



City Hall – Council Chambers
206 N. Main Street
Toledo, Oregon 97391
6:00 p.m.

TOLEDO CITY COUNCIL
Regular Meeting – also via Zoom Meeting Platform
January 4, 2023

Virtual Meeting: The City Council will hold the meeting 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 details including 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, Pledge of Allegiance and roll call**
2. **Proclamations/Presentations**
Swear in Mayor and Council members for new terms
Presentation – Oregon State University Cooperative Extension Community Garden
Presentation – Community Outreach Specialist Katy Keuter
Interview individuals 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 November 16, 2022
5. **Discussion Items**
 - Review of interview questions for the position of City Council
6. **Decision Items**
 - Draft animal ordinance
 - Review amendment to Agreement with the Oregon State University Cooperative Extension Community Garden
 - Consideration of re-appointments to the Planning Commission
 - Draft ordinance revising Toledo Municipal Code Chapter 1.16, Right of Entry for Inspections
 - Draft ordinance revising Toledo Municipal Code Chapter 1.20, General Penalty
 - Draft ordinance amending the Toledo Municipal Code and creating Chapter 1.24, Legislative Subpoenas

Comments submitted in advance are preferable. Comments may be submitted 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.

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7. **Reports and Comments**
 - Committee updates
8. **Adjournment**

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**TOLEDO CITY COUNCIL
REGULAR MEETING
November 16, 2022**

1. CALL TO ORDER

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

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

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, Police Chief (PC) Michael Pace, Public Works Director (PWD) Bill Zuspan, Fire Chief (FC) Larry Robeson, City Attorney (CA) Mike Adams, Assistant City Manager/HR Specialist (ACM) Sherry Meek, Training Captain (TC) Shannon Brecik, Library Director (LD) Deborah Trusty

2. PROCLAMATIONS/PRESENTATIONS

Presentation – Life Saving Award Presentation

TC Shannon Brecik addressed the City Council and presented a life-saving heroism award to Volunteer Blaylock.

The Council recessed at 6:04 p.m. and reconvened at 6:08 p.m.

Presentation – Georgia Pacific Mill

Public Affairs Manager Jonathan Farmer was not able to attend the meeting but Mayor Cross noted Georgia-Pacific's Juno program received a business award from the state.

3. VISITORS/PUBLIC COMMENT

There were no comments.

CM Richter introduced Sherry Meek as the Assistant City Manager/Human Resourced Specialist to the City Council. She said she will focus on human resources for the first six months to get caught up on a few items.

4. CONSENT AGENDA

There were no items for consideration.

5. DISCUSSION ITEMS

There were no items for consideration.

1 **6. DECISION ITEMS**

2 **Consideration of street closure request from the Chamber of Commerce**

3 CR Figueroa presented the council report and indicated the request to close the street is for an
4 umbrella parade along Main Street for approximately one hour and should not have much impact
5 on the community.

6
7 **Motion** – It was moved and seconded (Mix/Bush) to approve the street closure request from the
8 Chamber of Commerce on November 26 between 5:00 – 6:00 p.m. and the motion carried
9 unanimously.

10
11 **Ordinance No. 1403, An Ordinance amending the Toledo Municipal Code by repealing**
12 **Section 4 of Ordinance 820 (1966), as amended by Section 9 of Ordinance 1294 (2001),**
13 **amending Ordinance 1294 (2001) and declaring an emergency**

14 Mayor Cross opened the Public Hearing at 6:15 p.m.

15
16 CA Adams presented the council report. He said it will replace Toledo Municipal Code (TMC)
17 Chapter 6.04, Animals, delete Section 8.04.040, Livestock and Poultry and enforces the Ordinance
18 to refer to the Lincoln County Code process for animal control.

19
20 Mayor Cross opened the floor for public comment. After hearing no comments, the Council asked
21 clarification questions of staff in regards to the Ordinance. The Council deliberated the restrictions
22 within the Ordinance and the process of how a violation would be addressed by the City and/or
23 County. After hearing no more questions, Mayor Cross closed the public hearing at 6:33 p.m.

24
25 The Council continued through the ordinance and suggested a couple of amendments:

- 26
 - Definitions; “At Large” read as, “means a dog ~~or other animal~~ inside the corporate...”

27
28 There was discussion as to why an owner whose dog was attacked would be in violation if they
29 defended their dog. CA Adams said it is a violation but could include “fear of imminent serious
30 physical injury of a person and/or other animal.”

31
32 **Section 10(D)**

- 33
 - “...fear of imminent death or serious physical injury of a person or *other animal*.”
 - “...means to avoid the potential harm or injury ~~to a person~~.”
 - Definitions; “Dangerous Dog” “...injury or death on a person *or other animal or livestock* or is found...”
 - Definitions; “Potentially Dangerous Dog”

39
40 **Motion** – It was moved and seconded (Mix/Bush) to adopt Ordinance No. 1403, an ordinance of
41 the Toledo City Council amending the Toledo Municipal Code by repealing Section 4 of
42 Ordinance 820 (1966), as amended by Section 9 of Ordinance 1294 (2001), amending Ordinance
43 1294 (2001) and declaring an emergency by title only (read twice) and the motion carried
44 unanimously.

1 **7. REPORTS AND COMMENTS**

2 FC Robeson reported on department activities. He said the department continues to train its
3 volunteers and said there will be an event with other departments over the weekend. He said the
4 department received a grant recently for a communications package. He indicated he is looking
5 for a new vehicle.

6
7 PWD Zuspan said staff has been going through training lately and finishing up maintenance
8 projects. He said he attended a conference recently and learned it is a challenge to hire new
9 employees into the water/wastewater industry. He updated the Council on the street project along
10 French Street. He said there was another break in the Mill Creek line earlier this week.

11
12 There was discussion in regards to the transfer of Meadow Lane from Lincoln County to the City
13 and Mayor Cross suggested CM Richter and he [Mayor Cross] meet with the County
14 Administrator.

15
16 CA Adams updated the Council on the status of the livability code.

17
18 CM Richter noted she met with Denny Elmer, the potential buyer for Yaquina Hotel, who said he
19 intends to move forward with the purchase of the property.

20
21 Councilor Bush commented it would be nice to have an occasional report from the Chamber of
22 Commerce on their activities at the Council meetings to hear about upcoming events the Chamber
23 hosts.

24
25 Councilor Kamikawa said she attended an Oregon Department of Transportation (ODOT)
26 Commission meeting in Salem where they discussed modes of transportation versus. She said she
27 commented on the lack of communication from ODOT and reported on the projects that were
28 funded by ODOT.

29
30 Mayor Cross said there was a small cities meeting earlier in the day where they discussed current
31 homelessness projects within the County and explained options that have been suggested to
32 improve/increase affordable housing. He reminded the Council and staff there is no work session
33 in November.

34
35 **8. ADJOURNMENT**

36 The meeting adjourned at 7:45 p.m.

37
38 Approve:

Attest:

39
40
41 _____
42 Mayor Rod Cross

City Recorder Lisa Figueroa

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	January 4, 2023	Review of interview questions for the position of City Council
Council Goal:	Agenda Type:	
Not Applicable	Discussion Items	
Prepared by:	Reviewed by:	Approved by:
City Recorder L. Figueroa	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

The Council may accept the final list of questions by consensus or a motion.

Background:

There is currently a recruitment to fill an unexpired seat on the City Council. In four years, the interview questions have not been reviewed or updated.

Staff is providing those questions to the Council for review. If Council members have any questions they would like to consider prior to the meeting, they may send them to the City Recorder who will prepare them and have a document ready to edit live during the Council meeting.

Fiscal Impact:	Fiscal Year:	GL Number:
N/A	2022-2023	N/A

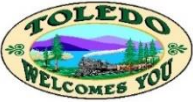
Attachment:

1. City Council interview questions

Toledo City Council Interview Questions

1. The City Council meets on the first (1st), third (3rd) and fourth (4th) Wednesday of each month at 6:00 p.m. Meetings typically last two to three hours. In addition, councilors serve on special council or intergovernmental committees as needed. Is there any reason that this commitment will conflict with your personal schedule?
2. What is your motivation for wanting to serve on the City Council?
3. Please describe your experience in community and/or volunteer service including groups or organizations that you have been involved in within the City of Toledo and how those experiences have prepared you for serving as a City Councilor?
4. What do you believe are the City of Toledo's strengths and weaknesses?
5. What will be your main priorities if appointed to the Toledo City Council?
6. Sometimes City Councilors have to make decisions that are unpopular to some members of the community. How would you respond to criticism from citizens for a decision made or supported that they did not like?
7. After reviewing the City Charter and Council Rules documents, what provisions stand out to you and why?
8. According to the City Charter, the role of a City Councilor is to serve as a link between the community and city government. How will you fill this role?
9. From time to time you will get complaints or ideas from citizens. How do you think these should be handled?
10. Does the applicant have any questions?

CITY OF TOLEDO REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	January 4, 2023	Consider the Adoption of an Animal Ordinance
Council Goal:	Agenda Type:	
Not Applicable	Decision Items	
Prepared by:	Reviewed by:	Approved by:
City Attorney M. Adams	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

This is a discussion item, with a possible decision.

Motion to adopt (with specified changes, if any), **by reading title twice:** “An ordinance of the Toledo City Council creating an animal ordinance, Chapter 6.08, and declaring an emergency.”

[Alternatively, motion to bring back on January 18, 2023 for adoption, with further suggested revisions.]

Background:

Following up on the December 21, 2022 meeting of the City Council, staff is bringing back the suggested revisions made to the animal ordinance that will occupy Chapter 6.08 of the Toledo Municipal Code (TMC). Revisions were made to Section 12 (TMC 6.08.110(D)(1), Section 13 (TMC 6.08.120(9)) and Section 14 (TMC 6.08.130(B)).

