence for information and scheduling.

The City of Veneta celebrates the hard work of local entrepreneurs

Other notable business characteristics include:

- 23% of businesses were formed within the last three years
- Businesses have a range of 1-30 full time employees
- 38% of business are interested in hiring interns or apprentices
- 100% of businesses operate year round

Veneta's overall appearance and image



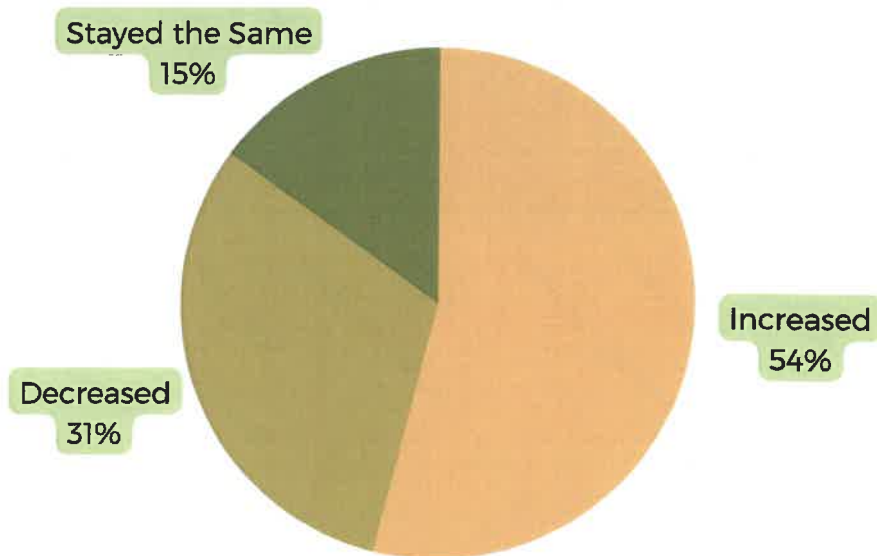
Overall opinion of the community as a place to do business



Business Health and Key Competitive Advantages

Seven businesses detailed an increase in customer base over the past two years despite the restrictions followed by the COVID-19 pandemic. Following COVID-19, four businesses' customer base declined, two stayed the same, and seven saw an increase in the last two years. The positive increases were attributed to connection to the community, great products and staff, unique services, and location.

Customer Base over the Last Two Years



Over half of the businesses interviewed anticipate needing assistance in the next 1-3 years. Specifically, businesses expect help regarding development with city codes, marketing, events, writing business plans, financial management, and employee retention.

Businesses consider their great staff, unique products, connection to the community, and support system to contribute to what sets their business apart from other similar businesses.

54%

anticipate needing assistance in the next 1-3 years.

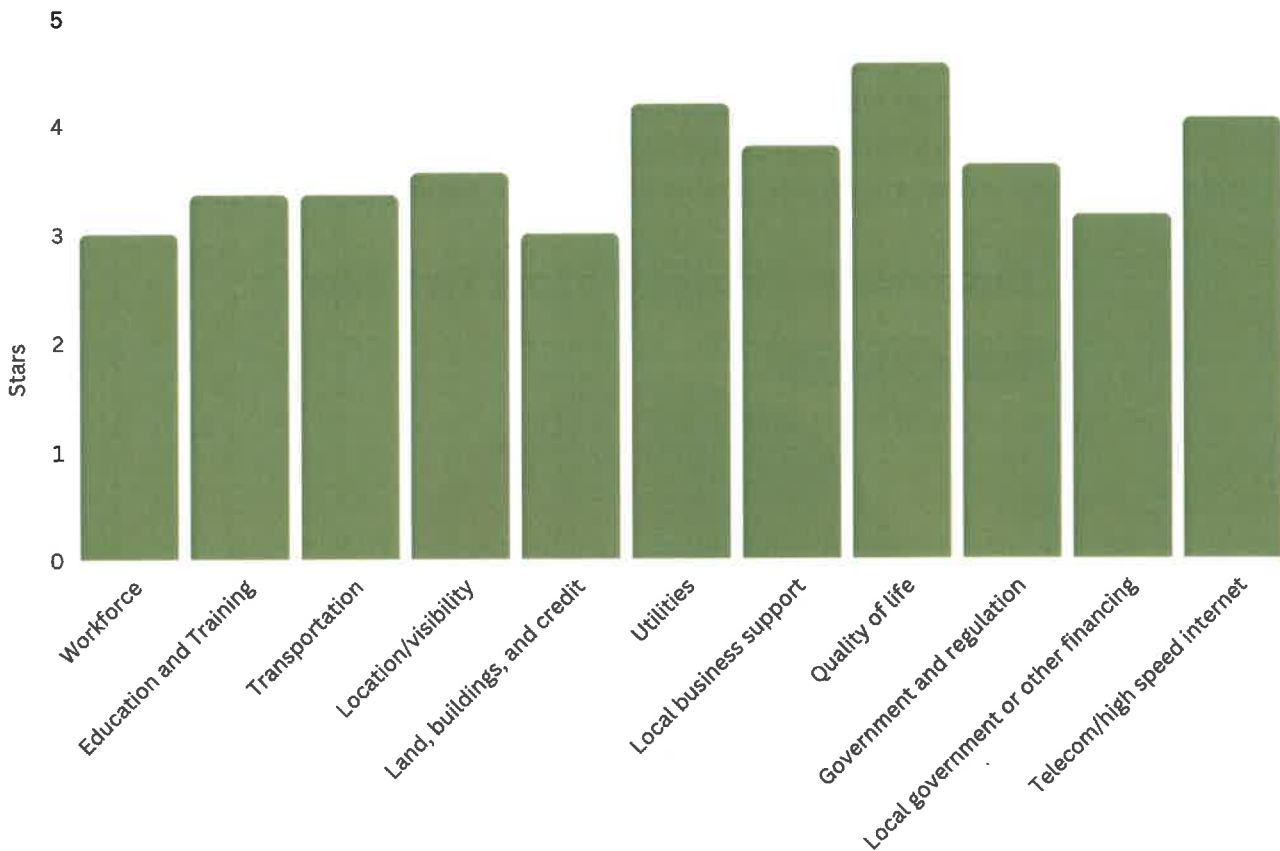
4.56

average rating out of 5 stars for the quality of life in Veneta compared to other communities

54%

of businesses experienced an increase in customer base.

How does Veneta compare to other communities in the following location factors?



Interviewees were asked to rate the following location factors out of 5 stars when comparing to other communities. The highest rated category was quality of life with an average rating of 4.56. Followed by utilities (4.19 stars) and telecom/high speed internet (4.06 stars). The lowest rated category was land, buildings, and credit as well as workforce with an average rating of 3 stars.

Businesses would like to see a business directory, business focused events, CAHOOTS, and "kickbacks" to developers integrated into the Veneta community.

Innovation and Technology Opportunities

Almost all of the businesses could envision technological innovations that will change their industry. Those that did highlighted the need for reliable and highspeed internet. Phone, computer, and merchant sale systems require consistent and effective highspeed internet in the area.

Business Expansions and Opportunity for Growth

Business owners were asked what complementary businesses they would like to see that would complement their business. Responses included:

- Healthy living stores
- Healthcare centers
- Multi-family housing
- Youth center
- Retail stores
- Entertainment opportunities
- Places to gather
- Media/Music stores

In the next 1-3 years businesses are considering developing plans for future expansions. Many businesses expressed the need for attainable building space and technical services such as developing business plans and financial counseling in order to grow. Businesses also envision needing assistance with marketing, adhering to city codes, expansion efforts, and parking lot improvements/expansions.

In the future, businesses imagine expanding, getting involved with the community, attaining consistent employees, improving inventory, potentially relocating, and growing.

Businesses expressed what they need improved in order to operate proficiently. Responses include:

- Better visibility
- Better wayfinding
- Stable internet
- Increased parking
- More garbage cans
- Storefront availability with highway access
- Improved City image

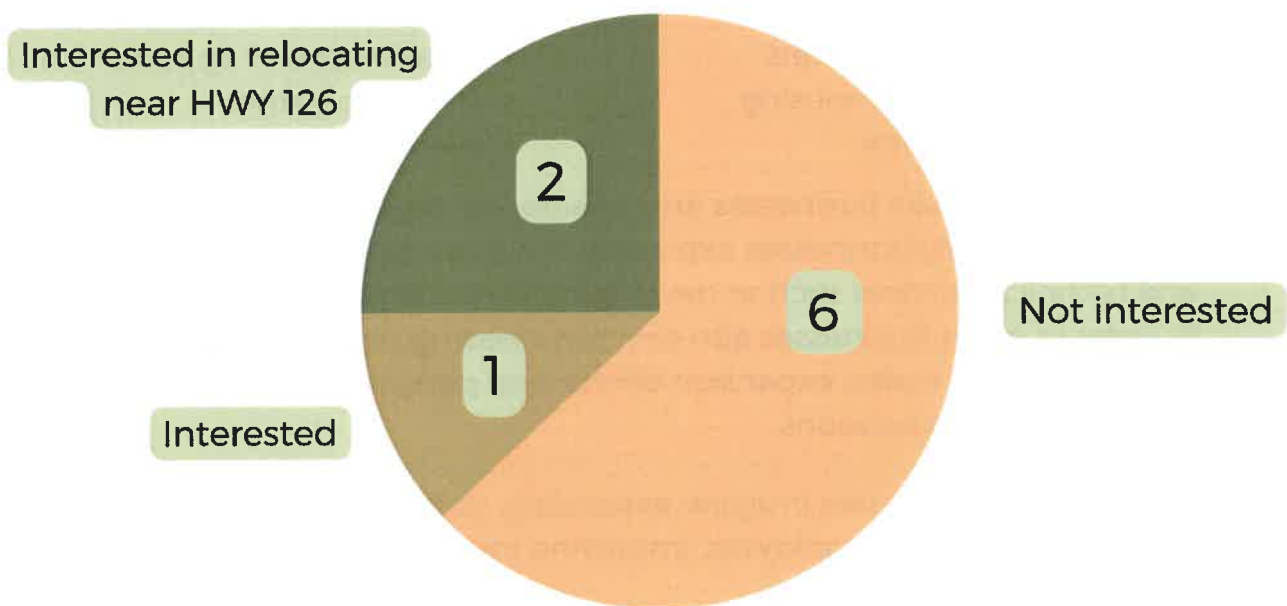
Some also note the challenges financing with high development fees.

Businesses were also asked if they were to choose one thing that the BRE team could do to help their business the most, what it would be. Despite the broad nature of that question, a concise general summary for future areas that the BRE team could support businesses in was curated as seen below.

- Better internet access
- Sponsorship for promotions
- Simplify development process
- Marketing assistance
- Increase available storefronts
- Communicate grant information
- Consistent business outreach

The majority of businesses consider their current location to be perfect for their needs and customer base. While some are interested in relocating downtown and near Highway 126.

Business Interest in Relocating



To make their current location more appealing, there was further emphasis on improved visibility and wayfinding, adding complimentary businesses to the surrounding area, stable internet access, increased parking, more garbage cans, introducing a Neighborhood Watch Program, and storefront availability with access to the highway or Broadway.

Businesses were asked what mix of businesses they would like to see in the downtown commercial district. This open-ended question offered a wide array of responses regarding businesses that could offer an added value to the downtown commercial district. Responses included: a brew pub, food trucks, community gathering locations, retail stores, more local run businesses, services, resource and rec center for children. Other responses mentioned the development of site known as "The Attic", little markets, coffee shops, and other ways to opportunities to gather as a community.

Most important location factors for business success

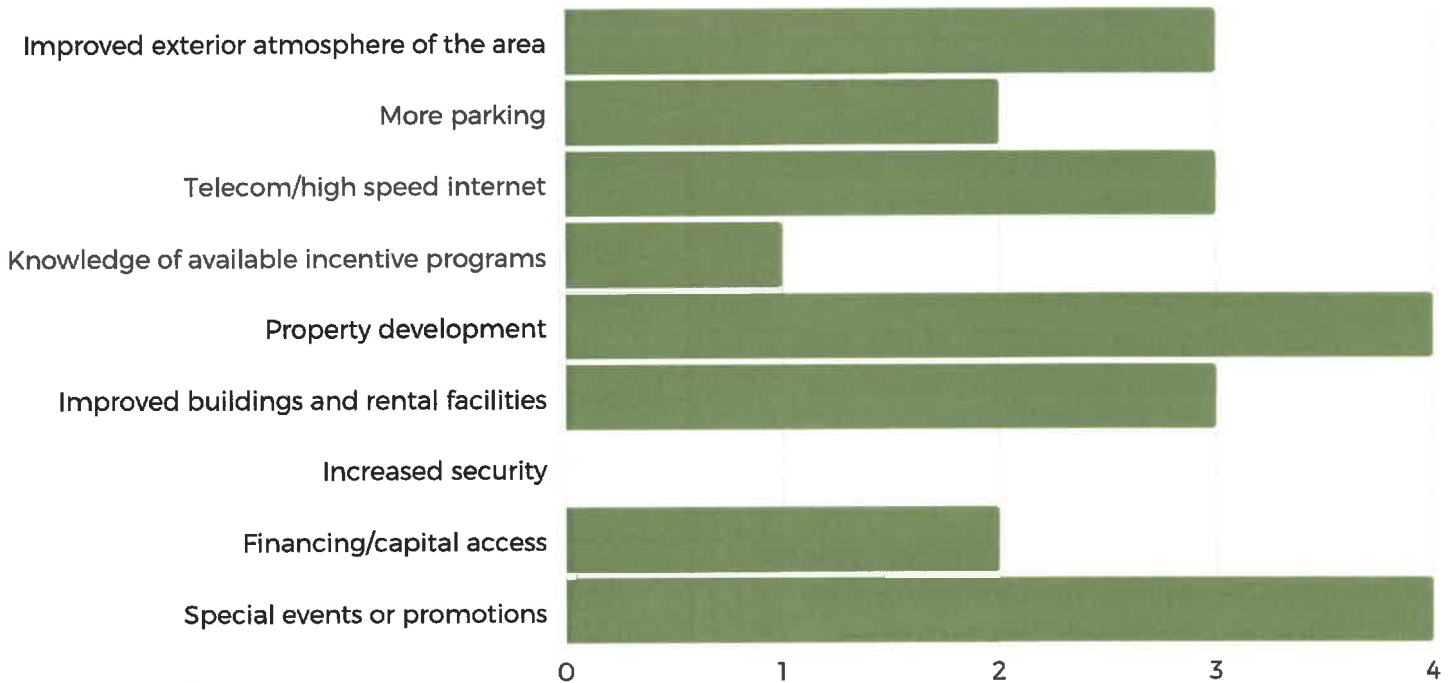
Location is a major contributor to the success of a business. When looking at different location factors, businesses believe that land, buildings, and credit are the most important factors for success. Following this is quality of life, and high-speed internet as important location factors for business success.

Businesses were asked what type of land, buildings, and infrastructure they need. Responses included: better parking, increased visibility, mixed residential and commercial land, and available storefronts. One business noted how they had to build their facility because no other suitable location existed. With this challenge in finding a suitable storefront, businesses note struggling to build their own store due to high System Development Charges (SDCs). Businesses expect to need anywhere from 1,800-6,700 square feet of commercial rental space and mixed residential and commercial space to use for their business or for expansions of their current store.

Factors	Stars
Land, buildings, and credit	4.7
Quality of life	4.6
Telecom/high speed internet	4.6
Location/Visibility	4.4
Utilities	4.2
Local business support	4.1
Education and Training	4
Local government or other financing	3.8
Workforce	3.7
Transportation	3.6
Government and regulation	3.2

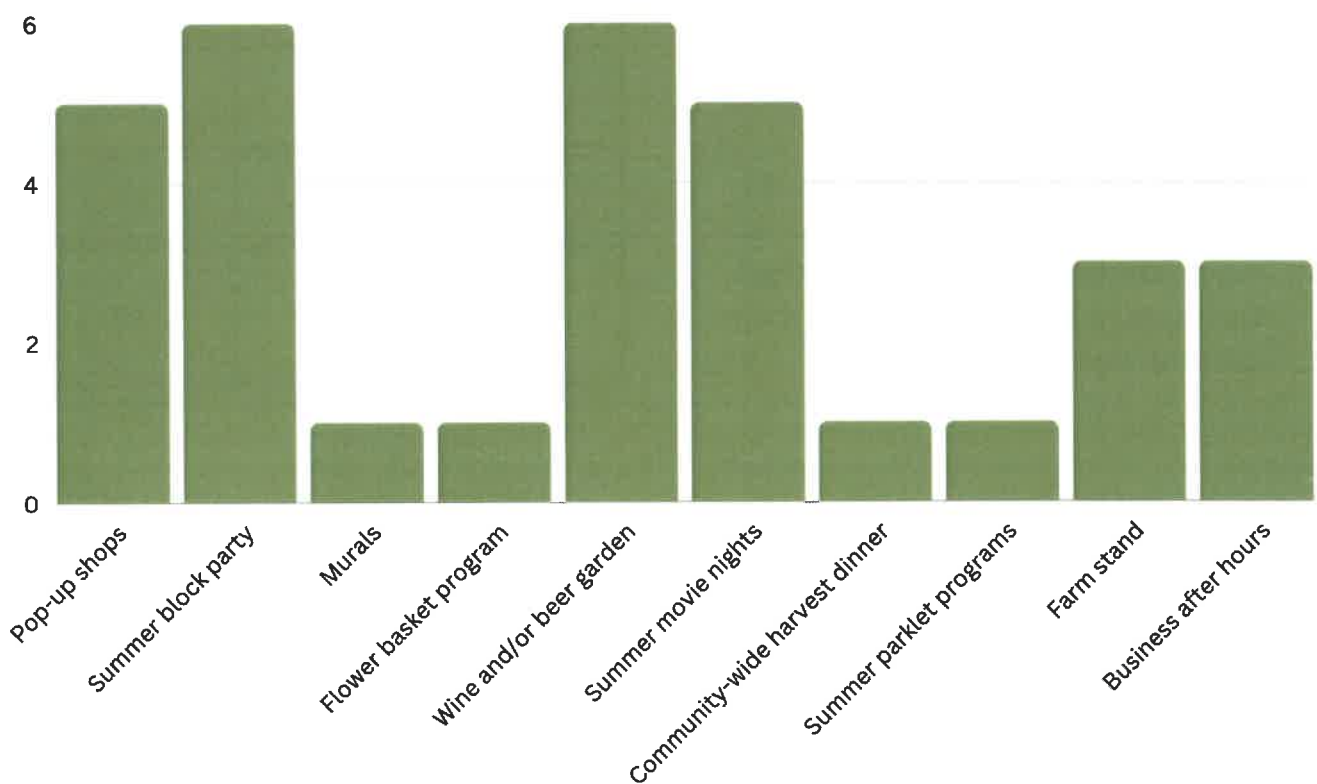


What would make downtown more appealing to businesses?



According to business owners, special events or promotions and property development would make downtown Veneta more appealing to do business. Other appealing aspects include an improved exterior atmosphere of the area, high speed internet, cohesive identity, and improved buildings and rental facilities.

What kinds of events would you like to see downtown, or within the community?



Business owners would most like to see a summer block party and a wine or beer garden downtown and in the general community. They would also like to see pop-up shops and summer movie nights. Comments from businesses regarding events within the community include wanting live music at events, more street fairs and other parades throughout the year, and anything that would encourage social gathering.

Business Challenges

With a diverse group of businesses, there is generally a mix of significant challenges. The most common challenges were limited staffing, difficulties with marketing, access to capital, increasing foot traffic, and inflation. Other common business challenges including the lack of stable internet. Businesses highlighted that without stable internet connection, they are unable to keep up with technological advances. Other challenges included limited opportunities for expansion, limited wayfinding, and lack of complementary businesses.

Some employers have observed skill gaps in employees or applicants. Skill gaps include:

- General computer skills
- Real estate licensing
- Basic arithmetic
- Penmanship
- Previous relevant experience
- Point of Sales training
- Customer service skills
- Marketing skills

Businesses formed within the last three years noted challenges with COVID-19 and related customer base retention, staffing issues as well as problems with obtaining accounting services and sharing information and social media efforts. Following the negative impacts of COVID-19, there was a general trend of appreciation from businesses that the city provided masks and other personal protective equipment. Those that were impacted would like help from the City with marketing and general spread of information regarding their business in order to inform and encourage customers.

Business Priorities

The following table identifies business priorities that would support businesses most.

Special events or promotions (shop local campaign, Friday night movies, music events, sidewalk sales, etc.)	69%
High Speed Internet Improvements	62%
Exterior atmosphere of the area (front entrances, rear entrances, landscaping, street trees, store fronts, sidewalks, cleanliness, signage, etc.)	62%
Shared Business Advertising	46%
Sales and Marketing	46%
Business support services (general advising, mentoring, business planning, financial advising, bookkeeping, etc.)	38%
Finance Packing/Capital Access	38%
Property development	38%
Dealing with government regulations	31%
Start-up Operating Expense Assistance	23%
Business to business networking (i.e. local sourcing, cross marketing, shared business advertising)	15%
Improved Rental Facilities	15%
Small Business Assistance Center (i.e. shared computer work space, presentation / conference space)	8%

Business Follow Up and Flag Warning Review

Following the interview, volunteer interviewers were asked to rate that business with a red, yellow, or green flag correlating to their current status and need for help. Of the seven businesses that were rated, six were given green flags, and one was given a yellow flag. When asked if any of the businesses needed immediate assistance, there were comments about the need for better internet soon, more communication to local businesses about City programs and grants and needing assistance with getting a website established.

62% of businesses are familiar with the City of Veneta's Business Grants Program, Rescue Veneta Grants Program, or the Redevelopment Toolkit. 50% of businesses are interested in having local providers such as the City of Veneta, RAIN Catalysts, or the Lane County SBDC contact them to help address their business needs.

Businesses shared their perception of the City of Veneta as a partner in the development process. Responses included feeling like new and potential businesses need to have access to more information. This includes information regarding advertising and how to get started in Veneta. Other responses include feeling like development is a long, difficult, and expensive process in Veneta. Businesses note that they want the City of Veneta to work with developers to achieve common goals. Other responses include feeling the city was very cooperative and helpful in the development of their new business.

Overall, every business representative found the value of the outreach effort to be excellent.

Overall Issues and Themes

When business owners were asked if they were to choose one thing that the Veneta BRE team could be doing currently to help their business the most, the most observed answer was to help in development. With this, there were also comments around simplifying the development process and reducing fees. Other ways the BRE team could help businesses is through improving the internet access and quality, offering sponsorship opportunities, spreading information about grant information, and marketing assistance.

Themes from businesses includes needing better internet access and quality, wishing there were more available storefront locations to run out of, wanting help with spreading information about their business, and simplifying the development process.

Survey Overview

City of Veneta | BRE Report 2022

Creating an open dialogue between consumers and the city



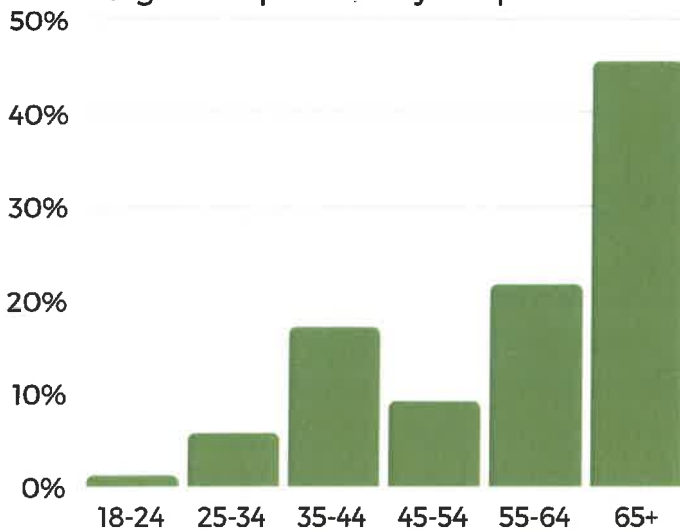
Following the completion of the business interviews, City staff created a community-wide survey to understand how locals perceive businesses in the City. Staff distributed a physical survey along with the City Newsletter that accompanies every utility bill (sent through mail) and by directly delivering the survey to local business owners through canvassing efforts. Staff also posted an online version on the City website and made several Facebook posts promoting it. Of the total 88 survey responses, staff collected 33 paper responses and 55 online responses.

Survey Purpose:

1. Create an open dialogue between consumers and the city.
2. Assist in developing an economic budget for the 2023-2024 year.
3. Establish an opportunity for community members to voice their opinions.
4. Develop a cohesive understanding of the needs within the community.
5. Compare data between Business Owner Interviews and Community Members.

Survey Respondent Characteristics

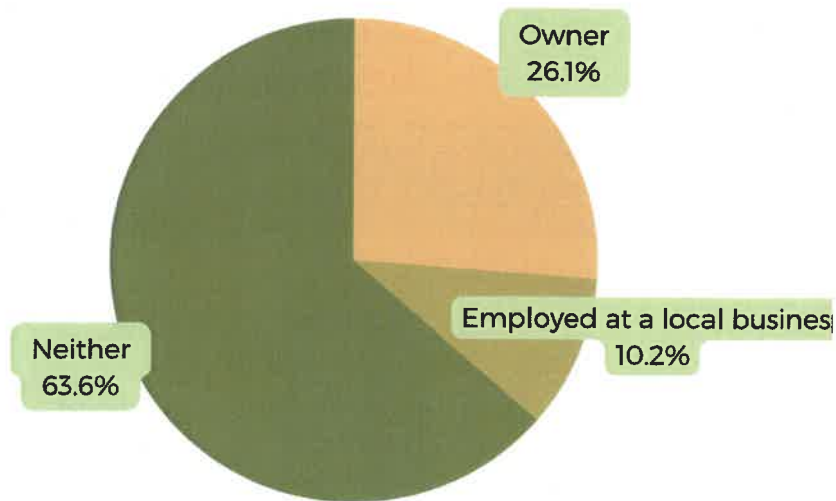
Age Group of Survey Respondents



Staff asked respondents various questions to understand how their demographics and relationship to the City that may impact their survey responses.

SUMMARY OF CHARACTERISTICS

- 85% are residents of Veneta.
- 26% own a business in the City of Veneta and 10% are employed at a local business and 64% are neither.
- 45% are 65 or older.
- 22% are between the ages of 55 and 64.
- 17% are between the ages of 35 and 44.



85%

of respondents are residents of Veneta

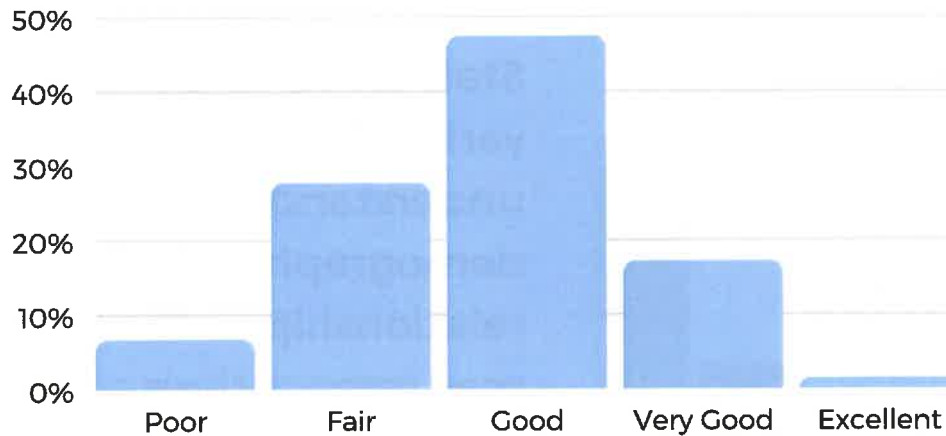
88

total responses

26%

of respondents own a business in Veneta

Rate the City of Veneta as a Place to Do Business



City Staff wanted to know the general feelings towards Veneta as a place to do business. Overall, the majority of respondents (47.37%) felt that the City of Veneta was a good place to do business.



Average rating of 2.78 stars out of 5

How Should the City of Veneta Support Businesses?

61%

want the City to develop an identity to attract people to the community

65%

want more city events to attract visitors and encourage residents to spend their leisure time in Veneta

60%

want the City to continue working with businesses to help them apply for various City Grants

55%

want the City to market Veneta as an excellent place to live, work, and play

54%

want the City to continue offering the Vibrant Veneta Grants Program to beautify the city

50%

want faster and more reliable service providers in the area

City Staff wanted to know how to best support businesses. This was a check-all-that-apply question with 14 possible choices. Six of those options had at least 50% respondent selection with the highest selected answer as wanting more city events to attract visitors and encourage residents to spend their leisure time in Veneta.

How Should the City Support Emerging Businesses and New Entrepreneurs?

City Staff wanted to know how to best support emerging businesses and new entrepreneurs. This was a check-all-that-apply question with current programs that the City offers for aspiring and active businesses. Overall, all of the current opportunities for new businesses were positively received by respondents with at least 49% or more wanting the City to continue offering the various programs.

72%

Work with entrepreneurs to help them apply to the City of Veneta Business Grant Program which offers matching grants up to \$25,000 for business expansion projects.

Continue The Shoppes at Fern Ridge to provide an in-person low-cost retail marketplace for entrepreneurs to test their business.

65%

52%

Continue to provide business mentoring services through RAIN Catalyst.

Continue supporting ShopFernRidge.com, a low-cost virtual retail marketplace for entrepreneurs to test their business.

49%



Is there anything you would like to see changed or any new programs you would like to see implemented to support economic development in the City?

This was an open-ended question to allow respondents to suggest any changes or programs that they could think of. Of the written responses collected, comments included mentions of the following:

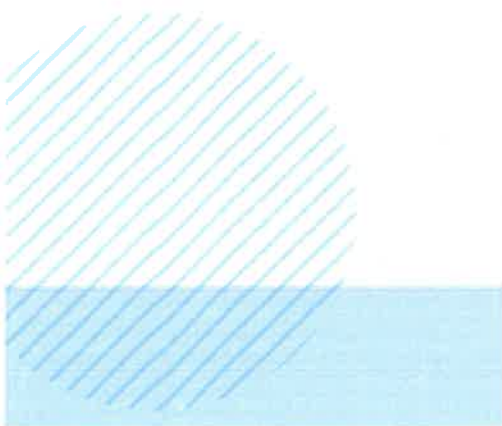
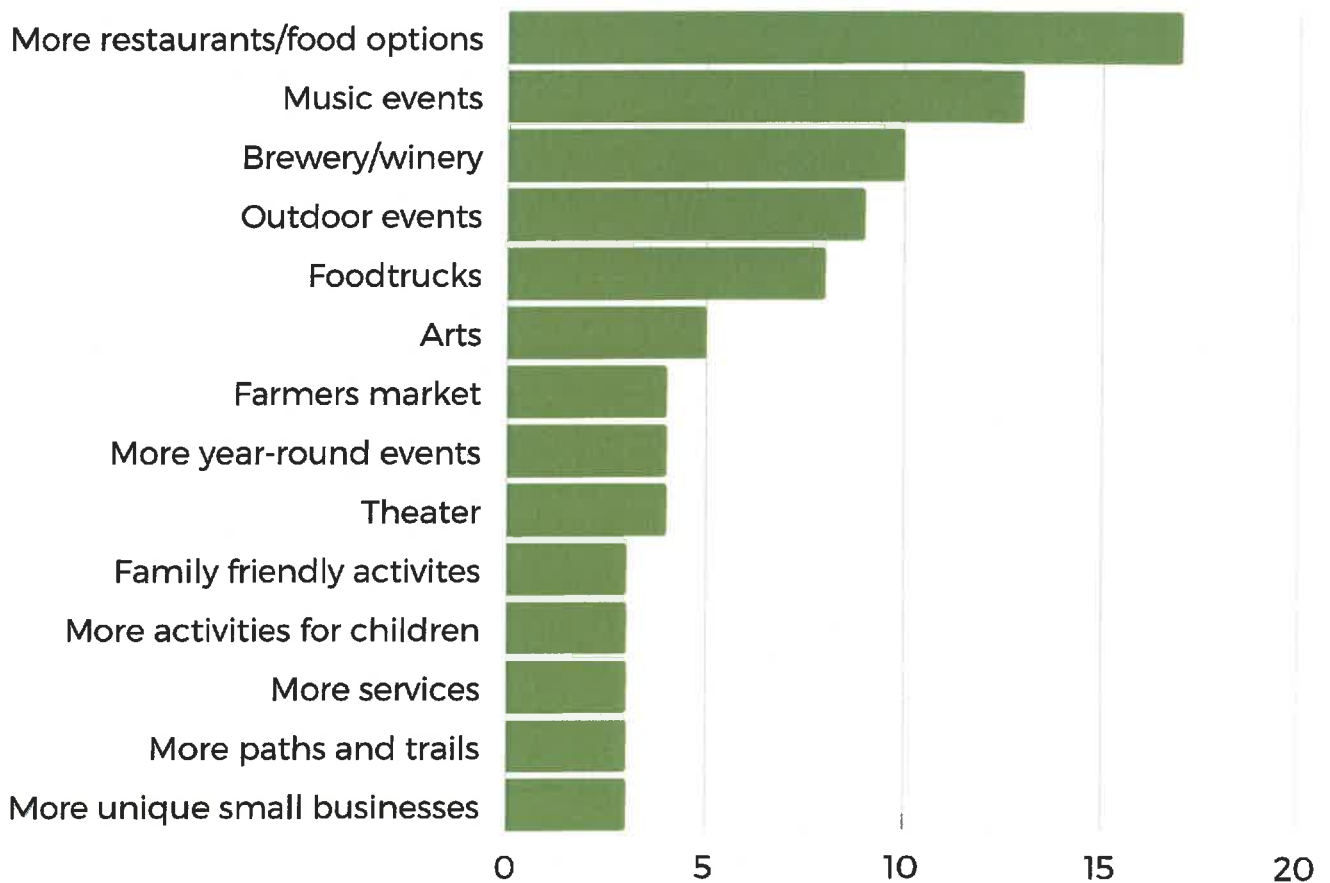


Other responses include:

- creating more spaces for businesses to run out of (4)
- simplifying codes, registration, and grant application processes (3)
- introducing incentives to bring businesses to the area (2)
- personal help from City Staff (2)
- among other general comments of supporting local businesses

What businesses, events, or activities would make you more likely to spend your leisure time in the City of Veneta?

