



**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: **6/1/23** and **6/7/23**

**9. Executive Session under ORS 192.660(2)(e) - To conduct deliberations with persons designated by the governing body to negotiate real property transactions.**

9.1 Offers to purchase 76410 Douglas Street

9.2 Offer to purchase OIP Lot 20

9.3 Offer to purchase OIP Lot 19

9.4 Offers to purchase 47899 Hwy 58 (old Public Works building)

**10. Business from the City Council**

10.1 Staff report on use of portable restrooms and mobile food vendor Ordinances

10.2 Committee Appointments Legal Issue (if/when City Attorney's opinion received)

10.3 Inbound LLC request to camp on OIP Lot 37

**11. Business from the City Administrator**

11.1 Junction City Dispatch Update

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

12.1 Finance Report (Colleen Shirley)

12.2 Police (Chief Kevin Martin)

12.3 Fire (Chief Scott Hollett)

12.4 Public Works (Robeart Chrisman & Rick Zylstra)

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

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

14.1 Resolution 14-2023 Schedule of Fees beginning Fiscal Year 2023-2024 (1<sup>st</sup> Reading)

14.2 Resolution 11-2023 Adoption of the Approved FY 2023-2024 Budget (1<sup>st</sup> Reading)

14.3 Ordinance 940 - Fireworks Prohibition During "Extreme" Fire Danger (1<sup>st</sup> Reading)

**15. Public Hearings**

**16. Public Comment**

**17. Adjourn**

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

- 1. On your computer, tablet or smartphone go to <https://us02web.zoom.us/j/3664311610>**
- 2. On your telephone, dial: 669-900-9128, then enter Meeting ID: 366 431 1610.**
- 3. Send comments by email to: [cityadministrator@ci.oakridge.or.us](mailto:cityadministrator@ci.oakridge.or.us) by 2pm the day of the meeting.**
- 4. Attend in person at City Hall (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/@cityof oakridge council commi8088](http://www.youtube.com/@cityof oakridge council commi8088)

**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.

## CONCERNED CITIZENS OF OAKRIDGE

November 17, 2022

To: The City of Oakridge, Oregon

We, the undersigned citizens of Oakridge, are concerned of a perceived increase of property crimes within our area, and of how these property crimes are being currently addressed by the Lane County District Attorney. The following quotes are taken from an article by Chris M Letman, a reporter of KLCC, dated July 31, 2022. We welcome all those interested to read, in full, his article entitled: "Lane County DA's office won't prosecute certain crimes due to staffing shortage." There are additional reports from a number of other news outlets in line with Mr. Letman's article.

Lane County District Attorney Patty Perlow has stated, due to a shortage of prosecutors in her office, nonviolent offenders of property crime will not be charged: "So for now, her attorneys won't prosecute certain crimes, including disorderly conduct, driving while suspended, and property crimes." There may remain some exceptions to this stated policy - however, we suggest when the District Attorney's office publicly puts out such a statement, it is counter productive. When a nonviolent offender of a property crime is not caught, or not prosecuted when required, it is understandable that person may be motivated to continue stealing personal property, to include break-ins, and a chance of becoming a violent offender in the future. We appreciate our local police department continues to investigate all reported property crimes.

Again, what the District Attorney reported to have said: "I would anticipate that it would take about a year to get the entry-level lawyers up to speed to be able to handle the volume of cases that we would want them to, and to continue to promote them into handling a felony caseload," she said. "Assuming I don't lose any more lawyers, and I'm able to fill the two vacancies that I still have, I would say it's probably going to be a couple of years before we're to capacity." It will be others, in the end, who will evaluate the validity of the District Attorney's above reason for this policy of not investigating or prosecuting nonviolent property crime - either be it lack of competency of her office, or a situation that she has no direct ability to help solve.

Yet, in the immediate future, we the undersigned, request the City of Oakridge do all it can to further address concerns relating to property crime. Suggest "a couple of years"- maybe, is not a reasonable time frame regarding a better outcome of this issue. An organized, city- wide promotion of local "watch groups" with the help and close participation of our city police department, might be considered. Another suggestion, would be a publicly stated policy that our police department continues to investigate and arrest, anyone who breaks the law - regardless if it ends up dismissed as a "no file" within the office of the Lane County District Attorney.

Regards,

The undersigned

Signatures to the letter: Concerned Citizens of Oakridge, dated November 17, 2022

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*[Handwritten signature]*

*[Handwritten signature]*  
Guy Miller

*[Handwritten signature]*  
Ann Hester

*[Handwritten signature]*

*[Handwritten signature]*  
C. M. L. L.

Jayce Bradley

Kathleen Lynx

*[Handwritten signature]*

Richard A. Coatsman

*[Handwritten signature]*

Jim P. Myers

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

Katrina Sugar

Pam Kinglund

ROBERT PHILLIPS -

SAICHON THEEKWANYUEN

Georg Mueller

Zechariah Kinglund

*[Handwritten signature]*

Bobby Kueper

*[Handwritten signature]*

*[Handwritten signature]*

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*[Handwritten signature]*

Mark Dodge

Forest Wines

Rick Walmsley

*[Handwritten signature]*


Cheryl Jones

*[Handwritten signature]*

*[Handwritten signature]*

Jeremy Teem

Signatures to the letter: Concerned Citizens of Oakridge, dated November 17, 2022

  
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T. Calcutt  
\_\_\_\_\_

  
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Jerry Carter  
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Duke Lamm  
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June 1, 2023 @ 6:00 p.m.  
Regular Session  
City Hall Council Chambers and Zoom  
48318 E 1<sup>st</sup> Street

## **MINUTES**

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

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

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

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

### **3. Roll Call-all present**

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

James- removed item 11.6

### **5. Public Comment**

Mayor Cutchen-read a letter from Nancy Kelly regarding portable restrooms.

Dan Barclay-spoke about the Municipal Court.

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

Mayor Cutchen-reminded everyone about the yard waste drop off and pick up through Oakridge Air.

### **7. Councilor Comments / Announcements**

Councilor Hollett- her, James and Councilor Kinyon attended the Travel Lane County event. The Fire Department will have the smoke alarm campaign, they will be targeting the mobile home parks, but it is free for anyone.

### **8. Consent Agenda**

#### **8.1 Consent Agenda City Council minutes from**

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

Mayor Cutchen (aye), Bjarnson (aye), Tarman (aye), Kinyon (aye), Coker (aye), Aye (aye), Hooker (aye). Motion passed 7-0

### **9. Executive Session under ORS 192.660(2) (d)) - to conduct deliberations with persons designated by the governing Body to carry on labor negotiations.**

In Executive Session 6:15 pm  
Resume Regular meeting 7:31 pm

### 9.1 IAFF Oakridge Fire/EMS Collective Bargaining Agreement

James- introduced the issue.

**Motion:** Councilor Tarman moved to approve and ratify the new 2023-2026 Collective Bargaining Agreement with the Oakridge Fire and EMS Union IAFF Local 851. Councilor Coker seconded the motion.

Tarman (aye), Mayor Cutchen (nay), Coker (aye), Kinyon (aye), Bjarnson (aye), Hooker (aye), Hollett (aye). Motion passed 6-1

### 10. Executive Session under ORS 192.660(2) (e) - to conduct deliberations with persons designated by the governing Body to negotiate real property transactions.

#### 10.1 Offer to purchase 76410 Douglas St

James- read the issue.

**Motion:** Mayor Cutchen moved to direct the CA to go back and continue negotiations with this property. Councilor Coker seconded the motion.

Coker (aye), Tarman (aye), Mayor Cutchen (aye), Hooker (aye), Hollett (aye), Kinyon (aye), Bjarnson (aye). Motion passed 7-0

#### 10.2 Offer to purchase OIP lot 20

James- introduced the issue.

**Motion:** Councilor Hooker moved to direct the CA to make a counter offer on OIP Lot 20. Councilor Coker seconded the motion.

Kinyon (aye), Mayor Cutchen (aye), Bjarnson (aye), Hollett (aye), Hooker (aye), Tarman (aye), Coker (aye). Motion passed 7-0

### 11. Business from the City Council

#### 11.1 Cherry Street Construction Contract Approval

James- introduced the issue.

**Motion:** Councilor Tarman moved to approve awarding the Cherry Street construction project contract to Wildish Construction. Councilor Hollett seconded the motion.

Coker (aye), Hooker (aye), Tarman (aye), Mayor Cutchen (aye), Kinyon (aye), Bjarnson (aye), Hollett (aye). Motion passed 7-0

#### 11.2 Request by Bigfoot Real Estate to use City Logo on T-Shirts & Postcards

James- introduced the issue.

**Motion:** Councilor Coker moved to allow Bigfoot's Real Estate to use the city logo for 1 year in exchange for \$100. All designs and uses must be preapproved by the City Administrator prior to production. Councilor Tarman seconded the motion.

Kinyon (nay), Bjarnson (aye), Coker (aye), Coker (aye), Hollett (aye), Mayor Cutchen (aye), Hooker (aye), Tarman (aye). Motion passed 6-1

CA Cleavenger also explained during discussion of the item that the City's logo *cannot* be used or printed on any item which also has the Bigfoot's Real Estate name or logo on it, so it is clear that the city does *not* support or endorse the business.

#### 11.3 Staff report on issue of portable restrooms

**Rick**-read the issue.

Rick- updated the council on what he was able to find out regarding porta potties and food trucks. We currently do not have an ordinance on this issue. He will bring more information back to the next meeting.

#### **11.4 Hiring a Collections Agency for Muni Court**

James- read the issue.

**Motion:** Councilor Kinyon moved to allow the CA to draft an RFP for a collections agency to collect unpaid Municipal Court fines. Councilor Tarman seconded the motion.

Bjarnson (aye), Mayor Cutchen (aye), Kinyon (aye), Hollett (aye), Tarman (aye), Coker (aye), Hooker (aye). Motion passed 7-0

Councilor Hollett-wants to direct staff to get into contact with Lowell regarding contracting them to take over our Municipal Court.

James- will put this on the next agenda.

#### **11.5 Firemed increase from \$75 to \$80**

James-introduced the issue.

Chief Hollett- answered questions and updated the council on why we need the increase.

**Motion:** Councilor Hooker moved to increase the annual cost of Firemed memberships from \$75 to \$80 for the basic plan and from \$134 to \$145 for the plus plan, both effective immediately. Councilor Coker seconded the motion.

Coker (aye), Hooker (aye), Bjarnson (aye), Hollett (aye), Tarman (aye), Kinyon (aye), Mayor Cutchen (aye). Motion passed 7-0

11.6 Committee Appointments Legal Issue (if/when City Attorney's opinion received)-*removed from agenda*

### **12. Business from the City Administrator**

#### 12.1 WAC Remodel Update

James-gave an update on the WAC remodel. The electrical work is done and passed the inspection today.

#### 12.2 Greenwaters Park Clean-Up Saturday June 3rd from 10am-3pm

James-invited everyone to come and help at Greenwaters park and gave the details of the hours and things they could bring to help.

#### 12.3 Hartsfield v. Oakridge Lawsuit Dismissed with Prejudice

James- gave an update on the outcome of this lawsuit. It was dismissed with prejudice.

### **13. Staff and Board/Committee/Commission Reports**

Mayor Cutchen-asked the council if they wanted to extend the meeting another 30 minutes? It was agreed to extend the meeting.

### **14. Items removed from the consent agenda-none**

### **15. Ordinances, Resolutions and Public Comment**

#### 15.1 Ordinance 940 –Fireworks Prohibition during “extreme” fire danger

James-introduced the issue.

Chief Hollett-reported on the Ordinance from Bend.

**Motion:** Councilor Hollett moved that we direct the Fire Chief and CA to add in the provisions to the Ordinance submitted. Councilor Coker seconded the motion.

Mayor Cutchen and Councilor Tarman-expressed their concerns over this Ordinance.

Tarman (nay), Hooker (aye), Mayor Cutchen (nay), Bjarnson (aye), Kinyon (aye), Coker (aye) Hollett (aye). Motion passed 5-2

15.2 Ordinance 941- Prohibited Camping

James-introduced the issue.

Chief Martin-he wishes this Ordinance was stricter.

**Motion:** Councilor Tarman moved to approve the first reading of Ordinance 941, an Ordinance prohibiting camping on public property, effective immediately. Councilor Coker seconded the motion.

Bjarnson (aye), Mayor Cutchen (aye), Hooker (aye), Coker (aye), Kinyon (aye), Tarman (aye), Hollett (aye). Motion passed 7-0

James-read Ordinance 941.

**Motion:** Councilor Tarman move to approve and adopt Ordinance 941, an Ordinance prohibiting camping on public property, effective immediately, after a 2<sup>nd</sup> reading by title only. Councilor Hollett seconded the motion.

Hooker (aye), Hollett (aye), Tarman (aye), Bjarnson (aye), Coker (aye), Mayor Cutchen (aye), Kinyon (aye). Motion passed 7-0

James-read Ordinance 941 by title only.

- 16. **Public Hearings**-none
- 17. **Appointments**-none
- 18. **Public Comment**
- 19. **Adjourn 8:19 pm**

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

Signed: \_\_\_\_\_  
Jackie Taylor, City Recorder

## Business of the City Council

City of Oakridge, Oregon

June 15, 2023

**Agenda Title:** Staff report on use of portable restrooms and mobile food vendor Ordinances

**Proposed Council:** Discussion

**Agenda Item No:** 10.1

**Exhibits:** Draft Versions of Portable Toilets and Mobile Food Vender Ordinances

**Agenda Bill Author:** Rick Zylstra

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**ISSUE:** There has been a public concern regarding Portable Toilets used by a Mobile Food Vendor that council has asked staff to address. There is also a lack of Mobile Food Vending regulations found in our City of Oakridge Zoning Ordinance (COZO) (COZO Title 26, Temporary Use Permit, Section 26.04(4)(2)). These two draft ordinances combined offer regulation and could offset public concerns regarding the issues at hand. Staff is offering drafts at this time for discussion and further fine tuning. The impact of either ordinance on existing local businesses is not fully known.

**FISCAL IMPACT:** None at this time

**OPTIONS:** 1) Direct staff to finalize the draft ordinances  
2) Direct staff to make specific changes before finalizing

**RECOMMENDATION:** An open discussion regarding the draft ordinances.

**RECOMMENDED MOTION:** "I move to direct city staff to \_\_\_\_\_ (see "Options" above)."

### **STRATEGIC THEMES/GOALS INVOLVED:**

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

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

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

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AN ORDINANCE AMENDING THE OAKRIDGE LAND USE CODE TITLE 26 BY REPEALING AND REPLACING SECTION 26.04(2) TITLED MOBILE FOOD UNITS

WHEREAS, the City of Oakridge is replacing the City of Oakridge Zoning Code (COZO) Article 26.0 Temporary Uses, with Mobile Food Units, to address and regulate mobile food units; and

WHEREAS, mobile food units are an increasing business venture that encourages a pedestrian-oriented environment, provides a larger selection of food options to the public, and promotes overall commerce; and

WHEREAS, mobile food units impact traffic, visual landscapes, and change the existing use of property; and

WHEREAS, for the safety of Oakridge residents, it is important for the City to ensure that Oakridge's mobile food unit operators are in compliance with state and county standards; and

WHEREAS, lack of regulation has led to confusion for mobile food unit owners and led to increased workloads for City staff.

NOW THEREFORE, THE PEOPLE OF THE CITY OF OAKRIDGE DO ORDAIN AS FOLLOWS:

Article 26 – Temporary Uses, Section 26.04(2): Amending COZO Article 26.04(2), Business License and Regulations. And Article 33 Definitions

Article:

33 Definitions.

26.04(2)(a) General Provisions.

26.04(2)(b) MFU Permit Required.

26.04(2)(c) Property MFU Authorization Required.

26.04(2)(d) Mobile Food Unit Pods.

26.04(2)(e) Exemptions.

26.04(2)(f) Permit and Application Fees.

26.04(2)(g) Property MFU Authorization Application.

26.04(2)(h) MFU Permit Application.

26.04(2)(i) MFU Standards - Zoning.

26.04(2)(j) MFU Standards – General.

26.04(2)(k) MFU Standards - Utilities.

26.04(2)(l) MFU Standards - Signage.

26.04(2)(m) Forms and Conditions for MFU Permits and MFU Property Authorizations.

26.04(2)(n) MFU Permit Renewal.

26.04(2)(o) Prohibitions.

26.04(2)(p) Right of Entry - Compliance Inspections.

26.04(2)(q) Denial, Revocation, or Suspension of Permit.

26.04(2)(r) Penalties.

**Article 33 Definitions.**

For the purposes of the Mobile Food Unit (MFU) Code, the following definitions apply. Terms, phrases, words, abbreviations, and derivatives used, but not specifically defined in this section, shall have the meanings commonly accepted in the community.

- (1) **Mobile food unit** – Any vehicle that is self-propelled or that can be pulled or pushed down a sidewalk, street, highway or waterway on which food is prepared, processed, or converted or which is used in selling and dispensing food to the ultimate consumer.



- (2) Mobile food unit pod – A group of two or more mobile food units on the same legal parcel of land as shown through the county records.
- (3) Waste – Any byproduct of the activities associated with the MFU including but not limited to blackwater, greywater, fats, oils, and grease.
- (4) Property – Legal parcel of land on which the MFU is located.
- (5) Tent – A structure, enclosure, umbrella structure or shelter, with or without sidewalls or drops, constructed of fabric or pliable material supported in any manner except by air or the contents it protects (see “Umbrella structure”).
- (6) Umbrella structure – A structure, enclosure, or shelter with or without sidewalls or drops, constructed of fabric or pliable material supported by a central pole or poles (see “Tent”).

**26.04(2)(a) General Provisions.**

- (1) Purpose - The purpose of the Mobile Food Units (MFU) code is to develop guidelines under which an MFU can establish business within the city of Albany.
- (2) Conformity to State and County Laws - The MFU code shall be construed in conformity with the laws, licenses, and regulations set forth by the State of Oregon and Lane County regarding MFUs.
- (3) Saving Clause - If any provision of the MFU code is found by a court of competent jurisdiction to be invalid, illegal, or unenforceable, such holding shall not affect the validity, legality, and enforceability of any other provision of the MFU code.

**26.04(2)(b) MFU Permit Required.**

Use of an MFU within the city limits of Oakridge is prohibited unless an MFU permit is first obtained from the City Administrator or their designee. An MFU permit shall not be required if exempt through COZO 26.04(2)(e)

**26.04(2)(c) Property MFU Authorization Required.**

A property shall not be used by an MFU without an approved property MFU authorization application or site plan approval for a Mobile Food Unit Pod.

**26.04(2)(d) Mobile Food Unit Pods.**

- (1) MFU pods are considered only as permanent installations and require site plan approval as identified in the COZO prior to MFU’s locating on the subject property.
- (2) Each MFU within an MFU pod requires an approved MFU permit per COZO 26.04(2)(b)
- (3) Depending on the development, additional authorizations or approvals may be required. MFU pods shall only operate when the entire site is in compliance with all local, state, and federal regulations.

**26.04(2)(e) Exemptions.**

No part of this section is meant to be understood as removing the requirement of any State or County license. Nor is this section meant to be understood as removing the requirements of any other State, County, or City codes. MFUs shall maintain all valid State and County license(s) while in operations. Property owners and MFUs that do not require a permit shall still comply with all requirements of this chapter.

- (1) An MFU may operate within the Oakridge city limits for no more than two (2) days within any thirty (30) day period without first obtaining an MFU permit.
- (2) An MFU which does not establish business on any specific property for more than ten (10) minutes shall not be required to obtain an MFU permit.
- (3) MFUs which are closed to the public shall not be required to obtain an MFU permit.
- (4) Any event hosted by the City of Oakridge is exempt from an MFU permit. The MFU shall complete any required application and obtain the proper approval directly from the specific City of Oakridge.

**26.04(2)(f) Permit and Application Fees.**

Permit and application fees for activities governed by this Chapter shall be set by Council resolution.

**26.04(2)(g) Property MFU Authorization Application.** A property owner wishing to have any MFU on their property for more than two (2) days, within any thirty (30) day period, shall first obtain approval. An MFU pod that has obtained all required permits and approvals is excluded from this requirement.

- (1) Application for MFU authorization will minimally contain:
  - a. A scaled site plan of the property and proposed area the MFU will be located, to include at a minimum:
    - i. A completed MFU authorization application form.
    - ii. Total square footage of area proposed for MFU use,
    - iii. Circulation Plan of vehicle and pedestrian traffic in and out of the property,
    - iv. Parking Plan demonstrating compliance with all Oakridge Development Code parking requirements once MFU is in place,
    - v. Site layout demonstrating compliance with all setbacks, buffering, and separation requirements as specified in the Oakridge Development Code (ADC), Building Codes and Oakridge Fire Department (AFD),
    - vi. Details demonstrating compliance with the standards set forth in this chapter.
- (2) Additional information shall be provided as required by the City Administrator or their designee.
- (3) Alternatively, an MFU owner may complete a Property Approval Application if the property owner gives signed consent.
- (4) Fees shall be due when application is submitted and are non-refundable.

**26.04(2)(h) MFU Permit Application.**

- (1) Application for a permit will minimally contain:
  - a. A completed MFU application form.
  - b. A copy of MFUs restroom agreement as required by the county (if no restroom is provided on site).
  - c. A copy of current proof of liability insurance.
  - d. Method of waste disposal (liquid and solid).
- (2) Copies of all necessary permits and agreements held for the county in which the permittee plans to operate. Additional information shall be provided as required by the City Administrator or their designee.
- (3) Fees set by city council fee schedule shall be due when application is submitted and are non-refundable.

**26.04(2)(i) MFU Standards - Zoning.**

Unless the property is approved as an MFU pod through the Oakridge Development Code, MFU's shall only locate on properties within zones defined in Article 6, Article 7, Article 8, Article 9, Article 10, Article 11 and Article 14 of the COZO and that are not used primarily for residential purposes.

**26.04(2)(j) MFU Standards - General.**

- (1) An MFU must not be a permanent structure and shall:
  - a. remain operable and able to move,
  - b. be properly licensed through the Oregon Department of Motor Vehicles,
  - c. not have the wheels removed,
  - d. keep MFU tongue on site,
  - e. have inflated tires, and
  - f. not have permanent skirting or a base constructed around it.

- (2) An MFU shall only operate on an approved property in Article 6, Article 7, Article 8, Article 9, Article 10, Article 11 and Article 14 of the COZO.
- (3) An MFU must maintain a ten (10) foot minimum clearance from any structure or combustible item not integral to their unit.
  - a. If the MFU is held within an MFU Pod they shall be exempt from the ten (10) foot minimum clearance and shall follow guidelines set through the formal review process.
- (4) MFU operators shall pick up any paper, cardboard, wood, or plastic containers, wrappers, or any litter that is deposited by any person and which was generated from the MFU business from the ground of the property on which they conduct business and from all adjacent public rights-of-way.
- (5) An MFU may provide awning(s) for shelter to customers. The awning(s) shall be integral to the MFU, have a minimum of seven (7) feet of vertical clearance, and be able to be closed or removed. All awnings must be flame resistant per Oregon Fire Code.
  - a. MFU may provide one additional tent no larger than twelve (12) feet by twelve (12) feet, and one outdoor portable heating unit; provided that both items are removed and stored within the MFU or other structure outside of operating hours.
    - i. Shelter and heating unit must be maintained in working order with no defects that would hinder its intended use.
- (6) An MFU may provide up to two (2) picnic style tables no greater than eight (8) feet long.
  - a. Tables shall be ADA compliant and permitted through the Oakridge Building Division.
  - b. Tables shall be removed when the MFU is removed.
- (7) Any additional lighting shall be integral to the MFU.
- (8) Each MFU shall be deemed in compliance with the Oregon Fire Code by the Oakridge Fire Department.
- (9) An accessible route shall interconnect the MFU, the restrooms, and any provide site elements such as seating, parking, or facilities.
- (10) An MFU shall remain in compliance with all applicable city, county, and state regulations.

**26.04(2)(k) MFU Standards - Utilities.**

An MFU shall be fully contained (i.e., provide its own water, power, and waste disposal).

- (1) Electrical connection may be made via a permitted connection approved by the Oakridge Building Official.
  - a. Connection shall be made within 50 feet of an MFU.
  - b. Connection shall be capable of being reached for operation, maintenance, and inspection.
  - c. Connection cables/cording shall be maintained in good condition.
  - d. Electrical connections shall be covered by a cable protection ramp which has been rated for light vehicle traffic or greater and which has an anti-slip surface.
- (2) Electrical connection may be made via a power generator provided the following standards are met:
  - a. Connection shall be made at a distance no more than 15 feet from the MFU while continuing to comply with all manufacturer guidelines.
  - b. Connection cables/cording shall be maintained in good condition that allows for safe operation of the power generator.
  - c. Generator is placed at least 10 feet from other buildings, structures, and combustibles.
  - d. Generator exhaust is directed away from the MFU, buildings, structures, and combustibles.
  - e. Generator is protected from contact by the public.
  - f. Generator shall not be operated within 300 feet of residential zoning.

- i. Inverter generators may be placed at 100 feet or greater from residential zoning, provided they are rated by the manufacture to operate at 70 decibels or less.
- g. Generators, that are non-integral to the MFU, shall not be stored outside during non-operating hours.
- h. Electrical connections shall be covered by a cable protection ramp which has been rated for light vehicle traffic or greater and which has an anti-slip surface.

**26.04(2)(l) MFU Standards - Signage.**

MFUs shall comply with Article 22 of the COZO.

**26.04(2)(m) Forms and Conditions for MFU Permit and Property MFU Authorization.**

The permit and/or approval issued shall be in a form deemed suitable by the City Administrator or their designee.

(1) Property MFU Authorization – In addition to naming the property owner in the approval and other information deemed appropriate, the approval shall contain the minimum conditions.

- a) A property MFU authorization, unless modified, shall not expire.
- b) The approval shall be specific to the property and property owner and is not transferable in any manner.
- c) The property owner in (b) above shall notify the City Administrator or their designee if they wish to modify an existing approval by submitting a new application under COZO 26.04(2).040 along with the required fee(s).

(2) MFU Permit - In addition to naming the MFU owner as permittee and other information deemed appropriate, the permit shall contain the following minimum conditions.

- a) Each permit shall terminate 365 calendar days after its issuance and may be renewed by submitting a new application and paying the required fee(s).
- b) The issued MFU permit shall be personal to the permittee only and is not transferable in any manner. The permittee is responsible for compliance with all conditions of approval.
- c) The permittee shall notify the City Administrator or their designee if they wish to modify an existing permit by submitting a new application under COZO 26.04(2)(b) along with the required fee(s).
- d) The MFU permit shall be displayed in plain view of the public during operating hours.

**26.04(2)(n) MFU Permit Renewal.**

MFU permits may be renewed an unlimited number of times.

**26.04(2)(o) Prohibitions.**

- (1) No temporary structures or storage containers shall be placed or erected on the property without prior approval and a valid warehouse license from the State and/or County. Any allowed temporary structure shall be maintained in good working condition free of holes, cracks, and/or defects.
- (2) Restrooms shall not be provided via chemical/portable toilet or privy.
- (3) MFUs shall not be parked in required landscape areas.
- (4) No drive-through or drive-up service.
- (5) Direct or indirect operation of the MFU (i.e. customer line, table placement, sign placement, etc.) shall not be within, or block, the public right-of-way.
- (6) MFUs, including all items associated with their operation, shall not obstruct any required pedestrian pathways, driveways, or drive aisles and shall be located so as not to create a traffic or safety hazard.
- (7) No dumping of waste is permitted in the City's storm drain system, public streets, or directly/indirectly onto the surface as outlined in Title V Public Works Chapter 51 Sewers 51.24, Prohibited Discharges.

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**26.04(2)(p) Right of Entry - Compliance Inspections.**

The City Administrator or their designee may enter upon a property, which has either an MFU property authorization or has an MFU that has established business, for the purpose of inspection of both the private property and MFU for continued compliance with this Chapter.

**26.04(2)(q) Denial, Revocation, or Suspension of Permit.**

- (1) The City Administrator or their designee may deny, revoke, or suspend an MFU permit upon finding that any provision herein or condition of approval will be or has been violated.
- (2) Upon denial, revocation, or suspension, the City Administrator or their designee shall give notice of such action to the applicant or permittee in writing stating the action that has been taken and the reason. The action shall be effective immediately.

## PORTABLE TOILETS; REGULATIONS:

A. Purpose And Applicability: The purpose of this section is to preserve and protect the health, safety, and general welfare of persons and property in the city by regulating the location and maintenance of portable toilets, and requiring a permit for their use and placement.

B. Definitions: As used in this section, the following terms shall have the meaning defined herein:

**CESSPOOL:** An underground structure or tank used for storage of liquid wastes and sewage.

**COMMUNITY EVENT:** A planned occasion or activity open to the general public and sponsored by the city, another governmental entity, or a private party.

**OFFENSIVE ODOR:** Any noxious or unpleasant odor escaping from the portable toilet structure that can be detected outside of said structure.

**OWNER:** The owner of the portable toilet and the owner of the property on which the portable toilet is located.

**PORTABLE TOILET:** A freestanding, movable toilet structure equipped with a watertight impervious container which receives waste discharged through a hopper, seat, urinal or similar device, and into which container may be placed disinfecting or deodorizing chemicals, and which is not designed or intended for connection to a sewer system with a standard connection. For the purposes of this section, portable toilet and chemical toilet shall have the same meaning.

**PRIVATE PARKS:** Privately owned passive or active recreation areas which occupy a discrete area, including, but not limited to: parks, beaches, docks, hiking trails, natural areas, wildlife areas, arboretums, open grassy areas, baseball and football fields, tennis courts, basketball courts, play fields, playgrounds, outdoor swimming pools, fitness courses and tracks, and golf courses and driving ranges. For the purposes of this definition, common areas owned and maintained by homeowners' associations are also included.

**PRIVY:** An outbuilding with one or more seats and a pit serving as a toilet.

**RESPONSIBLE PARTY:** Any person or entity renting or leasing a portable toilet.

**SEASONAL USE:** Use that is dependent upon or accompanying the seasons of the year or some particular season, and that is repeated or intended to be repeated annually, but for no more than one hundred twenty (120) consecutive days in a calendar year.

**SPECIAL EVENT/PRIVATE FUNCTION:** A planned occasion or activity open only to a limited group of people invited by the host or sponsor. A special event/private function may occur only on private property.



TEMPORARY USE: Use that lasts, exists, serves, or is effective for a limited time only, not exceeding seven (7) consecutive days, and which is not repeated, or intended to be repeated, subsequently within the calendar year.

C. Allowed And Prohibited Uses:

1. Portable toilets may only be used to provide: bathroom facilities for community and special events; seasonal bathroom facilities in conjunction with commercial activities; bathroom facilities in conjunction with and during public or private construction activities; bathroom facilities located on public property for members of the public; and bathroom facilities for temporary use under special circumstances when adequate permanent bathroom facilities are unavailable.

2. In no case shall portable toilets be placed or maintained as permanent sanitary facilities or in lieu of the connection of a site or facility to the city's sanitary sewer system.

3. No person shall construct or maintain a privy in the city.

D. Permit Required:

1. Except as provided in subsection D4 of this section, no portable toilet for an allowed use shall be placed or maintained on public or private property without first obtaining an administrative permit from the city.

2. The following information shall be provided as part of the permit application:

a. The site address where the portable toilet will be located.

b. The date(s) during which the portable toilet is to be located on the property.

c. The name, address and phone number of the owner of the portable toilet and contact information for the owner of the property upon which the portable toilet will be placed.

d. The name, address and phone number of the responsible party.

e. A description of the allowed use for which the portable toilet is requested.

f. A site plan identifying the proposed location of the portable toilet and any proposed hand washing/hand sanitizing stations.

g. A description of the emptying and maintenance schedule and procedures for the portable toilet and any hand washing/hand sanitizing station, together with identification of the location of disposal of waste materials from the portable toilet and documentation of authorization for said disposal.

h. A rendering, showing the location of the portable toilet on the property, how it will be screened from the street and/or adjacent residential areas, and a description of materials to be used for screening, shall be provided for review by the planning department. (Requirements for screening of service areas can be found in the downtown design guidelines and commercial design guidelines.)

3. If the portable toilet is part of a proposed new use, the project in its entirety (including screening of the portable toilet) may be subject to review by the design review commission under title 17, chapter 17.09, article IV, "Design Review Procedures", of this code, prior to the issuance of a permit.

4. A portable toilet placement permit shall not be required for:

a. The placement of portable toilets by the city on public property for temporary use in conjunction with community events.

b. Any placement of portable toilets by the city for use by the public on property owned, leased, or maintained by the city.

c. The placement of portable toilets at public transit sites, provided, the city shall approve the location of the placement.

d. The placement of portable toilets on public or private property in conjunction with public road and utility construction projects, provided, the city shall approve the location of the placement.

e. The placement of portable toilets on private property in conjunction with private development, construction, road and utility projects during periods of active construction.

f. The placement of portable toilets to support emergency services operations during emergencies and natural disasters, and during interruption of sewer service due to emergencies or planned upgrades/repairs.

g. The placement of portable toilets on private property for no more than three (3) consecutive days for a special event or private function. If portable toilets are placed or maintained for more than three (3) special events or private functions on the same property in the same calendar year, a permit shall be required and screening provided for the portable toilet.

E. Standards; Location And Orientation:

1. Setbacks: Nonscreened portable toilets shall be located at least eight feet (8') from any property line.

2. Setbacks, Lakes, Streams, And Swales: Portable toilets shall be located at least fifty feet (50') from the ordinary high water elevation of any lake or stream, and not within any swale or infiltration basin.

3. Orientation; Screening:

a. Portable toilets shall be oriented in such a way that the opening or door faces away from any right of way or residential dwelling unit unless screened by a sight obscuring fence or enclosure at least six feet (6') in height equipped with a door or screen wall which completely blocks the view of the portable toilet from said right of way or residential dwelling unit.

b. Screening of portable toilets must be provided whenever a permit is required under this section and for any permanent installation unless a determination is made by the community planning director that the screening requirement can be waived due to site conditions that sufficiently block the portable toilet from view from rights of way or adjacent residential areas.

c. Screening, when required, must comply with the requirements of the building and fire codes adopted by the city. Examples of appropriate screening may be obtained from the planning department.

4. Location:

a. All portable toilets shall be located in such a manner as to allow for the appropriate servicing and to ensure that any vehicle required for said servicing shall not cause damage to property.

b. Portable toilets shall be located on the site so as to not obstruct existing structures or driveways. Portable toilets shall be located in such a manner as to not be potentially impacted by site conditions such as slopes, ditches, or prevailing winds.

5. Compliance With Codes: All portable toilets shall comply with all wastewater, building, fire, and other applicable codes and regulations, including the Americans with disabilities act. The owner and/or the responsible party are responsible for ensuring compliance with all applicable codes and regulations.

6. Hand Washing Station: All portable toilets utilized in conjunction with the preparation, service or consumption of food shall be equipped with, or shall be accompanied by, an approved hand washing/hand sanitizing station.

7. Seasonal Use: Portable toilets for seasonal use in conjunction with a commercial activity are allowed only within zones C-17, DC, M, and LM.

F. Maintenance:

1. All portable toilets shall be monitored and serviced by a person, firm or corporation engaged in the business of cleaning or emptying portable toilets and recharged at a sufficient frequency to prevent the escape of offensive odors or spillage.

