CITY OF TOLEDO **AGENDA**

Fire Department
285 NE Burgess Rd
Toledo, Oregon 97391
6:00 p.m.

TOLEDO CITY COUNCIL
Regular Meeting – Via Zoom Meeting Platform
August 18, 2021

Virtual Meeting: The City Council will hold the meeting in person for the City Council and staff in person as well as through the Zoom video meeting platform. The public is encouraged to attend the meeting electronically. Visit the meetings page on the city website for meeting login information.

Public Comments: The City Council may take limited verbal comments during the meeting. Written comments may be submitted by email to lisa.figueroa@cityoftoledo.org 3:00 p.m. the day of the meeting to be included in the record. Comments received will be shared with the City Council and included in the record.

1. Call to Order and roll call

2. Presentations
- Presentation – Lincoln County Water System Alliance
- Presentation – 911 Remembrance, Fire Chief Larry Robeson
- Applicant Interview for Planning Commission

3. Visitors/Public Comment
(The public comment period provides the public with an opportunity to address the City Council regarding items not on the agenda. Please limit your comments to three (3) minutes).

4. Consent Agenda
Minutes from the regular meeting held August 4, 2021

5. Discussion Items
- Town Hall discussion
- Yaquina Bay Hotel/Hotel Alma zoning code enforcement

6. Decision Items
- Interview and appointment of individual to the Planning Commission
- Resolution No. 1472, appointing Arnold Poole as the Municipal Court Judge for the City of Toledo and approving a personal services contract for municipal court judge services and repealing Resolution no. 1425
- Approve changes to Toledo Public Safety Salary Schedule to include a School Resource Officer
- Approve an expenditure of $49,675 for street improvements on NE 1st Street
- Approve expenditure up to $17,000 to up-grade the Library doors to be ADA compatible

Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2060 or by e-mail at lisa.figueroa@cityoftoledo.org. The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by calling city offices at (541) 336-2247. Page 1

7. Reports and Comments

- Committee updates

8. Adjournment

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LINCOLN COUNTY
WATER SYSTEM ALLIANCE

The Lincoln County Water System Alliance (LCWSA) **is being created in order to establish a regional water system which will provide long-term water security for our entire county. Its success will require the participation of Lincoln County cities, major water districts, the County of Lincoln County, the Confederated Tribes of the Siletz, and large industrial users.**

MISSION: Review options, plan, secure funding, and establish regional water systems which will provide long-term water security for our entire county, while achieving significant protections for the environment.

City, water district, and industrial water systems in Lincoln County are already experiencing water shortages and limits during the dry summer months – and climate change projections indicate that this will get worse for all of them. These systems must also prepare for earthquake and tsunami resilience, and meet new federal and state stream flow regulations for endangered fish species and stream ecology.

Lincoln County cities and water suppliers, as separate entities, have struggled to adequately fund the development and maintenance of the available local water resources. Now, these water sources are not only decreasing, the infrastructure deterioration and replacement costs are beyond the means of local taxpayers. ***Applications for state and federal permits and major infrastructure funding will be strengthened when they demonstrate the benefits to and support of the entire region, instead of separate requests.***

The LCWSA is asking your organization to commit to our mission, become a member of the Alliance, and help support Phase I as it initiates this urgent process.

PHASE I

LCWSA will contract for a professional review of existing regional water studies, data, recommendations, new technologies, and untapped water sources. The goal will be to determine which are relevant, feasible, and could contribute to the long-term water supply needs of the county. The estimated cost for this review and subsequent report to the LCWSA is $55,000. The review should include:

- **Newport's 1997 Regional Water Supply Study prepared by Fuller and Morris Engineering, Inc., and Big Creek Dams Improvement Project.**
- **The Draft Report on the Rocky Creek Regional Water Supply Project and Preliminary Water Management Plan prepared for the Central Coast Water Council by CH2MHill and Associates in 2001.**
- **City and Water District Water Management and Conservation Plans.**
- **Recommendations and data from the Mid-Coast Water Planning Partnership (MCWPP).**
- **New technologies, water sources, reclamation processes, and corroborated research studies.**

PHASE II

The LCWSA reviews the Phase I report, evaluates the viable options and their estimated costs, pursues additional data and possibilities, if necessary, and formulates plans which can provide water security in Lincoln County for the next fifty years. The plans must include the input and approval of state and federal regulatory agencies and achieve significant protections for the environment. Costs for professional assistance with Phase II can be shared among Alliance members and may also require some grant funding.

PHASE III

The LCWSA must secure funding for the regional plans. State and federal funding will be essential. Local tax measures and/or water rate increases to residences and businesses may be required.

PHASE IV

This final phase will be the implementation of the regional water system plans. This will include the permits, land acquisition and water rights, design, engineering, construction and operation of the required infrastructure.

Supporting Signatories

Kaety Jacobson, Lincoln County Commissioner
Senator Dick Anderson, Oregon State Senate
Penelope Kaczmarek, LCWSA Support

For additional information, please contact Penelope Kaczmarek.
541-961-2417 or Owyhee7@msn.com

Siletz River at Moonshine Park

LINCOLN COUNTY WATER SYSTEM ALLIANCE

If We ALL Join Together, Long-term Water Security Is Possible!

"Water is drawn out of the Siletz, just below the City of Siletz, by several coastal communities. If we have extremely warm weather in a low-water year, it is very possible we will run out of water. The Endangered Species Act will shut down the water systems on the Coast to protect the Chinook and Silver Salmon, and Steelhead."

Terry Thompson,
Former Lincoln County Commissioner and
Oregon State Representative

TOLEDO CITY COUNCIL
REGULAR MEETING
August 4, 2021
6:00 p.m.

1. CALL TO ORDER

Mayor Rod Cross called the meeting to order at 6:00 p.m. electronically via Zoom in Toledo, Oregon.

Present	Absent	
X		Mayor Rod Cross
X		Council President Joshua Smith
X		Councilor Jackie Kauffman
X		Councilor Rob Duprau
X		Councilor Todd Michels
	X	Councilor Betty Kamikawa
X		Councilor Wade Carey

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, Police Chief (PC) Michael Pace, Public Works Director (PWD) Bill Zuspan, Assistant Library Director (ALD) Harrison Baker, City Attorney (CA) David Robinson

2. PRESENTATIONS

Proclamation – National Health Center Week August 8-14, 2021

Mayor Cross read a proclamation and declared August 8-14, 2021 as National Health Center Week.

Arts revitalization of Toledo presentation

Rachael Maddock-Hughes of Sequoia Consulting addressed the City Council. She provided an update on the Arts Revitalization of Toledo (ART) Committee's work in Toledo. She said the goal of the project is to energize Main Street and the business district as well as increase pedestrian traffic in the downtown area. She indicated the committee includes a diverse group of stakeholders such as local business owners, nonprofit organizations and citizens. She reported on recent activities:

- Launched two phases of phantom galleries, which are art installations that occupy vacant storefronts
- Received grant funding from Travel Oregon for Main Street beautification and implement outdoor dining
- Had two of four Art, Oysters & Brews events
- City Council selected a color palette for Main Street beautification

She commented one phantom gallery artist, Jim Franklin was very successful in selling his art that he has joined the Toledo Waterfront Market each week. She noted Timbers restaurant has replaced its awning with funding from the Travel Oregon grant. She commented on the Art, Oysters & Brews event, which had much success and noted in the future it could be possible to expand the

event, which may include closing down Main Street. She announced they have $20,000 to install murals within the community and presented images of several potential locations to create murals. She asked the Council if there is anything they would like to see happen in relation with the revitalization project. There were several suggestions such as bringing in food trucks, reaching out to the Oregon Film Association, making Toledo and/or its businesses certified bicycle friendly, add pocket parks for cyclists and making a bicycle/pedestrian path by the old railroad along Sturdevant Road.

3. VISITORS/PUBLIC COMMENT

There were no comments.

4. CONSENT AGENDA

Minutes from the regular meetings held on July 7 and July 21, 2021

Motion – It was moved and seconded (Smith/Kauffman) to approve the Consent Agenda as presented and the motion carried unanimously.

5. DISCUSSION

There were no items for consideration.

6. DECISION ITEMS

Authorize funding for the purchase of a patrol vehicle

PC Pace presented the council report. He noted the Ford Explorers police departments used in the past have been known to have differential issues and have been converting to Dodge Durangos. Councilor Michels asked about the performance of the engine and indicated he has seen several problems at 16,000 and 30,000 miles with several of the state police vehicles and the parts have been on backorder. After further discussion, the Council requested PC Pace conduct more research and bring this item back at a future meeting.

Resolution No. 1471, a resolution concurring with two public building projects in the Toledo Urban Renewal Plan

CM Richter provided the council report. She indicated this is another step in regards to the Urban Renewal District's Plan, which includes the renovations of two public buildings [Public Safety building and upgrades to City Hall] in the project list. She said a concurrence is need from the City of Toledo taxing district. She noted there was an issue that came up recently and explained that the properties have to be contiguous. She said when Dahl Disposal's property was annexed into the City, the property description did not include an easement. She said the City will ask the County to include the easement in addition to the concurrence. It was noted the City would need concurrence from three of the four taxing districts to proceed with the current project list. CM Richter indicated the City has some flexibility to be able to proceed even if it did not get concurrence from three districts.

Motion – It was moved and seconded (Smith/Michels) to adopt Resolution No. 1471, A Resolution of the Toledo City Council concurring with two Public Building projects in the Toledo Urban Renewal Plan and the motion carried unanimously.

DRAFT

7. REPORTS AND COMMENTS

ALD Baker said the library is working to complete the renovations in the downstairs meeting room. He said they made numerous contacts during National Night Out.

PWD Zuspan provided an update in regards to a bid for the public safety building, which is approximately $227,000. He said river conditions continue to decrease and staff is monitoring it daily. There was discussion about how the water is processed. PWD Zuspan provided an update on the Mill Creek line project.

PC Pace reported to the City Council and indicated National Night Out was well attended. He said the department served more than 400 units of food. He thanked Butter & Lace Bakery for provided free treats and Rogue Brewery for their root beer. He provided an update on a recent call that turned into a pursuit.

CA Robinson provided a report on several legislative changes, which included information such as:

- SB 866, third party building officials, which permits cities to contract with individuals to act as building officials
- HB 3040b System Development Charges
- HB 2930, police arbitration bill
- HB 2818, vaccine incentive bill
- HB 2935, the Crown Act in relation to hairstyles
- HB 3041, gender identity is added to the list of protected classes
- SB 483, relating to retaliation/discrimination of employees or prospective employees engaged in certain protected activities
- HB 2474, changes to the Oregon Family Leave Act
- SB 184, veterans preference forms
- SB 569, employers cannot ask employees to possess or present a valid drivers license unless it is an essential part of the job
- HB 2420, deadline for filing a complaint with the Bureau of Labor and Industries was extended to one year
- HB 2560, in regards to providing access to public meetings electronically
- HB 2929, relating to law enforcement reporting of excessive force or misconduct
- HB 3164, interfering with a police officer is redefined
- HB 2986, regarding law enforcement training
- HB 3273, prohibits release of booking photos

PC Pace asked about HB 3115 in regards to camping in parks and there was discussion in regards to whether Toledo would allow camping in its parks. CA Robinson indicated there is a formula included, which takes into account whether there are shelters within a certain proximity. He suggested if the City offered a space, it could be located in the Police Department parking lot within specific hours because it is under some supervision, it would be safer and there may be less crimes committed. Mayor Cross suggested staff contact CIS for more information before the Council take it into consideration.

DRAFT

CA Robinson reported the City is in the process of setting up an escrow account for the sale of the cell tower.

CM Richter reminded the Council about the Art, Oysters & Brews event on August 7 and said another one was added on September 4. She said there is a small cities meeting on August 18 at the Fire Department beginning at 11:00 a.m. She stated the League of Oregon Cities Annual Conference will be October 21-23 and CR Figueroa has registered everyone to attend. She announced Mayor Cross received a Leadership Award at the Oregon Mayors Conference last week.

CR Figueroa provided a short orientation on the City website. She showed the Council where City documents and forms are located. She reviewed the Municipal Code, the archived documents and how to conduct a keyword search. She displayed the 'news' page where announcements are placed and highlighted the community page, resources page and emergency preparedness page.

Mayor Cross asked for volunteers to help with setup and tear down at the Art, Oysters & Brews event. He commented on the National Night Out event and thanked the Police Department.

8. ADJOURNMENT

The meeting adjourned at 7:45 p.m.

ATTEST: APPROVE:

_____ _____

City Recorder Lisa Figueroa Mayor Rod Cross

DRAFT

CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	August 18, 2021	Yaquina Bay Hotel/Hotel Alma zoning code enforcement
Council Goal:	**Agenda Type:**	
Not Applicable	Discussion Items	
Prepared by:	**Reviewed by:**	**Approved by:**
City Attorney D. Robinson	City Manager Judy Richter	City Manager Judy Richter

Recommendation:
No recommendation.

Background:
The Yaquina Bay Hotel (formerly the Toledo Hotel), now renamed Hotel Alma, is a three-story, approximately 40-unit building located at 160 N. Main St. New owners purchased the building in 2018/19 and began developing the property for occupation.
Approximately 18 months ago, the Toledo City Council decided not to enforce its zoning ordinance against Hotel Alma. The City allowed the owners to have long term residential occupancy regardless of its present-day code requirement that "75 percent of the lodging rooms are for rent to transient guests for a continuous period of less than thirty (30) days." The City also gave up on any Transient Lodging Tax that could have come from hotel business and did not enforce the present-day code requirement for the hotel to disclose it lodging and financial data (see TMC 3.08). The City did this, on advice from the city attorney's office in response to the housing state of emergency as it then existed in November 2019.
At the time, the city was also at odds with the hotel owners, who were already allowing people to stay there over 30 days. The owners were not complying with disclosure requirements of the City's Transient Lodging Tax ordinance. There were also issues of unpermitted residential occupancy – the owners were allowing workers who were doing renovations live in the hotel during construction and were also allowing paying guests to stay longer than 30 days. The hotel owners did comply with all Toledo Fire and State Fire Marshall orders to address fire and life safety issues. Nonenforcement was the city's path to integrate the new owners into the community and work incrementally towards full compliance.
Then the pandemic hit and the governor's emergency orders barring evictions made Toledo's non-enforcement decision based on the housing emergency even more prescient.