Staff wanted to know what businesses, events, or activities would increase the likelihood of people to spend their leisure time in Veneta. This was an open-ended question, allowing respondents to come up with and list a multitude of factors that they would like to spend time doing in Veneta. 54 survey respondents listed various businesses, events, and activities. From those responses, the following topics were mentioned.



Overall Issues, Themes, and Conclusion

City of Veneta | BRE Report 2022

After interviewing 13 businesses, and receiving public input from 88 community members, City staff has organized general trends that have been presented through both sources of data. Including information on what's working, areas to improve, and action items to implement.

Themes

The most observed trend through all methods of data collection was the desire to enhance the feeling of and opportunity to enjoy community. Business owners and community members alike value connecting with one another and having the spaces, times, and opportunity to do so. Community members and business owners want more events that foster a relationship between each other as well as areas within the City to connect.

Overwhelmingly, businesses and survey respondents desire more restaurants and areas to gather with friends and family. Similarly, businesses need areas to lease in Veneta in order to achieve the dual goal of creating more businesses in Veneta and more areas to gather as a community. Businesses also struggle to keep up with technological advancements due to the lack of stable internet. Businesses find marketing challenging and community members wish they had better access to find businesses and information about them.



Expand internet service connection and quality



Improve access to commercial rental spaces



Increase access to necessary information for consumers and businesses



Simplify codes, regulations, and processes for business operations and development

Key Issues

Public Infrastructure

- Continued improvements to and development of built infrastructure, especially in the downtown area and near Highway 126.
- Improvement of access to and quality of internet access.
- Increase and introduce new wayfinding opportunities.

Business Infrastructure

- The lack of commercial development leaves business owners without access to available, quality, and commercial retail space.

Business Tools and Resources

- Business owners find the process to apply for grants confusing and hard to navigate.
- Businesses are seeking help in marketing and sharing information about their business to the community.

Business to Business Relationships

- Businesses desire more variety in businesses that will complement their business.

Business to Community Relationships

- Businesses seek more information to be available to community members about what they offer and what makes their business unique.
- Community members desire more variation in businesses.
- Business and community members alike want to have more opportunities and spaces to gather.
 - Specific events and opportunities include pop-up shops, a summer block party, a wine/beer garden, summer movie nights, family trucks, and family friendly events year-round.

Workforce

- Availability of qualified and skilled labor is needed.
 - Lack of entry-level and specialized education, training, and experience.

Access to Capital

- Businesses expressed concern with the application process of loans and grants.
- Businesses lack understanding and awareness of various loans and grants.

Survey respondents rated the City of Veneta 2.78 out of 5 stars as a place to do business whereas business owners gave the City a rating of 4.07 stars. Bringing the average rating of the City of Veneta as a place to do business at 3.42 stars out of 5.



Acknowledgements

City of Veneta | BRE Report 2022

Interview Volunteers

Thomas Cotter
Heather Blake
John Tribolet
Carolyn Heckler
Gina Haley-Morrell
Herb Vloedman

Economic Development Committee

Thomas Cotter, Council Appointee
Herb Vloedman, Committee Chair
Len Goodwin, Committee Vice Chair
Gina Haley-Morrell
Dalen Corbett
John Tribolet
Mark Davis
Brittany Lehman
John Stephens

The Business Retention and Expansion program is supported locally by the following organizations:

City of Veneta
Veneta Economic Development Committee
Veneta-Fern Ridge Chamber of Commerce
RAIN Catalysts

We thank you for your continued support and contributions towards economic development.

2023 Oregon Governors Tourism Conference

April 3-5, 2023 | Michelle Emmons Report to Oakridge City Council

I used to feel like tourism was all about marketing - but now I see it as both a business opportunity as well as a platform to help our communities make space for broader and more diverse perspectives, creating a stronger sense of belonging, and being “seen” as part of what makes our State of Oregon so special.

This year's Oregon Governors Tourism Conference has been eye opening on so many levels, reframing the previously described challenges as opportunities to enhance our communities' economic growth and prosperity, restore our environment and promote sustainable outdoor recreation experiences through regenerative and cultural tourism, and elevate our collective voices in celebration, integrity and pride for this special place, Oregon, which we call home.

I'm excited to get back on the Willamette River, come back to Eugene and Oakridge, take it to the trails, and share what I've learned!

Key notes:

- In 2022, the tourism industry provided \$643 million in tax support for the State of Oregon. In part, this was affected by the 2022 World Track & Field Championship held in the summer, in Eugene, with Travel Lane County playing a significant partnership role in event coordination and marketing.
- This year's conference theme was: “Potlatch”, which means, We Are Stronger Together.
- The tourism industry has “pivoted” from simply being a business that provides a service element of the visitor's experience (i.e. a restaurant, hotel, etc.) to being “in the business of guest satisfaction”.

Sampling of Tourism Industry Leadership Resources:

Here is Oregon travel blog: <http://HereisOregon.com> / Jeffrey Haney Oregon Live/Here is Oregon contributor: 541.420.4719 jhaney@oregonian.com

Oregon Travel Commission/Hub World Tours: David Pelton
David@americashubworldtours.com

Oregon Tourism Leadership Academy will be accepting applications again soon:
<https://industry.traveloregon.com/resources/news-detail/oregon-tourism-leadership-academy/>

1859 Magazine: Jenny Kamprath | Jenny@statehoodmedia.com

The “New” Hospitality Standard:

- Building Memorable Hospitality Experiences
- Chinook Winds Casino Resort - Building Tribal connections into community's identity and bringing the Native identity to life as part of the customer experience
- Develop a culture of “**Unreasonable Hospitality**” – going the extra mile to provide a memory that will last a lifetime.
- **There is a “universal need” for humans to feel like we “belong”** – providing those extra touches that make your visitors feel like they are on the “inside” of your community will bring them back for more.
- Provide hospitality experiences with “**unbridled intention**”.
- Treat every customer as a unique individual - **make people feel seen** - providing small, thoughtful gestures to take care of clients.
- Consider *all* the touchpoints that help create the sum total of a visitor's experience, understanding that the perceived most insignificant touchpoints can have the greatest impact, i.e. holding a bottle of Oregon wine/brew and Euphoria chocolates in an AirBnB.
- See, taste, feel, touch... the land - when you give people **IMMERSIVE experiences** you change the world!
- If you believe in something, make it as easy as possible for your team to execute... consider timing when delivering on the customer experience – don't try new things all at once – work out the kinks ahead of time, and reuse the best processes, customizing for each customer.
- Always make time to **evaluate what you are doing well, and keep doing it!!!**
- **Stewardship Vacations** are becoming more frequently requested among travel experiences – people want to feel like they are giving back to the places they enjoy most.
- Work with Chamber of Commerce to highlight unique businesses in the community and build events that do so while attracting tourists to the area, i.e.: Chefs Night Out – a “restaurant crawl” serving a single meal component at different eatery establishments within walking distance of each other.
- What are the things you were forced to do today that you will choose to do tomorrow?
- Don't take yourself too seriously!

Trail Town Experiences

- Cultural preservation as part of building and maintaining community trails experiences; incorporate representation and acknowledgement into trail experiences and events, i.e. Yachats Amanda's Trail - January 1st Yachats Peace Walk

- Cultivate civic leadership and pride in your community by engage youth in community building – for trails, this can be engaging local youth agencies, schools, and/or local leadership to provide stewardship events focused on youth contributions
- Relationship between people moving through the community and community endurance: where are people stopping that they learn more about the unique identity and culture of your community? How do streets, trails, and sidewalks connect these dots?

Idea for Oakridge: Telling the story of intra-town and Forest Service trails through the interconnection of Working Forests and Native Heritage - Molalla Tribe connections?

OSU SCARC – Special Collections and Archive Research Center:

<http://scarc.library.oregonstate.edu/>

CCC Camp Oakridge – how does this history play a role in the Oakridge community identity? Are there lessons from this history that we can build on to help broaden our identity and celebrate our culture?

Catering Travel Experiences to People with Disabilities:

- Each disability is uniquely experienced by the individual – do not assume a “one size fits all” solution will work for everyone, even if they seem to have the same outward disability issue
- Accessible transportation options – this includes mechanism of travel i.e. busses, shuttles, taxi/Uber, etc. as well as connecting transportation corridors – think about neighborhood allies, trails, streets and sidewalks, where crosswalks are located, etc.
- Include accessibility details in your lodging, services, or event venue description – even if not ADA certified, including these details indicates that we are a welcoming community for people of all abilities
- Create accessible attractions by design, provide an equitable opportunity for people with disabilities to interact, and a create sense of belonging between people of all abilities
- Travelers with disabilities serve as ambassadors that sell our destinations – “impact networks” are used both by people with disabilities and BIPOC communities to book travel
- Break down hierarchies to work together more effectively – do not judge a person’s qualifications to participate personally or professionally in an activity based on their disability

Tourism and Destination Management Trends:

- As we consider coming out the other side of Covid, facing extreme climate change and a shifting cultural environment – “identity” is coming into focus at the very core of the tourism industry.
54% all out of State visitors traveling to Oregon plan outdoor recreation activities
- Zoom out to set a vision for your community’s destination identity – convene stakeholders such as Chamber of Commerce, City officials, business owners, historians, artists and art councils, teachers, and culturally relevant organizations.
- Room demand still below the trend in 2019, but overall, all business in leisure and travel is trending upwards
- Canada travel is trending upward in Pacific Northwest visitation

Recent Travel Destination Marketing Slogans:

- *Discover your Best*
- *This is where it’s at (inspire fearlessness)*
- *Leave no trace, leave a Legacy!*

Tourism Tech: Websites, Apps, Social Media, and AIChat OH MY!

- **YouTube**
 - Googles is strongly invested in YouTube as its parent company – having a YouTube channel brings your community up in the Google search index
 - Web stories are “evergreen” long existence - boosts organic search to your website - blue links and google “discover” app - targeted online search information
 - **YouTube shorts engage 50 billion viewers daily!** Every tourism town should have its own channel to tell their story, celebrate business successes, market special events, etc.
<https://marketing.sfgate.com/blog/7-of-the-best-travel-industry-marketing-videos-and-why-they-worked>
 - YouTube is second most visited website globally - experiment connecting YouTube shorts with Instagram reels and TikTok videos - consider using YouTube Web Stories to boost traffic
- **Generative AI** - use cases for revolutionizing tourism – GPTChat offers a huge opportunity for Chambers and DMOs to research the web in a fraction of the time required for past project efforts

Regenerative Tourism: Special Events & Tours

Concerns about the impacts of tourism include noise, waste, disruptions and natural habitats – this became especially apparent during Covid, when the demand for outdoor spaces was notably higher than before Covid.

Evolving tourism to be more sustainable, DMOs and Travel Oregon are looking to include elements of stewardship into marketing travel opportunities. Stewardship organizations and communities are encouraged to reach out to regional tourism partners with a calendar of public opportunities for participating in civic and environmental stewardship events, and connecting outfitters to volunteer stewardship organizations for opportunities to build volunteer contributions into tour operator offerings.

Electric Vehicle Infrastructure – where to place to highlight destination points, trailheads, services, art, etc. while people wait to have their car charged up

Diversity, Equity and Inclusion Considerations in Tourism

Presenters included:

Ambreen Tariq

[@BrownPeopleCamping](#) is a social media initiative that advocates for greater diversity, equity, access, and social justice in the outdoors.

[Vamonos Outdoors](#), Wesley Heredia

Our intention is to connect, engage & inspire our Latinx families & community into the outdoors for all of Central Oregon.

- Reputation and authenticity MATTERS
- Consider that fear that is passed down – how do marginalized people find the courage to break down these barriers, and how can people in the majority population be more welcoming and open to provide experiences that may be connected to negative implications from the past
- Connect on values - not on obvious differences - being authentic and being yourself - understand generational trauma associated with outdoor experiences - being vulnerable is being courageous- intention doesn't wipe away perception- learn to react to criticism with grace and acknowledgement - we are all an ally to someone else
- Create community using organic, authentic experiences around food.
- Try not to be aspirational – rather, work on elevating real people - celebrating human connections – embrace the culture of the people you are trying to cater to
- Community is out there already - meet people where they are at – promote more family friendly activities
- Causes vs. Colleagues
- Condescending Benevolence vs. Authentic Representation
- Obstacles for BIOC travel plans include: “remote” areas which means crossing off a safety checklist pertaining to being attacked by other people
- It is important that BIPOC folks feel a sense of trust in the group leader (tour/outfitter) that they have the ability to support others in case a need arises

- All inclusive planning with gear, guides, stewardship opportunities, etc. helps to eliminate the sense of elitism and lack of knowledge to participate safely with the “right” gear... this might include having a gear library for beginners and new attendees
- Normalization of beginners in the outdoors!
- Consider developing a BIPOC Stewardship Program

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Westfir Police & EMS
Services IGA Contracts

Agenda Item No: 9.6

Exhibits: Westfir Police & EMS Services IGA
Contracts for FY 23-24

Proposed Council Action: A motion from
the floor to approve

Author: CA

ISSUE:

Attached as Exhibits are the draft IGA contracts with the City of Westfir for Police & Fire/EMS services for fiscal year 2023-2024 (starting July 1, 2023). The annual price for Fire & EMS services has increased from \$35,191 to **\$37,000**, and the annual price for Police services has increased from \$56,838 to **\$60,000**. These increases are both just **over 5%**, and equal **\$97,000 combined**.

Police Chief Martin, Fire Chief Hollett, and Westfir Mayor D'Lynn Williams are all in support of the draft contracts. The Westfir City Council must also approve the IGA contracts.

FISCAL IMPACT: \$97,000.00 (combined)

OPTIONS: Approve or deny the draft IGA contracts

RECOMMENDATION: Approve

RECOMMENDED MOTION: *"I move to approve the terms of the Police & Fire/EMS services IGA Contracts with the City of Westfir for fiscal year 2023-2024."*

STRATEGIC THEMES/GOALS INVOLVED:

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

Theme 1 (Safe Community), Goal #2: Provide efficient, sustainable, and equitable public safety services including police, fire, and emergency medical services.

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.

AGREEMENT FOR FIRE PROTECTION SERVICES FY 23-24

CITY OF WESTFIR / CITY OF OAKRIDGE

THIS AGREEMENT is made and entered by and between the CITY OF WESTFIR hereinafter "Westfir," a municipal corporation of the State of Oregon, and the CITY OF OAKRIDGE, hereinafter "Oakridge," a municipal corporation of the State of Oregon.

WITNESSETH

WHEREAS, Westfir is desirous of contracting with Oakridge for the performance of the hereinafter described Fire Protection Services within the boundaries of Westfir by Oakridge thereof, and;

WHEREAS, Oakridge has agreed to tender such services on the terms and conditions hereinafter set forth; and

WHEREAS, such intergovernmental agreement contracts ("IGA's") are authorized and provided for under ORS 190.010.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN CONTAINED, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **TERM:** The term of this agreement shall be 12 months, commencing **July 1, 2023** and terminating **June 30, 2024 (fiscal year 2023-2024)**, or until such time that Westfir is able to provide its own fire protection services/fire department.
2. **COMPENSATION:** Westfir shall pay to Oakridge for such Fire Protection services as provided herein as follows:

<u>FISCAL YEAR</u>	<u>AMOUNT</u>	<u>PER QUARTER</u>
2023-2024	\$37,000.00	\$9,250.00

Billing will be done on a quarterly basis, and the City of Oakridge will send an invoice for payment of **\$9,250 per quarter**.

The Oakridge Fire Chief or their designee shall have the authority, responsibility, and operational control, to prescribe the manner and method of providing the services delineated in this agreement. However, neither party may incur extraordinary costs that would adversely impact the other.

3. **OAKRIDGE FIRE DEPARTMENT RESPONSIBILITIES:**

Throughout the term of this agreement, Oakridge shall provide fire suppression response, training, dispatch, rescue, and other related services set forth herein, at substantially the same level in Westfir as is provided in Oakridge by the City of Oakridge Fire & EMS Department.

4. **PROPERTY AND EQUIPMENT:**

a. All property and equipment including fire apparatus, furnishings, training aids and other articles of property, purchased by each entity shall remain the property of the entity that purchased that said property. However, Oakridge may use the City of Westfir property in the fulfillment of this contract, which shall include but not be limited to the Westfir Fire Truck 1241, and the Westfir "Turn-Out" washing/extractor machine. See **Attachment A** for the full list of Westfir-owned equipment.

b. All repairs, improvements, replacements, or additions to the property described in 2A shall be the responsibility of the party that purchased said property. The entity operating said equipment shall be responsible for the routine maintenance costs. Oakridge understands that they must get prior approval from Westfir for any and all expenditures that exceed \$200.

c. Oakridge shall be responsible for providing liability insurance for both entities' property and equipment used by Oakridge Fire & EMS. Oakridge shall ensure that all personnel driving the Westfir Fire Engine 1241 are fully qualified to operate the engine in accordance with Oakridge Fire Department policies.

d. Westfir shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any Oakridge personnel performing services hereunder for Westfir or any liability other than that provided for in this agreement. Except as otherwise herein specified, Westfir shall *not* be liable for compensation or indemnity to any Oakridge employee for any injury, or sickness arising out of his or her employment.

5. **GENERAL ADMINISTRATION, MANAGEMENT AND PERSONNEL:**

a. The rendition of such service, standards of performance, the discipline of employees and volunteers, and other matters incident to the performance of such services and control of personnel so employed shall remain solely with the City of Oakridge.

b. All personnel employed in the performance of such services pursuant to this agreement shall be Oakridge employees and all persons employed hereunder shall have City pensions, salary, workers compensation and any status or rights under the provisions of City employment paid for by Oakridge.

c. General administration and management of the Oakridge Fire/EMS agency shall be the responsibility of the Oakridge Fire Chief or designee. The Oakridge Fire Chief works under the general direction of the Oakridge City Administrator. The Oakridge Fire Chief shall provide information to Oakridge and Westfir, as requested.

d. Operational control of all incidents within Westfir boundaries shall be the responsibility of the Oakridge Fire Chief or designee.

6. **TERMINATION:** This agreement may be terminated by either party for any reason at any time, upon giving **three (3) months** written notice of their intent to do so. All prorated monies due shall be paid within **10 days** of the final termination date. At the end of this agreement, all Westfir equipment shall be returned to Westfir as inventoried and in similar condition (accounting for normal wear & tear) as at the origination of this agreement.

7. **HOLD HARMLESS:** The parties hereby covenant and agree to hold and save each other, their officers, agents and other employees, harmless from all claims whatsoever, including attorney's fees and costs, by reason of any act or omission of each city, its officers, agents, or employees.

8. **BUDGETING:** Oakridge and Westfir agree to meet annually to renegotiate the amount of compensation for the next year of this agreement. The initial meeting shall take place no later than March 15th, and both parties agree to make every effort to agree upon compensation in a timely manner (by April 30th), in order accommodate the cities' budget process. Westfir will initiate the first meeting.

9. **MISCELLANEOUS:**

a. In the event any provisions of any previous agreements or contracts between the parties are in conflict with the provisions of this agreement, the provisions of this agreement shall control.

b. Any amendments or modification hereto shall be made in writing and must be approved by both City Councils.

c. The terms of this agreement/contract must be approved by both the Westfir and Oakridge City Councils prior to signed ratification by both Mayors.

IN WITNESS WHEREOF, this instrument has been executed *in duplicate* and legally approved and adopted by each of the parties hereto.

CITY OF OAKRIDGE

CITY OF WESTFIR

Bryan Cutchen, Mayor Date

D'Lynn Williams, Mayor Date

ATTEST:

Scott Hollett, Fire Chief Date

Nicole Tritten, City Recorder Date

AGREEMENT FOR LAW ENFORCEMENT SERVICES FY 23-24

CITY OF WESTFIR / CITY OF OAKRIDGE

THIS AGREEMENT is made and entered by and between the CITY OF WESTFIR hereinafter "Westfir," a municipal corporation of the State of Oregon, and the CITY OF OAKRIDGE, hereinafter "Oakridge," a municipal corporation of the State of Oregon.

WITNESSETH

WHEREAS, Westfir is desirous of contracting with Oakridge for the performance of the hereinafter described law enforcement functions within the boundaries of Westfir by Oakridge thereof, and;

WHEREAS, Oakridge has agreed to tender such services on the terms and conditions hereinafter set forth; and

WHEREAS, such intergovernmental agreement contracts ("IGA's") are authorized and provided for under ORS 190.010.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN CONTAINED, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **TERM:** The term of this agreement shall be 12 months, commencing **July 1, 2023** and terminating **June 30, 2024 (fiscal year 2023-2024)**.
2. **COMPENSATION:** Westfir shall pay to Oakridge for such law enforcement services as provided herein as follows:

FISCAL YEAR	AMOUNT*	PER QUARTER
2023-2024	\$60,000.00	\$15,000.00

*The "Amount" above *includes* the cost of the Motorola/Ally software license fee that was charged *separately* in the FY 22-23 IGA Contract. Billing will be done on a quarterly basis. The City of Oakridge will send an invoice for payment of \$15,000 per quarter.

In the event a Westfir-based incident/case requires extraordinary police services above and beyond a typical investigation, Westfir shall pay for such services at a cost of **\$62.68/hour** (the average loaded hourly rate for Oakridge police officers). Prior to any payments being made under this subparagraph, the Oakridge Police Chief, the Oakridge City Administrator, and the Westfir Mayor, must all be in agreement that the incident/case required such additional time as to be considered "extraordinary," and both the Westfir and Oakridge City Councils must approve the additional costs.

3. **POLICE RESPONSIBILITIES:** Oakridge agrees to provide **24/7** police service and emergency response within the city limits of Westfir to the extent and in the manner herein set forth. The police services shall encompass duties and functions of the type within the jurisdiction of and customarily rendered by a city police department. Such services shall include patrol, enforcement, and investigations involved in the field of public safety, criminal law enforcement, or related fields within the legal power of the Oakridge Chief of Police to so provide and shall be provided in conformance with the standards generally accepted within the policing profession.

The Oakridge Police shall:

- a. Provide enforcement of Oregon State Statutes regarding criminal offenses and Oregon Vehicle Code Violations.
- b. Serve citations drafted by Westfir city staff upon request and as soon as possible, based on workload and call volume. Westfir city staff is responsible for drafting all applicable reports, citations, and the court processes for all *non-criminal* Westfir Ordinance violations. Oakridge Police may also issue Westfir citations at their discretion.
- c. Provide a written report to Westfir **with each quarterly invoice**, accounting for the actual number of Westfir calls for service, citations, and arrests, for each previous quarter.
- d. The Chief of Police or designee shall attend all Westfir City Council meetings concerning policing issues, if and when requested by the Westfir Mayor.
- e. Make available for the performance of the duties herein properly supervised officers, certified by the Oregon Department of Public Safety Standards and Training (except as to reserve officer/cadets), and furnish and supply all other necessary labor, supervision, equipment, communications facilities, and supplies to maintain the level of services to be rendered hereunder.
- f. Respond to calls for *emergent* service (serious crimes in-progress, as determined by the Chief of Police or other supervisor) inside the incorporated city limits of Westfir, at any time, day or night (24/7).
- g. Respond to calls for *non-emergent* service (crimes *not* in progress or determined to be non-serious by the Chief of Police or other supervisor) inside the incorporated city limits of Westfir, only when an Oakridge Officer is already on-duty and available, and at the discretion of the Chief of Police or other supervisor.

4. **PERSONNEL:** The rendition of such service, standards of performance, the discipline of officers, and other matters incident to the performance of such services and control of personnel so employed shall remain solely with the City of Oakridge. Personnel may change at any time.

a. With the exception of police department reserves, all personnel employed in the performance of such services pursuant to this agreement shall be Oakridge employees and all persons employed hereunder shall have City pensions, salary, workers compensation, and any status or rights under the provisions of City employment paid for by the City of Oakridge.

b. Westfir shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any Oakridge personnel performing services hereunder for Westfir or any liability other than that provided for in this agreement. Except as otherwise herein specified, Westfir shall *not* be liable for compensation or indemnity to any Oakridge employee for any injury, or sickness arising out of his or her employment.

5. **COURTS:** It is mutually agreed that all felony crimes will be presented to the District Attorney for Lane County, State of Oregon, for trial in the appropriate court of jurisdiction, and the court of jurisdiction will be entitled to all portions of fines, forfeitures, etc. normally retained by them. Misdemeanors may be presented in Oakridge Municipal Court or the appropriate State Court. All violations of Oregon Vehicle Code, Westfir Ordinance violations, and Misdemeanors tried as violations committed within the incorporated limits of Westfir will be cited to appear in the Oakridge Municipal Court, Lane County, Oregon, or such other court as has jurisdiction over the offense cited. All revenue generated by Westfir citations and Municipal Court cases will be divided equally (50/50) between the two cities, to assist in covering court costs and services. All charging decisions are at the discretion of the Oakridge Police Chief (or his designee), and/or the Lane County District Attorney's Office.

6. **TERMINATION:** This agreement may be terminated by either party for any reason at any time, upon giving **three (3) months** written notice of their intent to do so. All prorated monies due shall be paid within **10 days** of the final termination date.

7. **HOLD HARMLESS:** The parties hereby covenant and agree to hold and save each other, their officers, agents and other employees, harmless from all claims whatsoever, including attorney's fees and costs, by reason of any act or omission of each city, its officers, agents, or employees.

8. **BUDGETING:** Oakridge and Westfir agree to meet annually to renegotiate the amount of compensation for the next year of this agreement. The initial meeting shall take place no later than March 15th, and both parties agree to make every effort to agree upon compensation in a timely manner (by April 30th), in order accommodate the cities' budget process. Westfir will initiate the first meeting.

9. **MISCELLANEOUS:**

a. In the event any provisions of any previous agreements or contracts between the parties are in conflict with the provisions of this agreement, the provisions of this agreement shall control.

b. Any amendments or modification hereto shall be made in writing and must be approved by both City Councils.

c. Animal Control services are *not* included in this contract.

d. Citations for Westfir Ordinance violations may be written by Westfir City employees and then served to the Defendant/Respondent by the Oakridge Police.

e. The terms of this agreement/contract must be approved by both the Westfir and Oakridge City Councils prior to signed ratification by both Mayors.

IN WITNESS WHEREOF, this instrument has been executed *in duplicate* and legally approved and adopted by each of the parties hereto.

CITY OF OAKRIDGE

CITY OF WESTFIR

Bryan Cutchen, Mayor Date

D'Lynn Williams, Mayor Date

ATTEST:

Kevin Martin, Police Chief Date

Nicole Tritten, City Recorder Date

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Go Beyond Racing "Oregon 200" Partial Fee Waiver Request

Agenda Item No: 9.7

Exhibit: Rental Application Form, RTMP Application

Proposed Council Action: A motion from the floor to approve

Author: CA

ISSUE:

Go Beyond Racing is scheduled and approved to hold a 200-mile running race (the "Oregon 200") at Greenwaters Park August 24-29, 2023. **Todd & Renee Janssen**, the owners of Go Beyond Racing, submitted an RTMP Application (see attached Exhibit), requesting a waiver of **\$2,500** of the \$5,000 in rental fees for Greenwaters Park for the event. The total estimated cost to put on the event is \$55,000.00 (see RTMP budget page), so this \$2,500 request represents around 4.5% of their total costs. For more information about this **first-time** event, which is expected to draw around **300 people**, go to: <https://gobeyondracing.com/races/oregon-200/>.

After discussing this request with Councilor Kinyon, the Chair of the RTMP/TRT Committee, it was decided that since our RTMP funds are so low and won't be replenished until November, that asking Council for a fee waiver request rather than RTMP funds would be the most financially prudent course of action. City staff supports this partial fee waiver request.

FISCAL IMPACT: \$2,500.00 (partial fee waiver value)

OPTIONS: Approve or deny the partial fee waiver request

RECOMMENDATION: Approve

RECOMMENDED MOTION: *"I move to approve waiving \$2,500 of the \$5,000 Greenwaters Park rental fee for the 2023 Go Beyond Racing "Oregon 200" race."*

STRATEGIC THEMES/GOALS INVOLVED:

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.

RTMP QUESTIONNAIRE

Event Name: Oregon 200 Group: Go Beyond Racing

Contact Person: Todd Janssen Phone: 503 577 6884

Address: 6312 SW Capitol Hwy., #250, Portland, OR 97239

Email Address: todd@gobeyondracing.com Date of Event: August 25-29, 2023

Please answer the following questions in regards to your event or project.

Answer all questions by circling Y or N

1. Does your event/project create motel/hotel room stays? (Y) N
2. Does your event/project increase room stays during the Fall or early spring? y (N)
3. Does your event/project create visits or increase the amount of time spent in the area by improving the attractiveness of the community? (Y) N
4. Does your event/project focus its marketing to bring in visitors from other states? (y) N
5. Does your event/project focus on attracting Oregonians to Oakridge during "peak season/" (June -August) (Y) N
6. Does your event/project work with other organizations to market the Oakridge area with in local, state and private agencies? (Y) N
7. Do you target or monitor western Canada or international markets? (y) N
8. Is this a group travel/tour or package?
 - a. Do you have a target group? y (N)
 - b. Do you have activities included? y (N)
 - c. Are you working with Travel Lane County? y (N)
 - d. Do you offer incentives to promote return visits? y (N)
9. Does your event/project provide training on tourism staffing Hospitality or service? y (N)

On a separate piece of paper please provide an explanation for each question you marked "yes." Number your responses as above.

You **do not** need to meet all 9 criteria to be funded.

Applicant or Group agrees to indemnify, defend and hold harmless the City and its officers, agents and employees against all liability, loss and costs arising from actions, suits, claims or demands attributed in whole or in part to the acts or omissions of Applicant or Group, and Applicant's and or Group's officers, agents and employees, in performance of the Event or project.


Signed:  Printed Name: Todd Janssen

Title or relation to Group or Event: Race Director, Oregon 200

REQUEST FOR FUNDING

Event: Oregon 200
Group: Go Beyond Racing
Address: 6312 SW Capitol Hwy., #250
 Portland, OR 97239
Contact Person: Todd Janssen
Phone: 503 577 6884 **Email address:** todd@gobeyondracing.com
Fax Number: _____ **Date of Event:** August 25-29, 2023

Budget Category	Expenses	% of expense you are asking to be funded	Funding Requested
<i>Personnel</i>	\$4500	0%	\$
<i>Equipment</i>	\$11,500	0%	\$
<i>Travel/Conferences/Training</i>	\$0	0%	\$
<i>Supplies</i>	\$18,500	0%	\$
<i>Advertising</i>	\$500	0%	\$
<i>Rent/Utilities</i>	\$5000	50%	\$2500
<i>Administrative Costs</i>	\$		\$
<i>Other – EMT</i>	\$12,000	0%	\$
<i>Other – Timing</i>	\$3,000	0%	\$
Total	\$55,000	4.5%	\$2500

Prepared by: Todd Janssen
Title: Race Director
Signature of Program Contact: 
Title:

Note:
This form must be submitted in the original grant application.