2. Every person, firm or corporation cleaning or emptying portable toilets shall use a suitable vehicle which utilizes watertight, completely closed tanks or boxes designed to prevent leakage and the escape of offensive odors. The owner or responsible party shall provide proof of an agreement to monitor and service the portable toilet prior to placement.

3. Portable toilets, including any hand washing/hand sanitizing stations, shall be kept in good working condition without any broken surfaces or leaks. Doors must be in good working condition and must be able to be securely latched while in use.

4. It is the owner's and the responsible party's responsibility to ensure that portable toilets are not used in a dangerous or inappropriate manner. This may be accomplished by

monitoring or securing the portable toilets during periods of inactivity, such as nighttime and weekend hours, or by other effective means as appropriate.

G. Public Nuisance: Any portable toilet that is placed without the required permit, emits an offensive odor, is leaking, is located in violation of the requirements of this section, is located in such a manner as to block any public or private right of way, or that in any way causes a hazard to the public health, safety and welfare is declared a public nuisance.

H. Enforcement: Any authorized city official may enforce the provisions of this section by declaring a public nuisance and requiring the immediate removal of any portable toilet, and the owner and responsible party of said portable toilet shall be responsible for such removal and any cost thereof. The declaration of public nuisance may be in addition to any penalty provided by this code or other remedy provided by law.

I. Severability: If any provision of this section or the application thereof to any person or circumstance is held invalid, the remainder of this section and the application of such provisions to other persons and circumstances shall not be rendered invalid thereby.

## Business of the City Council

City of Oakridge, Oregon

June 15, 2023

**Agenda Title:** Committee Appointments  
Legal Issue

**Agenda Item No:** 10.2

**Exhibits:** None

**Proposed Council Action:** Consider  
amending the Council Rules of Procedure  
during the 7/13/23 Work Session

**Author:** CA & City Attorney

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### ISSUE:

As per Council's request, I requested that our City Attorney Matthew Dahlstrom review and provide legal analysis to the Council regarding the issue of committee appointments. Below is his response:

*I reviewed the Charter and Council Rules regarding the question of appointments to committees.*

*The only guidance provided by the Charter is in Section 19. "The mayor shall appoint the committees provided by the rules of the council."*

*Thus we need to look at the Council Rules. Unfortunately, the Council Rules do not have a clear answer. Chapter 7 of the Council Rules covers appointments. Currently, as written the Mayor makes appointments to "those positions identified in the city's charter" and "appoints members of any board, commission or committee authorized by council." Both appointment powers are subject to council approval.*

*Under the current form of the Council Rules, there is not specific authorization for the Council to appoint committee members. The current structure of the Council Rules in effect creates a veto power for the Mayor as it relates to appointments, and a veto that cannot be overruled by the will of the Council. Under section 19 of the Charter, it is clear that the Mayor "shall have no veto power." However, the City Council does have authority to amend their own Council Rules.*

*The current structure of the Council Rules on appointments deserves some review. A stalemate could arise whereby the Council votes down the appointment of the Mayor, and the Mayor refuses to appoint a candidate likely to be supported by the Council. Rules that create opportunities for long term vacancies in board, commissions or committee's may call for amendment.*

*I see the Council is scheduled to discuss the Council Rules at an upcoming work session. My recommendation is to review the language on appointments within the Council Rules.*

Based on Mr. Dahlstrom's analysis, which I agree with, the only way to address this stalemate is to amend the Council Rules of Procedure. A Work Session on the Council Rules of Procedure is scheduled for **Thursday July 13<sup>th</sup> at 6pm**. I will add this issue to the work session agenda.

**FISCAL IMPACT:** None

**OPTIONS:** Add issue to Council Rules of Procedure Work Session on July 13<sup>th</sup> at 6pm

**STAFF RECOMMENDATION:** Add issue to Council Rules Work Session on July 13th at 6pm

**RECOMMENDED MOTION:** *N/A*

**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.



## Business of the City Council

City of Oakridge, Oregon

June 15, 2023

**Agenda Title:** Inbound LLC request to camp on OIP Lot 37

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

**Agenda Item No:** 10.3

**Exhibits:** None

**Author:** CA

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### ISSUE:

Dillon Sanders, the owner of Inbound LLC, is requesting permission to allow a small crew of firefighters (around 10 people on average) to camp through the rest of the fire season on OIP Lot 37, where Inbound currently has a lease agreement (\$1 per year) for operating the Community Firewood Program (also now being shared and eventually transitioning to Brock Buchmeier).

The normal fee for renting an OIP lot for camping is \$200 per day, which Mr. Sanders cannot afford to pay. He is requesting to be able to camp on the lot for **free** through the rest of the fire season. He argues that there is a community benefit to having firefighters camped there as opposed to somewhere else further away from town because they would potentially be able to respond quicker to any fire in-town to assist OFD, etc. In addition, there have been multiple burglaries in the OIP in recent months, including in Lot 37, and Mr. Sanders believes that by having firefighters there would help prevent and deter future crimes in the OIP. Inbound employee Donnie Collins will be in attendance to answer any questions Councilors may have.

**FISCAL IMPACT:** TBD

**OPTIONS:** Approve, deny, or counteroffer the request

**STAFF RECOMMENDATION:** Approve

**RECOMMENDED MOTION:** *"I move to allow Inbound LLC to camp at OIP Lot 37 for \_\_\_\_\_ (free or a set dollar amount) through the end of the 2023 fire season."*

### 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.

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

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

Revised Budget  
For GENERAL (00)  
For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Beginning Fund Balances Revenues</b>					
100-00-500001 Beginning Fund Balance	\$ 25,333.33	\$ 0.00	\$ 304,000.00	\$ 304,000.00	0.00%
230-00-500001 Beginning Fund Balance	8,872.50	0.00	106,470.00	0.00	100.00%
232-00-500001 Beginning Fund Balance	8,333.33	0.00	100,000.00	0.00	100.00%
245-00-500001 Beginning Fund Balance	4,503.33	0.00	54,040.00	0.00	100.00%
321-00-500001 Beginning Fund Balance	10,056.92	0.00	120,683.00	0.00	100.00%
390-00-500001 Beginning Fund Balance	26,371.67	0.00	316,460.00	0.00	100.00%
620-00-500001 Beginning Fund Balance	35,833.33	0.00	430,000.00	0.00	100.00%
622-00-500001 Beginning Fund Balance	33,833.33	0.00	406,000.00	0.00	100.00%
696-00-500001 Beginning Fund Balance	5,283.00	0.00	63,396.00	0.00	100.00%
<b>Total Beginning Fund Balances Revenues</b>	<b>158,420.75</b>	<b>0.00</b>	<b>1,901,049.00</b>	<b>304,000.00</b>	<b>84.01%</b>
<b>Property Taxes Revenues</b>					
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%
<b>Total Property Taxes Revenues</b>	<b>105,837.33</b>	<b>0.00</b>	<b>1,270,048.00</b>	<b>1,217,573.79</b>	<b>4.13%</b>
<b>Franchise Fees Revenues</b>					
100-00-504005 Franchise Fees	17,500.00	0.00	210,000.00	209,967.24	0.02%
<b>Total Franchise Fees Revenues</b>	<b>17,500.00</b>	<b>0.00</b>	<b>210,000.00</b>	<b>209,967.24</b>	<b>0.02%</b>
<b>Licenses, Permits, Misc. Taxes Revenues</b>					
100-00-503100 State Liquor Tax	4,666.67	0.00	56,000.00	36,994.01	33.94%
100-00-503150 State Marijuana Tax	1,666.67	0.00	20,000.00	12,928.72	35.36%
100-00-503250 ORD 924 Tax	416.67	0.00	5,000.00	0.00	100.00%
100-00-503300 Cigarette Tax	250.00	159.60	3,000.00	2,764.81	7.84%
100-00-503450 Heavy Eqp Rental Tax	0.00	0.00	0.00	1,456.88	0.00%
100-00-503500 Transient Room Tax	3,068.46	0.00	34,000.00	19,073.68	43.90%
100-00-504000 Telecommunications License Fee	1,250.00	32.48	15,000.00	14,702.19	1.99%
100-00-504100 Licenses & Permits Fees	5,416.67	6,144.42	65,000.00	96,240.12	(48.06%)
230-00-503200 ODOT Apportionments	20,000.00	0.00	240,000.00	235,872.93	1.72%
230-00-504300 Fuel Dealer's License Fee	6,666.67	0.00	80,000.00	61,123.74	23.60%
<b>Total Licenses, Permits, Misc. Taxes Revenues</b>	<b>43,401.79</b>	<b>6,336.50</b>	<b>518,000.00</b>	<b>481,157.08</b>	<b>7.11%</b>
<b>Intergovernmental Revenues Revenues</b>					
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	45,516.02	(30.05%)
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	36,336.87	(10.48%)
100-00-515300 RTMP Funds	1,583.33	0.00	19,000.00	14,742.88	22.41%
230-00-520600 Greenwaters/Rest Area	375.00	1,640.00	0.00	2,707.50	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%
232-00-502800 Hazeldell Fire Contract	5,435.83	15,500.00	65,230.00	48,115.00	26.24%
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%

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

Revised Budget  
For GENERAL (00)  
For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Total Intergovernmental Revenues Revenues</b>	<b>45,992.92</b>	<b>19,813.99</b>	<b>570,115.00</b>	<b>271,202.87</b>	<b>52.43%</b>
<b>Planning Fees and Reimbursements Revenues</b>					
100-00-501500 Planning	166.67	0.00	2,000.00	995.00	50.25%
<b>Total Planning Fees and Reimbursements Revenue</b>	<b>166.67</b>	<b>0.00</b>	<b>2,000.00</b>	<b>995.00</b>	<b>50.25%</b>
<b>Fines &amp; Forfeitures Revenues</b>					
100-00-500500 Fines & Foreitures	3,750.00	475.84	45,000.00	33,838.93	24.80%
100-00-508600 Lowell Muni Court Fines	83.33	0.00	1,000.00	414.03	58.60%
<b>Total Fines &amp; Forfeitures Revenues</b>	<b>3,833.33</b>	<b>475.84</b>	<b>46,000.00</b>	<b>34,252.96</b>	<b>25.54%</b>
<b>Interest Revenues</b>					
100-00-500200 Interest	83.33	0.00	1,000.00	820.70	17.93%
100-00-500205 Interest on Property Taxes	133.33	0.00	1,600.00	1,115.62	30.27%
232-00-500200 Interest	0.00	0.00	0.00	133.99	0.00%
390-00-500200 Interest	91.67	0.00	1,100.00	789.62	28.22%
<b>Total Interest Revenues</b>	<b>308.33</b>	<b>0.00</b>	<b>3,700.00</b>	<b>2,859.93</b>	<b>22.70%</b>
<b>Grants &amp; Donations Revenues</b>					
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	50.00	1,642.47	1,632.66	0.60%
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	741.39	(270.69%)
100-00-599800 Parks Revenues/Donations	333.33	0.00	4,000.00	9,625.00	(140.63%)
232-00-500085 OSFM Seasonal Worker Grant	0.00	0.00	35,000.00	35,000.00	0.00%
620-00-502867 Well 2 Grant Reimbursement	20,833.33	0.00	250,000.00	0.00	100.00%
<b>Total Grants &amp; Donations Revenues</b>	<b>21,391.67</b>	<b>50.00</b>	<b>2,169,092.47</b>	<b>1,943,512.69</b>	<b>10.40%</b>
<b>Rentals and Leases Revenues</b>					
100-00-501100 Rental Income	0.00	0.00	0.00	4,500.00	0.00%
100-00-599700 Dead Mountain Tower Rent	583.33	600.00	7,000.00	9,900.00	(41.43%)
390-00-501100 Rental Income	6,416.67	6,296.92	77,000.00	88,131.76	(14.46%)
620-00-501100 Rental Income	0.00	450.00	0.00	900.00	0.00%
<b>Total Rentals and Leases Revenues</b>	<b>7,000.00</b>	<b>7,346.92</b>	<b>84,000.00</b>	<b>103,431.76</b>	<b>(23.13%)</b>
<b>Miscellaneous Revenues</b>					
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	908.06	30.15%
100-00-599900 Miscellaneous Income	250.00	150.00	3,000.00	64,888.66	(2062.96%)
100-00-599920 Misc Police Revenue	166.67	0.00	2,000.00	1,968.14	1.59%
230-00-599900 Miscellaneous Income	83.33	0.00	1,000.00	7,197.97	(619.80%)
232-00-599900 Miscellaneous Income	166.67	0.00	2,000.00	3,688.00	(84.40%)
620-00-599900 Miscellaneous Income	208.33	30.00	2,500.00	1,897.95	24.08%
622-00-599900 Miscellaneous Income	208.33	0.00	2,500.00	12,867.70	(414.71%)

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

Revised Budget  
For GENERAL (00)  
For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Total Miscellaneous Revenues</b>	<b>1,400.00</b>	<b>180.00</b>	<b>16,800.00</b>	<b>100,311.48</b>	<b>(497.09%)</b>
<b>Charges for Services Revenues</b>					
100-00-504010 Imposed Public Safety Fee	0.00	28,908.00	240,000.00	347,028.00	(44.60%)
100-00-520100 Administrative Overhead	47,841.92	0.00	574,103.00	430,577.19	25.00%
230-00-599905 Public Works Personnel Allocations	875.00	0.00	10,500.00	0.00	100.00%
232-00-502700 Fire Med	1,666.67	1,800.00	20,000.00	14,798.20	26.01%
232-00-540200 Service Charge	33,333.33	0.00	400,000.00	383,636.22	4.09%
232-00-540400 Ground Emergency Medical Transp	4,166.67	0.00	50,000.00	1,132.00	97.74%
620-00-540000 Water Service	92,418.00	83,187.62	1,109,016.00	1,169,437.75	(5.45%)
620-00-540100 Connection Charge	250.00	0.00	3,000.00	3,761.31	(25.38%)
620-00-540200 Service Charge	16.67	25.00	200.00	(66.13)	133.06%
620-00-599905 Public Works Personnel Allocations	1,583.33	0.00	19,000.00	0.00	100.00%
622-00-540100 Connection Charge	116.67	0.00	1,400.00	2,400.00	(71.43%)
622-00-540300 Sewer Service	63,651.67	62,680.79	763,820.00	752,496.97	1.48%
622-00-599905 Public Works Personnel Allocations	1,222.25	0.00	14,667.00	0.00	100.00%
696-00-540500 Storm Water Service	4,054.00	3,907.58	48,648.00	45,497.27	6.48%
<b>Total Charges for Services Revenues</b>	<b>251,196.17</b>	<b>180,508.99</b>	<b>3,254,354.00</b>	<b>3,150,698.78</b>	<b>3.19%</b>
<b>Other Financing Sources (uses) Revenues</b>					
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%
390-00-500900 Sale of Property	0.00	125.00	0.00	250.00	0.00%
<b>Total Other Financing Sources (uses) Revenues</b>	<b>366.67</b>	<b>125.00</b>	<b>4,400.00</b>	<b>250.00</b>	<b>94.32%</b>
<b>Transfers Revenues</b>					
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%
245-00-530600 Transfer From Water	2,083.33	0.00	25,000.00	0.00	100.00%
<b>Total Transfers Revenues</b>	<b>40,894.67</b>	<b>0.00</b>	<b>622,736.00</b>	<b>407,358.11</b>	<b>34.59%</b>
<b>Total GENERAL Revenues</b>	<b>\$ 697,710.29</b>	<b>\$ 214,837.24</b>	<b>\$ 10,672,294.47</b>	<b>\$ 8,227,571.69</b>	<b>22.91%</b>

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

230-00-400001 Health Care Coverage	\$ 1,441.67	\$ 0.00	\$ 17,300.00	\$ 8,838.41	48.91%
230-00-400002 PERS	1,583.33	0.00	19,000.00	11,379.90	40.11%
230-00-400003 Workers Compensation	325.00	0.00	3,900.00	2,127.01	45.46%
230-00-400004 Payroll Taxes	375.00	0.00	4,500.00	2,657.45	40.95%
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	13,641.32	12.71%
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%
232-00-400000 Draw	0.00	0.00	0.00	(6,000.00)	0.00%
232-00-400001 Health Care Coverage	8,375.00	0.00	100,500.00	48,824.36	51.42%
232-00-400002 PERS	13,241.67	0.00	158,900.00	89,516.23	43.67%

**City of Oakridge**

**Statement of Revenue and Expenditures**

6/9/2023 5:29pm

Revised Budget

For GENERAL (00)

For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
232-00-400003	Workers Compensation	1,250.00	0.00	15,000.00	10,845.28	27.70%
232-00-400004	Payroll Taxes	3,166.67	0.00	38,000.00	22,923.74	39.67%
232-00-400005	Overtime	5,833.33	0.00	70,000.00	80,240.94	(14.63%)
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	59,020.98	33.00%
232-00-400051	Volunteers	3,916.67	0.00	47,000.00	8,831.13	81.21%
232-00-400052	EMS Captain	0.00	0.00	0.00	(11,441.48)	0.00%
232-00-400054	EMT-Firefighter	4,708.33	0.00	56,500.00	34,937.89	38.16%
232-00-400071	Captain-Training Officer	5,958.33	0.00	89,891.00	57,917.40	35.57%
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	58,633.05	17.71%
232-00-400081	VEBA Contributions	750.00	0.00	9,000.00	4,500.00	50.00%
232-00-400082	Life/LTD Insurance	25.00	0.00	300.00	179.67	40.11%
232-00-400083	OSFM Seasonal Worker Grant	0.00	0.00	35,000.00	35,000.00	0.00%
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%
620-00-400001	Health Care Coverage	3,416.67	0.00	41,000.00	27,517.38	32.88%
620-00-400002	PERS	3,500.00	0.00	42,000.00	31,779.71	24.33%
620-00-400003	Workers Compensation	366.67	0.00	4,400.00	3,741.41	14.97%
620-00-400004	Payroll Taxes	708.33	0.00	8,500.00	7,121.97	16.21%
620-00-400005	Overtime	833.33	0.00	10,000.00	5,964.28	40.36%
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	300.00	0.00%
620-00-400041	Utility Worker 2	2,083.33	0.00	25,000.00	19,947.32	20.21%
620-00-400043	Public Works Crew Leader	2,600.00	0.00	31,200.00	24,101.17	22.75%
620-00-400045	Utility Worker I	2,033.33	0.00	24,400.00	20,029.49	17.91%
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	18,319.73	20.52%
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	89.60	14.67%
622-00-400001	Health Care Coverage	5,750.00	0.00	69,000.00	34,780.30	49.59%
622-00-400002	PERS	4,750.00	0.00	57,000.00	36,443.03	36.06%
622-00-400003	Workers Compensation	366.67	0.00	4,400.00	1,206.92	72.57%
622-00-400004	Payroll Taxes	1,041.67	0.00	12,500.00	7,999.02	36.01%
622-00-400005	Overtime	833.33	0.00	10,000.00	8,484.07	15.16%
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	17,509.55	36.79%

City of Oakridge

Statement of Revenue and Expenditures

6/9/2023 5:29pm

Revised Budget  
For GENERAL (00)

For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
622-00-400042 Utility Worker 3	2,833.33	0.00	34,000.00	13,897.63	59.12%
622-00-400043 Public Works Crew Leader	2,145.83	0.00	25,750.00	10,791.86	58.09%
622-00-400045 Utility Worker I	716.67	0.00	8,600.00	34,264.86	(298.43%)
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	14,745.27	38.36%
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	195.47	39.86%
<b>Total Personal Services Expenditures</b>	<b>110,429.25</b>	<b>0.00</b>	<b>1,378,542.00</b>	<b>930,787.36</b>	<b>32.48%</b>
<b>Materials &amp; Services Expenditures</b>					
100-00-400204 DEQ Smoke Management Grant Ex	0.00	0.00	0.00	75,336.00	0.00%
100-00-400220 RTMP Fund Projects	1,564.58	0.00	18,775.00	25,974.78	(38.35%)
100-00-400228 Transient Income Projects	2,500.00	500.00	30,000.00	18,744.18	37.52%
230-00-400101 Materials/Supplies	2,083.33	5,013.09	25,000.00	16,766.67	32.93%
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	1,663.37	(51.22%)
230-00-400107 Utilities	0.00	0.00	0.00	367.22	0.00%
230-00-400110 Utilities	583.33	0.00	7,000.00	8,361.30	(19.45%)
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	7,647.05	49.02%
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	0.00	20,000.00	11,672.90	41.64%
230-00-400170 Vehicle Lease	208.33	2,500.00	2,500.00	4,860.00	(94.40%)
230-00-400172 Fuel	1,333.33	0.00	16,000.00	7,871.97	50.80%
230-00-400173 New Equipment (less than \$5,000)	833.33	2,058.00	10,000.00	2,115.39	78.85%
230-00-400180 Rest Area	750.00	937.60	9,000.00	10,083.29	(12.04%)
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	45,061.05	28.47%
232-00-400078 ARPA Expenses	0.00	9,703.82	0.00	19,036.70	0.00%
232-00-400101 Materials/Supplies	750.00	102.81	9,000.00	8,040.88	10.66%
232-00-400103 Seasonal/Temp Workers	10,000.00	17,180.54	120,000.00	213,114.73	(77.60%)
232-00-400104 Telephone	0.00	0.00	0.00	4.86	0.00%
232-00-400105 Banking/Financial Fees	0.00	0.00	0.00	13.20	0.00%
232-00-400110 Utilities	1,250.00	0.00	15,000.00	13,035.47	13.10%
232-00-400111 EMS Supplies	2,000.00	1,255.79	24,000.00	28,579.20	(19.08%)
232-00-400113 Fire Fighting Supplies	333.33	0.00	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	5,915.68	21.12%
232-00-400130 Professional Services Misc.	687.50	0.00	17,250.00	8,315.59	51.79%
232-00-400137 Dispatch Services LCSO	4,343.33	0.00	52,120.00	47,401.72	9.05%
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	702.88	53.14%
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%



**City of Oakridge**

**Statement of Revenue and Expenditures**

6/9/2023 5:29pm

Revised Budget

For GENERAL (00)

For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
232-00-400155	Pagers Repair/Replace	108.33	0.00	1,300.00	0.00	100.00%
232-00-400156	Computer Equip/Supplies/Support	0.00	0.00	0.00	4,282.94	0.00%
232-00-400161	Vehical Maint & Minor Repairs	1,208.33	1,138.32	14,500.00	9,572.64	33.98%
232-00-400162	Radio Maintenance/Repairs	83.33	0.00	1,000.00	2,928.18	(192.82%)
232-00-400163	Building/Grounds Maintenance	858.33	50.85	10,300.00	5,217.99	49.34%
232-00-400166	Bldg. Maintenance	83.33	23.99	1,000.00	301.92	69.81%
232-00-400172	Fuel	2,583.33	0.00	31,000.00	22,023.30	28.96%
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	8,563.03	47.14%
232-00-400255	GEMT Expenditures	0.00	0.00	0.00	25,303.70	0.00%
232-00-400262	Volunteers	25.00	3,627.25	300.00	14,558.40	(4752.80%)
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%
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	10,224.40	(2.24%)
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	11,858.49	20.94%
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%
620-00-400101	Materials/Supplies	3,250.00	6,296.69	39,000.00	31,356.73	19.60%
620-00-400103	Seasonal/Temp Workers	2,083.33	0.00	25,000.00	13,294.92	46.82%
620-00-400104	Telephone	0.00	0.00	0.00	352.86	0.00%
620-00-400106	Office Expenses	83.33	0.00	1,000.00	5.49	99.45%
620-00-400107	Utilities	6,250.00	66.60	75,000.00	60,509.25	19.32%
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	116.17	20,000.00	24,528.60	(22.64%)
620-00-400133	Professional Services/Legal Fees	416.67	0.00	5,000.00	456.00	90.88%
620-00-400137	Dispatch Services LCSO	266.67	0.00	3,200.00	4,666.82	(45.84%)
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	0.00	2,000.00	616.86	69.16%
620-00-400156	Computer Equip/Supplies/Support	166.67	0.00	2,000.00	1,329.18	33.54%
620-00-400160	Equipment Maintenance/Repairs	2,083.33	0.00	25,000.00	10,982.27	56.07%
620-00-400170	Vehicle Lease	208.33	2,500.00	2,500.00	4,860.00	(94.40%)
620-00-400172	Fuel	2,166.67	0.00	26,000.00	10,677.96	58.93%
620-00-400173	New Equipment (less than \$5,000)	833.33	0.00	10,000.00	1,044.27	89.56%
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	11,779.86	21.47%
620-00-499900	Miscellaneous Expense	83.33	0.00	1,000.00	2,635.00	(163.50%)
622-00-400101	Materials/Supplies	2,500.00	5,013.09	30,000.00	19,029.06	36.57%
622-00-400103	Seasonal/Temp Workers	1,666.67	0.00	20,000.00	21,058.41	(5.29%)
622-00-400104	Telephone	0.00	0.00	0.00	701.75	0.00%
622-00-400106	Office Expenses	166.67	0.00	2,000.00	1,505.49	24.73%
622-00-400107	Utilities	4,166.67	172.80	50,000.00	42,929.32	14.14%
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	1,282.93	21,000.00	20,081.17	4.38%

City of Oakridge

Statement of Revenue and Expenditures

Revised Budget  
For GENERAL (00)

For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
622-00-400137 Dispatch Services LCSO	258.33	0.00	3,100.00	4,666.81	(50.54%)
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	0.00	1,500.00	1,375.48	8.30%
622-00-400156 Computer Equip/Supplies/Support	233.33	0.00	2,800.00	1,729.05	38.25%
622-00-400160 Equipment Maintenance/Repairs	1,416.67	0.00	17,000.00	12,286.31	27.73%
622-00-400170 Vehicle Lease	208.33	2,500.00	2,500.00	4,860.00	(94.40%)
622-00-400172 Fuel	1,666.67	0.00	20,000.00	10,677.96	46.61%
622-00-400173 New Equipment (less than \$5,000)	1,250.00	6,921.00	15,000.00	7,265.06	51.57%
622-00-400177 Building Maintenance(non-capital)	333.33	0.00	4,000.00	891.57	77.71%
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	104.00	96.00%
696-00-400101 Materials/Supplies	83.33	0.00	1,000.00	709.04	29.10%
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	670.00	80.86%
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%
<b>Total Materials &amp; Services Expenditures</b>	<b>124,445.58</b>	<b>68,994.09</b>	<b>1,532,846.99</b>	<b>1,388,395.22</b>	<b>9.42%</b>
<b>Capital Outlay Expenditures</b>					
230-00-400300 New Equipment - Capital	4,166.67	4,674.00	50,000.00	4,674.00	90.65%
230-00-400666 Street Improvements	20,833.33	0.00	250,000.00	19,800.00	92.08%
232-00-400207 HMA FEMA Generators Grant	0.00	64.00	0.00	95,983.98	0.00%
390-00-400920 OIP Building	250.00	0.00	3,000.00	0.00	100.00%
620-00-400411 Tank 2	0.00	0.00	0.00	5,420.90	0.00%
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%
622-00-400905 Inflow and Infiltration	8,333.33	0.00	100,000.00	66,945.00	33.05%
<b>Total Capital Outlay Expenditures</b>	<b>34,000.00</b>	<b>4,738.00</b>	<b>448,000.00</b>	<b>250,531.63</b>	<b>44.08%</b>
<b>Fund Transfers Expenditures</b>					
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%
100-00-401024 Transfer Unemployment	0.00	0.00	0.00	452.44	0.00%
620-00-401045 Transfer to Wate Fund Reserve	2,083.33	0.00	25,000.00	0.00	100.00%
<b>Total Fund Transfers Expenditures</b>	<b>50,478.00</b>	<b>0.00</b>	<b>605,736.00</b>	<b>407,810.55</b>	<b>32.68%</b>
<b>Debt Service Expenditures</b>					
620-00-401030 Debt Service - Interest Loan S05002	1,779.17	0.00	21,350.00	19,287.19	9.66%
620-00-401031 Debt Service - Principal Loan S0500	8,500.00	0.00	102,000.00	103,009.95	(0.99%)
620-00-401032 Bond Payment - Interest	858.33	0.00	10,300.00	18,100.00	(75.73%)
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%
622-00-401032 Bond Payment - Interest	416.67	0.00	5,000.00	9,330.00	(86.60%)

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

*Revised Budget*  
*For GENERAL (00)*  
*For the Fiscal Period 2023-12 Ending June 30, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
622-00-401034 Bond Payment - Principal	833.33	0.00	10,000.00	20,000.00	(100.00%)
<b>Total Debt Service Expenditures</b>	<b>16,512.50</b>	<b>0.00</b>	<b>243,650.00</b>	<b>278,337.21</b>	<b>(14.24%)</b>
<b>Contingency/Uapp Ending Fund Balance Expendit</b>					
230-00-401026 Contingency	2,722.33	0.00	32,668.00	0.00	100.00%
232-00-401026 Contingency	8,333.33	0.00	100,000.00	3,008.97	96.99%
245-00-499991 Reserved for Future Expenditure	6,586.67	0.00	79,040.00	0.00	100.00%
390-00-401026 Contingency	12,536.33	0.00	150,436.00	9,718.50	93.54%
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%
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%
696-00-401026 Contingency	4,641.17	0.00	55,694.00	0.00	100.00%
<b>Total Contingency/Uapp Ending Fund Balance Ex</b>	<b>98,138.67</b>	<b>0.00</b>	<b>1,114,664.00</b>	<b>14,758.47</b>	<b>98.68%</b>
<b>Total GENERAL Expenditures</b>	<b>\$ 434,004.00</b>	<b>\$ 73,732.09</b>	<b>\$ 5,323,438.99</b>	<b>\$ 3,270,620.44</b>	<b>38.56%</b>
<b>GENERAL Excess of Revenues Over Expenditures</b>	<b>\$ 263,706.29</b>	<b>\$ 141,105.15</b>	<b>\$ 5,348,855.47</b>	<b>\$ 4,956,951.25</b>	<b>7.33%</b>

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

Revised Budget  
For ADMINISTRATIVE (11)  
For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Personal Services Expenditures</b>					
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	57,047.33	11.89%
100-11-400002 PERS	7,769.25	0.00	93,231.00	73,860.71	20.78%
100-11-400003 Workers Compensation	150.00	0.00	1,800.00	1,069.44	40.59%
100-11-400004 Payroll Taxes	1,879.75	0.00	22,557.00	4,249.89	81.16%
100-11-400005 Overtime	166.67	0.00	2,000.00	1,597.17	20.14%
100-11-400010 Unemployment/Personnel	0.00	0.00	0.00	65.01	0.00%
100-11-400011 City Administrator	7,114.00	0.00	85,368.00	49,344.38	42.20%
100-11-400013 Finance Director/City Recorder	6,304.00	0.00	75,648.00	58,048.15	23.27%
100-11-400015 LIB/AP/UB	4,143.33	0.00	49,720.00	34,967.16	29.67%
100-11-400032 Deferred Comp OSGP	0.00	0.00	0.00	200.00	0.00%
100-11-400046 Assistant Planner	4,372.17	0.00	52,466.00	23,407.57	55.39%
100-11-400049 City Planner	0.00	0.00	0.00	15,479.70	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	111.69	77.66%
<b>Total Personal Services Expenditures</b>	<b>38,086.58</b>	<b>0.00</b>	<b>457,039.00</b>	<b>322,848.20</b>	<b>29.36%</b>
<b>Materials &amp; Services Expenditures</b>					
100-11-400078 ARPA Expenses	0.00	499.99	325,574.00	230,492.88	29.20%
100-11-400101 Materials/Supplies	1,250.00	217.83	15,000.00	25,511.56	(70.08%)
100-11-400104 Telephone	0.00	416.97	0.00	1,565.81	0.00%
100-11-400105 Banking/Financial Fees	166.67	0.00	2,000.00	49.20	97.54%
100-11-400106 Office Expenses/Equipment	0.00	0.00	0.00	3,821.37	0.00%
100-11-400107 Utilities	1,000.00	106.20	12,000.00	15,067.16	(25.56%)
100-11-400108 Insurance	12,500.00	0.00	150,000.00	209,887.12	(39.92%)
100-11-400110 Utilities	0.00	0.00	0.00	339.90	0.00%
100-11-400114 Advertising	66.67	39.73	800.00	476.73	40.41%
100-11-400117 Membership/Dues/Subscriptions	916.67	0.00	11,000.00	11,353.42	(3.21%)
100-11-400120 Travel/Training	166.67	0.00	2,000.00	1,297.48	35.13%
100-11-400122 Travel/Training City Council	83.33	0.00	1,000.00	40.00	96.00%
100-11-400130 Professional Services Non Legal	1,000.00	0.00	12,000.00	24,487.55	(104.06%)
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	4,746.40	77.40%
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	5,284.76	47.15%
100-11-400158 Misc.Expense/New Equipment	625.00	0.00	7,500.00	5,841.81	22.11%
100-11-400166 Bldg. Maintenance	416.67	139.00	5,000.00	3,061.16	38.78%
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	12,000.00	0.00%
100-11-401052 Radios Debt Service	0.00	0.00	0.00	1,665.96	0.00%
<b>Total Materials &amp; Services Expenditures</b>	<b>25,004.17</b>	<b>1,419.72</b>	<b>625,624.00</b>	<b>570,477.41</b>	<b>8.81%</b>
<b>Total ADMINISTRATIVE Expenditures</b>	<b>\$ 63,090.75</b>	<b>\$ 1,419.72</b>	<b>\$ 1,082,663.00</b>	<b>\$ 893,325.61</b>	<b>17.49%</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For ADMINISTRATIVE (11)  
 For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
ADMINISTRATIVE Excess of Revenues Over Expenditur	\$ (63,090.75)	\$ (1,419.72)	\$ (1,082,663.00)	\$ (893,325.61)	17.49%

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For BUILDING/PLANNING (12)  
 For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Materials &amp; Services Expenditures</b>					
100-12-400130 Professional Services Misc.	\$ 4,166.67	\$ 0.00	\$ 50,000.00	\$ 30,422.77	39.15%
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%
<b>Total Materials &amp; Services Expenditures</b>	<b>7,031.50</b>	<b>0.00</b>	<b>84,378.00</b>	<b>56,054.26</b>	<b>33.57%</b>
<b>Total BUILDING/PLANNING Expenditures</b>	<b>\$ 7,031.50</b>	<b>\$ 0.00</b>	<b>\$ 84,378.00</b>	<b>\$ 56,054.26</b>	<b>33.57%</b>
<b>BUILDING/PLANNING Excess of Revenues Over Expend</b>	<b>\$ (7,031.50)</b>	<b>\$ 0.00</b>	<b>\$ (84,378.00)</b>	<b>\$ (56,054.26)</b>	<b>33.57%</b>