As discussed, this Chapter does not apply to dogs, except for TMC 6.08.070 (false reports), TMC 6.08.150 (animal noises constituting a public disturbance), TMC 6.08.180 (animal abuse and neglect), TMC 6.08.190 (forfeiture of ownership of abused animals), TMC 6.08.200 (injury to animals by vehicles), TMC 6.08.210 (right of entry), and TMC 6.08.220 (warrant for seizure of animals).

To recap, per the Council’s request, exotic animals are allowed in the city, per TMC 6.08.080 (H), but only if permitted by the State of Oregon. Exotic animals are also allowed, per TMC 6.08.080 (B), which excludes a carnival, circus or special event, and, per subsection (C), which excludes the School District, animal shelters, veterinarian offices, private businesses, and personal temporary transport in the city, provided they comply with all applicable laws and regulations. Based on the Council raising the issue, wild animals consisting of non-venomous snakes, fish, lizards and other reptiles are permitted as an exception to the prohibition of wild animals, per TMC 6.08.080 (A). The commercial production of animals was declared a nuisance in TMC 6.08.120(A)(11), and per the definitions in TMC 6.08.020, excludes from the prohibition of commercial production on a commercial farm, the storing, caring for, raising or selling an animal for personal or household purposes, even if making money.

Copies of the proposed ordinance have been posted and provided to Councilors, more than one week prior to this hearing, on December 22, 2022, to allow an adoption tonight, pursuant to City Charter, Chapter XI – Ordinances, Section 31.

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

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

Attachment:

1. Draft Ordinance creating Toledo Municipal Code Chapter 6.08

**CITY OF TOLEDO
ORDINANCE NO. ____**

AN ORDINANCE OF THE TOLEDO CITY COUNCIL AMENDING THE TOLEDO MUNICIPAL CODE, TITLE SIX – ANIMALS, CREATING CHAPTER 6.08 – ANIMAL ORDINANCE, AND DECLARING AN EMERGENCY

WHEREAS, the Toledo City Council has a duty to ensure and protect the public health, safety and welfare of all residents of Toledo; and

WHEREAS, the City Council recognizes that animals play an important part in many person’s lives; and

WHEREAS, the general rule is that animals are considered personal property, and as such, a city wishing to regulate animals within its jurisdiction is empowered to do so under the city’s police power; and

WHEREAS, the city must not violate an individual’s constitutional due process rights by failing to establish proper hearing and appeal procedures; and

WHEREAS, because of issues that need current attention, the public welfare requires that this ordinance take effect immediately upon approval.

NOW THEREFORE, THE CITY OF TOLEDO ORDAINS AS FOLLOWS:

Section 1. Sections 2 through 26 of this ordinance are added to and made a part of the Toledo Municipal Code, Chapter 6.08, and creating a chapter entitled “Animals,” as indicated.

Section 2. Section § 6.08.010 is added, to read as follows:

6.08.010 - Short Title

This ordinance may be referred to as the “Animal Ordinance of the City of Toledo.”

Section 3. Section § 6.08.020 is added, to read as follows:

6.08.020 – Definitions

“Animal” means, excepting natural persons, any animate being which is endowed with the power of voluntary motion including but not limited to livestock, other mammals, fish and reptiles. Unless specified otherwise in this chapter, for the purposes of this chapter, dogs, as defined in TMC 6.04.030, are excluded from the definition of animals.

“Animal Control Officer” means Lincoln County’s employee, who enforces the process in the Chapter 2 of the Lincoln County Code, which incorporates applicable Oregon Revised Statute (ORS) Chapter 609 provisions.

“City” means the City of Toledo.

“Commercial production of animals” means an owner of animals that is operating a commercial farm. “Commercial farm” means the land, buildings and support facilities that are used for the commercial production of animals or animal products used for food or fiber. A person storing, caring for, raising, or selling an animal or animal products, for personal or household purposes, even if making money, is not operating a commercial farm.

“Council” means the governing body of the city.

“Court” means the municipal court of the City of Toledo, Oregon, or other court of competent jurisdiction.

“Dangerous animal” means an animal that without provocation and in an aggressive manner inflicts serious physical injury or death on a person or other animal or is found to have been used as a weapon in the commission of a crime or is declared dangerous under this chapter.

“Derelict building” is any building or structure which is either:

1. Unoccupied and boarded; or
2. Unoccupied and unsecured.

“Exotic animal” means (1) Any member of the family Felidae not indigenous to Oregon, except the species *Felis catus* (domestic cat); (2) any nonhuman primate; (3) any nonwolf member of the family Canidae not indigenous to Oregon, except the species *Canis familiaris* (domestic dog); (4) any bear; and (5) any member of the order Crocodylia.

“Household animal” means any animal other than livestock or equines that is owned or possessed by a person.

“Livestock” includes, but is not limited to, cattle, llamas, sheep, goats, including pygmy, dwarf, and miniature goats, horses, swine, chickens and domestic fowl, including quails, pheasants, ducks, pigeons, and doves, or any fur-bearing animal. This definition does not include cats, dogs and animals kept within the family residence.

“Minimum care” means care sufficient to preserve the health and well-being of an animal and, except for emergencies or circumstances beyond the control of the owner, includes, but is not limited to, the following requirements:

1. Sufficient food to maintain the animal's health.
2. Access to potable water to satisfy the animal's needs. Snow or ice is not an adequate water source.
3. Access to a barn, house or other enclosed structure for the protection of the animal.
4. Access to an exercise area on a regular basis as required for the health and well being of the animal.
5. Veterinary care to relieve distress from injury or disease.
6. Confinement area having adequate space and ventilation.

“Noxious odor” means any odor which disturbs a reasonable person of normal sensibilities.

“Officer” means any sworn police officer, or any person employed or appointed by the City Manager who is authorized to investigate and enforce violations relating to animal control or cruelty or otherwise under the provisions of this chapter.

“Owner” means any person, partnership, or corporation having a right of property in an animal or who harbors an animal or who has it in the care of the person, or acts as its custodian, or who knowingly permits an animal to remain on or about any premises occupied by the person.

“Person” includes any natural person, association, partnership, organization or corporation.

“Potentially dangerous animal” means an animal that *while at large*: 1) Without provocation, behaves in a manner that a reasonable person would believe poses a serious and unjustified imminent threat of serious physical injury or death to a person or household animal or livestock; or 2) Without provocation, causes physical injury to a household animal or livestock.

“Provocation” means any action or activity, whether intentional or unintentional, which would be reasonably expected to cause a normal animal in similar circumstances to react in a manner similar to that shown by the evidence. For example, where a person is abusing or tormenting the animal or other extenuating circumstances.

“Rodent-proof” means any building, structure or part thereof when it is constructed of concrete, metal or some equally impermeable material and in a manner that excludes a rat or mice therefrom.

“Sanitary condition” means a condition of good order and cleanliness to minimize the possibility of disease transmission.

“Wild animal” means a species of animal not usually domesticated, regardless of comparative docility or familiarity of the individual animal with humans, including

species which are *ferae naturae*. Wild animals include, but are not limited to, wolves, coyotes, bobcats, bears, foxes, deer, and cougars.

Section 4. Section § 6.08.030 is added, to read as follows:

6.08.030 - Purpose

The purpose of these standards is to allow for increased opportunities for residential animal keeping and farming within the city limits, while encouraging compatibility within the city. Animal keeping is the practice of raising domesticated animals that are used primarily as food or product sources.

Section 5. Section § 6.08.040 is added, to read as follows:

6.08.040 - Construction and interpretation

- A. This chapter is intended to regulate the control of animals within the city, establish penalties for violation, and provide for enforcement.
- B. The provisions of this chapter are intended to harmonize with Lincoln County Code, Chapter 2, Animal Control, and ORS Chapter 609, and as may be amended hereafter. If interpretation of any provision of this chapter is required in order to apply or enforce its requirements, the more restrictive provision shall apply.
- C. Dogs are not regulated by this chapter of the code, except for false reports as provided in TMC 6.08.070, animal noises constituting a public disturbance as provided in TMC 6.08.150, animal abuse and neglect as provided in TMC 6.08.180, forfeiture of ownership of abused animals in TMC 6.08.190, injury to animals by vehicles as provided in TMC 6.08.200, right of entry as provided in TMC 6.08.210, and warrant for seizure of animals in TMC 6.08.220.
- D. The City may investigate any complaint arising under this chapter and issue a citation for violation of any of its provisions as a civil infraction.

Section 6. Section § 6.08.050 is added, to read as follows:

6.08.050 – Complaint Based Response

- A. Administrative and enforcement responses under this chapter are intended to be initiated on the basis of a complaint.
- B. Complaints may be filed by members of the public, by representatives of the City and by representatives of external agencies in a manner that shall be consistent with administrative operating guidelines.

- C. Anonymous complaints will not be accepted.
- D. Notwithstanding the provisions above in Subsection A., the City may choose to initiate administrative or enforcement activities when conditions are known or suspected to be present on a property, including an imminent hazard, danger to animals, public nuisance, or any other violation of this chapter exists.

Section 7. Section § 6.08.060 is added, to read as follows:

6.08.060 – Officer's authority to cite; refer to County

- A. An officer shall determine whether a violation of any section or sections of this ordinance has occurred. The determination shall be based upon an investigation that includes observation of the location, the animals, or through the statements to an officer or other witnesses who personally observed the violation.
- B. An officer may refer animals to the county's animal control officer to be dealt with under the laws of the county, including impoundment, hearing, and humane destruction, as appropriate.
- C. The ability to refer a case to the county's animal control officer does not limit the officer's ability to investigate any complaint arising under this chapter, as the officer is specifically authorized to decide whether or not to refer, at any point in the enforcement process, a case to the county's animal control officer for impoundment and hearing pursuant to this section; and also does not limit the officer's issuance of a citation for violations of the other provisions of this ordinance.