1. Does your event/project create motel/hotel room stays? **YES**

We expect many of the runners to stay in Oakridge before and after the race and for their crew and family members to stay in Oakridge during the race.

2. Does your event/project increase room stays during the Fall or early spring? **NO**
3. Does your event/project create visits or increase the amount of time spent in the area by improving the attractiveness of the community? **YES**

We expect that our event will create awareness of the Oakridge area among the trail running community and create affinity for the area for runners, crew and family members that attend. We expect this to increase even more in subsequent years of this event. We expect that the race will bring runners into the area before the race that will be checking the trails and others that will return after experiencing the race.

4. Does your event/project focus its marketing to bring in visitors from other states? **YES**

We expect a large percentage of runners, family and crew will come from out of state. Currently 67% of registered runners are from out of state.

5. Does your event/project focus on attracting Oregonians to Oakridge during "peak season/" (June -August) **YES**

Our event is from August 25-29.

6. Does your event/project work with other organizations to market the Oakridge area with in local, state and private agencies? **YES**

We are working with the City of Oakridge, Travel Lane County and Sport Oregon to promote the race and the Oakridge area.

7. Do you target or monitor western Canada or international markets? **YES**

Although we don't specifically target western Canada or international markets, marketing for this race reaches runners in these markets. Currently, 3% of registered runners are from these markets.

8. Is this a group travel/tour or package? **NO**

- | | |
|--|------------|
| a. Do you have a target group? | y N |
| b. Do you have activities included? | y N |
| c. Are you working with Travel Lane County? | y N |
| d. Do you offer incentives to promote return visits? | y N |

9. Does your event/project provide training on tourism staffing NO
Hospitality or service? **NO**



City of Oakridge

Property Rental Application

Event: Oregon 200 (trail race) Small event <99 Large event >100
 Name: Renee/Go Beyond Racing Date(s) requested: Aug 24-29, 2023
 Hours: 24 hours/day Open at: 1:00 pm 8/24/23 - 1pm oc 8/29 (5 days)
 Contact address: 6312 SW Capitol Hwy #250, Portland OR 97239 Contact phone: 503-329-3760

Facility:	Rent:
<input type="checkbox"/> Greenwaters Picnic Shelter	\$40
<input type="checkbox"/> Greenwaters Community Building	\$80
<input type="checkbox"/> Greenwaters Amphitheater	\$500
<input checked="" type="checkbox"/> Greenwaters Whole Park	\$1,000
<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: \$5,000.00
 *Requesting \$2,500 partial waive

Requires Council Approval

Street closure location: n/a
 Alcohol permit: Yes No
 Noise permit: N/A
 Nature of noise: cheering, announcements
 Estimated distance noise will be plainly audible:
 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: Renee Janssen Digitally signed by Renee Janssen
Date: 2022.05.23 15:55:07 -0700

Approval signature: [Signature]

Date: 5/23/22

Date: 8/8/2022

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: Renee Janssen Digitally signed by Renee Janssen Date: 2022.05.23 13:55:26 -07'00' Date: 5/23/22

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.

**City of Oakridge
Alcohol Permit**
(Please fill in all applicable information.)

Category:	Event: <u>Oregon 200</u>
Family: <input type="checkbox"/>	Event Sponsor: <u>Go Beyond Racing</u>
Group: <input type="checkbox"/>	Date of Event: <u>8/25-27/2023</u>
Non-Profit: <input checked="" type="checkbox"/>	Hours of Event: <u>06:00 (8/25) - 12:00 (9/29)</u>
For Profit: <input type="checkbox"/>	Will you charge admission to the event? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Expected Number of People Attending the Event: <u>300 (150 runners + crew)</u>
	Applicant: <u>Todd Jansen</u>
	Contact Address: <u>todd@go beyond racing . com</u>
	Contact Phone: <u>503 571 6884</u>

Facility To Be Reserved: (Check all that apply to Event):	Greenwaters:	Entire Park: <input checked="" type="checkbox"/>	<input type="checkbox"/>
		Community Building: <input type="checkbox"/>	<input type="checkbox"/>
		Picnic Shelter: <input type="checkbox"/>	<input type="checkbox"/>
		Amphitheater: <input type="checkbox"/>	<input type="checkbox"/>
	Street Closure:	Which Street: _____	
	WAC:	Classroom <input type="checkbox"/>	Senior Ctr <input type="checkbox"/>
		Gym <input type="checkbox"/>	Kitchen <input type="checkbox"/>
		Fire Hall Training Room: <input type="checkbox"/>	
	Have you scheduled this facility with the City?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Alcohol Permit:	Hours of Alcohol Service: <u>10:00 - 23:00 (8/25-29)</u>
	Type of Food/Caterer: <u>local food company (TBD)</u>
	Security Measures: <u>24-hr security to be hired</u>
	Date of Council Approval: <u>4-6-23</u>
	After approval by the Council, please provide copies of:
	Certificate of Insurance: <input type="checkbox"/>
	Hold Harmless Agreement: <input type="checkbox"/>
	OLCC License: <input type="checkbox"/>

Noise Permit:	Nature of Noise Generation: <u>Amplified music</u>
	Estimated Distance Noise will be plainly audible: <u>100 ft.</u>
	Is a variance required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	(If a variance is required, please explain the reason for the variance.)
	Attach a list of all residences/businesses within 600 feet.

Applicant Signature: [Signature] Date: 2/27/23

*Please see the conditions for these permits on the back of this application.
* If Council approval is required, submit application at least 45 days before event.*

Fees Received: _____ Date: _____

Final Approval Signature: [Signature] Date: 4/6/23

Copies to Oakridge Police Department and Public Works Revised: Mar. 4, 2010

Approved by Oakridge City Council on 4/6/23 [Signature]



May 23, 2022

Hello Oakridge City administration.

Included with this is our application to reserve Greenwaters Park for our 200-mile trail race in **2023**. This is a big event that will bring at least a couple hundred people to Oakridge in late August next year. We worked with Bryan on this for 2022, but the Forest Service didn't approve the race for this year due to staffing shortages related to the recent fires.

- Approved by USFS for 2023

We expect approval of our permit is 2023 and want to secure the dates for Greenwaters Park. Bryan was involved and very helpful in the plans for this and we are more than happy to connect with whoever is the best person now. We understand that that Kevin is temporarily in this role, so can wait until a permanent person is in place if that is best.

Mostly, we want to make sure we have the park reserved for next year's race. We'll use the amphitheater and area in front for bib pickup and race briefing on Thursday afternoon/evening, as an aid station during the race (as well as the building by the playground with the kitchenette), the finish line, and finally to host the post-race breakfast and awards ceremony Tuesday morning. Additionally, racers would camp on the grass.

We had briefly discussed using an area in the Industrial Park for parking, but need to talk through those details.

More than happy to get on a call to go over the details.

Please confirm that these dates are good and what next steps we need to take at this point.

Regards,
Renee Janssen
Go Beyond Racing

503-329-3760
renee@gobeyondracing.com
6312 SW Capitol Hwy #250
Portland OR 97239

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Circle Bar Golf Club Parade
Permission for Gold Carts

Agenda Item No: 9.8

Exhibit: None

Proposed Council Action: A motion from
the floor to approve

Author: CA

ISSUE:

Last year, the Circle Bar Golf Club drove golf carts from the golf course to the high school for the Tree Planting Festival parade, which requires City Council permission. They will travel together to/from the golf course, with a car leading and following the procession. This request is being made by Gerry Snyder on behalf of the golf club.

FISCAL IMPACT: None

OPTIONS: Approve or deny the request

RECOMMENDATION: Approve

RECOMMENDED MOTION: *"I move to allow golf carts to be driven from the Circle Bar Golf Club to the high school on May 6th for the Tree Planting Festival parade."*

STRATEGIC THEMES/GOALS INVOLVED:

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.



Lane County Roads: Community Survey

Please take the survey and enter to win a free E-Bike or \$100 grocery gift card!

We know many rural communities use Lane County roads every day to access critical resources like getting to school, work, or grocery stores. To improve safety for everyone traveling, Lane County has identified roads that need shoulder widening.

Lane County wants to learn more from rural residents through a community survey. Your response will help Lane County make better decisions about where to focus limited resources to make the biggest difference. Please help us make the roads most important to you, safer.

Please take a brief survey and enter to win a free E-Bike or \$100 grocery gift card!



Staff Contact: Becky Taylor, Senior Transportation Planner

Email: becky.taylor@lanecountyor.gov

Phone: 541-682-6932

US Mail: Lane County Public Works, 3040 N. Delta Highway, Eugene, OR 97408

Usted puede tener derecho a servicios lingüísticos gratuitos si tiene un conocimiento limitado en inglés. Para más información, favor de comunicarse con: Becky Taylor, planificadora principal de transporte al 541-682-6932 o Becky.Taylor@lanecountyor.gov 如果您英语水平有限, 可享受免费翻译服务。欲了解详情, 请联系: 高级交通规划师贝基·泰勒 (电话: 541-682-6932, 电邮becky.taylor@lanecountyor.gov)。

WHEN:
April 1st through April 30th

WHERE:
Online at:
Lanecounty.org/roads

Scan code
to take
survey



Please contact staff if you need assistance, such as a paper copy.

WHY:
Help make the roads most important to you, safer

Thank you!



Lane County Roads: Community Survey

Please take the survey and enter to win a free E-Bike or \$100 grocery gift card!

We know many rural communities use Lane County roads every day to access critical resources like getting to school, work, or grocery stores. To improve safety for everyone traveling, Lane County has identified roads that need shoulder widening.

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WHEN:
April 1st through April 30th

WHERE:
Online at:
Lanecounty.org/roads

Scan code
to take
survey



Please contact staff if you need assistance, such as a paper copy.

WHY:
Help make the roads most important to you, safer

Thank you!

WAC Architect Scoring Totals

Scored and tabulated on 4/13/23 at the WAC Subcommittee meeting

Wilson Architecture

Total Points: **763**

1st Place Votes: 5

Framework Studio Architecture

Total Points: **657**

1st Place Votes: 0

Evolution Architecture

Total Points: **651**

1st Place Votes: 1

Winner: Wilson Architecture

**2 of the 8 committee members had scores that resulted in a tie for 1st place.*



OAKRIDGE CEDAR CREEK FIRE 2022 INTERNAL AFTER ACTION REPORT



Photo credit: Melanie Brown, Civic Science Fellow, UO Center for Science Communication Research

Oakridge Cedar Creek Fire
Internal After Action Review Report

Facilitated and authored by Hollie Smith, Heidi Huber-Stearns and Naomi Serio, University of Oregon

Timelines created by Sarah Altemus-Pope, Southern Willamette Solutions

Table of Contents

<i>Executive Summary</i>	1
<i>Evacuation Timeline</i>	2
<i>Smoke Response Timeline</i>	3
<i>Top Recommendations for Future Preparedness and Response</i>	5
<i>After Action Review Findings</i>	6
Session 1: Evacuation	6
Session 2: Smoke	7

Executive Summary

An After Action Review workshop was facilitated on Monday, December 5, 2022 for City of Oakridge, Lane County staff, and Oakridge community members who participated in the emergency responses in Oakridge for wildfire evacuation and hazardous air quality related to the Cedar Creek Fire (see timeline for details). Oakridge had 37 days from August-October 2022 when air quality was unhealthy for sensitive groups (AQI of 101-150). In an effort to learn from this unprecedented and extended event, Southern Willamette Forest Collaboratives partnered with researchers at the University of Oregon to conduct this internal After Action Review. The review consisted of one workshop that lasted 2 hours and was broken up into two sessions: 1) evacuation and 2) smoke and air quality.

For evacuation, participants noted that several components of the evacuation went well, primarily related to communication timing and modes, early planning, and the use of public resources (e.g., buses). Key areas for evacuation improvement include staffing capacity, establishing an Emergency Operation Center (EOC), and improving communication and emergency planning for multiple scenarios (with and without electricity or external funding and support).

For smoke and air quality, participants noted the success of the air purifier distribution program, the installation of Purple Air sensors, a field trip for school children, and strong communication about cleaner air spaces. The key areas for improvement include communication and emergency planning for multiple scenarios, streamlining (and improving the accessibility of) the purifier screening criteria and resource availability, and providing additional support for schools. The remainder of this report is divided into: 1) summarized/overall recommendations from both events; 2) Evacuation Timeline; 3) Smoke Response Timeline; and 4) more information from the discussions from each session and the resulting recommendations.

Cedar Creek Fire Smoke Response Timeline

September

Tuesday, Sept. 6

- Discussions about activating a cleaner air shelter began between LRAPA, Lane County, City and OA.
- It was communicated that there were still forecasted hours of relief and when cleaner air spaces must be activated
- OA posted a SM post with the City Library's hours and LRAPA shared via text and updated brochures for the fire trap line

Wednesday, Sept. 7

- Weather forecasts deteriorated and OA began planning for opening a second cleaner air space at First Baptist Church
- OA activated MOU to have an backup cleaner air space at High School multipurpose room in case power went out over the weekend

Thursday, Sept. 8

- LRAPA issues air quality advisory for the weekend forecasting that the east wind would bring a lot of smoke to Oakridge
- 1500: Lane County emergency planning meeting
- OA coordinated with Lane County to access industrial air scrubbers at Lane County conex box located at public works
- OA hauled one scrubber to First Baptist and prepositioned second at OA offices
- OA printed signage for cleaner air spaces in case power went out
- OA posted social media info about the second cleaner air space opening Friday
- OA did a walkthrough of multipurpose room with OSD superintendent, reviewed backup power switches and collected keys for the building

Friday, Sept. 9

- Cleaner air space at First Baptist opened and First B was staffed by church volunteers
- OA messages about bus evacuation locations

Monday, Sept. 12

- 0930: Lane County ESF6 & ESF8 briefing
- 1100: City of Oakridge downgraded to a Level 1, remaining residential areas downgraded to a Level 2 at 1100
- Library cleaner air space was reopened

Tuesday, Sept. 13

- OSD superintendent reached out to OA for help with industrial scrubbers and OA requested the extra LC scrubber be loaned to OSD
- Good Company helped OSD apply for more purifiers from DHS OREM
- Resources offer for food loss: SNAP benefits reimbursable for power

Wednesday, Sept. 14

- Food for Lane County provides emergency food boxes
-

Thursday, Sept. 15

- OA coordinated with OSD to use divert extra purifiers to Westridge
 - OREM delivered plastic/ tape resupply for industrial purifiers
-

Monday, Sept. 19

- Air quality deteriorated
 - OA added a purple air monitor to the elementary school (from Sarah's house) and installed one at Westridge (from LRAPA) and moved the High School monitor from a storage room to the gym
 - OA sent a request for more industrial purifiers from DHS
 - Staff works to give replacement filters for older Winix air purifiers
-

Wednesday, Sept. 21

- OA borrowed OSD box truck and drove to Salem to pick up 8 industrial air scrubbers (one didn't function)
 - OHA called on the way and offered individual air purifiers and OA collected 114 purifiers and extra filters
 - 30 OHA purifiers were loaned to OSD for classrooms, 14 were given to Orchid Health for patients
-

Thursday, Sept. 22

- OA worked with DHS and OHA to develop and approve a data collection system to distribute purifiers
 - OA distributed a newsletter with info about the purifier handout event and link to interest form
-

Friday, Sept. 23

- OA joined a Lane County giftcard handout event at the fire department and distributed 50 purifiers in 3 hours using 2-3 mobile laptop stations
 - Medicaid/ OHP recipients and a qualifying health condition
 - OA borrowed the ODS box truck and picked up 281 purifiers and 162 filters from Roseburg
-

Monday, Sept. 26

- OA started handing out purifiers in the office 0800-1100 M-F
 - OA got permission to start handing out purifiers Medicare recipients with a qualifying health condition
 - OA published updated info on FB and Cedar Creek Fire trapline
-

Friday, Sept. 30

- SWFC published a newsletter with the updated purifier information
-

October

Monday, Oct. 3

- Totals distributed to date: 178 purifiers and filters
 - OA requested more purifiers and requested OHA increase the vulnerability factors for eligibility to receive a purifier
-

Tuesday, Oct. 4

- OHA delivered ~170 purifiers and filters to the OA office

Thursday, Oct. 6

- OA again requested OHA increase in vulnerability risk factors to receive a purifier
 - Children under 12 and senior citizens
-

Friday, Oct. 7

- OHA approved air purifier distribution to pregnant women and children under 12 and removed the medical condition stipulation for this group
 - OA and Good Company installed 6 more purple air monitors at OSD schools
-

Monday, Oct. 10

- OA increased distribution hours M-F 0800-1100 & Tu-Th 1500 - 1800, started distributing to pregnant women and 12 and under, LRAPA sent an OA text message
 - SWS board members began helping with OA purifier distribution staffing, Good Company helped screen calls
 - Outdoor burning delayed until Nov. 1
-

Thursday, Oct. 13

- Lane County reactivated the emergency operations center for the smoke response
 - Lane County donated to Oakridge 109 winix purifiers they had in storage
 - 500 air purifiers distributed to date
-

Friday, Oct. 14

- Air purifiers distribution opened up to anyone living in Oakridge/Westfir who does not already have an air purifier (Lane county Winix model)
-

Saturday, Oct. 15

- OA held a Saturday distribution day with the help of volunteers. Almost ran out of purifiers.
-

Tuesday, Oct. 18

- A new shipment of OHA purifiers and replacement filters come in
-

Thursday, Oct. 20

- 1,000 air purifiers distributed to date

Top Recommendations for Future Preparedness and Response

1. Develop a comprehensive internal and external communication plan.

- **Establish** a central communication hub (e.g., Lane County website) where information will be posted for external stakeholders early and often.
- **Identify** a funding plan for situations with differing levels of support from state and federal government.
- **Plan** for multiple communication channels and scenarios, including with and without electricity or Wifi (e.g., pre-designated reader board sites, mobile reader boards, trucks with megaphones, and walk-and-talks).
- **Draft** webpages and email templates for various scenarios, including information on the top five essentials that people need during an emergency.

2. Increase staffing and resources for community emergency planning and response.

- **Plan** for where and how to conduct community briefings during events, with differing levels of support from state and federal government (with or without disaster or emergency declaration).
- **Create** a paid position to expand and oversee a community emergency response team (CERT) with a designated incident command email address that also conducts asset mapping on an annual or semi-annual basis.
- **Designate** roles at both the city and county levels roles for briefings and on-the-ground work.
- **Establish** an Emergency Operations Centers (EOC) with a backup generator, fuel, and other emergency supplies.

3. Pre-plan air purifier distributions.

- **Clarify** and refine air purifier eligibility criteria, be specific about what defines vulnerable populations and health condition-related eligibility.
- **Ensure** purifiers are functioning, filters are replaced when needed, and the best quality models are obtained (such as those with AQI display).
- **Include** residents without internet or social media in outreach.
- **Create** a document outlining key contacts so community-based organizations overseeing distribution know who to call for what information.

4. Increase support for public schools navigating prolonged smoke events.

- **Create** more guidance for school principals, teachers, and staff during smoke events.
- **Anticipate** navigating multiple plans and resources for addressing prolonged smoke events for children.
- **Provide** support for field trips and free passes to recreation centers (e.g., Willamalane) for children and families.

5. Provide additional training and capacity for mental health impacts and community trauma.

- **Train** and increase capacity for mental health impacts and community trauma, particularly among staff and volunteers who interface with community members who may be experiencing mental health difficulties.
- **Anticipate** using these resources particularly during extended smoke events.
- **Support** community members and local organizations.
- **Include** mental health in future monitoring metrics and possibly future public health research studies.

After Action Review Findings

An After Action Review (AAR) workshop was facilitated on Monday, December 5, 2022, at the South Willamette Solutions office in Oakridge, Oregon. There was an online option for participants who could not attend the workshop in person and wanted to listen to the discussion. The workshop was open to the City of Oakridge, Lane County staff, and Oakridge community members who participated in the emergency responses in Oakridge in the fall of 2022. The workshop was broken up into two sessions: 1) evacuation and 2) smoke and air quality. This section summarizes the discussion based on the AAR format of identifying: 1) what went well, 2) areas for improvement and 3) overall recommendations.

Session 1: Evacuation

What went well

Participants noted that several components of the evacuation went well: **early planning, effective use of social media and word-of-mouth, advanced printing of evacuation signs, and having enough public transportation available.** Participants estimated that approximately 75% of residents evacuated to safer locations. They attributed evacuation success to **early notifications, transparency in communication, previous evacuations within the community, the incident's longevity, and the fact that many people had already left due to poor air quality.**

Areas for improvement

The evacuation gave participants ideas on how to better prepare for future events. Participants noted that **staffing capacity for briefings and communication roles was an issue.** In particular, participants expressed difficulty when trying to do on-the-ground work, attend all briefings/meetings, and communicate with outside partners. Community briefings were helpful, but **capacity limits for staff working in the community limited their utility.** Another communication issue identified was glitches with text messaging notification when using batch delivery. With text messaging, participants reported having a difficult time knowing when and who received messages. They additionally encountered issues related to certain cellular carriers and glitches with batch delivery times. And while the participants noted that electricity stayed

on during the evacuation and caused no issues this time, **they identified a need for an Emergency Operations Center (EOC) with a backup generator, fuel, and other emergency supplies.**

Participants identified **a need to have a thorough plan for all internal and external communication in multiple scenarios, including plans for emergencies with or without power.** Specific ideas for communication included: having a central place (e.g., Lane County website) where information is given to all external stakeholders early and often; drafting webpages and email templates for different scenarios; planning for multiple communication channels that go beyond social media and emails, including pre-designated reader board sites, mobile reader boards, trucks with megaphones, and walk-and-talks. **When planning, participants expressed a need to have pre-designated roles for individuals at both city and county levels. This might include a paid position to expand and oversee a community emergency response team (CERT) with a designated incident command email address.** This position would also be responsible for asset mapping on an annual or semi-annual basis. In addition, participants emphasized **a need for communication to community members about the importance of having an emergency plan in place,** with increased emphasis on the top five essentials that people need during an emergency, so individuals and households can be ready.

Session 2: Smoke

What went well

Participants identified several successful components of the community response to the extended smoke event, including **the distribution of 1,000 air purifiers, strong communication about cleaner air spaces, the installation of purple air monitors, field trips for school-aged children, and the opportunity to gather contact information and sign people up for text messages during the air purifier distribution process.** Staff and volunteers logged more than 1,000 hours organizing and managing the air purifier distribution process and estimate that distribution took an average of one hour per purifier. The participants talked about wanting to share the community's story to help others prepare for a smoke event in the future.

Areas for improvement

This was the first time there was state funding for air purifiers, and there was a learning curve about who to contact, how to get them, how many would be received at any point, and who would be eligible at different points in time. **One of the primary discussion points was the eligibility screening criteria and how vulnerable populations were defined,** with a concern that red tape made it difficult to distribute purifiers to those who needed them. In addition, there was a need to be specific with language about eligibility related to health conditions and residence location, so participants could understand what made them part of an eligible group. Participants also noted a lag time for eligible residents who didn't have access to social media or email. By the time residents in this group came to receive an air purifier, all purifiers were gone.

The extended smoke event impacted air filter lifespan, and residents reported filters lasting for approximately one month with severe smoke. This points to a **clear need to have replacement filters on hand for distribution for future events**. In addition, participants reported their preference for air purifiers that had an AQI display which enabled residents to view real-time AQI in their homes. While private companies donated some smaller air purifiers (desktop models), these were less useful since larger air purifiers are needed to clear air in severe smoke events. Participants suggested several ways to plan in advance for future events including (1) having funds available for community-based organizations (CBOs) that oversee distribution, (2) having devices and replacement filters on hand to the extent possible, and (3) finding ways to simplify eligibility screening.

Participants identified a need to have more resources and a plan for when events have no formal disaster declaration from the state or federal government but nonetheless have widespread social, economic, and health impacts. In cases where smoke doesn't qualify for designation as a public health emergency or disaster, there needs to be a plan for funding emergency response. Given the lack of any regulatory authority over an indoor air quality, participants expressed a **need to provide better guidance for teachers and school principals about supporting students and their families** and plan for more school field trips so students can spend more time in cleaner air spaces. Participants also expressed a desire for more training and capacity to deal with mental health and community trauma during smoke events, particularly when residents can't go outside or leave home for extended periods of time. Participants discussed the potential for future possible studies on health impacts, ER visits, prescription rates, and future respiratory health impacts (e.g., RSV), as well as a need to include mental health in monitoring metrics.

Consistent with the discussion about evacuation, participants identified a **need for a communication plan during times with and without internet and electricity**. To reach all residents, participants discussed including flyers about smoke and related information in food boxes, mailers in electric bills, and utilizing every door direct mail (EDDM) through the United States Postal Service (EDDM goes out the next day to approximately 2,500 addresses). Officials could utilize city or fire department printers for mailers. Lastly, there is a need to clearly communicate the differences between AQI averages and real-time information, so residents know when it is safe to open windows and don't miss the opportunity to do so.



Lane County Sheriff's Office

PUBLIC

INFORMATION SESSION

MEASURE 20-340

Proposed Public Safety Levy Renewal

When:

Friday, April 21, 2023, 6:30pm

Where:

Oakridge High School, 47997 1st St., Oakridge

Following a short presentation, the Sheriff will be available to answer questions and speak with community members.

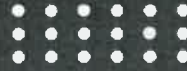
- Passage of this measure would not increase the tax rate and renews a current local option tax.
- Measure renewal will maintain a minimum of 255 local jail beds for the five-year period, providing the Sheriff with improved ability to hold those arrested for violent felony offenses until their cases are resolved.

The estimated tax rate for this levy is \$0.55 per \$1,000 of assessed value. The median Lane County homeowner is estimated to pay an average of \$118 per year for five years.



PROPOSED MEASURE 20-340

Lane County voters will have the opportunity to vote on a five-year public safety levy that – *without increasing the current tax rate* – would continue funding for 255 local jail beds and youth treatment services if passed.



OVERVIEW

During the May 2023 election, Lane County voters will have the opportunity to vote on the five-year public safety levy for a third time. The levy was originally passed by voters in 2013 and renewed in 2017. Since this is a proposed levy renewal, it would not increase property taxes beyond the current rate.

MEASURE QUESTION

Renewal of Jail and Youth Services Five-Year Levy

Without increasing tax rate, shall County maintain jail, youth treatment beds levying \$0.55/\$1,000 assessed value for five years beginning FY2023/24?

This measure renews current local option taxes.

ESTIMATED COST

If passed, this measure would not change the current tax rate. The proposed tax rate is \$0.55 per \$1,000 of assessed property value. The median Lane County homeowner is estimated to pay an average of \$9.80 per month for five years.

If the proposed levy is not passed, the tax revenue will not be collected and services at the Jail and Youth Services will not receive financial support from levy funds. The current levy expires on June 30, 2023.

THE BASICS

If passed, the proposed measure renewal would maintain a minimum of 255 local jail beds for a five-year period, providing the Sheriff with improved ability to hold those arrested for violent felony offenses until their cases are resolved.

Since the original levy took effect in 2013, no violent felony or Measure 11 offenders have been released pre-trial due to lack of space.

LOCAL JAIL BEDS



There are currently 367 local jail beds available. The levy provides 52 percent of Jail operations funding.

MENTAL HEALTH TREATMENT



The Jail uses best practices to manage the people in its custody, including services for people with mental health and substance use issues.

YOUTH SERVICES



Levy funding provides 8 of 16 youth detention beds and 8 of 15 youth treatment beds.



541-682-4150



publicsafetylevy.org



PublicSafetyLevy@LaneCountyOR.gov

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Willamette National Forest
and UBRA Volunteer Clean-Ups

Agenda Item No: 10.7

Exhibits: None

Proposed Council Action: None (info only)

Author: CA

ISSUE:

On **Saturday April 22nd at 11am**, in celebration of Earth Day, the Willamette National Forest and Cascade Volunteers will be hosting a volunteer clean-up event on the Middle Fork Ranger District starting at the **CT Beach Day Use Area** on Hills Creek Reservoir, which will then disperse to pick up litter in the surrounding area.

Families are welcome and encouraged to attend but minors must be accompanied by an adult. Tools, trash bags and PPE will be provided. Bathrooms are available at the day use area. Please bring water, work gloves, lunch, boots with ankle support, and wear weather-appropriate attire.

Pre-registration is appreciated but drop-ins are welcome. For more information or to pre-register please visit <https://bttr.im/utmhk> or call the Middle Fork Ranger District at 541-782-2283.

Event Schedule: 11 AM - 2 PM

10:45 AM volunteer check-in begins

11:15 safety talk

11:30 start

1:45 regroup and transport litter to the transfer station

Directions from Oakridge to CT Beach Day Use Area:

Travel east on OR Hwy 58

Turn right on Kitson Springs Road (AKA Hills Creek Road)

Travel 3.7 miles to the CT Beach Day Use Area, which will be on the right.

Park in the main parking area, please do not block the boat ramp.

+

On **Friday April 21st and Saturday April 22nd at 10am** each day, the **UBRA** will be hosting a similar Earth Day clean-up event of the Oakridge Uptown area. Volunteers should meet at Banner Park on 1st Street.

FISCAL IMPACT: None

OPTIONS: N/A (Info Only)

RECOMMENDATION: N/A (Info Only)

RECOMMENDED MOTION: *N/A (Info Only)*

STRATEGIC THEMES/GOALS INVOLVED:

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

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.