**City of Oakridge**

**Statement of Revenue and Expenditures**

6/9/2023 5:29pm

Revised Budget  
For POLICE DEPARTMENT (13)  
For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>						
<b>Personal Services Expenditures</b>						
100-13-400001	Health Insurance	\$ 13,129.17	\$ 0.00	\$ 157,550.00	\$ 71,593.47	54.56%
100-13-400002	PERS	11,700.00	0.00	140,400.00	71,837.68	48.83%
100-13-400003	Workers Compensation	1,041.67	0.00	12,500.00	8,825.33	29.40%
100-13-400004	Payroll Taxes	2,975.00	0.00	35,700.00	21,275.18	40.41%
100-13-400005	Overtime	4,000.00	0.00	48,000.00	29,603.12	38.33%
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	65,102.79	28.76%
100-13-400023	Patrol Wages	13,550.00	0.00	162,600.00	68,862.97	57.65%
100-13-400024	Dispatchers	6,337.00	0.00	76,044.00	62,643.80	17.62%
100-13-400025	Communications Sergeant	5,610.58	0.00	67,327.00	47,793.77	29.01%
100-13-400026	Deputy Chief	0.00	0.00	0.00	(6,729.77)	0.00%
100-13-400032	Deferred Comp OSGP	0.00	0.00	0.00	668.00	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	143.92	71.22%
<b>Total Personal Services Expenditures</b>		<b>68,155.50</b>	<b>0.00</b>	<b>828,205.00</b>	<b>465,988.58</b>	<b>43.74%</b>
<b>Materials &amp; Services Expenditures</b>						
100-13-400029	Reserve Officers	250.00	0.00	3,000.00	145.67	95.14%
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	6,391.35	36.09%
100-13-400104	Telephone	0.00	249.85	0.00	9,245.31	0.00%
100-13-400107	Utilities	500.00	0.00	6,000.00	2,919.51	51.34%
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	0.00	75,396.00	69,374.15	7.99%
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	2,406.44	74.54%
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	2,204.41	63.26%
100-13-400169	Vehicle Repairs	500.00	0.00	6,000.00	667.27	88.88%
100-13-400172	Fuel	3,000.00	0.00	36,000.00	19,091.26	46.97%
100-13-400173	New Equipment (less than \$5,000)	750.00	0.00	9,000.00	5,586.74	37.93%
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	2,210.09	55.80%
100-13-401052	Radios Debt Service	516.67	0.00	6,200.00	10,184.09	(64.26%)

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

*Revised Budget*  
**For POLICE DEPARTMENT (13)**  
**For the Fiscal Period 2023-12 Ending June 30, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
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%
100-13-401206 PPE Supplies	0.00	0.00	0.00	580.00	0.00%
<b>Total Materials &amp; Services Expenditures</b>	<b>24,116.33</b>	<b>249.85</b>	<b>304,990.58</b>	<b>221,198.63</b>	<b>27.47%</b>
<b>Capital Outlay Expenditures</b>					
100-13-400300 New Equipment - Capital	1,500.00	0.00	18,000.00	3,442.94	80.87%
<b>Total Capital Outlay Expenditures</b>	<b>1,500.00</b>	<b>0.00</b>	<b>18,000.00</b>	<b>3,442.94</b>	<b>80.87%</b>
<b>Total POLICE DEPARTMENT Expenditures</b>	<b>\$ 93,771.83</b>	<b>\$ 249.85</b>	<b>\$ 1,151,195.58</b>	<b>\$ 690,630.15</b>	<b>40.01%</b>
<b>POLICE DEPARTMENT Excess of Revenues Over Expen</b>	<b>\$ (93,771.83)</b>	<b>\$ (249.85)</b>	<b>\$ (1,151,195.58)</b>	<b>\$ (690,630.15)</b>	<b>40.01%</b>



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

*Revised Budget*  
*For LIBRARY (16)*  
*For the Fiscal Period 2023-12 Ending June 30, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Personal Services Expenditures</b>					
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	584.88	26.89%
100-16-400048 Library Coordinator	854.17	0.00	10,250.00	7,405.54	27.75%
<b>Total Personal Services Expenditures</b>	<b>929.17</b>	<b>0.00</b>	<b>11,150.00</b>	<b>7,990.42</b>	<b>28.34%</b>
<b>Materials &amp; Services Expenditures</b>					
100-16-400101 Materials/Supplies	100.00	11.97	1,342.47	1,270.24	5.38%
100-16-400104 Telephone	25.00	0.00	300.00	231.00	23.00%
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	4,485.87	10.28%
100-16-400158 Misc.Expense/New Equipment	75.00	0.00	3,900.00	740.78	81.01%
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	0.00	1,500.00	1,346.59	10.23%
100-16-400244 Donatios Acquisitions	166.67	0.00	2,000.00	1,842.07	7.90%
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%
<b>Total Materials &amp; Services Expenditures</b>	<b>1,725.00</b>	<b>11.97</b>	<b>27,092.47</b>	<b>20,836.22</b>	<b>23.09%</b>
<b>Total LIBRARY Expenditures</b>	<b>\$ 2,654.17</b>	<b>\$ 11.97</b>	<b>\$ 38,242.47</b>	<b>\$ 28,826.64</b>	<b>24.62%</b>
<b>LIBRARY Excess of Revenues Over Expenditures</b>	<b>\$ (2,654.17)</b>	<b>\$ (11.97)</b>	<b>\$ (38,242.47)</b>	<b>\$ (28,826.64)</b>	<b>24.62%</b>

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

*Revised Budget*  
*For PARKS (17)*  
For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Personal Services Expenditures</b>					
100-17-40012 Public Works Personnel Services	\$ 1,691.67	\$ 0.00	\$ 20,300.00	\$ 14,954.64	26.33%
<b>Total Personal Services Expenditures</b>	<b>1,691.67</b>	<b>0.00</b>	<b>20,300.00</b>	<b>14,954.64</b>	<b>26.33%</b>
<b>Materials &amp; Services Expenditures</b>					
100-17-40078 ARPA Expenses	0.00	0.00	50,000.00	17,334.02	65.33%
100-17-400101 Materials/Supplies	708.33	414.73	8,500.00	6,937.80	18.38%
100-17-400104 Telephone	0.00	0.00	0.00	101.14	0.00%
100-17-400107 Utilities	0.00	0.00	11,000.00	10,951.13	0.44%
100-17-400110 Utilities	916.67	513.00	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	226.50	7,500.00	1,291.93	82.77%
<b>Total Materials &amp; Services Expenditures</b>	<b>4,159.17</b>	<b>1,154.23</b>	<b>99,910.00</b>	<b>53,798.52</b>	<b>46.15%</b>
<b>Capital Outlay Expenditures</b>					
100-17-400777 Park Improvement	4,166.67	981.93	0.00	10,351.76	(2587939900.00%)
<b>Total Capital Outlay Expenditures</b>	<b>4,166.67</b>	<b>981.93</b>	<b>0.00</b>	<b>10,351.76</b>	<b>(2587939900.00%)</b>
<b>Special Payments Expenditures</b>					
100-17-400127 Park Rental Refunds	0.00	0.00	0.00	500.00	0.00%
<b>Total Special Payments Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00%</b>
<b>Total PARKS Expenditures</b>	<b>\$ 10,017.50</b>	<b>\$ 2,136.16</b>	<b>\$ 120,210.00</b>	<b>\$ 79,604.92</b>	<b>33.78%</b>
<b>PARKS Excess of Revenues Over Expenditures</b>	<b>\$ (10,017.50)</b>	<b>\$ (2,136.16)</b>	<b>\$ (120,210.00)</b>	<b>\$ (79,604.92)</b>	<b>33.78%</b>

**City of Oakridge**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For WAC (18)  
 For the Fiscal Period 2023-12 Ending June 30, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Personal Services Expenditures</b>					
100-18-400022 Bldg. Manager	\$ 83.33	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00%
<b>Total Personal Services Expenditures</b>	<b>83.33</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Materials &amp; Services Expenditures</b>					
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	1,020.38	0.00%
100-18-400107 Utilities	0.00	0.00	0.00	4,066.96	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	4,427.00	500.00	0.00	100.00%
100-18-400281 WAC State Grant	116,666.67	0.00	1,400,000.00	11,259.50	99.20%
<b>Total Materials &amp; Services Expenditures</b>	<b>117,886.92</b>	<b>4,427.00</b>	<b>1,414,643.00</b>	<b>29,704.03</b>	<b>97.90%</b>
<b>Total WAC Expenditures</b>	<b>\$ 117,970.25</b>	<b>\$ 4,427.00</b>	<b>\$ 1,415,643.00</b>	<b>\$ 29,704.03</b>	<b>97.90%</b>
<b>WAC Excess of Revenues Over Expenditures</b>	<b>\$ (117,970.25)</b>	<b>\$ (4,427.00)</b>	<b>\$ (1,415,643.00)</b>	<b>\$ (29,704.03)</b>	<b>97.90%</b>

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

*Revised Budget*  
**For MUNICIPAL COURT (99)**  
**For the Fiscal Period 2023-12 Ending June 30, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Personal Services Expenditures</b>					
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	13,776.92	42.10%
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%
<b>Total Personal Services Expenditures</b>	<b>3,652.92</b>	<b>0.00</b>	<b>43,835.00</b>	<b>23,373.83</b>	<b>46.68%</b>
<b>Materials &amp; Services Expenditures</b>					
100-99-400120 Travel/Training	18.75	0.00	225.00	21.50	90.44%
100-99-400131 Municipal Court Judge-Contract	1,741.67	1,695.42	20,900.00	18,649.62	10.77%
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	(205.09)	103.80%
100-99-400215 Court Expenses	166.67	0.00	2,000.00	10,326.42	(416.32%)
<b>Total Materials &amp; Services Expenditures</b>	<b>3,210.42</b>	<b>1,695.42</b>	<b>38,525.00</b>	<b>36,292.45</b>	<b>5.80%</b>
<b>Total MUNICIPAL COURT Expenditures</b>	<b>\$ 6,863.33</b>	<b>\$ 1,695.42</b>	<b>\$ 82,360.00</b>	<b>\$ 59,666.28</b>	<b>27.55%</b>
<b>MUNICIPAL COURT Excess of Revenues Over Expendit</b>	<b>\$ (6,863.33)</b>	<b>\$ (1,695.42)</b>	<b>\$ (82,360.00)</b>	<b>\$ (59,666.28)</b>	<b>27.55%</b>

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

*For the Fiscal Period 2023-12 Ending June 30, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 697,710.29	\$ 214,837.24	\$ 10,672,294.47	\$ 8,227,571.69	22.91%
Total Expenditures	\$ 735,403.33	\$ 83,672.21	\$ 9,298,131.05	\$ 5,108,432.33	45.06%
Total Excess of Revenues Over Expenditures	\$ (37,693.04)	\$ 131,165.03	\$ 1,374,163.42	\$ 3,119,139.36	(126.98%)



**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 MAY 2023 STAFF REPORT**

### **May 2023 Police Calls for Service\*:**

**Total Case Reports – 23**

**Total Incident Reports – 305**

**Arrests – 10**

**Ordinance 873 Violation Citations – 2**

**Police Officer Hold – 1**

### **Oakridge**

Case Reports - 21

Incident Reports - 265

### **Westfir**

Case Reports - 1

Incident Reports - 13

Contract Hours – 8

### **Lowell**

Case Reports - 1

Incident Reports - 28

Contract Hours – 52.75

### **Court Fines:**

**Oakridge Municipal - \$20,557**

**Lowell Municipal - \$1,308**

**Lane County Circuit Court - \$0**

**Community Policing - Ofc. Baeuerlen open gym at OJHS**

*\*See the attached “May 2023 Police Calls For Service” for more details on calls*

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/1/2023	1211	Loc/Ash St. Citizen contact
5/1/2023	1415	Loc/Commercial St. Report of illegal burn
5/1/2023	1425	Loc/Sunset Report of theft
5/1/2023	1715	***
5/1/2023	1640	***
5/1/2023	1500	Loc/Maple St. Agency Assist - Lane County Parole/Probation
5/1/2023	2315	***
5/2/2023	1200	Loc/Hwy 58 Citizen Assist
5/2/2023	1230	Loc/Commercial St. Report of fraud
5/2/2023		***
5/2/2023	1315	***
5/2/2023	1730	Loc/Berry St. Agency Assist - OFD
5/2/2023	1941	Loc/22nd St. Report of harassment
5/3/2023	1240	Loc/Portal Dr. Report of suspicious conditions
5/3/2023	1310	Loc/Commercial St. Report of dog at large
5/4/2023	1200	Loc/Teller Rd. Report of criminal mischief
5/4/2023		Loc/3rd St. Report of dispute
5/4/2023	1000	Loc/Hwy 58 Agency Assist - Federal Parole and Probation
5/4/2023	1216	Loc/Portal Dr. Report of wildfire smoke

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/4/2023	1543	Loc/Ash St. Report of suicidal subject
5/4/2023	1730	***
5/4/2023	1520	Loc/School St. Report of theft
5/4/2023	1800	Loc/Hwy 58 Traffic for Speed 51/35
5/4/2023	1820	Loc/Hwy 58 Traffic for Speed 51/35
5/4/2023	2015	***
5/4/2023	2025	Loc/Hwy 58 Traffic for Speed 52/35
5/5/2023	1105	Loc/River Rd. Report of burglary
5/6/2023	0815	***
5/6/2023	1429	Loc/Fir St. Report of code complaint - illegal parking
5/6/2023	1458	Loc/Hwy 58 Traffic for Speed 45/35
5/6/2023	1531	Loc/Hwy 58 Traffic for Speed 45/35
5/5/2023	1530	***
5/6/2023		***
5/5/2023	1252	Loc/Fir St. Report of code violation - abandoned vehicle
5/5/2023	1422	Loc/Klohn Rd. Report of code violation - garbage accumulation
5/5/2023	1450	Loc/Ash St. Citizen contact
5/5/2023	1530	***
5/5/2023	2220	Loc/Westfir Rd. Agency Assist - LCSO



<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/5/2023	1930	Loc/Hwy 58 Traffic for Speed 53/35
5/5/2023	2005	Loc/Hwy 58 Traffic for Speed 55/35
5/6/2023	1012	Loc/Ash St. Citizen contact
5/6/2023	1030	Loc/Berry St. Report of animal complaint
5/6/2023	1130	Loc/Hwy 58 Request for welfare check
5/6/2023	1730	Loc/Hwy 58 Request for welfare check
5/6/2023	1925	Loc/Hwy 58 Traffic for Speed 50/35
5/6/2023	1930	Loc/Hwy 58 Traffic for Speed 56/35
5/7/2023	1207	Loc/1st St. Report of criminal mischief
5/7/2023	1300	Loc/Christel Lane Report of traffic complaint
5/7/2023	1528	Loc/School St. Report of suspicious conditions
5/7/2023	1755	Loc/Pine St. Citizen contact
5/7/2023	1829	Loc/Pine St. Report of suspicious conditions
5/7/2023	2238	Loc/Walnut St. Report of suspicious conditions
5/8/2023	1320	Loc/Ash St. Citizen Assist
5/8/2023	1227	Loc/Hwy 58 Report of found property
5/8/2023	0802	Loc/Ash St. Citizen contact
5/8/2023	0811	Loc/Pine St. Report of suspicious conditions
5/8/2023	0850	Loc/Ash St. Request for welfare check

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/8/2023	1625	Loc/Ash St. Citizen Assist
5/8/2023	0400	Loc/Hwy 58 Request for welfare check
5/8/2023	1330	Loc/Pine St. Report of code complaint - illegal parking
5/8/2023	1544	***
5/8/2023	1715	***
5/8/2023	2130	Loc/Willamette Way Report of vehicle fire
5/8/2023	2328	Loc/Hansen St. Report of code complaint - barking dog
5/9/2023	1043	Loc/Fairy Glen Dr. Report of code complaint - illegal parking
5/8/2023	1230	***
5/8/2023	1400	***
5/9/2023	1607	***
5/9/2023	1650	***
5/9/2023	1920	Loc/Hwy 58 Report of disorderly subject
5/9/2023	2149	Loc/Ash St. Citizen contact
5/9/2023	2149	Loc/Commercial St. Report of theft
5/9/2023	2319	Loc/Hwy 58 Traffic for Speed 56/35
5/10/2023		***
5/10/2023	0846	Loc/Ash St. Report of harassment
5/10/2023	0957	Loc/1st St. Report of parking complaint

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/10/2023	1050	Loc/Ash St. Citizen Assist
5/9/2023	1932	Loc/Hwy 58 Request for welfare check
5/9/2023	1940	Loc/Y Drive Citizen contact
5/9/2023	1249	Loc/School St. Report of disorderly conduct
5/9/2023		Loc/2nd St. Report of parking complaint
5/09/2023	1900	***
5/9/2023		Loc/Ash St. Citizen contact
5/10/2023	1900	***
5/10/2023	1947	Loc/Ash St. Citizen contact
5/10/2023	2048	Loc/Hwy 58 Citizen contact
5/11/2023	0924	Loc/Hwy 58 Arrest/Assault IV: Kuntz, Hondo
5/11/2023	1140	Loc/Ash St. Citizen Assist
5/11/2023	1145	Loc/Ash St. Citizen Assist
5/11/2023	1209	Loc/Union St. Report of dog at large
5/11/2023	1450	Loc/Hwy 58 Report of MVC
5/11/2023	1500	***
5/11/2023	1930	***
5/11/2023	2100	Loc/Y Drive Report of code complaint - garbage accumulation
5/11/2023	2130	Loc/Hills St. Report of code complaint - illegal parking

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/12/2023	1030	Loc/School St. Report of disorderly conduct
5/12/2023	1156	***
5/12/2023	1147	Loc/Ash St. Citizen contact
5/12/2023	1207	Loc/Commercial St. Report of Unauthorized entry into motor vehicle
5/12/2023	1320	Loc/1st St. Report of code complaint - dog at large
5/12/2023	1535	Loc/2nd St. Citizen contact
5/12/2023	1555	***
5/12/2023	1740	Loc/Ash St. Police Officer Hold
5/12/2023	1900	***
5/12/2023	2300	Loc/School St. Report of suspicious conditions
5/13/2023	1000	Loc/Fish Hatchery Rd. Report of suspicious conditions
5/13/2023	1205	Loc/Y Drive Report of suspicious conditions
5/13/2023	1205	Loc/Hwy 58 Report of theft
5/13/2023	1235	***
5/13/2023	1530	Loc/Hwy 58 Report of arson
5/13/2023	1915	***
5/13/2023	2210	Loc/Hansen St. Report of code complaint - barking dog
5/14/2023	1220	Loc/Riverview St. Report of code complaint - barking dog
5/14/2023	1600	***

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/14/2023	1855	Loc/Cline St. Report of juvenile complaint
5/14/2023	1933	Loc/1st St. Report of dog at large
5/13/2023	1500	Loc/Hwy 58 Traffic for Speed 56/35
5/14/2023	2252	Loc/2nd St. Report of dispute
5/15/2023		Loc/School St. Report of dispute
5/15/2023	1340	Loc/Locust St. Report of code complaint - Illegal parking
5/15/2023	1454	Loc/1st St. Report of code complaint - illegal parking, junk accumulation
5/22/2023	1457	Loc/1st St. Report of code complaint - junk accumulation
5/15/2023	1457	Loc/1st St. Report of code complaint - noxious growth
5/15/2023	1530	Loc/Pine St. Report of code complaint - illegal parking
5/15/2023	1557	Loc/Pine St. Report of harassment
5/15/2023		Loc/Ash St. Citizen contact
5/15/2023	1641	Loc/Beech St. Report of dispute
5/15/2023	1937	Loc/Pine St. Report of code violation - Illegal parking, junk accumulation, obstructing
5/15/2023	1800	Loc/Rainbow Rd. Traffic for Failing to Signal
5/16/2023	1305	Loc/River Rd. Warrant Arrest/Gilbreath, Rhonda
5/17/2023	1305	Loc/River Rd. Warrant Arrest: Lara, Andrew
5/17/2023	1305	Loc/River Rd. Warrant Arrest: Harstfield, Dawnice
5/12/2023	1615	***

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/12/2023	1740	Loc/North Shore Dr., Lowell Traffic for Speed 45/30
5/12/2023	1800	Loc/North Shore Rd., Lowell Traffic for Speed 45/30, Fail to carry proof of insurance
5/12/2023	1850	Loc/North Shore Rd., Lowell Traffic for Speed 53/30
5/12/2023	1928	Loc/North Shore Rd., Lowell Traffic for Speed 69/45
5/12/2023	2109	Loc/Jasper Lowell Rd., Lowell Traffic for Speed 45/35
5/13/2023	1100	***
5/13/2023	2100	***
5/17/2023	1012	Loc/Berry St. Report of assault
5/18/2023	1245	Loc/Rainbow Rd. Report of dispute
5/18/2023	1525	Loc/1st St. Traffic for Speed 27/20 in School Zone
5/18/2023	1540	Loc/1st St. Traffic Stop/Fail to Obey traffic control device
5/18/2023	1557	Loc/Berry St. Report of theft
5/18/2023	1700	***
5/18/2023	1825	Loc/1st St. Report of trespass
5/19/2023	1205	Loc/Ash St. Citizen contact
5/19/2023	1205	Loc/Hwy 58 Report of theft
5/19/2023	1205	Loc/Berry St. Report of harassment
5/19/2023	1200	***
5/19/2023	1629	Loc/Hwy 58 Report of driving complaint

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/19/2023	1649	Loc/Ash St. Citizen contact
5/19/2023	2000	Loc/Osprey Park Report of suspicious conditions
5/19/2023	2133	Loc/Oakridge area Report of overdue subject
5/19/2023	2223	Loc/Hwy 58 Agency Assist - OSP
5/20/2023	1148	Loc/1st St. Report of business alarm
5/20/2023	1225	Loc/School St. Report of suspicious conditions
5/20/2023	1335	Loc/1st St. Traffic for cell phone use
5/20/2023	1330	Loc/Ash St. Citizen contact
5/20/2023	1530	***
5/20/2023	1550	Loc/1st St. Report of suspicious conditions
5/20/2023	1700	Loc/Hwy 58 Report of trespass
5/20/2023	1725	Loc/Y Dr. Report of suspicious conditions
5/20/2023	2028	Loc/Garden Rd. Report of criminal mischief
5/17/2023	1225	Loc/Willamette Way Report of code complaint - animal complaint
5/17/2023	1311	Loc/Jasper Dr. Agency Assist - DHS
5/17/2023	1515	Loc/Westir Road Juvenile complaint
5/17/2023	1650	Loc/Harris St. Report of dispute
5/17/2023	1713	Loc/Teller Rd. Report of protection order violation
5/18/2023	0220	Loc/Ash St. Report of suspicious conditions

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/18/2023	1215	***
5/17/2023	1905	Loc/Bugle Loop Warrant Arrest: Keck, Keith
5/21/2023	1228	Loc/Fairy Glen Dr. Report of code complaint - abandoned vehicle
5/21/2023	1630	Loc/ Hwy 58 Report of suspicious conditions
5/21/2023	1800	Loc/Hwy 58 Report of theft
5/18/2023	1630	***
5/18/2023	1740	***
5/18/2023	1820	***
5/18/2023	2130	***
5/20/2023	0830	***
5/21/2023	1000	***
5/22/2023	0812	***
5/22/2023	0818	Loc/Hwy 58 Citizen Assist
5/22/2023	0820	Loc/Ash St. Citizen Assist
5/22/2023	1056	Loc/Hwy 58 Report of traffic complaint
5/20/2023	1605	Loc/Union St. Report of dispute
5/22/2023	1221	Loc/Berry St. Report of harassment
5/22/2023	1330	Loc/Ash St. Citizen Assist
5/22/2023	1030	Loc/Ash St. Report of sexual assault



<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/22/2023	1634	Loc/Hwy 58 Traffic for Speed 52/35
5/22/2023	1709	Loc/Y Drive Citizen contact
5/22/2023	2333	Loc/Sunset Ave. Report of suspicious conditions
5/23/2023	1300	***
5/23/2023	1415	***
5/23/2023	1528	Loc/Berry St. Report of criminal mischief
5/23/2023	1529	Loc/Hills St. Report of hit & run
5/23/2023	1536	Loc/Berry St. Warrant Arrest: Pettijohn, Brent
5/23/2023	1900	***
5/23/2023	2018	Loc/Jones Rd. Report of trespass
5/24/2023	0952	Loc/School St. Report of code complaint - junk accumulation
5/24/2023	1215	Loc/Willamette Way Agency Assist - OFD
5/24/2023	1254	Loc/Y Drive Report of stolen vehicle
5/24/2023	1422	Loc/Willamette Way Report of code complaint - Animal waste
5/24/2023	1430	Loc/Clark St. Report of suspicious conditions
5/24/2023	1530	Loc/1st St. Traffic for Speed in School Zone 29/20
5/24/2023	1550	Loc/1st St. Traffic for Speed in School Zone 29/20
5/24/2023	1640	Loc/Hwy 58 Report of criminal mischief
5/24/2023	1830	Loc/Rainbow Rd. Report of suspicious conditions

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/24/2023	1844	Loc/Locust St. Report of code violation - abandoned vehicle
5/24/2023	2105	Loc/Riverview St. Request for welfare check
5/25/2023	1235	Loc/Hwy 58 Report of driving complaint
5/25/2023	1400	Loc/Cline St. Report of code complaint - dog breeding
5/25/2023	1521	Loc/1st St. Traffic for Speed in School Zone 27/20
5/25/2023	1530	Loc/1st St. Traffic for Speed in School Zone 28/20
5/25/2023	1550	Loc/1st St. Traffic for Speed in School Zone 31/20
5/25/2023	1635	Loc/Fish Hatchery Rd. Report of suspicious conditions
5/25/2023	1650	Loc/3rd St. Report of protection order violation
5/25/2023	1817	Loc/Harris St. Report of dispute
5/25/2023	1843	Loc/Westfir Rd. Report of suspicious conditions
5/25/2023	1857	Loc/Rigdon Dr. Report of harassment
5/25/2023	1947	Loc/Hills St. Request for welfare check
5/26/2023	1156	Loc/Hwy 58 Arrest/Violation of Protection Order: DeVinney, Kristen
5/26/2023	1500	***
5/26/2023	1605	Loc/Chubb Ct. Report of suspicious conditions
5/26/2023	1605	Loc/Hansen St. Report of code complaint - barking dog
5/26/2023	1630	Loc/Hwy 58 Report of motor vehicle crash
5/26/2023	1610	Loc/Hwy 58 Traffic for Speed 55/35

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/26/2023	1808	Loc/Y Dr. Report of criminal mischief
5/26/2023	2300	Loc/Y Dr. Report of disorderly conduct
5/27/2023	1110	Loc/Hwy 58 Report of criminal mischief
5/27/2023	1130	Loc/Elgin Ave. Report of code violation - dog at large
5/27/2023	1747	Loc/Hwy 58 Traffic for Speed 62/35
5/27/2023	1839	Loc/Hwy 58 Traffic for Speed 52/35
5/27/2023	1856	Loc/Hwy 58 Traffic for Speed 56/35
5/27/2023	1917	Loc/Fairy Glen Dr. Report of suspicious conditions
5/27/2023	2043	Loc/Fairy Glen Dr. Report of code complaint - parking violation
5/27/2023	2320	Loc/1st St. Report of code complaint - noise
5/28/2023	0640	Loc/Hansen St. Report of dog at large
5/28/2023	1555	Loc/Hwy 58 Traffic for Speed 52/35
5/28/2023	1707	Loc/Hwy 58 Traffic for Speed 55/35
5/28/2023	1744	Loc/Fish Hatchery Rd. Report of unauthorized entry into motor vehicle
5/28/2023	2137	Loc/Berry St. Report of animal abuse
5/28/2023	2210	Loc/Hwy 58 Arrest/Warrant: Hardsaw, Timothy
5/28/2023		Loc/Hwy 58 DHS Referral
5/29/2023	1230	Loc/School St. Report of burglary
5/29/2023	1300	***

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/29/2023	2130	Loc/Hansen St. Report of parking complaint
5/29/2023	2339	Loc/Hwy 58 Report of suspicious conditions
5/15/2023		Loc/School St. Report of dispute
5/15/2023		Loc/Ash St. Citizen contact
5/16/2023	0956	Loc/Hwy 58 Traffic for Speed
5/16/2023	1050	Loc/Ash St. Agency Assist - Springfield Police Department
5/16/2023		Loc/Brock Rd. Report of missing juvenile
5/16/2023		Loc/Berry St. Citizen contact
5/16/2023		Loc/Willamette Way Citizen contact
5/16/2023		Loc/Teller Rd. Request for welfare check
5/16/2023		Loc/Ash St. Report of dog at large
5/29/2023		Loc/School St. Report of suspicious conditions
5/29/2023	1705	Loc/Hwy 58 Traffic for Speed
5/29/2023	1713	Loc/Hwy 58 Traffic for Speed 50/35
5/29/2023		Loc/School St. Report of dispute
5/29/2023	1757	Loc/Fairy Glen Dr. Traffic for Fail to Maintain Lane
5/29/2023	1815	Loc/Hwy 58 Traffic for Speed 52/35
5/29/2023		Loc/Hwy 58 Report of traffic hazard
5/30/2023	1043	Loc/Hwy 58 Citizen contact

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/30/2023	0834	Loc/School St. Report of code complaint - noxious growth
5/30/2023	1046	Loc/Ash St. Citizen contact
5/30/2023	1140	Loc/1st St. Report of suspicious conditions
5/30/2023	1200	Loc/Pioneer St., Lowell Traffic for Speed 40/20
5/30/2023	1550	Loc/Hwy 58 Traffic for Speed 52/35
5/30/2023	1605	***
5/30/2023	1700	***
5/30/2023	1925	Loc/Klohn Rd. Traffic for Illegal Display of Plates, Driving while Suspended
5/30/2023	1829	Loc/Ash St. Report of missing person
5/31/2023	1700	***
5/31/2023	0834	Loc/Ash St. Report of harassment
5/31/2023	0923	Loc/Ash St. Citizen contact
5/31/2023	0940	Loc/1st St. Report of suspicious conditions
5/31/2023	0954	Loc/Ash St. Report of lost property - keys
5/31/2023	1006	Loc/Osprey Park Report of code complaint - illegal camping
5/31/2023	1045	Loc/Hanson St. Report of suspicious conditions
5/31/2023	143	Loc/Hwy 58 Report of trespass
5/31/2023	1455	Loc/Ash St. Report of lost property - cell phone
5/31/2023	1500	Loc/3rd St. Report of suspicious conditions

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/31/2023	1508	Loc/Garden Rd. Report of suspicious conditions
5/31/2023	1615	Loc/Hwy 58 Traffic for Speed 56/35
5/31/2023	1744	Loc/Harris St. Report of dispute
5/31/2023	1851	Loc/Birch St. Report of harassment
5/31/2023	2058	Loc/Spur St. Report of wildlife complaint
5/31/2023	2124	Loc/Y Dr. Citizen contact
5/31/2023	2256	Loc/Teller Rd. Report of suspicious conditions
5/29/2023	1712	Loc/Hwy 58 Traffic for Speed 52/35
5/29/2023	1803	Loc/Hwy 58 Traffic for Speed 55/35
5/29/2023	1825	Loc/Hwy 58 Traffic for expired registration, DWS
5/27/2023	1839	Loc/Hwy 58 Traffic for Speed 52/35
5/27/2023	1747	Loc/Hwy 58 Traffic for Speed 62/35
5/28/2023	2004	Loc/Hwy 58 Traffic for Speed 60/35
5/28/2023	1800	Loc/Hwy 58 Citizen contact
5/28/2023	1631	Loc/Hwy 58 Traffic for Speed 56/35
5/28/2023	1658	Loc/Hwy 58 Traffic for Speed 50/35
5/30/2023		Loc/Cline St. Report of suspicious conditions
5/30/2023		Loc/Hwy 58 Traffic for Speed 50/35
5/30/2023		Loc/Hazel St. Traffic for DWS

<b>Date</b>	<b>Time In</b>	<b>Media</b>
5/30/2023		Loc/Hansen St. Report of trespass



**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



## EMS Report

**May 2023**

### Training

NFPA Driver Course Completed- Chrissy Hollett Lead Instructor, Thank you!

We will be starting our 2<sup>nd</sup> FFI Academy of the year in June! These are the first academies we have had in almost 4 years. The FFI Academy is how we certify our new members to be eligible to fight structure fires.

Thank you, Captain Aric Higdon, for all your hard work.

### New Members/Recruitment

Two new part time paramedics

One new Volunteer

We will be sending out a recruitment postcard in the next couple of weeks.

### Misc.

FireMed Applications were sent out.

New flooring installation started June 9<sup>th</sup>.

A security fence will be installed soon. Thank you, Rick Zylstra, for locating our property line markers.

We are replacing the front bay doors and rebuilding the rear doors.

Thank you to Chrissy for getting all of the quotes, research and coordinating.

Our OHA inspection was postponed until June 22<sup>nd</sup>.

OSFM had a mini grant that we were awarded, and we received 3 Fire Danger signs; one for the Hazeldell station, one for Oakridge station and one for Westfir.

### Turnouts

Hazeldell purchased 4 sets of turnouts, one pair of boots, gloves and two helmets.





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## **Grants**

We were awarded the OSFM Seasonal worker grant to increase staffing during fire season. I am looking to hiring at least 2.

We were awarded the Fuels mitigation grant (address marker project). We should be able to install 500 address markers in the Hazeldell/Westfir area and hire a crew to do the installation.

Still waiting for notification on the SAFER grant for three additional full-time personnel for three years at no cost to the City.

Waiting to hear on the AFG for a live fire, mobile training unit.

I will be applying for the Firehouse subs grant.

## **Activities**

The Fire Department held a pancake breakfast fundraiser on May 28<sup>th</sup> 08:00 to 11:00 to help a former Oakridge Fire Department Volunteer whose family is dealing with cancer. We raised \$500 after expenses.

The Volunteers will be giving away a scholarship in the amount of \$600 at the 2023 Graduation Ceremonies.

Chrissy is coordinating an Open House at Hazeldell Fire Station, we will have an appreciation BBQ to thank the Board members for all of their hard work and dedication and to welcome new Board members Colleen Shirley and Harry Rumer. We will also have a planned presentation on WUI projects and resources. Date June 16<sup>th</sup> 6-8 PM.

## **Equipment Status**

The annual hose and ladder testing was completed for Oakridge and Hazeldell.

We will be pulling M-1 (ambulance) out of service for several days for repairs, this will leave us with one ambulance during the down time.

## **Thank you, Public Works**

Thank you to Public Works for tearing down the generator shed at the fire department accommodate to the new generator.