Fiscal Impact:	Fiscal Year:	GL Number:
unknown	**2021-2022**	**N/A**

Attachment:
1. Memorandum - Yaquina Hotel 1.5 post-nonenforcement. 8-11-2021

Law Office of Paul Osterlund, David James Robinson, Of Counsel
217 S. Main St. Toledo, OR 97391 (541) 336-2257

MEMORANDUM REGARDING YAQUINA BAY HOTEL – POST-DECISION TO RELAX ENFORCEMENT OF ZONING, OCCUPANCY, AND TRANSIENT LOGDING TAX COLECTIONS

DATE: August 11, 2021

To City Council, City of Toledo:

CONFIDENTIALITY

This communication is not confidential.

ISSUES

(1) Nonenforcement of the zoning code is a land use decision but the city has not followed the land use decision making process so as time goes by, the nonenforcement starts to look arbitrary and less defensible.
(2) Is nonenforcement the right decision for this particular property going forward? If "yes" then for how long?

RULE

Oregon Revised Statute (ORS) 197.250 and ORS 227 require local government comply with statewide land use and development goals; state law planning goals preempt local law. Under the Oregon Constitution Articles XI and IV and ORS 221 cities have home rule authority to self-govern and regulate the conduct that occurs within its city limits, unless preempted by state law. Under this legal scheme, land use goals are controlled by state law. Cities have authority over local zoning in matters such as creation of the zones and some discretion on what property looks like in each zone, and the city's zoning ordinance must implement and comply with statewide planning goals.

This is the system of how land is created, expanded, and used. The land use process is either legislative or quasi-judicial. (ORS 227 and Toledo Municipal Code (TMC) Title 19). A legislative process is when the city elects to rezone within the city limits or change its code to allow outright permitted uses in a zone[1]. A quasi-judicial process occurs when a landowner requests to use land that is different than the outright permitted use allowable for the type of property and zone, for example, a conditional use application; it is a public hearing.

Home Rule authority allows the city to suspend enforcement of its laws, unless the state has pre-empted the city's authority to rule on a matter. (see generally ORS 401 for municipal authority to declare emergency and ORS 197 for state-wide land use planning procedures that pre-empt local authority).

[1] Some changes require approval by the Land Conservation and Development Commission (LCDC) in order to comply with statewide land use goals.

FACTS

The Yaquina Bay Hotel (formerly the Toledo Hotel), now renamed Hotel Alma, is a three-story, approximately 40-unit building located at 160 N. Main St. There is a restaurant with a commercial kitchen on the ground floor facing Main St. The hotel lobby is also on the ground floor facing Main St. New owners purchased the building in 2018/19 and began developing the property for occupation. The city noted that the owners were using their building for long-term residential occupancy in contravention of the city's zoning codes and historic building code use and occupancy rating. The city began enforcement against the property and then the pandemic hit which stalled all enforcement actions.

APPLICATION OF LAW TO FACTS AND DISCUSSION

Hotel Alma is located in the Commercial Zone (C) and Main Street District Overlay. Hotel use is an outright permitted use in the C zone (TMC 17.16.020)[2]. Multifamily housing is a conditional use in C Zone (TMC 17.16.030). The relevant distinction between the two is the length of stay allowed. The outright permitted use for a hotel is generally limited to transient residence use, less than 30 days.

Hotel is defined as "a building in which lodging is provided to the public for compensation, with or without common entrances, with or without cooking facilities, and where more than seventy-five (75) percent of the lodging rooms are for rent to transient guests for a continuous period of less than thirty (30) days." (TMC 17.04.020). Multifamily housing "means a building containing two or more dwelling units excluding accessory dwelling units." (Id.) Dwelling unit "means one or more rooms designed for occupancy by one family only and not having more than one cooking facility, but not including recreational vehicles, hotels, motels, boarding houses, etc." (Id.). Based on walk-through inspections, the Hotel Alma does not have "dwelling units" as defined in the Toledo Municipal Code (TMC) because there are no individual units that have cooking facilities. All of the rooms are designed with sleeping quarters and bath, consistent with what one would find in a hotel.

There are three bodies of law relevant to the issues: Fire codes, zoning codes, and statewide building codes. Toledo is responsible for inspecting commercial properties for fire and life safety. Toledo is also responsible for enforcing its zoning code. Toledo contracts with Lincoln County to serve as its building official and it is the building official who enforces statewide building codes.

In the normal course of action, properties are inspected by Toledo FD for fire and life safety issues. If zoning code violations are discovered during fire and life safety inspections, the City has authority to enforce against the offense. If building code violations are discovered during fire and life safety inspections, the city must refer out to Lincoln County for enforcement of the building code violations. The building official will not normally initiate building inspections. The request comes from the city.

One subset of building code violation is when an owner of a property puts the property into use which is different from the use that the county building official authorized. Authorization can

[2] In addition to hotel/motel outright use includes bed and breakfast facilities, hostel, or residency hotels, all of which set the maximum residential stay at less than 30 days.

happen at the time the building is put into service, or alternatively, the last time a building applied for a change in use. This is known as the use and occupancy rating. An unpermitted use violates local zoning law. An unpermitted use may create risk to fire and life safety but not necessarily all the time. An unpermitted change of use will trigger the application of law as it is when the unauthorized change of use occurs.

The foregoing paragraphs discussed current law. In order to engage in enforcement activity, we also look to historic law – the concept of a grandfathered use (aka nonconforming use or continuing use). A grandfathered use is an exception. It is possible that if a property was in compliance with local zoning and then the city changed zoning so that the building no longer complied, then the continued use would be allowable. Compliance with the zoning code in this instance is an application of current law because the local zoning ordinance pre-dates when the present owners took possession and put the building into commercial use. If there is a historic use and occupancy rating that is not in conformance with current building codes, then we say the use is "grandfathered."[3]

The Hotel Alma use and occupancy is rated R-1 and A-3.[4] The rating came in 1983 and it is the last known document that describes the use that Lincoln County approved for this building.

We do not apply present building codes to the historic use. We apply the code as it existed when the building was put into use and/or last approved by the county for a particular use and examine whether the present use would have been permitted at the time it was last rated for occupancy. The building code in effect at the time is the 1982 edition of the Uniform Building Code (UBC). The 1982 UBC indicates that R-1 rating is for hotels and apartment houses (p. 61).[5] [6] The 1982 UBC defines hotel as "any building containing six or more guest rooms intended or designed to be used, or which are used, rented or hired out to be occupied, or which are occupied for sleeping purposes by guests." (p. 45). Apartment House is "any building or portion thereof which contains three or more dwelling units." (p. 41). Dwelling unit is defined as "any building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking and sanitation, as required by this code, for not more than one family." (p. 43). In addition, section 1205(b) of the 1982 UBC requires that "every dwelling unit shall be provided with a kitchen equipped with a kitchen sink." (p. 91). Based on walk-through inspections, the Hotel Alma does not have "dwelling units" as defined in the UBC (1982) because there are no individual units that have cooking facilities.

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[3] A nonconforming use refers to one that was lawful before a zoning ordinance was enacted and that, as a result, may be maintained afterwards, even though it does not comply with the ordinance. Polk County v. Martin, 292 Or. 69, 74, 636 P.2d 952 (1981). Once established, however, a nonconforming use can be lost if it is abandoned or discontinued for a sufficiently long time. See, e.g., Tigard Sand and Gravel, Inc. v. Clackamas County, 149 Or.App. 417, 420, 943 P.2d 1106, adh'd to on recons., 151 Or.App. 16, 949 P.2d 1225 (1997), rev. den., 327 Or. 83, 961 P.2d 217 (1998). Nonconforming use is described by statute that applies to counties (ORS 215.130) however this concept does not apply to cities (Mosier v. Hood River Sand, Gravel, 136 P.3d 1160, 206 Or. App. 292 (Or. App. 2006), no corollary in ORS 197). TMC 17.56.020 reads that "a nonconforming structure and a nonconforming use may be continued."

[4] Dept. of Commerce Notice of Plans Review 1983 "Toledo Hotel" (Attached).

[5] Letter and number ratings involve determining the fire resistance of exterior walls as measured by number of hours that a fire can burn at a set number of feet.

[6] A-3 (A-Occupancy Division 3) is an assembly room with an occupant load of less than 300 people. This is likely the restaurant portion of the building. It is not relevant to this memorandum.

All of the rooms are designed with sleeping quarters and bath, consistent with what one would find in a hotel.

The TMC in effect in 1983 is substantially similar to present code[7]. Circa 1983 in the C zone hotels/motels are permitted outright and multi-family dwelling units are conditional uses[8]. "Dwelling, multi-family," is defined as a "building containing two or more dwelling units either owner occupied or for rent." "Dwelling Unit" is defined as "[o]ne or more rooms designed for occupancy by one family." "Family" is defined as "[t]wo or more persons related by blood, marriage, adoption, or legal guardianship living together in a dwelling unit in which meals or lodging may also be provided for not more than four additional persons…; or an individual or group of not more than five persons… who need not be related by blood, marriage, adoption, or legal guardianship, living in a dwelling unit." Hotel/Motel is defined as a "commercial establishment which provides to the public over-night or short-term lodging and related accommodations."

The conclusion is that this property has historically been a hotel and not a multifamily dwelling building. The 1983 Toledo zoning ordinance is somewhat challenging to apply because of the expansive definition of "family."[9] The definition of apartment house as a dwelling unit and the expansive definition of dwelling unit seems to include every conceivable type of housing, including living for extended stays in a single room in a hotel. However, the 1983 code distinguishes hotels from multifamily dwelling units. They are different albeit difficult to distinguish. Note also that the 1982 UBC does not set a time limit on stays in its definition of "hotel" or "apartment house." So, reading the 1982 UBC might lead one to believe that residents would be allowed to stay indefinitely. However, by virtue of the UBC definition of "dwelling unit" the property does not fit the definition of "apartment house" so it can only be a "hotel."

Taken together, the 1982 UBC and the 1983 TMC demonstrate that the subject property is and has always been a hotel – a building where the units are to be rented out to short term guests. It is not an apartment house, multi-family dwelling building, or other such designation for long term residency. Since 1983, the building has not been submitted for conditional use, change of use, or a change of occupancy.

It is the legal conclusion of this writer that the ongoing use of this property for long term residence violates the UBC and TMC that existed in 1983 and therefore there is no grandfathered exception for long term residence.

Approximately 18 months ago, the Toledo City Council decided not to enforce its zoning ordinance against the Yaquina Bay Hotel (aka Hotel Alma). The city allowed the owners to have long term residential occupancy regardless of its present-day code requirement that "75 percent of the lodging rooms are for rent to transient guests for a continuous period of less than thirty (30) days."[10] The city also gave up on any transient lodging tax that could have come from hotel business

[7] 1982 Ord. No. 1147

[8] A historic designation of "Apartment house" is defined in the 1983 code as "dwelling, multi-family."

[9] A plain reading of the definition demonstrates that a family can be two or more related persons, an individual, or a group of two to four unrelated people

[10] This author notes ORS 455.040 (statutory preemption). Statewide building codes preempt local ordinances. The 75/25 use requirement is likely preempted by the 2019 Oregon Structural Specialty Code.

and did not enforce the present-day code requirement for the hotel to disclose it lodging and financial data (see TMC 3.08). The city did this, on advice from the city attorney's office in response to the housing state of emergency as it then existed in November 2019.

At the time, the city was also at odds with the hotel owners, who were already allowing people to stay there over 30 days. The owners were not complying with disclosure requirements of the city's transient lodging tax ordinance. There were also issues of unpermitted residential occupancy – the owners were allowing workers who were doing renovations live in the hotel during construction and were also allowing paying guests to stay longer than 30 days. The hotel owners did comply with all Toledo Fire and State Fire Marshall orders to address fire and life safety issues. Nonenforcement was the city's path to integrate the new owners into the community and work incrementally towards full compliance.

Then the pandemic hit and the governor's emergency orders barring evictions made Toledo's non-enforcement decision based on the housing emergency even more prescient.

The city attorney and Toledo Fire vetted the nonenforcement decision with the Oregon Fire Marshal, Lincoln County Building Official, and state building official's office. According to the state fire marshal, so long as people can get from their sleeping quarters to the exits, it doesn't present a fire and life safety issue if an occupant of a building rated for short term use stays long term. The fire marshal stated that their agency would not intervene and shut the hotel down based exclusively on their failure to conform to 30-day length of stay maximum.

The Lincoln County building official said that they would not enforce an unpermitted change of use on its own initiative -- it would have to be the city that starts the process by enforcing its zoning ordinance. The state building official confirmed this interpretation of statewide building codes violations.

The zone in question (commercial) permits hotels outright. For the Hotel Alma to rent greater than 75 percent of the units longer than 30 days, the owners need to apply to the city for a conditional use. Multifamily residential is permitted in the C zone as a conditional use. As part of the conditional use application and process, the owners would need to comply with Lincoln County building codes for the change of use. As we all understand the situation, the owners would likely have to install sprinklers throughout the building and in every room, which is an expensive undertaking.[11]

When the owners allow greater than 75 percent of the rooms to rent to residential occupants who stay longer than 30 days, they are in violation of the City's zoning code, the penalties for which is a Class B infraction ($500.00) assessed against each violation and shall be assessed as a continuing (per day) violation.[12]

[11] Based on my interviews with owners and residents, the building has "about 20 units" available for rent. The 1982 UBC, section 1213 (p. 94), imposes a requirement that in a building with over 20 guest rooms all floors must be ADA accessible, so in addition to sprinklers, the hotel is facing ADA accessibility issues as well.

[12] Violations of TMC 3.08 (Transient Room Tax) are set $500 and assessed as a continuing violation, with the addition that multiple violations occurring within 24 months shall be charged as a misdemeanor.