Section 8. Section § 6.08.070 is added, to read as follows:

6.08.070 – False Reports

- A. The initiation of a false report or providing an unsworn falsification to an animal control officer is prohibited.
- B. A person commits the offense of initiating a false report to an animal services officer if a person contacts the city, an officer or animal control officer, in person, by telephone, in writing, by facsimile or other means and reports a violation of this chapter, or chapter 6.04, Dogs, that the reporting person knows to be false; or
- C. A person commits the offense of unsworn falsification to an animal services officer if they knowingly or with reckless disregard make a false statement of material fact or law, or willfully misleads, misinforms,

threatens, or deceives an employee of the city, an officer or animal control officer concerning any material and relevant matter relating to a citation, case, call for service or incident.

- D. The offenses specified in subsections B. and C. of this section are punishable as a Class A violation.
- E. For purposes of this section, dogs, as defined in TMC 6.04.030, are included in the definition of animals, so can be the subject of a false report.

Section 9. Section § 6.08.080 is added, to read as follows:

6.08.080 – Livestock, Wild Animals, and Exotic Animals

- A. Prohibited Animals. No person shall cause or allow the keeping of the following animals on real property within the City:
 - 1. Exotic animals, except as provided in Subsection H of this Section; or
 - 2. Wild animals, except for non-venomous snakes, fish, lizards, and other reptiles.
- B. The provisions of subsection A. of this section shall not apply to wildlife and exotic animals in a humane environment under trained supervision for which a permit has been issued for a carnival, circus, or special event.
- C. The provisions of subsection A. of this section shall not apply to wildlife and exotic animals in a humane environment located in facilities of the Lincoln County School District, animal shelters, veterinarian offices, private businesses for the sale of pets, or persons temporarily transporting such animals through the City, which comply with all applicable federal, state, and local regulations regarding the possession, sale, housing, and inoculations for such wildlife and exotic animals.
- D. The premises where the animals will be kept are maintained in a sanitary condition and adequately enclosed from other person's property.
- E. The premises lie not less than 200 feet from any structure used for human occupancy or, in the alternative, the occupant and owner of such structure have agreed in writing to the applicant's keeping of the animals.
- F. The animals shall not present an unreasonable risk of danger to other persons or property. The owner shall relocate or otherwise dispose of such animals if the person responsible for enforcing this ordinance or the county's animal control officer finds that the animals pose an unreasonable threat to the health or safety of the public.

- G. The premises where the animals will be kept do not violate any City zoning or development ordinances.
- H. Exotic Animals are allowed within the City, but only if the owner of the animal can show proof of a valid permit for keeping of exotic animal, issued under ORS 609.341, or issued as provided in ORS 609.351, or the animal meets one of the exceptions to the permit requirement under ORS 609.345. The owner of any exotic animal has an obligation to provide a copy of the permit issued to the City's police department within 30 days of the issuance of the permit. Failure to provide a copy of the permit is a Class A violation. Except as provided in this subsection, all other exotic animals are prohibited within the City and declared a public nuisance.
- I. An appeal of a decision of the officer or council pursuant to this section must follow the appeals procedure set out in section 6.08.160 of this Ordinance.

Section 10. Section § 6.08.090 is added, to read as follows:

6.08.090 – Owner's duties

- A. Disease Control.
 - 1. No owner shall permit any animal that is afflicted with a communicable disease to come in contact with another animal or human that is susceptible to the affliction other than medical personnel for treatment.
 - 2. Any owner of an animal shall remove excrement or other solid waste deposited by that animal on maintained areas of public property, and on private property not owned or under the control of the owner, unless posted otherwise.
 - 3. Excrement, waste and contaminants shall be removed from confinement areas as often as necessary to prevent parasite contamination, reduce disease hazards and minimize odors.
- B. Animal Housing and Restraint. If appropriate to the type of animal:
 - 1. Animal housing structures shall be adequately constructed and maintained in good repair to protect both the animal and the public from injury, safely confine any animal housed therein, and prevent entry of other animals that may be dangerous to the animals within the enclosure.
 - 2. Housing structures shall be dry and adequately sealed to prevent cold air and moisture from entering the enclosure. The primary enclosure for animals shall be of sufficient size to permit each

animal housed therein to stand freely, sit, turn around and lie in a normal position.

3. Confinement areas shall provide protective shading and adequate shelter areas designed to minimize harmful exposure to weather conditions for those animals not acclimatized to the environment.
4. When restraining devices are used in connection with a confinement area intended to permit movement outside the housing structure, such devices shall be adequate in strength and installed in a manner to prevent entanglement with the devices of other animals or objects, and shall be fitted to the animal by a harness or well-fitted collar, other than a choke type collar, and shall not be shorter than three times the length of the animal as measured from the tip of its nose to the base of its tail.

- C. Running at Large Prohibited. No animal shall be permitted to run at large.
- D. Minimum Care. No owner shall maintain an animal without providing minimum care.

Section 11. Section § 6.08.100 is added, to read as follows:

6.08.100 - Public duties

- A. Aiding Injured Animals. Any person operating a vehicle, as defined by the Motor Vehicle Act of the state of Oregon, who runs over, strikes, injures, maims or kills an animal shall immediately stop, render care, and notify the owner of the animal, if known, or notify any law enforcement agency with jurisdiction in the area of the incident, and remain at the scene until released by said law enforcement agency.
- B. Refusing to Assist an Officer. A person commits the offense of refusing to assist an officer if, upon command by an officer known by the person to be an officer, the person unreasonably refuses or fails to assist in effecting an authorized action or prevents another from effecting an authorized action.
- C. Interference with an Officer. It shall be unlawful for any person to interfere with or hinder an officer while that officer is enforcing this ordinance.

Section 12. Section § 6.08.110 is added, to read as follows:

6.08.110 - Prohibited activities

- A. Animals at Large. It shall be unlawful for an owner to permit, either by negligence or by intention, any animal to run at large.

- B. Dangerous Animals. It shall be unlawful to keep in the city any animal that is deemed dangerous, except for an animal referred into the county animal control process that has been put on parole under LCC 2.720.
- C. Public Nuisances. It shall be unlawful to keep or maintain within the city any animal that has been deemed a public nuisance pursuant to TMC 6.08.120.
- D. Illegal Killing. Except as allowed by statute or state regulation:
 - 1. No person shall knowingly or recklessly kill an animal, unless a reasonable person in the same or similar circumstances would have been put in fear of imminent death or serious physical injury of a person or animal. It is only reasonable if the actions in response to the threat were limited to the least restrictive means to avoid the potential harm or injury. If not the least restrictive means, it is not necessary for the protection and safety of a person or animal and not a justified killing under this chapter.
 - 2. No person shall knowingly place food of any description containing poison or other injurious ingredients in any area reasonably likely to be accessible to any animal, except for pests and rodents or as otherwise permitted by law.
 - 3. No person shall set any traps, either restraining or killing traps, including foot-hold traps, snares, instant-kill traps, or conibears, that are designed to kill, injure or maim an animal, except for pests and rodents or as otherwise permitted by law.

Section 13. Section § 6.08.120 is added, to read as follows:

6.08.120 - Animal Nuisances

- A. An animal other than a domestic cat is a nuisance if it:
 - 1. Bites, injures or attacks a person without provocation;
 - 2. Places a person in reasonable fear of imminent physical injury, without provocation;
 - 3. Injures or kills an animal belonging to a person other than the owner or keeper of the animal;
 - 4. Is trained for or used in animal fighting;
 - 5. Disturbs any person by frequent or prolonged noises, plainly audible from inside any neighboring building, vehicle or residence, as described in TMC 6.08.160.
 - 6. Damages or destroys property belonging to a person other than the owner or keeper of the animal;
 - 7. Is found repeatedly running at large within the city;

8. Has offensive or noxious odors which can be detected from an adjoining street, yard, or residential unit from the real property where the animal is kept is present through the negligence of the owner by failing to maintain the premises in a sanitary manner;
 9. Once an animal has been declared dangerous, a dangerous animal which is exposed to the public is a nuisance;
 10. Any exotic animal that is not permitted to be kept within the city limits under Subsection H of Section 6.08.080 of this chapter; or
 11. Any commercial production of animals, as that term is defined, as evidenced by a business license or other operating business, which noise, smell, housing, safety of animals, and risk of damage to the property of the neighbors, is declared a nuisance.
- B. It shall be unlawful for any person being the owner of any animal to permit the animal to be a public nuisance as defined in this chapter.
 - C. The City Council may direct the removal of any animal or group of animals from the City which are deemed to be a public nuisance.
 - D. An appeal of a decision pursuant to this section must follow the appeals procedure set out in section 6.08.160 of this ordinance.

Section 14. Section § 6.08.130 is added, to read as follows:

6.08.130 - Rodent control—Conditions attracting rats prohibited

- A. No owner or person in charge of property shall allow conditions to exist thereon or therein, which attract or are likely to attract, feed or harbor rats or mice. The conditions prohibited by this section are nuisances and subject to abatement as provided in this code.
- B. Any substance on which rats or mice might feed shall be placed in rodent-proof containers.
- C. All garbage or refuse consisting of waste material upon which rats or mice may feed shall be placed in covered rodent-proof containers of a type prescribed by the person enforcing this section, until collected by garbage haulers.

Section 15. Section § 6.08.140 is added, to read as follows:

6.08.140 - Nuisances – Additional remedies

- A. The city may, as an alternative to other remedies, institute injunctive or other appropriate proceedings to prevent, enjoin temporarily or permanently, or remove a nuisance that is in violation of this chapter.