# Oakridge Fire & EMS



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

## Fire Department Activity report for May 2023 (updated 6-08-23)

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	M	Y
<b>Emerg. Med.</b>	<b>52</b>	<b>2</b>	<b>6</b>	<b>2</b>	<b>1</b>	<b>63</b>	<b>377</b>
Trans. to RBH	13	1	4	0	1	19	123
Trans. to MWH	16	0	0	1	0	17	73
Trans. to UDH	0	0	0	0	0	0	8
Trans. to LZ	2	0	0	0	0	2	2
Trans. to Other	0	0	0	0	0	0	0
<b>Total Transports</b>	<b>31</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>38</b>	<b>206</b>
<b>Trans. % Rate</b>	<b>60%</b>	<b>50%</b>	<b>67%</b>	<b>50%</b>	<b>100%</b>	<b>60%</b>	<b>55%</b>
<b>Fires</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>17</b>
<b>Good Intent</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>27</b>
<b>Haz. Condition</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>
<b>Other Situation or False Call</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>
<b>Service Call</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>9</b>
<b>Total Calls</b>	<b>60</b>	<b>4</b>	<b>6</b>	<b>3</b>	<b>1</b>		
<b>Overall Total Calls for response Area:</b>						<b>74</b>	<b>443</b>

2<sup>nd</sup> Out Calls – 13      3<sup>rd</sup> Out Call – 3      4<sup>th</sup> 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	0	0	1	2	0	0	2	5	40
0400-0759	0	2	1	0	1	1	1	6	37
0800-1159	2	1	4	2	3	2	3	17	76
1200-1559	1	1	3	2	1	2	1	11	101
1600-1959	2	3	5	3	3	4	1	21	95
2000-2359	2	1	3	3	1	3	1	14	94
<b>Total:</b>	<b>7</b>	<b>8</b>	<b>17</b>	<b>12</b>	<b>9</b>	<b>12</b>	<b>9</b>	<b>74</b>	<b>443</b>

**Volunteer Hours for:**

	March	April	May
Stipend EMT Coverage:.....	383 hours	288 hours	360 hours
Stipend Driver Coverage:.....	252 hours	120 hours	204 hours
Trainee Coverage: .....	0 hours	0 hours	0 hours
Drill Attendance: .....	37.5 hours	21.5 hours	37.5 hours
EMR Class:.....	7 hours	20 hours	0 hours
Projects:.....	47 hours	2 hours	2 hours
Weekend Training .....	0 hours	0 hours	45 hours
<b>Total Hours by Volunteers: .....</b>	<b>726.5 hours</b>	<b>451.5 hours</b>	<b>648.5 hours</b>



# Oakridge Fire & EMS



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

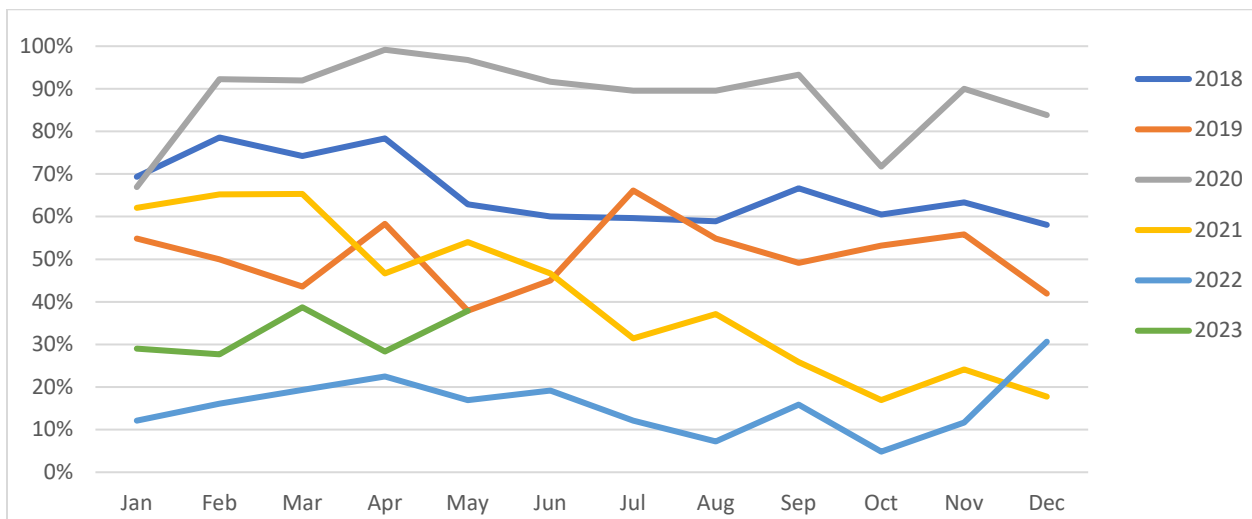
## Fire Department Activity report for 2023

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	66	8	5	12	1	92
May	60	4	6	3	1	74
June						
July						
August						
September						
October						
November						
December						
<b>Grand Total:</b>	330	23	28	55	7	443

## Fire Department Historical January – May

	Oakridge	Hazeldell	Westfir	Hwy. 58	USFS	Total
2018	310	26	19	54	5	414
2019	340	17	16	50	4	427
2020	287	21	20	27	7	362
2021	320	33	14	38	10	415
2022	378	15	22	42	7	464
2023 YTD	330	23	28	55	7	443

## Historical Data of Stipend Coverage





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

## Public Works

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Reporting Month: May, 2023

Water Distributed: 19.6 MG

Waste Water Treated: 11.3 MG

Service orders: 34

Locates: 8

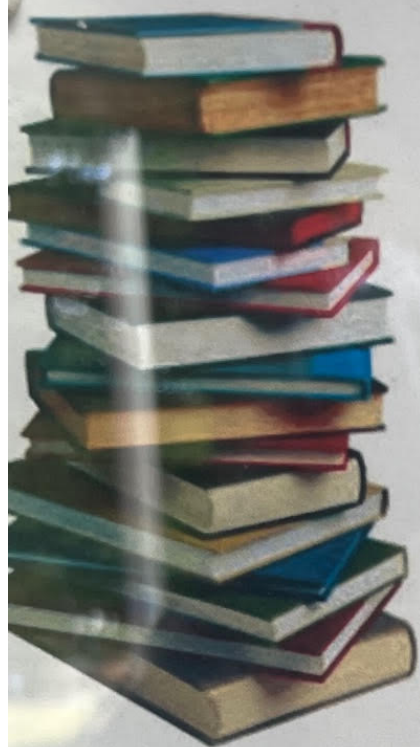
Waste water repairs: 0

Water leaks: 4 Cracked meter bottoms.

Other tasks performed: Wrapped up the install of the generator for Salmon creek lift station. Scheduling for startup in progress, Started the installation of the generator for the Fire department. Performed a lot of brush and weed abatement as well as park mowing and maintenance. Did some meter repairs and one new meter install. Did several days of street sweeping and some pothole maintenance. Read the water meters and dealt with delinquent accounts. Well 2 was completed and is now online performing at 750 gallons per minute and prior to rebuild and refurbishment we were only getting 450 GPM All that's left is the radio telemetry and roof.

Robeart Chrisman, Maintenance Supervisor





OAKRIDGE PUBLIC LIBRARY'S

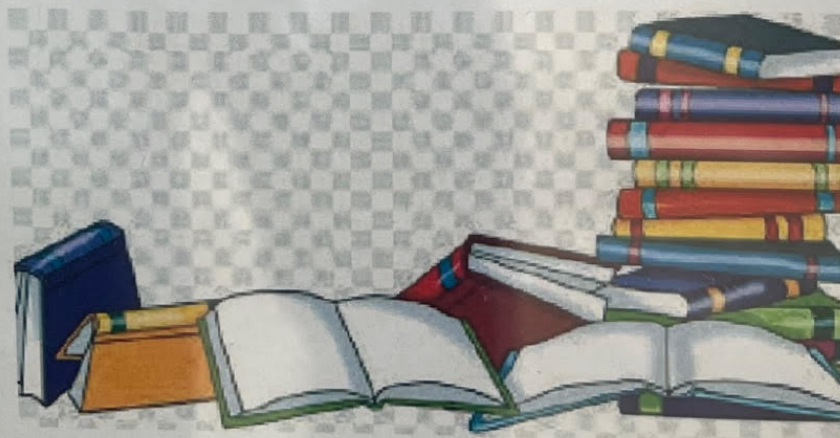
# Giant Book Sale

Saturday June 17th

11AM to 3PM

On the City Hall lawn

**BARGAINS GALORE!!**



## Business of the City Council

City of Oakridge, Oregon

June 15, 2023

**Agenda Title:** Resolution 14-2023 – New Fee Schedule for Fiscal Year 2023-2024

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

**Agenda Item No:** 14.1

**Exhibits:** Resolution 14-2023 with new Fee Schedule, Old/Current Fee Schedule (2021), Charts

**Agenda Bill Author:** CA, Zylstra, Fire & Police Chiefs, Admin Committee

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**ISSUE:** City fees should be regularly reviewed for consistency with similar cities and for cost effectiveness. After receiving input and recommendations from Rick Zylstra (Public Works), Chief Scott Hollett (Fire Department), Chief Kevin Martin (Police Department), and the Administration Committee, the City has drafted a Resolution (#14-2023) which would establish a new Fee Schedule, effective July 1, 2023 (the start of FY 23-24). The similar cities we considered and compared our fees with include Veneta, Creswell, Florence, and Eugene. For more background info, see the attached data charts and the old/current Fee Schedule from 2021.

**FISCAL IMPACT:** TBD

**OPTIONS:** 1) Adopt the proposed new Fee Schedule by adopting Resolution 14-2023 (*with or without certain modifications*).  
2) Direct the CA to make certain changes to the proposed new Fee Schedule and bring the Resolution back to Council at the next meeting.

**RECOMMENDATION:** Option #1

**RECOMMENDED MOTION 1:** “I move we approve the recommended changes to the city’s Fee Schedule by approving the 1<sup>st</sup> reading of Resolution 14-2023 (*...with the following modifications \_\_\_\_\_ (if any)*).”

**RECOMMENDED MOTION 2 (if 1<sup>st</sup> vote is unanimous):** “I move we adopt the recommended changes to the Fee Schedule by approving the 2nd reading of Resolution 14-2023 by title only (*...with the modifications mentions during the 1<sup>st</sup> Motion (if any)*).”

### **STRATEGIC THEMES/GOALS INVOLVED:**

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

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

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.

## Public Works Fees – Proposed Changes Chart

**Water rates** – no recommended change beyond the current yearly CPI increase.

### Water Connections (Tap) Charges

Water Connection (tap) Charges	Current Charge		Proposed charge	
3/4" meter	\$ 500	or cost of installation, whichever is greater	<b>\$ 1,500.00</b>	Or cost of installation, whichever is greater
1" meter	\$ 550	or cost of installation, whichever is greater	<b>\$ 1,700.00</b>	Or cost of installation, whichever is greater
1-1/2" meter	\$ 750	or cost of installation, whichever is greater	<b>\$ 4,100.00</b>	Or cost of installation, whichever is greater
2" meter	\$ 1,000	or cost of installation, whichever is greater	<b>\$ 4,500.00</b>	Or cost of installation, whichever is greater
3" meter*	N/A	Final cost determined during install	<b>\$ 4100.00 deposit</b>	Final cost determined during install
4" meter*	N/A	Final cost determined during install	<b>\$ 5500 .00 deposit</b>	Final cost determined during install

\* New Charge/changed for clarity

### Sewer Connection (Tap) Charges

Sewer (tap) Connection Charges	Current Charge		Proposed charge	
Single Dwelling Unit - 4" connection	\$ 400		<b>\$ 700.00</b>	
Multiple Dwelling units - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	<b>\$ 750.00</b>	plus \$50 for each additional unit using same tap
Other Buildings - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	<b>\$ 750.00</b>	plus \$50 for each additional unit using same tap
Mobile/Manufactured Home Parks - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	<b>\$ 750.00</b>	plus \$50 for each additional unit using same tap

### Water Service Restoration Charge

Water Service Restoration Charge	Current Charge	Proposed charge
Regular hours service call	\$ 30	<b>\$ 60</b>
After hours service call	\$ 50	<b>\$ 90</b>

For background info please see Chart at end on agenda bill

## Planning Fees & Permits - Proposed Changes Chart

### Type of Permit

<b>General and Site Reviews</b>	Current Charge	Proposed Charge
Pre-development Conference*	No Charge	\$ 250
Pre-development Meeting (all Permits)*	No Charge	\$ 130
Minor Site Review**	\$ 300	\$ 300
Major Site Review**	\$ 700	\$ 700
Floodplain Development*	No Charge	\$ 300
Appeal	\$ 300	\$ 500

<b>Use and Regulation</b>	Current Charge	Proposed Charge
Conditional Use Permit	\$ 300	\$ 1,000
Temporary Use Permit	\$ 250	\$ 300
Annexation	\$ 1,600	\$ 1,000
Variance	\$ 220	\$ 750
Zone Change	\$ 400	\$ 1,000
Comp Plan Amendment**	\$ 1,100	\$ 1,000
Comp Plan Map Amendment**	\$ 1,100	\$ 1,500
Zoning or Ord Amend**	\$ 400	\$ 650

<b>Land Division</b>	Current Charge	Proposed Charge
Property Line Adjustment*	No Charge	\$ 500
Partition Tentative Plan**	\$ 150	\$ 1,050
Partition Final Plat*	No Charge	\$ 200
Subdivision Tentative Plan**	\$ 1,000	\$ 2,500
Subdivision per parcel	\$ 250	\$ 50
Subdivision Final Plat*	No Charge	\$ 200
PUD Tentative Plan*	\$ 320	\$ 3,000
PUD per Parcel	\$ 20	\$ 50
PUD Final Plat*	No Charge	\$ 200

\* = new category of charge

\*\* = Changed for clarity



<b>Water Connection (tap) Charges</b>	Current Charge		<b>Proposed charge</b>		Parts Cost	Manhours	Manhours costs	Minimum cost to city	Average cost to city	Max cost to city
3/4" meter	\$ 500	or cost of installation, whichever is greater	<b>\$ 1,500.00</b>	Or cost of installation, whichever is greater	\$ 1,238.27	3 to 6	\$180 to \$360	\$ 1,418.27	\$ 1,508.27	\$ 1,598.27
1" meter	\$ 550	or cost of installation, whichever is greater	<b>\$ 1,700.00</b>	Or cost of installation, whichever is greater	\$ 1,448.17	3 to 6	\$180 to \$360	\$ 1,628.17	\$ 1,718.17	\$ 1,808.17
1-1/2" meter	\$ 750	or cost of installation, whichever is greater	<b>\$ 4,100.00</b>	Or cost of installation, whichever is greater	\$ 3,753.15	4 to 8	\$240 to \$480	\$ 3,993.15	\$ 4,113.15	\$ 4,233.15
2" meter	\$ 1,000	or cost of installation, whichever is greater	<b>\$ 4,500.00</b>	Or cost of installation, whichever is greater	\$ 4,209.87	4 to 8	\$240 to \$480	\$ 4,449.87	\$ 4,569.87	\$ 4,689.87
3" meter*	N/A	Final cost determined during install	<b>\$ 4100.00 deposit</b>	Final cost determined during install	\$ 4,113.89	8 to 16	\$480 to \$960	\$ 4,593.89	\$ 4,833.89	\$ 5,073.89
4" meter*	N/A	Final cost determined during install	<b>\$ 5500.00 deposit</b>	Final cost determined during install	\$ 5,482.32	8 to 16	\$480 to \$960	\$ 5,962.32	\$ 6,202.32	\$ 6,442.32

<b>Sewer (tap) Connection Charges</b>	Current Charge		<b>Proposed charge</b>		Parts Cost	Manhours	Manhours costs	Minimum cost to city	Average cost to city	Max cost to city
Single Dwelling Unit - 4" connection	\$ 400		<b>\$ 700.00</b>		\$ 151.65	6 to 12	\$360 to \$720	\$ 511.65	\$ 691.65	\$ 871.65
Multiple Dwelling units - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	<b>\$ 750.00</b>	plus \$50 for each additional unit using same tap	\$ 199.04	6 to 12	\$360 to \$720	\$ 559.04	\$ 739.04	\$ 919.04
Other Buildings - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	<b>\$ 750.00</b>	plus \$50 for each additional unit using same tap	\$ 199.04	6 to 12	\$360 to \$720	\$ 559.04	\$ 739.04	\$ 919.04
Mobile/Manufactured Home Parks - 6" Connection	\$ 400	Plus \$50 each additional unit using same tap	<b>\$ 750.00</b>	plus \$50 for each additional unit using same tap	\$ 199.04	6 to 12	\$360 to \$720	\$ 559.04	\$ 739.04	\$ 919.04

<b>Water Service Restoration Charge</b>	Current charge	<b>Proposed charge</b>	cost to city
Regular hours service call	\$ 30	<b>\$ 60</b>	1 hour x \$60 loaded wage
After hours service call	\$ 50	<b>\$ 90</b>	1.5 hour x \$60 loaded wage

## Proposed Planning Permit Fees – Comparison Chart

Type of Permit						
	Current Charge	Proposed Charge	Veneta	Creswell	Florence	Average outside of Oakridge
<b>General and Site Reviews</b>						
Pre-development Conference*	No Charge	\$ 250	\$ 500	\$ 150	\$ 173	\$ 274.33
Pre-development Meeting (all Permits)*	No Charge	\$ 130	\$ 130	\$ 150	\$ 173	\$ 151.00
Minor Site Review**	\$ 300	\$ 300	\$ 1,700	N/A	\$ 261	\$ 980.50
Major Site Review**	\$ 700	\$ 700	\$ 1,700	N/A	\$ 292	\$ 996.00
Floodplain Development*	No Charge	\$ 300	\$ 450	N/A	\$ 150	\$ 300.00
Appeal	\$ 300	\$ 500	\$ 875	\$ 300	\$ 547	\$ 574.00
<b>Use and Regulation</b>						
Conditional Use Permit	\$ 300	\$ 1,000	\$ 1,125	\$ 1,050	\$ 1,805	\$ 1,326.67
Temporary Use Permit	\$ 250	\$ 300	\$ 350	\$ 250	N/A	\$ 300.00
Annexation	\$ 1,600	\$ 1,000	N/A	\$ 1,000	N/A	\$ 1,000.00
Variance	\$ 220	\$ 750	\$ 775	\$ 700	\$ 2,254	\$ 1,243.00
Zone Change	\$ 400	\$ 1,000	\$ 950	\$ 1,000	\$ 4,335	\$ 2,095.00
Comp Plan Amendment**	\$ 1,100	\$ 1,000	\$ 1,150	\$ 1,000	\$ 4,335	\$ 2,161.67
Comp Plan Map Amendment**	\$ 1,100	\$ 1,500	\$ 1,350	\$ 1,200	\$ 4,335	\$ 2,295.00
Zoning or Ord Amend**	\$ 400	\$ 650	\$ 550	\$ 750	\$ 4,335	\$ 1,878.33
<b>Land Division</b>						
Property Line Adjustment*	No Charge	\$ 500	\$ 500	N/A	\$ 1,690	\$ 1,095.00
Partition Tentative Plan**	\$ 150	\$ 1,050	\$ 1,050	\$ 500	\$ 2,600	\$ 1,383.33
Partition Final Plat*	No Charge	\$ 200	\$ 200	\$ 300	\$ 2,711	\$ 1,070.33
Subdivision Tentative Plan**	\$ 1,000	\$ 2,500	\$ 2,350	\$ 1,200	\$ 3,467	\$ 2,339.00
Subdivision per parcel	\$ 250	\$ 50	\$ 45	\$ 55	\$ 87	\$ 62.33
Subdivision Final Plat*	No Charge	\$ 200	\$ 1,000	\$ 400	\$ 1,047	\$ 815.67
PUD Tentative Plan*	\$ 320	\$ 3,000	N/A	N/A	\$ 6,502	\$ 6,502.00
PUD per Parcel	\$ 20	\$ 50	N/A	N/A	N/A	N/A
PUD Final Plat*	No Charge	\$ 200	N/A	N/A	\$ 4,334	\$ 4,334.00
* = new category of charge						
** = Changed for clarity						

**RESOLUTION NO. 14-2023**

**A RESOLUTION REPEALING AND REPLACING RESOLUTION 08-2021  
AND ESTABLISHING A NEW FEE SCHEDULE  
FOR CITY SERVICES, PERMITS, AND APPLICATIONS**

**WHEREAS**, the City of Oakridge City Council desires to repeal and replace Resolution 08-2021 and the associated Fee Schedule for City services, permits, applications, and other fees, and replace it with the attached new Fee Schedule, effective July 1, 2023, and;

**WHEREAS**, the City of Oakridge presently charges for a variety of services, permits and applications, and other fees, and;

**WHEREAS**, the city Council agrees that administration of the various charges would be greatly simplified if all such charges would be consolidated into one resolution where both city staff and the citizens of the City of Oakridge could determine any of the fees charged by City.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Oakridge, Oregon that the fees set forth in the attached exhibit shall be charged for the appropriate service, permit, and/or application fees, **effective July 1, 2023**.

**PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS \_\_\_\_ day of \_\_\_\_\_, 2023.**

**APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS \_\_\_\_ day of \_\_\_\_\_, 2023.**

SIGNED: \_\_\_\_\_  
Bryan Cutchen, Mayor

ATTEST: \_\_\_\_\_  
Jackie Taylor, City Recorder

AYES:

NAYS:



**City of Oakridge - Fee Schedule**  
**Effective: July 1, 2023**  
**(Exhibit A - Resolution 14-2023)**

**Administration**

Lien Search Fee	\$30
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**Ambulance**

Ambulance Transport (Resident)	\$2,000
plus per mile charge	\$35
Ambulance Transport ( <i>Non-Resident</i> )	\$2,500
plus per mile charge	\$35
Extra Attendant	\$55/hr Resident
	\$70/hr Non-Resident
Waiting Time	\$65/hr Resident
	\$80/hr Non-Resident
Sit Up Patients	60% of the base rate
Ambulance Aid Call	60% of the base rate

**Animal Control & Licenses**

Dog Licenses	1 year \$20
	3 years \$40
	Lifetime Microchipped \$50
Spayed/Neutered, Seniors (65+), and Support Animal	1 year \$10
	3 years \$20
	Lifetime Microchipped \$25
Cat Registration (not required)	Lifetime \$20
Animal Impound Fees	
First Time	\$40
Second Time	\$80
Third Time (or more)	\$120
Kennel Fee (per day)	\$40

**Business Licenses**

\$100 per year, \$20 per month late fee  
(Exempt if gross income under \$5,000/year)

**Burn Permits**

1-year Burn Permit \$15 per year  
1-Year Permit for Seniors (65+) \$10 per year

**City Facility Rental Rates**

Refundable Cleaning/Damage Deposit for *all* Rentals \$100 per rental

Greenwaters Park

Community Building \$80/day  
Sheltered Picnic Area \$40/day  
Amphitheater \$500/day  
Entire Park \$1,000/day

Willamette Activity Center

Rooms, Kitchen \$50 per day  
Gym \$100 per day

Oakridge Fire Hall \$50 per day  
City Hall Conference Room \$50 per day  
Osprey Park \$100 per day  
Salmon Creek Park \$100 per day  
Diamond View Park \$100 per day  
OIP Disc Golf Course \$500 per day  
OIP Lots \$200 per day

Event Signs \$5 per day per sign  
\$20 per sign per entire event (*up to 2 weeks*)

**Fire Department**

For responses outside city limits and not involving residents or property owners in the City of Oakridge, City of Westfir, or the Hazeldell Rural Fire Protection District, the following rates apply:

\$250 *minimum* Response Charge  
Full-time staff – Current hourly rate  
Part-time staff – Current PeopleReady rate

Volunteers & Apparatus response – Billed at the most current Oregon State Fire Marshal Mobilization Plan rates

**FireMed Memberships**

Fire Med Basic	\$80
Fire Med Plus (with Life Flight)	\$145

**Library**

Overdue Fines	\$0.25 per day up to replacement cost
Copies	\$0.35
Replacement Library Cards	\$5
Non-Resident Library Cards	\$30 per year

**Liquor License**

Renewal Application	\$75 per year, \$20 per month late fee
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**Photocopies/Faxes**

Copies	\$0.35
Legal (size)	\$0.50
Color	\$1.25
Faxes	\$2.00 per page

**Planning Permits**

Pre-Development Meeting	\$130
Pre-Development Conference	\$250
Minor Site Review	\$300
Major Site Review	\$700
Floodplain Development	\$300
Appeal	\$500
Conditional Use Permit	\$1000
Temporary Use Permit	\$300
Annexation	\$1000
Variance	\$750
Zone Change	\$1000
Zoning or Ordinance Amendment	\$650
Comprehensive Plan Amendment	\$1000
Comprehensive Plan Map Amendment	\$1500
Property Line Adjustment	\$500
Partition Tentative Plan	\$1050
Partition Final Plat	\$200
Subdivision Tentative Plan	\$2500
Subdivision per parcel	\$50
Subdivision Final Plat	\$200
PUD Tentative Plan	\$3000
PUD per Parcel	\$50
PUD Final Plat	\$200

*\*City Staff to determine complexity of review*

**Police Department**

Vehicle Impound Fee	\$150
Vehicle Impound Storage Fee	\$50 per day
Fingerprints	\$25
Monthly Enforcement and Abatement Fee	\$1000

**Public Records Requests**

The minimum flat-rate fee for responding to Public Records Requests is \$10 for requests requiring 15 minutes or less to fulfill. The fee for fulfilling requests requiring more than 15 minutes of staff time is the fully loaded hourly rate for the specific staff member assigned to fulfill the request (assignment at the discretion of department head or City Administrator), with billing increments set at one quarter hour.

**Public Safety Fee**

\$22 per month

**Public Works Charges and Fees**

Water Connection (tap) Charge:

¾" Meter	\$1500
1" Meter	\$1700
1 ½" Meter	\$4100
2" Meter	\$4500
3" Meter	\$4100 Deposit with Final cost determined during installation
4" Meter	\$5500 Deposit with Final cost determined during installation

Sewer Connection (tap) Charge

Single Dwelling	\$700
Multiple Dwelling Units 6" Connection	\$750 Plus \$50 for each additional unit using same tap
Other Buildings 6" Connection	\$750 Plus \$50 for each additional unit using same tap
Manufactured/mobile Home Parks 6" Connection	\$750 Plus \$50 for each additional unit using same tap

Monthly Water Service Charges  
*(Increased every July 1 by the CPI-W)*

Residential (base rate includes 1st 1,000 gallons used)

Meter Size	Base Rate	Fire Flow	Use Rate
Up to 1"	\$ 44.03	\$1.00	\$3.97/1,000 gal.

Commercial

Meter Size	Base Rate	Fire Flow	Use Rate
¾"	\$44.04	\$1.00	\$4.74/1,000 gal.
1"	\$69.51	\$1.00	\$4.74/1,000 gal.
1 ½"	\$143.46	\$1.00	\$4.74/1,000 gal.
2"	\$244.26	\$1.00	\$4.76/1,000 gal.
3"	\$521.06	\$1.00	\$4.76/1,000 gal.
4"	\$952.26	\$1.00	\$4.76/1,000 gal.

Water users outside the City shall pay the rates as calculated above plus 100%.

Monthly Sewer Service Charges *(Increased every July 1 by the CPI-W)*

<i>Type of Dwelling, Unit or Use</i>	<i>Base Rate per Month</i>
Individual detached residential dwelling	\$40.56
Any combination of dwelling units, hotels, rooming houses, apartments, mobile home parks without RV spaces.	\$38.44 per occupied unit
Mobile home parks with RV spaces	\$38.01 for the first 19,000 gal. water plus; \$37.99 for each additional 5,000 gal. of water used.
Any combination of businesses, or businesses and dwellings	\$38.44 per dwelling or business unit plus; \$38.44 per 5,000 gal. of water used after allowing for 5,000 gal. per dwelling and 19,000 gal. per business.
Industrial user with primarily industrial waste	Established by the Council based on an analysis of



expected flows and nature of waste

Water Service Restoration Charge

Regular hours service call	\$60.00
After hours service call	\$90.00
Processing fee for delinquency first time	\$60.00
Processing fee for delinquency thereafter	\$75.00

Stormwater Charge \$3.07 monthly

Excavation Permit Fees

50 cubic yards or less	No fee
51-100 cubic yards	\$20
101-1,000 cubic yards	\$25
10,001-100,000	\$30 for the first 10,000 cubic yards
Each additional 10,000	\$20
100,001-200,000 cubic yards	\$150 for the first 100,000 cubic yards
Each additional 10,000	\$15
200,001 and up	\$325 for the first 200,000 cubic yards
Each additional 10,000	\$10

Grading Permit Fees

50 cubic yards or less	\$20
51-100 cubic yards	\$25
101-1,000 cubic yards	\$25 for the first 100 cubic yards
Each additional 100	\$15
1,001-10,000 cubic yards	\$85 for the first 1,000 cubic yards
Each additional 1,000	\$11
10,000-100,000 cubic yards	\$200 for the first 10,000 cubic yards
Each additional 10,000	\$40

Public Improvement Permit \$60  
(sidewalk, curb & gutter, driveway, and drainage permit)

**Social Gambling License**

Owner	\$250
Non-owner	\$100

**Tobacco Sales License**

\$75 a year, \$20 per month late fee

*Approved and passed by Oakridge City Council **Resolution 14-2023**, effective July 1, 2023*



**City of Oakridge  
Fee Schedule  
Effective: July 1, 2021**

**Administration**

Lien Search Fee	\$25.00
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**Ambulance**

Ambulance Transport Resident)	\$2,000
plus per mile charge	\$35
Ambulance Transport (Non-Resident)	\$2,500
plus per mile charge	\$35
Extra Attendant	\$55/hr Resident
	\$70/hr Non-Resident
Waiting Time	\$65/hr Resident
	\$80/hr Non-Resident
Sit Up Patients	60% of the base rate
Ambulance Aid Call	60% of the base rate

**Animal Control**

Dog Licenses	1 year \$20.00
	3 year \$40.00

Spayed/Neutered & Seniors (55+)/Support Animal	1 year \$10.00
	3 year \$20.00

Cat Registration	\$10.00
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**Animal Impound Fees**

First Time	\$40
Second Time	\$80
Third Time	\$120

Animal Adoption Fee	\$100.00 including spay/neuter
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## Miscellaneous Fees

Kennel Care (per day)	\$20.00
Euthanasia	\$100.00

## Business Licenses

\$60.00 per year, \$10.00 per month late fee

Exempt if gross income is under \$5000 per year.

## City Facilities

### Greenwaters Park

Community Building	\$80/day
Sheltered Picnic Area	\$40.00/day
Amphitheater	\$500.00/day
Entire Park	\$1000/day

### Willamette Activity Center

Rooms, Kitchen	\$25 per day
Gym	\$100 per day
	\$25 cleaning and closing deposit, if required

Oakridge Fire Hall Charges	\$25 per day
	\$25 cleaning and closing deposit, if required

Osprey Park	\$100 per day
Salmon Creek Park	\$100 per day
Diamond View Park	\$100 per day
OIP Overflow Parking	\$200 per day
Old Public Works Bldg	\$200 per day

## Fire Department

For responses outside the city boundaries and do not involve residents or property owners of the City of Oakridge, City of Westfir or the Hazeldell Rural Fire Protection District.

Response charge	\$250 minimum
Engine or Water Tender	\$150 per hour
Rescue vehicle	\$100 per hour
Medic unit	\$55 per hour
Heavy extrication services	\$50
Responder charge	\$20 per hour, per person

**FireMed**

Basic	\$75.00
With Life Flight (air lift)	\$134.00

**Library**

Overdue Fines	\$0.15 per day up to replacement cost
Copies	\$0.35
Replacement Library Cards	\$1.00
Out of City Library Cards	\$15 per year

**Liquor License**

Renewal Application	\$35, \$10.00 per month late fee
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**Photocopies/Faxes**

Copies	\$0.35
Legal	\$0.40
Color	\$1.25
Mailed copies add	\$0.12 per page with \$1.00 minimum
Faxes	\$0.55 per page local call area with \$1.10 minimum \$1.25 per page for long distance with \$2.50 minimum

If the request for records requires personnel to spend 15 minutes or more searching or reviewing records prior to their release or copying, the minimum fee shall be the fully loaded rate of the staff individual involved, with billing increments set at one quarter hour.

**Planning Permits**

Conditional Use Permit	\$300
Temporary Use Permit	\$250
Annexation	\$1,600
Variance	\$220
Zone Change	\$425
Plan Amendment	\$1100
Appeal	\$300
PUD Preliminary	\$320
PUD Final Plus \$20 Per Lot	\$220

Site Review	\$300-\$700*
Minor Partition	\$150
Major Subdivision	\$250

\*Staff determination based on complexity of review

**Police Department**

Vehicle Impound Fee	\$125
Vehicle Impound Storage Fee	\$30 (per day)
Fingerprints	\$20
Monthly Enforcement and Abatement Fee	\$1000

**Public Works**

**Water Connection (tap) Charge:**

¾" Meter	\$500 or cost of installation, whichever is greater
1" Meter	\$550 or cost of installation, whichever is greater
1 ½" Meter	\$750 or cost of installation, whichever is greater
2" Meter & over	\$1,000 or cost of installation, whichever is greater

**Sewer Connection (tap) Charge**

Single Dwelling	\$400
Multiple Dwelling	\$400 + \$50 for each additional unit using same tap point
Other Buildings	\$400 + \$50 for each additional unit using same tap point
Mobile Home Park	\$400 + \$50 for each additional space using same tap point

**Monthly Water Service Charges**

(Increased every July 1 by the CPI-W)

Residential (base rate includes 1<sup>st</sup> 1,000 gallons used)

<i>Meter Size</i>	<i>Base Rate</i>	<i>Fire Flow</i>	<i>Use Rate</i>
Up to 1"	\$ 40.67	\$1.00	\$3.55/1,000 gal.

Commercial

<i>Meter Size</i>	<i>Base Rate</i>	<i>Fire Flow</i>	<i>Use Rate</i>
¾"	\$40.18	\$1.00	\$4.16/1,000 gal.
1"	\$63.41	\$1.00	\$4.16/1,000 gal.
1 ½"	\$129.41	\$1.00	\$4.16/1,000 gal.
2"	\$219.38	\$1.00	\$4.16/1,000 gal.
3"	\$466.43	\$1.00	\$4.16/1,000 gal.
4"	\$851.29	\$1.00	\$4.16/1,000 gal.

Water users outside the City shall pay the rates as calculated above plus 100%.

Monthly Sewer Service Charges

(Increased every July 1 by the CPI-W)

<i>Type of Dwelling, Unit or Use</i>	<i>Base Rate per Month</i>
Individual detached residential dwelling	\$36.20
Any combination of dwelling units, hotels, rooming houses, apartments, mobile home parks without RV spaces.	\$36.20 per occupied unit
Mobile home parks with RV spaces	\$35.79 for the first 19,000 gal. water plus; \$35.77 for each additional 5,000 gal. of water used.
Any combination of businesses, or businesses and dwellings	\$36.20 per dwelling or business unit plus; \$36.20 per 5,000 gal. of water used after allowing for 5,000 gal. per dwelling and 19,000 gal. per business.
Industrial user with primarily industrial waste	Established by the Council based on an analysis of expected flows and nature of waste.
<b>Water Service Restoration Charge</b>	
Regular hours service call	\$30.00
After hours service call	\$50.00

Processing fee for delinquency first time	\$30.00
Processing fee for delinquency thereafter	\$75.00

Stormwater Charge	\$1.79 monthly
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**Excavation Permit Fees**

50 cubic yards or less	No fee
51-100 cubic yards	\$20
101-1,000 cubic yards	\$25
10,001-100,000	\$30 for the first 10,000 cubic yards
Each additional 10,000	\$20
100,001-200,000 cubic yards	\$150 for the first 100,000 cubic yards
Each additional 10,000	\$15
200,001 and up	\$325 for the first 200,000 cubic yards
Each additional 10,000	\$10

**Grading Permit Fees**

50 cubic yards or less	\$20
51-100 cubic yards	\$25
101-1,000 cubic yards	\$25 for the first 100 cubic yards
Each additional 100	\$15
1,001-10,000 cubic yards	\$85 for the first 1,000 cubic yards
Each additional 1,000	\$11
10,000-100,000 cubic yards	\$200 for the first 10,000 cubic yards
Each additional 10,000	\$40

Public Improvement Permit (sidewalk, curb & gutter, driveway, and drainage permit)	\$20
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**Social Gambling**

Owner	\$250
Non-owner	\$100

<b><u>Storm Water Assessment Fee</u></b>	\$1.76 per month per account
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<b><u>Tobacco License</u></b>	\$40
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Revised: July 1, 2021





**City of Oakridge  
Fee Schedule  
Effective: July 1, 2021**

**Administration**

Lien Search Fee \$25.00

**Ambulance**

Ambulance Transport Resident) \$2,000  
plus per mile charge \$35  
Ambulance Transport (Non-Resident) \$2,500  
plus per mile charge \$35  
Extra Attendant \$55/hr Resident  
\$70/hr Non-Resident  
Waiting Time \$65/hr Resident  
\$80/hr Non-Resident  
Sit Up Patients 60% of the base rate  
Ambulance Aid Call 60% of the base rate

**Animal Control**

Dog Licenses 1 year \$20.00  
3 year \$40.00

Spayed/Neutered & 1 year \$10.00  
Seniors (55+)/Support Animal 3 year \$20.00

Cat Registration \$10.00

**Animal Impound Fees**

First Time \$40  
Second Time \$80  
Third Time \$120

Animal Adoption Fee \$100.00 including spay/neuter

## Miscellaneous Fees

Kennel Care (per day)	\$20.00
Euthanasia	\$100.00

## Business Licenses

\$60.00 per year, \$10.00 per month late fee

Exempt if gross income is under \$5000 per year.