Looking back, the city attorney's office believes that the city can defend the non-enforcement decision. Even now, Lincoln County apartment vacancy rate is 1%, according to Lincoln County LASO. There remains a housing emergency. Under home rule authority, an elected body can suspend enforcement of its code on its own authority. However, as time goes by, the nonenforcement of the zoning code starts to look more and more like a land use decision, a land use decision that occurred without the due process required by local and statewide land use laws. It also becomes an issue of fair and consistent application of its laws city-wide.[13]

ISSUES

(1) Nonenforcement of the zoning code is a land use decision but the city has not followed the land use decision making process so as time goes by, the nonenforcement starts to look arbitrary and less defensible.
(2) Is nonenforcement the right decision for this particular property going forward? If "yes" then for how long?

APPLICATION -- SOLUTIONS

The city has two general land use decision-making tools: Legislative and quasi-judicial. The city could engage in the legislative process and, on its own initiative, rezone the area for apartment complexes or re-write its code and make multifamily an outright permitted use in the C Zone-Main Street District Overlay. The city attorney's office advises against this action. It has all the appearances that the city is enabling an individual building owner's noncompliance, noncompliance that has the color of potential safety issues and accessibility issues – rezoning or code amendment to allow this historic hotel to become an apartment building ignores that the city is aware that the building likely needs to be sprinkled and that all floors need to be ADA accessible. There's also an element of uneven application of law because there are at least two other apartment buildings in the Main Street District Overlay that have complied with zoning and use/occupancy, one of which recently submitted to the conditional use process to convert commercial spaces to residential. Lastly, the city just passed urban renewal and allowing the hotel to operate like an apartment in some way works against the city's express purpose in the Urban Renewal Plan – at a minimum, the city needs to research whether losing its one and only hotel will negatively affect its urban renewal plan.

The city could commence dialogue with the hotel owners and give a deadline when they have to resume hotel occupancy and discontinue long-term occupancy. It would then be up to the owners whether they want to apply for a conditional use to change the building from a hotel to an apartment building, and go through the change of use building codes requirements. However, the hotel owners need to comply with the disclosure requirements in the transient lodging tax code, which include handing over their accounting and room rental information.

The city recently renewed its approval for the Lincoln County Enterprise Zone, which has within its program economic and tax incentives for hotels. City staff is available to assist the owners

[13] The planning commission recently approved a change of use for commercial properties to change to residential with facts similar to the Hotel Alma.

navigating this program. City staff will assist the owners to comply with local law and conditional use application.[14]

City staff has identified pathways to compliance, some of which discussed above. Those compliance items are as follows:

(1) Legislative intervention. Then city can re-write its code or rezone the area so to allow multifamily housing as an outright permitted use in the C Zone-Main Street District Overlay.[15]
(2) Quasi-judicial. The owners apply for a conditional use to allow the building to rent as a multifamily residential building.
(3) The hotel could self-impose a strict limit that more than 75% of its rental units are available (or rented) as a hotel, to transient guests who stay less than 30 days. This has multiple advantages. It is an outright permitted use both historically and under present code; the hotel can qualify for enterprise zone benefits; no (apparent) upgrades to the building need to be made, noting that there may be an ADA access requirement in the 1982 UBC for hotels and apartment houses with more than 20 rooms; there is no governmental process that the owners need to do; the city resumes collection of transient room tax.

Regardless of the path to compliance, the city attorney's office is recommending that Council establish a deadline. The deadline would be the date when the city would begin imposing penalties for violations of its code.

David James Robinson

David James Robinson
Of Counsel at Paul B. Osterlund Law PC
Contract Attorneys for the City of Toledo

[14] Notably, HB 3261 was just passed but it doesn't quite get us to a solution. The purpose of the bill is to remove barriers for hotels to convert to multifamily residential housing. However, the bill still requires the hotel to comply with building codes and, in addition, it must have a 30-year plan under ORS 456.270 et seq., including making covenants to charge affordable rent. The hotel owners have this as an option, if they so choose.
[15] City staff are currently re-drafting its land use code and the revisions, if approved, would alter the hotel's outright permitted uses.

CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	August 18, 2021	Interview and consider appointment to the Planning Commission
Council Goal:	**Agenda Type:**	
Not Applicable	Decision Items	
Prepared by:	**Reviewed by:**	**Approved by:**
City Recorder L. Figueroa	City Manager Judy Richter	City Manager Judy Richter

Recommendation:
Staff has no recommendation. Council may choose to appoint or not appoint Mr. Lundgren to the Planning Commission to fill an unexpired term.

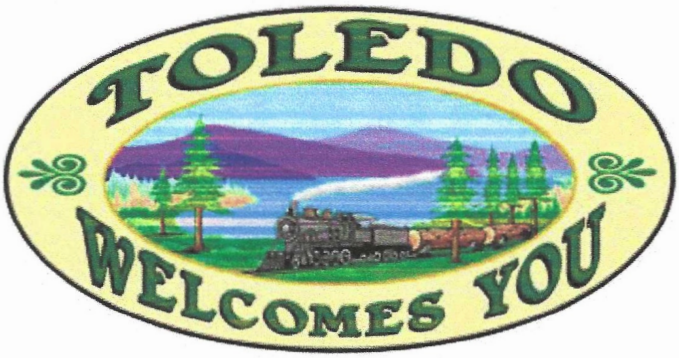
Background:
The Planning Commission currently has one vacancy. Staff received an application for the Planning Commission from applicant Brian Lundgren. His application is included for review as *attachment 1*. Also included are interview questions as *attachment 2* for the applicant. The Council may appoint Mr. Lundgren at this meeting per current City Council rules [adopted October 7, 2020].

Fiscal Impact:	Fiscal Year:	GL Number:
N/A	**2021-2022**	**N/A**

Attachment:
1. Brian Lundgren application
2. Planning Commission interview questions

NAME Brian James Lundgren

POSITION APPLIED FOR City Council



CITY OF TOLEDO, OREGON

Volunteer Application
City Board, Committee or Commission

The City of Toledo is an Equal Opportunity Employer
and does not discriminate

Return to:

Toledo City Hall
206 N. Main Street, P.O. Box 220 - Toledo, Oregon 97391
Phone (541) 336-2247 - Fax: (541) 336-3512
Hours: 8am to 5pm, Monday - Thursday
Website: www.cityoftoledo.org
email: administration@cityoftoledo.org

Received by:

Date:

Revised 5/2/17

CITY OF TOLEDO

City Board, Committee or Commission

APPLICATION FOR VOLUNTEERS

Position Applied for: City Council

Date: 5-3-2021

Last Name	First Name	Middle Name
Lundgren	Brian	James

[redacted]

Address

City	State	Zip
Toledo	OR	97391

Phone #	Email
[redacted]	[redacted]

Have you worked for or previously been a volunteer for the City of Toledo? ☐ Yes ☒ No

If yes, what position and when?

Volunteer/ Committee Experience

GENERAL BACKGROUND:

QUALIFICATIONS: I am a tax paying citizen of Toledo ready to help improve my community. I live, work, and recreate here; and our town needs more people to be involved; so here I am.

EXPERIENCE: I have experience in participating in my local IBEW meeting. I also have lead out and participated in my local church business meetings.

COMMENTS OF INTEREST:

WHY SEEKING POSITION: I am looking to be a city council member because people often just complain about the things going on around them and the best way to complain is to get up and do something.

COMMUNITY INVOLVEMENT: I regularly attend a local church. I work as an electrician in the community every day. I have been a youth leader and taken local kids to vacation Bible schools and youth camps.

CERTIFICATION:

By signing below I certify that I meet the resident eligibility requirements to serve on the City Council

Insert name of committee, board or commission

Signed ~~August 18, 2021 Toledo City Council Packet~~ Date: 5-3-2021

CITY OF TOLEDO
PLANNING COMMISSION INTERVIEW QUESTIONS

1. Why are you interested in serving on the Planning Commission?

2. What experiences have you had that enable you to contribute to the Planning Commission?

3. What do you think is the role of the Planning Commission?

4. The Planning Commission meets monthly and needs a quorum to conduct business. Will you be able to commit to 12 meetings per year?

5. In your opinion, what are the two most critical planning issues facing Toledo?

6. What sort of growth do you think should Toledo seek and how could the City attract that kind of expansion or development?

CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	August 18, 2021	Resolution No. 1472, appointing Arnold Poole as the Municipal Court Judge for the City of Toledo and approving a personal services contract for municipal court judge services and repealing Resolution no. 1425
Council Goal:	**Agenda Type:**	
Not Applicable	Decision Items	
Prepared by:	**Reviewed by:**	**Approved by:**
City Recorder L. Figueroa	City Manager Judy Richter	City Manager Judy Richter

Recommendation:
Motion to adopt Resolution No. 1472 appointing Arnold Poole as the Municipal Court Judge for the City of Toledo and approving a personal services contract for Municipal Court Judge Services and repealing Resolution No. 1425.

Background:
Per Council direction, the City posted a Request for Proposals seeking Municipal Court Judge services following the resignation of former Judge Sternhagen. The City received one proposal, the City Council interviewed the applicant on July 28 and voted to authorize City Attorney Robison to negotiate a personal services contract with Arnold Poole for Municipal Court Judge services.

Per the Toledo Municipal Code Charter; Chapter 3, Section 10; the council shall appoint the Municipal Court Judge by resolution. Staff recommends Council adopt Resolution No. 1472 included as Attachment 1, appointing Arnold Poole as the Municipal Court Judge for the City of Toledo and repealing Resolution No. 1425

Fiscal Impact:	Fiscal Year:	GL Number:
$12,000	**2021-2022**	**001-800-608100**

Attachment:
1. Resolution No. 1472

CITY OF TOLEDO
RESOLUTION NO. 1472

A RESOLUTION OF THE TOLEDO CITY COUNCIL APPOINTING ARNOLD POOLE AS THE MUNICIPAL COURT JUDGE FOR THE CITY OF TOLEDO, APPROVING A PERSONAL SERVICES CONTRACT FOR MUNICIPAL COURT JUDGE SERVICES AND REPEALING RESOLUTION NO. 1425

WHEREAS, The City requires Municipal Court Judge Services for the operations of the City's Municipal Court; and

WHEREAS, Charter Section 10, Other Officers of the Toledo Municipal Code requires the City Council to appoint a Municipal Judge by resolution; and

WHEREAS, The City has issued Request for Proposal (RFP) and received one proposal in response; and

WHEREAS, the City Council reviewed the proposal, interviewed the qualified candidate and recommended Arnold Poole as the City Municipal Court Judge.

NOW, THEREFORE, THE CITY OF TOLEDO RESOLVES AS FOLLOWS:

Section 1. That the City Council shall enter into an agreement with Arnold Poole, for City Municipal Judge Services for the term of one year.

Section 2. That Resolution No. 1425 is hereby repealed in its entirety.

Section 3. This Resolution shall be effective upon passage by the City Council this 18th day of August, 2021.

APPROVED:

_____
Mayor Rod Cross

ATTEST:

_____
City Recorder Lisa Figueroa

CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	August 18, 2021	Approve changes to Toledo Public Safety Salary Schedule to include a School Resource Officer
Council Goal:	**Agenda Type:**	
Not Applicable	Decision Items	
Prepared by:	**Reviewed by:**	**Approved by:**
City Manager J. Richter	City Manager Judy Richter	City Manager Judy Richter

Recommendation:
Approve changes to the Toledo Public Safety Salary Schedule to include a School Resource Officer.

Background:
Lincoln County School District (LCSD) has asked Toledo Police Department to provide a School Resource Officer for Newport Schools beginning September 7, 2021 through the end of the school year. This would be a Fulltime position – 40 hours per week. They are willing to pay $100,000 for these services. LCSD also asked for a two year term and agreed to a 2.5% inflation clause for the second year.
The final contract is expected to be completed in the next couple of weeks. All costs were considered in this contract. Plus this will give the City an extra officer during the busy summer months and alleviate need for some overtime pay. The City of Toledo will continue to be the employer but the employee will be assigned to Newport Schools.

Fiscal Impact:	Fiscal Year:	GL Number:
$ 100,000	**2021-2022**	**001-400-500036**

Attachment:
1. Toledo Public Safety Salary Schedule

City of Toledo
Salary Schedule
Toledo Public Safety Departments
July 1, 2021

Toledo Public Safety Departments
Effective July 1, 2021 for Council Approval __ Amended August 18, 2021

Position	Classification					
	1	2	3	4	5	6
Police Officer	4312	4477	4642	4820	4997	5182
School Resource Officer	4312	4477	4642	4820	4997	5182
Dispatcher	3513	3638	3764	3895	4031	4166
Part time Dispatcher per hour	20.26	20.99	21.71	22.47	23.26	24.04
Police Detective	4527	4702	4875	5060	5247	5443
Sergeant	5230	5440	5656	5884	6110	6355
~~**Head Dispatcher**~~	~~4218~~	~~4387~~	~~4563~~	~~4745~~	~~4933~~	~~5132~~
Community Services Officer	3120	3240	3365	3494	3629	3769
~~**Police Chief**~~	~~6185~~	~~6433~~	~~6690~~	~~6959~~	~~7237~~	~~7525~~
~~**Fire Chief**~~	~~6005~~	~~6246~~	~~6495~~	~~6756~~	~~7026~~	~~7306~~
~~**Asst Fire Chief**~~	~~4091~~	~~4250~~	~~4405~~	~~4575~~	~~4743~~	~~4919~~
~~**Division Chief (Fire)**~~	~~4084~~	~~4241~~	~~4397~~	~~4565~~	~~4733~~	~~4909~~
Training Officer-Lieutenant	4432	4602	4773	4956	5137	5328
Training Officer - Captain	4477	4649	4822	5005	5189	5382
Training Officer - Division Chief	4523	4697	4870	5056	5242	5436
Fire Inspector -Lieutenant	4018	4173	4327	4493	4657	4831
Fire Inspector - Captain	4059	4216	4370	4538	4705	4880
Fire Inspector - Division Chief	4101	4258	4414	4583	4752	4929

Updated to include CSO and to apply 2.5% COLA effective July 1, 2021

Updated to include SRO August 18,2021

CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	August 18, 2021	Approve an expenditure of $49,675 for street improvements on NE 1st Street
Council Goal:	**Agenda Type:**	
Maintain and improve public infrastructure and facilities	Decision Items	
Prepared by:	**Reviewed by:**	**Approved by:**
Public Works Director B. Zuspan	City Manager Judy Richter	City Manager Judy Richter

Recommendation:
Motion to approve expenditure of $49,675 for street improvements on NE 1st St.