City of Oakridge
Statement of Revenue and Expenditures
 Revised Budget
 For GENERAL FUND (100)
 For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remain Budget
Revenues					
Beginning Fund Balances Revenues					
100-00-500001 Beginning Fund Balance	\$ 25,333.33	\$ 0.00	\$ 304,000.00	\$ 304,000.00	0.00
Total Beginning Fund Balances Revenues	25,333.33	0.00	304,000.00	304,000.00	0.00
Property Taxes Revenues					
100-00-503400 Property Tax Revenues - Prior Levie	833.33	0.00	10,000.00	18,390.78	(83.91)
100-00-599100 Property Tax Revenues - Current Le	105,004.00	0.00	1,260,048.00	1,199,183.01	4.83
Total Property Taxes Revenues	105,837.33	0.00	1,270,048.00	1,217,573.79	4.13
Franchise Fees Revenues					
100-00-504005 Franchise Fees	17,500.00	31.79	210,000.00	200,023.94	4.75
Total Franchise Fees Revenues	17,500.00	31.79	210,000.00	200,023.94	4.75
Licenses, Permits, Misc. Taxes Revenues					
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	1,640.80	20,000.00	11,675.97	41.62
100-00-503250 ORD 924 Tax	416.67	0.00	5,000.00	0.00	100.00
100-00-503300 Cigarette Tax	250.00	35.00	3,000.00	2,440.88	18.64
100-00-503450 Heavy Eqp Rental Tax	0.00	0.00	0.00	1,167.19	0.00
100-00-503500 Transient Room Tax	3,068.43	0.00	34,000.00	15,157.46	55.42
100-00-504000 Telecommunications License Fee	1,250.00	132.54	15,000.00	14,382.10	4.12
100-00-504100 Licenses & Permits Fees	5,416.67	2,453.49	65,000.00	83,925.19	(29.12)
Total Licenses, Permits, Misc. Taxes Revenues	16,735.10	4,261.83	198,000.00	165,742.80	16.29
Intergovernmental Revenues Revenues					
100-00-502400 Westfir Police Services Contract	4,583.33	0.00	55,000.00	43,022.25	21.78
100-00-507000 State Revenue Sharing	2,916.67	0.00	35,000.00	30,606.40	12.55
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	30,988.89	5.78
100-00-515300 RTMP Funds	1,583.33	0.00	19,000.00	19,207.00	(1.09)
Total Intergovernmental Revenues Revenues	16,657.08	2,673.99	199,885.00	176,991.39	11.45
Planning Fees and Reimbursements Revenues					
100-00-501500 Planning	166.67	0.00	2,000.00	995.00	50.25
Total Planning Fees and Reimbursements Revenu	166.67	0.00	2,000.00	995.00	50.25
Fines & Forfeitures Revenues					
100-00-500500 Fines & Foreitures	3,750.00	649.00	45,000.00	28,145.09	37.46
100-00-508600 Lowell Muni Court Fines	83.33	0.00	1,000.00	414.03	58.60
Total Fines & Forfeitures Revenues	3,833.33	649.00	46,000.00	28,559.12	37.91
Interest Revenues					
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	1,115.62	30.27
Total Interest Revenues	216.67	0.00	2,600.00	1,115.62	57.09

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget

For GENERAL FUND (100)

For the Fiscal Period 2023-10 Ending April 30, 2023

4/12/2023 7:56pm

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Grants & Donations Revenues					
100-00-500084 WAC USDA Grant	0.00	0.00	1,500,000.00	1,500,000.00	0.00%
100-00-500880 DEQ Smoke Management Grant	0.00	0.00	0.00	4,272.00	0.00%
100-00-502863 American Rescue Plan Grant	0.00	0.00	374,000.00	385,363.64	(3.04%)
100-00-505510 Misc Library Grants	0.00	0.00	3,000.00	3,000.00	0.00%
100-00-506000 Library Donations & Sales	125.00	100.00	1,642.47	1,477.92	10.02%
100-00-506500 Library SRP-Cards 4 Kids	83.33	0.00	1,250.00	1,000.00	20.00%
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	708.39	(254.19%)
100-00-599800 Parks Revenues/Donations	333.33	0.00	4,000.00	8,625.00	(115.63%)
Total Grants & Donations Revenues	558.33	100.00	1,884,092.47	1,907,324.95	(1.23%)
Rentals and Leases Revenues					
100-00-501100 Rental Income	0.00	4,500.00	0.00	4,500.00	0.00%
100-00-599700 Dead Mountain Tower Rent	583.33	600.00	7,000.00	8,700.00	(24.29%)
Total Rentals and Leases Revenues	583.33	5,100.00	7,000.00	13,200.00	(88.57%)
Miscellaneous Revenues					
100-00-500300 Dividends	0.00	0.00	0.00	6,895.00	0.00%
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	795.76	38.79%
100-00-599900 Miscellaneous Income	250.00	11.25	3,000.00	15,358.42	(411.95%)
100-00-599920 Misc Police Revenue	166.67	120.00	2,000.00	1,861.04	6.95%
Total Miscellaneous Revenues	733.33	131.25	8,800.00	24,910.22	(183.07%)
Charges for Services Revenues					
100-00-504010 Imposed Public Safety Fee	0.00	28,666.00	240,000.00	289,300.00	(20.54%)
100-00-520100 Administrative Overhead	47,841.92	0.00	574,103.00	430,577.19	25.00%
Total Charges for Services Revenues	47,841.92	28,666.00	814,103.00	719,877.19	11.57%
Transfers Revenues					
100-00-599801 Transfer to Parks RTMP	0.00	0.00	0.00	12,160.00	0.00%
Total Transfers Revenues	0.00	0.00	0.00	12,160.00	0.00%
Total GENERAL FUND Revenues	\$ 235,996.43	\$ 41,613.86	\$ 4,946,528.47	\$ 4,772,474.02	3.52%

Expenditures

Personal Services Expenditures

100-11-400000 Draw	\$ 0.00	\$ 0.00	\$ 0.00	\$ (1,500.00)	0.00%
100-11-400001 Health Insurance	5,395.75	0.00	64,749.00	35,784.94	44.73%
100-11-400002 PERS	7,769.25	0.00	93,231.00	44,885.57	51.86%
100-11-400003 Workers Compensation	150.00	0.00	1,800.00	972.94	45.95%
100-11-400004 Payroll Taxes	1,879.75	0.00	22,557.00	890.29	96.05%
100-11-400005 Overtime	166.67	0.00	2,000.00	1,880.51	5.97%
100-11-400011 City Administrator	7,114.00	0.00	85,368.00	42,073.88	50.71%
100-11-400013 Finance Director/City Recorder	6,304.00	0.00	75,648.00	51,744.15	31.60%
100-11-400015 LIB/AP/UB	4,143.33	0.00	49,720.00	31,064.29	37.52%

City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (100)
For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remain Budget
100-11-400046 Assistant Planner	4,372.17	0.00	52,466.00	19,158.00	63.48
100-11-400049 City Planner	0.00	0.00	0.00	9,986.36	0.00
100-11-400081 VEBA Contributions	750.00	0.00	9,000.00	4,900.00	45.56
100-11-400082 Life/LTD Insurance	41.67	0.00	500.00	53.35	89.33
100-13-400001 Health Insurance	13,129.17	0.00	157,550.00	61,123.29	61.20
100-13-400002 PERS	11,700.00	0.00	140,400.00	59,894.93	57.34
100-13-400003 Workers Compensation	1,041.67	0.00	12,500.00	8,036.95	35.70
100-13-400004 Payroll Taxes	2,975.00	0.00	35,700.00	18,418.99	48.41
100-13-400005 Overtime	4,000.00	0.00	48,000.00	23,582.65	50.87
100-13-400006 Standby	1,000.00	0.00	12,000.00	9,123.80	23.97
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	57,813.41	36.74
100-13-400023 Patrol Wages	13,550.00	0.00	162,600.00	58,462.61	64.05
100-13-400024 Dispatchers	6,337.00	0.00	76,044.00	57,033.00	25.00
100-13-400025 Communications Sergeant	5,610.58	0.00	67,327.00	41,456.71	38.42
100-13-400026 Deputy Chief	0.00	0.00	0.00	(6,729.77)	0.00
100-13-400066 Vacation Buy-Out	0.00	0.00	10,339.00	9,619.52	6.96
100-13-400081 VEBA Contributions	1,125.00	0.00	13,500.00	5,625.00	58.33
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	512.19	35.98
100-16-400048 Library Coordinator	854.17	0.00	10,250.00	6,515.36	36.44
100-17-400012 Public Works Personnel Services	1,691.67	0.00	20,300.00	14,954.64	26.33
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	4,464.54	51.97
100-99-400002 PERS	639.75	0.00	7,677.00	3,722.50	51.51
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	835.07	55.06
100-99-400019 Municipal Court Clerk	1,982.75	0.00	23,793.00	12,027.38	49.45
100-99-400081 VEBA Contributions	93.75	0.00	1,125.00	562.50	50.00
100-99-400082 Life/LTD Insurance	4.17	0.00	50.00	12.30	75.40
Total Personal Services Expenditures	112,599.17	0.00	1,361,529.00	689,043.37	49.39
Materials & Services Expenditures					
100-00-400204 DEQ Smoke Management Grant Ex	0.00	0.00	0.00	94,325.50	0.00
100-00-400220 RTMP Fund Projects	1,564.58	1,300.00	18,775.00	22,474.78	(19.71)
100-00-400228 Transient Income Projects	2,500.00	2,370.00	30,000.00	18,244.18	39.19
100-11-400078 ARPA Expenses	0.00	1,250.00	325,574.00	185,596.09	42.99
100-11-400101 Materials/Supplies	1,250.00	260.88	15,000.00	13,182.21	12.12
100-11-400104 Telephone	0.00	244.47	0.00	0.00	0.00
100-11-400105 Banking/Financial Fees	166.67	0.00	2,000.00	19.20	99.04
100-11-400106 Office Expenses/Equipment	0.00	423.77	0.00	2,555.79	0.00
100-11-400107 Utilities	1,000.00	106.20	12,000.00	13,113.25	(9.28)
100-11-400108 Insurance	12,500.00	41,196.72	150,000.00	167,640.40	(11.76)
100-11-400114 Advertising	66.67	0.00	800.00	437.00	45.38
100-11-400117 Membership/Dues/Subscriptions	916.67	106.00	11,000.00	11,108.53	(0.99)
100-11-400120 Travel/Training	166.67	0.00	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	61.92	12,000.00	4,680.03	61.00

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget

For GENERAL FUND (100)

For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
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	0.00	21,000.00	4,516.40	78.49%
100-11-400150 Awards/Recognitions	20.83	0.00	250.00	1,030.00	(312.00%)
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	40.00	92.00%
100-11-400156 Computer Equip/Supplies/Support	833.33	0.00	10,000.00	4,893.76	51.06%
100-11-400158 Misc.Expense/New Equipment	625.00	35.00	7,500.00	5,251.99	29.97%
100-11-400166 Bldg. Maintenance	416.67	0.00	5,000.00	2,305.50	53.89%
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	0.00	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	28,015.05	43.97%
100-12-400133 Professional Services/Legal Fees	0.00	0.00	0.00	610.00	0.00%
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	24,658.50	25.00%
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	15,594.58	15,594.58	0.00%
100-13-400101 Materials/Supplies	833.33	0.00	10,000.00	5,986.35	40.14%
100-13-400104 Telephone	0.00	244.47	0.00	7,504.64	0.00%
100-13-400107 Utilities	500.00	60.88	6,000.00	2,762.81	53.95%
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	3,285.44	53.07%
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	0.00	0.00	987.50	0.00%
100-13-400137 Dispatch Services LCSO	6,283.00	17,330.41	75,396.00	52,043.73	30.97%
100-13-400140 Administrative Overhead	6,566.67	0.00	78,800.00	59,100.00	25.00%
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	0.00	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	0.00	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	2,124.41	64.59%
100-13-400169 Vehicle Repairs	500.00	0.00	6,000.00	667.27	88.88%
100-13-400172 Fuel	3,000.00	2,532.17	36,000.00	15,753.84	56.24%
100-13-400173 New Equipment (less than \$5,000)	750.00	0.00	9,000.00	3,091.74	65.65%
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	2,193.82	12.25%
100-13-400305 Public Safety Assessment	416.67	0.00	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	230.50	95.30%
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%

City of Oakridge Statement of Revenue and Expenditures

*Revised Budget
For GENERAL FUND (100)
For the Fiscal Period 2023-10 Ending April 30, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaini Budget
100-13-401206 PPE Supplies	0.00	0.00	0.00	75.00	0.00
100-16-400101 Materials/Supplies	100.00	541.44	1,342.47	1,429.68	(6.50)
100-16-400104 Telephone	25.00	0.00	300.00	189.00	37.00
100-16-400107 Utilities	141.67	0.00	1,700.00	247.58	85.44
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	3,750.00	25.00
100-16-400156 Computer Equip/Supplies/Support	166.67	0.00	5,000.00	3,485.87	30.28
100-16-400158 Misc.Expense/New Equipment	75.00	0.00	3,900.00	664.05	82.97
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	550.00	500.00	9.09
100-16-400243 Acquisitions and Books	125.00	39.00	1,500.00	1,785.14	(19.01)
100-16-400244 Donatios Acquisitions	166.67	0.00	2,000.00	1,442.07	27.90
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	50,000.00	17,334.02	65.33
100-17-400101 Materials/Supplies	708.33	189.00	8,500.00	5,780.43	31.99
100-17-400104 Telephone	0.00	0.00	0.00	83.18	0.00
100-17-400107 Utilities	0.00	0.00	11,000.00	8,231.12	25.17
100-17-400110 Utilities	916.67	324.00	0.00	0.00	100.00
100-17-400140 Administrative Overhead	1,909.17	0.00	22,910.00	17,182.50	25.00
100-17-400166 Bldg. Maintenance	625.00	0.00	7,500.00	844.45	88.74
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	833.00	0.00
100-18-400107 Utilities	0.00	0.00	0.00	3,309.86	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	9,857.19	25.00
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	0.00	20,900.00	13,563.36	35.10
100-99-400140 Administrative Overhead	833.33	0.00	10,000.00	7,500.00	25.00
100-99-400213 State Court Fees	450.00	0.00	5,400.00	256.91	95.24
100-99-400215 Court Expenses	166.67	0.00	2,000.00	7,200.00	(260.00)
Total Materials & Services Expenditures	187,198.08	68,616.33	2,643,938.05	943,778.40	64.30
Capital Outlay Expenditures					
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	0.00	0.00	100.00
Total Capital Outlay Expenditures	5,666.67	0.00	18,000.00	3,442.94	80.87
Fund Transfers Expenditures					
100-00-401016 Transfer Emergency Services	38,394.67	0.00	460,736.00	310,490.64	32.61
100-00-401021 Transfer of PSF to Emergency Servi	10,000.00	0.00	120,000.00	96,867.47	19.28
Total Fund Transfers Expenditures	48,394.67	0.00	580,736.00	407,358.11	29.85
Special Payments Expenditures					
100-17-400127 Park Rental Refunds	0.00	0.00	0.00	500.00	0.00
Total Special Payments Expenditures	0.00	0.00	0.00	500.00	0.00

City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
For GENERAL FUND (100)
For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total GENERAL FUND Expenditures	\$ 353,858.58	\$ 68,616.33	\$ 4,604,203.06	\$ 2,044,122.82	55.60%
GENERAL FUND Excess of Revenues Over Expenditure	\$ (117,862.15)	\$ (27,002.47)	\$ 342,325.42	\$ 2,728,351.20	(697.01%)

City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
 For STREET FUND (230)
 For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remain Budget
Revenues					
Beginning Fund Balances Revenues					
230-00-500001 Beginning Fund Balance	\$ 8,872.50	\$ 0.00	\$ 106,470.00	\$ 0.00	100.00
Total Beginning Fund Balances Revenues	8,872.50	0.00	106,470.00	0.00	100.00
Licenses, Permits, Misc. Taxes Revenues					
230-00-503200 ODOT Apportionments	20,000.00	0.00	240,000.00	193,015.55	19.58
230-00-504300 Fuel Dealer's License Fee	6,666.67	0.00	80,000.00	51,528.93	35.59
Total Licenses, Permits, Misc. Taxes Revenues	26,666.67	0.00	320,000.00	244,544.48	23.58
Intergovernmental Revenues Revenues					
230-00-520600 Greenwaters/Rest Area	375.00	0.00	0.00	75.00	0.00
230-00-520700 State Highway Rest Area	0.00	0.00	4,500.00	10,000.00	(122.22)
230-00-520800 ODOT Small city Allotment	20,833.33	0.00	250,000.00	0.00	100.00
Total Intergovernmental Revenues Revenues	21,208.33	0.00	254,500.00	10,075.00	96.04
Miscellaneous Revenues					
230-00-599900 Miscellaneous Income	83.33	0.00	1,000.00	7,197.97	(619.80)
Total Miscellaneous Revenues	83.33	0.00	1,000.00	7,197.97	(619.80)
Charges for Services Revenues					
230-00-599905 Public Works Personnel Allocations	875.00	0.00	10,500.00	0.00	100.00
Total Charges for Services Revenues	875.00	0.00	10,500.00	0.00	100.00
Other Financing Sources (uses) Revenues					
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
Total Other Financing Sources (uses) Revenues	366.67	0.00	4,400.00	0.00	100.00
Total STREET FUND Revenues	\$ 58,072.50	\$ 0.00	\$ 696,870.00	\$ 261,817.45	62.43

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	11,379.90	40.11
230-00-400003 Workers Compensation	325.00	0.00	3,900.00	1,882.07	51.74
230-00-400004 Payroll Taxes	375.00	0.00	4,500.00	2,389.98	46.89
230-00-400005 Overtime	333.33	0.00	4,000.00	1,880.98	52.98
230-00-400006 Standby	133.33	0.00	1,600.00	1,118.40	30.10
230-00-400041 Utility Worker 2	583.33	0.00	7,000.00	3,485.97	50.20
230-00-400045 Utility Worker I	1,302.33	0.00	15,628.00	10,066.93	35.58
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
Total Personal Services Expenditures	6,269.00	0.00	75,228.00	41,059.23	45.42

Materials & Services Expenditures

230-00-400101 Materials/Supplies	2,083.33	50.92	25,000.00	11,387.93	54.45
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City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
 For STREET FUND (230)
 For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
230-00-400103 Seasonal/Temp Workers	91.67	0.00	22,000.00	22,000.00	0.00%
230-00-400104 Telephone	0.00	0.00	1,100.00	1,429.68	(29.97%)
230-00-400110 Utilities	583.33	92.28	7,000.00	6,685.25	4.50%
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	5,887.38	60.75%
230-00-400140 Administrative Overhead	2,916.67	0.00	35,000.00	26,250.00	25.00%
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	998.89	20,000.00	9,260.32	53.70%
230-00-400170 Vehicle Lease	208.33	0.00	2,500.00	1,770.00	29.20%
230-00-400172 Fuel	1,333.33	571.31	16,000.00	6,989.91	56.31%
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	8,903.39	1.07%
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	36,348.38	42.30%
Total Materials & Services Expenditures	20,050.00	1,955.70	262,600.00	137,543.68	47.62%
Capital Outlay Expenditures					
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	8,100.00	96.76%
Total Capital Outlay Expenditures	25,000.00	0.00	300,000.00	8,100.00	97.30%
Contingency/Uapp Ending Fund Balance Expendit					
230-00-401026 Contingency	2,722.33	0.00	32,668.00	0.00	100.00%
Total Contingency/Uapp Ending Fund Balance Ex	2,722.33	0.00	32,668.00	0.00	100.00%
Total STREET FUND Expenditures	\$ 54,041.33	\$ 1,955.70	\$ 670,496.00	\$ 186,702.91	72.15%
STREET FUND Excess of Revenues Over Expenditures	\$ 4,031.17	\$ (1,955.70)	\$ 26,374.00	\$ 75,114.54	(184.81%)

City of Oakridge Statement of Revenue and Expenditures

Revised Budget
For EMERGENCY SERVICES FUND (232)
For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaini Budget
Revenues					
Beginning Fund Balances Revenues					
232-00-500001 Beginning Fund Balance	\$ 8,333.33	\$ 0.00	\$ 100,000.00	\$ 0.00	100.00
Total Beginning Fund Balances Revenues	8,333.33	0.00	100,000.00	0.00	100.00
Intergovernmental Revenues Revenues					
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	35,000.00	17,595.50	49.73
232-00-502815 Hazeldell - Vol Prog	1,291.67	0.00	15,500.00	0.00	100.00
Total Intergovernmental Revenues Revenues	8,127.50	0.00	115,730.00	50,210.50	56.61
Interest Revenues					
232-00-500200 Interest	0.00	0.00	0.00	133.99	0.00
Total Interest Revenues	0.00	0.00	0.00	133.99	0.00
Grants & Donations Revenues					
232-00-500085 OSFM Seasonal Worker Grant	0.00	0.00	35,000.00	35,000.00	0.00
Total Grants & Donations Revenues	0.00	0.00	35,000.00	35,000.00	0.00
Miscellaneous Revenues					
232-00-599900 Miscellaneous Income	166.67	0.00	2,000.00	3,688.00	(84.40)
Total Miscellaneous Revenues	166.67	0.00	2,000.00	3,688.00	(84.40)
Charges for Services Revenues					
232-00-502700 Fire Med	1,666.67	75.00	20,000.00	12,895.70	35.52
232-00-540200 Service Charge	33,333.33	0.00	400,000.00	380,799.35	4.80
232-00-540400 Ground Emergency Medical Transp	4,166.67	0.00	50,000.00	1,132.00	97.74
Total Charges for Services Revenues	39,166.67	75.00	470,000.00	394,827.05	15.99
Transfers Revenues					
232-00-530500 Transfer From General	38,811.33	0.00	465,736.00	310,490.64	33.33
232-00-532101 Transfer From Public Safety Fees	0.00	0.00	132,000.00	96,867.47	26.62
Total Transfers Revenues	38,811.33	0.00	597,736.00	407,358.11	31.85
Total EMERGENCY SERVICES FUND Revenues	\$ 94,605.50	\$ 75.00	\$ 1,320,466.00	\$ 891,217.65	32.51

Expenditures

Personal Services Expenditures

232-00-400000 Draw	\$ 0.00	\$ 0.00	\$ 0.00	\$ (3,000.00)	0.00
232-00-400001 Health Care Coverage	8,375.00	0.00	100,500.00	41,003.06	59.20
232-00-400002 PERS	13,241.67	0.00	158,900.00	79,590.56	49.91
232-00-400003 Workers Compensation	1,250.00	0.00	15,000.00	9,611.64	35.92
232-00-400004 Payroll Taxes	3,166.67	0.00	38,000.00	20,750.46	45.39
232-00-400005 Overtime	5,833.33	0.00	70,000.00	76,479.75	(9.26)
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	51,679.65	41.34

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget

For EMERGENCY SERVICES FUND (232)

For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %	
232-00-400051	Volunteers	3,916.67	3,623.56	47,000.00	14,910.33	68.28%
232-00-400052	EMS Captain	0.00	0.00	0.00	(5,720.74)	0.00%
232-00-400054	EMT-Firefighter	4,708.33	0.00	56,500.00	30,169.89	46.60%
232-00-400071	Captain-Training Officer	5,958.33	0.00	89,891.00	45,154.10	49.77%
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	54,222.57	23.90%
232-00-400081	VEBA Contributions	750.00	1,125.00	9,000.00	4,500.00	50.00%
232-00-400082	Life/LTD Insurance	25.00	0.00	300.00	118.75	60.42%
232-00-400083	OSFM Seasonal Worker Grant	0.00	0.00	35,000.00	35,000.00	0.00%
Total Personal Services Expenditures	60,562.17	4,748.56	780,137.00	461,201.29	40.88%	
Materials & Services Expenditures						
232-00-400101	Materials/Supplies	750.00	42.21	9,000.00	6,151.08	31.65%
232-00-400103	Seasonal/Temp Workers	10,000.00	0.00	120,000.00	166,289.62	(38.57%)
232-00-400105	Banking/Financial Fees	0.00	0.00	0.00	13.20	0.00%
232-00-400110	Utilities	1,250.00	106.20	15,000.00	11,803.58	21.31%
232-00-400111	EMS Supplies	2,000.00	1,020.70	24,000.00	23,443.45	2.32%
232-00-400113	Fire Fighting Supplies	333.33	209.85	4,000.00	1,149.63	71.26%
232-00-400117	Membership/Dues/Subscriptions	258.33	0.00	3,100.00	552.00	82.19%
232-00-400120	Travel/Training	416.67	0.00	7,500.00	5,404.22	27.94%
232-00-400130	Professional Services Misc.	687.50	2,444.68	17,250.00	7,728.34	55.20%
232-00-400137	Dispatch Services LCSO	4,343.33	11,850.43	52,120.00	35,551.29	31.79%
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	61,500.00	25.00%
232-00-400146	Uniform Allowance	125.00	0.00	1,500.00	657.88	56.14%
232-00-400147	Small Equipment Maint & Minor Rep	125.00	0.00	1,500.00	1,689.57	(12.64%)
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	2,587.96	0.00	4,282.94	0.00%
232-00-400161	Vehical Maint & Minor Repairs	1,208.33	73.95	14,500.00	7,861.06	45.79%
232-00-400162	Radio Maintenance/Repairs	83.33	0.00	1,000.00	1,286.76	(28.68%)
232-00-400163	Building/Grounds Maintenance	858.33	0.00	10,300.00	4,924.64	52.19%
232-00-400166	Bldg. Maintenance	83.33	0.00	1,000.00	277.93	72.21%
232-00-400172	Fuel	2,583.33	3,847.06	31,000.00	17,536.47	43.43%
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	6,565.29	59.47%
232-00-400255	GEMT Expenditures	0.00	0.00	0.00	25,303.70	0.00%
232-00-400262	Volunteers	25.00	720.00	300.00	720.00	(140.00%)
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%
Total Materials & Services Expenditures	33,716.67	22,903.04	416,100.00	399,921.22	3.89%	
Capital Outlay Expenditures						
232-00-400207	HMA FEMA Generators Grant	0.00	0.00	0.00	34,492.98	0.00%
Total Capital Outlay Expenditures	0.00	0.00	0.00	34,492.98	0.00%	

City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
For EMERGENCY SERVICES FUND (232)
For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remain Budget
Contingency/Uapp Ending Fund Balance Expendit					
232-00-401026 Contingency	8,333.33	0.00	100,000.00	3,008.97	96.99
Total Contingency/Uapp Ending Fund Balance Ex	8,333.33	0.00	100,000.00	3,008.97	96.99
Total EMERGENCY SERVICES FUND Expenditures	\$ 102,612.17	\$ 27,651.60	\$ 1,296,237.00	\$ 898,624.46	30.67
EMERGENCY SERVICES FUND Excess of Revenues Ov	\$ (8,006.67)	\$ (27,576.60)	\$ 24,229.00	\$ (7,406.81)	130.57

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget

For Water Fund - Capital Reserve Fund (245)

For the Fiscal Period 2023-10 Ending April 30, 2023

4/12/2023 7:56pm

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

City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
For WATER BOND RESERVE FUND (321)
For the Fiscal Period 2023-10 Ending April 30, 2023

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

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget

For INDUSTRIAL PARK FUND (390)

For the Fiscal Period 2023-10 Ending April 30, 2023

4/12/2023 7:56pm

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Beginning Fund Balances Revenues					
390-00-500001 Beginning Fund Balance	\$ 26,371.67	\$ 0.00	\$ 316,460.00	\$ 0.00	100.00%
Total Beginning Fund Balances Revenues	26,371.67	0.00	316,460.00	0.00	100.00%
Interest Revenues					
390-00-500200 Interest	91.67	0.00	1,100.00	304.32	72.33%
Total Interest Revenues	91.67	0.00	1,100.00	304.32	72.33%
Rentals and Leases Revenues					
390-00-501100 Rental Income	6,416.67	4,568.34	77,000.00	72,005.82	6.49%
Total Rentals and Leases Revenues	6,416.67	4,568.34	77,000.00	72,005.82	6.49%
Other Financing Sources (uses) Revenues					
390-00-500900 Sale of Property	0.00	125.00	0.00	0.00	0.00%
Total Other Financing Sources (uses) Revenues	0.00	125.00	0.00	0.00	0.00%
Total INDUSTRIAL PARK FUND Revenues	\$ 32,880.00	\$ 4,693.34	\$ 394,560.00	\$ 72,310.14	81.67%

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	1,939.44	39.39%
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	409.69	43.49%
390-00-400005 Overtime	70.83	0.00	850.00	401.43	52.77%
390-00-400006 Standby	25.00	0.00	300.00	168.81	43.73%
390-00-400041 Utility Worker 2	241.67	0.00	2,900.00	1,306.69	54.94%
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	1,715.00	37.64%
390-00-400047 Utility Worker 1B	191.67	0.00	2,300.00	507.83	77.92%
390-00-400081 VEBA Contributions	33.33	0.00	400.00	400.00	0.00%
390-00-400082 Life/LTD Insurance	0.00	0.00	0.00	3.64	0.00%
Total Personal Services Expenditures	1,600.00	0.00	19,200.00	9,598.53	50.01%
Materials & Services Expenditures					
390-00-400101 Materials/Supplies	458.33	0.00	5,500.00	2,904.37	47.19%
390-00-400110 Utilities	833.33	32.75	10,000.00	8,121.93	18.78%
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	26,250.00	25.00%
390-00-400156 Computer Support IT	0.00	0.00	0.00	170.99	0.00%
390-00-400260 Property Taxes	958.33	0.00	11,500.00	10,497.78	8.71%
390-00-499900 Miscellaneous Expense	58.33	0.00	700.00	120.00	82.86%
Total Materials & Services Expenditures	6,775.00	32.75	81,300.00	57,311.57	29.51%

City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
For INDUSTRIAL PARK FUND (390)
For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget
Capital Outlay Expenditures					
390-00-400920 OIP Building	250.00	0.00	3,000.00	0.00	100.00
Total Capital Outlay Expenditures	250.00	0.00	3,000.00	0.00	100.00
Contingency/Uapp Ending Fund Balance Expendit					
390-00-401026 Contingency	12,536.33	0.00	150,436.00	9,718.50	93.54
Total Contingency/Uapp Ending Fund Balance Ex	12,536.33	0.00	150,436.00	9,718.50	93.54
Total INDUSTRIAL PARK FUND Expenditures	\$ 21,161.33	\$ 32.75	\$ 253,936.00	\$ 76,628.60	69.82
INDUSTRIAL PARK FUND Excess of Revenues Over Ex	\$ 11,718.67	\$ 4,660.59	\$ 140,624.00	(4,318.46)	103.07

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget

For WATER FUND (620)

For the Fiscal Period 2023-10 Ending April 30, 2023

4/12/2023 7:56pm

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Beginning Fund Balances Revenues					
620-00-500001 Beginning Fund Balance	\$ 35,833.33	\$ 0.00	\$ 430,000.00	\$ 0.00	100.00%
Total Beginning Fund Balances Revenues	35,833.33	0.00	430,000.00	0.00	100.00%
Grants & Donations Revenues					
620-00-502867 Well 2 Grant Reimbursement	20,833.33	0.00	250,000.00	0.00	100.00%
Total Grants & Donations Revenues	20,833.33	0.00	250,000.00	0.00	100.00%
Rentals and Leases Revenues					
620-00-501100 Rental Income	0.00	(4,050.00)	0.00	0.00	0.00%
Total Rentals and Leases Revenues	0.00	(4,050.00)	0.00	0.00	0.00%
Miscellaneous Revenues					
620-00-599900 Miscellaneous Income	208.33	15.00	2,500.00	1,439.75	42.41%
Total Miscellaneous Revenues	208.33	15.00	2,500.00	1,439.75	42.41%
Charges for Services Revenues					
620-00-540000 Water Service	92,418.00	82,449.70	1,109,016.00	989,415.83	10.78%
620-00-540100 Connection Charge	250.00	0.00	3,000.00	3,261.31	(8.71%)
620-00-540200 Service Charge	16.67	0.00	200.00	850.00	(325.00%)
620-00-599905 Public Works Personnel Allocations	1,583.33	0.00	19,000.00	0.00	100.00%
Total Charges for Services Revenues	94,268.00	82,449.70	1,131,216.00	993,527.14	12.17%
Total WATER FUND Revenues	\$ 151,143.00	\$ 78,414.70	\$ 1,813,716.00	\$ 994,966.89	45.14%

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	24,971.71	40.54%
620-00-400003 Workers Compensation	366.67	0.00	4,400.00	3,379.11	23.20%
620-00-400004 Payroll Taxes	708.33	0.00	8,500.00	5,333.60	37.25%
620-00-400005 Overtime	833.33	0.00	10,000.00	5,094.38	49.06%
620-00-400006 Standby	333.33	0.00	4,000.00	2,331.95	41.70%
620-00-400032 Deferred Comp OSGP	0.00	0.00	0.00	100.00	0.00%
620-00-400041 Utility Worker 2	2,083.33	0.00	25,000.00	14,627.79	41.49%
620-00-400043 Public Works Crew Leader	2,600.00	0.00	31,200.00	18,781.64	39.80%
620-00-400045 Utility Worker I	2,033.33	0.00	24,400.00	14,710.05	39.71%
620-00-400046 Assistant Planner	0.00	0.00	0.00	9,356.90	0.00%
620-00-400047 Utility Worker 1B	1,920.83	0.00	23,050.00	13,000.20	43.60%
620-00-400049 Comm Svc's/Asst to Admin	0.00	0.00	0.00	1,922.63	0.00%
620-00-400081 VEBA Contributions	375.00	0.00	4,500.00	4,500.00	0.00%
620-00-400082 Life/LTD Insurance	8.75	0.00	105.00	45.08	57.07%
Total Personal Services Expenditures	18,179.58	0.00	218,155.00	139,062.29	36.26%

Materials & Services Expenditures

620-00-400101 Materials/Supplies	3,250.00	719.21	39,000.00	19,723.74	49.43%
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City of Oakridge Statement of Revenue and Expenditures