## City Facilities

### Greenwaters Park

Community Building	\$80/day
Sheltered Picnic Area	\$40.00/day
Amphitheater	\$500.00/day
Entire Park	\$1000/day

### Willamette Activity Center

Rooms, Kitchen	\$25 per day
Gym	\$100 per day
	\$25 cleaning and closing deposit, if required

Oakridge Fire Hall Charges	\$25 per day
	\$25 cleaning and closing deposit, if required

Osprey Park	\$100 per day
Salmon Creek Park	\$100 per day
Diamond View Park	\$100 per day
OIP Overflow Parking	\$200 per day
Old Public Works Bldg	\$200 per day

## Fire Department

For responses outside the city boundaries and do not involve residents or property owners of the City of Oakridge, City of Westfir or the Hazeldell Rural Fire Protection District.

Response charge	\$250 minimum
Engine or Water Tender	\$150 per hour
Rescue vehicle	\$100 per hour
Medic unit	\$55 per hour
Heavy extrication services	\$50
Responder charge	\$20 per hour, per person

**FireMed**

Basic	\$75.00
With Life Flight (air lift)	\$134.00

**Library**

Overdue Fines	\$0.15 per day up to replacement cost
Copies	\$0.35
Replacement Library Cards	\$1.00
Out of City Library Cards	\$15 per year

**Liquor License**

Renewal Application	\$35, \$10.00 per month late fee
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**Photocopies/Faxes**

Copies	\$0.35
Legal	\$0.40
Color	\$1.25
Mailed copies add	\$0.12 per page with \$1.00 minimum
Faxes	\$0.55 per page local call area with \$1.10 minimum \$1.25 per page for long distance with \$2.50 minimum

If the request for records requires personnel to spend 15 minutes or more searching or reviewing records prior to their release or copying, the minimum fee shall be the fully loaded rate of the staff individual involved, with billing increments set at one quarter hour.

**Planning Permits**

Conditional Use Permit	\$300
Temporary Use Permit	\$250
Annexation	\$1,600
Variance	\$220
Zone Change	\$425
Plan Amendment	\$1100
Appeal	\$300
PUD Preliminary	\$320
PUD Final Plus \$20 Per Lot	\$220

Site Review	\$300-\$700*
Minor Partition	\$150
Major Subdivision	\$250

\*Staff determination based on complexity of review

**Police Department**

Vehicle Impound Fee	\$125
Vehicle Impound Storage Fee	\$30 (per day)
Fingerprints	\$20
Monthly Enforcement and Abatement Fee	\$1000

**Public Works**

**Water Connection (tap) Charge:**

¾" Meter	\$500 or cost of installation, whichever is greater
1" Meter	\$550 or cost of installation, whichever is greater
1 ½" Meter	\$750 or cost of installation, whichever is greater
2" Meter & over	\$1,000 or cost of installation, whichever is greater

**Sewer Connection (tap) Charge**

Single Dwelling	\$400
Multiple Dwelling	\$400 + \$50 for each additional unit using same tap point
Other Buildings	\$400 + \$50 for each additional unit using same tap point
Mobile Home Park	\$400 + \$50 for each additional space using same tap point

**Monthly Water Service Charges**

(Increased every July 1 by the CPI-W)

Residential (base rate includes 1<sup>st</sup> 1,000 gallons used)

<i>Meter Size</i>	<i>Base Rate</i>	<i>Fire Flow</i>	<i>Use Rate</i>
Up to 1"	\$ 40.67	\$1.00	\$3.55/1,000 gal.

Commercial

<i>Meter Size</i>	<i>Base Rate</i>	<i>Fire Flow</i>	<i>Use Rate</i>
¾	\$40.18	\$1.00	\$4.16/1,000 gal.
1"	\$63.41	\$1.00	\$4.16/1,000 gal.
1 ½"	\$129.41	\$1.00	\$4.16/1,000 gal.
2"	\$219.38	\$1.00	\$4.16/1,000 gal.
3"	\$466.43	\$1.00	\$4.16/1,000 gal.
4"	\$851.29	\$1.00	\$4.16/1,000 gal.

Water users outside the City shall pay the rates as calculated above plus 100%.

Monthly Sewer Service Charges

(Increased every July 1 by the CPI-W)

<i>Type of Dwelling, Unit or Use</i>	<i>Base Rate per Month</i>
Individual detached residential dwelling	\$36.20
Any combination of dwelling units, hotels, rooming houses, apartments, mobile home parks without RV spaces.	\$36.20 per occupied unit
Mobile home parks with RV spaces	\$35.79 for the first 19,000 gal. water plus; \$35.77 for each additional 5,000 gal. of water used.
Any combination of businesses, or businesses and dwellings	\$36.20 per dwelling or business unit plus; \$36.20 per 5,000 gal. of water used after allowing for 5,000 gal. per dwelling and 19,000 gal. per business.
Industrial user with primarily industrial waste	Established by the Council based on an analysis of expected flows and nature of waste.
<b>Water Service Restoration Charge</b>	
Regular hours service call	\$30.00
After hours service call	\$50.00

Processing fee for delinquency first time	\$30.00
Processing fee for delinquency thereafter	\$75.00

Stormwater Charge	\$1.79 monthly
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**Excavation Permit Fees**

50 cubic yards or less	No fee
51-100 cubic yards	\$20
101-1,000 cubic yards	\$25
10,001-100,000	\$30 for the first 10,000 cubic yards
Each additional 10,000	\$20
100,001-200,000 cubic yards	\$150 for the first 100,000 cubic yards
Each additional 10,000	\$15
200,001 and up	\$325 for the first 200,000 cubic yards
Each additional 10,000	\$10

**Grading Permit Fees**

50 cubic yards or less	\$20
51-100 cubic yards	\$25
101-1,000 cubic yards	\$25 for the first 100 cubic yards
Each additional 100	\$15
1,001-10,000 cubic yards	\$85 for the first 1,000 cubic yards
Each additional 1,000	\$11
10,000-100,000 cubic yards	\$200 for the first 10,000 cubic yards
Each additional 10,000	\$40

Public Improvement Permit (sidewalk, curb & gutter, driveway, and drainage permit)	\$20
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**Social Gambling**

Owner	\$250
Non-owner	\$100

<b><u>Storm Water Assessment Fee</u></b>	\$1.76 per month per account
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<b><u>Tobacco License</u></b>	\$40
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Revised: July 1, 2021

**Business of the City Council**  
**City of Oakridge, Oregon**  
**June 15, 2023**

**Agenda Title:** Resolution 11-2023  
Adoption of the FY 23-24 Budget and  
Imposing & Categorizing Taxes

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

**Agenda Item No:** 14.2

**Exhibits:**

- (1) Resolution 11-2023
- (2) FY 23-24 Approved Budget
- (3) FY 23-24 Proposed Budget
- (4) LB-1 Form (Budget Summary & Notice)
- (5) 6/6/23 Email from Dept of Revenue

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**ISSUE:** City Council is required to adopt a balanced budget annually, as well as approve making appropriations and imposing & categorizing taxes, after hearing Public Comment at a noticed City Council Budget Hearing, which was held last week on June 7, 2023. During the meeting, Council decided to postpone voting on the Resolution (#11-2023) due to the numbers in the *Proposed* budget column of the FY 23-24 *Approved* Budget not reflecting the numbers provided in the initial *Proposed* Budget, which was drafted and released by the Budget Officer (CA James Cleavenger) during the 1<sup>st</sup> Budget Committee meeting on April 17, 2023. Instead, the *Approved* Budget numbers were listed in both columns. At the direction of Council, the *Proposed* Budget numbers in the “Proposed Budget” column of the Approved Budget have been edited to reflect the correct *proposed* budget figures. No changes were made to the Approved Budget figures.

The original *Proposed* Budget has been (and still is) available for Council and public review at City Hall, on 3 pages on the City of Oakridge website, and in the 6/7/23 Council Packet for the Budget Hearing. On 6/6/23, Finance Director Colleen Shirley received an email from the Oregon Department of Revenue (see attached), providing further guidance on state budget requirements. The email stated that while having numbers in the “Proposed Budget” column is not “required” under state law, having those numbers “help the user of the forms track the changes to the budget as it moves through the process.” It has also been the past practice of Council to include these numbers in the final budget.

The budget provides us with a basis for evaluating the City’s financial position in the new fiscal year and must be “Adopted” by City Council **on or before June 30<sup>th</sup>**. The “Approved Budget” was approved by the Budget Committee on 5/30/23. On 5/24/23, the Budget Committee also passed a motion to recommend that City Council keep the property tax levy at the rate of \$7.1996 per \$1,000.00 of assessed value. See the attached FY 23-24 *Approved* Budget, FY 23-24 *Proposed* Budget, LB-1 Form (Budget Summary and Notice), 6/6/23 email from the Oregon Department of Revenue, the list of Motions and Recommendations passed by the Budget Committee, the FY 23-24 Budget Message, and Resolution 11-2023 for more details.

Under the Council Rules of Procedure, resolutions require 2 readings on separate dates, *unless* the Council votes *unanimously* during the 1<sup>st</sup> reading, at which point a 2<sup>nd</sup> reading and adoption of the resolution can occur during one single meeting. If the vote on the 1<sup>st</sup> reading is *not* unanimous, a Special Session will need to be scheduled on one of the following dates & times:

Wednesday June 21<sup>st</sup> at 7pm

Wednesday June 28<sup>th</sup> at 6pm

Thursday June 29<sup>th</sup> at 6pm

**FISCAL IMPACT:** FY 2023-2024 Budget **\$11,691,828.00**

**OPTIONS:** (1) Approve Resolution 11-2023 Adopting the Approved FY 23-24 Budget  
(2) Do not approve the Resolution

**RECOMMENDATION:** Option 1

**RECOMMENDED MOTIONS:**

**MOTION 1:** *"I move that we approve the 1<sup>st</sup> reading of Resolution 11-2023, adopting the Approved Fiscal Year 2023-2024 Budget in the amount of \$11,691,828.00 and making the associated appropriations and imposing and categorizing taxes."*

**MOTION 2 (only if the vote on the 1<sup>st</sup> reading is unanimous):** *"I move that we approve and adopt Resolution 11-2023, after a 2<sup>nd</sup> reading by title only."*

**MOTION 2 (if the vote on the 1<sup>st</sup> reading is not unanimous):** *"I move that we schedule a Special Session for the 2<sup>nd</sup> Reading of Resolution 11-2023 on \_\_\_\_\_ (June 21, 28, or 29)."*

**STRATEGIC THEMES/GOALS INVOLVED:**

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

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



## RESOLUTION NO. 11-2023

### RESOLUTION ADOPTING THE FISCAL YEAR 2023-2024 BUDGET

BE IT RESOLVED that the City Council of the City of Oakridge, Oregon, hereby adopts the budget for fiscal year **2023-2024** in the total amount of **\$11,691,828.00**. This budget is on file at [www.oakridge.or.us](http://www.oakridge.or.us).

### RESOLUTION MAKING APPROPRIATIONS FOR FISCAL YEAR 2023-2024

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2023, for the following purposes:

#### GENERAL FUND

Administrative	\$1,057,325
Building/Planning	88,336
Police	1,262,416
Library	36,154
Parks	90,206
Willamette Activity Center (WAC)	1,494,718
Municipal Court	87,803
Not Allocated to Program:	
Transfers Out	596,000
Contingency	51,385
TOTAL APPROPRIATIONS - GENERAL FUND	<u>\$3,269,625</u>

#### STREET FUND

Street Program	874,562
Contingency	28,948
TOTAL APPROPRIATIONS - STREET FUND	<u>903,510</u>

#### EMERGENCY SERVICES FUND

Fire/EMS Services	1,440,237
Contingency	30,000
TOTAL APPROPRIATIONS - EMERGENCY SERVICES FUND	<u>1,470,237</u>

<b>OAKRIDGE INDUSTRIAL PARK FUND</b>	
Oakridge Industrial Park	717,069
Contingency	<u>10,020</u>
TOTAL APPROPRIATIONS - OAKRIDGE INDUSTRIAL PARK FUND	<u>727,089</u>
<b>WATER FUND</b>	
Water Utility	1,737,803
Not Allocated to Program:	
Debt Service	249,379
Transfers Out	25,000
Contingency	<u>42,165</u>
TOTAL APPROPRIATIONS - WATER FUND	<u>2,054,347</u>
<b>WASTEWATER FUND</b>	
Wastewater Utility	1,210,144
Not Allocated to Program:	
Debt Service	36,663
Contingency	<u>30,457</u>
TOTAL APPROPRIATIONS - WASTEWATER FUND	<u>1,277,264</u>
<b>STORMWATER FUND</b>	
Stormwater Utility	141,775
Not Allocated to Program:	
Contingency	<u>3,485</u>
TOTAL APPROPRIATIONS - STORMWATER FUND	<u>145,260</u>
TOTAL APPROPRIATIONS, All Funds	9,268,474
TOTAL UNAPPROPRIATED AMOUNTS, All Funds	<u>2,423,354</u>
TOTAL BUDGET	<u><b>11,691,828</b></u>

**RESOLUTION IMPOSING AND CATEGORIZING THE TAX FOR FISCAL YEAR 2023-2024**

BE IT RESOLVED that ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year **2023-2024** at the rate of **\$7.1996** per \$1,000 of assessed value for permanent rate tax. These taxes are hereby categorized for purposes of Article XI section 11b as subject to and within the General Government limitation.

This resolution becomes effective immediately after it is passed by the City Council, for Fiscal Year 2023-2024.

**PASSED BY THE COUNCIL** of the City of Oakridge this \_\_\_\_ day of June, 2023.

**APPROVED AND SIGNED BY THE MAYOR** of the City of Oakridge this \_\_\_\_ day of June, 2023.

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

Attest: \_\_\_\_\_  
Jackie Taylor, City Recorder

Ayes:

Nays:

Budget Summary

**General Fund Budget Summary**

	<u>Proposed FY 2024</u>
Current Resources	3,492,613
<b>TOTAL RESOURCES</b>	<b><u><u>\$3,492,613</u></u></b>
<b>Requirements</b>	
Administrative	\$1,053,963
Building/Planning	88,336
Police	1,262,416
Library	36,154
Parks	90,206
Muni Court	87,803
WAC	-
Interfund Transfers & Loans - Out	596,000
Unappropriated Ending Fund Balance	51,385
<b>Total Requirements (Appropriation Level):</b>	<b><u>3,266,263</u></b>
<b>Requirements - Unappropriated:</b>	
ARPA Funds Restricted Use	22,122
Reserved for Future Expenditures	-
<b>TOTAL REQUIREMENTS</b>	<b><u><u>\$3,288,385</u></u></b>

**TOTAL BUDGET - SUMMARY BY FUND**

<b>Total Budget by Fund:</b>	<b>Approved by Budget Committee FY 2024</b>
<b>General Fund</b>	<b>\$3,288,385</b>
<b>TRT Fund</b>	<b>\$69,490</b>
<b>RTMP Fund</b>	<b>\$33,443</b>
<b>WAC Grants and Appropriations</b>	<b>\$1,494,718</b>
<b>Street Fund</b>	<b>903,510</b>
<b>Emergency Services Fund</b>	<b>1,470,237</b>
<b>Water Fund Reserve</b>	<b>104,040</b>
<b>Water Bond Fund</b>	<b>120,683</b>
<b>Oakridge Industrial Park Fund</b>	<b>727,089</b>
<b>Water Fund</b>	<b>2,054,347</b>
<b>Waste Water Fund</b>	<b>1,277,264</b>
<b>Storm Water Fund</b>	<b>145,260</b>
<b>TOTAL CITY BUDGET</b>	<b><u>\$11,688,466</u></b>

**GENERAL FUND**

*Resources*

Historical Data			GENERAL FUND RESOURCE DESCRIPTION	Budget FY 2023- 2024		
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
35,588	(1,400)	304,000	Net Working Capital (accrual basis)	639,206	381,297	
3,639	4,390	2,600	Interest Revenues	10,000	10,000	
16,053	7,822	10,000	Property Tax Revenues-Prior Levies	15,000	15,000	
			<b>Transfers Revenues</b>			
120,000	-	-	Transfer from Water	-	-	
150,000	-	-	Loans from Wastewater	-	-	
255,000	-	-	Loans from Water	-	-	
			<b>Other Resources</b>			
1,123,315	1,172,933	1,260,048	Property Tax Revenues-Current	1,260,000	1,300,950	1
188,864	212,306	210,000	Franchise Fees Revenues	210,000	210,000	1
220,985	151,868	164,000	Licenses, Permits, Misc. Taxes Revenues	180,855	187,055	1
17,746	24,953	34,000	TRT **			1
215,583	183,295	180,885	Intergovernmental Revenues	191,185	199,885	1
18,775	18,743	19,000	RTMP ***			1
30	2,155	2,000	Planning Fees and Reimbursements Revenues	2,000	2,000	1
42,842	41,529	46,000	Fines & Forfeitures	35,000	35,000	1
440,461	455,350	1,883,700	Grants & Donation Revenues	23,000	25,500	1
15,599	14,453	7,000	Rentals and Leases Revenues	14,100	14,100	1
58,862	110,563	10,800	Miscellaneous Revenues	14,800	16,800	2
595,900	703,454	814,103	Charges for Services Revenues	897,467	894,160	2
3,703	-	-	Other Financing Resources Revenues	-	-	2
3,522,946	3,102,414	4,948,136	<b>TOTAL RESOURCES</b>	3,492,613	3,291,747	2

\* See page 4 for explanation of Resources.

\*\* See page 6 for current TRT Budget

\*\*\* See page 7 for current RTMP Budget

**Net Working Capital General Fund**

Beginning Fund Balance	229,595
Funds Left from ARPA	41,702
Funds Designated from ARPA not yet spent	110,000
	<b>381,297</b>

<b>Interest Revenues</b>	<b>10,000</b>
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<b>Property Tax Revenues Prior Levies</b>	<b>15,000</b>
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<b>Property Tax Revenues-Current</b>	<b>1,300,950</b>
<b>Franchise Fees Revenues</b>	<b>210,000</b>
<b>Licenses, Permits, Misc. Taxes Revenues</b>	
State Liquor Tax	61,000
State Marijuana Tax	13,200
ORD 924 Tax	10,000
Cigarette Tax	2,855
Heavy equip tax	1,000
Telecommunications license fee	15,000
Licenses & Permits	84,000
	<b>187,055</b>
<b>Intergovernmental Revenues</b>	
Westfir Police Services Contract	60,000
State Revenue Sharing	47,000
LRAPA code Enforcement	57,996
Lowell Police Service Contract	34,889
	<b>199,885</b>
<b>Planning Fees and Reimbursements Revenues</b>	<b>2,000</b>
<b>Fines &amp; Forfeitures</b>	<b>35,000</b>
<b>Grants &amp; Donation Revenues</b>	
Misc Library Grants	3,000
Library Donations and Sales	1,600
Library SRP (summer reading program)	1,000
Park Grants and Donations	800
Parks Revenues and Donations	8,600
TRT-RTMP Transfers for Park Waivers	8,000
Shop with a Cop	2,500
	<b>25,500</b>

<b>Rentals and Leases Revenues</b>	
Dead Mountain Tower Rent	8,700
Hwy 58 Old OIP Building	5,400
	<b>14,100</b>
<b>Miscellaneous Revenues</b>	
Dividends	6,800
Library Revenue	1,000
Miscellaneous Income	5,000
Misc Police Revenue	2,000
Sale of Equipment	2,000
	<b>16,800</b>
<b>Charges for Services Revenues</b>	
Imposed Public Safety Fee	260,000
Administrative Overhead	634,160
	<b>894,160</b>

Page 5

**Total Resources** **3,291,747**



Historical data			TRT TAX			City of Oakridge		
Actual	Actual	year 2022-2023	Description Resources and Requirements			Budget FY 2023- 2024		
Second preceding year 2020-2021	First preceding year 2021-2022	Adopted Budget this year 2022-2023				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
			<b>Resources</b>					
			Beginning Balance			10,000	32,770	
		34,000	Transient Room Tax to be received			36,720	36,720	
			Total resources			46,720	69,490	
			<b>Requirements**</b>					
			Org unit or prog & activity	Object classification	Detail			
			General	TRT Tax	Tourism Projects	46,720	69,490	
			Ending balance (prior years)					
			Unappropriated ending fund balance					
			<b>Total requirements</b>			46,720	69,490	

\* See page 3 for historical data.

Historical data			RTMP Revenues			City of Oakridge		
Actual	Actual	year 2022-2023	Description Resources and Requirements			Budget FY 2023- 2024		
Second preceding year 2020-2021	First preceding year 2021-2022	Adopted Budget this year 2022-2023				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
			<b>Resources</b>					
			Beginning Balance			20,000	14,443	
		19,000	Transient Room Tax to be received			19,000	19,000	
			Total resources			39,000	33,443	
			<b>Requirements**</b>					
			Org unit or prog & activity	Object classification	Detail			
			General	TRT Tax	Tourism Projects	39,000	33,443	
			Ending balance (prior years)					
			Unappropriated ending fund balance					
			<b>Total requirements</b>			39,000	33,443	

\* See page 3 for historical data.

Form  
OR-LB-10

Special Fund Resources and Requirements



Willamette Activity Center (WAC) Grant(s) & Appropriations Received

						City of Oakridge		
Historical data						Budget for FY 2023-2024		
Actual	Actual	year 2022-2023				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
Second preceding year 2020-2021	First preceding year 2021-2022	Adopted Budget this year 2022-2023						
<b>Resources</b>								
			Beginning Fund Balance			1,494,718	1,494,718	
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
<b>Total resources</b>						1,494,718	1,494,718	
<b>Requirements**</b>								
			Org unit or prog & activity	Object classification	Detail			
			General	WAC	Rehabilitation of WAC building	1,494,718.00	1,465,681.00	
			General	Personnel	Public Works Personnel		1,000.00	
			General	M&S	Materials & Supplies		1,500.00	
			General	Utilities	Utilities		13,000.00	
			General	Personnel	Administrative Overhead		13,537.00	
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
Ending balance (prior years)								
Unappropriated ending fund balance								
<b>Total requirements</b>						1,494,718	1,494,718	

\* See page 9 for historical data.

DETAILED REQUIREMENTS

FORM  
LB-30

GENERAL FUND  
WILLAMETTE ACTIVITY CENTER (WAC)

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024		
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted by Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
			<b>PERSONNEL SERVICES</b>			
12,900	6,450	1,000	Public Works Personnel Allocation	1,000		
<b>12,900</b>	<b>6,450</b>	<b>1,000</b>	<b>TOTAL PERSONNEL SERVICES</b>	-	-	-
-	-	0.10	Total Full-Time Equivalent (FTE)	-	-	-
			<b>MATERIALS &amp; SERVICES</b>			
708	5,722	1,500	Materials and Supplies	1,500		
6,217	5,500	-	Seasonal Workers			
14,293	12,611	-	Utilities	13,000		
16,000	6,750	13,143	Administrative Overhead	13,537		
5,806			Building Maintenance			
4,258	-		Property Taxes			
		100,000	Professional Services			
<b>47,282</b>	<b>30,582</b>	<b>114,643</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>28,037</b>	-	-
			Capital Outlay			
		1,500,000	State Legislature Appropriation			
<b>60,182</b>	<b>37,032</b>	<b>1,615,643</b>	<b>TOTAL REQUIREMENTS</b>	<b>29,037</b>	-	-

\* See page 8 for FY 23-24 data

**DETAILED REQUIREMENTS**

FORM  
LB-30

**GENERAL FUND  
ADMINISTRATION**

	Historical Data			REQUIREMENTS DESCRIPTION			
	<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2020- 2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
1				<b>PERSONNEL SERVICES</b>			
2	305,363	247,045	292,759	Wages	393,388	393,388	
3	69,290	62,579	74,249	Personnel Insurance	101,406	101,406	
4	68,501	53,560	93,231	PERS	114,944	114,944	
5	-	-	-	ARPA Bonuses		-	
6	<b>443,154</b>	<b>363,184</b>	<b>460,239</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>609,738</b>	<b>609,738</b>	-
7	<b>5.50</b>	<b>4.70</b>	<b>4.00</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>5.00</b>	<b>5.00</b>	-
8				<b>MATERIALS &amp; SERVICES</b>		-	
9	17,057	19,338	18,900	Utilities	17,000	17,000	
10	71,940	228,382	207,508	Material and Supplies	362,425	362,425	
11	232,878	106,925	82,000	Professional Services	64,800	64,800	
12	<b>321,876</b>	<b>354,645</b>	<b>308,408</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>444,225</b>	<b>444,225</b>	-
13				<b>CAPITAL OUTLAY</b>		-	
14	1,666	-	-	Radios Debt Service	-	-	
15	-	-	14,500	Council Chambers (ARPA)	-	-	
16	-	-	100,000	City Hall & Police Building (ARPA)	-	-	
17	<b>1,666</b>	-	<b>114,500</b>	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-
18	<b>766,695</b>	<b>717,829</b>	<b>883,147</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,053,963</b>	<b>1,053,963</b>	-

\* See pages 11 and 12 for explanation of M&S



Telephone	6,000
Utilities	10,000
Internet	1,000
<b>UTILITIES</b>	<b>17,000</b>
Materials and supplies	16,000
Advertising	900
ARPA projects	110,000
Bank/Financial Fees	100
Insurance	176,537
Awards and Recognition	1,250
Election Expense	2,500
Misc Expense/New Equipment	7,500
Building Maintenance (City Hall)	5,000
Community Projects (RAIN)	10,000
Diamond Express (LTD)	12,000
Dead Mountain Tower	3,000
Office Equipment	3,000
<b>Materials &amp; Supplies</b>	<b>347,787</b>

Membership/Dues	14,000
Travel and Training (Staff)	2,800
Travel and Training (City Council)	500
Professional Non Legal	10,000
Audit/Accounting	15,000
Professional Services/Legal	15,000
IT	7,500
<b>Professional Services</b>	<b>64,800</b>
<b>Total Materials &amp; Services</b>	<b>429,587</b>

**Personnel - Admin**

Health	101,406
PERS	114,944
SAIF	1,341
Taxes	24,047
Wages	354,769
Bonuses	10,832
ARPA	18,000
Def Comp	<u>2,400</u>

**627,738**

DETAILED REQUIREMENTS

FORM  
LB-30

**GENERAL FUND**  
**BUILDING/PLANNING**

Historical Data			REQUIREMENTS DESCRIPTION			
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
1			<b>MATERIALS &amp; SERVICES</b>			
2	46,567	41,431	Professional Services -Bdg Inspec-75%-Mort	50,000	50,000	
3	9,275	722	Planning Services	1,650	1,650	
4	50,000	26,475	Admin Overhead	36,686	36,686	
5	<b>105,842</b>	<b>68,628</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>88,336</b>	<b>88,336</b>	-
6	<b>105,842</b>	<b>68,628</b>	<b>TOTAL REQUIREMENTS</b>	<b>88,336</b>	<b>88,336</b>	-



DETAILED REQUIREMENTS

FORM  
LB-30

GENERAL FUND  
POLICE

	Historical Data			REQUIREMENTS DESCRIPTION				
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1				<b>PERSONNEL SERVICES</b>				1
2	147,942	157,400	185,550	Personnel Insurance	187,724	187,724		2
3	154,184	162,200	140,400	PERS	156,237	156,237		3
4	494,977	477,292	520,250	Wages	50,326	545,870		4
5	<b>797,103</b>	<b>796,892</b>	<b>846,200</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>394,287</b>	<b>889,831</b>	-	5
6	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>6.00</b>	<b>6.00</b>	-	6
7				<b>MATERIALS &amp; SERVICES</b>				7
8	2,099	1,926	3,000	Reserve Patrol Officers	3,500	3,500		8
9	14,342	14,160	13,711	Materials and supplies	12,400	12,400		9
10	17,177	16,732	15,850	Utilities	19,750	19,750		10
11	19,800	8,097	6,800	Professional Services	6,300	6,300		11
12	2,273	8,247	7,000	Travel and Training	11,500	11,500		12
13	84,087	71,103	75,396	Dispatch Services	56,180	56,180		13
14	78,800	82,850	78,800	Administrative Overhead	80,135	83,528		14
15	13,464	14,796	18,139	Equipment/PPE/Uniform	22,800	22,800		15
16	6,539	5,546	9,450	Uniform Allowance	10,400	10,400		16
17	2,165	2,524	5,000	Equipment Maintenance and Repair	5,000	11,000		17
18	11,043	13,270	12,000	Vehicle Maintenance & Repair	12,000	12,000		18
19	22,253	28,709	36,000	Fuel	30,000	30,000		19
20	190	1,808	2,900	Community Policing	2,900	2,900		20
21	4,175	5,229	5,000	Public Safety Assessment	5,000	5,000		21
22	5,930	4,875	5,000	Computer Support Systems	5,000	5,000		22
23	-	-	2,000	Jail Expense	2,000	2,000		23
24	-	-	1,600	Accreditation	1,600	1,600		24
25	<b>284,338</b>	<b>279,873</b>	<b>297,646</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>286,465</b>	<b>295,858</b>	-	25
26				<b>CAPITAL OUTLAY</b>				26
27	10,184	-	6,200	New Radios- Payment	6,200	6,200		27
28	-	1,773	18,000	New Equipment Capital (ARPA)	25,000	25,000		28
29	-	-	15,000	CMAC Matching Funds	15,000	15,000		29
30	-	-	30,527	Future Expenditures (USDA Grant Reimbursement)	30,527	30,527		30
31	<b>10,184</b>	<b>1,773</b>	<b>69,727</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>76,727</b>	<b>76,727</b>	-	31
32				<b>Transfers</b>				32
33	-	-	-	<b>Total Transfers</b>	-	-		33
34	<b>1,091,625</b>	<b>1,078,538</b>	<b>1,213,573</b>	<b>TOTAL REQUIREMENTS</b>	<b>757,479</b>	<b>1,262,416</b>	-	34

\* See page 15 for explanation of M&S

**POLICE DEPT. MATERIALS & SERVICES**

Reserve Patrol Officers	Reserve Patrol Officers	3,500
Materials and supplies	Materials and supplies	10,000
Telephone	Utilities	13,400
Utilities	Utilities	6,000
Insurance Property & Casualty	Insurance Property & Casualty	
Internet	Utilities	350
Memberships/Dues/Subscriptions	Professional	2,300
Cadet/Explorer expense	Reserve Patrol Officers	500
Travel and Training	Travel and Training	11,500
Professional Services Non Legal	Professional	4,000
Dispatch Services LCSO	Dispatch Services LCSO	56,180
Administrative Overhead	Administrative Overhead	83,528
Uniform	Equipment/PPE/Uniform	5,000
Uniform Allowance	Uniform Allowance	10,400
Equipment Maintenance and Repair	Equipment/Maintenance/Repair	7,000
Radio Maintenance and Repairs	Equipment/Maintenance/Repair	3,500
Vehicle Maintenance	Vehicle Maintenance & Repair	6,000
Vehicle Repair	Vehicle Maintenance & Repair	6,000
Fuel	Fuel	30,000
New Equipment (less than \$5,000)	Equipment/PPE/Uniform	9,000
Animal Control Supplies	Materials and supplies	400
Crime Prevention Program	Community Policing	400
Fall Fun Night /Shop with a Cop	Community Policing	2,500
Public Safety Assessment	Public Safety Assessment	5,000
Photo/Media Supplies	Equipment/PPE/Uniform	900
Ammunition	Equipment/PPE/Uniform	4,900
Investigations	Materials and supplies	2,000
Computer Support Systems	Computer Support Systems	5,000
Jail Expense	Jail Expense	2,000
PPE supplies	Equipment/PPE/Uniform	3,000
Accreditation	Accreditation	1,600
	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>295,858</b>

DETAILED REQUIREMENTS

FORM  
LB-31

**GENERAL FUND**  
**LIBRARY**

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
			<b>PERSONNEL SERVICES</b>				
	157	-	Personnel Insurance	-	-		
	11,069	11,853	Wages	12,577	12,577		
	<b>11,226</b>	<b>11,853</b>	<b>11,150</b>	<b>12,577</b>	<b>12,577</b>	-	
	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.45</b>	-	
			<b>MATERIALS &amp; SERVICES</b>				
	16,584	15,880	11,600	19,450	15,700		
	2,134	2,915	2,000	1,000	1,000		
	757	5,254	2,500	1,877	1,877		
	7,600	8,050	5,000	5,000	5,000		
	<b>27,075</b>	<b>32,099</b>	<b>21,100</b>	<b>27,327</b>	<b>23,577</b>	-	
			<b>CAPITAL OUTLAY</b>				
	-	-	-	-	-	-	
	<b>38,301</b>	<b>43,952</b>	<b>32,250</b>	<b>39,904</b>	<b>36,154</b>	-	

Please see next page for explanation of combined expenditures.

<b>Library M&amp;S</b>	
Materials and Supplies	2,900
Misc Expense/New Equipment	3,000
Summer Reading Program	1,000
SRP Grant Support	500
Acquisitions and Books	2,000
Donation & Sales	1,600
Sirsi System	4,300
OCLC Cataloging	400

**15,700**

**Utilities**

Telephone	300
Utilities	700

**1,000**

**Professional Services**

IT Computer Support	1,377
Travel and Training	500

**1,877**

Administrative Overhead **5,000**

Total Library M&S **23,577**

**LIBRARY- Personnel**

Health	-
PERS	-
Taxes	1,106
Wages	<u>11,471</u>

**12,577**



DETAILED REQUIREMENTS

FORM  
LB-31

GENERAL FUND

PARKS

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024		
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2020- 2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
				<b>PERSONNEL SERVICES</b>			
1	20,300	-	20,300	Public Works Personnel Allocation	20,909	20,909	
2	<b>20,300</b>	<b>-</b>	<b>20,300</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>20,909</b>	<b>20,909</b>	
3	-	-	<b>0.20</b>	Total Full-Time Equivalent (FTE)	<b>0.20</b>	<b>0.20</b>	-
4				<b>MATERIALS &amp; SERVICES</b>			
5	14,766	21,935	-	Seasonal Workers	-	-	
6	25,131	21,016	16,000	Materials and Services	28,000	16,000	
7	13,555	12,048	11,000	Utilities	-	12,000	
8	30,700	26,000	22,910	Administrative Overhead	23,597	23,597	
9	<b>84,152</b>	<b>80,999</b>	<b>49,910</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>51,597</b>	<b>51,597</b>	-
10				<b>Interfund Transfers - Out</b>			
11	-	-	-	Salmon Creek Bathroom Upgrade Tfr to PW SB-11	-	-	
12	-	-	-	<b>Total Interfund Transfers - Out</b>	<b>-</b>	<b>-</b>	<b>-</b>
13				<b>CAPITAL OUTLAY</b>			
14	115,359	35,000	-	ODOT/IMBA Grant	-	-	
15				Reserved for Future Expenditures	4,350	17,700	
16	900	-	50,000	Park Improvements ARPA	32,160	-	
17	<b>116,259</b>	<b>35,000</b>	<b>50,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>
18	<b>220,711</b>	<b>115,999</b>	<b>120,210</b>	<b>TOTAL REQUIREMENTS</b>	<b>109,016</b>	<b>90,206</b>	<b>-</b>

\* See page 19 for M&S explanation.