- B. The abatement of a nuisance is not a penalty for violation of this chapter, but is an additional remedy. The imposition of a penalty does not relieve a person of the duty to abate the nuisance; however, abatement of a nuisance within 10 days of the date of notice to abate or, if written protest has been filed, then abatement within 10 days of council determination that a nuisance exists will relieve the person responsible from the imposition of any forfeiture or fine under TMC 6.08.230.

Section 16. Section § 6.08.150 is added, to read as follows:

6.08.150 - Animal noises constituting a public disturbance

- A. It is declared a nuisance for any person possessing or owning an animal or fowl to allow to originate from the property sounds or combination of sounds, by frequent or prolonged noises, plainly audible from inside any neighboring building, vehicle or residence, not located on the owner's property, which unreasonably disturb or interfere with the peace, comfort or repose of another for more than 15 minutes in any one-hour period of any day, and is documented by three or more separate episodes of such noise in a sequential seven-day period. These would include loud and raucous, or frequent repetitive, or continuous sounds created by animals or fowl, such as barking, howling, braying, quacking or crowing. It is not a nuisance under this section if the animal was intentionally provoked by a person to make such noise.
- B. The person enforcing this chapter, in that person's sole discretion, may decide whether or not that person will personally complete the documentation of frequent or prolonged animal noises, or rely on the documentation completed by a neighbor, based on all of the circumstances, including the perceived veracity and truthfulness of one or more witnesses interviewed about the animal.
- C. For purposes of this section, dogs, as defined in TMC 6.04.030, are included in the definition of animals.

Section 17. Section § 6.08.160 is added, to read as follows:

6.08.160 – Appeals

- A. Any person aggrieved by a decision of the officer, under this ordinance, may seek review of the decision by filing a written appeal with the City Council not more than 15 business days after receiving notice of the decision. The written appeal shall state:
 - 1. The name and address of the appellant;

2. The reason given by the City for its decision; and
 3. The reason the determination is incorrect.
- B. The City Council shall hold a meeting within 30 days of a timely and complete written appeal to hear and determine the appeal on the basis of the appellant's written statement and any additional evidence the Council deems appropriate. If the Council decides to take oral argument or evidence at the hearing, the appellant may present testimony and oral argument personally or by counsel. The rules of evidence as used by courts of law do not apply. The appellant shall have the burden of proving the error in the officer's determination. The City Council shall issue a written decision within 20 business days of the hearing date; provided, however, the City Council shall not review the actions or decisions of the county after an animal has been referred into Lincoln County process.
- C. The City Council may include requirements that the animal's owner pay restitution to the victim, improve the animal confinement area, or any other requirement that the Council deems reasonable under the circumstances, including costs incurred or damages to person or property, based on the strict liability, for escape or injury caused by exotic animals pursuant to ORS 609.329.
- D. The city's actions or decisions are appealable to the Toledo Municipal Court, or other court of competent jurisdiction under a Writ of Review or Writ of Mandamus process.
- E. The county's actions or decisions are only appealable pursuant to county or state law.

Section 18. Section § 6.08.170 is added, to read as follows:

6.08.170 – Consent to County regulations

Except as this chapter may be enforced by a person appointed by the City Manager, the Council hereby consents to the application and enforcement of all County animal control ordinances currently in effect or adopted hereafter.

Section 19. Section § 6.08.180 is added, to read as follows:

6.08.180 - Animal abuse and neglect

- A. No owner or person in charge of an animal shall fail to provide his animal with food, drink and protection from the elements; nor shall he fail to keep in a clean and sanitary condition the facilities where his animal is kept.
- B. No person shall put out or place poison where the same is likely to harm domestic animals.

- C. No person shall abandon, overwork, torture, beat, mutilate or cruelly or needlessly kill an animal; nor shall the owner or person in charge of an animal transport his animal or permit it to be transported in a cruel and inhumane manner.
- D. Except as otherwise permitted by code, no person shall fire or discharge a firearm, air gun, compound bow, or other similar device, or throw a missile at an animal, with the intent to injure or kill the same.
- E. For purposes of this section, dogs, as defined in TMC 6.04.030, are included in the definition of animals.
- F. Violations of this section will constitute a Class A infraction.

Section 20. Section § 6.08.190 is added, to read as follows:

6.08.190 - Forfeiture of ownership of abused animals

- A. In addition to any other penalty it may impose, a court may require a person found in violation of a civil infraction described in section 6.08.150 to forfeit any rights of the defendant in the animal subject to abuse, neglect, or abandonment, and to pay the reasonable costs incurred by any person or agency prior to judgment in caring for each animal subjected to abuse, neglect or abandonment.
- B. If the court orders the defendant's rights in the animal to be forfeited, the court may further order that those rights be given to the animal regulation authority for further disposition. This subsection shall not constitute or authorize any limitation upon the right of the animal regulation authority. A transfer of right under this subsection constitutes a transfer of ownership.
- C. For purposes of this section, dogs, as defined in TMC 6.04.030, are included in the definition of animals.

Section 21. Section § 6.08.200 is added, to read as follows:

6.08.200 - Injury to animals by vehicles

- A. Any person operating a vehicle, as defined by ORS 801.590, who runs over, strikes, injures, maims or kills any animal shall immediately stop and render aid to the animal if it is injured, or provide for disposition of the carcass, if it has been killed. The person shall make a prompt and diligent inquiry to determine the owner of the animal, and to notify the owner of the occurrence.

- B. For purposes of this section, dogs, as defined in TMC 6.04.030, are included in the definition of animals.

Section 22. Section § 6.08.210 is added, to read as follows:

6.08.210 – Right of entry

- A. Any officer, including an animal control officer, shall have the right of entry upon private land to interact with, observe, or seize an animal in the course of the officer's duties in enforcing the provisions of this ordinance, but such officer shall not enter into any building or dwelling without legal authorization or permission of the owner or occupant of the premises, except as required to protect life and property.
- B. For purposes of this section, dogs, as defined in TMC 6.04.030, are included in the definition of animals.

Section 23. Section § 6.08.220 is added, to read as follows:

6.08.220 – Warrant for Seizure of Animals

- A. Any member of the Toledo Police Department, including community service officers, may apply to the Toledo Municipal Court or other court of competent jurisdiction for a warrant under chapter 1.16 authorizing the search for and seizure of any animal that violates an provision in this chapter, or chapter 6.04, Dogs, including, but not limited to, it is a prohibited animal under TMC subsection A. of 6.08.080, dangerous under TMC subsection B. of 6.08.110, a nuisance under TMC 6.08.120, or for forfeiture of ownership under TMC 6.08.190. The Toledo Municipal Court Judge or other court of competent jurisdiction may issue the warrant based on a prima facie case that the violation has occurred.
- B. Nothing in this section is intended to limit the search and seizure authority of City police officers otherwise provided by law.
- C. For purposes of this section, dogs, as defined in TMC 6.04.030, are included in the definition of animals.

Section 24. Section § 6.08.230 is added, to read as follows:

6.08.230 - Violation—Penalty

- A. Separate Violations. Each day's violation of any section of this ordinance constitutes a separate offense.

- B. Violation of Sections. Violation of any section of this ordinance is a class "C" violation, unless otherwise specified.
- C. Repeat Offenses. Second and subsequent violations of the same chapter of this ordinance that occur within a twelve month period are a class "B" violation, unless otherwise specified.
- D. Amount. Violations shall be in those forfeiture amounts designated in TMC 1.20.070.

Section 25. Section § 6.04.240 is added, to read as follows:

6.08.240 – Severability Clause

A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section, or part of this ordinance shall not affect the validity of the remaining parts to this ordinance.

Section 26. Section § 6.04.250 is added, to read as follows:

6.08.250 – Savings Clause

A prosecution that is pending on the effective date of this ordinance and arose from a violation of an ordinance repealed by this ordinance, or a prosecution started within one year after the effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance, shall be tried and determine exactly as if the ordinance had not been repealed.

Section 27. Section § 6.08.260 is added, to read as follows:

6.08.260 – Emergency Clause

This ordinance being necessary for the immediate preservation of the public welfare, health and safety, an emergency is declared to exist and this ordinance shall take effect upon its passage.

This Ordinance adopted by the Toledo City Council this ___ day of _____, 2023.

APPROVED:

ATTEST:

Mayor Rod Cross

City Recorder Lisa Figueroa

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	January 4, 2023	Review amendment to agreement with Oregon State University for a community garden
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 approve the amendment as presented.

Background:

The City of Toledo has an agreement with the Oregon State University Cooperative Extension (OSU) leasing them land along A Street next to the Skate Park for a community garden.

The term of the agreement ended on December 31, 2022 and OSU requests the City extend the agreement through December 2023. CM Richter indicated they provide a presentation to the Council before considering extending the agreement. A presentation was scheduled at the start of this meeting.

Fiscal Impact:	Fiscal Year:	GL Number:
Unknown	2022-2023	N/A

Attachment:

1. Amendment to community garden agreement

AMENDMENT 2
To the
COMMUNITY GARDEN AGREEMENT

THIS AMENDMENT 2 is to the Community Garden Agreement (“Agreement”) dated April 2, 2019, by and between Oregon State University (“University”) and the City of Toledo (“Owner”).

RECITALS

WHEREAS, Owner leases to University approximately 1,500 square feet of land located adjacent to 737 NE A Street, Toledo, OR 97391, Map Tax lot 11-10-07-DD-02400-00; and

WHEREAS, the period of performance under the Agreement expires on December 31, 2022, and The parties wish to extend the Agreement;

NOW THEREFORE, the parties agree as follows:

AGREEMENT

1. The termination date, as shown in Section 4 of the Agreement, is extended through December 31, 2023.
2. Except as amended hereby, all terms and conditions of the original Agreement and any amendments thereto, remain in full force and effect.