*Revised Budget
For WATER FUND (620)
For the Fiscal Period 2023-10 Ending April 30, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remain Budget
620-00-400103 Seasonal/Temp Workers	2,083.33	300.85	25,000.00	10,882.69	56.47
620-00-400106 Office Expenses	83.33	0.00	1,000.00	5.49	99.44
620-00-400107 Utilities	6,250.00	44.40	75,000.00	48,649.92	35.11
620-00-400120 Travel/Training	208.33	0.00	2,500.00	1,269.48	49.22
620-00-400130 Professional Services Misc.	1,666.67	512.00	20,000.00	17,705.08	11.47
620-00-400133 Professional Services/Legal Fees	416.67	0.00	5,000.00	456.00	90.88
620-00-400137 Dispatch Services LCSD	266.67	1,166.70	3,200.00	3,500.12	(9.38)
620-00-400140 Administrative Overhead	12,617.83	0.00	151,414.00	113,560.50	25.00
620-00-400146 Uniform Allowance	166.67	94.50	2,000.00	616.86	69.16
620-00-400156 Computer Equip/Supplies/Support	166.67	0.00	2,000.00	1,288.70	35.57
620-00-400160 Equipment Maintenance/Repairs	2,083.33	712.55	25,000.00	9,632.52	61.47
620-00-400170 Vehicle Lease	208.33	0.00	2,500.00	1,770.00	29.20
620-00-400172 Fuel	2,166.67	571.32	26,000.00	9,795.88	62.32
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	3,412.80	77.25
620-00-499900 Miscellaneous Expense	83.33	0.00	1,000.00	2,635.00	(163.50)
Total Materials & Services Expenditures	34,217.83	4,121.53	410,614.00	245,249.11	40.27
Capital Outlay Expenditures					
620-00-400411 Tank 2	0.00	0.00	0.00	3,320.00	0.00
Total Capital Outlay Expenditures	0.00	0.00	0.00	3,320.00	0.00
Fund Transfers Expenditures					
620-00-401045 Transfer to Wate Fund Reserve	2,083.33	0.00	25,000.00	0.00	100.00
Total Fund Transfers Expenditures	2,083.33	0.00	25,000.00	0.00	100.00
Debt Service Expenditures					
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	9,330.00	9.42
620-00-401034 Bond Payment - Principal	625.00	0.00	7,500.00	20,000.00	(166.67)
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	45,500.00	21,208.16	53.39
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
Total Debt Service Expenditures	15,262.50	0.00	228,650.00	240,237.21	(5.07)
Contingency/Uapp Ending Fund Balance Expendit					
620-00-401026 Contingency	13,893.25	0.00	143,719.00	2,031.00	98.59
620-00-499991 Reserved for Future Expenditure	15,512.50	0.00	186,150.00	0.00	100.00
Total Contingency/Uapp Ending Fund Balance Ex	29,405.75	0.00	329,869.00	2,031.00	99.38
Total WATER FUND Expenditures	\$ 99,149.00	\$ 4,121.53	\$ 1,212,288.00	\$ 629,899.61	48.04
WATER FUND Excess of Revenues Over Expenditures	\$ 51,994.00	\$ 74,293.17	\$ 601,428.00	\$ 365,067.28	39.30

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget
 For WASTEWATER FUND (622)
 For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Beginning Fund Balances Revenues					
622-00-500001 Beginning Fund Balance	\$ 33,833.33	\$ 0.00	\$ 406,000.00	\$ 0.00	100.00%
Total Beginning Fund Balances Revenues	33,833.33	0.00	406,000.00	0.00	100.00%
Miscellaneous Revenues					
622-00-599900 Miscellaneous Income	208.33	0.00	2,500.00	780.00	68.80%
Total Miscellaneous Revenues	208.33	0.00	2,500.00	780.00	68.80%
Charges for Services Revenues					
622-00-540100 Connection Charge	116.67	0.00	1,400.00	2,000.00	(42.86%)
622-00-540300 Sewer Service	63,651.67	62,209.34	763,820.00	627,262.50	17.88%
622-00-599905 Public Works Personnel Allocations	1,222.25	0.00	14,667.00	0.00	100.00%
Total Charges for Services Revenues	64,990.58	62,209.34	779,887.00	629,262.50	19.31%
Total WASTEWATER FUND Revenues	\$ 99,032.25	\$ 62,209.34	\$ 1,188,387.00	\$ 630,042.50	46.98%

Expenditures					
Personal Services Expenditures					
622-00-400001 Health Care Coverage	\$ 5,750.00	\$ 0.00	\$ 69,000.00	\$ 32,217.43	53.31%
622-00-400002 PERS	4,750.00	0.00	57,000.00	34,746.74	39.04%
622-00-400003 Workers Compensation	366.67	0.00	4,400.00	1,061.60	75.87%
622-00-400004 Payroll Taxes	1,041.67	0.00	12,500.00	7,592.93	39.26%
622-00-400005 Overtime	833.33	0.00	10,000.00	8,219.39	17.81%
622-00-400006 Standby	583.33	0.00	7,000.00	4,533.32	35.24%
622-00-400041 Utility Worker 2	2,308.33	0.00	27,700.00	16,261.18	41.30%
622-00-400042 Utility Worker 3	2,833.33	0.00	34,000.00	19,481.69	42.70%
622-00-400043 Public Works Crew Leader	2,145.83	0.00	25,750.00	15,543.49	39.64%
622-00-400045 Utility Worker 1	716.67	0.00	8,600.00	21,432.43	(149.21%)
622-00-400046 Assistant Planner	0.00	0.00	0.00	9,356.90	0.00%
622-00-400047 Utility Worker 1B	1,993.50	0.00	23,922.00	13,496.89	43.58%
622-00-400049 Comm Svc's/Asst to Admin	0.00	0.00	0.00	1,922.63	0.00%
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	2,012.50	64.22%
622-00-400082 Life/LTD Insurance	27.08	0.00	325.00	169.19	47.94%
Total Personal Services Expenditures	23,818.50	0.00	285,822.00	188,263.78	34.13%
Materials & Services Expenditures					
622-00-400101 Materials/Supplies	2,500.00	50.92	30,000.00	12,765.52	57.45%
622-00-400103 Seasonal/Temp Workers	1,666.67	300.85	20,000.00	18,646.18	6.77%
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	33,333.30	33.33%
622-00-400120 Travel/Training	333.33	0.00	4,000.00	1,651.92	58.70%
622-00-400130 Professional Services Misc.	1,750.00	0.00	21,000.00	15,292.80	27.18%
622-00-400137 Dispatch Services LCSO	258.33	1,166.71	3,100.00	3,500.11	(12.91%)
622-00-400140 Administrative Overhead	8,163.17	0.00	97,958.00	73,468.50	25.00%
622-00-400146 Uniform Allowance	125.00	273.60	1,500.00	1,375.48	8.30%

City of Oakridge
Statement of Revenue and Expenditures

Revised Budget
For WASTEWATER FUND (622)
For the Fiscal Period 2023-10 Ending April 30, 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	223.56	92.02
622-00-400160 Equipment Maintenance/Repairs	1,416.67	712.55	17,000.00	10,936.56	35.67
622-00-400170 Vehicle Lease	208.33	0.00	2,500.00	1,770.00	29.20
622-00-400172 Fuel	1,666.67	571.31	20,000.00	9,795.88	51.02
622-00-400173 New Equipment (less than \$5,000)	1,250.00	0.00	15,000.00	344.06	97.71
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
Total Materials & Services Expenditures	24,454.83	3,226.54	293,458.00	186,787.08	36.35
Capital Outlay Expenditures					
622-00-400300 New Equipment - Capital	0.00	0.00	40,000.00	44,705.75	(11.76)
622-00-400452 Bldg. Maintenance (>\$5,000)	416.67	0.00	5,000.00	0.00	100.00
622-00-400555 Plant Improvements	0.00	0.00	0.00	13,002.00	0.00
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	66,945.00	33.05
Total Capital Outlay Expenditures	8,750.00	0.00	145,000.00	123,968.92	14.50
Debt Service Expenditures					
622-00-401032 Bond Payment - Interest	416.67	0.00	5,000.00	9,330.00	(86.60)
622-00-401034 Bond Payment - Principal	833.33	0.00	10,000.00	20,000.00	(100.00)
Total Debt Service Expenditures	1,250.00	0.00	15,000.00	29,330.00	(95.53)
Contingency/Uapp Ending Fund Balance Expenditures					
622-00-401026 Contingency	28,521.42	0.00	302,257.00	0.00	100.00
622-00-499991 Reserved for Future Expenditure	5,391.67	0.00	64,700.00	0.00	100.00
Total Contingency/Uapp Ending Fund Balance Expenditures	33,913.08	0.00	366,957.00	0.00	100.00
Total WASTEWATER FUND Expenditures	\$ 92,186.42	\$ 3,226.54	\$ 1,106,237.00	\$ 528,349.78	52.24
WASTEWATER FUND Excess of Revenues Over Expend	\$ 6,845.83	\$ 58,982.80	\$ 82,150.00	\$ 101,692.72	(23.79)

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget

For STORMWATER FUND (696)

For the Fiscal Period 2023-10 Ending April 30, 2023

4/12/2023 7:56pm

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
Beginning Fund Balances Revenues					
696-00-500001 Beginning Fund Balance	\$ 5,283.00	\$ 0.00	\$ 63,396.00	\$ 0.00	100.00%
Total Beginning Fund Balances Revenues	5,283.00	0.00	63,396.00	0.00	100.00%
Charges for Services Revenues					
696-00-540500 Storm Water Service	4,054.00	3,912.97	48,648.00	37,633.18	22.64%
Total Charges for Services Revenues	4,054.00	3,912.97	48,648.00	37,633.18	22.64%
Total STORMWATER FUND Revenues	\$ 9,337.00	\$ 3,912.97	\$ 112,044.00	\$ 37,633.18	66.41%
Expenditures					
Materials & Services Expenditures					
696-00-400101 Materials/Supplies	\$ 83.33	\$ 0.00	\$ 1,000.00	\$ 544.43	45.56%
696-00-400120 Travel/Training	0.00	0.00	2,500.00	0.00	100.00%
696-00-400130 Professional Services Non Legal	0.00	0.00	3,500.00	0.00	100.00%
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	7,500.00	25.00%
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	(0.10)	0.00%
Total Materials & Services Expenditures	1,166.67	0.00	20,000.00	8,044.33	59.78%
Contingency/Uapp Ending Fund Balance Expendit					
696-00-401026 Contingency	4,641.17	0.00	55,694.00	0.00	100.00%
Total Contingency/Uapp Ending Fund Balance Ex	4,641.17	0.00	55,694.00	0.00	100.00%
Total STORMWATER FUND Expenditures	\$ 5,807.83	\$ 0.00	\$ 75,694.00	\$ 8,044.33	89.37%
STORMWATER FUND Excess of Revenues Over Expend	\$ 3,529.17	\$ 3,912.97	\$ 36,350.00	\$ 29,588.85	18.60%

City of Oakridge
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2023-10 Ending April 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remain Budg
Total Revenues	\$ 697,710.26	\$ 190,919.21	\$ 10,672,294.47	\$ 7,660,461.83	28.1
Total Expenditures	\$ 735,403.33	\$ 105,604.45	\$ 9,298,131.05	\$ 4,372,372.51	52.1
Total Excess of Revenues Over Expenditures	\$ (37,693.07)	\$ 85,314.76	\$ 1,374,163.42	\$ 3,288,089.32	(139.2)



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 MARCH 2023 STAFF REPORT

MARCH 2023 Statistics

Northwest Leadership Seminar – Chief Martin and Sgt. Madsen
EMR Training – Ongoing
De-Escalation Training
Smoke School Training
Coffee with a Cop on March 14th at Mane Street Coffee
Open Gym at OJHS

Total Major Cases - 34
Total Incident Reports - 333

Oakridge

Major Cases - 32
Incident Reports - 275

Westfir

Major Cases - 2
Incident Reports - 32
Contract Hours – 22.5

Lowell

Major Cases - 0
Incident Reports - 26
Contract Hours - 51



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

March 2023

Training

Scott is going to the Oregon Fire Chiefs Association Conference April 26th – 28th (awarded a scholarship for cost of the conference and hotel).

We hosted a 16hr Fire Officer I level training on decision making skills when arriving on scene. The class was very well attended by Oakridge, Dexter and Lowell personnel.

New Members

We are continuing to receive new applications for volunteer and part-time staff. Currently we have enough part-time staff that we will likely close accepting new applications.

Misc.

The new reader board is up and operational, working on content.

We are looking into replacing the old carpet in the station, repairing the bay doors, and putting up security fencing with ARPA funds. We are also adding a media system for training and public meetings.

The Oregon Health Authority will be here this month to inspect the ambulance service. They will be looking at record keeping, facilities, ambulances, and equipment. This is something the State does every few years to make sure agencies remain compliant with laws, rules and regulations for operating an ambulance service.

Grants

We have received notification we have been awarded the OSFM Apparatus Grant and will receive a type 3 wildland engine. OSFM received 192 applications and only 27 type 3 engines were awarded. This will be a significant addition to our fleet and give us a firefighting tool that we do not currently have. Production will take approximately one year to complete. I have been told it will look very similar to the picture attached.

Still waiting for notice of the staffing grant.

This will be close to what the new type 3 wildland engine will look like. Hopefully it will be red!





Oakridge Fire & EMS



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

Fire Department Activity report for March 2023 *(updated 4-02-23)*

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	M	Y
Emerg. Med.	66	5	4	8	2	85	239
Trans. to RBH	16	3	1	2	1	23	78
Trans. to MWH	13	0	0	1	0	14	39
Trans. to UDH	3	0	0	0	0	3	7
Trans. to LZ	0	0	0	0	0	0	0
Trans. to Other	0	0	0	0	0	0	0
Trans. %	48%	60%	25%	38%	50%	47%	52%
Fires	4	0	0	0	0	4	10
Good Intent	3	0	0	0	0	3	11
Haz. Condition	2	0	1	0	0	3	3
Other Situation or False Call	4	0	0	2	1	7	8
Service Call	2	0	0	0	0	2	6
Total Calls	81	5	5	10	3		
Overall Total Calls for response Area:						104	277

2nd Out Calls – 18 3rd Out Call – 2 4th Out Call – 0 For the month.

Calls by Day of Week & Time of Day

Time	Su	Mo	Tu	We	Th	Fr	Sa	M	Y
0000-0359	1	1	0	0	0	3	0	5	24
0400-0759	2	1	2	1	0	1	1	8	24
0800-1159	3	2	4	2	3	4	4	22	47
1200-1559	3	4	1	3	1	5	1	18	66
1600-1959	1	5	3	3	2	2	4	20	52
2000-2359	2	8	3	1	4	7	6	31	64
Total:	12	21	13	10	10	22	16	104	277

Volunteer Hours for:

	January	February	March
Stipend EMT Coverage:.....	336 hours	264 hours	383 hours
Stipend Driver Coverage:.....	264 hours	132 hours	252 hours
Trainee Coverage:	1.5 hours	49 hours	0 hours
Drill Attendance:	42 hours	35 hours	37.5 hours
EMR Class:.....	68 hours	75 hours	7 hours
Projects:.....	5.5 hours	0 hours	47 hours
Can sorting.....	29 hours	19 hours	0 hours
Total Hours by Volunteers:	746 hours	574 hours	726.5 hours



Oakridge Fire & EMS



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

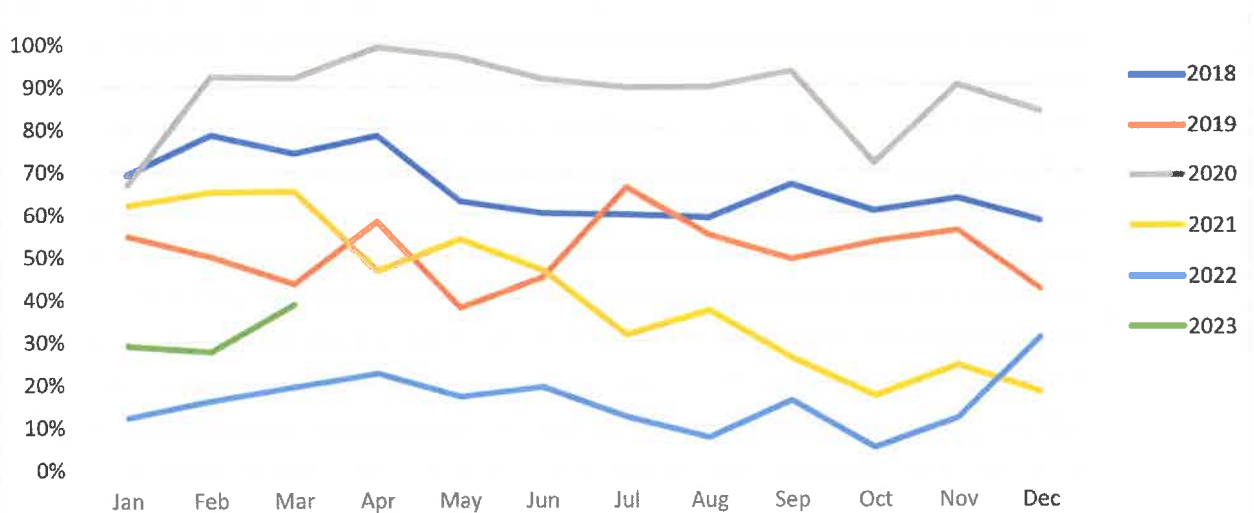
Fire Department Activity report for 2023

2023	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Total
January	65	2	7	15	2	91
February	58	4	5	15	0	82
March	81	5	5	10	3	104
April						
May						
June						
July						
August						
September						
October						
November						
December						
Grand Total:	204	11	17	40	5	277

Fire Department Historical January – March

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Total
2018	196	17	15	40	1	269
2019	205	14	12	37	2	270
2020	184	13	10	11	1	219
2021	182	23	8	25	2	240
2022	232	9	19	26	5	291
2023 YTD	204	11	17	40	5	277

Historical Data of Stipend Coverage





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

Public Works

Reporting Month: March, 2023

Water Distributed: 16.4 MG

Waste Water Treated: 23.8 MG

Service orders: 43

Locates: 12

Waste water repairs: 1, plugged main no property damages Portal Drive

Water leaks: 0

Other tasks performed: Equipment maintenance and repairs. Street sweeping and pothole repairs as well as alley maintenance. Park maintenance and installed picnic table at Horton park also open restrooms at Diamond view and Salmon creek parks. Storm system drainage and hillside maintenance. Water meter repair and replacement. Read meters and dealt with past due accounts.

Robeart Chrisman, Maintenance Supervisor

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: OEDAC Resolution 03-2023
(2nd Reading)

Proposed Council Action: A motion from
the floor to approve

Agenda Item No: 13.1

Exhibits:
Resolution 03-2023 (*version 2*)

Author: CA and Admin Committee

ISSUE: In December 2022, Council requested that the Admin Committee review the Oakridge Economic Development Advisory Committee's ("OEDAC") Operating Guidelines and Resolution 16-2020 (the existing OEDAC Resolution). The Admin Committee met on 2/9/23 and 2/16/23 and determined that the OEDAC Operating Guidelines, which were developed in 2019 but were never adopted by the OEDAC, were unnecessary and also conflicted with some of the provisions in the OEDAC Resolution 16-2020. It was decided that the more efficient course of action would be to simply create a *new* OEDAC Resolution, which would include some of the language from the draft Operating Guidelines not already in Resolution 16-2020, and therefore there would be no need for the Operating Guidelines after the new OEDAC Resolution is adopted.

Two versions of a new OEDAC Resolution (#03-2023) were drafted for Council's consideration. On 4/6/23, Council voted to approve Version 2 (*allowing up to 2 committee members to reside outside city limits, but within the 97463 or 97492 zip codes*) and the 1st Reading was held. The 2nd Reading will be on 4/20/23.

FISCAL IMPACT: None

OPTIONS: Approve and adopt the OEDAC Resolution 03-2023 after a 2nd reading.

RECOMMENDED MOTION: *"I move to approve and adopt Resolution 03-2023 after the 2nd reading."*

STRATEGIC THEMES/GOALS INVOLVED:

Theme 3 (Strong Economy), Goal #1: Improve the City's economy by focusing on increasing living-wage jobs, training, and education opportunities for Oakridge residents.

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

Theme 3 (Strong Economy), Goal #3: Improve the city's economy by creating an atmosphere open to business.

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

CITY OF OAKRIDGE

RES. 03-2023 A RESOLUTION REPEALING AND REPLACING RES. 16-2020 THE CITY OF OAKRIDGE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

WHEREAS, the City of Oakridge Council desires to repeal and replace the previous Economic Development Advisory Committee Resolutions; the previous OEDAC Operating Guidelines, and;

WHEREAS, the purpose and scope of the Oakridge Economic Development Advisory Committee ("OEDAC") is an advisory body to the City Council and the City staff by providing recommendations concerning economic development within the City of Oakridge to improve the economy;

NOW, THEREFORE, BE IT RESOLVED by the Oakridge City Council as follows:

SECTION 1: ESTABLISHMENT & MEMBERSHIP: The Oakridge Economic Development Advisory Committee is hereby established. The committee shall consist of seven (7) voting members: Six (6) citizens at large (at least 4 must reside within Oakridge city limits, up to 2 may reside outside city limits but must live within the 97463 or 97492 zip codes), and one (1) City Councilor who will only vote in the event of a tie. Non-voting member(s): City Administrator, Community Development Director, and Chamber of Commerce representative. No staff member may apply as a voting citizen member if they are assigned to the committee as a non-voting member by the City Administrator or per resolution. The Committee will, at its first meeting in January of each year, or at any point in the year by simple majority vote, elect a Chair, Vice Chair, and a Secretary from the voting and non-voting members.

SECTION 2: TERM: The Citizen at large members of the Committee shall be appointed for three (3) year staggered terms. Members may be appointed to a seat for less than three (3) years if an appointee is filling a vacant seat in which a previous member resigned. The City Councilor representative shall serve for their elected term. Seat appointments will follow the outlined years:

Seats 1 & 2: 01/2021, 01/2024, 01/2027, 01/2030, 01/2033, 01/2036, 01/2039

Seats 3 & 4: 01/2022, 01/2025, 01/2028, 01/2031, 01/2034, 01/2037, 01/2040

Seats 5 & 6: 01/2023, 01/2026, 01/2029, 01/2032, 01/2035, 01/2038, 01/2041

Seat 7: Councilor Elected Term

SECTION 3: QUORUM: A quorum must be present in order to convene. Four (4) voting members of the committee shall constitute a quorum. A simple majority vote from the voting members in attendance at a meeting of the Committee shall be required to take any action.

SECTION 4: RESPONSIBILITIES: The responsibilities of the Economic Development Advisory Committee shall be as follows:

1. Regular meetings of the committee should occur monthly. Special meetings may be called by the Chair with appropriate notice. No decisions will take place outside of the committee meetings.
2. Committee members shall receive no compensation but shall be reimbursed for duly authorized expenses after prior approval from the City Administrator. The Committee shall have no authority to obligate the city for payment of any sums of money.
3. No member of the Committee shall participate in any Committee proceedings, action or vote in which any of the following has a direct or substantial financial interest: member or the spouse, brother, sister, child, parent, father-in-law, mother-in-law, of the member, any business in which the member is then serving or has served within the previous two (2) years, or any business with

which the member is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflicts of interests shall be disclosed at the commencement of the meeting of the Committee where the proceedings, action or vote is being taken.

4. When requested by the City Council or the City Administrator, the committee will assist in the vetting process of specific projects and leads. The City Administrator will delegate tasks to the committee members individually and confidentially. All members vetting notes shall be marked "CONFIDENTIAL" with the members name and date. All notes shall be turned into the City Administrator for confidential record keeping, and will not be made available or released to the public. When ready, the OEDAC committee shall hold an Executive Session (ES) under ORS 192.660 (2)(e) to deliberate over their findings and come to a consensus for their recommendation to the City Council. The City Administrator will then draft a written recommendation to take to City Council in ES or regular session as appropriate at his or her discretion.
5. Other activities within the scope of the committee, as assigned by the City Council.
6. Keep records of minutes for each meeting per ORS 192.650
7. An annual report will be completed in the fourth quarter of the calendar year.
8. Reports or recommendations of the Oakridge Economic Development Advisory Committee shall be in writing, considered advisory in nature, and shall not be binding on the City Council.

SECTION 5: CONDUCT: All members are expected to attend meetings regularly, support the OEDAC when requested, and abide by the Oakridge City Charter, the Oakridge Code of Conduct (resolution 18-2015), and this resolution. A member of the Committee may be removed from the committee by the City Council for misconduct or non-performance of duties at the request of the committee members via a simple majority vote. A voting member who misses three (3) consecutive meetings without reasonable cause shall be considered non-performing. Absences known in advance should be communicated to the chairperson as soon as possible.

This resolution becomes effective 30 days after it is passed by the Council.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

Signed: _____, Mayor

ATTEST:

Signed: _____, City Recorder

Ayes:

Nays:

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Administration Advisory Committee Resolution 04-2023 (1st Reading)

Proposed Council Action: A motion from the floor to approve

Agenda Item No: 13.2

Exhibits:

Resolution 04-2023 (2 versions)

Resolution 20-2020 (old/existing Resolution)

Author: CA

ISSUE: During a recent Administration Advisory Committee, it became known that one of the current Committee members (Amy Kelley) recently moved outside city limits. As per Section 1 of the existing Resolution (#20-2020), *all 7* of the voting members of this committee must be “citizens” living inside Oakridge city limits.

I have drafted 2 versions of a new Administration Advisory Committee Resolution 04-2023 for Council’s consideration for adoption. Resolution 04-2023 would repeal and replace Resolution 20-2020. The only difference between the two versions is in Section 1:
In Version 1, *all committee members must reside within Oakridge city limits (same as now)*.
In Version 2, *up to 2 committee members may reside outside city limits, but must live within the 97463 or 97492 zip codes*.

In drafting the new Resolution, I also removed the requirement in Section 1 of the existing Resolution (#20-2020) that the City Recorder also serve on the committee as a non-voting member. This change was made in *both* versions of the new Resolution.

City staff recommends adopting **Version 2**, to be more inclusive of community members living outside city limits, *and* to increase the chances people might apply for it by broadening the eligibility pool. Since January, the committee has not had enough members to meet, but there are now 3 citizen members (the *minimum* number required for quorum), and they met on 4/19/23 and voted unanimously to also recommend **Version 2**.

FISCAL IMPACT: None

OPTIONS:

1. Approve version 1 *or* 2 of the revised Administration Advisory Committee Resolution 04-2023 (1st Reading).
2. Approve one of the versions with modifications
3. Send it back to the Admin Committee for further evaluation*

**May not be an option because the Admin Committee does no longer has quorum*

RECOMMENDATION: Approve Version 2

RECOMMENDED MOTION: *"I move to approve the 1st Reading of Version ____ (1 or 2) of the revised Administration Advisory Committee Resolution 04-2023, which will repeal and replace Resolution 20-2020."*

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.

CITY OF OAKRIDGE

RES. 20-2020 A RESOLUTION REPEALING AND REPLACING RES. 9-2018 THE CITY OF OAKRIDGE ADMINISTRATION ADVISORY COMMITTEE

WHEREAS, the City of Oakridge Council desires to repeal and replace the previous Administration Advisory Committee resolutions; and

WHEREAS, the purpose of the Administration Committee is to be an advisory body to the Council and to aid City staff by providing input in the preparation of resolutions, Ordinances and rules for ratification by the City Council;

NOW, THEREFORE, BE IT RESOLVED by the Oakridge City Council as follows:

SECTION 1: ESTABLISHMENT & MEMBERSHIP: The Oakridge Administration Advisory Committee is hereby established. The committee shall consist of seven (7) voting members: six (6) citizens at large and one (1) City Councilor who will only vote in the event of a tie. Non-voting member(s): City Administrator and City Recorder. No staff member may apply as a voting citizen member if they are assigned to the committee as a non-voting member by the City Administrator or per resolution. The Committee will, at its first meeting in January of each year, or at any point in the year by simple majority vote, elect a Chair, Vice Chair, and a Secretary from voting and non-voting members.

SECTION 2: TERM: The Citizen at large members of the Committee shall be appointed for three (3) year staggered terms. Members may be appointed to a seat for less than three (3) years, if an appointee is filling a vacant seat in which a previous member resigned. The City Councilor representative shall serve for their elected term. Seat appointments will follow the outlined years:

Seats 1 & 2: 01/2018, 01/2021, 01/2024, 01/2027, 01/2030, 01/2033, 01/2036, 01/2039

Seats 3 & 4: 01/2019, 01/2022, 01/2025, 01/2028, 01/2031, 01/2034, 01/2037, 01/2040

Seats 5 & 6: 01/2020, 01/2023, 01/2026, 01/2029, 01/2032, 01/2035, 01/2038, 01/2041

Seat 7: Councilor Elected Term

SECTION 3: QUORUM & RULES: A quorum must be present in order to convene. Four (4) voting members of the Committee shall constitute a quorum. A simple majority vote from voting members shall be required to take any action. The Chair, or in the Chair's absence the Vice Chair, may establish the date and time of the next committee meeting.

SECTION 4: RESPONSIBILITIES: The responsibilities of the Administration Advisory Committee shall be as follows:

1. Formulating recommended resolutions, ordinances and rules for the governance of the

City for council approval for council approval.

2. Other activities, within the scope of the committee, as assigned by City Council.
3. Keep records of minutes for each meeting per ORS. 192.650
4. Annual reports will be completed in the fourth-quarter of the calendar year.
5. Reports or recommendations of the Administration Advisory Committee shall be in writing, considered advisory in nature and shall not be binding on the Mayor or City Council.

SECTION 5: CONDUCT: A member of the Committee may be removed from the Committee by the City Council for misconduct or non-performance of duties at the request of the Committee members via a simple majority vote. A voting member who misses three consecutive meetings without reasonable cause shall be considered non-performing. Absences known in advance should be communicated to the Chairperson as soon as possible.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____.

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS 21,
DAY OF Sept, 2020

Signed: [Signature], Mayor

ATTEST:

Signed: [Signature], City Recorder

Ayes: 5
Nays: 1

CITY OF OAKRIDGE

RES. 04-2023 A RESOLUTION REPEALING AND REPLACING RES. 20-2020 THE CITY OF OAKRIDGE ADMINISTRATION ADVISORY COMMITTEE

WHEREAS, the City of Oakridge City Council desires to repeal and replace all previous Administration Advisory Committee Resolutions, and;

WHEREAS, the purpose of the Administration Advisory Committee is to be an advisory body to the Oakridge City Council and to aid City staff by providing input in the preparation of resolutions, Ordinances, and rules, for consideration for ratification by the City Council;

NOW, THEREFORE, BE IT RESOLVED by the Oakridge City Council as follows:

SECTION 1: ESTABLISHMENT & MEMBERSHIP: The Oakridge Administration Advisory Committee is hereby established. The committee shall consist of seven (7) voting members: Six (6) citizens at large (*all of whom must reside within Oakridge city limits*), and one (1) City Councilor who will only vote in the event of a tie. Non-voting member(s): City Administrator. No staff member may apply as a voting citizen member if they are assigned to the committee as a non-voting member by the City Administrator or per resolution. The Committee will, at its first meeting in January of each year, or at any point in the year by simple majority vote, elect a Chair, Vice Chair, and a Secretary from the voting and non-voting members.

SECTION 2: TERM: The Citizen at large members of the Committee shall be appointed for three (3) year staggered terms. Members may be appointed to a seat for less than three (3) years if an appointee is filling a vacant seat in which a previous member resigned. The City Councilor representative shall serve for their elected term. Seat appointments will follow the outlined years:

Seats 1 & 2: 01/2021, 01/2024, 01/2027, 01/2030, 01/2033, 01/2036, 01/2039

Seats 3 & 4: 01/2022, 01/2025, 01/2028, 01/2031, 01/2034, 01/2037, 01/2040

Seats 5 & 6: 01/2023, 01/2026, 01/2029, 01/2032, 01/2035, 01/2038, 01/2041

Seat 7: Councilor Elected Term

SECTION 3: QUORUM & RULES: A quorum must be present in order to convene. Four (4) voting members of the committee shall constitute a quorum. A simple majority vote from the voting members in attendance at a meeting of the Committee shall be required to take any action. Regular meetings of the committee should occur monthly. The Chair, or in the Chair's absence the Vice Chair, may establish the date and time of the next committee meeting. No decisions will take place outside of the committee meetings. Committee members shall receive no compensation but shall be reimbursed for duly authorized expenses after prior approval from the City Administrator. The Committee shall have no authority to obligate the city for payment of any sums of money.

SECTION 4: RESPONSIBILITIES: The responsibilities of the Administration Advisory Committee shall be as follows:

1. Formulating recommended resolutions, ordinances, and rules for the governance of the City for City Council consideration for approval.
2. Other activities within the scope of the committee, as assigned by the City Council.
3. Keep records of minutes for each meeting per ORS 192.650
4. An annual report should be completed in the fourth quarter of the calendar year.
5. Reports or recommendations of the Committee shall be in writing, considered advisory in nature, and shall not be binding on the City Council.

SECTION 5: CONDUCT: All members are expected to attend meetings regularly and abide by the Oakridge City Charter, the Oakridge Code of Conduct (resolution 18-2015), and this resolution. A member of the Committee may be removed from the committee by the City Council for misconduct or non-performance of duties at the request of the committee members via a simple majority vote. A voting member who misses three (3) consecutive meetings without reasonable cause shall be considered non-performing. Absences known in advance should be communicated to the chairperson as soon as possible.