Materials and Supplies	8,500
Building Maintenance	7,500
	<b>16,000</b>
Utilities	<b>12,000</b>

Administrative Overhead	<b>23,597</b>
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<b>Total Parks M&amp;S</b>	<b>51,597</b>
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DETAILED REQUIREMENTS

FORM  
LB-30

**GENERAL FUND**  
**MUNICIPAL COURT**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1				<b>PERSONNEL SERVICES</b>				1
2	10,137	10,085	10,575	Personnel Insurance	11,409	11,409		2
3	7,301	7,288	7,677	PERS	8,030	8,030		3
4	25,243	24,724	25,933	Wages	26,937	26,937		4
5	<b>42,681</b>	<b>42,098</b>	<b>44,185</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>46,376</b>	<b>46,376</b>	-	5
6	0.50	0.50	0.50	Total Full-Time Equivalent (FTE)	0.50	0.50		6
7				<b>MATERIALS &amp; SERVICES</b>				7
8	-	-		Materials and Supplies	-	-		8
9	-	350	225	Travel and Training	-	-		9
10	18,650	22,040	20,900	Muni Court Judge - Contract	21,527	21,527		10
11	6,900	7,300	10,000	Admin Overhead	12,000	12,000		11
12	5,173	(2,590)	5,400	State Court Fees	5,400	5,400		12
13	-	10,000	2,000	Court Expense - Prosecutor	2,500	2,500		13
14	<b>30,723</b>	<b>37,101</b>	<b>38,525</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>41,427</b>	<b>41,427</b>	-	14
15	<b>73,404</b>	<b>79,198</b>	<b>82,710</b>	<b>TOTAL REQUIREMENTS</b>	<b>87,803</b>	<b>87,803</b>	-	15

DETAILED REQUIREMENTS

FORM  
LB-30B

**GENERAL FUND**  
**REQUIREMENTS NOT ALLOCATED**

	Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024		
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
1				<b>MATERIALS &amp; SERVICES</b>			
2	17,243	11,750	-	Seasonal Workers	-	-	
3	4,541	89,996	-	Misc Exp/New Equipment	-	-	
4	30,387	13,008	-	DEQ Smoke Mgmt Grant Exp	-	-	
5	5,529	9,944	18,775	RTMP Fund Projects	-	-	
6	11,845	21,840	30,000	Transient Income Projects	-	-	
7	<b>69,544</b>	<b>146,537</b>	<b>48,775</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	-	-	-
8				<b>DEBT SERVICE</b>			
9							
10	-	-	-	<b>TOTAL DEBT SERVICE</b>	-	-	-
11				<b>SPECIAL PAYMENTS</b>			
12							
13	-	-	-	<b>TOTAL SPECIAL PAYMENTS</b>	-	-	-
14				<b>INTERFUND TRANSFERS - OUT</b>			
15	44	1,826		Transfer to Streets			
16	8,032	100,000		Transfer to Wastewater	-	-	
17	7,347	-		Transfer to Water	-	-	
18	613,151	682,046	460,736	Transfer Emergency Services	-	466,000	
19	2,511	-		Transfer to OIP	-	-	
20			120,000	Transfer of PSF to Emergency Services	-	130,000	
21	95,000	130,000		Repay Wastewater Loan	-	-	
22		255,000		Repay Water Loan	-	-	
23		-		Transfer to Woodstove Fund	-	-	
24	<b>726,085</b>	<b>1,168,872</b>	<b>580,736</b>	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	-	<b>596,000</b>	-
25				<b>CONTINGENCY</b>			
26	11,263	-	-	Operating Contingency	-	-	
27	<b>11,263</b>	-	-	<b>TOTAL OPERATING Contingency</b>	-	-	-
28	<b>806,892</b>	<b>1,315,410</b>	<b>629,511</b>	<b>TOTAL REQUIREMENTS NOT ALLOCATED</b>	-	<b>596,000</b>	-
29	2,355,096	2,135,070	2,887,496	TOTAL GENERAL FUND PROGRAM REQUIREMENTS	-	2,673,625	-
30				<b>RESERVED FOR FUTURE EXPENDITURES</b>			
31	-	-	374,000	ARPA Funds	-	22,122	
32	-	-	<b>374,000</b>	<b>TOTAL RESERVE FOR FUTURE EXPENDITURES</b>	-	<b>22,122</b>	-
33							
34		(1,400)	25,309	UNAPPROPRIATED ENDING FUND BALANCE	-	51,385	
35							
36	<b>3,161,988</b>	<b>3,450,480</b>	<b>4,545,827</b>	<b>TOTAL GENERAL FUND Requirements</b>	<b>2,165,388</b>	<b>3,291,747</b>	-



SPECIAL FUND  
RESOURCES AND REQUIREMENTS

**STREET FUND**

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
			<b>RESOURCES</b>				
1	100,108	173,279	106,470	Net Working Capital (accrual basis)	-	299,145	
2	44	-	-	Transfers from Gen Fund	-	-	
			<b>OTHER RESOURCES</b>				
4	243,151	261,331	240,000	ODOT Apportionments	-	261,331	
5	109,495	70,905	80,000	Fuel Dealer's License Fee	-	70,905	
6	4,000	10,000	4,500	State Highway Rest Area	-	10,000	
7	-	176,530	250,000	ODOT Small City Allotment	-	250,000	
8	3,163	3,163	3,200	LID #20 Second St. Assessment.	-	3,162	
9	1,436	-	1,200	LID #21 N. Ash Street Assessment	-	-	
10	-	(10,000)		LID# 19 Rainbow Rd Assesment	-	-	1
11	10,171	14,536	1,000	Misc Income	-	8,967	1
12	10,500	-	10,500	PW Overhead to Other Funds	-	-	1
13	<b>482,068</b>	<b>699,743</b>	<b>696,870</b>	<b>TOTAL RESOURCES</b>	<b>-</b>	<b>903,510</b>	<b>-</b>
			<b>REQUIREMENTS</b>				
			<b>PERSONNEL SERVICES</b>				
16	22,253	17,439	19,600	Health Insurance	-	21,600	1
17	21,456	18,288	19,000	PERS	-	18,152	1
18	69,652	57,507	63,002	Wages	-	64,179	1
19	<b>113,361</b>	<b>93,234</b>	<b>101,602</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>-</b>	<b>103,931</b>	<b>-</b>
20	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>0.80</b>	<b>0.80</b>	<b>-</b>
			<b>MATERIALS &amp; SERVICES</b>				
22	109,368	259,604	172,500	Materials & Supplies	-	179,000	2
23	7,892	8,364	8,100	Utilities	-	8,200	2
24	27,949	22,261	37,000	Professional Services	-	43,000	2
25	37,800	25,800	35,000	Administrative Overhead	48,280	48,280	2
26	704	872	1,000	Uniform Allowance	-	1,000	2
27	8,117	8,670	9,000	Rest Area	-	10,000	2
28	<b>191,830</b>	<b>325,571</b>	<b>262,600</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>48,280</b>	<b>289,480</b>	<b>-</b>
			<b>CAPITAL OUTLAY</b>				
30	315	-	250,000	Street Improvements (Cherry ST)	-	250,000	3
31	<b>315</b>	<b>-</b>	<b>250,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
			<b>INTERFUND TRANSFERS - OUT to PW LB-11</b>				
33	2,000	-	-	Transfer to Agency Fund - Reserve Bike Path	-	-	3
34	-	-	50,000	New Equipment (Street Sweeper)	-	-	3
35	-	-	-	New Vehicle	-	-	3
36	<b>2,000</b>	<b>-</b>	<b>50,000</b>	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	<b>-</b>	<b>-</b>	<b>-</b>
			<b>CONTINGENCY</b>				
37	-	-	<b>32,668</b>	<b>Reserved For Future Expenditures</b>	-	28,948	3
38	-	-	-	<b>Total Ending Fund Balance (prior years)</b>	-	195,233	3
39	-	-	-	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	3
40	-	-	-		-	35,918	4
41	<b>307,506</b>	<b>418,805</b>	<b>696,870</b>	<b>TOTAL REQUIREMENTS</b>	<b>48,280</b>	<b>903,510</b>	<b>-</b>

\* See page 23 for M&S explanation.

## MATERIALS &amp; SERVICES- Streets

Administrative Overhead	48,280
Uniform Allowance	1,000
Rest Area	10,000
Telephone	1,200
Utilities	7,000
Seasonal Workers	22,000
Travel & Training	1,000
Professional Services	20,000
Materials & Supplies	30,000
Equip Maint/Repair	25,000
Fuel	16,000
New Equipment	10,000
Street Repair	35,000
Street Lights	63,000
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>289,480</b>

SPECIAL FUND  
RESOURCES AND REQUIREMENTS

EMERGENCY SERVICES FUND

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
				<b>RESOURCES AND REQUIREMENTS</b>				
1	(26,148)	61,000	100,000	Net Working Capital (accrual basis)	-	221,550		1
2	35	71	-	Interest	-	2,000		2
3				<b>Transferred IN, from other funds:</b>				3
4	613,151	665,000	465,736	Transfers from General Fund	466,000	466,000		4
5		-		ARPA Bonus	-	1,000		5
6		-	120,000	Transfer from Public Safety Fees	120,000	130,000		6
7				<b>OTHER RESOURCES</b>				7
8	14,938	36,170	20,000	Fire Med	27,000	27,000		8
9	61,089	64,220	65,230	Hazeldell Fire District IGA	67,187	67,187		9
10	16,500	22,099	35,191	Fire Contracts - Westfir	35,599	37,000		10
11	499,014	344,223	400,000	Service Charge For Ambulance	503,000	500,000		11
12	59,405	31,100	2,000	Miscellaneous Income	-	3,000		12
13	15,450	-	15,500	Hazeldell -Vol. Program	15,500	15,500		13
14			35,000	OSFM Seasonal Worker Grant	-	-		14
15			2,500	EMR Training Grant	-	-		15
16	40,462	-	50,000	GEMT	-	-		16
17	<b>1,293,895</b>	<b>1,223,882</b>	<b>1,311,157</b>	<b>TOTAL RESOURCES</b>	<b>1,234,286</b>	<b>1,470,237</b>	<b>-</b>	17
18				<b>REQUIREMENTS</b>				18
19				<b>PERSONNEL SERVICES</b>				19
20	92,160	83,943	109,800	Personnel Insurance	100,400	128,400		20
21	144,164	144,698	158,900	PERS	160,500	160,500		21
22	314,021	287,721	360,437	Wages	360,721	362,943		22
23	89,845	139,266	70,000	Overtime	75,000	90,000		23
24		-	200	Volunteer Life Insurance M&S	-	-		24
25	55,075	19,169	47,000	Volunteers M&S	-	-		25
26	<b>695,264</b>	<b>674,797</b>	<b>746,337</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>696,621</b>	<b>741,843</b>	<b>-</b>	26
27	<b>5.00</b>	<b>4.00</b>	<b>4.00</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	27
28				<b>MATERIALS &amp; SERVICES</b>				28
29	147,066	107,409	110,300	Materials and supplies	211,600	226,850		29
30	14,427	18,409	15,000	Utilities	19,500	19,500		30
31	237,259	275,625	247,450	Professional Services	305,565	239,200		31
32	75,900	80,700	82,000	Administration Overhead	-	85,000		32
33	2	-	-	Fire Prevention	1,000	3,000		33
34	<b>474,654</b>	<b>482,143</b>	<b>454,750</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>537,665</b>	<b>573,550</b>	<b>-</b>	34
35								35
36				<b>CAPITAL OUTLAY</b>				36
37	34,593	-		New Equipment	-	32,500		37
38	-	-	3,500	Radio/Pager Lease	-	-		38
39	-	-	5,000	CMAC Matching Funds	-	-		39
40	<b>34,593</b>	<b>-</b>	<b>8,500</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>32,500</b>	<b>-</b>	40

41				<b>INTERFUND TRANSFERS - OUT</b>				41
42				Transfer to LB-11 for New Ambulance Fund	0	92,344		42
43	-	-	-	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	-	<b>92,344</b>	-	43
44	-	-	100,000	CONTINGENCY	0	30,000		44
45	-	-		Ending balance (prior years)	-	-		45
46	-	-	1,570	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-		46
47	<b>1,204,511</b>	<b>1,156,940</b>	<b>1,311,157</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,234,286</b>	<b>1,470,237</b>	-	47

\* See page 26 for further details.



EMS Budget Details

Personnel Services			Materials & Services			Professional Services Non Legal		
Current		Proposed	Current		Proposed	Current		Proposed
<b>Personnel Insurance</b>			<b>Materials &amp; Services</b>			<b>Seasonal Workers</b>		
Health Insurance	\$100,500	\$118,000	Volunteers Stipend/Calls/Training	\$47,000	\$65,700	Dispatch Service	\$120,000	\$175,000
Life Insurance	\$300	\$400	Banking fees		\$150	Billing Charge SDW	\$52,120	\$37,200
LTD Insurance		\$500	EMS Supplies	\$24,000	\$30,000	GEMT expenditures	\$16,000	\$12,000
Employee Allowance	\$500	\$500	Fire Fighting Supplies	\$4,000	\$7,500	Subscription Services	\$12,000	\$5,000
VEBA Contributions	\$9,000	\$9,000	Membership Dues Licenses	\$3,100	\$3,100	Professional Services	\$8,250	\$10,000
			Uniforms	\$1,500	\$4,000			
<b>Total</b>	<b>\$110,300</b>	<b>\$128,400</b>	Health + Wellness	\$1,000	\$4,300	<b>Total</b>	<b>\$208,370</b>	<b>\$239,200</b>
			Protective Clothing	\$1,000	\$7,000	<b>Fire Prevention</b>		
<b>PERS</b>			Fire Med Promotion	\$750	\$1,800	Fire Prevention	\$0	\$3,000
PERS	\$158,900	\$160,500	Volunteers, Firefighters	\$300	\$3,000			
			Miscellaneous Expense	\$9,000	\$16,800	<b>Total</b>	<b>\$0</b>	<b>\$3,000</b>
<b>Total</b>	<b>\$158,900</b>	<b>\$160,500</b>	Building/Grounds Maintenance	\$1,000	\$12,500	Administrative Overhead	\$82,000	\$85,000
<b>Overtime</b>			Vehicle Maintenance and Minor Repairs	\$14,500	\$15,000			
Overtime	\$70,000	\$90,000	Small Equipment Maintenance/ Minor Repairs	\$1,500	\$1,500	<b>Total M &amp; S</b>		
			Pagers Repair/Replace	\$1,300	\$1,500	<b>\$370,320 \$573,550</b>		
<b>Total</b>	<b>\$70,000</b>	<b>\$90,000</b>	Radio Maintenance and Repairs	\$1,000	\$5,000			
<b>Wages (4FTE)</b>			Annual Testing		\$8,000			
Fire Chief	\$88,096	\$93,380	Fuel	\$31,000	\$30,000			
EMS Coordinator	\$68,700	\$72,823	Travel & Training	\$5,000	\$10,000			
Captain-Training Officer	\$71,500	\$74,590						
Lieutenant-2	\$71,250	\$69,028						
Worker's Compensation	\$15,000	\$14,422						
Payroll Taxes	\$38,000	\$37,500						
Deferred Comp		\$1,200						
			<b>Total</b>	<b>\$146,950</b>	<b>\$226,850</b>			
<b>Total</b>			<b>Utilities</b>					
			Utilities	\$15,000	\$19,500			
<b>Total Personnel Costs</b>	<b>\$691,746</b>	<b>\$741,843</b>	<b>Total</b>	<b>\$15,000</b>	<b>\$19,500</b>			

**FORM  
LB-11**

This fund is authorized and established by resolution / ordinance number \_\_\_\_\_ on (date) \_\_\_\_\_ for the following specified purpose:

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: \_\_\_\_\_ 2033

Savings Account set up for a new Ambulance for the EMS

Emergency Services

City of Oakridge

Historical Data			DESCRIPTION				Budget for Next Year 2023-2024			
Actual	Actual	Adopted Budget Year 2021-2022	RESOURCES AND REQUIREMENTS				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Adopted Budget this year 2022-2023								
			1	RESOURCES						
			2	Transfer in from Emergency Services				92,344	92344	
			3							
			4							
			5							
			9							
0	0	0	10					92,344	92344	0
			12							
0	0	0	13	<b>TOTAL RESOURCES</b>				<b>92,344</b>	<b>92344</b>	<b>0</b>
			14	REQUIREMENTS **						
			15	Org. Unit or Prog. & Activity	Object Classification	Detail				
			16	EMS		Reserved for New Ambulance	92,344	92344		
			17							
			18							
			19							
			20							
			21							
			29	Ending balance (prior years)						
			30	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>						
0	0	0	31	<b>TOTAL REQUIREMENTS</b>				<b>92,344</b>	<b>92,344</b>	<b>0</b>

**FORM  
LB-11**

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

This fund is authorized and established by resolution / ordinance number:

on June 16, 2016 for the following specified purpose:

To Support, Maintain & Repair the Water System.

**WATER FUND RESERVE**

	Historical Data			DESCRIPTION Resources and Requirements	Budget FY 2023-2024		
	<i>Actual</i>	<i>Actual</i>	<i>Budgeted</i>		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
				<b>RESOURCES</b>			
1					-	-	
2	23,232	29,040	54,040	Net Working Capital (accrual basis)	79,040	79,040	
4	5,808	25,000	25,000	Transferred IN, from Water fund	-	25,000	
5							
6	<b>29,040</b>	<b>54,040</b>	<b>79,040</b>	<b>TOTAL RESOURCES</b>	<b>79,040</b>	<b>104,040</b>	<b>-</b>
7				<b>REQUIREMENTS</b>			
8							
9							
10							
11	29,040	54,040	79,040	RESERVED FOR FUTURE EXPENDITURE	-	104,040	
12	<b>29,040</b>	<b>54,040</b>	<b>79,040</b>	<b>TOTAL REQUIREMENTS</b>	<b>-</b>	<b>104,040</b>	<b>-</b>



WATER BOND DEBT SERVICE RESERVE FUND

City of Oakridge

	Historical Data			GL Account (city use only)	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
	Actual	Actual	Budgeted			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023						
				321-00-	<b>RESOURCES</b>				
1	120,683	120,683	120,683	500001	Net Working Capital (accrual basis)		120,683		1
2									2
3	<b>120,683</b>	<b>120,683</b>	<b>120,683</b>		<b>TOTAL RESOURCES</b>	-	<b>120,683</b>	-	3
4				520700	<b>REQUIREMENTS</b>				4
5					<b>BOND PRINCIPAL PAYMENTS</b>				5
6					<b>Bond Issue</b>	<b>Budgeted Payment Date</b>			6
7	-	-	-	401034	Water Bonds	PAID FROM WATER FUND			7
8	-	-	-		<b>TOTAL BOND PRINCIPAL PAYMENTS</b>	-	-	-	8
9									9
10					<b>BOND INTEREST PAYMENTS</b>				10
11					<b>Bond Issue</b>	<b>Budgeted Payment Date</b>			11
12	-	-	-	401032	Water Bonds	PAID FROM WATER FUND			12
13	-	-	-		<b>TOTAL BOND INTEREST PAYMENTS</b>				13
14									14
15									15
16					<b>UNAPPROPRIATED BALANCE FOR FOLLOWING YEAR BY:</b>				16
17					<b>Bond Issue</b>	<b>Projected Payment Date</b>			17
18		120,683	120,683		Series 2010 Water Revenue Bond (OECD) Water Bonds	RESERVE TO BE APPLIED TO FINAL PAYMENT			18
19	120,683				Ending balance (prior years)				19
20	<b>120,683</b>	<b>120,683</b>	<b>120,683</b>	499990	<b>TOTAL UNAPPROPRIATED ENDING FUND BALANCE</b>	<b>120,683</b>	<b>120,683</b>		20
21	<b>120,683</b>	<b>120,683</b>	<b>120,683</b>		<b>TOTAL REQUIREMENTS</b>	<b>120,683</b>	<b>120,683</b>	-	21



SPECIAL FUND  
RESOURCES AND REQUIREMENTS

OAKRIDGE INDUSTRIAL PARK FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
<b>RESOURCES</b>						
1	589,086	579,287	316,460	Net Working Capital (accrual basis)	305,236	648,826
2	1,347	1,263	1,100	Interest	1,263	1,263
<b>OTHER RESOURCES</b>						
4	-	348,850	-	Sale of Property	-	-
5	83,459	78,412	77,000	Rent Income	77,000	77,000
6	14,224	67,575	-	Grants	-	-
7	11,938			Miscellaneous Income	-	-
8	-			Sale of Telecommunication Lease	-	-
9	9,157	161		Loan Receivable-Tannerite	-	-
10	<b>709,211</b>	<b>1,075,548</b>	<b>394,560</b>	<b>TOTAL RESOURCES</b>	<b>383,499</b>	<b>727,089</b>
<b>REQUIREMENTS</b>						
<b>PERSONNEL SERVICES</b>						
13	3,146	2,495	3,260	Health Insurance	3,310	3,310
14	3,424	3,093	3,200	PERS	2,424	2,424
15	9,911	9,114	13,320	Wages	13,503	13,503
16	<b>16,481</b>	<b>14,702</b>	<b>19,780</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>19,237</b>	<b>19,237</b>
17			0.20	Total Full-Time Equivalent (FTE)	0.10	0.10
<b>MATERIALS &amp; SERVICES</b>						
19	10,525	18,049	21,300	Materials and Supplies	53,100	18,500
20	36,734	22,313	22,210	Professional Services	25,000	28,600
21	10,647	13,551	16,000	Utilities	16,000	16,000
22	31,700	26,500	35,000	Administrative Overhead	40,000	37,100
23	-	60,000	-	Grant Expenditures	-	-
24	<b>89,606</b>	<b>140,413</b>	<b>94,510</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>134,100</b>	<b>100,200</b>
<b>CAPITAL OUTLAY</b>						
26	23,836	1,983	3,000	OIP Buildings and Grounds	-	-
27	-	135,000		New equipment (Track hoe)	-	-
28	-	133,166	126,834	Kokanee Way Utility Improvements	126,834	126,834
29	<b>23,836</b>	<b>270,149</b>	<b>129,834</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>126,834</b>	<b>126,834</b>
<b>INTERFUND TRANSFERS - OUT</b>						
31				New Vehicle Transfer to PW SB-11	1,000	-
32	-	-	-	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	-	-
<b>DEBT SERVICE</b>						
34	-	-	-	<b>TOTAL DEBT SERVICE</b>	-	-
35	-	-	150,436	<b>CONTINGENCY</b>	102,328	10,020
36				<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	10,905
37	-	246		Reserved for Future expenditures	-	459,893
38	<b>129,922</b>	<b>425,510</b>	<b>394,560</b>	<b>TOTAL REQUIREMENTS</b>	<b>383,499</b>	<b>727,089</b>

\* See page 31 for M&S explanation.

<b>OIP MATERIALS &amp; SERVICES</b>	
Materials and Supplies	6,000
Seasonal Workers	10,000
Utilities	10,000
Telephone Comined with utilities	6,000
Marketing - City	3,000
Membership/Dues	600
Professional Services	15,000
Administrative Overhead	37,100
Property Taxes	11,500
Misc Expense	1,000
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>100,200</b>

SPECIAL FUND  
RESOURCES AND REQUIREMENTS

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	City of Oakridge Budget FY 2023-2024		
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
			<b>RESOURCES</b>			
1	234,854	143,793	430,000	Net Working Capital (accrual basis)	793,468	869,841
			<b>OTHER RESOURCES</b>			
3	1,098,352	999,773	1,109,016	Water Service	1,177,775	1,177,775
4	2,100	3,100	3,000	Connection Charge	3,100	3,100
5	(75)	(337)	200	Service Charge	1,100	1,100
6	16,059	6,956	2,500	Misc Income	2,531	2,531
7	19,000	-	19,000	PW Overhead to Other Funds	19,000	-
8		255,000		Loan Repayment from General Fund	-	-
9	-	-	125,000	Grant Reimbursement from Well #2	-	-
10	<b>1,370,290</b>	<b>1,408,285</b>	<b>1,688,716</b>	<b>TOTAL RESOURCES</b>	<b>1,996,974</b>	<b>2,054,347</b>
			<b>REQUIREMENTS</b>			
			<b>PERSONNEL SERVICES</b>			
13	47,485	40,442	45,605	Health Insurance	48,526	48,526
14	43,743	39,875	42,000	PERS	36,768	36,768
15	133,059	123,342	133,010	Wages	139,865	139,865
16	<b>224,286</b>	<b>203,659</b>	<b>220,615</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>225,159</b>	<b>225,159</b>
17	<b>4.00</b>	<b>1.80</b>	<b>1.70</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>1.70</b>	<b>1.70</b>
			<b>MATERIAL &amp; SERVICES</b>			
19	60,883	76,125	128,150	Materials & Supplies	229,150	125,650
20	72,371	77,723	77,500	Utilities	-	77,500
21	54,346	49,421	55,700	Professional Services	30,000	56,000
22	147,000	138,900	151,414	Administrative Overhead	165,000	160,498
23	1,026	1,249	2,000	Uniform Allowance	165,000	2,000
24	<b>335,626</b>	<b>343,418</b>	<b>414,764</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>589,150</b>	<b>421,648</b>
25	<b>374,800</b>	<b>344,418</b>	<b>414,764</b>			
			<b>CAPITAL OUTLAY</b>			
27		15,839	250,000	Well #2	250,000	250,000
28		65,000	195,350	New Equipment	232,700	-
29	<b>-</b>	<b>80,839</b>	<b>445,350</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>482,700</b>	<b>250,000</b>
			<b>DEBT SERVICE</b>			
31	21,317	20,307	21,350	Debt Service - Interest OECDD	24,109	18,258
32	100,980	101,990	102,000	Debt Service - Principal OECDD	128,762	104,041
33	10,078	9,610	10,300	Bond Payment - Interest LACOP	11,663	8,770
34	7,500	10,000	7,500	Bond Payment - Principal LACOP	25,000	28,770
35	41,828	65,356	65,000	Water Loan Tank 7 Principal IFA Loans	82,512	66,110
36	45,389	21,862	68,500	Water Loan Tank 7 Interest IFA Loans	25,260	22,000
37	80	153	155	Debt Service - Interest New Source Well Study	160	130
38	1313	1,239	1,313	Debt Service - Principal New Source Well Study	158	1,300
39	<b>228,485</b>	<b>230,517</b>	<b>276,118</b>	<b>TOTAL DEBT SERVICE</b>	<b>297,624</b>	<b>249,379</b>
			<b>INTERFUND TRANSFERS - OUT</b>			
41	5,808		25,000	Water Fund Reserve	25,000	25,000
42	177,292			Transfer to General Fund	-	-
43	255,000			Loan to General Fund	-	-
44	<b>438,100</b>	<b>-</b>	<b>25,000</b>	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	<b>25,000</b>	<b>25,000</b>

45				<b>CONTINGENCY</b>			
46	-	5,499	143,719	Operating Contingency	377,341	42,165	
47					-	-	
48	-	<b>5,499</b>	<b>143,719</b>	<b>TOTAL CONTINGENCY</b>	<b>377,341</b>	<b>42,165</b>	-
49	-			Ending balance (prior years)			
50	-		186,150	<b>Reserved For Future Expenditures</b>	-	759,175	
51	-	544,354		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	81,821	
52	<b>1,226,497</b>	<b>1,408,285</b>	<b>1,711,716</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,996,974</b>	<b>2,054,347</b>	-

\* See page 34 for M&S explanation.

WATER MATERIAL & SERVICES	
Materials & Supplies	39,000
Seasonal Worker	27,500
Telephone	2,500
Office Expense	1,000
Utilities Combined	75,000
Travel & Training	2,500
Professional Services	26,000
Administrative Overhead	160,498
Uniform Allowance	2,000
Computer Equip/Supplies/Support	2,000
Equipment Rental Combined	1,000
Equip Maint/Repair	25,000
Fuel	26,000
New Equipment	10,000
Building Maintenance	5,000
Meter Replacement	15,000
Dead Mountain Tower Lease	650
Misc Expense	1,000
	<b>421,648</b>



WASTEWATER FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Adopted Budget this year 2021-2022					
			<b>RESOURCES</b>				
1							1
2	184,623	341,324	406,000	Net Working Capital (accrual basis)	458,387	458,387	2
3		-		OPD Vehicle Loan Repayment	-	-	3
			<b>OTHER RESOURCES</b>				
4							4
5	2,100	2,700	1,400	Connection Charge	2,700	2,700	5
6	701,862	661,113	763,820	Sewer Service	811,177	811,177	6
7	4,404	5,106	2,500	Misc Income	5,000	5,000	7
8	95,000	130,000		Loan repayment from General Fund	-	-	8
9	8,032	100,000		Transfer from General Fund (ARPA)	-	-	9
10	22,000	-	14,667	PW Overhead to Other Funds	14,667	-	10
11	<b>1,018,022</b>	<b>1,240,243</b>	<b>1,188,387</b>	<b>TOTAL RESOURCES</b>	<b>1,291,931</b>	<b>1,277,264</b>	<b>-</b>
			<b>REQUIREMENTS</b>				
			<b>PERSONNEL SERVICES</b>				
14	54,612	72,570	69,000	Personnel Insurance	71,099	71,099	14
15	48,302	54,437	57,000	PERS	49,330	49,330	15
16	145,116	167,957	161,972	Wages	160,272	160,272	16
17	<b>248,030</b>	<b>294,964</b>	<b>287,972</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>280,701</b>	<b>280,701</b>	<b>-</b>
18	<b>1.50</b>	<b>2.20</b>	<b>2.90</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>2.90</b>	<b>2.90</b>	<b>18</b>
			<b>MATERIALS &amp; SERVICES</b>				
20	39,533	100,288	94,750	Materials & Supplies	96,400	96,400	20
21	30,354	44,995	45,000	Professional Services	49,000	49,000	21
22	62,456	55,809	60,000	Utilities	50,000	50,000	22
23	4,326	4,055	3,100	Dispatch Services	-	-	23
24	97,200	86,400	97,958	Administrative Overhead	107,667	107,667	24
25	1,150	1,476	1,150	Uniform Allowance	1,500	1,500	25
26	2,457	3,816	2,500	Vehicle Lease	-	-	26
27	<b>237,476</b>	<b>296,838</b>	<b>304,458</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>304,567</b>	<b>304,567</b>	<b>-</b>
			<b>CAPITAL OUTLAY</b>				
30		29,395	174,000	New Equipment	238,000	-	30
31	128	38,904		Plant Improvements/Design	-	-	31
32	23,240	-		Collection System	-	-	32
33	248	1,200	100,000	Inflow & Infiltration	-	-	33
34	<b>23,616</b>	<b>69,499</b>	<b>274,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>238,000</b>	<b>-</b>	<b>-</b>
			<b>DEBT SERVICE</b>				
37	10,078	10,000	5,000	Bond Payment - Interest	11,663	11,663	37
38	7,500	9,610	10,000	Bond Payment - Principal	25,000	25,000	38
39	<b>17,578</b>	<b>19,610</b>	<b>15,000</b>	<b>TOTAL DEBT SERVICE</b>	<b>36,663</b>	<b>36,663</b>	<b>-</b>
41	150,000	-	-	Loan to Gen FUND	-	-	41
			<b>INTERFUND TRANSFERS - OUT to PW SB-11</b>				
43				New Vehicle	-	-	43
44	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>TOTAL LOANS/ INTERFUND TRANSFERS - OUT</b>	<b>-</b>	<b>-</b>	<b>-</b>
			<b>CONTINGENCY</b>				
46		5,499	242,257	Ending balance (prior years)	432,001	30,457	46
47	341,323			Reserved For Future Expenditures	-	-	47
48			64,700	UNAPPROPRIATED ENDING FUND BALANCE	-	568,094	48
49			-		-	56,782	49
50	<b>1,018,022</b>	<b>686,410</b>	<b>1,188,387</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,291,931</b>	<b>1,277,264</b>	<b>-</b>

\* See page 36 for M&S explanation.