Background:
This portion of City St. is in dire need of grind and overlay, it has major pot holes and several asphalt cuts due to utility installation and up-grades. It is a heavy traffic area and is a very common path for visitors and guests to travel on. The water main is Cast Iron and NOT in need of immediate replacement. The sewer main is in reasonable condition as well. These factors make it a very good candidate for an up-grade.

Fiscal Impact:	Fiscal Year:	GL Number:
$ 49,675	**2021-2022**	**011-110-620-520**

Attachment:
1. Road & Driveway Bid

Road & Driveway Company
Cedar Creek Quarries, Inc.

CCB 16331
CCB 46114

121 NE Harney • PO BOX 730 • Newport, OR 97365
P: 541.265.9441 • F: 541.265.9443
www.roadanddriveway.com

BID

Job No. 14793
Date: 8/10/2021

We are pleased to submit the following bid

To:
City of Toledo
ATTN: Bill Zuspan
PO Box 220
Toledo, OR 97391
P: 719-640-5969
E: pwdirector@cityoftoledo.org

For:
Toledo NE 1st St Grind and Pave
Toledo, OR

QUANTITY	UNIT	ITEM DESCRIPTION	UNIT PRICE	AMOUNT
		Item 1 -- Asphalt Grind Inlay -- Grind out existing. Pave 3" nominal compacted depth hot mix asphalt. Total area (+/-) 14,100 sf.	lump sum	$ 49,674.11
			Total service charges:	$ 49,674.11

Please be advised:
-- Total cost to be determined per item no.'s chosen.

Bill -- Thank you for the opportunity to quote your project. Please sign and return if you wish to proceed. Call or email back if you have any questions.

Terms: cash, check, credit paid upon completion of work. In accordance with ORS 701.625, invoices not paid by Customer within thirty (30) days are delinquent and will bear interest at the rate one and one-half percent (1.5%) per month, or the max amount allowed by law, whichever is less, until paid.

Your signature on one copy, returned to this office, will make this a legal contract for the performance of the above work.

Accepted by _____
Date _____

Work approved by Ryley Wienert
Date 8/10/2021

Price valid for 30 days after above date, prior to acceptance.

CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	August 18, 2021	Approve up to $17,000 for the purchase and installation of ADA compatible doors at the Library
Council Goal:	**Agenda Type:**	
Maintain and improve public infrastructure and facilities	Decision Items	
Prepared by:	**Reviewed by:**	**Approved by:**
Public Works Director B. Zuspan	City Manager Judy Richter	City Manager Judy Richter

Recommendation:
Motion to approve up to $17,000 for the purchase and installation of ADA compatible doors at the Library.

Background:
The City library doors are original install and needs to be upgraded to meet "Public gathering place" specifications including panic bars on the inside of the doors and ADA/ Wheelchair compatible access. This is a Capital Expenditure Item that has been included in the current budget, & to be pulled from Building & Property Reserve fund.

Fiscal Impact:	Fiscal Year:	GL Number:
$ 17,000	**2021-2022**	**035-350-621700**

Attachment:
1. Quote from Davis Glass
2. Photo of similar door styles

DAVIS GLASS INC
230 2ND AVE SE
ALBANY OR 97321
(541)926-1962 Fax:(541)926-0275
Tax# 93-0654560

Quote: 21792
Date: 08/13/2021

Customer

CITY OF TOLEDO
415 INDUSTRIAL PARK WAY
TOLEDO OR 97391

H (541)336-1243 Cell:(719)640-5969

Csr:GEOFF Tech: PO Terms:C.O.D

Qty	Part / Description	Item Total
1	DOORS - Custom entry door pkg, installed	15,895.00

Notes: Cascade Alum Dark bronze aluminum frame, 3 3/16" medium stile doors, 10" bottom rails and 5 ½" top rails. High performance LoE tempered safety glass with exterior brushed stainless(630) d-pull handles. (recommended for a coastal application) Inside is Von Duprin 9947 concealed vertical rod panics, with cylinder dogging on the inactive leaf and QEL auto retract for the active door. Full length continuous hinges with a lifetime warranty. Active door will receive an 8 wire transfer hinge to power the panic. All hardware provided and wiring to be fed out of the package for your electrician. Both doors will have separate Tormax Low Energy 1301 ADA operators, with BEA 900 MHz wireless buttons (4) in total. All programming by Davis Glass Inc. All wiring and connections to be made by your electrician. Only detail we need to discuss is that of cylinder locks. I have removable cores figured into the budget, just need to know if you want small or large format, and a particular keyway??
Permit by others if needed Standard door replacement typicall does not require a permit.
thank you! Davis Glass Inc

Job Site: LIBRARY ENTRY DOOR PKG
173 NW 7TH ST, TOLEDO

Signature _____
**Please note pricing is subject to change

Tax	Total	Payments	Balance
0.00	15,895.00	0.00	15,895.00

vers:9.2.10 Page: 1

Attachment 2, photo of similar doors

General Fund Consolidated

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

GENERAL FUND REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	000	400100	Beginning Fund Balance	$ (1,768,846.00)	$ (1,958,723.22)	$ -	$ (1,958,723.22)	111%
001	000	400200	Current Taxes	$ (1,900,000.00)	$ (2,044,125.97)	$ (42,652.46)	$ (2,122,719.68)	112%
001	000	400300	Delinquent Taxes	$ (49,000.00)	$ (44,534.15)	$ (4,970.31)	$ (58,138.54)	119%
001	000	400400	Interest	$ (30,000.00)	$ (12,767.55)	$ (1,006.65)	$ (15,878.05)	53%
001	000	401300	Natural Gas Franchise	$ (21,000.00)	$ (15,698.65)	$ -	$ (22,694.55)	108%
001	000	401400	Telephone Franchise	$ (2,750.00)	$ (2,727.08)	$ -	$ (2,727.08)	99%
001	000	401450	Telecommunications Franchise	$ (3,500.00)	$ (3,047.47)	$ -	$ (3,767.30)	108%
001	000	401500	Television Franchise	$ (22,000.00)	$ (17,460.98)	$ -	$ (22,893.72)	104%
001	000	401600	Garbage Franchise	$ (50,000.00)	$ (66,809.60)	$ -	$ (97,371.32)	195%
001	000	401700	Electric Franchise	$ (850,000.00)	$ (645,697.83)	$ (52,052.09)	$ (832,483.30)	98%
001	000	401750	Street Light Utility Fees	$ (38,000.00)	$ (28,981.26)	$ (3,243.22)	$ (38,653.44)	102%
001	000	401900	Beverage License	$ (25.00)	$ (125.00)	$ (50.00)	$ (350.00)	1400%
001	000	402000	Business License	$ (18,000.00)	$ (17,791.50)	$ (3,816.00)	$ (21,992.50)	122%
001	000	402100	Building Permits	$ (500.00)	$ (1,018.25)	$ -	$ (1,573.10)	315%
001	000	402200	State Liquor Fees	$ (60,000.00)	$ (57,613.49)	$ (5,508.47)	$ (68,193.28)	114%
001	000	402300	Cigarette Tax	$ (4,000.00)	$ (2,657.95)	$ (262.06)	$ (3,342.70)	84%
001	000	402350	Marijuana Tax	$ (12,000.00)	$ (12,003.16)	$ (1,380.51)	$ (13,383.67)	112%
001	000	402500	State Revenue Sharing	$ (43,000.00)	$ (44,559.18)	$ -	$ (57,145.13)	133%
001	000	402700	Refunds & Misc	$ (77,000.00)	$ (112,127.72)	$ -	$ (126,187.76)	164%
001	000	402710	Lien Searches	$ (1,500.00)	$ (1,480.00)	$ (240.00)	$ (2,060.00)	137%
001	000	402735	Public Records Request	$ (200.00)	$ (120.00)	$ (45.00)	$ (196.00)	98%
001	000	402740	Notary Fee	$ (500.00)	$ (280.00)	$ (80.00)	$ (450.00)	90%
001	000	402750	Land Use Fees	$ (400.00)	$ (2,850.00)	$ (935.00)	$ (4,650.00)	1163%
001	000	402800	Toledo Rural Fire Protect	$ (180,000.00)	$ (125,989.60)	$ (62,994.80)	$ (188,984.40)	105%
001	000	402825	Fire Protection Services	$ (10,000.00)	$ (6,740.59)	$ -	$ (6,740.59)	67%
001	000	403000	Municipal Court Fines	$ (65,000.00)	$ (64,255.60)	$ (8,388.31)	$ (91,794.11)	141%
001	000	403050	Towing Fees	$ (3,000.00)	$ (4,000.00)	$ (600.00)	$ (5,400.00)	180%
001	000	403100	Library Receipts	$ (1,500.00)	$ (125.09)	$ (48.00)	$ (237.59)	16%
001	000	403140	Library Service District	$ (70,000.00)	$ (59,390.00)	$ (6,599.00)	$ (79,187.00)	113%
001	000	405250	Grants	$ (10,000.00)	$ (11,302.98)	$ (194.90)	$ (17,650.86)	177%
001	000	405380	Rents and Leases	$ (12,000.00)	$ (13,750.00)	$ (1,350.00)	$ (17,800.00)	148%
			Revenue Total	**$ 5,303,721.00**	**$ 5,378,753.87**	**$ 196,416.78**	**$ 5,883,368.89**	**111%**

GENERAL FUND EXPENSES

001	100	620500	Equipment	$ -	$ -	$ -	$ 552.00	0%
001	650	620520	Systems	$ 25,000.00	$ -	$ -	$ -	0%
001	**650**		**CAPITAL OUTLAY**	**$ 25,000.00**	**$ -**	**$ -**	**$ 552.00**	**2%**

001	700	631600	Trans to General Reserve	$	176,000.00	$	176,000.00	$	-	$ 176,000.00	100%
001	700	631960	Trans to Bldg & Property Res	$	82,500.00	$	82,500.00	$	-	$ 82,500.00	100%
001	100	631970	Transfer to CC Strat Reserve	$	40,000.00	$	-	$	-	$ 40,000.00	100%
001	**100**		**TRANSFERS**	**$**	**298,500.00**	**$**	**258,500.00**	**$**	**-**	**$ 298,500.00**	**100%**
001	900	640100	Contingency	$	300,000.00	$	-	$	-	$ -	0%
001	**900**		**CONTINGENCY**	**$**	**300,000.00**	**$**	**-**	**$**	**-**	**$ -**	**0%**
001	100	500010	City Manager	$	101,160.00	$	73,249.68	$	8,138.85	$ 97,666.24	97%
001	400	500012	Police Chief	$	87,404.00	$	66,251.00	$	7,832.59	$ 88,801.59	102%
001	500	500014	Fire Chief	$	75,000.00	$	55,955.07	$	4,791.29	$ 69,124.50	92%
001	650	500016	Public Works Director	$	7,765.00	$	4,036.68	$	731.19	$ 6,139.53	79%
001	100	500020	Accounting Supervisor	$	44,292.00	$	32,904.00	$	4,057.60	$ 44,662.40	101%
001	400	500022	Police Sergeant	$	82,603.00	$	58,537.81	$	6,912.22	$ 78,500.03	95%
001	900	500024	Information Systems Admin	$	32,000.00	$	24,279.95	$	2,777.60	$ 32,453.10	101%
001	650	500026	Public Works Op Supervisor	$	6,374.00	$	3,329.20	$	489.90	$ 4,770.30	75%
001	100	500028	City Recorder	$	60,750.00	$	48,188.39	$	5,375.81	$ 64,013.24	105%
001	650	500030	Lead/Senior Facility Operator	$	6,493.00	$	4,798.17	$	533.12	$ 6,397.53	99%
001	500	500032	Asst Fire Chief	$	63,826.00	$	44,680.69	$	5,344.17	$ 60,306.86	94%
001	500	500034	Line Staff	$	107,606.00	$	71,711.11	$	8,554.00	$ 98,973.31	92%
001	400	500036	Police Officer	$	285,504.00	$	196,664.53	$	24,349.96	$ 265,660.67	93%
001	400	500040	Head Dispatcher	$	63,982.00	$	49,143.46	$	5,869.74	$ 65,677.20	103%
001	700	500042	Library Director	$	80,000.00	$	60,435.00	$	6,916.00	$ 80,781.00	101%
001	800	500053	Accounting Clerk 3	$	37,774.00	$	26,661.60	$	3,052.80	$ 35,820.00	95%
001	400	500056	Dispatcher	$	244,044.00	$	181,187.95	$	20,540.38	$ 245,191.22	100%
001	650	500057	Muni/Grounds Maint Worker	$	42,623.00	$	31,598.22	$	3,493.00	$ 42,077.22	99%
001	700	500064	Library Assistant Director	$	52,380.00	$	38,595.00	$	4,455.00	$ 51,700.00	99%
001	650	500067	PT Muni/Grounds Maint Worker	$	21,100.00	$	18,025.19	$	1,965.01	$ 23,920.21	113%
001	650	500068	Custodian	$	25,300.00	$	21,037.50	$	2,678.13	$ 28,223.08	112%
001	700	500072	Library Tech Services Op	$	40,000.00	$	27,644.40	$	3,247.93	$ 37,130.02	93%
001	700	500076	Library Clerk	$	15,000.00	$	10,059.38	$	1,090.60	$ 13,273.79	88%
001	100	500082	City Planner	$	87,856.00	$	-	$	-	$ -	0%
001	100	500084	Assistant Planner	$	24,283.00	$	14,389.71	$	1,665.82	$ 19,096.32	79%
001	500	500088	Wildland Firefighter	$	5,000.00	$	2,404.25	$	-	$ 2,404.25	48%
001	500	501400	Call Time	$	8,000.00	$	8,309.06	$	1,242.72	$ 11,653.67	146%
001	800	501500	Overtime	$	134,000.00	$	111,348.68	$	19,739.70	$ 169,165.44	126%
001	500	501501	Overtime Wildland Firefighters	$	2,500.00	$	116.25	$	-	$ 116.25	5%
001	400	501600	Grant Overtime	$	10,000.00	$	7,779.26	$	810.53	$ 9,019.02	90%
001	900	504700	Social Security	$	136,152.00	$	98,892.47	$	12,006.78	$ 134,100.33	98%
001	900	504800	Health Insurance	$	582,434.00	$	327,509.44	$	36,866.73	$ 438,127.21	75%
001	500	504850	Personal Holiday	$	33,624.00	$	24,808.54	$	3,109.80	$ 34,088.79	101%
001	900	504900	Workers' Comp	$	45,403.00	$	40,100.92	$	2,349.08	$ 42,552.20	94%
001	900	505000	Retirement	$	265,031.00	$	194,644.87	$	23,650.36	$ 264,894.46	100%
001	100	505100	Auto Allowance	$	3,600.00	$	2,700.00	$	300.00	$ 3,600.00	100%
001	900	604000	Unemployment	$	20,000.00	$	-	$	-	$ -	0%