This resolution becomes effective 30 days after it is passed by the Council.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

Signed: _____, Mayor

ATTEST:

Signed: _____, City Recorder

Ayes:

Nays:

CITY OF OAKRIDGE

RES. 04-2023 A RESOLUTION REPEALING AND REPLACING RES. 20-2020 THE CITY OF OAKRIDGE ADMINISTRATION ADVISORY COMMITTEE

WHEREAS, the City of Oakridge City Council desires to repeal and replace all previous Administration Advisory Committee Resolutions, and;

WHEREAS, the purpose of the Administration Advisory Committee is to be an advisory body to the Oakridge City Council and to aid City staff by providing input in the preparation of resolutions, Ordinances, and rules, for consideration for ratification by the City Council;

NOW, THEREFORE, BE IT RESOLVED by the Oakridge City Council as follows:

SECTION 1: ESTABLISHMENT & MEMBERSHIP: The Oakridge Administration Advisory Committee is hereby established. The committee shall consist of seven (7) voting members: Six (6) citizens at large (at least 4 must reside within Oakridge city limits, up to 2 may reside outside city limits but must live within the 97463 or 97492 zip codes), and one (1) City Councilor who will only vote in the event of a tie. Non-voting member(s): City Administrator. No staff member may apply as a voting citizen member if they are assigned to the committee as a non-voting member by the City Administrator or per resolution. The Committee will, at its first meeting in January of each year, or at any point in the year by simple majority vote, elect a Chair, Vice Chair, and a Secretary from the voting and non-voting members.

SECTION 2: TERM: The Citizen at large members of the Committee shall be appointed for three (3) year staggered terms. Members may be appointed to a seat for less than three (3) years if an appointee is filling a vacant seat in which a previous member resigned. The City Councilor representative shall serve for their elected term. Seat appointments will follow the outlined years:

Seats 1 & 2: 01/2021, 01/2024, 01/2027, 01/2030, 01/2033, 01/2036, 01/2039

Seats 3 & 4: 01/2022, 01/2025, 01/2028, 01/2031, 01/2034, 01/2037, 01/2040

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Seat 7: Councilor Elected Term

SECTION 3: QUORUM & RULES: A quorum must be present in order to convene. Four (4) voting members of the committee shall constitute a quorum. A simple majority vote from the voting members in attendance at a meeting of the Committee shall be required to take any action. Regular meetings of the committee should occur monthly. The Chair, or in the Chair's absence the Vice Chair, may establish the date and time of the next committee meeting. No decisions will take place outside of the committee meetings. Committee members shall receive no compensation but shall be reimbursed for duly authorized expenses after prior approval from the City Administrator. The Committee shall have no authority to obligate the city for payment of any sums of money.

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2. Other activities within the scope of the committee, as assigned by the City Council.
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4. An annual report should be completed in the fourth quarter of the calendar year.
5. Reports or recommendations of the Committee shall be in writing, considered advisory in nature,

and shall not be binding on the City Council.

SECTION 5: CONDUCT: All members are expected to attend meetings regularly and abide by the Oakridge City Charter, the Oakridge Code of Conduct (resolution 18-2015), and this resolution. A member of the Committee may be removed from the committee by the City Council for misconduct or non-performance of duties at the request of the committee members via a simple majority vote. A voting member who misses three (3) consecutive meetings without reasonable cause shall be considered non-performing. Absences known in advance should be communicated to the chairperson as soon as possible.

This resolution becomes effective 30 days after it is passed by the Council.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

Signed: _____, Mayor

ATTEST:

Signed: _____, City Recorder

Ayes:

Nays:

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Surplus Properties Resolution
#05-2023 (2nd Reading)

Agenda Item No: 13.3

Proposed Council: A motion from the floor
to approve

Exhibits: Resolution 05-2023 (properties to be
declared surplus), attached maps

Author: Rick Zylstra & CA

ISSUE: During the 3/16/23 City Council meeting, Council directed city staff to draft a Resolution for the surplus of the city properties identified by Council during the meeting and listed below. The 1st reading of the Resolution (#05-2023) was approved by City Council on 4/6/23. The 2nd reading is scheduled for 4/20/23. Any potential sale of City property must be approved by City Council prior to sale.

FISCAL IMPACT: TBD

OPTIONS: Approve, deny, or modify the Resolution

RECOMMENDATION: Approve Resolution 05-2023 after the 2nd reading

RECOMMENDED MOTION: *"I move to approve and adopt Resolution 05-2023 after the 2nd reading."*

STRATEGIC THEMES/GOALS INVOLVED:

Theme 2 (Responsive Government), Goal #2: Provide facilities & infrastructure that support current & future needs.

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

Theme 3 (Strong Economy), Goal #3: Improve the city's economy by creating an atmosphere open to business.

Theme 4 (Community Livability), Goal #2: Find creative ways to work with public and private partners to increase access to housing.

Theme 4 (Community Livability), Goal #3: Seek opportunities to revitalize the City's business corridors and neighborhoods to provide safe and beautiful places to live and work.

Proposed Surplus Properties List

Commonly Known as:	Address	Map & Tax Lot	Zoning	Acres
Old PW Shop	47899 Hwy 58	21-35-17-14-06402	C3	1.892
Hwy 58 Across from Ray's		21-35-16-32-02700	C3	0.204
Douglas Street	76410 Douglas	21-35-16-14-08900	R1	0.237
Commercial East / Cattery	48372 Commercial	21-35-16-14-09800	I1	0.134
Sanford North/Old Reservoir		21-35-16-12-01300	R1	0.574
Sanford South		21-35-16-12-01600	R1	0.145
Sanford East		21-35-16-12-02600	R1	0.371
Sanford /High Leah		21-35-16-12-02700	R1	0.484
High Leah East	48318 High Leah	21-35-16-12-03000	R1	0.335
Norquist/Old Water tank		21-35-09-40-00302	County	0.086
Rail Line at Beach		21-35-16-14-09500	I1 & R1	4.477
Rail Line North at Beech		21-35-16-14-09700	R1	0.851
Little Texas		21-35-15-00-00604	R1	16.604
Fish Hatchery Residential Yard		21-35-15-00-00600	I2	2.003
North of Dunning Rd.	48977 Dunning Rd	21-35-22-00-00300	I2	2.702
OIP Lot 7	76264 Industrial Parkway	21-35-15-00-02400	I2	4.050
OIP Lot 15		21-35-15-00-03200	I2	1.564
OIP Lot 18		21-35-15-00-03500	MU	2.127
OIP Lot 19		21-35-22-20-02300	MU	3.625
OIP Lot 20		21-35-22-20-02400	MU	1.171
OIP Lot 21		21-35-22-20-02500	MU	1.159
OIP Lot 22		21-35-22-20-02600	MU	1.156
OIP Lot 23		21-35-22-20-02700	MU	1.571
OIP Lot 25		21-35-22-20-02900	MU	4.383
OIP Lot 31		21-35-15-00-03800	I2	3.472
OIP Lot 37		21-35-15-00-04300	I2	4.362
OIP Lot 38		21-35-15-00-04400	I2	2.507

Old PW Shop & Hwy 58 Across from Ray's



Douglas Street, 76410 & Commercial East / Cattery



Sanford North/Old Reservoir, Sanford South, Sanford East, Sanford /High Leah & High Leah East



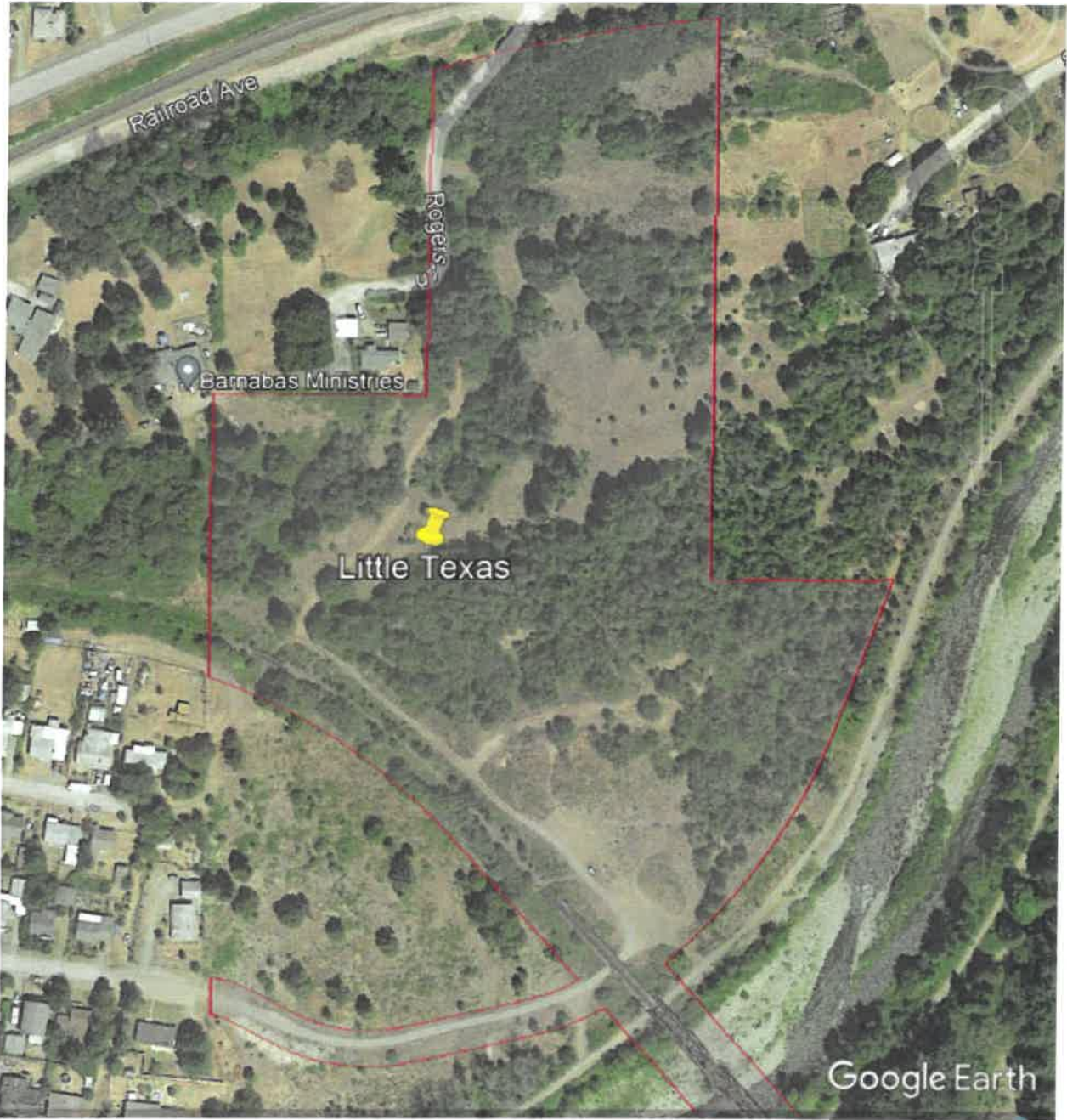
Norquist/Old Water tank



Rail Line at Beach & Rail Line North at Beech. Before any prospective sales, both *Rail Line at Beech* and *Rail Line North at Beech* properties would need to be partitioned in order for the city to retain the rail lines for future trails. *Rail Line at Beech* is one noncontiguous lot that would also need to be addressed to create two separate lots.



Before any potential sale, Little Texas would need to be partitioned in order for the city to retain the rail lines for future trails. The city should also consider dedicating a road like portion that leads to Jasper Drive to Right of Way.



Fish Hatchery Residential Yard

This tax lot is one *non-contiguous* lot (two *separate* lots could be created).



North of Dunning Rd. & OIP I2 (Heavy Industrial Zoned Lots)



OIP Mixed Use Zoned Lots



RESOLUTION 05-2023

DECLARING CERTAIN PROPERTY SURPLUS

WHEREAS, The City of Oakridge staff and the Oakridge City Council have reviewed all of the parcels currently owned by the City of Oakridge; and

WHEREAS, The Oakridge City Council has determined that these parcels listed below are not necessary for the continued operations of the City; and

WHEREAS, The City Council will consider any reasonable offers for properties individually or collectively and must approve any potential sales;

NOW THEREFORE, the Oakridge City Council does hereby declare the following City owned properties as surplus to City purposes and intents:

Property Commonly Known as:	Address	Map & Tax Lot	Zoning	Acres
Old PW Shop	47899 Hwy 58	21-35-17-14-06402	C3	1.892
Hwy 58 Across from Ray's Douglas Street	76410 Douglas	21-35-16-32-02700 21-35-16-14-08900	C3 R1	0.204 0.237
Commercial East / Cattery Sanford North/Old Reservoir	48372 Commercial	21-35-16-14-09800 21-35-16-12-01300	I1 R1	0.134 0.574
Sanford South		21-35-16-12-01600	R1	0.145
Sanford East		21-35-16-12-02600	R1	0.371
Sanford /High Leah		21-35-16-12-02700	R1	0.484
High Leah East	48318 High Leah	21-35-16-12-03000	R1	0.335
Norquist/Old Water tank		21-35-09-40-00302	County	0.086
Rail Line at Beach		21-35-16-14-09500	I1 & R1	4.477
Rail Line North at Beech		21-35-16-14-09700	R1	0.851
Little Texas		21-35-15-00-00604	R1	16.604
Fish Hatchery Residential Yard North of Dunning Rd.	48977 Dunning Rd	21-35-15-00-00600 21-35-22-00-00300	I2 I2	2.003 2.702
OIP Lot 7	76264 Industrial Parkway	21-35-15-00-02400	I2	4.050
OIP Lot 15		21-35-15-00-03200	I2	1.564
OIP Lot 18		21-35-15-00-03500	MU	2.127
OIP Lot 19		21-35-22-20-02300	MU	3.625
OIP Lot 20		21-35-22-20-02400	MU	1.171
OIP Lot 21		21-35-22-20-02500	MU	1.159
OIP Lot 22		21-35-22-20-02600	MU	1.156
OIP Lot 23		21-35-22-20-02700	MU	1.571
OIP Lot 25		21-35-22-20-02900	MU	4.383
OIP Lot 31		21-35-15-00-03800	I2	3.472
OIP Lot 37		21-35-15-00-04300	I2	4.362
OIP Lot 38		21-35-15-00-04400	I2	2.507

BE IT FURTHER RESOLVED that this Resolution shall take effect 30 days after its enactment.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS [REDACTED], **DAY OF**
[REDACTED], 20 [REDACTED].

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS [REDACTED], **DAY OF**
[REDACTED], 20 [REDACTED].

Signed: _____
Bryan Cutchen, Mayor

Attest: _____
Jackie Taylor, City Recorder

Ayes:

Nays:

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Adoption of the 2021 Oakridge Smoke Safety and Community Response Plan (1st Reading)

Agenda Item No: 13.4

Exhibits: (1) Resolution 06-2023
(2) 2021 Oakridge Smoke Safety Plan

Proposed Council Action: A motion from the floor to approve

ISSUE: In 2021, the **Oakridge Smoke Safety (and Community Response) Plan** (hereinafter “the Plan”), was drafted by the City of Oakridge, in coordination with the Lane Regional Air Protection Agency (LRAPA) and Oakridge Air, to enhance coordination, communication, and notification of area residents about the air quality impacts from all types of smoke, and to provide recommendations to reduce exposure and mitigate the health impacts from exposure to smoke.

The Plan has two primary goals:

1: Assist with the City’s requests to the Oregon Department of Forestry (ODF) and Oregon Department of Environmental Quality (DEQ), for an exemption from the 1-hour smoke intrusion threshold in accordance with the 2019 Oregon prescribed fire Smoke Management Plan (SMP).

2: Identify mitigation strategies to reduce the impacts of smoke from all sources.

Adopting the Plan can also make the City eligible to apply for additional grant funding, and it has similar goals as the 2020 Lane County Community Wildfire Protection Plan (“CWPP”) and the Lane County Natural Hazard Mitigation Plan (“NHMP”), both of which the City has also adopted. Resolution 06-2023 has been drafted to formally adopt the Plan in its entirety. Once the Resolution has been passed, it will take effect in 30 days.

Sarah Altemus-Pope, who helped draft the Plan, will be at the Council meeting to help answer any questions.

FISCAL IMPACT: None initially (some costs *may* be involved later for smoke mitigation efforts)

OPTIONS*: (1) Recommend a public hearing on the resolution be held
(2) Approve the 1st reading of the resolution (2nd reading at next meeting)
(3) Reject the resolution

(4) Adopt the resolution now *with 2 Readings & 2 Motions* (requires *unanimous* votes, see *City Council Rules of Procedure Chapter 3, Section II* for more information).

RECOMMENDATION: Option 4 (requires 2 *unanimous* votes and 2 readings)

RECOMMENDED MOTION: *"I move we approve the 1st reading of Resolution 06-2023, to adopt the 2021 Oakridge Smoke Safety and Community Response Plan."*

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



City of Oakridge
Smoke Safety Plan

Oakridge Smoke Sensitive
Receptor Area

May 2021



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Table of Contents

Table of Contents	i
Acronyms	iii
Executive Summary	1
Goal 1: Smoke Intrusion Exemption	1
Goal 2: A Plan for the Community	1
Partners and Background	2
Oakridge Air	2
Developing the Oakridge Smoke Safety Plan	2
Smoke and Prescribed Fire	3
State-Required Components of Community Response Plans	5
Air Quality and Smoke	6
Home Wood Heating Woodsmoke	6
Prescribed Fire Smoke	7
Wildfire Smoke	7
Oakridge “Nonattainment Area” for 24-hour PM _{2.5} Standard	7
Oakridge Smoke Sensitive Receptor Area and Special Protection Zone	9
Smoke, Health and Safety	11
Health Effects of Smoke	11
Smoke-Vulnerable Populations	11
Data Analysis of Air Quality Impacts to Public Health	12
Smoke Safety Plan Communications	15

Internal Communication Methods	16
Public Communication Methods	17
Annual Reporting	20
Conclusion	20
Declaration of Agreement	21
Appendices	
Appendix A: Partner Roles and Responsibilities	22
Appendix B: Prescribed Fire Event Communications Flow Chart	25
Appendix C: Smoke Messaging Templates	26
Appendix D: Health Analyses	28
DSPG Data Analysis: Air Quality Impacts to Health	28
APAC Health Data Analysis	34
Appendix E: Cleaner Air Space Memorandum of Understanding	47

Acronyms

COPD	Chronic Obstructive Pulmonary Disease
DEQ	Oregon Department of Environmental Quality
DSPG	Data Science for Public Good
EPA	Environmental Protection Agency
EQC	Oregon Environmental Quality Commission
HEPA	High-Efficiency Particulate Air
HWH	Home Wood Heating
LRAPA	Lane Regional Air Protection Agency
NAAQS	National Ambient Air Quality Standards
OAR	Oregon Administrative Rule
ODF	Oregon Department of Forestry
OSU	Oregon State University
PM _{2.5}	Particulate Matter (2.5 micrometers or smaller)
SIP	State Implementation Plan
SMP	Smoke Management Plan
SPZ	Special Protection Zone
SSP	Smoke Safety Plan
SSRA	Smoke Sensitive Receptor Area
SWFC	Southern Willamette Forest Collaborative
TAG	Targeted Airshed Grant
UGB	Urban Growth Boundary
WUI	Wildland-Urban Interface

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I. Executive Summary

The City of Oakridge, in coordination with the Lane Regional Air Protection Agency (LRAPA), has developed the following Smoke Safety Plan (SSP) for the Oakridge Smoke Sensitive Receptor Area (hereafter referred to as the Oakridge SSRA SSP) consistent with OAR 629-048-0180.

Goal 1: Smoke Intrusion Exemption

The primary goal of this project is for the Smoke Safety Plan to assist with an eventual request to the Oregon Department of Forestry (ODF) and Oregon Department of Environmental Quality (DEQ) for an exemption from the 1-hour smoke intrusion threshold in accordance with the 2019 Oregon prescribed fire Smoke Management Plan (SMP). The SSP will enhance coordination, communication, and notification of residents and visitors of Oakridge and Westfir about planned prescribed fire, wildfire and winter time smoke events, potential smoke and air quality impacts, and recommendations to reduce exposure and mitigate the health impacts of smoke from all sources. Moreover, an exemption from the smoke intrusion threshold will increase opportunities to accomplish critical prescribed fire treatments in the wildland-urban interface (WUI) to improve forest health, reduce the risk of extreme wildfires, and increase community and firefighter safety when wildfires do occur.

Goal 2: A Plan for the Community

The secondary goal of this project is to convene a local group of stakeholders collectively known as the Oakridge Air partners to craft a shared strategy to provide year round smoke messaging and mitigations to protect smoke-vulnerable populations in the Oakridge-Westfir area. This plan combines multiple agency and partner efforts in one place for the community.

The outcome and deliverables of this project include a shared community outreach platform, key messages, and coordination for how to disseminate information regarding fire, smoke, and public health impacts. Central to the strategy is the new Oakridge Air brand and website www.oakridgeair.org, which serves as the leading voice and a "one-stop-shop" for all information on prescribed fire, wildfire, and wintertime smoke and related public health impacts.

II. Partners and Background

Oakridge Air

A sense of wellbeing, healthy environment, and high quality of life are reasons why people choose to live in and visit Oakridge, Oregon. Yet, for the last three decades, the health of residents in Oakridge has been compromised due to poor air quality from high concentrations of particulate matter (PM_{2.5}) from home wood heating smoke and wildfire smoke. The local climate and topography make the Oakridge area prone to inversions caused by stagnant air, low wind speeds, and poor atmospheric dispersion. Inversions, where cooler air pockets sit low in the valley for extended periods in the winter months, may trap wintertime smoke from uncertified wood stoves and improper burning techniques. Summertime wildfire smoke is also trapped in the valleys due to stagnant air or excessive wildfire smoke in the area.

Particulate matter is measured by its size in micrometers. “PM_{2.5}” is particulate matter that is less than 2.5 micrometers. The concentration of PM_{2.5} is measured in terms of micrograms (µg) per cubic meter (m³) of air.

At this size, particulates are small enough that people can inhale them, which can cause respiratory and health hazards by entering into the lungs and penetrating the body’s circulatory system.

The City of Oakridge and community stakeholders have worked together the past two decades to improve air quality and meet the Environmental Protection Agency (EPA) PM_{2.5} threshold. In 2020, the EPA awarded a \$4.9 million Targeted Airshed Grant (TAG) to LRAPA on behalf of the City of Oakridge. This grant provided funding to formally launch Oakridge Air, a project that will span five years between 2019 and 2024 to establish the infrastructure and programs that sustain smoke reductions into the future. The Oakridge Air program is designed with the expressed goal to permanently reduce and sustain the average 24-hour PM_{2.5} concentration to be below 30 µg/m³. After 2024, the Oakridge Air website and communications will be managed by the City of Oakridge and LRAPA.

Developing the Oakridge Smoke Safety Plan

The City of Oakridge, LRAPA, and Oakridge Air partners developed the Oakridge Smoke Safety Plan with assistance from DEQ. The SSP was developed in accordance

with the 2019 smoke management rule, adopted by the Oregon Board of Forestry and Oregon Environmental Quality Commission, which adjusted the thresholds for community smoke impacts.

The following community partners met regularly to develop the SSP from June 2020 to March 2021.

City of Oakridge	Orchid Health
City of Westfir	Oregon Department of Environmental Quality
Good Company	Oregon Department of Forestry
Hazeldell Rural Fire District	Oregon State University
Lane Council of Governments	Saint Vincent De Paul
Lane County	Southern Willamette Forest Collaborative
Lane County Public Health	Sustainable Northwest
Lane Regional Air Protection Agency	Umpqua National Forest
Oakridge Air	University of Oregon
Oakridge Fire Dept.	Willamette National Forest
Oakridge School District	Willamette National Forest, Middle Fork Ranger District
Oakridge Volunteer Fire Department	

Table 1: Oakridge Air partners

Smoke and Prescribed Fire

Healthy, resilient forests and communities are critical to resist catastrophic wildfire and climate change. Research consistently shows that prescribed fire, when used in conjunction with mechanical thinning and applied across the landscape, can significantly reduce the intensity and severity of future wildfire across the western United States.

Oakridge is one of only a few communities completely surrounded by National Forest. The Lane County Community Wildfire Protection Plan (CWPP) designates Oakridge as a WUI with high wildfire risk. Figure 1 (below) shows the severity of risk surrounding Oakridge.

Oakridge Smoke Sensitive Receptor Area

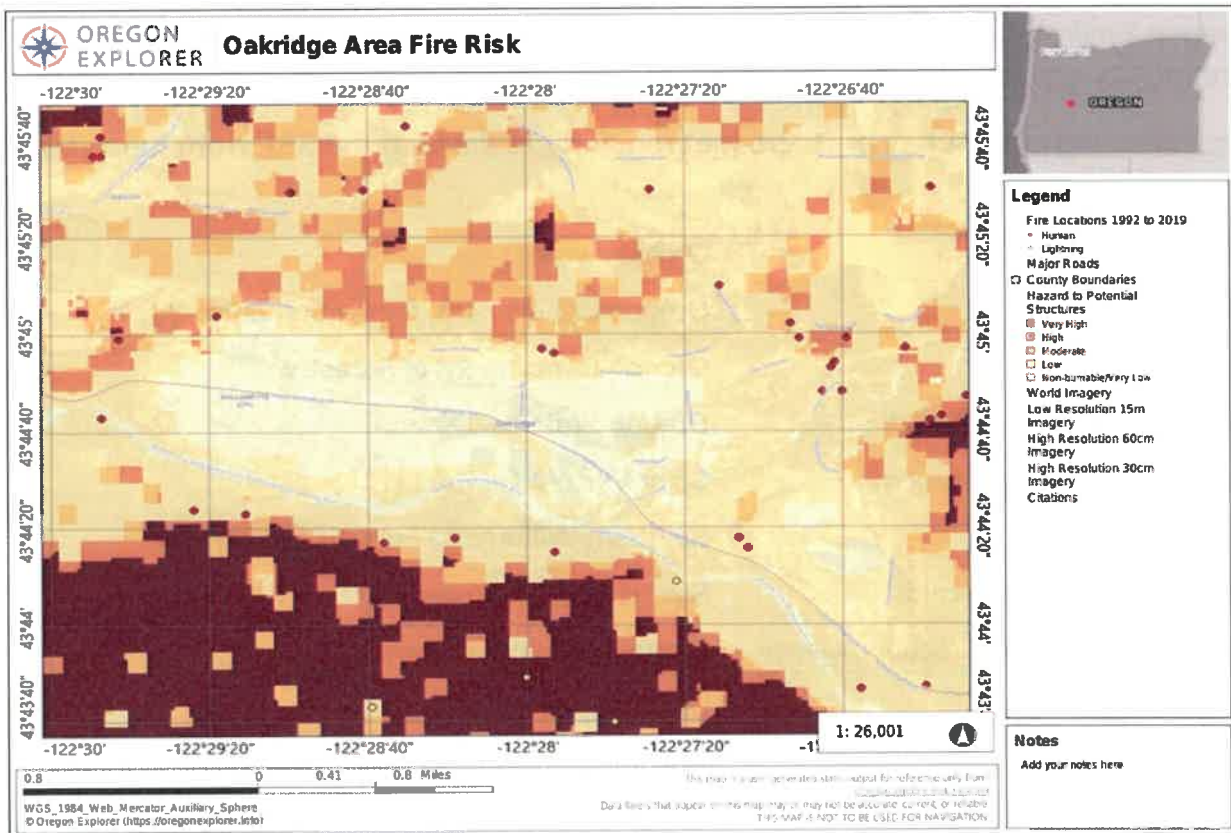


Figure 1: Map showing Oakridge fire risk (Source: Oregon Explorer)

Under the previous smoke management guidelines, prescribed burns were allowed only when conditions were not expected to result in any community smoke impacts. Land managers surrounding Oakridge were severely limited in the number of days that prescribed fire was permissible, anecdotally about five to six days a year, creating a growing backlog of untreated acres.

To reduce risk of a catastrophic, large wildfire in the Oakridge-Westfir area, the Willamette National Forest's Middle Fork Ranger District worked cooperatively with the City of Oakridge, Emergency Services Department, the Hazeldell Rural Fire Protection District, the City of Westfir, and ODF to design and implement a thinning and fuels reduction project on the Forest Service lands surrounding the communities. The main objective of this project was to reduce long-term potential fire behavior in the WUI of Oakridge and Westfir. Treatments conducted as part of this project include commercial thinning, non-commercial understory thinning, and prescribed fire. Since 2010, approximately 2,000 acres have been completed, and hundreds of acres of prescribed fire activities are still underway.

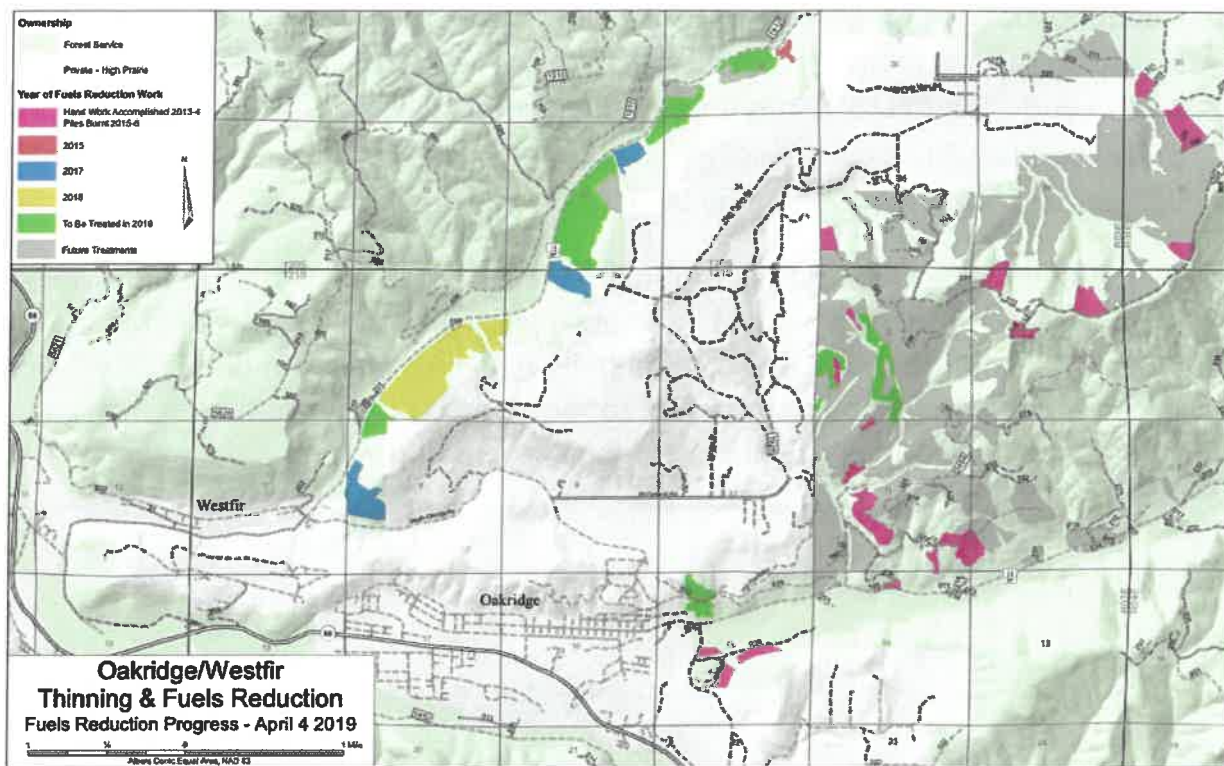


Figure 2: Map of Oakridge-Westfir Thinning and Fuels Reduction projects

State-Required Components of Community Response Plans

As the 2019 Oregon prescribed fire SMP states, ODF and DEQ "recommend communities that are SSRAs and have experienced repeated smoke incidents and/or intrusions in the past collaboratively develop a [Smoke Safety Plan]¹ and program." Within the SMP, OAR 629-048-0180, Section 2 spells out the following required components of such a plan:

1. A description of populations in an SSRA community that are vulnerable to the health effects of short-term smoke
2. Adequate means by which the public, especially vulnerable populations in the SSRA community, will be notified in a clear and reliable way of anticipated smoke impacts in a timely manner

¹ The SMP refers to this type of report as a "Community Response Plan." Oakridge Air calls its Community Response Plan a "Smoke Safety Plan" to specify the types of events for which this information is intended. In particular, the "Smoke Safety Plan" terminology clarifies that this is not a community response plan for all types of emergencies and does not include response information for non-smoke wildfire impacts, winter storms, or other events that are likely to affect the Oakridge-Westfir area.