<b>WASTE WATER MATERIALS &amp; SERVICES</b>	
Materials & Supplies	30,000
Seasonal Workers	25,000
Office Expense	2,000
Telephone	10,000
Utilities	40,000
Travel & Training	4,000
Professional Services/Misc	20,000
Administrative Overhead	107,667
Uniform Allowance	1,500
Computer Equip/Supplies/Support	2,800
Equipment Rental	1,000
Equip Maint/Repair	18,000
Fuel	20,000
New Equipment	15,000
Building Maintenance (non-capital)	5,000
Misc Expense	2,600
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>304,567</b>

SPECIAL FUND  
RESOURCES AND REQUIREMENTS

STORM WATER FUND

City of Oakridge

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2020- 2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
				<b>RESOURCES</b>			
1							
2	30,581	41,517	63,396	Net Working Capital (accrual basis)	95,490	93,596	
3				<b>OTHER RESOURCES</b>			
4	28,289	26,566	48,648	Storm Water Service	51,664	51,664	
5	<b>58,870</b>	<b>68,083</b>	<b>112,044</b>	<b>TOTAL RESOURCES</b>	<b>147,154</b>	<b>145,260</b>	<b>-</b>
6				<b>REQUIREMENTS</b>			
7				<b>MATERIALS &amp; SERVICES</b>			
8	709	-	1,000	Materials and Supplies	10,400	10,400	
9	-	-	10,000	Professional Services	10,000	10,000	
10	-	-	1,000	Asset Management	-	-	
11	16,300	3,000	10,000	Administrative Overhead	21,267	21,267	
12	344	-	2,000	New Equipment (less than \$5,000)	-	-	
13	-	-	3,000	Equip Maint. and Repair	-	-	
14	<b>17,353</b>	<b>3,000</b>	<b>27,000</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>41,667</b>	<b>41,667</b>	<b>-</b>
15							
16				<b>CAPITAL OUTLAY</b>			
17	-	-	4,400	New Equipment	-	-	
18	<b>-</b>	<b>-</b>	<b>4,400</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>
19				<b>INTERFUND TRANSFERS - OUT</b>			
20				- Vac Truck (5)	4,000	-	
21				- 5YD Dump Truck (6)	2,000	-	
22				10 YD Dump Truck	5,000	-	
23				New Vehicle	1,000	-	
24				- Backhoe (7)	800	-	
25				Street Sweeper	10,000	-	
26				<b>TOTAL INTERFUND TRANSFERS - OUT</b>	<b>22,800</b>		
27		44,517	55,694	<b>CONTINGENCY</b>	82,687	3,485	
28			2,800	Reserved For Future Expenditures	-	96,304	
29				Ending balance (prior years)	-	-	
30		-	24,950	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	<b>-</b>	<b>3,804</b>	
31	<b>17,353</b>	<b>47,517</b>	<b>112,044</b>	<b>TOTAL REQUIREMENTS</b>	<b>147,154</b>	<b>145,260</b>	<b>-</b>



SPECIAL FUND  
RESOURCES AND REQUIREMENTS

BICYCLE AND PEDESTRIAN PATH FUND

City of Oakridge

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-24			
	Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-22	Adopted Budget FY 2022-2023					
				<b>RESOURCES</b>				
1								1
2	17,076	8,076	-	Net Working Capital (accrual basis)				2
3	2,000		-	Transfer from Street Fund				3
4								4
5	<b>19,076</b>	<b>8,076</b>	<b>-</b>	<b>TOTAL RESOURCES</b>	<b>-</b>	<b>-</b>	<b>-</b>	5
6				<b>REQUIREMENTS</b>				6
7				<b>CAPITAL OUTLAY</b>				7
8	-	-	-	Trail Work	-	-	-	8
9	-	-	-	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	9
10								10
11	15,000			<b>INTERFUND TRANSFERS - OUT</b>				11
12		8,076		Transfer to Street Fund				12
13	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	<b>-</b>	<b>-</b>	<b>-</b>	13
14								14
15				<b>CONTINGENCY</b>				15
16			-	Contingency				16
17				Ending balance (prior years)				17
18			-	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	18
19	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>TOTAL REQUIREMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	19

WOODSTOVE REPLACEMENT FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-24			
Actual	Actual	Budgeted		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget FY 2022-2023					
			<b>RESOURCES</b>				
1							1
2	22,313	17,312	Net Working Capital (accrual basis)				2
3	5,000		Transfer from General	-	-	-	3
4	<b>27,313</b>	<b>17,312</b>	<b>TOTAL RESOURCES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4</b>
5			<b>REQUIREMENTS</b>				5
6			<b>MATERIALS &amp; SERVICES</b>				6
7			Education/Training/Enforcement	-	-	-	7
8	5,000		Contracted Coordinator	-	-	-	8
9			Prof Services	-	-	-	9
10	<b>5,000</b>	<b>-</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10</b>
11							11
12			<b>SPECIAL PAYMENTS</b>				12
13	-	-	Heating Replacement				13
14	<b>-</b>	<b>-</b>	<b>TOTAL SPECIAL PAYMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14</b>
15			<b>INTERFUND TRANSFERS -OUT</b>				15
16		17,312	Transfer To General Fund				16
17	<b>-</b>	<b>17,312</b>	<b>TOTAL INTERFUND TRANSFERS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17</b>
18	-	-	<b>CONTINGENCY</b>	-	-	-	18
19			Contingency				19
20			Ending balance (prior years - audited F/S)				20
21			<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21</b>
22	<b>5,000</b>	<b>17,312</b>	<b>TOTAL REQUIREMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22</b>

**City of Oakridge, Oregon  
Proposed Budget FY 2023-2024  
Budget Summary**

**General Fund Budget Summary**

	<b>Proposed FY 2024</b>
Current Resources	<u>3,492,613</u>
<b>TOTAL RESOURCES</b>	<b><u><u>\$3,492,613</u></u></b>
<b>Requirements</b>	
Administrative	\$1,053,963
Building/Planning	88,186
Police	757,479
Library	39,904
Parks	109,016
Muni Court	87,803
WAC	29,037
Interfund Transfers & Loans - Out	586,000
Contingency	-
<b>Total Requirements (Appropriation Level):</b>	<u>2,751,388</u>
<b>Requirements - Unappropriated:</b>	
ARPA Funds Restricted Use	21,766
Unappropriated Ending Fund Balance	223,915
<b>TOTAL REQUIREMENTS</b>	<b><u><u>\$2,997,069</u></u></b>
	495,544

**TOTAL BUDGET - SUMMARY BY FUND**

	<b>Proposed FY 2023</b>
<b>Total Budget by Fund:</b>	
General Fund	\$2,997,069
Street Fund	48,280
Emergency Services Fund	1,234,286
Water Bond Fund	120,683
Oakridge Industrial Park Fund	383,499
Water Fund	1,996,974
Waste Water Fund	1,291,931
Stormwater Fund	147,154
Public Works Reserve Fund	<u>1,001,200</u>
<b>TOTAL CITY BUDGET</b>	<b><u><u>\$8,219,877</u></u></b>

**RESOURCES**  
**GENERAL FUND**

**City of Oakridge**

Historical Data			RESOURCE DESCRIPTION	Budget FY 2023-2024			
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
							1
35,588	60,000	304,000	Net Working Capital (accrual basis)	639,206			2
3,639	4,390	2,600	Interest Revenues	10,000			3
16,053	7,822	10,000	Property Tax Revenues-Prior Levie	15,000			4
			<b>Transfers Revenues</b>				5
120,000			Transfer from Water				6
150,000			Loans from WasteWater				7
255,000			Loans from Water				8
			<b>Other Resources</b>				10
1,123,315	1,172,933	1,260,048	Property Tax Revenues-Current	1,260,000			9
188,864	212,306	210,000	Franchise Fees Revenues	210,000			11
238,731	176,821	198,000	Licenses, Permits, Misc. Taxes Revenues	180,855			12
234,358	202,038	199,885	Intergovernmental Revenues	191,185			14
30	2,155	2,000	Planning Fees and Reimbursements Revenues	2,000			15
42,842	41,529	46,000	Fines & Forfeitures	35,000			16
450,068	455,350	1,884,092	Grants & Donation Revenues	23,000			17
15,599	14,453	7,000	Rentals and Leases Revenues	14,100			18
49,255	110,563	8,800	Miscellaneous Revenues	14,800			19
595,900	703,454	814,103	Charges for Services Revenues	897,467			20
3,703	-	-	Other Financing Resources Revenues				21
3,522,945	3,163,814	4,946,528	<b>TOTAL RESOURCES</b>	3,492,613			25

Historical data			Description resources and requirements			Budget for next year 2024			
Actual									
Second preceding year 20__-__	First preceding year 20__-__	Adopted budget year 20__-__				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
			1	<b>Resources</b>					1
			2	Beginning Balance			10,000		2
			3	Transient Room Taxto be received			36,720		3
			4						4
			5						5
			6						6
			7						7
			8						8
			9						9
			10						10
			11						11
			12						12
			13	<b>Total resources</b>			46,720		13
			14	Requirements**					14
			15	Org unit or prog & activity	Object classification	Detail			15
			16	General	TRT Tax	Travel and Tourism for the City	46,720		16
			17						17
			18						18
			19						19
			20						20
			21						21
			22						22
			23						23
			24						24
			25						25
			26						26
			27						27
			28						28
			29	Ending balance (prior years)					29
			30	Unappropriated ending fund balance					30
			31	<b>Total requirements</b>			46,720		31

Special Fund  
Resources and  
Requirements

RTMP Revenues City of Oakridge

Historical data			Description resources and requirements			Budget for next year 2024			
Actual									
Second preceding year 20__-__	First preceding year 20__-__	Adopted budget year 20__-__				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
			<b>1</b>	<b>Resources</b>					<b>1</b>
			<b>2</b>	Beginning Fund Balance			20,000		<b>2</b>
			<b>3</b>	Transient Room Tax to be received			19,000		<b>3</b>
			<b>4</b>						<b>4</b>
			<b>5</b>						<b>5</b>
			<b>6</b>						<b>6</b>
			<b>7</b>						<b>7</b>
			<b>8</b>						<b>8</b>
			<b>9</b>						<b>9</b>
			<b>10</b>						<b>10</b>
			<b>11</b>						<b>11</b>
			<b>12</b>						<b>12</b>
			<b>13</b>	<b>Total resources</b>			39,000		<b>13</b>
			<b>14</b>	<b>Requirements**</b>					<b>14</b>
			<b>15</b>	Org unit or prog & activity	Object classification	Detail			<b>15</b>
			<b>16</b>	General	RTMP	Rural Tourism	39,000		<b>16</b>
			<b>17</b>						<b>17</b>
			<b>18</b>						<b>18</b>
			<b>19</b>						<b>19</b>
			<b>20</b>						<b>20</b>
			<b>21</b>						<b>21</b>
			<b>22</b>						<b>22</b>
			<b>23</b>						<b>23</b>
			<b>24</b>						<b>24</b>
			<b>25</b>						<b>25</b>
			<b>26</b>						<b>26</b>
			<b>27</b>						<b>27</b>
			<b>28</b>						<b>28</b>
			<b>29</b>	Ending balance (prior years)					<b>29</b>
			<b>30</b>	<b>Unappropriated ending fund balance</b>					<b>30</b>
			<b>31</b>	<b>Total requirements</b>			39,000		<b>31</b>

Historical data			Description resources and requirements			Budget for next year 2024			
Actual									
Second preceding year 20__-__	First preceding year 20__-__	Adopted budget year 20__-__				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
			1	<b>Resources</b>					1
			2	Beginning Fund Balance			1,494,718		2
			3						3
			4						4
			5						5
			6						6
			7						7
			8						8
			9						9
			10						10
			11						11
			12						12
			13	<b>Total resources</b>			1,494,718		13
			14	<b>Requirements**</b>					14
			15	Org unit or prog & activity	Object classification	Detail			15
			16	General	WAC	Rehabilitation of WAC building	1,494,718		16
			17						17
			18						18
			19						19
			20						20
			21						21
			22						22
			23						23
			24						24
			25						25
			26						26
			27						27
			28						28
			29	Ending balance (prior years)					29
			30	<b>Unappropriated ending fund balance</b>					30
			31	<b>Total requirements</b>			1,494,718		31

DETAILED REQUIREMENTS

FORM  
LB-30

**GENERAL FUND**  
**ADMINISTRATION**

**City of Oakridge**

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024				
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023						
1			<b>PERSONNEL SERVICES</b>				1	
2	305,363	446,175	460,239	Wages	393,388			2
3	69,290	62,579	74,249	Personnel Insurance	101,406			3
4	68,501	53,560	93,231	PERS	114,944			4
5	<b>443,154</b>	<b>562,314</b>	<b>627,719</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>609,738</b>	-	-	5
6	<b>5.50</b>	<b>4.70</b>	<b>4.00</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>5.00</b>		<b>5.00</b>	6
7				<b>MATERIALS &amp; SERVICES</b>				7
8	17,057	18,801	18,900	Utilities	17,000			8
9	217,143	193,150	207,508	Material and Supplies	362,425			9
10	86,010	79,000	82,000	Professional Services	64,800			10
11	<b>320,210</b>	<b>290,951</b>	<b>308,408</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>444,225</b>	-	-	11
12				<b>CAPITAL OUTLAY</b>				12
13	1,666	1,666		Radios Debt Service				13
14	-	5,000		New Equipment-Captial				14
15			14,500	Council Chambers (ARPA)				15
16			100,000	City Hall & Police Building (ARPA)				16
17	<b>1,666</b>	<b>6,666</b>	<b>114,500</b>	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	17
18	<b>765,030</b>	<b>859,931</b>	<b>1,050,627</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,053,963</b>	-	-	18



DETAILED REQUIREMENTS

FORM  
LB-30

**GENERAL FUND**  
**BUILDING/PLANNING**

**City of Oakridge**

	Historical Data			GL Account (city use only)  100-12-	REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
	Actual		Adopted Budget this year 2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
					<b>MATERIALS &amp; SERVICES</b>				
1	46,567	60,000	50,000	400130	Professional Services -Bdg Inspec-75%-Mort	50,000			1
2	9,275	1,500	1,500	400138	Planning Services	1,500			2
3	50,000	35,300	32,878	400140	Admin Overhead	36,686			3
4									4
5									5
6									6
7									7
8	<b>105,842</b>	<b>96,800</b>	<b>84,378</b>		<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>88,186</b>	-	-	8
9	<b>105,842</b>	<b>96,800</b>	<b>84,378</b>		<b>TOTAL REQUIREMENTS</b>	<b>88,186</b>	-	-	9

FORM  
LB-30

**GENERAL FUND**  
**POLICE**

City of Oakridge

Historical Data				GL Account (city use only)  100-13-	REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
Actual		Adopted Budget this year 2022-2023	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022								
1					<b>PERSONNEL SERVICES</b>				1
2	147,942	157,400	185,550	400001	Personnel Insurance	187,724			2
3	154,184	162,200	140,400	400002	PERS	156,237			3
4	15,333	12,680	12,500	400003	Worker's Compensation	13,036			4
5	36,595	35,000	35,700	400004	Payroll Taxes	37,290			5
6	443,024	443,560	456,455	400005	Wages				6
7	<b>797,077</b>	<b>810,840</b>	<b>830,605</b>		<b>TOTAL PERSONNEL SERVICES</b>	<b>394,287</b>	<b>-</b>	<b>-</b>	7
8	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>		<b>Total Full-Time Equivalent (FTE)</b>	<b>6.00</b>	<b>6.00</b>		8
9					<b>MATERIALS &amp; SERVICES</b>				9
10	2,099	3,000	3,000	400029	Reserve Patrol Officers	3,500			10
11	9,874	14,961	13,711	400101	Materials and supplies	12,400			11
12	17,177	15,000	15,850	400107	Utilities	19,750			12
13	19,800	6,800	6,800	400117	Professional Services	6,300			13
14	2,273	7,000	7,000	400120	Travel and Training	11,500			14
15	84,088	73,200	75,396	400137	Dispatch Services LCSD	56,180			15
16	78,800	82,850	78,800	400140	Administrative Overhead	80,135			16
17	14,901	18,139	18,139	400145	Equipment/PPE/Uniform	22,800			17
18	6,539	8,300	9,450	400146	Uniform Allowance	10,400			18
19	5,196	5,000	5,000	400160	Equipment Maintenance and Repair	5,000			19
20	11,043	12,100	12,000	400168	Vehicle Maintenance	12,000			20
21	22,253	26,000	36,000	400172	Fuel	30,000			21
22	190	3,400	2,900	400217	Community Policing	2,900			22
23	4,175	5,000	5,000	400305	Public Safety Assessment	5,000			23
24	5,930	5,000	5,000	401203	Computer Support Systems	5,000			24
25	-	2,000	2,000	401204	Jail Expense	2,000			25
26			1,600	400121	Accreditation	1,600			26
27	<b>284,338</b>	<b>287,750</b>	<b>297,646</b>		<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>286,465</b>	<b>-</b>	<b>-</b>	27
28					<b>CAPITAL OUTLAY</b>				28
29	10,184	6,200	6,200	401052	New Radios- Payment	6,200			29
30	-	30,527	18,000	400300	New Equipment Capital (ARPA)	25,000			30
31			15,000		CMAC Matching Funds	15,000			31
32			30,527	499991	Future Expenditures (USDA Grant Reimb)	30,527			32
33	<b>10,184</b>	<b>36,727</b>	<b>69,727</b>		<b>TOTAL CAPITAL OUTLAY</b>	<b>76,727</b>	<b>-</b>	<b>-</b>	33
34					<b>Transfers</b>				34
35	-	-	-		<b>Total Transfers</b>	-	-	-	35
36	<b>1,091,599</b>	<b>1,135,317</b>	<b>1,197,978</b>		<b>TOTAL REQUIREMENTS</b>	<b>757,479</b>	<b>-</b>	<b>-</b>	36

DETAILED REQUIREMENTS

FORM  
LB-31

**GENERAL FUND**  
*LIBRARY*

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
1			<b>PERSONNEL SERVICES</b>				1
2	157	-	Personnel Insurance				2
3	11,069	10,900	Wages	12,577			3
4	<b>11,226</b>	<b>10,900</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>12,577</b>	-	-	4
5	<b>0.25</b>	<b>0.25</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	5
6			<b>MATERIALS &amp; SERVICES</b>				6
7	16,584	8,900	Materials and Supplies	19,450			7
8	2,134	1,900	Utilities	1,000			8
9	757	1,000	Professional Services	1,877			9
10	7,600	8,050	Administrative Overhead	5,000			10
11	<b>27,075</b>	<b>19,850</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>27,327</b>	-	-	11
12			<b>CAPITAL OUTLAY</b>				12
13				-	-	-	13
14	-	-	<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	14
15	<b>38,301</b>	<b>30,750</b>	<b>TOTAL REQUIREMENTS</b>	<b>39,904</b>	-	-	15

DETAILED REQUIREMENTS

FORM  
LB-31

**GENERAL FUND**  
**PARKS**

**City of Oakridge**

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
Actual		Adopted Budget this year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
			<b>PERSONNEL SERVICES</b>				1
	20,300	20,300	Public Works Personnel Allocation	20,909			2
	<b>20,300</b>	<b>20,300</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>20,909</b>	-	-	3
	-	-	Total Full-Time Equivalent (FTE)	0.20	0.20	0.20	4
			<b>MATERIALS &amp; SERVICES</b>				5
	14,766	-	Seasonal Workers				6
	38,686	20,300	Materials and Supplies	28,000			7
	30,700	26,000	Administrative Overhead	23,597			8
	<b>84,152</b>	<b>46,300</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>51,597</b>	-	-	9
			<b>CAPITAL OUTLAY</b>				10
	-	115,359	ODOT/IMBA Grant	-	-	-	11
			New Vehicle Transfer to PW SB-11	1,000			12
			New Mower Transfer to PW SB-11	3,350			13
	-	900	Park Improvements (ARPA-RTMP)	32,160			14
	-	<b>116,259</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>36,510</b>	-	-	15
	<b>104,452</b>	<b>182,859</b>	<b>TOTAL REQUIREMENTS</b>	<b>109,016</b>	-	-	16

DETAILED REQUIREMENTS

FORM  
LB-30

**GENERAL FUND**  
**WILLAMETTE ACTIVITY CENTER (WAC)**

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024			
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted by Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1			<b>PERSONNEL SERVICES</b>				1
2	12,900	6,450	1,000 Public Works Personnel Allocation	1,000			2
3							3
4	<b>12,900</b>	<b>6,450</b>	<b>1,000</b> <b>TOTAL PERSONNEL SERVICES</b>	<b>1,000</b>	-	-	4
5	-	-	0.10 Total Full-Time Equivalent (FTE)	0.10	0.10	0.10	5
6			<b>MATERIALS &amp; SERVICES</b>				6
7	6,514	3,850	1,500 Materials and Supplies	1,500			7
8	6,217	5,500	- Seasonal Workers				8
9	25,568	11,275	- Utilities	13,000			9
10	16,000	6,750	13,143 Administrative Overhead	13,537			10
11			Building Maintenance				11
12	4,258	2,200	Property Taxes				12
13			100,000 Professional Services				13
14	<b>58,557</b>	<b>29,575</b>	<b>114,643</b> <b>TOTAL MATERIALS &amp; SERVICES</b>	<b>28,037</b>	-	-	14
15			Capital Outlay				15
16			1,400,000 State Grant				16
17	<b>71,457</b>	<b>36,025</b>	<b>115,643</b> <b>TOTAL REQUIREMENTS</b>	<b>29,037</b>	-	-	17

**DETAILED REQUIREMENTS**

FORM  
LB-30

**GENERAL FUND  
MUNICIPAL COURT**

**City of Oakridge**

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2023-2024		
Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022					
1			<b>PERSONNEL SERVICES</b>			1
2	10,099	10,575	Personnel Insurance	11,409		2
3	7,301	7,700	PERS	8,030		3
4	25,281	25,990	Wages	26,937		4
5	<b>42,681</b>	<b>44,265</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>46,376</b>	-	-
6	<b>0.50</b>	<b>0.50</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>0.50</b>		<b>0.50</b>
7			<b>MATERIALS &amp; SERVICES</b>			7
8	-	-	Materials and Supplies			8
9	-	-	225 Travel and Training			9
10	18,650	20,900	Muni Court Judge - Contract	21,527		10
11	6,900	7,300	Admin OH	12,000		11
12	5,173	5,400	State Court Fees	5,400		12
13	-	-	2,000 Court Expense - Prosecutor	2,500		13
14	<b>30,723</b>	<b>33,600</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>41,427</b>	-	-
15	<b>73,403</b>	<b>77,865</b>	<b>TOTAL REQUIREMENTS</b>	<b>87,803</b>	-	-

DETAILED REQUIREMENTS

FORM  
LB-30B

GENERAL FUND  
REQUIREMENTS NOT ALLOCATED

City of Oakridge

Historical Data			REQUIREMENTS DESCRIPTION	Budget FY 2022-2023			
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
1			<b>MATERIALS &amp; SERVICES</b>				1
2	17,243	4,000	Seasonal Workers				2
3	4,541		Misc Exp/New Equipment				3
4	30,387	-	DEQ Smoke Mgmt Grant Exp				4
5	5,529	18,900	RTMP Fund Projects				5
6	11,845	23,000	Transient Income Projects				6
7	<b>69,544</b>	<b>45,900</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	-	-	-	7
8			<b>DEBT SERVICE</b>				8
9							9
10	-	-	<b>TOTAL DEBT SERVICE</b>	-	-	-	10
11			<b>SPECIAL PAYMENTS</b>				11
12							12
13	-	-	<b>TOTAL SPECIAL PAYMENTS</b>	-	-	-	13
14			<b>INTERFUND TRANSFERS - OUT</b>				14
15	44	-	Transfer to Streets				15
16	8,032		Transfer to Wastewater				16
17	7,347		Transfer to Water				17
18	613,151	565,000	Transfer Emergency Services				18
19	2,511		Transfer to OIP				19
20			Transfer of PSF to Emergency Services				20
21	95,000	150,000	Repay Wastewater Loan				21
22		255,297	Repay Water Loan				22
23		-	Transfer to Woodstove Fund				23
24	726,085	970,297	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	-	-	-	24
25			<b>CONTINGENCY</b>				25
26	11,263	4,000	Operating Contingency	-			26
27	<b>11,263</b>	<b>4,000</b>	<b>TOTAL OPERATING Contingency</b>	-	-	-	27
28	<b>806,892</b>	<b>1,020,197</b>	<b>TOTAL REQUIREMENTS NOT ALLOCATED</b>	-	-	-	28
29	<b>2,000,059</b>	-	<b>TOTAL ORG. UNIT/PROGRAM REQUIREMENTS</b>		-	-	29
30							30
31			<b>RESERVED FOR FUTURE EXPENDITURES</b>				31
32			374,000 ARPA Funds				32
33	-	-	<b>374,000 TOTAL RESERVE FOR FUTURE EXPENDITURES</b>	-	-	-	33
34							34
35							35
36		677	25,309 <b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-			36
37	<b>2,806,951</b>	<b>1,020,197</b>	<b>3,207,742 TOTAL GENERAL FUND REQUIREMENTS</b>	<b>2,165,388</b>	<b>175,989</b>	<b>1,197,978</b>	37

SPECIAL FUND  
RESOURCES AND REQUIREMENTS

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	City of Oakridge Budget FY 2023-2024		
Actual			Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023					
<b>RESOURCES</b>							
1	100,108	92,000	106,470	Net Working Capital (accrual basis)		1	
2	44	-	-	Transfers from Gen Fund		2	
<b>OTHER RESOURCES</b>							
3						3	
4	243,151	233,000	240,000	ODOT Apportionments		4	
5	109,495	90,000	80,000	Fuel Dealer's License Fee		5	
6	4,000	3,100	4,500	Greenwaters Rest Area		6	
7	-	176,530	250,000	ODOT Small City Allotment		7	
8	3,163	3,200	3,200	LID #20 Second St. Assessment.		8	
9	-	-	-	LID #17 Union St. Assessment		9	
10	1,436	1,200	1,200	LID #21 N. Ash Street Assessment		10	
11	10,171	1,000	1,000	Misc Income		11	
12	10,500	10,500	10,500	PW Overhead to Other Funds		12	
13	<b>482,068</b>	<b>610,530</b>	<b>696,870</b>	<b>TOTAL RESOURCES</b>	<b>-</b>	<b>-</b>	
<b>REQUIREMENTS</b>							
<b>PERSONNEL SERVICES</b>							
14						14	
15						15	
16	22,253	15,500	17,300	Health Insurance		16	
17	21,456	18,500	19,000	PERS		17	
18	3,814	3,900	3,900	Workers Comp		18	
19	4,434	4,600	4,500	Payroll Taxes		19	
20	5,047	4,900	4,000	Overtime		20	
21	1,439	1,500	1,600	Standby		21	
22	6,535	6,800	7,000	Utility Worker 2		22	
23	8,940	-	-	Utility Worker 3		23	
24	15,386	15,400	17,624	Superintendent		24	
25	14,143	14,750	15,628	Utility Worker 1 A		25	
26	7,280	7,500	7,750	Utility Worker 1 B		26	
27	-	500	500	Vacation Buy-Out		27	
28	184	240	250	Floating Holiday 1		28	
29	156	240	250	Floating Holiday 2		29	
30	2,250	2,250	2,250	VEBA Contributions		30	
31	45	50	50	Life/LTD		31	
32	<b>113,361</b>	<b>96,630</b>	<b>101,602</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>-</b>	<b>-</b>	
33	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>0.80</b>	<b>0.80</b>	
<b>MATERIALS &amp; SERVICES</b>							
34						34	
35	18,226	25,000	25,000	Materials & Supplies		35	
36	1,728	1,100	1,100	Telephone		36	
37	17,020	22,500	22,000	Seasonal Workers		37	
38	6,165	7,000	7,000	Utilities		38	
39	217	1,000	1,000	Travel & Training		39	
40	10,929	15,000	15,000	Professional Services/Misc		40	
41	37,800	25,800	35,000	Administrative Overhead	48,280	41	
42	704	1,000	1,000	Uniform Allowance		42	
43	12,527	20,000	20,000	Equip Maint/Repair		43	
44	2,457	2,500	2,500	Vehicle Lease		44	
45	7,010	8,000	16,000	Fuel		45	
46	5,764	9,000	10,000	New Equipment		46	
47	8,117	9,000	9,000	Rest Area		47	
48	1,175	21,000	35,000	Street Repair		48	
49	61,990	63,000	63,000	Street Lights		49	
50	<b>191,830</b>	<b>230,900</b>	<b>262,600</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>48,280</b>	<b>-</b>	
						<b>Page 15</b>	
<b>CAPITAL OUTLAY</b>							
51						51	
52						52	
53	-	-	50,000	New Equipment (Street Sweeper)		53	
54	315	176,530	250,000	Street Improvements (Cherry ST)		54	
55	<b>315</b>	<b>176,530</b>	<b>300,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	
<b>INTERFUND TRANSFERS - OUT</b>							
56						56	
57						57	
58	2,000	2,000	-	Transfer to Agency Fund - Reserve Bike Path		58	
59	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	<b>-</b>	<b>-</b>	
60						60	
61		6,470	6,470	<b>CONTINGENCY</b>		61	
62						62	
63				Total Ending Fund Balance (prior years)		63	
64		100,000		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		64	
65	<b>307,506</b>	<b>612,530</b>	<b>670,672</b>	<b>TOTAL REQUIREMENTS</b>	<b>48,280</b>	<b>-</b>	



SPECIAL FUND  
RESOURCES AND REQUIREMENTS

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	City of Oakridge Budget FY 2023-2024				
Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022							
			<b>RESOURCES AND REQUIREMENTS</b>					
1	(26,148)	-	100,000	Net Working Capital (accrual basis)			1	
2	35	-	-	Interest			2	
3				<b>Transferred IN, from other funds:</b>			3	
4	613,151	565,000	465,736	Transfers from General Fund	466,000		4	
5			120,000	Transfer from Public Safety Fees	120,000		5	
6				<b>OTHER RESOURCES</b>			6	
7	14,938	20,000	20,000	Fire Med	27,000		7	
8	61,089	63,330	65,230	Hazeldell Fire District IGA	67,187		8	
9	16,500	16,800	16,800	Fire Contracts - Westfir	35,599		9	
10	499,014	460,000	400,000	Service Charge	503,000		10	
11	59,405	2,000	2,000	Miscellaneous Income			11	
12	15,450	15,500	15,500	Hazeldell -Vol. Program	15,500		12	
13	40,462	40,000	50,000	GEMT			13	
14	<b>1,293,895</b>	<b>1,182,630</b>	<b>1,255,266</b>	<b>TOTAL RESOURCES</b>	<b>1,234,286</b>	<b>-</b>	<b>-</b>	14
15				<b>REQUIREMENTS</b>				15
16				<b>PERSONNEL SERVICES</b>				16
17	92,160	96,800	109,800	Personnel Insurance	100,400			17
18	144,164	136,500	158,900	PERS	160,500			18
19	314,021	324,400	341,546	Wages	360,721			19
20	89,845	91,000	70,000	Overtime	75,000			20
21		200	200	Volunteer Life Insurance				21
22		-	500	Employee Allowance				22
23	55,075	62,000	47,000	Volunteers				23
24	<b>695,264</b>	<b>710,900</b>	<b>727,946</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>696,621</b>	<b>-</b>	<b>-</b>	24
25	<b>5.00</b>	<b>4.00</b>	<b>4.00</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	25
26				<b>MATERIALS &amp; SERVICES</b>				26
27	38,542	31,000	36,000	Materials and supplies	127,100			27
28	14,947	15,780	15,780	Utilities	19,500			28
29	5,418	5,000	5,000	Travel and Training	10,000			29
30	375,290	368,750	299,870	Professional Services	305,565			30
31	28,334	39,300	49,300	Equipment Maintenance and Repairs	62,000			31
32	9,796	7,800	11,300	Building/Grounds Maintenance	12,500			32
33	2	-	-	Fire Prevention	1,000			33
34	<b>472,329</b>	<b>467,630</b>	<b>417,250</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>537,665</b>	<b>-</b>	<b>-</b>	34
35								35
36				<b>CAPITAL OUTLAY</b>				36
37	36,413	-		New Equipment	-			37
38	2,324	3,500	3,500	Radio/Pager Lease				38
39			5,000	CMAC Matching Funds				39
40	<b>38,738</b>	<b>3,500</b>	<b>8,500</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	40
41				<b>INTERFUND TRANSFERS - OUT</b>				41
42	<b>-</b>	<b>-</b>	<b>-</b>	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	<b>-</b>	<b>-</b>	<b>-</b>	42
43			100,000	CONTINGENCY (ARPA Funds Unspent)				43
44	-			Ending balance (prior years)				44
45		600	1,570	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				45
46	<b>1,206,331</b>	<b>1,182,630</b>	<b>1,255,266</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,234,286</b>	<b>-</b>	<b>-</b>	46

Historical Data			DESCRIPTION Resources and Requirements	Budget FY 2023-2024				
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023						
			<b>RESOURCES</b>					
1							1	
2	29,040	54,040	54,040	Net Working Capital (accrual basis)	79,040		2	
4	25,000	25,000	25,000	Transferred IN, from Water fund			4	
5							5	
6	<b>54,040</b>	<b>79,040</b>	<b>79,040</b>	<b>TOTAL RESOURCES</b>	<b>79,040</b>	-	-	6
7				<b>REQUIREMENTS</b>				7
8							8	
9							9	
10							10	
11	29,040	54,040	79,040	RESERVED FOR FUTURE EXPENDITURE				11
12	<b>29,040</b>	<b>54,040</b>	<b>79,040</b>	<b>TOTAL REQUIREMENTS</b>	-	-	-	12

WATER BOND DEBT SERVICE RESERVE FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024			
Actual		Adopted Budget this year 2022-2023		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2020-2021	First Preceding Year 2021-2022						
			<b>RESOURCES</b>				
1							1
2	120,683	120,683	120,683				2
3							3
4	<b>120,683</b>	<b>120,683</b>	<b>120,683</b>				4
			<b>TOTAL RESOURCES</b>				
			<b>REQUIREMENTS</b>				
5							5
			<b>BOND PRINCIPAL PAYMENTS</b>				
6							6
7							7
8							8
9							9
10							10
			<b>BOND INTEREST PAYMENTS</b>				
11							11
12							12
13							13
14							14
15							15
16							16
			<b>UNAPPROPRIATED BALANCE FOR FOLLOWING YEAR BY:</b>				
17							17
18							18
19							19
20							20
21							21
22							22

SPECIAL FUND  
RESOURCES AND REQUIREMENTS

OAKRIDGE INDUSTRIAL PARK FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024				
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023						
<b>RESOURCES</b>								
1	589,086	457,000	316,460	Net Working Capital (accrual basis)	305,236		1	
2	1,347	1,600	1,100	Interest	1,263		2	
<b>OTHER RESOURCES</b>								
4	-	-	-	Sale of Property	-		4	
5	83,459	77,000	77,000	Rent Income	77,000		5	
6	9,427	-	-	Misc Income			6	
7	2,511			Transfer from General Fund			7	
8	14,224	-	-	LRAPA Grant OIP Improvements			8	
10	9,157	11,000		Loan Receivable-Tanner Rite			10	
11	<b>709,211</b>	<b>546,600</b>	<b>394,560</b>	<b>TOTAL RESOURCES</b>	<b>383,499</b>	<b>-</b>	<b>-</b>	11
<b>REQUIREMENTS</b>								
<b>PERSONNEL SERVICES</b>								
14	3,147	2,960	3,260	Health Insurance	3,310		14	
17	3,424	3,110	3,200	PERS	2,424		17	
18	9,912	10,660	13,320	Wages	13,503		18	
31	<b>16,483</b>	<b>16,730</b>	<b>19,780</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>19,237</b>	<b>-</b>	<b>-</b>	31
32	-	-	0.20	Total Full-Time Equivalent (FTE)	0.10	0.10	0.10	32
<b>MATERIALS &amp; SERVICES</b>								
34	14,239	18,700	22,800	Materials and Supplies	41,600		34	
38	31,294	15,000	18,000	Professional Services	15,000		38	
39	10,647	12,500	16,000	Utilities	16,000		39	
40	5,440	7,210	7,210	Seasonal Workers	10,000		40	
41	31,700	26,500	35,000	Administrative Overhead	40,000		41	
42	6,934	11,500	11,500	Property Taxes	11,500		42	
43	<b>86,015</b>	<b>72,710</b>	<b>87,710</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>134,100</b>	<b>-</b>	<b>-</b>	43
44	<b>89,606</b>	<b>78,910</b>	<b>94,510</b>		<b>129,100</b>			44
<b>CAPITAL OUTLAY Within Fund</b>								
46	23,836	-	3,000	OIP Buildings and Grounds Move to M&S	-		46	
47		135,000		New equipment (Trackhoe)	-		47	
48			126,834	Kokanee Way Utility Improvements	126,834		48	
49	<b>23,836</b>	<b>135,000</b>	<b>129,834</b>	<b>TOTAL CAPITAL OUTLAY Within Fund</b>	<b>126,834</b>	<b>-</b>	<b>-</b>	49
INTERFUND TRANSFERS - to PW SB-11								
51				New Vehicle	1,000		51	
52							52	
53	-	-	-	<b>TOTAL INTERFUND TRANSFERS - Out to PW SB-11</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	53
<b>DEBT SERVICE</b>								
55	-	-	-	<b>TOTAL DEBT SERVICE</b>	<b>-</b>	<b>-</b>	<b>-</b>	55
<b>CONTINGENCY</b>								
56		40,000	150,436		102,328		56	
57	-	276,460		Reserved for Future expenditures	-		57	
58	-	<b>230,640</b>	<b>237,324</b>	<b>TOTAL REQUIREMENTS</b>	<b>383,499</b>	<b>-</b>	<b>-</b>	58