001	**900**		**PERSONNEL SERVICES**	**$ 2,940,863.00**	**$ 1,981,977.43**	**$ 234,938.41**	**$ 2,670,080.98**	**91%**
001	800	600100	Office Supplies	$ 18,050.00	$ 10,379.91	$ 3,313.70	$ 16,673.61	92%
001	900	600150	Data Processing Support	$ 12,500.00	$ 7,185.90	$ 39.96	$ 8,678.82	69%
001	700	600210	Electricity	$ 41,500.00	$ 21,982.40	$ 2,608.37	$ 30,660.66	74%
001	700	600220	Communication Services	$ 59,200.00	$ 22,531.19	$ 3,494.27	$ 56,418.96	95%
001	100	600230	Advertising & Notices	$ 1,500.00	$ 4,030.08	$ 4,628.77	$ 8,658.85	577%
001	500	600240	Natural Gas	$ 5,470.00	$ 2,929.18	$ 281.29	$ 4,275.18	78%
001	700	600300	Equipment Maint & Repair	$ 23,950.00	$ 16,928.69	$ 926.97	$ 23,315.19	97%
001	650	600350	Vehicle Maint & Repair	$ 41,700.00	$ 38,548.67	$ 3,111.52	$ 49,095.13	118%
001	650	600400	Facility Needs	$ 25,000.00	$ 23,791.49	$ 549.25	$ 26,475.46	106%
001	800	600600	Travel & Training	$ 40,990.00	$ 15,807.90	$ 6,608.97	$ 29,017.77	71%
001	900	600700	Membership & Subscription	$ 18,215.00	$ 13,727.63	$ 583.78	$ 16,912.89	93%
001	650	601500	Gas, Oil & Tires	$ 36,250.00	$ 25,939.37	$ 5,667.28	$ 37,578.36	104%
001	900	601700	Insurance	$ 85,000.00	$ 94,589.72	$ -	$ 94,589.72	111%
001	700	603000	Network Services	$ 8,200.00	$ 5,956.59	$ -	$ 5,956.59	73%
001	700	603500	Books & Materials	$ 27,000.00	$ 17,263.14	$ 6,669.50	$ 29,074.58	108%
001	900	603600	Safety Committee	$ 5,000.00	$ 263.21	$ 344.90	$ 648.11	13%
001	900	603700	City Council	$ 6,000.00	$ 3,337.82	$ 25.00	$ 3,362.82	56%
001	900	603800	Planning Commission	$ 1,500.00	$ 418.36	$ -	$ 606.15	40%
001	900	603900	Economic Development	$ 10,000.00	$ -	$ -	$ -	0%
001	900	603950	Abatement	$ 20,000.00	$ 300.00	$ -	$ 300.00	2%
001	900	603975	Contributions	$ 11,400.00	$ 9,264.00	$ -	$ 9,264.00	81%
001	900	604400	Street Lights	$ 140,000.00	$ 91,005.12	$ 5,322.30	$ 110,202.42	79%
001	700	606500	Youth Program Support	$ 4,300.00	$ 801.13	$ 1,046.54	$ 3,680.38	86%
001	700	606550	Adult Program Support	$ 500.00	$ 346.48	$ -	$ 346.48	69%
001	400	607000	Abatement Program	$ 39,984.00	$ 24,818.83	$ 5,900.77	$ 33,980.60	85%
001	700	607500	Special Purchases	$ 55,500.00	$ 23,357.18	$ 11,035.72	$ 48,110.07	87%
001	900	608000	Supplies	$ 66,500.00	$ 33,187.45	$ 15,086.38	$ 57,819.07	87%
001	650	608050	Janitorial Supplies	$ 6,000.00	$ 2,801.81	$ 35.64	$ 3,708.79	62%
001	900	608100	Contract & Other Services	$ 263,000.00	$ 139,454.99	$ 88,583.87	$ 272,288.83	104%
001	900	608125	Audit Services	$ 10,000.00	$ 10,000.00	$ -	$ 10,000.00	100%
001	500	608150	Volunteer Program	$ 45,000.00	$ 33,750.00	$ 3,750.00	$ 45,000.00	100%
001	**500**		**MATERIALS & SERVICES**	**$ 1,129,209.00**	**$ 694,698.24**	**$ 169,614.75**	**$ 1,036,699.49**	**92%**
001	900	801000	Unappropriated Surplus	$ 610,149.00	$ -	$ -	$ -	0%
001	**900**		**UNAPPROPRIATED**	**$ 610,149.00**	**$ -**	**$ -**	**$ -**	**0%**
			Expense Total	**$ 5,303,721.00**	**$ 2,935,175.67**	**$ 404,553.16**	**$ 4,005,832.47**	**76%**
			NET	**$ -**	**$ 2,443,578.20**	**$ (208,136.38)**	**$ 1,877,536.42**	

Administration Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	100	620500	Equipment	$0	$0	-$552	$0	0%
001	**100**		**CAPITAL OUTLAY**	**$0**	**$0**	**-$552**	**$0**	**0%**
001	100	631970	Transfer to CC Strat Reserve	$40,000	$0	$0	$40,000	100%
001	**100**		**TRANSFERS**	**$40,000**	**$0**	**$0**	**$40,000**	**100%**
001	100	500010	City Manager	$101,160	$73,250	$8,139	$97,666	97%
001	100	500020	Accounting Supervisor	$44,292	$32,904	$4,058	$44,662	101%
001	100	500022	Human Resources Specialist	$4,308	$0	$0	$0	0%
001	100	500028	City Recorder	$60,750	$48,188	$5,376	$64,013	105%
001	100	500053	Accounting Clerk 3	$23,274	$16,664	$1,908	$22,388	96%
001	100	500082	City Planner	$87,856	$0	$0	$0	0%
001	100	500084	Assistant Planner	$24,283	$14,390	$1,666	$19,096	79%
001	100	501500	Overtime	$2,500	$149	$0	$149	6%
001	100	504700	Social Security	$31,000	$14,235	$1,624	$19,029	61%
001	100	504800	Health Insurance	$97,900	$42,919	$4,853	$57,479	59%
001	100	504900	Workers' Comp	$1,000	$840	$6	$859	86%
001	100	505000	Retirement	$40,000	$24,570	$2,818	$32,873	82%
001	100	505100	Auto Allowance	$3,600	$2,700	$300	$3,600	100%
001	**100**		**PERSONNEL SERVICES**	**$521,923**	**$270,808**	**$30,747**	**$361,814**	**69%**
001	100	600100	Office Supplies	$5,000	$3,302	$505	$4,630	93%
001	100	600210	Electricity	$7,000	$4,248	$446	$5,963	85%
001	100	600220	Communication Services	$2,500	$1,427	$177	$1,957	78%
001	100	600230	Advertising & Notices	$1,500	$4,030	$4,629	$8,659	577%
001	100	600240	Natural Gas	$650	$264	$19	$371	57%
001	100	600300	Equipment Maint & Repair	$750	$675	$312	$1,226	163%
001	100	600600	Travel & Training	$9,000	$2,828	$1,178	$5,057	56%
001	100	600700	Membership & Subscription	$3,000	$1,368	$0	$2,352	78%
001	100	607500	Special Purchases	$11,000	$142	$4,500	$7,487	68%
001	100	608000	Supplies	$3,000	$318	$400	$914	30%
001	100	608100	Contract & Other Services	$140,000	$76,949	$57,990	$161,654	115%
001	**100**		**MATERIALS & SERVICES**	**$183,400**	**$95,552**	**$70,155**	**$200,268**	**109%**
			Expense Total	**$745,323**	**$366,359**	**$100,351**	**$602,083**	**81%**

Police Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	400	631600	Transfer to General Reserve	$48,500	$48,500	$0	$48,500	100%
001	400	631960	Trans to Bldg & Property Res	$20,000	$20,000	$0	$20,000	100%
001	**400**		**TRANSFERS**	**$68,500**	**$68,500**	**$0**	**$68,500**	**100%**
001	400	500012	Police Chief	$87,404	$66,251	$7,833	$88,802	102%
001	400	500022	Police Sergeant	$78,295	$58,538	$6,912	$78,500	100%
001	400	500036	Police Officer	$285,504	$196,665	$24,350	$265,661	93%
001	400	500040	Head Dispatcher	$63,982	$49,143	$5,870	$65,677	103%
001	400	500056	Dispatcher	$244,044	$181,188	$20,540	$245,191	100%
001	400	501500	Overtime	$100,000	$82,013	$15,291	$128,737	129%
001	400	501600	Grant Overtime	$10,000	$7,779	$811	$9,019	90%
001	400	504700	Social Security	$56,452	$49,287	$6,282	$67,762	120%
001	400	504800	Health Insurance	$274,028	$171,332	$19,049	$228,471	83%
001	400	504850	Personal Holiday	$29,124	$21,730	$2,623	$29,549	101%
001	400	504900	Workers' Comp	$19,703	$14,459	$2,325	$16,834	85%
001	400	505000	Retirement	$122,315	$105,057	$12,484	$142,707	117%
001	**400**		**PERSONNEL SERVICES**	**$1,370,851**	**$1,003,441**	**$124,369**	**$1,366,910**	**100%**
001	400	600100	Office Supplies	$5,000	$2,052	$2,037	$5,377	108%
001	400	600210	Electricity	$12,000	$6,841	$812	$9,289	77%
001	400	600220	Communication Services	$48,000	$17,608	$2,904	$49,888	104%
001	400	600240	Natural Gas	$700	$185	$17	$283	41%
001	400	600300	Equipment Maint & Repair	$4,000	$3,301	$516	$3,864	97%
001	400	600350	Vehicle Maint & Repair	$13,000	$13,718	$2,573	$21,858	168%
001	400	600600	Travel & Training	$11,600	$6,300	$845	$8,495	73%
001	400	600700	Membership & Subscriptions	$2,750	$2,443	$229	$3,222	117%
001	400	601500	Gas, Oil & Tires	$17,000	$14,669	$2,809	$20,727	122%
001	400	606500	Youth Program Support	$800	$431	$0	$431	54%
001	400	607000	Abatement Program	$39,984	$24,819	$5,901	$33,981	85%
001	400	607500	Special Purchases	$12,000	$2,690	$4,547	$11,427	95%
001	400	608000	Supplies	$13,000	$9,017	$501	$13,312	102%
001	400	608100	Contract & Other Services	$18,500	$17,837	$746	$20,650	112%
001	**400**		**MATERIALS & SERVICES**	**$198,334**	**$121,909**	**$24,437**	**$202,803**	**102%**
			Expense Total	**$1,637,685**	**$1,193,850**	**$148,806**	**$1,638,213**	**100%**

Fire Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	500	631600	Transfer to General Reserve	$95,000	$95,000	$0	$95,000	100%
001	500	631960	Trans to Bldg & Property Res	$15,000	$15,000	$0	$15,000	100%
001	**500**		**TRANSFERS**	**$110,000**	**$110,000**	**$0**	**$110,000**	**100%**
001	500	500014	Fire Chief	$75,000	$55,955	$4,791	$69,125	92%
001	500	500032	Asst Fire Chief	$63,826	$44,681	$5,344	$60,307	94%
001	500	500034	Line Staff	$107,606	$71,711	$8,554	$98,973	92%
001	500	500088	Wildland Firefighter	$5,000	$2,404	$0	$2,404	48%
001	500	501400	Call Time	$8,000	$8,309	$1,243	$11,654	146%
001	500	501500	Overtime	$30,000	$29,111	$4,449	$40,204	134%
001	500	501501	Overtime Wildland Firefighters	$2,500	$116	$0	$116	5%
001	500	504700	Social Security	$24,000	$16,195	$1,870	$21,603	90%
001	500	504800	Health Insurance	$104,006	$48,633	$5,591	$65,404	63%
001	500	504850	Personal Holiday	$4,500	$3,079	$487	$4,540	101%
001	500	504900	Workers' Comp	$20,000	$22,262	$7	$22,284	111%
001	500	505000	Retirement	$51,700	$30,783	$4,379	$43,441	84%
001	**500**		**PERSONNEL SERVICES**	**$496,138**	**$333,239**	**$36,715**	**$440,055**	**89%**
001	500	600100	Office Supplies	$1,800	$1,967	$402	$2,375	132%
001	500	600210	Electricity	$8,000	$4,796	$663	$6,831	85%
001	500	600220	Communication Services	$2,825	$1,950	$219	$2,446	87%
001	500	600240	Natural Gas	$4,120	$2,480	$246	$3,621	88%
001	500	600300	Equipment Maint & Repair	$10,000	$11,241	$19	$12,548	125%
001	500	600350	Vehicle Maint & Repair	$26,700	$24,359	$539	$26,765	100%
001	500	600600	Travel & Training	$13,500	$6,412	$4,489	$14,502	107%
001	500	600700	Membership & Subscription	$1,200	$150	$65	$389	32%
001	500	601500	Gas, Oil & Tires	$16,000	$7,447	$1,798	$10,950	68%
001	500	607500	Special Purchases	$15,500	$7,696	$1,989	$15,934	103%
001	500	608000	Supplies	$32,000	$16,601	$12,024	$32,041	100%
001	500	608100	Contract & Other Services	$16,000	$3,724	$2,145	$7,513	47%
001	500	608150	Volunteer Program	$45,000	$33,750	$3,750	$45,000	100%
001	**500**		**MATERIALS & SERVICES**	**$192,645**	**$122,573**	**$28,347**	**$180,916**	**94%**
			Expense Total	**$798,783**	**$565,811**	**$65,063**	**$730,971**	**92%**