Oakridge Smoke Sensitive Receptor Area

3. Adequate options for protecting the health of vulnerable populations (or helping such populations to protect themselves) from short-term exposure to smoke
4. A plan and program for communications between the entities that conduct prescribed fire, the local public health authority, and the community's public and vulnerable populations who may be impacted by smoke

Per the 2019 SMP, once Oakridge is in “attainment” for PM_{2.5}, the Oakridge SSRA can be eligible for an exemption from the 1-hour prescribed fire smoke intrusion threshold if the public is adequately notified and a community response plan is in place. This policy change is intended to expand opportunities for prescribed burning and, over time, reduce the risk of catastrophic wildfires and their severe and widespread smoke impacts.

III. Air Quality and Smoke

Clean, breathable air is essential to the health and enjoyment of Oakridge residents and visitors. Knowing what impacts clean air is key to prevention. Three types of smoke are common in the Oakridge area: wood stove smoke, wildfire, and prescribed fire. Wood stove smoke from home heating arises in the wintertime, whereas wildfire is the primary concern in the summertime. Prescribed fire smoke rarely impacts the airshed, but the frequency of prescribed fire has declined as smoke regulations have increased.

A “Red Advisory” is issued when predicted PM levels for the upcoming 24-hour period, beginning at 16:00 hours meet the following criteria. PM₁₀ levels are forecast by LRAPA to be $\geq 125 \mu\text{g}/\text{m}^3$, or when PM_{2.5} levels are forecast by LRAPA to be $\geq 25 \mu\text{g}/\text{m}^3$.

Source: City of Oakridge Ordinance No._920

Home Wood Heating Woodsmoke

Many homes in Oakridge use wood as the sole, primary, or secondary heat source. As a result, home wood heating has been the major contributor to the historical PM_{2.5} air pollution, especially on stagnant winter days when temperature inversions form over the small valley.

An inversion means a warm air layer traps polluted air. These inversion layers and the correlated poor air quality led to Yellow and Red Day designations issued by LRAPA's Home Wood Heating (HWH) advisory program (<https://www.lrapa.org/181/Home-Wood-Heating-Program>). On Yellow Days, voluntary curtailment of home wood heating is requested. On Red Days home wood heating is banned to maintain PM_{2.5} below the EPA threshold. On average, Oakridge will have 13 Yellow and six Red Day designations a HWH season.

Prescribed Fire Smoke

Prescribed fire is an important tool to reduce the community risk of wildfire. Prescribed burns in the area surrounding the Oakridge-Westfir SSRA rarely cause smoke impacts to residents. Detailed analysis of air quality data from the Oakridge nephelometer did not find smoke impacts from prescribed fire from 2015-2019. Prescribed fire is a key tool in restoring forest health, and a major goal of this plan is to provide opportunities for more prescribed fire.

A nephelometer is a device that measures particulate matter in the air.

Wildfire Smoke

In recent years, wildfire has been a primary contributor to the poorest air quality in the Oakridge-Westfir SSRA throughout the entire year. Wildfire smoke is now the largest PM_{2.5} source, and undoubtedly impacting the health and wellbeing of the community. Wildfires are unpredictable, but the frequency and severity of wildfires on the Willamette National Forest has increased in the past two decades. The effects of climate change are anticipated to continue this trend.

Oakridge “Nonattainment Area” for 24-hour PM_{2.5} Standard

The federal Clean Air Act requires the U.S. EPA to establish National Ambient Air Quality Standards (NAAQS) to protect public health. Areas in violation of either of the PM_{2.5} standards² (based on the most recent three years of federal reference monitoring data) are designated as “nonattainment areas” by the EPA. Oakridge was designated

² EPA adopted a 35 µg/m³ 24-hour PM_{2.5} standard in 2006 and a 12 µg/m³ annual PM_{2.5} standard in 2012.

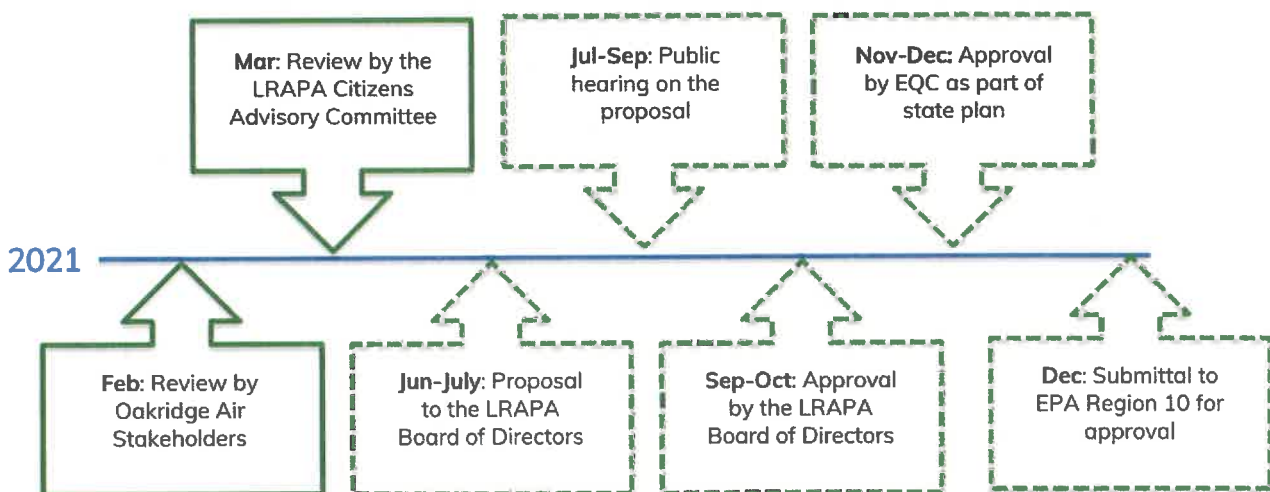
Oakridge Smoke Sensitive Receptor Area

as a nonattainment area for the daily PM_{2.5} standard in 2009 based on a comparison of Oakridge data from 2006-2008 with the 2006 standard of 35 µg/m³.

In response, LRAPA, the City of Oakridge, and other stakeholders developed the [Oakridge 2016 PM_{2.5} Attainment Plan](http://www.lrapa.org/DocumentCenter/View/2108/Updated-Oakridge-Westfir-PM25-Attainment-Plan-EQC?bidId=) ("2016 Plan" available at <http://www.lrapa.org/DocumentCenter/View/2108/Updated-Oakridge-Westfir-PM25-Attainment-Plan-EQC?bidId=>) to bring air quality in Oakridge into compliance with the standard by December 31, 2016. The 2016 Plan was adopted by the LRAPA Board of Directors on November 10, 2016 and approved and incorporated into the State of Oregon Clean Act Implementation Plan, referred to as the State Implementation Plan (SIP), by the Oregon Environmental Quality Commission (EQC) on January 18, 2017.

As of the writing of this report, the Oakridge-Westfir airshed remains in nonattainment (<https://www3.epa.gov/airquality/greenbook/rbtc.html>). LRAPA is in the process of finalizing a "Redesignation request" and "Maintenance Plan" for PM_{2.5} as well as PM₁₀ to submit to EPA, which is outlined below.

Once EPA approves the request, Oakridge will be in attainment and enter the "maintenance" phase. This is a phase of two, 10-year maintenance plans that LRAPA and the City of Oakridge will follow to assure Oakridge remains in "attainment." After the first 10-year maintenance plan, LRAPA will submit a second 10-year maintenance plan. This 20-year clock begins with EPA approval of Oakridge's "attainment."



The above timetable is approximate and specific to Oakridge-Westfir PM_{2.5} Redesignation Request and PM_{2.5} Maintenance Plan for 2015-2035. A PM₁₀ Redesignation Request and PM₁₀ Maintenance Plan will move near-consecutively with PM_{2.5} plan through this process.

Oakridge Smoke Sensitive Receptor Area and Special Protection Zone

A **Smoke Sensitive Receptor Area (SSRA)** is a designated area provided the highest level of protection under the Oregon Smoke Management Plan. This designation is determined per past history of smoke incidents, density of population, or other special legal status. The Oakridge SSRA, shown in Figure 5, remains the Oakridge Urban Growth Boundary (UGB) as listed in Oregon Administrative Rules [629-048-0140](#).

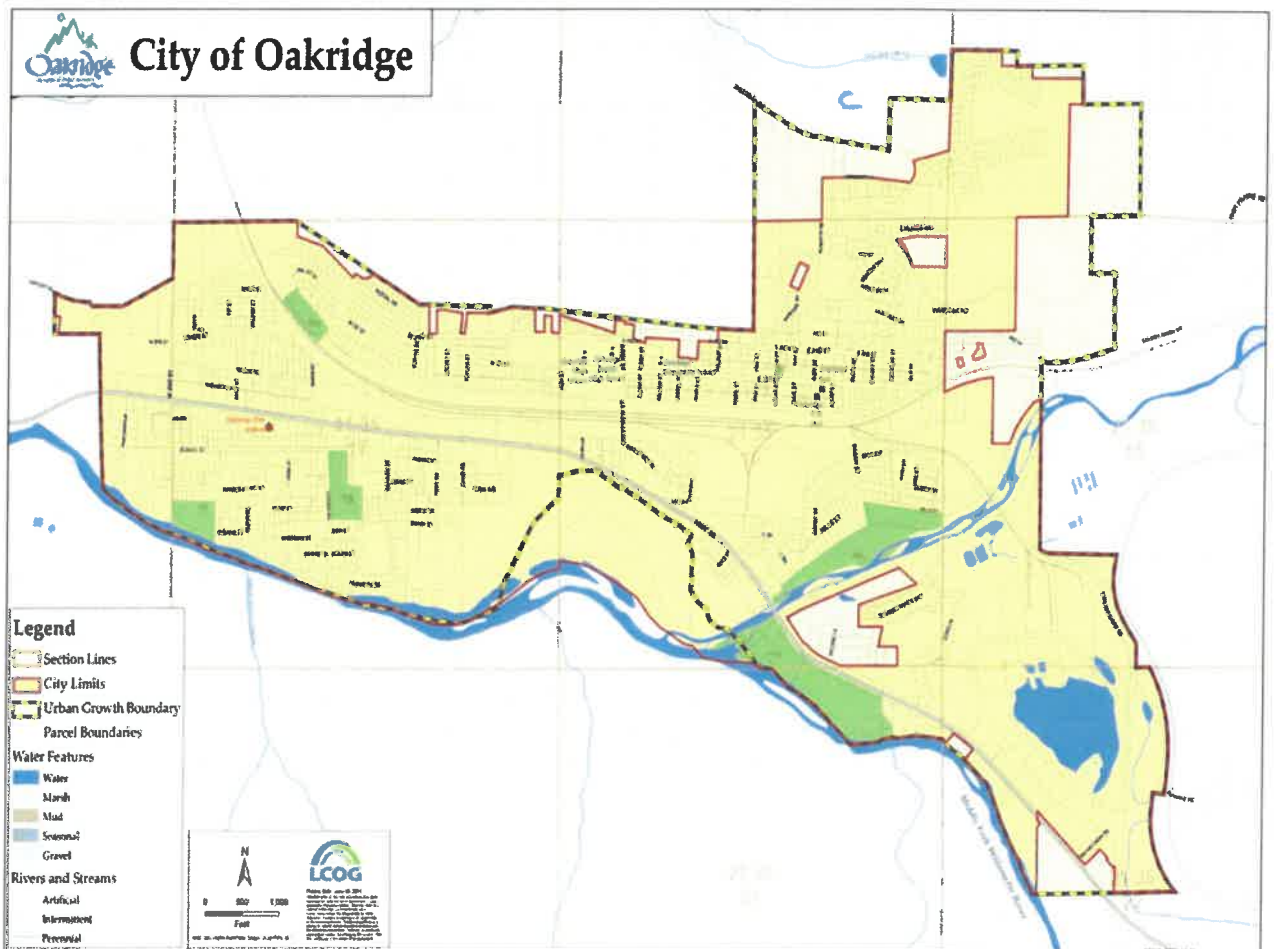


Figure 3: Oakridge SSRA boundary

Oakridge Smoke Sensitive Receptor Area

Special Protection Zones (SPZ) have been established by the State around certain communities requiring additional protection from particulates. Any prescribed fire in an SPZ, during its protection period, must have the approval of the State meteorologist. Specific control strategy restrictions for these areas adopted by the Department of Environmental Quality (DEQ) and Oregon Department of Forestry (ODF) are found in OAR 629-048-0135 and OAR 629-048-0137. The Oakridge SPZ is shown in Figure 5.

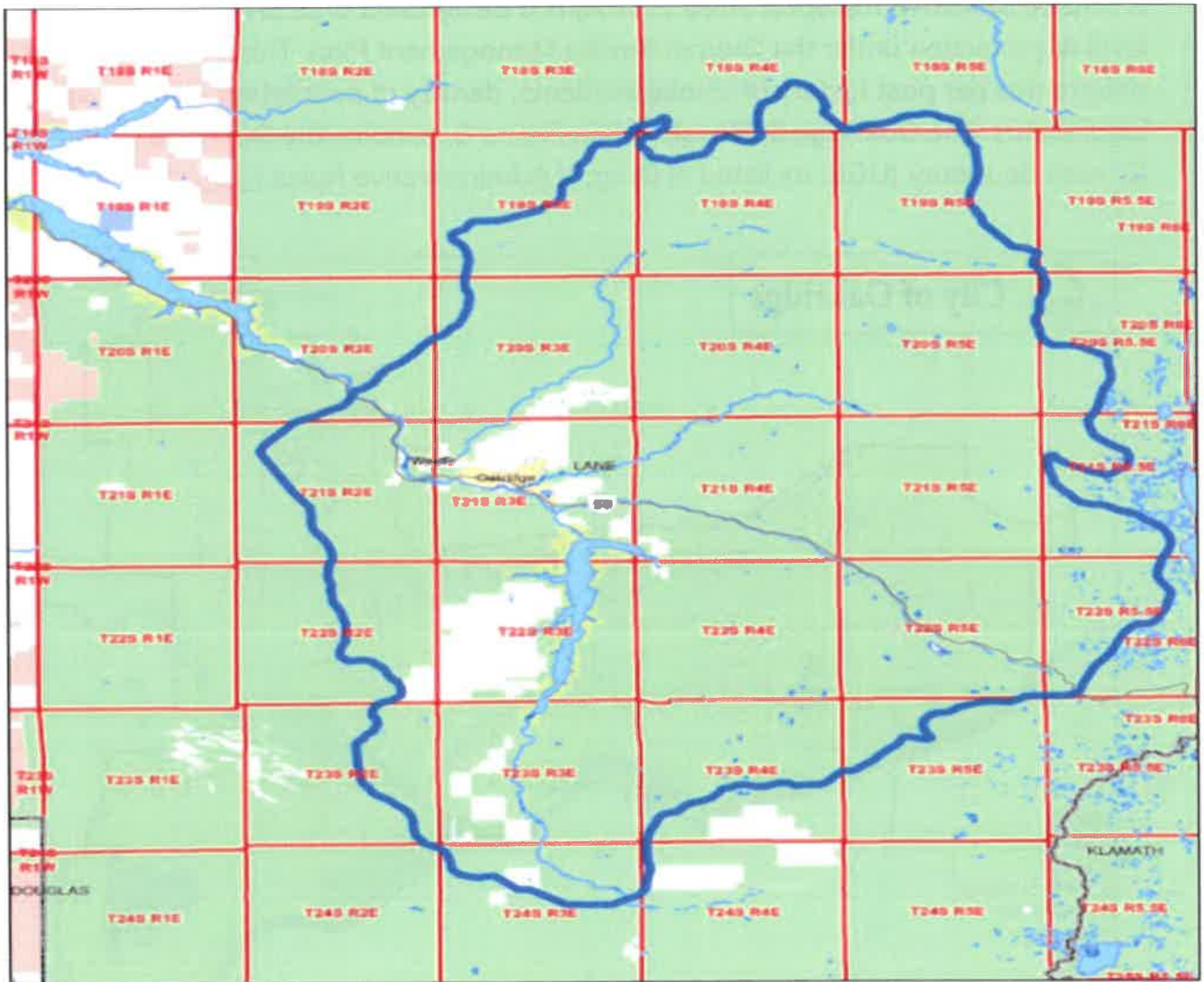


Figure 4: Map of Oakridge Special Protection Zone (Source: Oregon Smoke Management Program Directive, p. 43)

IV. Smoke, Health and Safety

Health Effects of Smoke

Smoke vapors contain particulate matter and gas droplets that may be dangerous if inhaled. People with chronic heart disease or lung disease, such as asthma or chronic obstructive pulmonary disease (COPD), or those with or recovering from COVID-19, who have compromised health/lung function, may be more likely to experience serious health complications from smoke. PM_{2.5} is specifically linked to both respiratory and cardiac diseases, whereas PM₁₀ is more commonly linked to respiratory diseases.

Symptoms of short-term smoke exposure can include:

- Watery or dry eyes
- Persistent cough, phlegm, wheeze, scratchy throat, or irritated sinuses
- Headaches
- Shortness of breath, asthma attack, or lung irritation
- Irregular heartbeat, chest pain, or fatigue
- Heart attack

The following diseases are the common health impacts lined to smoke:

Respiratory Diseases: Acute bronchitis, asthma, COPD, pneumonia, upper respiratory infection

Cardiovascular Diseases: Arrhythmia, heart attack, cardiac arrest, deep vein thrombosis, heart failure, hypertension, ischemic heart disease, peripheral vascular disease, pulmonary embolism

Cerebrovascular Diseases: stroke

Smoke-Vulnerable Populations

Many factors influence a person's sensitivity to smoke, including severity and duration of smoke exposure and a person's health. Smoke may worsen symptoms for people who have pre-existing health conditions and those who are particularly sensitive to air pollution. These smoke-vulnerable populations include:

Oakridge Smoke Sensitive Receptor Area

- Persons with asthma or other chronic respiratory diseases, such as COPD and emphysema
- Persons with cardiovascular disease
- Persons 65 years of age or older
- Infants and children
- Pregnant women
- Smokers, especially those who have smoked for several years
- Persons without housing or access to closed-loop air conditioning

Oakridge-Westfir social and economic demographics

- Community members below poverty level (2017):
 - All families, 25.0%,
 - All people 34.5%,
 - Under 18 years 82.7%,
 - 65 years and over 16.8%.
- Number of veterans 15.1%³
- 26.6% of the population has a disability⁴
- Infants and children under the age of 15: 15.5% of the population⁵
- Adult smokers 18.5% of population⁶
 - 26.5% of 11th graders used e-cigarettes in 2019

Data Analysis of Air Quality Impacts to Public Health

Given the long-term exposure to smoke after decades of being out of attainment for PM_{2.5} standards, Oakridge Air partners are attempting to better understand the connection between smoke exposure and health visits (all medical claims and pharmaceuticals) associated with respiratory and cardiac issues to better serve the community. As part of the Smoke Safety Plan development, Oakridge received data analysis support from Lane Council of Governments (LCOG) and the Data Science for Public Good (DSPG) program at Oregon State University (OSU).

Health Claims Data Analysis

LGOG analyzed five years of LRAPA nephelometer data and Oregon Health Authority (OHA) Oregon All Payer All Claims Reporting Program (APAC) data to investigate the following questions:

³ Source: Census, 2019

⁴ Ibid

⁵ Ibid

⁶ Source: Lane County, 2017

Since 2015, how have public health impacts (overall claims and pharmaceuticals for select respiratory/cardiac issues) been impacted by PM_{2.5} exposure from winter woodsmoke in the Oakridge/Westfir airshed using LRAPA data? How have these claims and pharmaceutical counts shifted following significant wildfire events?

Overall, the analysis showed a significant correlation between PM_{2.5} and health claims. The total APAC claims and the number of claims per person significantly increased in both the winter and summer when PM_{2.5} concentrations were above a yellow threshold (>20ug/m³). The cost of treatment (visits/pharmaceuticals), number of visits, and claims per person were all increased when air quality was above the yellow and red thresholds. There is a higher significance connecting increases in visits and claims following significant wildfire events.

The same results repeat in both Oakridge and diagnosis and pharmacy data. There is strong evidence in the LRAPA and APAC data to support that PM_{2.5}, particularly during summertime wildfire seasons, negatively impacts public health. The public is very likely more susceptible to both cardiovascular and respiratory diseases with a longer period of yellow-warning outdoor air quality.

DSPG Study

DSPG researchers analyzed five years of Oakridge nephelometer data prescription compared to data from the Oakridge Postal Pharmacy. Through this analysis, DSPG researchers determined that there are, on average, six days a year when the daily PM_{2.5} concentration is above the EPA threshold of 35 µg/m³. Additionally, data showed that around a quarter of the prescriptions filled (24%) between 2015 and 2019 were prescriptions specifically used to treat smoke-related cardiac and respiratory conditions.

DSPG found that around a quarter of the prescriptions filled (24%) between 2015 and 2019 were prescriptions specifically used to treat smoke-related cardiac and respiratory conditions.

Important takeaways from DSPG analysis show that there was a 3% increase in prescription counts within 30 days of a smoke event for every 10 µg/m³ increase in

Oakridge Smoke Sensitive Receptor Area

daily average $PM_{2.5}$ concentration. This means if average daily $PM_{2.5}$ concentration is at $50 \mu\text{g}/\text{m}^3$, then 30 days later, there would be a 15% increase in prescription fills.

Moreover, when poor air quality will affect the community can depend on the season. DSPG researchers found that the average air quality patterns throughout the day vary based on the season and related source of smoke. Figure 5 below demonstrates the hourly, seasonal $PM_{2.5}$ concentration pattern averaged from 2015 to 2019.

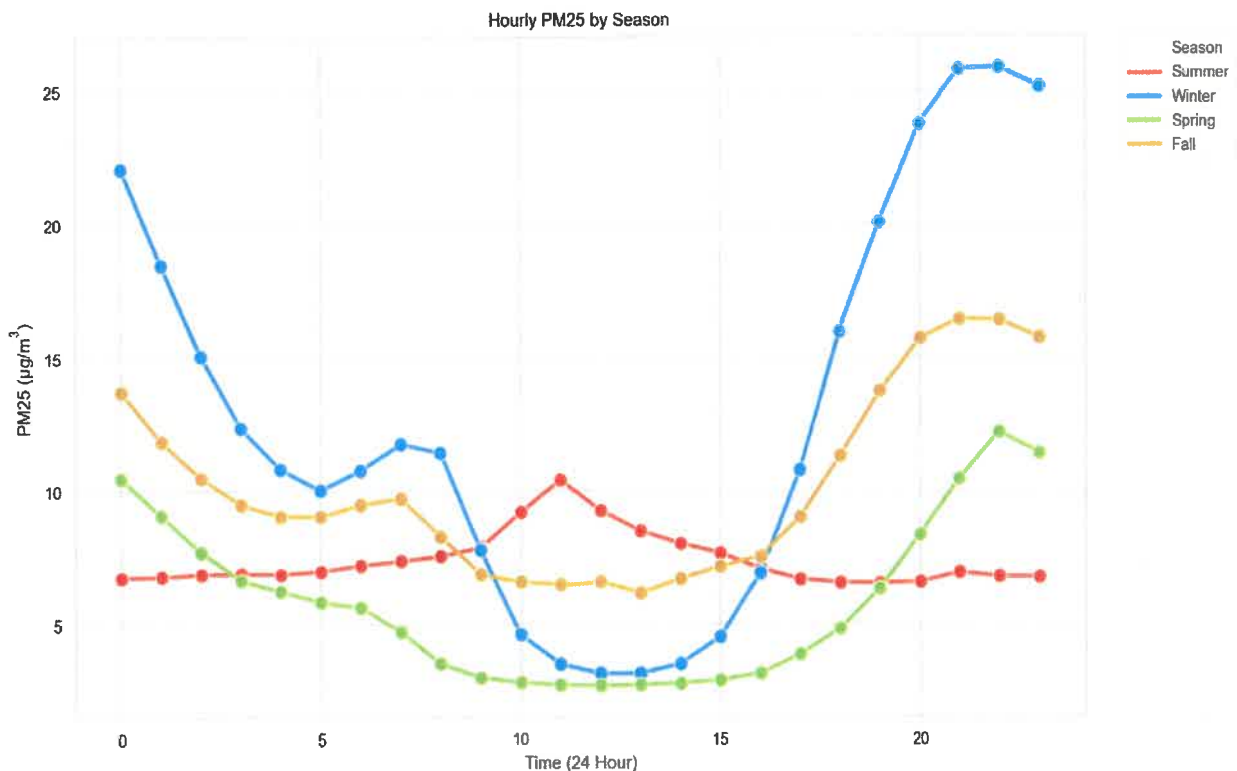


Figure 5: Graph of hourly $PM_{2.5}$ by season

* It is important to note that when averaged, the $PM_{2.5}$ concentrations are not outside the "healthy" range.

Staying safe inside between 10pm and 10am on Red Days is important to avoiding the effects of poor air quality.

The largest spikes in smoke pollution occurred in the winter around 22:00 (10:00 pm), with the concentration dropping by 10:00 (10:00 am). A 10:00 pm spike is consistent throughout spring and fall, when you would expect people are home, burning wood for heat. In the summer, there is a noticeable spike in smoke pollution around 10:00

am, which correlates to diurnal weather patterns. Wildfire smoke tends to settle in valleys overnight as temperatures cool and lift in the morning when warming rise and cause increased atmospheric instability.

For more in-depth details about the data analysis of Oakridge smoke impacts to community health see Appendix D.

V. Smoke Safety Plan Communications

In developing the SSP, the Oakridge Air partners identified different smoke-related events, seasonal timeline, and communications best practices for the Oakridge-Westfir SSRA. The scope of discussions included methods for coordinating and communicating messages in a way that builds credibility and trust with the entire community. Because there are multiple agencies and partners that communicate with the community about smoke, the group determined early on that it would be best to partner under one umbrella brand, Oakridge Air, to engage with the community about smoke and health.

Oakridge Air has two primary streams of communication to the public:

- 1) general seasonal educational information about smoke and health
- 2) specific messages about smoke events

Seasonal educational information will repeat in seasonal cycles:

- **Wintertime smoke season** - how to burn wood safely and ways to avoid yellow and red home wood heating advisory days
- **Prescribed fire smoke season** - when to expect land managers and the public to engage in fuels reduction and ecological burning
- **Wildfire smoke season** - how to reduce the risk of wildfire smoke and Firewise activities at both the community and individual levels

Specific smoke event messages are shared in preparation for planned events that may bring smoke to the community or in response to unplanned events:

- Wintertime inversions that cause degraded air quality and lead to yellow or red home wood heating advisories
- Prescribed fires scheduled by Forest Service or private land managers and smoke impacts
- Wildfires and wildfire smoke impacts

Oakridge Smoke Sensitive Receptor Area

Internal Communication Methods

The Oakridge Air partners follow the communications processes and methods outlined in the internal *Oakridge Air Outreach and Engagement Plan*. Oakridge Air Communications Committee meetings are held monthly and are open to all partners to plan seasonal smoke messaging and community events. For internal coordination regarding specific smoke events, key partners are notified through an email distribution list.

One shared email address, smoke@oakridgeair.org, auto-forwards emails to the following key partners: City of Oakridge, Forest Service, LRAPA, the Southern Willamette Forest Collaborative (SWFC), Oakridge Air, and ODF. Partners have access to a shared database of smoke and health safety public outreach materials that are distributed to the community via flyers, news media, Oakridge Air and City of Oakridge websites, and social media. Public messages are typically branded under the Oakridge Air brand and are then amplified by all partners' regular outreach methods.

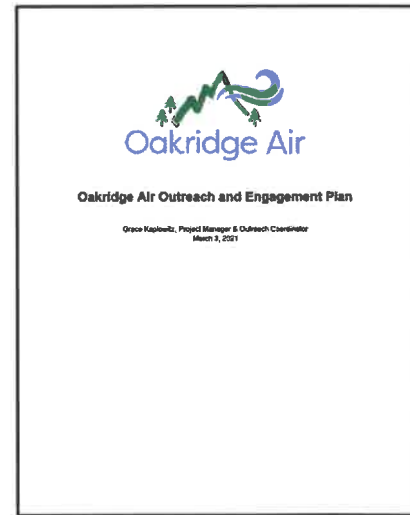


Figure 6: Cover Page of Oakridge Air Outreach and Engagement Plan

PRESCRIBED FIRE COMMUNICATIONS TEMPLATES

PROJECT TITLE	Oakridge Air Communications Committee	ORGANIZATION	Oakridge Air	DATE	May 2021								
CAMPAIGN TYPE	1. PRE-EVENT COMMUNICATIONS			2. EVENT COMMUNICATIONS			3. POST EVENT COM						
	Press Release	Email	Blog/Newletter	Online	Social Media/Website	1A	1B	1C	2A	2B	2C	3A	3B
Press Releases	Details here	1A_PR	1B_PR	1C_PR	2A_PR	2B_PR	2C_PR	3A_PR	3B_PR				
Email	Details here	1A_Blog	1B_Blog	see 1B	2A_Blog	2B_Blog	2C_Blog	3A_Blog	3B_Blog				
Online													
Social Media/Website	Oakridgeair.org Oakridge Air Facebook	1A.i_SM	1B_SM	1C_SM	2A_SM	2B_SM	2C_SM	3A_SM	3B_SM				
		1A.ii_SM											

Figure 7: Screen capture of Oakridge Air smoke messaging template

Internal coordination process for smoke events:

Wintertime smoke alerts and home wood heating bans: LRAPA emails the smoke@oakridgeair.org distribution list and can directly implement Oakridge Air communications processes. Oakridge Air partners help to distribute through communications channels.

Wildfire smoke: LRAPA participates in the statewide Oregon Severe Smoke Response calls and shares relevant information to the distribution list. The Forest Service has included smoke@oakridgeair.org as an important contact in the forest briefing package to be shared with any incoming wildfire incident management teams.⁷ Oakridge Air partners help to distribute through communications channels.

Prescribed fire smoke: Prescribed fire is the most difficult to coordinate due to multiple jurisdictions and possible impacts from backyard burning and private burning on non-ODF administered lands. The Forest Service and ODF fire management include the smoke distribution list, smoke@oakridgeair.org, in any relevant communications for prescribed fire as outlined in the flow chart in Appendix A. Oakridge Air partners help to distribute through multiple communications channels.

Public Communication Methods

Oakridge Air provides information through a range of media including online, print, and word of mouth. Regional media outlets such as the Register Guard newspaper, television news stations, and KLCC radio station rarely pick up Oakridge-specific news. The local Oakridge newspaper closed in 2020, and was quickly replaced by the online newspaper, the Highway 58 Herald. Facebook is the preferred method of informal information sharing, with dozens of community-specific groups. While social media information sharing is increasingly popular, print methods of outreach and word of mouth are still very important. Only 65% of Oakridge households have an internet subscription at home and many households do not have a computer. Past experience has taught that posting flyers in key public locations and distributing flyers with water bills are two of the most effective ways to spread information. Oakridge Air partners make a concerted effort to post information across numerous online and traditional information outlets to reach the public.

⁷ This process was tested during the 2020 Labor Day fires and worked surprisingly well through multiple team transitions on multiple large incidents.

Oakridge Smoke Sensitive Receptor Area

Print

- Informational flyers and postcards are available at the Oakridge Air office, City Hall, and Orchid Health.
- The post office, Banner Bank, Ray's Market, and Oakridge Pharmacy are regular locations for flyers.
- Seasonal smoke message flyers are also shared periodically with the City of Oakridge via water bills reaching 1400 customers.
- The Forest Service sets up temporary prescribed fire and wildfire information kiosks at Ray's Market and the Westfir Portal.



Figure 8: Forest Service kiosk

Online

- Press releases are distributed to the Highway 58 Herald, the local online newspaper.
- The Oakridge Air Facebook page is updated regularly, and these messages feed automatically to the Oakridge Air website.
- Social media posts from the Oakridge Air page are shared on the City of Oakridge and SWFC pages as well as in community forum groups.
- Educational YouTube videos are shared online such as this one about [wildfire smoke](#) from the Orchid Health clinic.

In addition to the Facebook message feed, the Oakridge Air website provides:

- Real-time readings of the Oakridge air quality monitor
- Information about the home heating upgrades program to reduce ambient/indoor woodsmoke
- Firewise and real-time prescribed fire information
- Tips to protect health during smoke events or poor air quality
- Links to interactive agency maps with prescribed fire locations and status



Figure 9: Oakridge Air website home page

The website is designed to transition easily between wintertime woodsmoke, summer wildfire, and spring and fall prescribed fire seasons. This ensures that information, overarching communication, and engagement strategies are relevant and applicable regardless of the smoke source.