FOR OWNER:

FOR UNIVERSITY:

Date

Nicole Neuschwander
Director of Leasing
& Strategic Real Property
Management

Date

Date

Date

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	January 4, 2023	Consideration of re-appointments 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:

Motion to re-appoint Brian Lundgren and Jonathan Mix to the Planning Commission.

Background:

Two terms expired at the end of 2022 and both Mr. Lundgren and Mr. Mix expressed interest in serving on the Planning Commission again.

Staff opened a recruitment for the expiring terms. Information about the vacancies was posted on the City website, social media as well as the monthly newsletter and only received applications from the incumbent members. The applicants were invited to this meeting, however, interviewing the incumbents would be at the discretion of the Council and if the Council decides to conduct interviews, a copy of the interview questions is attached.

Fiscal Impact:	Fiscal Year:	GL Number:
Unknown	2022-2023	N/A

Attachment:

1. Applications
2. Interview questions

City of Toledo
Committee Volunteer Application Form

Please indicate which Board or Committee you are applying for:

- ☐ Budget Committee
☐ Library Board
☒ Planning Commission

Name: Brian Lundgren

Home Address: [REDACTED]

TOLEDO
City

OR
State

97391
Zip

Mailing Address:
(if different)

City

State

Zip

Home Phone:

Cell Phone:

E-mail address: [REDACTED]

Residency and Eligibility

Do you reside within the City limits?

☒ Yes ☐ No

Length of Time 10 yrs

Do you reside within the Urban Growth Boundary?

☐ Yes ☒ No

Length of Time _____

Are you a registered voter in Lincoln County?

☒ Yes ☐ No

Are you a Toledo business owner or Manager?

☐ Yes ☒ No

If yes, please indicate which business you own/manage:

Have you worked for or previously been a volunteer for the City of Toledo?

☒ Yes ☐ No

If yes, what was your position and when?

Planning Commissioner 2021

Comments of Interest

Please explain why you are interested in this position:

To help better our community.

Experience & Background

General Background

Please list any qualifications you feel would be of benefit in this position.

Planning Commissioner

List previous experience and/or current employment.

Planning Commissioner 2021-2022

Western States Electrical Construction 2018-2022

Please list any current or previous community involvement.

Planning Commissioner. Church member - Trinity Baptist Church.
2020-2022 2018-2022

Certification and Signature

Please initial:

H I understand that I may be subject to a criminal background check pursuant to Toledo Municipal Code Chapter 2.44 and if selected to complete one, I will be required to provide personal information to conduct the criminal background check.

By signing below, I certify that the information on the application is true and accurate and that I meet the necessary eligibility and/or residency requirements in accordance with Oregon State Law and/or the Toledo Municipal Code to serve on a Committee for the City of Toledo.

B. P.
Signature

12-8-22
Date

**City of Toledo
Committee Volunteer Application Form**

Please indicate which Board or Committee you are applying for:

- ☐ Budget Committee
☐ Library Board
☒ Planning Commission

Name: Jonathan Mix

Home Address: [REDACTED]
Toledo OR 97391
City State Zip

Mailing Address:
(if different) _____
City State Zip

Home Phone: [REDACTED] Cell Phone: [REDACTED]

E-mail address: [REDACTED]

Residency and Eligibility

Do you reside within the City limits? ☒ Yes ☐ No Length of Time _____

Do you reside within the Urban Growth Boundary? ☒ Yes ☐ No Length of Time _____

Are you a registered voter in Lincoln County? ☒ Yes ☐ No

Are you a Toledo business owner or Manager? ☐ Yes ☒ No

If yes, please indicate which business you own/manage: _____

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

If yes, what was your position and when? Planning Commission / Fire Fighter

Comments of Interest

Please explain why you are interested in this position:

I have been a commissioner and enjoyed doing it and would like to continue

Experience & Background

General Background

Please list any qualifications you feel would be of benefit in this position.

Resercher Thinker Team Player

List previous experience and/or current employment.

wild land fire Engine boss for J3 contracting, self employed contractor/manager

Please list any current or previous community involvement.

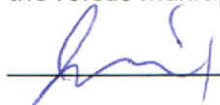
Planning commission, Volunteer Fire Fighter, Food Party, Church volunteer

Certification and Signature

Please initial:

 I understand that I may be subject to a criminal background check pursuant to Toledo Municipal Code Chapter 2.44 and if selected to complete one, I will be required to provide personal information to conduct the criminal background check.

By signing below, I certify that the information on the application is true and accurate and that I meet the necessary eligibility and/or residency requirements in accordance with Oregon State Law and/or the Toledo Municipal Code to serve on a Committee for the City of Toledo.

 _____
Signature

12/19/22 _____
Date

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:
	January 4, 2023	Draft ordinance revising Toledo Municipal Code Chapter 1.16, Right of Entry for Inspections
Council Goal:	Agenda Type:	
Not Applicable	Discussion Items	
Prepared by:	Reviewed by:	Approved by:
City Attorney M. Adams	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Motion to bring back on January 18, 2023, with suggested revisions.

Background:

As the first step in considering a livability code for the City, staff is bringing to the City Council for the first time suggested revisions to the existing ordinance adopted as Toledo Municipal Code (TMC) Chapter 1.16, Right of Entry for Inspections.

The City needs to revise its ordinance on administrative search warrants, to protect the public health, safety and welfare of all residents of Toledo. As provided in the existing code, these administrative search warrants are used for a broad range of issues, including for inspections related to fire, sanitation and structural safety of property and premises, existence of nuisances and the improper use of premises under ordinances for the protection of the health, safety and welfare of the public (See TMC 1.16.010).

The grounds for issuance of warrants (TMC 1.16.080), procedure for issuance of warrants (TMC 1.16.090), and execution of warrants (TMC 1.16.100), among other provisions, are added to the existing Chapter 1.16. This clarifies expectations, including what is in the affidavit seeking the administrative search warrant, the relevant standard, return, and execution of the warrants.

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

Attachment:

1. Draft Ordinance revising TMC Chapter 1.16

CITY OF TOLEDO
ORDINANCE NO. ____

AN ORDINANCE OF THE TOLEDO CITY COUNCIL AMENDING TOLEDO MUNICIPAL COURT CHAPTER 1.16, RIGHT OF ENTRY FOR INSPECTIONS, AND DECLARING AN EMERGENCY.

WHEREAS, the Toledo City Council has a duty to ensure and protect the public health, safety and welfare of all residents of Toledo; and

WHEREAS, all residents and property owners in the City of Toledo benefit from the City Council having the tools needed, administrative search warrants, to provide civil enforcement of its ordinances; and

WHEREAS, clarification to the City's existing ordinance found in Chapter 1.16 is desired, needed, and benefits the City's residents; and

WHEREAS, because of issues that need current attention, the public welfare requires that this ordinance take effect immediately upon approval.

NOW THEREFORE, THE CITY OF TOLEDO ORDAINS AS FOLLOWS:

Section 1. Sections 2 through 19 of this Ordinance are added to and made a part of the Toledo Municipal Code, Chapter 1.16, "Right of Entry for Inspections," as indicated.

Section 2. § 1 of Ord. 852 and Section § 1.16.010 is unchanged, to read as follows:

1.16.010 - Application.

The procedures provided in this chapter shall apply to inspections made by officers and employees of the city of Toledo relative to fire, sanitation and structural safety of property and premises, existence of nuisances and the improper use of premises under ordinances for the protection of the health, safety and welfare of the public. The provisions of this chapter shall not include inspections involving permits or licenses where the inspection is a condition for obtaining or keeping such permit or license.

Section 3. § 2 of Ord. 852 and Section § 1.16.020 is unchanged and continues to read in its entirety as follows:

1.16.020 - Amendment of ordinances.

This chapter, where applicable, shall be deemed to be an amendment of, and an addition to, all ordinances of the city of Toledo, regulating the construction, reconstruction, repair, maintenance and use of structures, buildings, property and premises including, but not limited

to, ordinances relating to building, fire protection, electrical, sanitation and plumbing codes, dangerous buildings, nuisances and zoning.

Section 4. Section §3 of Ord. 852 and Section § 1.16.030 of the Toledo Municipal Code is amended, by adding Subsection B to Section § 1.16.030, to read as follows:

1.16.030 - Inspections.

A. It shall be the duty of the official or employee of the city charged with the enforcement of an ordinance or such other official or employee as may be designated by the city manager or city council to make routine and periodic inspections of properties and premises within the corporate limits of Toledo to determine whether there is compliance with the laws, rules and regulations which are designed for the protection of the health, safety and welfare of the public; and it shall also be the duty of such persons to make such inspections upon the receipt of complaints or specific or general information indicating the existence of hazardous conditions or noncompliance with such rules, regulations and laws. In the event that any authorized official or employee of the city of Toledo shall be denied access to any property or premises for the purpose of making an inspection provided for in this chapter then, except as otherwise provided in this chapter, such official or employee shall not inspect such premises unless and until that person shall have obtained from the municipal judge of the city of Toledo an administrative search warrant for the inspection of such premises.

B. Notwithstanding subsection A. of this section, the official or employee may seek approval for a warrant without first requesting entry or making contact with an owner or occupant, if, at the time, facts or circumstances reasonably show that the purpose of the inspection or investigation might be frustrated if entry were sought without a warrant. The official or employee of the city charged with the enforcement is authorized to make inspection of all premises for the purposes of enforcing this chapter.

Section 5. Section § 4 of Ordinance 852 (1968) and Section § 1.16.040 of the Toledo Municipal Code is amended to read in its entirety as follows:

1.16.040 –Search Warrants.