Property Maintenance Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	650	620520	Systems	$25,000	$0	$0	$0	0%
001	**650**		**CAPITAL OUTLAY**	**$25,000**	**$0**	**$0**	**$0**	**0%**
001	650	631600	Transfer to General Reserve	$22,500	$22,500	$0	$22,500	100%
001	650	631960	Trans to Bldg & Property Res	$22,500	$22,500	$0	$22,500	100%
001	**650**		**TRANSFERS**	**$45,000**	**$45,000**	**$0**	**$45,000**	**100%**
001	650	500016	Public Works Director	$7,765	$4,037	$731	$6,140	79%
001	650	500026	Public Works Op Supervisor	$6,374	$3,329	$490	$4,770	75%
001	650	500030	Lead/Senior Facility Operator	$6,493	$4,798	$533	$6,398	99%
001	650	500057	Muni/Grounds Maint Worker	$42,623	$31,598	$3,493	$42,077	99%
001	650	500067	PT Muni/Grounds Maint Worker	$21,100	$18,025	$1,965	$23,920	113%
001	650	500068	Custodian	$25,300	$21,038	$2,678	$28,223	112%
001	650	501500	Overtime	$1,000	$76	$0	$76	8%
001	650	504700	Social Security	$8,500	$6,184	$739	$8,326	98%
001	650	504800	Health Insurance	$43,500	$18,084	$2,112	$24,445	56%
001	650	504900	Worker's Comp	$3,900	$2,134	$4	$2,148	55%
001	650	505000	Retirement	$16,000	$10,726	$1,278	$14,441	90%
001	**650**		**PERSONNEL SERVICES**	**$182,555**	**$120,028**	**$14,024**	**$160,963**	**88%**
001	650	600100	Office Supplies	$650	$74	$19	$103	16%
001	650	600210	Electricity	$4,000	$1,210	$128	$1,644	41%
001	650	600220	Communication Services	$3,300	$702	$89	$968	29%
001	650	600300	Equipment Maint & Repair	$8,000	$1,711	$79	$5,677	71%
001	650	600350	Vehicle Maint & Repair	$2,000	$472	$0	$472	24%
001	650	600400	Facility Needs	$25,000	$23,791	$549	$26,475	106%
001	650	600600	Travel & Training	$2,000	$0	$0	$0	0%
001	650	600700	Memberships & Subscriptions	$500	$0	$0	$0	0%
001	650	601500	Gas, Oil & Tires	$3,250	$3,823	$1,061	$5,902	182%
001	650	607500	Special Purchases	$15,000	$12,690	$0	$12,690	85%
001	650	608000	Supplies	$15,000	$5,271	$1,439	$8,613	57%
001	650	608050	Janitorial Supplies	$6,000	$2,802	$36	$3,709	62%
001	650	608100	Contract & Other Services	$26,000	$5,259	$3,231	$10,184	39%
001	**650**		**MATERIALS & SERVICES**	**$110,700**	**$57,806**	**$6,631**	**$76,438**	**69%**
			Expense Total	**$363,255**	**$222,834**	**$20,655**	**$282,401**	**78%**

Library Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	700	631600	Trans to General Reserve	$10,000	$10,000	$0	$10,000	100%
001	700	631960	Trans to Bldg & Property Res	$25,000	$25,000	$0	$25,000	100%
001	**700**		**TRANSFERS**	**$35,000**	**$35,000**	**$0**	**$35,000**	**100%**
001	700	500042	Library Director	$80,000	$60,435	$6,916	$80,781	101%
001	700	500064	Library Assistant Director	$52,380	$38,595	$4,455	$51,700	99%
001	700	500072	Library Tech Services Op	$40,000	$27,644	$3,248	$37,130	93%
001	700	500076	Library Clerk	$15,000	$10,059	$1,091	$13,274	88%
001	700	504700	Social Security	$12,500	$10,406	$1,196	$13,918	111%
001	700	504800	Health Insurance	$53,000	$39,602	$4,477	$53,034	100%
001	700	504900	Workers' Comp	$500	$221	$5	$237	47%
001	700	505000	Retirement	$27,716	$19,245	$2,203	$25,724	93%
001	**700**		**PERSONNEL SERVICES**	**$281,096**	**$206,208**	**$23,590**	**$275,799**	**98%**
001	700	600100	Office Supplies	$5,000	$2,718	$350	$3,835	77%
001	700	600150	Data Processing Support	$2,500	$0	$0	$1,194	48%
001	700	600210	Electricity	$10,500	$4,887	$559	$6,934	66%
001	700	600220	Communication Services	$2,575	$844	$105	$1,159	45%
001	700	600300	Equipment Maint & Repair	$1,200	$0	$0	$0	0%
001	700	600600	Travel & Training	$3,090	$268	$97	$365	12%
001	700	600700	Membership & Subscription	$515	$0	$0	$274	53%
001	700	603000	Network Services	$8,200	$5,957	$0	$5,957	73%
001	700	603500	Books & Materials	$27,000	$17,263	$6,670	$29,075	108%
001	700	606500	Youth Program Support	$3,500	$370	$1,047	$3,249	93%
001	700	606550	Adult Program Support	$500	$346	$0	$346	69%
001	700	607500	Special Purchases	$2,000	$140	$0	$572	29%
001	700	608000	Supplies	$1,500	$1,522	$0	$1,757	117%
001	700	608100	Contract & Other Services	$2,500	$1,709	$181	$2,335	93%
001	**700**		**MATERIALS & SERVICES**	**$70,580**	**$36,023**	**$9,008**	**$57,052**	**81%**
			Expense Total	**$386,676**	**$277,231**	**$32,598**	**$367,851**	**95%**

Municipal Court

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	800	500053	Accounting Clerk 3	$14,500	$9,998	$1,145	$13,432	93%
001	800	501500	Overtime	$500	$0	$0	$0	0%
001	800	504700	Social Security	$1,200	$749	$86	$1,006	84%
001	800	504800	Health Insurance	$3,000	$1,928	$218	$2,583	86%
001	800	504900	Workers' Comp	$100	$54	$1	$56	56%
001	800	505000	Retirement	$2,800	$1,244	$142	$1,671	60%
001	**800**		**PERSONNEL SERVICES**	**$22,100**	**$13,973**	**$1,592**	**$18,748**	**85%**
001	800	600100	Office Supplies	$600	$267	$0	$354	59%
001	800	600600	Travel & Training	$1,800	$0	$0	$0	0%
001	800	600700	Membership & Subscription	$250	$0	$0	$150	60%
001	800	608100	Contract & Other Services	$20,000	$11,225	$1,132	$12,976	65%
001	**800**		**MATERIALS & SERVICES**	**$22,650**	**$11,492**	**$1,132**	**$13,480**	**60%**
			Expense Total	**$44,750**	**$25,465**	**$2,724**	**$32,228**	**72%**

General Services Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	900	640100	Contingency	$300,000	$0	$0	$0	0%
001	**900**		**CONTINGENCY**	**$300,000**	**$0**	**$0**	**$0**	**0%**
001	900	500024	Information Systems Admin	$32,000	$24,280	$2,778	$32,453	101%
001	900	504700	Social Security	$2,500	$1,838	$210	$2,456	98%
001	900	504800	Health Insurance	$7,000	$5,012	$567	$6,712	96%
001	900	504900	Workers' Comp	$200	$131	$1	$134	67%
001	900	505000	Retirement	$4,500	$3,020	$346	$4,037	90%
001	900	604000	Unemployment	$20,000	$0	$0	$0	0%
001	**900**		**PERSONNEL SERVICES**	**$66,200**	**$34,281**	**$3,901**	**$45,792**	**69%**
001	900	600150	Data Processing Support	$10,000	$7,186	$40	$7,485	75%
001	900	600700	Membership & Subscription	$10,000	$9,766	$290	$10,526	105%
001	900	601700	Insurance	$85,000	$94,590	$0	$94,590	111%
001	900	603600	Safety Committee	$5,000	$263	$345	$648	13%
001	900	603700	City Council	$6,000	$3,338	$25	$3,363	56%
001	900	603800	Planning Commission	$1,500	$418	$0	$606	40%
001	900	603900	Economic Development	$10,000	$0	$0	$0	0%
001	900	603950	Abatement	$20,000	$300	$0	$300	2%
001	900	603975	Contributions	$11,400	$9,264	$0	$9,264	81%
001	900	604400	Street Lights	$140,000	$91,005	$5,322	$110,202	79%
001	900	608000	Supplies	$2,000	$459	$722	$1,182	59%
001	900	608100	Contract & Other Services	$40,000	$22,753	$23,712	$57,529	144%
001	900	608125	Audit Services	$10,000	$10,000	$0	$10,000	100%
001	**900**		**MATERIALS & SERVICES**	**$350,900**	**$249,343**	**$30,456**	**$305,695**	**87%**
001	900	801000	Unappropriated Surplus	$610,149	$0	$0	$0	0%
001	**900**		**UNAPPROPRIATED**	**$610,149**	**$0**	**$0**	**$0**	**0%**
			Expense Total	**$1,327,249**	**$283,624**	**$34,357**	**$351,487**	**26%**

Streets Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

STREETS REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
011	000	400100	Beginning Fund Balance	$ (2,608,411)	$ (2,634,446)	$ -	$ (2,634,446)	101%
011	000	400400	Interest	$ (40,000)	$ (16,716)	$ (1,331)	$ (20,837)	52%
011	000	401300	Natural Gas Franchise	$ (16,000)	$ (10,466)	$ -	$ (15,130)	95%
011	000	401400	Telephone Franchise	$ (2,000)	$ (1,818)	$ -	$ (1,818)	91%
011	000	401450	Telecommunications Franchise	$ (2,500)	$ (2,032)	$ -	$ (2,512)	100%
011	000	401500	Television Franchise	$ (12,000)	$ (11,641)	$ -	$ (15,262)	127%
011	000	401600	Garbage Franchise	$ (33,000)	$ (44,540)	$ -	$ (64,914)	197%
011	000	401700	Electric Franchise	$ (566,000)	$ (430,465)	$ (34,707)	$ (554,994)	98%
011	000	402050	Truck Permits	$ (2,300)	$ (2,792)	$ (8)	$ (2,800)	122%
011	000	402400	Oregon State Highway Tax	$ (210,000)	$ (181,719)	$ (25,266)	$ (249,729)	119%
011	000	402700	Refunds & Misc	$ (1,500)	$ (2,086)	$ (400)	$ (3,660)	244%
011	000	402720	Public Works Inspection Fee	$ -	$ (200)	$ -	$ (200)	0%
011	000	403600	Road Maintenance Fees	$ (100,000)	$ (78,095)	$ (8,609)	$ (103,964)	104%
011	000	405250	Grants	$ (150,000)	$ (150,000)	$ -	$ (150,000)	100%
			Revenue Total	**$ 3,743,711**	**$ 3,567,015**	**$ 70,321**	**$ 3,820,265**	**102%**

STREETS EXPENSES

011	110	620500	Equipment	$ 85,000	$ 77,263	$ -	$ 77,263	91%
011	110	620520	Systems	$ 2,283,876	$ 473,811	$ -	$ 473,811	21%
011	110	620540	Road Maintenance Expenditures	$ 215,000	$ 14,509	$ -	$ 14,509	7%
011	**110**		**CAPITAL OUTLAY**	**$ 2,583,876**	**$ 565,584**	**$ -**	**$ 565,584**	**22%**
011	110	631000	Transfer to PW Equip Reserve	$ 35,000	$ 35,000	$ -	$ 35,000	100%
011	110	631850	Transfer to Street Reserve	$ 390,000	$ 390,000	$ -	$ 390,000	100%
011	**110**		**TRANSFERS**	**$ 425,000**	**$ 425,000**	**$ -**	**$ 425,000**	**100%**
011	110	640100	Contingency	$ 250,000	$ -	$ -	$ -	0%
011	**110**		**CONTINGENCY**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**0%**
011	110	500010	City Manager	$ 2,152	$ 1,558	$ 173	$ 2,078	97%
011	110	500016	Public Works Director	$ 23,294	$ 16,444	$ 2,194	$ 22,753	98%
011	110	500020	Accounting Supervisor	$ 2,215	$ 1,645	$ 203	$ 2,233	101%
011	110	500022	Human Resources Specialist	$ 2,774	$ -	$ -	$ -	0%
011	110	500024	Information Systems Admin	$ 2,885	$ 2,081	$ 238	$ 2,782	96%