Direct Communication

- Oakridge Air distributes a quarterly newsletter via email, and community members can sign up to receive it on the Oakridge Air website.
- LRAPA maintains a text alert system for home wood heating advisories and prescribed fire and wildfire smoke alerts that community members can opt into by texting “Oakridge Air” to 313131.
- The Oakridge Air team can help answer questions by phone at 541-782-3422
- LRAPA can help answer calls at 541-736-1056 ext. 217

External Resources

These external resources are regularly linked to the Oakridge Air website and in informational posts

- [LRAPA](https://www.lrapa.org/) (<https://www.lrapa.org/>)
- [Oregon Smoke Blog](http://oregonsmoke.blogspot.com/) (<http://oregonsmoke.blogspot.com/>)
- [Oakridge Purple Air map](https://www.purpleair.com/map?opt=1/mAQI/a10/cC4#12.92/43.74304/-122.46444) (<https://www.purpleair.com/map?opt=1/mAQI/a10/cC4#12.92/43.74304/-122.46444>)

Oakridge Smoke Sensitive Receptor Area

- Willamette National Forest [prescribed fire map](https://usfs.maps.arcgis.com/apps/webappviewer/index.html?id=8e594a41f6e44aa5a92e2e435f4d167b) (https://usfs.maps.arcgis.com/apps/webappviewer/index.html?id=8e594a41f6e44aa5a92e2e435f4d167b)
- Oregon Department of Forestry [prescribed fire map](https://geo.maps.arcgis.com/apps/webappviewer/index.html?id=a7e321dc8fc444b7a33fbc67bc673a3b) (https://geo.maps.arcgis.com/apps/webappviewer/index.html?id=a7e321dc8fc444b7a33fbc67bc673a3b)
- Relevant [InciWeb](https://inciweb.nwccg.gov/) (https://inciweb.nwccg.gov/) wildfire incidents

All messages are paired with information about how to protect health. Regardless of the type of smoke message, Oakridge Air uses best practices for communicating with the public.

VI. Annual Reporting

Per OAR 629-048-0180 Section 3(f) of the 2020 Oregon prescribed fire SMP, the City of Oakridge and Lane County jointly commit to reporting annually to ODF and DEQ on our implementation of the Oakridge-Westfir SSRA SSP. In the annual report, we will document continued compliance with the four required components of the Oakridge-Westfir SSRA SSP (outlined above, see page 5-6), as well as a summary of the methods used to communicate to the public and smoke-vulnerable populations, a log of dates and times the Oakridge-Westfir SSRA SSP is initiated, and a record of local meetings to discuss or update the Oakridge-Westfir SSRA SSP.

Unless otherwise specified, we will plan to submit annual reports in March of each year, prior to the commencement of each spring prescribed burn season.

VII. Conclusion

The communities of Oakridge-Westfir and partner agencies and organizations have a proven track record of successful collaboration and coordination around the most pressing environmental and natural resource challenges. Thanks to a long history of locally-driven initiatives, such as the SWFC and now the Oakridge Air program, we have a foundation of robust community dialogue, outreach, and engagement to build upon in the creation and implementation of the Oakridge-Westfir SSP. Creating Oakridge Air and developing an easily replicated process for internal information sharing and external communications and outreach will provide timely, accurate, reliable, locally relevant, and proactive outreach to residents, visitors, and smoke-vulnerable populations of Oakridge and Westfir.

VIII. Declaration of Agreement

The Oakridge City Council, in coordination with the Lane Regional Air Protection Agency (LRAPA), has reviewed and approved the Oakridge Smoke Sensitive Receptor Area Smoke Safety Plan (Oakridge-Westfir SSRA SSP). Per OAR 629-048-0180 of the 2020 Oregon prescribed fire Smoke Management Plan. The City of Oakridge and LRAPA jointly agree to submit the Oakridge-Westfir SSRA SSP to the Oregon Department of Forestry and Oregon Department of Environmental Quality as a formal request for exemption from the 1-hour smoke intrusion threshold for the Oakridge-Westfir SSRA.

City of Oakridge

Date

Lane Regional Air Protection Agency

Date

Appendix A: Partner Roles and Responsibilities

Oakridge Air and Smoke Communications Roles and Responsibilities		
Partner	Type	Roles
City of Oakridge	Local municipality, Oakridge Air implementing partner	<ul style="list-style-type: none"> ● Oakridge Air implementing partner ● Code enforcement ● Collaborate on Firewise Assessments ● Community Firewood Program Partner
Oakridge Fire Department/ Hazeldell Rural Fire Department	Local Fire Protection Agency	<ul style="list-style-type: none"> ● Assist with Firewise assessments
South Willamette Solutions/ Southern Willamette Forest Collaborative	Local NGO, Oakridge Air implementing partner	<ul style="list-style-type: none"> ● Oakridge Air implementing partner ● Coordinate the Community Firewood Program ● Manage residential upgrade coordination ● Facilitator for Oakridge Air Community Response Plan ● Collaborate on Firewise Assessments
Good Company	Lead implementing partner for Oakridge Air	<ul style="list-style-type: none"> ● Oakridge Air implementing partner ● Oversee all Oakridge Air project components ● Coordinate Oakridge Air messaging YR 1 ● Manage oakridgeair.org
		<p>Communication roles for smoke events</p> <ul style="list-style-type: none"> - included in smoke@oakridgeair.org distro list - provide backup for smoke@oakridgeair.org - amplify messages on City website and facebook page
		<ul style="list-style-type: none"> - amplify Oakridge Air messages on social media
		<ul style="list-style-type: none"> - host Oakridge Air google drive and emails @oakridgeair.org - included in smoke@oakridgeair.org distro list - provide backup for smoke@oakridgeair.org
		<ul style="list-style-type: none"> - manage smoke@oakridgeair.org - main POC for local smoke event notifications - update Oakridge Air facebook page

Oakridge Smoke Safety Plan

Lane Regional Air Protection Agency	Regional Agency	<ul style="list-style-type: none"> • Monitor air quality in Oakridge and the south Willamette Valley Region • Provide public notifications and press releases for smoke events and Home Heating notices for red and yellow burn days • Manage text notices 	<ul style="list-style-type: none"> - main POC for smoke notifications - included in smoke@oakridgeair.org distro list - update Oakridge Air facebook page
Lane County	Local Government	<ul style="list-style-type: none"> • Public Health Air purification resources 	
Lane County	Local Government	Emergency Management	<ul style="list-style-type: none"> - main POC for emergency incidents in Lane County
Oregon Department of Forestry, South Cascades District	State Agency	<ul style="list-style-type: none"> • Provide permits, work with burn boss to mitigate any items identified, lead burn planning and implementation through their Vegetation Management Program • Manage prescribed fire on BLM lands east of Oakridge • Collaborate on Firewise Assessments 	<ul style="list-style-type: none"> - included in smoke@oakridgeair.org distro list - communicate to Oakridge Air partners if planned prescribed fires are in area - provide information for ODF statewide prescribed fire map
Oregon Department of Environmental Quality	State Agency	<ul style="list-style-type: none"> • Communicate about smoke events through wildfire smoke protocol calls 	
Oregon Health Authority	State Agency	<ul style="list-style-type: none"> • Communicate about health impacts from smoke events through wildfire smoke protocol calls 	

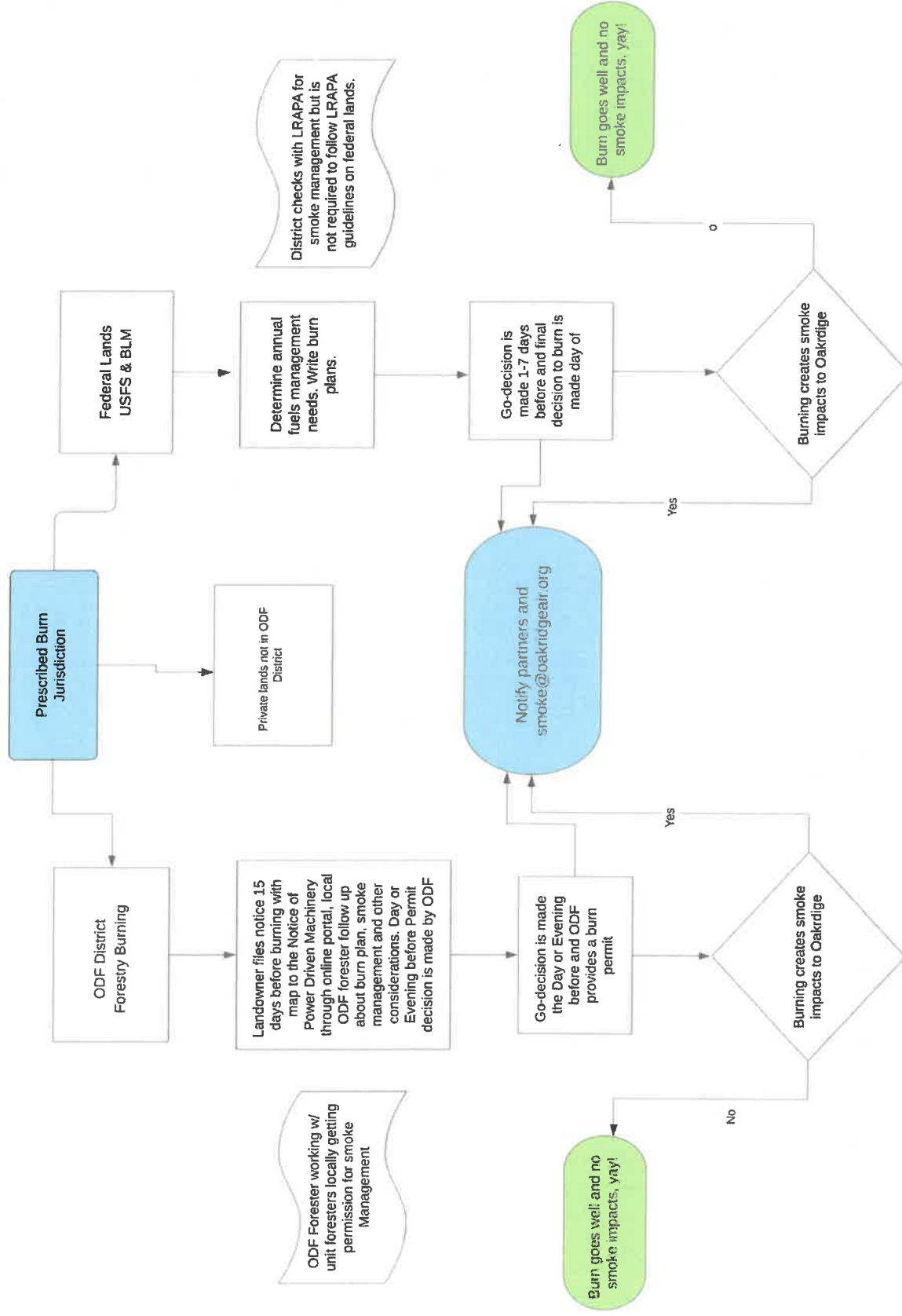
Oakridge Smoke Sensitive Receptor Area

Willamette National Forest (WNF)	Federal Agency	<ul style="list-style-type: none"> • Manage prescribed fire panning on the forest • Collaborate on Firewise Assessments 	<ul style="list-style-type: none"> - notify ODF and partners of prescribed fire and wildfire events - added to smoke@oakridgeair.org distro list - assist with season smoke messaging and public outreach - host WNF prescribed fire map
Middle Fork Ranger District (WNF)	Federal Agency	<ul style="list-style-type: none"> • Manage FS prescribed fire and wildfire surrounding Oakridge • Collaborate on Firewise Assessments 	<ul style="list-style-type: none"> - notify ODF and partners of prescribed fire and wildfire events - added to smoke@oakridgeair.org distro list - assist with seasonal messaging and public outreach - update WNF prescribed fire map
McKenzie Ranger District (WNF)	Federal Agency	<ul style="list-style-type: none"> • Manage FS prescribed fire and wildfire north of Oakridge 	<ul style="list-style-type: none"> - notify ODF and partners of prescribed fire and wildfire events
Cottage Grove Ranger District, Umpqua National Forest	Federal Agency	<ul style="list-style-type: none"> • Manage FS prescribed fire and wildfire south east of Oakridge 	<ul style="list-style-type: none"> - notify ODF and partners of prescribed fire and wildfire events
Bureau of Land Management	Federal Agency	<ul style="list-style-type: none"> • Manage BLM prescribed fire east of Oakridge 	<ul style="list-style-type: none"> - notify ODF and partners of prescribed fire and wildfire events

Appendix B: Prescribed Fire Event Communications Flow Chart

Smoke Event Communications

Oakridge Air: Smoke, Health and Safety Committee
July 2020



XL error
Error: IllegalTag
Operator: 0x13
Position: 387929

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Resolution 07-2023 WAC
Future Uses (2nd Reading)

Agenda Item No: 13.5

Exhibit: Draft Resolution 07-2023

Proposed Council Action: A motion from
the floor to approve

ISSUE: In order to be eligible for certain grants and other sources of funding for the renovation of the Willamette Activities Center (the “WAC”), a Resolution is necessary to establish that the primary purpose and future use of the building will continue to be for providing social and community services to the citizens of our community. See the attached draft Resolution (#07-2023) for further details. On 4/3/23, the WAC Subcommittee met and voted unanimously to recommend approving this Resolution. The WAC Funding Committee also supports it.

On 4/6/23, Council approved the 1st reading of the Resolution. This will be the 2nd reading to adopt the resolution.

FISCAL IMPACT: UNK (increased ability to apply for grants and other funding)

OPTIONS: Approve, deny, or modify the Resolution

RECOMMENDATION: Approve and adopt Resolution 07-2023 after the 2nd reading

RECOMMENDED MOTION: *“I move to approve and adopt Resolution 07-2023 after the 2nd reading.”*

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 2 (Responsive Government), Goal #2: Provide facilities & infrastructure that support current & future needs.

Theme 3 (Strong Economy), Goal #1: Improve the City's economy by focusing on increasing living-wage jobs, training, and education opportunities for Oakridge residents.

Theme 3 (Strong Economy), Goal #3: Improve the city's economy by creating an atmosphere open to business.

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

RESOLUTION No. 07-2023

**A RESOLUTION ESTABLISHING THE PURPOSE AND FUTURE USES OF THE
WILLAMETTE ACTIVITES CENTER**

WHEREAS, the City of Oakridge City Council desires to establish the purpose and intended future uses of the Willamette Activities Center (the "WAC");

NOW, THEREFORE, BE IT RESOLVED by the Oakridge City Council as follows:

WHEREAS, the Willamette Activities Center (the "WAC") is a City of Oakridge owned and operated building located at 47674 School Street, Oakridge, OR; and

WHEREAS, since it has been used by the City of Oakridge, the primary purpose and use of the building has been for social and community service organizations and services; and

WHEREAS, the intended primary future use of the building after it has been renovated shall remain for social and community service organizations and services.

BE IT FURTHER RESOLVED that this Resolution shall take effect 30 days after its enactment.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS [REDACTED], DAY OF [REDACTED], 20[REDACTED].

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS [REDACTED], DAY OF [REDACTED], 20[REDACTED].

Signed: _____
Bryan Cutchen, Mayor

Attest: _____
Jackie Taylor, City Recorder

Ayes:

Nays:

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

**Agenda Title: Trestle Bridge Resolution
08-2023, 1st reading**

Agenda Item No: 13.6

**Proposed Council: Approve Resolution 08-
2023**

Exhibit: Resolution 08-2023

Agenda Bill Author: Rick Zylstra

ISSUE: The City has the opportunity to apply for a grant to help fund a feasibility study to identify the work needed to safely create a multi-modal path using the old Salmon Creek Trestle. The grant request is to the Oregon Parks and Recreation Department. This grant has a 20% match that can be met using in-kind work that has previously been done. Community members have stepped up and have already done most of the heavy lifting in researching and preparing the grant application. This work being proposed on the trestle has been outlined in the Oakridge Mill Park Plan item #2, the Oakridge/Westfir Community Trails Plan as Item #7 as the Rail Spur Path, and identified as a connector of Salmon Creek Park and Greenwaters Park in the Oakridge Parks Master Plan. The proposed path would not only benefit our parks systems but also provide a walking/biking path for future employment within the OIP

FISCAL IMPACT: None

**OPTIONS: 1) Approve Resolution 08-2023
2) Do not approve Resolution 08-2023**

RECOMMENDATION: Staff recommends approval of the resolution

RECOMMENDED MOTION: I move we approve Resolution 08-2023 Resolution Authorizing Application for Grant for Salmon Creek Trestle Bridge Restoration Feasibility Study

STRATEGIC THEMES/GOALS INVOLVED:

Theme 2 (Responsive Government), Goal #2: Provide facilities and infrastructure that support current and future needs.

Theme 3 (Strong Economy) Sustainably develop and market recreational tourism industry in a way that benefits the local businesses and residents

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

Theme 4 (Community Livability), Goal #3: Seek opportunities to revitalize the City's business corridors and neighborhoods to provide safe and beautiful places to live and work.

RESOLUTION NO. 08-2023
RESOLUTION AUTHORIZING APPLICATION FOR GRANT FOR SALMON CREEK
TRESTLE BRIDGE RESTORATION FEASIBILITY STUDY

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Oakridge desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation improvements and enhancements; and

WHEREAS, The Oakridge City Council has identified that restoring the existing bridge for pedestrian and bicycle use as a high priority need in The City of Oakridge; and

WHEREAS, the City Engineer has determined that a detailed feasibility study for restoring the existing bridge for pedestrian/bicycle/non-motorized use is required to determine the extent of the upgrades and the potential cost of the project.); and

WHEREAS, the City of Oakridge has available local in kind and actual matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

WHEREAS, the City of Oakridge will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded; and

NOW, THEREFORE, BE IT RESOLVED BY THE (Oakridge City Council) AS FOLLOWS:

Section 1: The City Council demonstrates its support for the submittal of a grant application to the Oregon Park and Recreation Department for Feasibility study for the restoration of the Salmon Creek Trestle Bridge at Salmon Creek.

Section 2: This Resolution shall be effective following its adoption by the City Council.

BE IT FURTHER RESOLVED that this Resolution shall take effect 30 days after its enactment.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS _____, DAY OF _____, 20____.

Signed: _____
Bryan Cutchen, Mayor

Attest: _____
Jackie Taylor, City Recorder

Ayes:
Nays:

Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Resolution 09-2023 adding OIP Lot 24 to Surplus Properties (1st Reading)

Proposed Council: A motion from the floor

Agenda Item No: 13.7

Exhibits: Resolution 09-2023, OIP Map

Author: CA

ISSUE: We forgot to include OIP Lot #24 in the list of properties to be declared "Surplus" in Resolution #05-2023. Therefore we have drafted a separate Resolution #09-2023 to declare it surplus so it can be added to the list of surplus properties available for potential sale. Any sale of City property must be approved by City Council prior to sale. Lot 24 is located on Kokanee Way (see map) and is 1.4 acres. It is zoned Mixed Use ("MU") and the Map & Tax Lot number is 21-35-22-20-02800. See Resolution 09-2023 for more details.

*Remember that under Council Rule _____, Council can approve *and* adopt a Resolution during 1 Council meeting if the votes to approve each of the 2 readings during the same meeting are both *unanimous*.

FISCAL IMPACT: TBD

OPTIONS: Approve, deny, or modify the Resolution

RECOMMENDATION: Approve and adopt

RECOMMENDED MOTION: *"I move to approve the 1st reading of Resolution 09-2023, declaring OIP Lot 24 as a surplus property."*

For 2nd Reading: *"I move to approve the 2nd reading of Resolution 09-2023, declaring OIP Lot 24 as a surplus property."*

STRATEGIC THEMES/GOALS INVOLVED:

Theme 2 (Responsive Government), Goal #2: Provide facilities & infrastructure that support current & future needs.
Theme 2 (Responsive Government), Goal #3: Manage finances in a fiscally responsible manner ensuring long term financial stability.

Theme 3 (Strong Economy), Goal #3: Improve the city's economy by creating an atmosphere open to business.

Theme 4 (Community Livability), Goal #2: Find creative ways to work with public and private partners to increase access to housing.

Theme 4 (Community Livability), Goal #3: Seek opportunities to revitalize the City's business corridors and neighborhoods to provide safe and beautiful places to live and work.



OIP Lot 18

OIP Lot 19

OIP Lot 20

OIP Lot 21

OIP Lot 22

OIP Lot 23

OIP Lot 24

OIP Lot 25

Texas Pride Trailers, Oakridge, OR

South Willamette Solutions

Oakridge Highway 58 RV & Self

Google Earth

RESOLUTION 09-2023

Declaring OIP Lot 24 Surplus

WHEREAS, The City of Oakridge staff and City Council have reviewed all of the parcels currently owned by the City of Oakridge; and

WHEREAS, The Oakridge City Council has determined that **Lot 24** in the Oakridge Industrial Park (“OIP”), a 1.4 acre Mixed Use property, Map & Tax Lot number **21-35-22-20-02800**, is not necessary for the continued operations of the City; and

WHEREAS, The City Council will consider any reasonable offers for properties individually or collectively and must approve any potential sales of City property;

NOW THEREFORE, the Oakridge City Council does hereby declare that OIP Lot 24 is surplus to City purposes and intents.

BE IT FURTHER RESOLVED that this Resolution shall take effect 30 days after its enactment.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS [REDACTED], **DAY OF**
[REDACTED], 20 [REDACTED].

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS [REDACTED], **DAY OF**
[REDACTED], 20 [REDACTED].

Signed: _____
Bryan Cutchen, Mayor

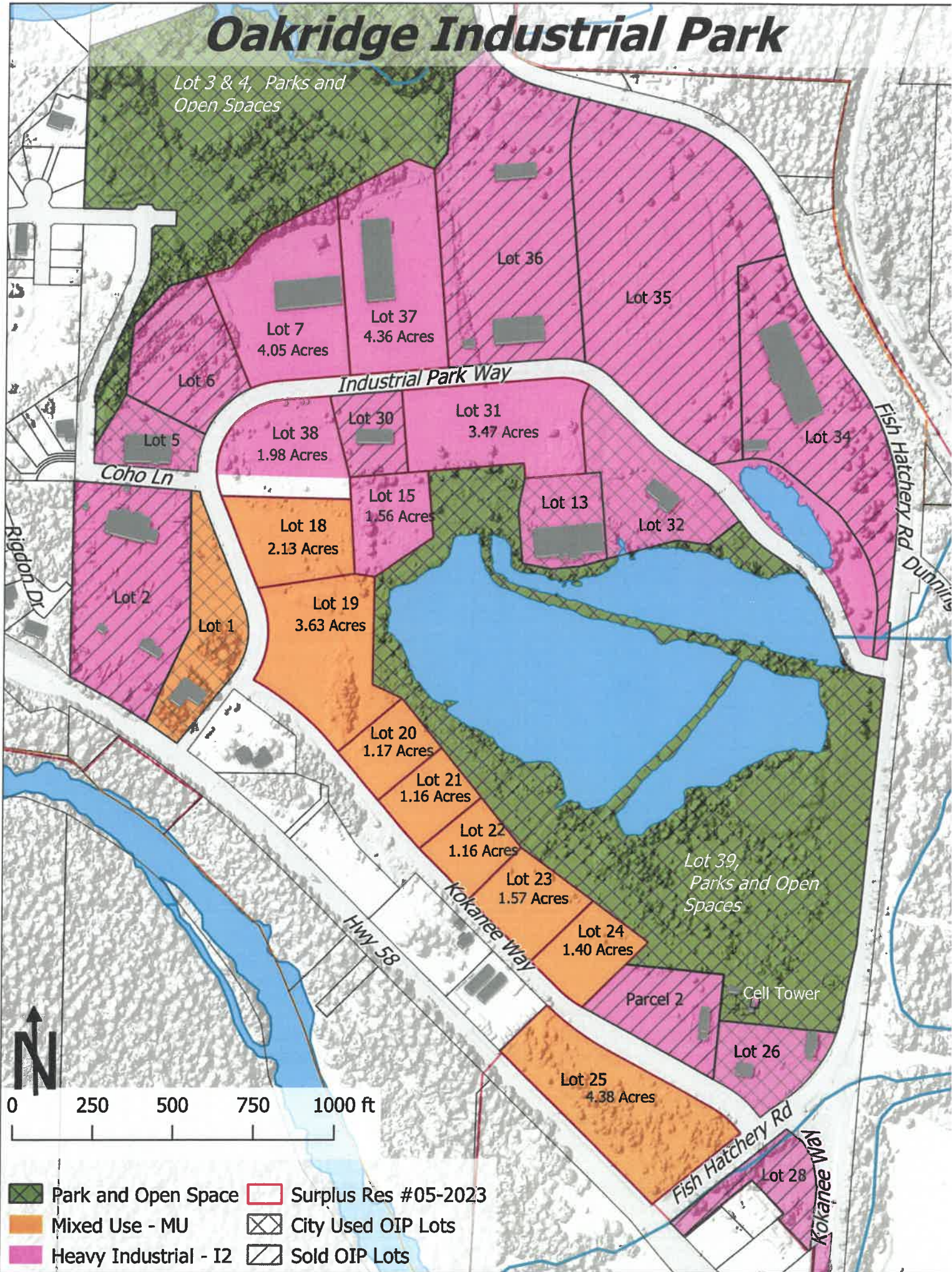
Attest: _____
Jackie Taylor, City Recorder

Ayes:

Nays:

Oakridge Industrial Park

Lot 3 & 4, Parks and Open Spaces



Business of the City Council

City of Oakridge, Oregon

April 20, 2023

Agenda Title: Committee Appointments

Agenda Item No: 15.1 – 15.4

Proposed Council Action: A motion from the floor to approve

Exhibits: (1) Applicants' Application Materials
(2) Committees spreadsheet

Author: CA

ISSUES:

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

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: Approve or deny the appointments listed below

RECOMMENDATION: Approve

RECOMMENDED MOTIONS:

15.1 I move we appoint **Sarah Altemus-Pope** to Seat 3 of the **OEDAC** for a term expiring in December **2025**.

15.2 I move we appoint **James Winkelman** to Seat 1 of the **RTMP/TRT Committee** for a term expiring in December **2025**, *and* to Seat 1 of the **Planning Commission** for a term expiring in December **2026**.

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

15.4 I move we appoint **Councilor _____** to the **Oakridge Economic Development Committee** as the City Council representative.

COMMITTEES - As of 4/19/2023

Resolution	04_2023	17-2020	18-2020	06_2022	N/A	state law	15-2020	07_2022	Ord. 751	03_2023	N/A	N/A
Staff:	CA (s)	Comm. Serv. Dir. (CSD)	PD & FD Chiefs, CSD, HRFD, Westfir, School,	Finance Director (ex officio)		CA, Dept Heads	Library Coordinator	Finance Dir & CA (non-voting)	CA, CSD	CA, CSD	CA	Special Fire District
Meeting Dates:	3rd Wednesday at 6pm	2nd Monday at 5:30pm	4th Tuesday at 6pm	4th Monday at 5pm	2nd Wednesday at 6pm	Varies	2nd Tues every other month at 5:15	1st Tuesday at 6:30pm	3rd Tuesday at 7pm	3rd Tuesday at 5pm	1st Monday at 5:30	4th Thursday at 6:30 at FD
Councilor	Kinyon	Tarman	Coker	Bjarnson & Kinyon	Kinyon	ALL	Hooker	Kinyon (S)	N/A	?	Hooker	Hooker
Chair:	Kinyon	Tarman	Trudy Hammond	Kinyon	McNatt	Hollett	Georgi Samuelson (Librarian)	Metcalf	Gobelman	Ackland	Hollett	Hollett
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	3 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	James Winkelman*	James Winkelman*	Kevin Gobelman	Sheri Kendall	OPEN
2024, 2027	Cyma Lovell-Beers	Leo Robb	Karin Thompson	X	Altemus-Pope	Benjamin Sachdeva	Jessica Atkins	Douglas Leander(vc)	Kevin Gobelman	Rustie Ackland	Bobbie Whitney	David Ackland
2022, 2025,	OPEN	Lynda Kamerrer	Marietta Thompson*	X	Jan Christensen	Lynda Kamerrer	Fynn Dill	Meagan Metcalf	Altemus-Pope	Bev McCulley	Bev McCulley	OPEN
2022, 2025,	OPEN	Heather Buley	"Tink" Marquardt	X	Sue Cathcart	Cyma Lovell Beers	Jeannie Cabello-Penn	Su Stella	Stan Barenboim	Kelly Wynant	Lloyd-Parks	OPEN
2023, 2026,	Jeri Reed	Jason Nehme	Trudy Hammond	X	Chris Winchester	Jan Christensen	Annie Brown	John McClelland	Mary River	Lauri O'Neill	Lauri O'Neill	OPEN
2023, 2026,	OPEN	Barbara Counsil-Burney	Marty Scott	X	Jeri Reed	Brenna Chrisman	Terry DeLoach	OPEN	JT Flowers	Marietta Thompson	Marietta Thompson	
Seat 7 2025			OPEN - Hazeldell Rep		Kathy Holston	Linda Dunham		Donald Grant	Michelle Emmons Chamber Rep	Linda Dunham	Linda Dunham	
Seat 8			OPEN - Westfir Rep		OPEN (up to 15)					Trudy Hammond	Trudy Hammond	
Seat 9			OPEN - OSD Rep							*Applicant	*Applicant	*Applicant



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 Attemus-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: *sattemuspop@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 OSBAC 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 Attemus-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

Budget Committee

Wac Subcommittee

Administration Committee

Library Board

Parks & Community Services Committee

Public Safety Committee

Economic Development Advisory Committee

Rural Tourism & Marketing



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: *RURAL TOURISM MARK PER PLANNING COMMISSION*

Name: *JAMES WINKELMAN*

Address: *48426 HIGH LEAM DR*

Is your residence in the City of Oakridge: YES NO

Telephone where you can be reached: *541-666-3885*

Employer/Occupation: *RETIRED*

E-mail Address: *JIMWINKELMAN245@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:

*ALL LOWER CASE
MECHANICAL ENGINEERING ELECTRICAL ENG
AT MOTOROLA 13 YEAR SIEMENS 12 YEAR
WTA RACE DIRECTOR FOR A FLORIDA BICYCLE CLUB 13 YRS
HAVE WORKED WITH BROWARD COUNTY PARKS AND MOTING AND
RUNNING EVENT*

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): *JAMES WINKELMAN*

Participant Signature: *[Signature]*

Date: *3-13-23*



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 WOULD LIKE TO HELP THE CITY DEVELOP NEW INCOME PRODUCING OPPORTUNITIES, SO NEW BUSINESSES WILL OPEN AND NEW PEOPLE MOVE TO OAKRIDGE, ONES THAT ARE YOUNG AND MIDDLE CLASS AS IN REMOTE WORKERS AND VACATION SEEKING YOUNG FAMILYS.

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

Administration Committee

Library Board

Parks & Community Services Committee

Public Safety Committee

Economic Development Advisory Committee

Rural Tourism & Marketing



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

Planning Commission Applicant Questionnaire

James Winkelman's Answers

- 1) Why do you want to become a member of the Planning Commission, and what specific contributions do you hope to make?

I want to help the city to build a new economic base. Perhaps finding uses for underutilized facilities or repurpose some of the existing buildings.

- 2) Briefly describe your involvement in relevant community groups and activities. (Lack of previous involvement will *not* disqualify you from consideration.)

I worked for many years in the commercial building construction industry and understand building and zoning and the reasons for such. I also through the Broward county parks department have worked on environmental attractions and the problems balancing commercial and environmental requirements.

- 3) What topics or issues related to the Planning Commission most concern you and why?

Moving the city to a new economic model focusing on day trips and events to retain visitors in town over the weekends and summer.

- 4) Do you use and have access to reliable computer (or laptop etc.) and email?

Yes. jimwinkelman245@yahoo.com

- 5) The Planning Commission often reviews projects with accompanying documentation (design plans, maps, zoning ordinances & laws, etc.) which can sometimes require a considerable amount of time to review prior to the Planning Commission meetings. Please discuss your availability in terms of time commitment.

I am retired and not very mobile right now. I am getting a hip replacement May 4. I have plenty of time to review projects and can cross check them against the pertinent laws.

- 6) As a general rule, when do you feel variances and conditional uses should be granted?

Yes provided the project is one that will not cause problems for current users and can enhance the cities employment health or businesses opportunities.

- 7) How much information do you feel the City Staff should assist the Planning Commission in their efforts, and how much consideration would you give to their staff reports?

Staff should be gathering information based on the planning commissions direction on future projects or information for projects under consideration for a variance. The reports should be used in the decision making process.

- 8) Have you attended any Planning Commission meetings (for *any* city) in the past?

no



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: *1 / 1* 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