No search warrant shall be issued under the terms of this chapter for the inspection of any property or premises within the corporate limits of the city of Toledo unless and until there shall have been filed with the municipal court of the city of Toledo, or any Oregon Court having jurisdiction, an affidavit showing reasonable cause for such inspection by stating the purpose and extent of the proposed inspection, whether it is a routine or periodic inspection or an inspection instituted by complaint or other specific or general information concerning the property or premises or the area in which it is situated. The administrative or abatement search warrant issued by the court shall specify the purpose and extent of the inspection which is proposed to be made and the specific property or premises covered by such warrant.

Section 6. Section § 6 of Ordinance 852 (1968), amended by Section § 9 of Ord. 1244 (1996), and Section § 1.16.050 of the Toledo Municipal Code, is renumbered, and placed in Section § 1.16.150, and replaced with Section § 1.16.050 to read as follows:

1.16.050 – Right of Entry.

A. The person charged with the enforcement of an ordinance may enter property, including the interior of structures, at all reasonable times whenever an inspection is necessary to enforce any regulations of this code, state law or any city-issued permit, or whenever such official or employee has reasonable cause to believe that there exists in any structure or upon any property any condition which constitutes a violation of provisions of this code, state law or any city-issued permit.

B. In the case of entry into areas of property that are plainly enclosed to create privacy and prevent access by unauthorized persons, the following steps shall be taken.

1. The employee of the city charged with the enforcement of an ordinance shall first make a reasonable attempt to locate the owner or other persons having charge or control of the property, present proper credentials and request entry.
2. If entry is refused or if the owner or other persons having charge or control of the property cannot be located, the employee of the city charged with the enforcement of an ordinance may attempt to obtain entry by obtaining a warrant.

Section 7. Section § 1.16.060 of the Toledo Municipal Code is added to read as follows:

1.16.060 – Emergency; Hazardous Conditions.

If a person charged with the enforcement believes that hazardous conditions exist, the fire marshal, chief of police, fire chief or public works director, or designees, may immediately secure the area on or about the property and premises of the certain hazardous condition concern. Following the summary abatement to secure the hazardous condition, the person charged with the enforcement shall make a reasonable attempt to notify the owner, or other persons having charge or control of the property or premises, of the condition of the property or premises and request entry. If entry is refused, the official or employee may attempt to obtain entry by obtaining an administrative or abatement warrant.

Section 8. Section § 1.16.070 of the Toledo Municipal Code is added to read as follows:

1.16.070 – Definitions.

For the purposes of this chapter, the following definitions shall apply:

A. “Abate” or “Abatement” means to restore a property to its condition prior to the infraction, or similar condition that is free of the subject infractions. In the case of graffiti, “abate” means to remove graffiti from the public view.

B. “City Manager” means the city manager or any other city employee designated by the city manager.

C. “Civil Infraction” means a violation of a city ordinance as that term is defined in TMC 1.20.020.

D. “Person” means an individual human being and may also refer to a firm, corporation, unincorporated association, partnership, a limited liability company, trust, estate or any other legal entity.

E. “Person charged with enforcement” means a person responsible for enforcing this chapter, including a third party, or other city employee, designated by the city manager.

F. “Premises” means a parcel of land and any improvements on it.

G. “Responsible party” means any one of the following:

1. An owner;
2. An entity or person acting as an agent for an owner by agreement that has authority over the property, is responsible for the property’s maintenance or management, or is responsible for curing or abating an infraction;
3. Any person occupying the property, including bailee, lessee, tenant or other having possession; or
4. The person who is alleged to have committed the acts or omissions, created or allowed the condition to exist, or placed the object or allowed the object to exist on the property.
5. There may be more than one responsible party for a particular property or infraction.

H. “Violation” means failure to comply with a requirement imposed directly or indirectly by this code.

Section 9. Section § 1.16.080 of the Toledo Municipal Code is added to read as follows:

1.16.080 – Grounds for Issuance of Warrants.

A. Affidavit. The Toledo Municipal Court or any Oregon Court having jurisdiction over violations of ordinances shall issue an administrative warrant only upon cause, supported by affidavit, particularly describing the applicant's status in applying for the warrant; the statute, ordinance or regulation requiring or authorizing the inspection or investigation; the premises or property to be inspected, investigated or entered; and, the purpose for which the inspection, investigation, removal or abatement is to be made including the basis upon which cause exists to inspect, investigate, remove or abate the violation. In the case of removal or abatement, the affidavit shall contain a statement of the general types and estimated quantity of the items to be removed or conditions abated. In addition, the affidavit shall contain either a statement that entry has been sought and refused, or a statement of facts or circumstances reasonably showing that the purposes of the inspection or investigation might be frustrated if entry were sought without an administrative warrant.

B. Cause. Cause shall be deemed to exist if reasonable legislative or administrative standards for conducting a routine, periodic or area inspection are satisfied with respect to any building or upon any property, or there is reasonable cause to believe that a condition of nonconformity with any provision of this chapter, the city's code, or state law, exists with respect to the designated property, or an investigation is reasonably believed to be necessary in order to discover or verify the condition of the property for conformity with the provisions of such code or law.

Section 10. Section § 1.16.090 of the Toledo Municipal Code is added to read as follows:

1.16.090 – Procedure for Issuance of Warrants.

A. Examination. Before issuing an administrative warrant, the judge may examine under oath the applicant and any other witness and shall be satisfied of the existence of grounds for granting such application.

B. Issuance. If the judge is satisfied that cause for the inspection, investigation, removal or abatement exists and that the other requirements for granting the application are satisfied, the judge shall issue the warrant, particularly describing the person or persons authorized to execute the warrant, the property to be entered and the purpose of the inspection or investigation or a statement of the general types and estimated quantity of the items to be removed or conditions abated. The warrant shall contain a direction that it be executed on any day of the week between the hours of 8:00 a.m. and 8:00 p.m., or where the judge has specially determined, upon a showing that it cannot be effectively executed between those hours, that it be executed at any additional or other time of the day or night.

C. Police Assistance. In issuing a warrant, including any warrant for abatement, the judge may authorize any peace officer, as defined in Oregon Revised Statutes, to enter the described property to remove any person or obstacle and to assist the representative of the city charged with the enforcement in any way necessary to enter the property and complete the inspection or investigation, or to remove and abate the infraction.

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Section 11. Section § 1.16.100 of the Toledo Municipal Code is added to read as follows:

1.16.100 - Execution of Warrants.

In the case of seeking entry into areas of any premises that are plainly enclosed to create privacy and prevent access by unauthorized persons, the following steps shall be taken:

A. Occupied Premises. Except as provided below in subsection B. of this section, in executing a warrant, the person authorized to execute the warrant shall, before entry into the occupied premises, make a reasonable effort to present the person's credentials, authority and purpose to an occupant or person in possession of the property designated in the warrant and show the occupant or person in possession of the property the warrant or a copy thereof upon request.

B. Unoccupied Premises. In executing a warrant, the person authorized to execute the warrant need not inform anyone of the person's authority and purpose, as prescribed above in this subsection A. of this section, but may promptly enter the designated property if it is at the time unoccupied or not in the possession of any person or at the time reasonably believed to be in such condition. In such case a copy of the warrant shall be conspicuously posted upon the property.

C. Return. A warrant must be executed within 10 business days of its issue and returned to the judge by whom it was issued within 10 business days from its date of execution. After the expiration of the time prescribed by this subsection, the warrant, unless executed, is void.

Section 12. Section § 1.16.110 of the Toledo Municipal Code is added to read as follows:

1.16.110 – Warrants - Disposal of Seized Property.

Unless another chapter designates otherwise, the city manager or designee may cause any items removed pursuant to an abatement warrant to be disposed of in an approved manner whenever the city manager or designee, in his or her sole discretion, finds that the fair and reasonable value of the items at resale would be less than the cost of storing and selling the items. In making the above determination, the city manager or designee may include in the costs of sale the reasonable cost of removing the items to a place of storage, of storing the items for resale, of holding the resale including reasonable staff allowances and all other reasonable and necessary costs of holding the sale.

Section 13. Section § 1.16.120 of the Toledo Municipal Code is added to read as follows:

1.16.120 - Modifications.

Where there are extreme hardships involved in carrying out provisions of this chapter, the official or employee of the city charged with the enforcement of this chapter shall have the right to vary

or modify such provisions upon application of an owner or occupant, provided that the spirit and intent of the law is observed and that the public health, safety and welfare is assured.

Section 14. Section § 1.16.130 of the Toledo Municipal Code is added to read as follows:

1.16.130 - Severability Clause.

A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section, or part of this ordinance shall not affect the validity of the remaining parts to this ordinance.

Section 15. Section § 1.16.140 of the Toledo Municipal Code is added to read as follows:

1.16.140 - Savings Clause.

A prosecution that is pending on the effective date of this ordinance and arose from a violation of an ordinance repealed by this ordinance, or a prosecution started within one year after the effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance, shall be tried and determine exactly as if the ordinance had not been repealed.

Section 16. Section § 6 of Ordinance 852 (1968), amended by Section § 9 of Ord. 1244 (1996), and Section § 1.16.050, is renumbered, to this Section § 1.16.150, to read as follows:

1.16.150 – Violation- Penalty.

It is unlawful for any person to hinder, delay or otherwise obstruct the inspection of property or premises when such inspection is authorized by a warrant or emergency as provided in the terms of this chapter. Violation of this chapter is a Class B infraction.

Section 17. Section § 1.16.160 is added, to read as follows:

1.16.160 – Severability Clause.

A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section, or part of this ordinance shall not affect the validity of the remaining parts to this ordinance.

Section 18. Section § 1.16.170 is added, to read as follows:

1.16.170 – Savings Clause.