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	City of Oakridge Budget FY 2023-2024		
Actual		Adopted Budget this year		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	2022-2023				
			<b>RESOURCES</b>			
1	234,854	215,000	430,000	Net Working Capital (accrual basis)	793,468	
2				<b>OTHER RESOURCES</b>		
3	1,098,352	1,051,200	1,109,016	Water Service	1,177,775	
4	2,100	2,500	3,000	Connection Charge	3,100	
5	(75)	3,500	200	Service Charge	1,100	
6		-	-	Fed Grant-Tank 7	-	
7	1,022	-	-	Loan proceeds Tank 7	-	
8	7,690	2,500	2,500	Misc Income	2,531	
9	7,347			Transfer from General Fund	-	
10	19,000	19,000	19,000	PW Overhead to Other Funds	19,000	
11			125,000	Grant Reimbursement from Well #2	-	
12	<b>1,370,290</b>	<b>1,293,700</b>	<b>1,688,716</b>	<b>TOTAL RESOURCES</b>	<b>1,996,974</b>	<b>-</b>
			<b>REQUIREMENTS</b>			
			<b>PERSONNEL SERVICES</b>			
15	47,484	41,605	45,605	Personnel Insurance	48,526	
16	43,743	41,000	42,000	PERS	36,768	
17	133,059	129,030	133,030	Wages	139,865	
34	<b>224,286</b>	<b>211,635</b>	<b>220,635</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>225,159</b>	<b>-</b>
35	<b>4.00</b>	<b>1.80</b>	<b>1.70</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>1.70</b>	<b>1.70</b>
			<b>MATERIAL &amp; SERVICES</b>			
37	171,985	196,000	212,500	Materials & Supplies	213,500	
38	21,884	25,000	25,000	Seasonal Worker	27,500	
39	4,326	2,900	3,200	Dispatch Services LCSD	-	
40	2,500	2,500	2,500	Travel & Training	2,500	
41	147,000	138,900	151,414	Administrative Overhead	165,000	
42	1,026	2,000	2,000	Uniform Allowance	165,000	
43	2,457	2,500	2,500	Vehicle Lease Moved to Capital Outlay		
44	4,249	5,000	15,000	Meter Replacement	15,000	
45			650	Dead Mountain Tower Lease	650	
46	<b>355,426</b>	<b>374,800</b>	<b>414,764</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>589,150</b>	<b>-</b>
47	<b>355,426</b>	<b>374,800</b>	<b>414,764</b>	<b>CAPITAL OUTLAY within Fund</b>	<b>426,150</b>	<b>-</b>
49	200	-	-	Tank 7		
50			250,000	Well #2	250,000	
51	\$ 65,000.00			- Trackhoe (3)		
			<b>Capital Outlay Transfer to PW SB-11</b>			
53				New Vehicle	9,000	
54		12,000	12,000	- Meters (100X)	12,000	
55		6,000	6,000	- Hydrants (2x)	8,000	
56		6,000	6,000	- Valves (2X)	6,000	
57		81,350	81,350	- Vac Truck (2)	162,700	
58		24,500	60,000	- 5YD Dump Truck (4)	120,000	
59				10YD Dump Truck	20,000	
60		15,300	30,000	- Backhoe (5)	60,000	
61				Well #4 Rebuild	35,000	
62				Well #1 Rebuild	50,000	
63	<b>200</b>	<b>210,150</b>	<b>445,350</b>	<b>TOTAL CAPITAL OUTLAY Transfer to PW SB-11</b>	<b>482,700</b>	<b>-</b>
			<b>DEBT SERVICE</b>			
65	21,317	21,350	21,350	Debt Service - Interest OECD	24,109	
66	100,980	101,000	102,000	Debt Service - Principal OECD	128,762	
67	10,078	10,300	10,300	Bond Payment - Interest LACOP	11,663	
68	7,500	7,500	7,500	Bond Payment - Principal LACOP	25,000	
69	41,828	42,000	42,000	Water Loan Tank 7 Principal IFA Loans	82,512	
70	45,389	45,500	45,500	Water Loan Tank 7 Interest IFA Loans	25,260	
						Page 21
71	80	80	155	Debt Service - Interest New Source Well Study	161	
72	1,313	1313	1,313	Debt Service - Principal New Source Well Study	158	
73	<b>228,485</b>	<b>229,043</b>	<b>230,118</b>	<b>TOTAL DEBT SERVICE</b>	<b>297,624</b>	<b>-</b>
			<b>INTERFUND TRANSFERS - OUT</b>			
75	5,808	25,000	25,000	Water Fund Reserve	25,000	
76	177,292	-	-	Transfer to General Fund		
77	255,000	-	-	Loan to General Fund		
78	<b>438,100</b>	<b>25,000</b>	<b>25,000</b>	<b>TOTAL INTERFUND TRANSFERS - OUT</b>	<b>25,000</b>	<b>-</b>
			<b>CONTINGENCY</b>			
80		35,000	166,719	Operating Contingency	377,341	
82	-	<b>35,000</b>	<b>166,719</b>	<b>TOTAL CONTINGENCY</b>	<b>377,341</b>	<b>-</b>
83	243,131	-		Ending balance (prior years)		
84		185,000	186,150	Reserved For Future Expenditures (equipment)		
85		23,072		UNAPPROPRIATED ENDING FUND BALANCE		
86	<b>1,489,628</b>	<b>1,293,700</b>	<b>1,502,586</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,996,974</b>	<b>-</b>

WASTEWATER FUND

City of Oakridge

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024		
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
<b>RESOURCES</b>						
1						1
2	184,623	265,000	406,000	Net Working Capital (accrual basis)	458,387	2
3		-		OPD Vehicle Loan Repayment	-	3
<b>OTHER RESOURCES</b>						
4						4
5	2,100	1,400	1,400	Connection Charge	2,700	5
6	701,862	724,000	763,820	Sewer Service	811,177	6
7	4,404	2,500	2,500	Misc Income	5,000	7
8	95,000			Loan repayment from General Fund	-	8
9	8,032			Transfer from General Fund (ARPA)	-	9
10	22,000	14,667	14,667	PW Overhead to Other Funds	14,667	10
11	<b>1,018,022</b>	<b>1,007,567</b>	<b>1,188,387</b>	<b>TOTAL RESOURCES</b>	<b>1,291,931</b>	<b>-</b>
<b>REQUIREMENTS</b>						
<b>PERSONNEL SERVICES</b>						
13						13
14	54,612	81,300	69,000	Personnel Insurance	65,130	14
15	48,302	56,000	57,000	PERS	49,330	15
16	145,116	173,560	161,972	Wages	166,241	16
17	<b>248,030</b>	<b>310,860</b>	<b>287,972</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>280,701</b>	<b>-</b>
18	<b>1.50</b>	<b>2.20</b>	<b>2.90</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>2.90</b>	<b>2.90</b>
<b>MATERIALS &amp; SERVICES</b>						
19						19
20	39,533	73,650	94,400	Materials & Supplies	96,400	20
21	30,354	28,000	45,000	Professional Services	49,000	21
22	62,456	63,250	60,000	Utilities	50,000	22
23	4,326	3,000	3,100	Dispatch Services LCSD	-	23
24	97,200	86,400	97,958	Administrative Overhead	107,667	24
25	1,150	1,500	1,500	Uniform Allowance	1,500	25
26	2,457	2,500	2,500	Vehicle Lease Moved to Capital Outlay	-	26
27	<b>237,475</b>	<b>258,300</b>	<b>304,458</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>304,567</b>	<b>-</b>
<b>CAPITAL OUTLAY</b>						
28						28
29				Vehicle Lease Moved from M&S	9,000	29
30		18,000		- Influent Pump (1)	18,000	30
31		8,000		- Blower (2)	8,000	31
32		60,000	60,000	- UV Light Fixtures 3X (3)	60,000	32
33		50,000		- Sieve Washer (4)		33
34		49,700	49,000	- Vac Truck (5)	98,000	34
35		15,000	20,000	- 5YD Dump Truck (6)	40,000	35
36	-	5,000	5,000	Building Maintenance	5,000	36
37	128	-		Plant Improvements/Design (ARPA FUNDS)		37
38	23,240	-		Collection System (ARPA Funds)		38
39	248	-	100,000	Inflow & Infiltration (ARPA FUNDS)		39
40	<b>23,616</b>	<b>205,700</b>	<b>234,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>238,000</b>	<b>-</b>
<b>DEBT SERVICE</b>						
41						41
42						42
43	10,078	10,300	5,000	Bond Payment - Interest	11,663	43
44	7,500	7,500	10,000	Bond Payment - Principal	25,000	44
45	-	-		Transfer to Gen- OPD Loan	-	45
46	<b>17,578</b>	<b>17,800</b>	<b>15,000</b>	<b>TOTAL DEBT SERVICE</b>	<b>36,663</b>	<b>-</b>
47						47
48	150,000	-	-	Loan to Gen FUND	-	-
49	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>TOTAL LOANS/ INTERFUND TRANSFERS - OUT</b>	<b>-</b>	<b>-</b>
<b>CONTINGENCY</b>						
50						50
51		35,000	342,257			51
52				Operating Contingency	432,001	52
<b>TOTAL CONTINGENCY</b>						
53					432,001	53
54	-			Ending balance (prior years)		54
55			64,700	Reserved For Future Expenditures (equipment)		55
56		170,557	-	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		56
57						57
58	<b>676,698</b>	<b>998,217</b>	<b>1,183,687</b>	<b>TOTAL REQUIREMENTS</b>	<b>1,291,931</b>	<b>-</b>

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget FY 2023-2024				
Actual		Adopted Budget this year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2019-2020	First Preceding Year 2020-2021							
			<b>RESOURCES</b>					
1							1	
2	30,581	40,000	63,396	Net Working Capital (accrual basis)	95,490		2	
3				<b>OTHER RESOURCES</b>			3	
4	29,050	29,050	48,648	Storm Water Service	51,664		4	
5	<b>59,631</b>	<b>69,050</b>	<b>112,044</b>	<b>TOTAL RESOURCES</b>	<b>147,154</b>	-	-	5
6				<b>REQUIREMENTS</b>				6
7				<b>MATERIALS &amp; SERVICES</b>				7
9	1,053	5,000	7,000	Materials and Supplies	20,400			9
10			10,000	Professional Services				10
12	16,300	3,000	10,000	Administrative Overhead	21,267			12
15	<b>17,353</b>	<b>8,000</b>	<b>27,000</b>	<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>41,667</b>	-	-	15
16								16
17				<b>CAPITAL OUTLAY - Transfer to PW SB-11</b>				17
19		1,950	2,000	- Vac Truck (5)	4,000			19
20		500	2,000	- 5YD Dump Truck (6)	2,000			20
21				10YD Dump Truck	5,000			21
22				New Vehicle	1,000			22
23		350	400	- Backhoe (7)	800			23
24				Street Sweeper	10,000			24
25	-	<b>2,800</b>	<b>4,400</b>	<b>CAPITAL OUTLAY - Transfer to PW SB-11</b>	<b>22,800</b>	-	-	25
26								26
27		20,000	55,694	<b>CONTINGENCY</b>	82,687			27
28								28
29			2,800	Reserved For Future Expenditures (equipment)				29
30	42,278			Ending balance (prior years)				30
31		38,250	24,950	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				31
32	<b>59,631</b>	<b>69,050</b>	<b>112,044</b>	<b>TOTAL REQUIREMENTS</b>	<b>147,154</b>	-	-	32

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

This fund is authorized and established by resolution / ordinance number

Date can not be more than 10 years after establishment.

Review Year: 2029

*Public Works Capital Outlay Reserve Fund*

**City of Oakridge**

Historical Data			DESCRIPTION Resources and Requirements	Budget FY 2023-2024		
Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2020-2021	First Preceding Year 2021-2022	Adopted Budget this year 2022-2023				
			<b>RESOURCES</b>			
			Transfer in from Wastewater	368,000		1
			Transfer in from Water	482,700		2
			Transfer in from Streets	109,000		3
			Transfer in from OIP	1,000		4
			Transfer in from Gen-Parks	17,700		5
			Transfer in from Stormwater	22,800		6
-	-	-	<b>TOTAL RESOURCES</b>	<b>1,001,200</b>	-	-
			<b>REQUIREMENTS</b>			
			New Vehicles	30,000		9
	18,000		- Influent Pump (1)	18,000		10
	8,000		- Blower (2)	8,000		11
	60,000	60,000	- UV Light Fixtures 3X (3)	60,000		12
	49,700	49,000	- Vac Truck (5)	264,700		13
			10YD Dump Truck G26	45,000		14
	15,000	20,000	- 5YD Dump Truck (6)	162,000		15
	12,000	12,000	- Meters (100X)	12,000		16
	6,000	6,000	- Hydrants (2x)	8,000		17
	6,000	6,000	- Valves (2X)	6,000		18
	15,300	30,000	- Backhoe (5)	90,800		19
-	-	50,000	New Equipment (Street Sweeper)	110,000		20
			Mower	3,350		21
			Salmon Creek Bathroom Upgrade	3,350		22
			Amphitheater Repair	10,000		23
			Well #4 rebuild (source water)	35,000		24
			Well #1 Rebuild (Source Water)	50,000		25
			Property Purchase	80,000		26
			Reserve for inflation of future costs	5,000		27
-	<b>15,300</b>	<b>30,000</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>1,001,200</b>	-	-



**NOTICE OF BUDGET HEARING**

A public Budget Hearing and meeting of the City of Oakridge City Council will be held on June 7, 2023 at 6pm at Oakridge City Hall, located at 48318 E 1st Street, Oakridge, OR 97463. The purpose of this Budget Hearing is to discuss and hear public comment on the budget for the fiscal year beginning July 1, 2023, as approved by the Oakridge Budget Committee. A summary of the budget is presented below. A copy of the entire annual (1-year) fiscal year 2023-2024 budget may be inspected or obtained at Oakridge City Hall or online at [www.ci.oakridge.or.us](http://www.ci.oakridge.or.us). Citizens may attend in-person or remotely online via Zoom at: <https://zoom.us/j/3664311610> (or by using your phone and dialing 346-248-7799, then entering Zoom meeting ID# 3664311610). Citizens may also email public comment to [cityadministrator@ci.oakridge.or.us](mailto:cityadministrator@ci.oakridge.or.us)

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2021-2022	Adopted Budget This Year 2022-2023	Approved Budget Next Year 2023-2024
Beginning Fund Balance/Net Working Capital	2,029,511	1,901,049	4,714,296
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,469,717	3,143,173	3,986,798
Federal, State and all Other Grants, Gifts, Allocations and Donations	926,696	2,724,196	793,436
Revenue from Bonds and Other Debt	-	-	-
Interfund Transfers and Loans	590,000	610,736	621,000
Charges for Internal Services and other Internal Fees	705,910	792,800	119,687
All Other Resources Except Current Year Property Taxes	96,520	48,700	155,661
Current Year Property Taxes Estimated to be Received	1,115,600	1,260,048	1,300,950
<b>Total Resources</b>	<b>7,933,954</b>	<b>10,480,702</b>	<b>11,691,828</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	2,712,985	2,774,169	2,982,839
Materials and Services	2,264,266	2,435,192	2,778,927
Capital Outlay	579,366	1,296,311	2,219,442
Debt Service	246,843	365,801	406,725
Interfund Transfers and Loan Repayments	995,297	610,736	621,000
Contingencies	148,546	355,081	259,541
Special Payments	-	-	-
Unappropriated Ending Balance and Reserved for Future Expenditure	986,651	2,643,412	2,423,354
<b>Total Requirements</b>	<b>7,933,954</b>	<b>10,480,702</b>	<b>11,691,828</b>

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Administration	758,792	883,147	1,057,325
FTE	4.0	4.0	5.0
Building/Planning	96,800	84,378	88,336
FTE	0.0	0.5	0.0
Police	1,112,090	1,197,978	1,262,416
FTE	6.0	5.0	6.0
Library	30,750	32,250	36,154
FTE	0.3	0.3	0.5
Parks	66,600	120,210	90,206
FTE	0.2	0.2	0.0
Willamette Activity Center (WAC)	36,025	1,515,643	1,494,718
FTE	0.1	0.1	0.0
Municipal Court	77,865	82,710	87,803
FTE	0.5	0.5	0.5
Streets	434,000	696,870	903,510
FTE	0.8	0.8	0.8
Fire/EMS Services	1,182,630	1,255,266	1,470,237
FTE	4.0	4.0	4.0
Wood Stove Replacement	17,312	0	0
FTE	0.0	0.0	0.0
Bicycle/Pedestrian Path Program	8,076	0	0
FTE	0.0	0.0	0.0
Oakridge Industrial Park	547,100	394,560	727,089
FTE	0.1	0.4	0.1
Water Utility	1,293,700	1,688,716	2,054,347
FTE	2.0	2.0	1.7
Wastewater Utility	1,007,567	1,188,387	1,277,264
FTE	2.9	2.9	2.9
Stormwater Utility	69,050	112,044	145,260
FTE	0.1	0.3	0.0
Not Allocated to Organizational Unit or Program	1,195,597	1,228,543	997,163
FTE	0.0	0.0	0.0
<b>Total Requirements</b>	<b>7,933,954</b>	<b>10,480,702</b>	<b>11,691,828</b>
<b>Total FTE</b>	<b>21.0</b>	<b>21.0</b>	<b>21.5</b>

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING**  
 For 2023-24, the City's programs, activities, and budgeting are not substantially changing. However, some budget line items have been combined from previous years (as noted in the budget), and the city received \$1,500,000 from the state legislature in 2022 for the purpose of funding the Willamette Activities Center remodel project. Only \$5,283.00 was used in FY23 so the remaining \$1,494,718 will roll over to fiscal year 23-24.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2021-2022	Rate or Amount Imposed This Year 2022-2023	Rate or Amount Approved Next year 2023-2024
Permanent Rate Levy (rate limit \$7.1996 per \$1,000)	\$7.1996/\$1,000	\$7.1996/\$1,000	\$7.1996/\$1,000
Local Option Levy	n/a	n/a	n/a
Levy For General Obligation Bonds	n/a	n/a	n/a

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$300,000	\$0
Other Borrowings	\$3,886,896	\$0
<b>Total</b>	<b>\$4,186,896</b>	<b>\$0</b>



Colleen Shirley &lt;colleenshirley@ci.oakridge.or.us&gt;

**FW: Budget Law**

2 messages

**CUTLER Melanie \* DOR** <Melanie.CUTLER@dor.oregon.gov>  
 To: Colleen Shirley <colleenshirley@ci.oakridge.or.us>

Tue, Jun 6, 2023 at 3:56 PM

**Colleen,**

The columns to the right on the budget detail forms (LB-30, 31, 11, etc.) are not all mandatory. The three columns to the right (proposed, approved, adopted) are on those forms to help the user of the forms track the changes to the budget as it moves through the process. The statutory requirement is that the detail forms show, at minimum, the current version of the budget estimates as it moves through the budget process. For example, if the budget committee approves the budget, but the budget has not been adopted, the budget details to the right could reflect the approved budget numbers only.

**294.358 Expenditure and resource estimate sheets; made part of budget document.** (1) The sheet or sheets containing the estimate of expenditures shall also show in parallel columns the actual expenditures for the two fiscal years next preceding the current year or the actual expenditures for the two budget periods preceding the current budget period, the estimated expenditures for the current year or current budget period and the estimated expenditures for the ensuing year or ensuing budget period.

(2) The sheet or sheets containing the estimate of budget resources shall also show in parallel columns the actual budget resources of the two fiscal years next preceding the current year or the actual budget resources for the two budget periods preceding the current budget period, the estimated budget resources for the current year or current budget period and the estimated budget resources for the ensuing year or ensuing budget period.

(3) The estimate sheets shall be made a part of the budget document.

The budget hearing should be on the budget as it was approved by the budget committee. That is the only version of the budget that should be discussed during the hearing. The governing body may discuss changes to the approved budget after the hearing, and they may also make changes to the budget before it is adopted. However, if the changes exceed 10% of the estimated expenditures in a fund, then they would be required to hold an additional hearing before adopting the budget. See 294.456 for these requirements.

**294.453 Hearing by governing body on budget document as approved by budget committee; alternative procedure in certain cases.** (1) Except as provided in subsections (2) and (3) of this section, the governing body of a municipal corporation shall meet at the time and place designated in the notice of meeting required under ORS 294.438 for the purpose of holding a public hearing on the budget document **as approved by the budget committee**. At the meeting any person may appear for or against any item in the approved budget document.

(2) A municipal corporation having a population exceeding 200,000 and located in a county having a tax supervising and conservation commission shall submit its budget document to the tax supervising and conservation commission of the county under ORS 294.431 (2). The governing body of the municipal corporation or its representatives shall meet with the taxpayers of the municipal corporation at a public hearing to be called and conducted by the tax supervising and conservation commission.

(3) A municipal corporation that has a population not exceeding 200,000 and is located in a county having a tax supervising and conservation commission may submit its approved budget document to the tax supervising and conservation commission of the county under ORS 294.431 (1) for a public hearing. The governing body of



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

April 17, 2023

To: City of Oakridge Budget Committee

**SUBJECT: Budget Message for Fiscal Year 2023-2024**

The past few years have been hard on our community. From the 2019 “Snowmagedon” storm, to COVID, to last summer’s Cedar Creek Fire, our community has been hard-hit with natural disasters that decimated our economy. Thankfully, we are a resilient community and we have always found a way to come together and survive. God & Mother Nature willing, there is now light at the end of the tunnel, as this summer’s calendar of events features several large events such as the Bus Fair, Gravel Grinder, Mountain Bike Oregon, and several other races & events which promise to bring tourism dollars back to our beautiful mountain town and stimulate our economy.

We are also back on the right path in many other aspects of our economy. Over the past few years, we have launched a series of initiatives aimed at improving and revitalizing our community. These initiatives were adopted after holding many public hearings to gather citizen input, resulting in well-designed plans to spur private-sector investment in the Oakridge Industrial Park, to revitalize our Uptown, and improve & strengthen our infrastructure, including our most recent initiative to remodel the Willamette Activities Center, wherein we have already received over \$1.5 million in funding, with multiple additional grants and funding requests already in the works.

As a brand new City Administrator with less than a year of experience, I cannot take credit for most of the hard work which has gotten us where we are today. Those kudos should be reserved for our City Council and Mayor, all of whom have worked tirelessly to continue to strengthen and diversify our economy. We are poised for growth and the city Council’s desire to revitalize our economy is finally starting to come to fruition as a result of a lot of hard work and dedication by the Council, Mayor, city staff, and community members like you who have volunteered your time to help us make prudent and sometimes hard financial decisions.



In my opinion, Oakridge is very much “on the rise.” Signs of success can be seen all over town, from the foundation of our vibrant arts scene and influx of new residents, to capital improvement projects such as the long overdue repairs to Garden, Berry, Riverview, and soon Cherry Street, to the refurbishment of our wells.

This year’s budget looks quite similar to last year’s (minus the formatting mistakes which we are already aware of and are being addressed). But there are some differences, such as our estimated beginning fund balances, which are more robust than they have been in at least a decade. That increase in financial strength is the result of frugal spending and shifting our investment strategy by prioritizing capital investments

But there is still a *lot* of work to be done. My staff and I have been working tirelessly to chase grants, increase & broaden potential revenue sources, and foster partnerships with other communities and organizations, all in an effort to find and capitalize on any and all opportunities to make Oakridge a better place to live and work. Like most of our citizens, I am fully committed to the *long-term* success of our city because I realize how lucky we are to live and work in such a beautiful community, which is why I will continue to do everything I can to earn and keep your trust.

**The Budget Process:**

Oregon Local Budget Law (found in Oregon Revised Statutes Chapter 294) requires each local governmental unit to prepare and adopt an annual budget. A budget is a financial plan containing estimates of revenues and expenditures by fund for a single fiscal year. The proposed budget is for the fiscal year beginning July 1, 2023 and ending June 30, 2024. It is just a “draft” and changes can and should be made.

The proposed budget document consists of a list of resources and expenditures for each fund within the City. The first two columns contain actual audited data for FY21 and FY22. The third column reflects the adopted budget figures for FY22-23. The last two columns pertain to the upcoming FY23-24 budget. The column titled “proposed” contains the proposed (draft) budget I am submitting to the Budget Committee for review. This data is based in part on our prior budgets and in part on the City’s investment strategy for the future.





Each January, our staff begins the process of projecting revenues for the coming year and balancing those projections with anticipated department expenditures, taking into account factors such as historic trends; current economic indicators; demands for service; impacts of decisions made at the regional, state and federal levels; staffing needs; contractual obligations and increased cost of materials and supplies. We also take into consideration comments received from the city's auditors, such as consolidating many of our budget line items this year.

The "Approved by Budget Committee" column will be added and filled in following the approval of the proposed budget by the Budget Committee, including any changes the committee wants to make. The final column will be added and filled in upon approval by our City Council. The final budget data is then reported to the Lane County Assessor's Office.

The role of the Budget Committee, which is comprised of all the city council members and a like number of citizens of the city, is to review and approve the proposed budget, as well as the tax rate or levy. The city council may make certain adjustments to the approved budget before adoption in June, but great weight and deference is usually shown to the work the Budget Committee does, which is why it is so important.

I want to thank everyone on the Budget Committee for contributing your time and effort to the budget process. Since a lot of city staff are new like me, we definitely need your help and expertise. The work we will be doing together over the next couple of months is vital to our community's success. Our City is stronger when we all work together, and I am honored and excited to see what we can accomplish. Now let's get to work on this year's budget!

Sincerely,

A handwritten signature in blue ink, appearing to read "James Cleavenger". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

**James Cleavenger, JD, LLM**  
Oakridge City Administrator & Budget Officer  
cityadministrator@ci.oakridge.or.us  
541-782-2258 x6

## Motions/Recommendations passed by the Budget Committee 2023\*

The 2023 City of Oakridge Budget Committee passed the following Motions/Recommendations during their committee meetings in 2023 for the fiscal year 2023-2024 budget:

Date: 5/30/23

Motion: **"I move we approve the City of Oakridge Fiscal Year 2023-2024 budget."**

Vote: 9 in favor, 1 against

Date: 5/30/23

Motion: **"I move the committee recommend to the city council that once the FY22-23 has been closed out and the FY21-22 audit is finalized, they reconvene the budget committee"**

Vote: 10 in favor, 0 against

Date: 5/30/23

Motion: **"I move the committee recommend to the city council that the Public Safety Fee remain at \$22 per month for FY23-24 but be added to the water bill and payments be credited in the following order: public safety fee, stormwater, wastewater and water."**

Vote: 7 in favor, 2 against, 1 abstention

Date: 5/24/23

Motion: **"I move we recommend to City Council that they adopt a Resolution declaring the city's election to receive state shared revenues."**

Vote: Unanimous

Date: 5/24/23

Motion: **"I move that the budget committee approve the fiscal year 2023-2024 property tax levy at the rate of \$7.1996 per \$1,000.00 of assessed value."**

Vote: Unanimous

*\*Version 1 as of 6/7/23 at 5:05pm (this document is being reviewed by the City Recorder for accuracy. A new version will be sent prior to or during the Budget Hearing if edits are needed)*

## Business of the City Council

City of Oakridge, Oregon

June 15, 2023

**Agenda Title:** Ordinance 940 - Fireworks Prohibition During "Extreme" Fire Danger

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

**Agenda Item No:** 14.3

**Exhibits:** Draft Ord 940

**Author:** CA & Chief Scott Hollett

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**ISSUE:** Mayor Bryan Cutchen drafted an Ordinance (see attached draft City Ordinance 940) prohibiting the discharge of fireworks during time periods wherein the fire danger conditions for the South Cascade District have been declared "Extreme" By the Oregon State Forester. During the 6/1/23 City Council meeting wherein the draft ordinance was introduced, Council voted to direct the CA and Fire Chief Scott Hollett to amend the Ordinance to provide an exemption for professional fireworks displays licensed and permitted by the Oregon State Fire Marshal and approved by the Oakridge City Council.

The following language has been added to the proposed Ordinance to reflect the desired exemption: *"Professional fireworks displays or shows that have been issued a General Fireworks Display Permit by the Oregon State Fire Marshal and which have been approved by the Oakridge City Council, are exempt from prohibition."*

As per Chief Hollett's request, the following additional paragraph on page 1 of the ordinance was also added (as the last "Whereas" paragraph): *"Considering all of the above, the Oakridge City Council finds that prohibiting the use of fireworks during extreme fire conditions has benefits to the community through less risk of fire in an increasingly dry environment."*

This "emergency" Ordinance "necessary for the protection of public health, public safety, and public property," would take effect immediately upon adoption (after 2 readings) as opposed to the normal 30 days, due to the fact that the 4<sup>th</sup> of July is two weeks away. As per Council Rules of Procedure Chapter 3.I.C.2 (page 14), the Council *may* enact a proposed Ordinance during a single meeting if the votes on both readings are *unanimous*. If not, a 2<sup>nd</sup> reading on another date is required, for which a Special Session could be scheduled on one of the following dates & times:

Wednesday June 21st at 7pm

Wednesday June 28th at 6pm

Thursday June 29th at 6pm

**FISCAL IMPACT:** None

**OPTIONS:** Approve, deny, or modify

**STAFF (CA, Fire Chief, and Police Chief) RECOMMENDATIONS:** Approve

**RECOMMENDED MOTION 1:** *“I move to approve the **first reading** of Ordinance 940, an Ordinance amending Oakridge Code Chapter 130, to adopt a fireworks ban and other restrictions during declared “Extreme” fire danger conditions, effective immediately.”*

**RECOMMENDED MOTION 2 (if first reading vote is *unanimous*):** *“I move to approve and adopt Ordinance 940, an Ordinance amending Oakridge Code Chapter 130, to adopt a fireworks ban and other restrictions during declared “Extreme” fire danger conditions, effective immediately, after a 2<sup>nd</sup> reading by title only.”*

**RECOMMENDED MOTION 2 (if first reading vote is *not unanimous*):** *“I move to schedule a Special Session of the Oakridge City Council to hear the 2<sup>nd</sup> Reading of Ordinance 940 on \_\_\_\_\_ (June 21, 28, or 29).”*

**STRATEGIC THEMES/GOALS INVOLVED:**

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



**ORDINANCE NO. 940**

**AN ORDINANCE AMENDING CITY OF OAKRIDGE CODE CHAPTER 130 TO  
ADOPT A FIREWORKS BAN AND OTHER RESTRICTIONS DURING  
DECLARED FIRE SEASON, EXTREME FIRE DANGER CONDITIONS**

**WHEREAS**, pursuant to Article IX, Section 2 of the Oregon Constitution and the Oakridge Charter, the City of Oakridge is a home rule municipality with all the powers that the constitutions, statutes, and common law of the United States and the State of Oregon expressly or impliedly grant or allow the City; and

**WHEREAS**, the City Council finds that summertime weather conditions can create conditions that create an extreme risk of wildfires; and,

**WHEREAS**, the City Council finds there are many things that could be the source of ignition for a wildfire, including but not limited to fireworks; and,

**WHEREAS**, the City Council finds that wildfires endanger the health and safety of the city's population, jeopardize economic vitality within the city, and imperil the quality of the environment; and,

**WHEREAS**, the City Council finds that Oregon Revised Statute 480.160 authorizes a municipality to prohibit the manufacture, sale or discharge of fireworks; and,

**WHEREAS**, the City Council finds that Oregon Revised Statutes 477.505 through 477.512 provides that when conditions that create a fire hazard to exist in any forest protection district or portion thereof, the Oregon State Forester has the authority to declare the beginning of fire season; and,

**WHEREAS**, the City of Oakridge finds the restrictions that are imposed by the declaration of the beginning of fire season found at Oregon Revised Statutes 477.510 and 477.512 would be appropriate for all areas within the City of Oakridge; and,

**WHEREAS**, the City Council finds the same conditions that trigger the declaration of a fire season and imposition of the accompanying restrictions are the same conditions that make it appropriate to prohibit the discharge of fireworks during declared extreme fire danger conditions for the South Cascade District.

**WHEREAS**, considering all of the above, the Oakridge City Council finds that prohibiting the use of fireworks during extreme fire conditions has benefits to the community through less risk of fire in an increasingly dry environment.

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**NOW, THEREFORE, the City of Oakridge ordains as follows:**

**Section I.** Section 130.02(C), Fireworks Ban and Other Restrictions During a Declared Fire Season, Extreme Fire Danger Condition is attached as Exhibit A and incorporated by this reference is hereby added to the City of Oakridge Code Chapter 130.

**Section II.** Professional fireworks displays or shows that have been issued a General Fireworks Display Permit by the Oregon State Fire Marshal and which have been approved by the Oakridge City Council, are exempt from prohibition.

**Section III.** If any section, subsection, sentence, clause phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion constitutes a separate, distinct and independent provision, and such holding does not affect the validity of the remaining portions hereof.

**Section IV.** Nothing herein is intended to, nor acts herein to amend, replace, or otherwise conflict with any other ordinances of Lane County or any other Code or statutory provisions unless expressly so stated.

**Section V.** This Ordinance is necessary for the protection of public health, public safety, and public property and is effective immediately upon adoption.

**READ, PASSED AND ADOPTED** by a vote of the Oakridge City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

**APPROVED AND SIGNED BY THE MAYOR** of the City of Oakridge this \_\_\_\_ day of \_\_\_\_\_, 2023.

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Recorder

**Ayes:**

**Nays:**

**§ 130.02 WEAPONS AND FIREWORKS.**

**(A) (1) Except at firing ranges approved by the Chief of Police, no person other than a peace officer or dog control officer shall fire or discharge a gun, including a spring or air actuated pellet gun, air gun or B.B. gun or other weapon which propels a projectile by use of gunpowder, other explosive or jet or rocket propulsion. (2) The provisions of this section shall not be construed to prohibit the firing or discharge of any weapon as allowed in the defense stated in O.R.S. 161.190 to 161.275.**

**(B) The Oregon Fireworks Law, O.R.S. 480.110 to 480.160, as now enacted, is hereby adopted and violation thereof shall constitute an offense against the city.**

**(Ord. 721, passed 6-5-86) Penalty, see § 130.99**

**(C) Fireworks prohibition and fire restrictions.**

- (1) Upon the declaration of fire season by the Oregon State Forester pursuant to ORS 477.505 for the City of Oakridge, the [use or discharge] of fireworks is prohibited in the City of Oakridge during “extreme” fire danger conditions, as declared by the Oregon State Forester. The prohibitions and restrictions shall remain in place until the Oregon State Forester declares a fire danger condition less than extreme or has declared the end to fire season pursuant to ORS 477.505. Professional fireworks displays or shows that have been issued a General Fireworks Display Permit by the Oregon State Fire Marshal and which have been approved by the Oakridge City Council, are *exempt* from prohibition.**
- (2) For purposes of this section, the following definitions apply:**
  - (a) “Oregon State Forester” is defined as the position described in ORS 477.001(27);**
  - (b) “Fireworks” has the same definition as ORS 480.111;**
  - (c) “Fire Season” has the same definition as ORS 477.001(7).**
- (3) Violation of §130.02(C) is punishable upon conviction of a fine not exceed \$1000.**