011	110	500026	Public Works Op Supervisor	$ 19,132	$ 9,988	$ 1,470	$ 14,311	75%
011	110	500028	City Recorder	$ 1,296	$ 1,025	$ 114	$ 1,362	105%
011	110	500030	Lead/Senior Facility Ops	$ 19,471	$ 14,395	$ 1,599	$ 19,193	99%
011	110	500045	Maint Worker 4B/Maint Tech	$ 24,950	$ 6,318	$ 2,231	$ 13,010	52%
011	110	500046	Maint Worker 4A/Equip Op	$ 14,969	$ 11,423	$ 1,289	$ 15,291	102%
011	110	500053	Accounting Clerk 3	$ 1,862	$ 1,333	$ 153	$ 1,791	96%
011	110	500057	Muni/Ground Maint Worker	$ 71,619	$ 39,401	$ 5,615	$ 56,246	79%
011	110	500082	City Planner	$ 1,869	$ -	$ -	$ -	0%
011	110	500084	Assistant Planner	$ 3,947	$ 3,818	$ 442	$ 5,066	128%
011	110	501400	Call Time	$ 6,000	$ 910	$ 455	$ 2,289	38%
011	110	501500	Overtime	$ 2,500	$ 67	$ -	$ 99	4%
011	110	504700	Social Security	$ 15,000	$ 7,294	$ 1,203	$ 10,870	72%
011	110	504800	Health Insurance	$ 37,000	$ 26,283	$ 4,134	$ 38,708	105%
011	110	504900	Workers' Comp	$ 10,500	$ 9,348	$ 6	$ 9,365	89%
011	110	505000	Retirement	$ 22,000	$ 13,174	$ 1,973	$ 19,032	87%
011	**110**		**PERSONNEL SERVICES**	**$ 285,435**	**$ 166,506**	**$ 23,491**	**$ 236,479**	**83%**
011	110	600100	Office Supplies	$ 700	$ 325	$ 19	$ 375	54%
011	110	600210	Electricity	$ 7,000	$ 3,691	$ 316	$ 4,912	70%
011	110	600220	Communication Services	$ 4,000	$ 831	$ 112	$ 1,157	29%
011	110	600250	Alarms	$ 2,000	$ 1,724	$ 46	$ 2,176	109%
011	110	600300	Equipment Repair	$ 15,000	$ 3,596	$ 1,411	$ 6,339	42%
011	110	600350	Vehicle Maint & Repair	$ 3,000	$ 1,951	$ 36	$ 1,987	66%
011	110	600400	Facility Needs	$ 200	$ 219	$ -	$ 515	258%
011	110	600420	Systems Repair	$ 85,000	$ 7,714	$ 18,564	$ 50,494	59%
011	110	600600	Travel & Training	$ 1,500	$ (697)	$ -	$ (98)	-7%
011	110	600700	Membership & Subscription	$ 1,000	$ 297	$ -	$ 297	30%
011	110	601500	Gas, Oil & Tires	$ 5,500	$ 4,321	$ 1,607	$ 7,130	130%
011	110	601700	Insurance	$ 14,500	$ 15,581	$ -	$ 15,581	107%
011	110	607500	Special Purchases	$ 7,000	$ 1,501	$ 176	$ 1,677	24%
011	110	608000	Supplies	$ 20,000	$ 11,821	$ 6,120	$ 20,571	103%
011	110	608100	Contract & Other Services	$ 12,000	$ 7,398	$ 1,580	$ 9,904	83%
011	110	608175	Street Sweeping	$ 21,000	$ 5,169	$ 400	$ 7,457	36%
011	**110**		**MATERIALS & SERVICES**	**$ 199,400**	**$ 65,443**	**$ 30,388**	**$ 130,476**	**65%**
			Expense Total	**$ 3,743,711**	**$ 1,222,533**	**$ 53,879**	**$ 1,357,539**	**36%**
			NET		**$ 2,344,482**	**$ 16,442**	**$ 2,462,726**	

Water Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

WATER REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
012	000	400100	Beginning Fund Balance	$ (125,987)	$ (189,503)	$ -	$ (189,503)	150%
012	000	400400	Interest	$ (9,000)	$ (1,558)	$ (96)	$ (1,856)	21%
012	000	402700	Refunds & Misc	$ (3,000)	$ (1,173)	$ (31)	$ (1,239)	41%
012	000	402720	Public Works Inspection Fee	$ -	$ (200)	$ -	$ (200)	0%
012	000	402730	Haulable Water	$ (1,500)	$ (675)	$ (575)	$ (1,700)	113%
012	000	403700	Sale of Water	$ (1,240,000)	$ (1,010,653)	$ (126,839)	$ (1,361,003)	110%
012	000	403800	Meter Charges-Connection Fees	$ (3,000)	$ (18,587)	$ -	$ (18,587)	620%
012	000	403900	Service Fees	$ (2,000)	$ (1,585)	$ (195)	$ (2,155)	108%
012	000	403950	Delinquent Fees	$ (7,000)	$ (6,205)	$ (1,295)	$ (8,890)	127%
012	000	404100	Sale of Water to Seal Rock	$ (346,000)	$ (479,347)	$ (62,170)	$ (621,478)	180%
012	000	404125	H2O Program Donations	$ (300)	$ (655)	$ (50)	$ (805)	268%
012	000	404130	Fees and Adjustments	$ (300)	$ -	$ -	$ -	0%
012	000	405380	Rents & Leases	$ (11,185)	$ (8,388)	$ (932)	$ (11,184)	100%
			Revenue Total	**$ 1,749,272**	**$ 1,718,528**	**$ 192,182**	**$ 2,218,600**	**127%**

WATER PLANT EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
012	120	620500	Equipment	$ 15,000	$ 11,500	$ -	$ 11,500	77%
012	**120**		**CAPITAL OUTLAY**	**$ 15,000**	**$ 11,500**	**$ -**	**$ 11,500**	**77%**
012	120	631000	Transfer to PW Reserve	$ 10,000	$ 10,000	$ -	$ 10,000	100%
012	120	631800	Transfer to Water Reserve	$ 124,700	$ 124,700	$ -	$ 124,700	100%
012	**120**		**TRANSFERS**	**$ 134,700**	**$ 134,700**	**$ -**	**$ 134,700**	**100%**
012	120	500010	City Manager	$ 1,076	$ 779	$ 87	$ 1,039	97%
012	120	500016	Public Works Director	$ 11,647	$ 10,389	$ 1,097	$ 13,543	116%
012	120	500020	Accounting Supervisor	$ 2,214	$ 1,645	$ 203	$ 2,233	101%
012	120	500024	Information Systems Admin	$ 2,885	$ 2,081	$ 238	$ 2,782	96%
012	120	500028	City Recorder	$ 649	$ 513	$ 57	$ 681	105%
012	120	500030	Lead/Senior Facility Ops	$ 63,527	$ 47,839	$ 5,177	$ 63,370	100%
012	120	500038	Facility Ops	$ 52,411	$ 39,231	$ 4,511	$ 52,546	100%
012	120	500048	Facility Operator Trainee	$ 23,985	$ 9,825	$ 1,908	$ 13,641	57%
012	120	500053	Accounting Clerk 3	$ 1,862	$ 1,333	$ 153	$ 1,791	96%
012	120	500066	Utility Billing Clerk 1	$ 8,276	$ 5,897	$ 678	$ 7,932	96%
012	120	500082	City Planner	$ 934	$ -	$ -	$ -	0%
012	120	500084	Assistant Planner	$ 1,973	$ 1,762	$ 204	$ 2,338	119%
012	120	501400	Call Time	$ 22,000	$ 15,537	$ 1,640	$ 20,486	93%

012	120	501500	Overtime	$ 10,000	$ 8,367	$ 517	$ 10,513	105%
012	120	504700	Social Security	$ 14,000	$ 10,924	$ 1,243	$ 14,521	104%
012	120	504800	Health Insurance	$ 19,000	$ 15,578	$ 1,530	$ 20,098	106%
012	120	504900	Workers' Comp	$ 5,000	$ 5,717	$ 6	$ 5,732	115%
012	120	505000	Retirement	$ 24,000	$ 17,847	$ 1,830	$ 23,358	97%
012	**120**		**PERSONNEL SERVICES**	**$ 265,439**	**$ 195,265**	**$ 21,078**	**$ 256,605**	**97%**
012	120	600100	Office Supplies	$ 1,200	$ 253	$ 19	$ 282	24%
012	120	600150	Data Processing Support	$ 2,500	$ 2,792	$ 410	$ 4,026	161%
012	120	600210	Electricity	$ 67,000	$ 39,384	$ 3,934	$ 53,148	79%
012	120	600220	Communication Services	$ 8,000	$ 4,755	$ 449	$ 6,613	83%
012	120	600250	Alarms	$ 2,000	$ 1,199	$ -	$ 1,632	82%
012	120	600300	Equipment Maint & Repair	$ 10,000	$ 3,448	$ 813	$ 4,432	44%
012	120	600350	Vehicle Maint & Repair	$ 1,500	$ -	$ -	$ -	0%
012	120	600400	Facility Needs	$ 20,000	$ 16,184	$ -	$ 16,750	84%
012	120	600420	Systems Repair	$ 10,000	$ 357	$ -	$ 521	5%
012	120	600600	Travel & Training	$ 3,050	$ 664	$ -	$ 664	22%
012	120	600700	Membership & Subscription	$ 1,525	$ 921	$ -	$ 1,041	68%
012	120	601500	Gas, Oil & Tires	$ 2,500	$ 1,328	$ 415	$ 2,076	83%
012	120	601700	Insurance	$ 28,000	$ 30,087	$ -	$ 30,087	107%
012	120	607500	Special Purchases	$ 20,000	$ 1,980	$ (34)	$ 1,946	10%
012	120	608000	Supplies	$ 60,000	$ 22,871	$ 7,340	$ 35,712	60%
012	120	608100	Contract & Other Services	$ 37,000	$ 20,299	$ 9,998	$ 55,148	149%
012	**120**		**MATERIALS & SERVICES**	**$ 274,275**	**$ 146,523**	**$ 23,346**	**$ 214,078**	**78%**
			WATER PLANT Expense Total	**$ 689,414**	**$ 487,988**	**$ 44,424**	**$ 616,883**	**89%**

WATER DISTRIBUTION EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
012	125	631000	Transfer to PW Reserve	$ 12,500	$ 12,500	$ -	$ 12,500	100%
012	125	631800	Transfer to Water Reserve	$ 184,255	$ 184,255	$ -	$ 184,255	100%
012	**125**		**TRANSFERS**	**$ 196,755**	**$ 196,755**	**$ -**	**$ 196,755**	**100%**
012	125	640100	Contingency	$ 35,000	$ -	$ -	$ -	0%
012	**125**		**CONTINGENCY**	**$ 35,000**	**$ -**	**$ -**	**$ -**	**0%**
012	125	500010	City Manager	$ 1,076	$ 779	$ 87	$ 1,039	97%
012	125	500016	Public Works Director	$ 11,647	$ 10,389	$ 1,097	$ 13,543	116%
012	125	500020	Accounting Supervisor	$ 2,215	$ 1,645	$ 203	$ 2,233	101%
012	125	500022	Human Resources Specialist	$ 2,774	$ -	$ -	$ -	0%
012	125	500024	Information Systems Admin	$ 2,885	$ 2,081	$ 238	$ 2,782	96%
012	125	500026	Public Works Op Supervisor	$ 19,132	$ 9,988	$ 1,470	$ 14,311	75%
012	125	500028	City Recorder	$ 649	$ 513	$ 57	$ 681	105%
012	125	500030	Lead/Senior Facility Ops	$ 19,471	$ 14,395	$ 1,599	$ 19,193	99%
012	125	500045	Maint Worker 4B/Maint Tech	$ 12,474	$ 12,083	$ 1,115	$ 15,429	124%
012	125	500046	Maint Worker 4A/Equip Op	$ 17,465	$ 13,327	$ 1,504	$ 17,840	102%

012	125	500053	Accounting Clerk 3	$ 1,862	$ 1,333	$ 153	$ 1,791	96%
012	125	500054	Maint/Clerical Worker 3	$ 25,068	$ 19,223	$ 2,074	$ 25,445	102%
012	125	500057	Maintenance Worker 2	$ 31,819	$ 16,119	$ 1,852	$ 21,674	68%
012	125	500066	Utility Billing Clerk 1	$ 12,414	$ 8,846	$ 1,017	$ 11,898	96%
012	125	500082	City Planner	$ 934	$ -	$ -	$ -	0%
012	125	500084	Assistant Planner	$ 4,600	$ 3,818	$ 442	$ 5,066	110%
012	125	501400	Call Time	$ 6,500	$ 9,035	$ 614	$ 11,397	175%
012	125	501500	Overtime	$ 2,000	$ 847	$ 364	$ 1,295	65%
012	125	504700	Social Security	$ 13,600	$ 10,992	$ 1,020	$ 14,016	103%
012	125	504800	Health Insurance	$ 45,000	$ 42,012	$ 4,187	$ 54,607	121%
012	125	504900	Workers' Comp	$ 5,000	$ 2,422	$ 5	$ 2,437	49%
012	125	505000	Retirement	$ 22,000	$ 19,137	$ 1,912	$ 24,807	113%
012	**125**		**PERSONNEL SERVICES**	**$ 260,585**	**$ 198,984**	**$ 21,009**	**$ 261,485**	**100%**
012	125	600100	Office Supplies	$ 6,000	$ 2,685	$ 1,054	$ 4,630	77%
012	125	600150	Data Processing Support	$ 7,000	$ 4,240	$ 410	$ 5,474	78%
012	125	600210	Electricity	$ 11,000	$ 5,787	$ 630	$ 8,997	82%
012	125	600220	Communication Services	$ 3,500	$ 831	$ 112	$ 1,156	33%
012	125	600250	Alarms	$ 1,500	$ -	$ -	$ -	0%
012	125	600300	Equipment Maint & Repair	$ 6,000	$ 2,305	$ 68	$ 2,855	48%
012	125	600350	Vehicle Maint & Repair	$ 2,000	$ 802	$ -	$ 802	40%
012	125	600400	Facility Needs	$ 2,500	$ 682	$ 138	$ 1,319	53%
012	125	600420	Systems Repair	$ 32,000	$ 5,183	$ 1,142	$ 9,528	30%
012	125	600600	Travel & Training	$ 2,000	$ 2,699	$ -	$ 2,699	135%
012	125	600700	Membership & Subscription	$ 2,000	$ 1,191	$ 140	$ 1,331	67%
012	125	601500	Gas, Oil & Tires	$ 8,000	$ 4,878	$ 1,289	$ 7,803	98%
012	125	601700	Insurance	$ 5,000	$ 5,373	$ -	$ 5,373	107%
012	125	603980	H2O Program Expenses	$ 400	$ -	$ -	$ -	0%
012	125	607500	Special Purchases	$ 10,000	$ 7,833	$ -	$ 8,588	86%
012	125	608000	Supplies	$ 30,000	$ 22,162	$ 6,943	$ 29,987	100%
012	125	608100	Contract & Other Services	$ 20,000	$ 16,262	$ 2,232	$ 24,807	124%
012	**125**		**MATERIALS & SERVICES**	**$ 148,900**	**$ 82,912**	**$ 14,159**	**$ 115,348**	**77%**
012	125	702000	2012 Debt Repayment/Bond 2016	$ 259,000	$ 259,000	$ -	$ 259,000	100%
012	125	702500	Rev Bond 2016 - Interet/Fees	$ 159,618	$ 159,618	$ -	$ 159,618	100%
012	**125**		**DEBT SERVICES**	**$ 418,618**	**$ 418,618**	**$ -**	**$ 418,618**	**100%**
			WATER DIST Expense Total	**$ 1,059,858**	**$ 897,269**	**$ 35,168**	**$ 992,206**	**94%**
			NET		**$ 333,271**	**$ 112,589**	**$ 609,510**	