A prosecution that is pending on the effective date of this ordinance and arose from a violation of an ordinance repealed by this ordinance, or a prosecution started within one year after the

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effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance, shall be tried and determine exactly as if the ordinance had not been repealed.

Section 19. Section § 1.16.180 is added, to read as follows:

1.16.180 – Emergency Clause.

This ordinance being necessary for the immediate preservation of the public welfare, health and safety, an emergency is declared to exist and this ordinance shall take effect upon its passage.

This Ordinance adopted by the Toledo City Council this ___ day of _____, 2023.

APPROVED:

ATTEST:

Mayor Rod Cross

City Recorder Lisa Figueroa

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	January 4, 2023	Draft Ordinance revising Toledo Municipal Code Chapter 1.20
Council Goal:	Agenda Type:	
Not Applicable	Discussion Items	
Prepared by:	Reviewed by:	Approved by:
City Attorney M. Adams	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Motion to bring back on January 18, 2023, with suggested revisions.

Background:

As the second step in considering a livability code for the City, staff is bringing to the City Council for review the suggested revisions of the existing civil infraction ordinance, Chapter 1.20. It is renamed from “General Penalty,” to “Civil Enforcement.”

Overall, these changes define the process. The civil penalties available to be imposed are clarified and made better (TMC 1.20.120). It clarifies nuisance abatement and cost recovery by the city (TMC 1.20.110). It permits not only the recording of a lien, as in the existing TMC 1.20.140, but also a foreclosure of the lien pursuant to ORS Chapter 223 (TMC 1.20.130).

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

Attachment:

1. Draft ordinance creating Toledo Municipal Code Chapter 1.24

**CITY OF TOLEDO
ORDINANCE NO. ____**

AN ORDINANCE OF THE TOLEDO CITY COUNCIL AMENDING TOLEDO MUNICIPAL COURT CHAPTER 1.20, AND DECLARING AN EMERGENCY.

WHEREAS, the Toledo City Council has a duty to ensure and protect the public health, safety and welfare of all residents of Toledo; and

WHEREAS, all residents and property owners in the City of Toledo benefit from the City Council having the tools needed, imposing fines and other procedures, to provide civil enforcement of its ordinances; and

WHEREAS, clarification to the City's ordinance in Chapter 1.20 is desired, needed, and benefits the City's residents; and

WHEREAS, because of issues that need current attention, the public welfare requires that this ordinance take effect immediately upon approval.

NOW THEREFORE, THE CITY OF TOLEDO ORDAINS AS FOLLOWS:

Section 1. **Section 17.** Sections 2 through 17 of this Ordinance are added to and made a part of the Toledo Municipal Code, Chapter 1.20, entitled "General Penalty," which is changed to "Civil Enforcement," as indicated.

Section 2. Section § 1.20.010 of the Toledo Municipal Code is repealed, and replaced with language to read as follows:

1.20.010 - Purpose and Applicability.

This chapter may be referred to as the civil infraction ordinance of the city of Toledo, Oregon. The purpose of this chapter is to provide a convenient and practical forum for a civil hearing and determination of cases arising out of violations of city ordinances denominated as civil infractions. The procedures set forth in this chapter shall be applicable to all civil infractions so designated by existing ordinances of the city and all future ordinances designating a violation as a civil infraction. This chapter provides a process for enforcing the requirements of the Toledo Zoning Ordinance, Toledo Land Division Ordinance, Nuisance Ordinance, Abatement of Dangerous Buildings Ordinance and all other ordinances, regulations, permits, licenses or approvals issued by the city pursuant to the city's permitting or regulatory authority. Where any city ordinance provides its own or a different enforcement procedure or remedy, those procedures and remedies shall be in addition to those provided in this chapter. The civil process set forth in this chapter is designed to provide prompt notice to property owners and other interested parties that appear to be in violation of the city's legal requirements and regulations and to guarantee those accused of an infraction the right to an evidentiary hearing on the alleged infraction. The process is designed to provide a measure of certainty to the citizens of the City

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that violations will be addressed promptly and decisively and to ensure that the due process rights of those accused of infractions are protected. This chapter shall not apply to criminal matters and shall not result in the imposition of criminal sanctions. Unless indicated otherwise the Oregon Rules of Civil Procedure shall be applicable and may be used in any civil enforcement action under this chapter.

Section 3. Section § 1.20.020 of the Toledo Municipal Code is repealed, and replaced with language to read as follows:

1.20.020 - Definitions.

For the purposes of this chapter the following definitions shall apply:

- A. “Civil infraction” means the violation or failure to comply with any provision of the City Zoning Ordinance, Land Division Ordinance, Nuisance Ordinance and any other ordinance adopted by the city that imposes legal obligations or regulations on people, property or activities. Civil infraction also includes any violation or failure to comply with any provision or requirement of any permit, order, license or approval granted by an authorized city official, the city council or other decision maker.
- B. “Code” means, collectively the Toledo Zoning Ordinance, Toledo Land Division Ordinance, Nuisance Ordinance, Abatement of Dangerous Buildings Ordinance and any other ordinance, regulation, permit, license or approval adopted by the city that imposes legal obligations, regulations or prohibitions on people, property or activities plus any other regulation adopted or administered by the City. “Code” also means any codification of ordinances that the city may adopt and from time to time amend.
- C. “Court” means any of the following: Municipal Court, Justice Court, County Circuit Court, the City Council or the Code Enforcement Hearings Officer sitting in a judicial capacity and reviewing a civil infraction under this chapter.
- D. "Forfeiture" means the penalty imposed for a civil infraction if a violation is found to have been committed.
- E. “Officer” means a sworn peace officer, or any person appointed by the mayor and authorized to administer and enforce the city’s code, including, but not limited to, the city coordinator, city recorder, city planner and the city attorney.
- F. “Permit” means permit, order, license or approval granted by an authorized city official, the city council or other governmental decision maker plus any other permit or approval administered or enforced by the City.

G. “Person” means any individual, corporation, property owner, limited liability company, partnership, unincorporated association, local government, government agency or other legal entity.

H. “Respondent” means any person, corporation, limited liability corporation, partnership, unincorporated association, or other legal entity alleged to have committed a civil infraction and the owner of any property on which a civil infraction is alleged to have occurred.

Section 4. Section § 1.20.030 of the Toledo Municipal Code is repealed, and replaced with language to read as follows:

1.20.030 - Enforcement Requirements and Civil Infractions.

A. No person shall engage in, or cause to occur, any use, development, construction, reconstruction, alteration, or maintenance of any property, building, structure or vehicle, or alter or use any land in violation of the Code, state law or any city-issued permit. No person shall engage in any use of property, or allow a use of property under their ownership or control, that is prohibited by the Code, state law or otherwise not allowed by a city-issued permit. No person shall fail to pay any charge due the city when such failure to pay is made a civil infraction.

B. No permit for the construction, occupation or use of a property, building, structure or business shall be issued if such property, building, structure or business or proposed use, and the land upon which it is proposed to be located, is in violation with any applicable provisions of the Code or state law.

C. Failure to obtain a permit or other approval, where one is required by the Code, shall constitute a nuisance and a civil infraction. Violation of any provision of the Code or a city-issued permit enforced under this chapter may constitute grounds for revocation, nonrenewal or denial of a permit issued by the city.

D. Any violation of the Code, state law or a city-issued permit that is actionable under this chapter shall constitute a civil infraction and a nuisance. Each day of violation shall constitute a separate civil infraction that can give rise to a separate citation, conviction and fine.

Section 5. Section § 1.20.040 of the Toledo Municipal Code is repealed, and replaced with language to read as follows:

1.20.040 - Citation for Civil Infractions.

A. Basis for the Citation: Upon a determination by an Officer that one or more civil infractions have occurred, the Officer shall issue a citation to the person or other entity who the Officer has probable cause to believe is responsible for the activity or failure to act that is deemed to be the civil infraction. The person or entity that committed the alleged violation shall be responsible for the civil infraction. In addition, if the person who committed the alleged

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violation is on property owned by another, the property owner shall be jointly and severally responsible for the violation.

B. Service of the Citation: The Officer shall serve the citation on the respondent(s) by any of the following methods reasonably calculated to actually reach the respondent:

1. Personal service, or
2. Certified first class mail, return receipt requested, to the respondent's last known mailing address or
3. Any means provided in Rule 7 of the Oregon Rules of Civil Procedure reasonably calculated to apprise the respondent(s) of the violation, or
4. Where a respondent avoids or eludes service or is otherwise not locatable for service, the City is entitled to use alternative service in the form of any of the following: posting the property, publication in a local newspaper, first class mail to the property.

Section 6. Section § 1.20.050 of the Toledo Municipal Code is repealed, and replaced with language to read as follows:

2.15.050 - Judicial Proceeding and Procedures.

A. Jurisdiction for civil infractions filed and processed under this chapter shall be in any of the following venues: Municipal Court, Justice Court, County Circuit Court, the City Council sitting in a judicial capacity, or a Code Enforcement Hearings Officer. The municipal court and city council may adopt, and amend from time to time, procedural rules governing their proceedings. The city recorder shall serve as the Clerk to the City Council in proceedings under this chapter.

B. Unless an applicable provision of Oregon Rules of Civil Procedure requires otherwise, the following procedures shall be followed in proceedings initiated under this chapter:

1. The respondent(s) shall appear in Court at the time and date indicated in the citation for entering a plea, at which time the respondent(s) shall state whether the respondent(s) committed or did not commit the infraction(s) alleged. The respondent(s) may enter a plea by mail prior to the arraignment date indicated in the citation so long as the written plea is actually received by the court before the stated time of the arraignment.
2. If a respondent enters a plea of having committed the infraction, no contest, fails to appear or otherwise timely enter a plea, the court shall find that the respondent committed the infraction as alleged and shall enter an order directing the respondent to abate, correct or otherwise remedy the violation, and the court shall impose a civil penalty in accordance with this chapter.