Sewer Department

4th Quarter Financial Report 2020-2021

Period 10 - 12
Fiscal Year 2021

SEWER REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
013	000	400100	Beginning Fund Balance	$ (281,320)	$ (306,401)	$ -	$ (306,401)	109%
013	000	400400	Interest	$ (3,000)	$ (1,972)	$ (155)	$ (2,453)	82%
013	000	402700	Refunds & Misc	$ (150)	$ (2,413)	$ (31)	$ (2,479)	1653%
013	000	402720	Public Works Inspection Fee	$ -	$ (200)	$ -	$ (200)	0%
013	000	404400	Sewer Charges	$ (1,187,116)	$ (863,438)	$ (105,902)	$ (1,173,400)	99%
013	000	404500	Sewer Connection Fees	$ -	$ (450)	$ -	$ (450)	0%
			Revenue Total	**$ 1,471,586**	**$ 1,174,873**	**$ 106,088**	**$ 1,485,383**	**101%**

SEWER PLANT EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
013	130	631000	Transfer to PW Reserve	$ 12,500	$ 12,500	$ -	$ 12,500	100%
013	130	631900	Transfer to Sewer Reserve	$ 50,000	$ 50,000	$ -	$ 50,000	100%
013	**130**		**TRANSFERS**	**$ 62,500**	**$ 62,500**	**$ -**	**$ 62,500**	**100%**
013	130	500010	City Manager	$ 1,076	$ 779	$ 87	$ 1,039	97%
013	130	500016	Public Works Director	$ 11,647	$ 10,389	$ 1,097	$ 13,543	116%
013	130	500020	Accounting Supervisor	$ 2,215	$ 1,645	$ 203	$ 2,233	101%
013	130	500022	Human Resources Specialist	$ 2,774	$ -	$ -	$ -	0%
013	130	500024	Information Systems Admin	$ 2,885	$ 2,081	$ 238	$ 2,782	96%
013	130	500028	City Recorder	$ 648	$ 513	$ 57	$ 681	105%
013	130	500038	Facility Ops	$ 117,154	$ 84,484	$ 8,994	$ 111,191	95%
013	130	500048	Facility Operator Trainee	$ 23,985	$ 17,685	$ 1,908	$ 21,501	90%
013	130	500053	Accounting Clerk 3	$ 1,862	$ 1,333	$ 153	$ 1,791	96%
013	130	500066	Utility Billing Clerk 1	$ 8,276	$ 5,897	$ 678	$ 7,932	96%
013	130	500082	City Planner	$ 934	$ -	$ -	$ -	0%
013	130	500084	Assistant Planner	$ 1,973	$ 1,762	$ 204	$ 2,338	119%
013	130	501400	Call Time	$ 25,000	$ 13,808	$ 1,524	$ 18,375	74%
013	130	501500	Overtime	$ 13,500	$ 5,239	$ 144	$ 5,996	44%
013	130	504700	Social Security	$ 15,500	$ 10,810	$ 1,135	$ 14,057	91%
013	130	504800	Health Insurance	$ 40,000	$ 38,329	$ 3,598	$ 49,121	123%
013	130	504900	Workers' Comp	$ 5,000	$ 3,815	$ 6	$ 3,831	77%
013	130	505000	Retirement	$ 30,000	$ 19,587	$ 1,683	$ 24,611	82%
013	**130**		**PERSONNEL SERVICES**	**$ 304,429**	**$ 218,157**	**$ 21,708**	**$ 281,021**	**92%**

013	130	600100	Office Supplies	$ 1,000	$ 190	$ 19	$ 219	22%
013	130	600150	Data Processing Support	$ 2,700	$ 2,792	$ 410	$ 4,026	149%
013	130	600210	Electricity	$ 48,000	$ 24,910	$ 3,430	$ 34,354	72%
013	130	600220	Communication Services	$ 4,100	$ 1,588	$ 231	$ 2,051	50%
013	130	600250	Alarms	$ 100	$ -	$ -	$ -	0%
013	130	600300	Equipment Maint & Repair	$ 20,000	$ 591	$ 14	$ 5,421	27%
013	130	600350	Vehicle Maint & Repair	$ 1,500	$ 9	$ 126	$ 135	9%
013	130	600400	Facility Needs	$ 5,000	$ 3,038	$ 3,655	$ 6,693	134%
013	130	600420	Systems Repair	$ 67,000	$ 24,244	$ 2,018	$ 27,415	41%
013	130	600600	Travel & Training	$ 3,500	$ 4,608	$ -	$ 4,608	132%
013	130	600700	Membership & Subscription	$ 1,500	$ 839	$ -	$ 839	56%
013	130	601500	Gas, Oil & Tires	$ 2,500	$ 3,787	$ 109	$ 3,936	157%
013	130	601700	Insurance	$ 40,000	$ 42,982	$ -	$ 42,982	107%
013	130	607500	Special Purchases	$ 10,000	$ 1,386	$ 1,406	$ 2,792	28%
013	130	608000	Supplies	$ 55,000	$ 22,432	$ 13,133	$ 42,389	77%
013	130	608100	Contract & Other Services	$ 27,000	$ 21,072	$ 610	$ 21,710	80%
013	**130**		**MATERIALS & SERVICES**	**$ 288,900**	**$ 154,468**	**$ 25,161**	**$ 199,571**	**69%**
			SEWER PLANT Expense Total	**$ 655,829**	**$ 435,125**	**$ 46,869**	**$ 543,092**	**83%**

SEWER COLLECTION EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
013	135	620500	Equipment	$ 30,000	$ -	$ -	$ -	0%
013	**135**		**CAPITAL OUTLAY**	**$ 30,000**	**$ -**	**$ -**	**$ -**	**0%**
013	135	631000	Transfer to PW Reserve	$ 12,500	$ 12,500	$ -	$ 12,500	100%
013	135	631900	Transfer to Sewer Reserve	$ 139,743	$ 139,743	$ -	$ 139,743	100%
013	**135**		**TRANSFERS**	**$ 152,243**	**$ 152,243**	**$ -**	**$ 152,243**	**100%**
013	135	640100	Contingency	$ 40,000	$ -	$ -	$ -	0%
013	**135**		**CONTINGENCY**	**$ 40,000**	**$ -**	**$ -**	**$ -**	**0%**
013	135	500010	City Manager	$ 1,076	$ 779	$ 87	$ 1,039	97%
013	135	500016	Public Works Director	$ 11,647	$ 10,389	$ 1,097	$ 13,543	116%
013	135	500020	Accounting Supervisor	$ 2,215	$ 1,645	$ 203	$ 2,233	101%
013	135	500022	Human Resources Specialist	$ 2,774	$ -	$ -	$ -	0%
013	135	500024	Information Systems Admin	$ 2,885	$ 2,081	$ 238	$ 2,782	96%
013	135	500026	Public Works Op Supervisor	$ 19,132	$ 9,988	$ 1,470	$ 14,311	75%
013	135	500028	City Recorder	$ 648	$ 513	$ 57	$ 681	105%
013	135	500030	Lead/Senior Facility Ops	$ 19,471	$ 14,395	$ 1,599	$ 19,193	99%
013	135	500045	Maint Worker 4B/Maint Tech	$ 12,475	$ 12,083	$ 1,115	$ 15,429	124%
013	135	500046	Maint Worker 4A/Equip Op	$ 17,465	$ 13,327	$ 1,504	$ 17,840	102%
013	135	500053	Accounting Clerk 3	$ 1,862	$ 1,333	$ 153	$ 1,791	96%
013	135	500054	Maint/Clerical Worker 3	$ 25,068	$ 19,902	$ 2,074	$ 26,125	104%

013	135	500057	Maintenance Worker 2	$ 31,819	$ 22,426	$ 1,798	$ 27,822	87%
013	135	500066	Utility Billing Clerk 1	$ 12,414	$ 8,846	$ 1,017	$ 11,898	96%
013	135	500082	City Planner	$ 934	$ -	$ -	$ -	0%
013	135	500084	Assistant Planner	$ 3,947	$ 3,818	$ 442	$ 5,066	128%
013	135	501400	Call Time	$ 6,700	$ 4,703	$ 453	$ 6,029	90%
013	135	501500	Overtime	$ 2,500	$ 847	$ 364	$ 1,262	51%
013	135	504700	Social Security	$ 14,000	$ 8,471	$ 1,007	$ 11,411	82%
013	135	504800	Health Insurance	$ 50,000	$ 30,381	$ 3,829	$ 41,855	84%
013	135	504900	Workers' Comp	$ 6,000	$ 2,220	$ 5	$ 2,235	37%
013	135	505000	Retirement	$ 23,000	$ 15,084	$ 1,661	$ 19,930	87%
013	**135**		**PERSONNEL SERVICES**	**$ 268,032**	**$ 183,232**	**$ 20,175**	**$ 242,476**	**90%**
013	135	600100	Office Supplies	$ 4,500	$ 2,685	$ 1,054	$ 4,599	102%
013	135	600150	Data Processing Support	$ 6,500	$ 4,240	$ 410	$ 5,474	84%
013	135	600210	Electricity	$ 33,000	$ 23,677	$ 2,032	$ 30,346	92%
013	135	600220	Communication Services	$ 4,000	$ 831	$ 112	$ 1,157	29%
013	135	600250	Alarms	$ 4,500	$ 3,453	$ 443	$ 4,799	107%
013	135	600300	Equipment Maint & Repair	$ 16,000	$ 7,083	$ 513	$ 7,919	49%
013	135	600350	Vehicle Maint & Repair	$ 2,000	$ 146	$ -	$ 146	7%
013	135	600400	Building Repair	$ 2,000	$ -	$ -	$ 373	19%
013	135	600420	Systems Repair	$ 20,000	$ 15,145	$ -	$ 17,287	86%
013	135	600600	Travel & Training	$ 2,500	$ 1,596	$ -	$ 1,668	67%
013	135	600700	Membership & Subscription	$ 1,200	$ 240	$ -	$ 240	20%
013	135	601500	Gas, Oil & Tires	$ 6,500	$ 4,466	$ 1,289	$ 6,703	103%
013	135	601700	Insurance	$ 4,600	$ 4,943	$ -	$ 4,943	107%
013	135	607500	Special Purchases	$ 28,000	$ 17,517	$ -	$ 17,517	63%
013	135	608000	Supplies	$ 11,000	$ 5,055	$ 797	$ 9,289	84%
013	135	608100	Contract & Other Services	$ 16,000	$ 12,040	$ 1,116	$ 16,023	100%
013	**135**		**MATERIALS & SERVICES**	**$ 162,300**	**$ 103,116**	**$ 7,768**	**$ 128,482**	**79%**
013	135	702000	DEQ Loan Repayment-Principal	$ 91,000	$ 91,000	$ -	$ 91,000	100%
013	135	702500	Rev Bond 2016 - Interest/Fees	$ 56,082	$ 56,082	$ -	$ 56,082	100%
013	135	703000	W/WW Loan 2019 - Principal	$ 16,100	$ -	$ -	$ -	0%
013	**135**		**DEBT SERVICES**	**$ 163,182**	**$ 147,082**	**$ -**	**$ 147,082**	**90%**
			SEWER COLLECTION Expense Total	**$ 815,757**	**$ 585,673**	**$ 27,943**	**$ 670,283**	**82%**
			NET		**$ 154,075**	**$ 31,276**	**$ 272,008**	

2021 LOC AWARDS

Honoring excellence in local government

The LOC Awards program recognizes great leaders and great projects in Oregon's cities. LOC members are invited to nominate elected or appointed leaders who have made outstanding contributions to their city for one of the LOC's prestigious awards. In addition, there are award categories for progressive and innovative city programs and projects.

The deadline to submit a nomination is **Monday, September 13, 2021**.

Who is an Outstanding Leader in Your Community?

Do you know of an individual who has made outstanding contributions to your community or to the state of Oregon? Help us recognize their efforts by nominating them for one of the LOC's **Exceptional Service Awards**:

- The **James C. Richards Memorial Award** recognizes exceptional contributions by elected city officials;
- The **Herman Kehrli Award** is granted to a city employee who has provided lasting benefits to their community;
- The **Mark O. Hatfield Statesmanship Award** is presented to individuals who have demonstration exemplary service that has positively affected the citizens of Oregon.
- The **Civic Education Award** acknowledges individuals who have demonstrated an ongoing commitment to nurturing civic responsibility in youth.

Show Off Your City's Successful Project or Program

Maybe it's a progressive and innovative approach to city operations. Or maybe it's a successful community outreach program. Let us know – by submitting your project or program for one of the LOC's **City Awards**. The **Award for Excellence** and **Helen & Alan Berg Good Governance Awards** recognize excellence, innovation, efficiency and great public service in city government.

Nomination forms and submission instructions, as well as past award winners, can be found on the LOC website at: **www.orcities.org/education/conferences/annual-conference.**

For questions, contact Lisa Trevino, LOC Program Manager at *ltrevino@orcities.org.*