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3. If a respondent timely enters a plea of having not committed the infraction, the court shall schedule the matter for hearing.

4. At the hearing, the citing Officer shall present the case and evidence in support of the citation. The respondent shall be afforded an opportunity to review and rebut the Officer's evidence, cross-examine the Officer's witnesses, and present testimony, evidence and witnesses in support of respondent's case. Any party may be represented by an attorney, but the city shall not be responsible for providing any respondent with legal representation.

5. The Court shall enter an order in favor of the city if the Officer proves by a preponderance of the evidence that the respondent committed the infraction, in which case the Court shall enter an order directing the respondent to abate, correct or otherwise remedy the violation by a time certain, and the court shall impose a civil penalty in accordance with this Chapter.

6. The Court shall retain jurisdiction over the matter until the violation is fully remedied, abated or otherwise corrected in compliance with the Court's order and the applicable requirements of the Code, state law or city-issued permit.

7. Civil Administrative Warrants. At any time, the City may seek, and the Court shall grant, a civil administrative search warrant, pursuant to TMC Chapter 1.16, allowing entry onto private property for purposes of inspecting premises and property to determine compliance with the Code, state law or a city-issued permit. The warrant shall be issued upon oath or affirmation of a responsible city Officer seeking access to private property that the Officer has reasonable cause to believe a code violation exists on the property. Access allowed by a civil inspection warrant may include all outdoor spaces on the property, the interior of enclosed spaces and buildings, and shall allow inspection of the private property between 8:00 a.m. and 7:00 p.m., with reasonable advance notice to the owner or occupant. Any such warrant shall allow access and the ability to inspect by any responsible and suitably qualified officer, inspector, state or local official. The results of any such inspection shall be submitted as a written report to the Court and may be used as evidence in any civil enforcement action.

8. Civil Contempt Proceedings. In the event that a respondent fails or refuses to comply with any order issued by the Court in a civil enforcement proceeding under this chapter, the City may seek, and the Court may grant, a contempt order against the respondent declaring the respondent in contempt and imposing a sanction to include monetary fine.

Section 7. Section § 1.20.060 of the Toledo Municipal Code is amended to read as follows:

1.20.060 - Contents of the Civil Infraction Citation.

A. The citation for a civil infraction shall include at least the following information:

1. The name and address of the respondent(s);
2. The time, date and place the civil infraction was alleged to have occurred;
3. A statement describing the civil infraction(s) alleged to have occurred with a reference to the pertinent Code references or other commonly understood reference to the law, ordinance or permit alleged to have been violated.
4. A summons indicating the time, date and place for entering a plea in court, at which time the respondent(s) shall appear and enter a plea responding to the charge(s) alleged in the citation.
5. A certification that the Officer issuing the citation has reasonable grounds to believe, and does believe, that the respondent(s) committed the civil infraction contrary to law. This certificate shall be deemed equivalent to a sworn complaint.

B. A uniform traffic citation and complaint shall be deemed an acceptable form for any civil infraction citation under this chapter.

Section 8. § 7 of Ord. 1243 (1996) and Section § 1.20.070 of the Toledo Municipal Code is unchanged, and continues to read as follows:

1.20.070 - Forfeiture amounts.

Civil infractions designated by ordinances of the city are classified and the maximum forfeitures for commission of a civil infraction are as follows:

- A. Class A infraction, one thousand dollars (\$1,000.00);
- B. Class B infraction, five hundred dollars (\$500.00);
- C. Class C infraction, two hundred fifty dollars (\$250.00);
- D. Class D infraction, one hundred dollars (\$100.00).

Section 9. § 8 of Ord. 1243 (1996) and Section § 1.20.080 of the Toledo Municipal Code is amended, to replace “defendant” with “respondent,” to read as follows:

1.20.080 - Response by respondent.

- A. When a respondent is served with a civil infraction citation the respondent shall either appear in court at the time indicated in the summons or, prior to such time, deliver to the court the summons, together with a check or money order in the amount of the forfeiture set forth in the summons, and enclose therewith:

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1. A request for hearing;
 2. A statement of matters in explanation or mitigation of the events resulting in the charge of a violation; or
 3. The executed appearance, waiver of hearing and admission appearing on the summons. A statement in explanation or mitigation may also be enclosed with the admission of a civil infraction.
- B. In any case in which the respondent personally appears in court at the time indicated in the summons, if the respondent desires to admit the civil infraction and the judge decides to accept the plea, the judge shall hear any statement in explanation or mitigation that the respondent desires to make.
- C. If the respondent has submitted to the court any written statement in explanation or mitigation, the statement constitutes a waiver of hearing and consent to judgment. The court may declare a forfeiture on the basis of the statement and any testimony or written statement of an authorized city enforcement officer or any other person which may be presented to the court.

Section 10. § 9 of Ord. 1243 (1996) and Section § 1.20.090 of the Toledo Municipal Code is amended, to replace “defendant” with “respondent,” to read as follows:

1.20.090 - Discretionary powers of court.

The court, on its own motion, may direct that a hearing be held for any civil infraction and may enter the appropriate judgment, declare a forfeiture, and remit to the respondent any amount by which the forfeiture assessed is less than the amount posted by the respondent pursuant to Section 1.20.080.

Section 11. § 10 of Ord. 1243 (1996) and Section § 1.20.100 of the Toledo Municipal Code is amended, to replace “defendant” with “respondent,” to read as follows:

§ 1.20.100 - Hearings.

- A. Hearing Notice. If the respondent requests a hearing under Section 1.20.080, or the court directs that a hearing be held, the court shall fix a date and time for the hearing and, unless notice is waived, shall, at least five days in advance of the hearing, mail to the respondent a notice of the date and time so fixed.
- B. Requirements and Procedures.
1. Trial of a civil infraction shall be by the court without a jury.

2. Trial of a civil infraction shall not commence until the expiration of not less than seven days from the date of the citation or the infraction unless the respondent waives the seven-day period.

3. The city shall have the burden of proving the alleged civil infraction by a preponderance of the evidence.

4. The pretrial discovery rules of ORS Chapter 135 shall apply to civil infractions prescribed pursuant to this chapter.

5. The respondent may not be required to be a witness at a hearing of any infraction pursuant to this chapter.

6. Proof of culpable mental state is not an element of a civil infraction.

Section 12. § 11 of Ord. 1243 (1996) and Section § 1.20.110 of the Toledo Municipal Code is repealed, and replaced with Section § 1.20.110, to read as follows:

1.20.110 - Nuisance Abatement by the City and Cost Recovery.

A. Nuisance and abatement order. Upon a finding that a respondent committed a civil infraction, the Court shall declare the civil infraction to be a nuisance, and if the violation still exists, the court shall order the respondent to abate, correct or otherwise remedy the nuisance. In the event the respondent fails to so abate or remedy the nuisance within the time provided for in the Court's order, the order shall also provide that the Officer, without further proceedings, may take any action the Officer deems to be reasonably necessary to abate or remedy the nuisance in compliance with the Court's order. Alternatively, the Officer may seek a contempt order from Court against respondent for failing to comply with the Court's order.

B. Summary abatement by the City in emergency situations. With or without the respondent first having appeared, the Officer may seek, and the court may order, the summary abatement of the activity alleged in the civil infraction citation upon a finding that:

1. An imminent and substantial threat to the public health, safety or welfare exists by virtue of the alleged action or inaction; and

2. Immediate abatement of the activity or nuisance is necessary to prevent a threatened harm to the public health, safety or welfare.

C. Upon the issuance of a summary abatement order under this section, the Officer may, without further notice or proceedings, take whatever steps are necessary to abate, correct or remedy the nuisance that is the basis for the citation. The Officer may seek cost recovery against the respondent(s) for all of the city's expenses incurred in undertaking a summary abatement action.

D. Recovery of the City's Enforcement Prosecution and Abatement Costs: Following entry of an order against a respondent under this chapter, the City may petition the Court to recover from respondent(s) all of its reasonable costs associated with bringing and prosecuting a civil enforcement action under this chapter and for any abatement action that may be necessary if the respondent(s) fail to abate the violation. Reasonable costs include the City's attorney, administrative and staff time, inspection costs, contractor costs, materials and equipment, service and administrative expenses, the cost of work to demolish, remove, correct or otherwise abate the nuisance, and any associated disposal costs. The City shall file with the court and serve on respondent(s) a sworn statement of its costs incurred in the action. The Court shall review the sworn statement and any objections thereto, and shall issue an order awarding the City its reasonable costs incurred in the enforcement and abatement action, payable by the respondent(s). Any such award of costs pursuant to this chapter shall accrue interest at the rate of 9% per year until paid and may be recorded as a municipal assessment lien and foreclosed as provided in Section 1.20.130.

Section 13. § 12 of Ord. 1243 (1996) and Section § 1.20.120 of the Toledo Municipal Code is repealed, and replaced with Section § 1.20.120, to read as follows:

1.20.120 Civil Penalties.

A. Upon determination by the Court that one or more respondents violated a civil infraction under this chapter, the Court shall impose a civil penalty up to the maximum forfeiture amounts specified in Section 1.20.070.

B. A violation of a civil infraction, but without specification as to its classification or as to the penalty authorized upon a court's finding of guilt, shall be considered a Class A infraction.

C. Each day that a violation is found to exist shall constitute a separate citable and sanctionable civil infraction.

D. Any civil penalties awarded by the Court pursuant to this chapter shall accrue interest at the rate of 9% per year until paid and may be recorded as a municipal assessment lien and foreclosed as provided in section 1.20.130.

E. The remedies and penalties provided in this chapter are in addition to, and not in lieu of, any other remedy or penalties provided by law, including, but not limited to revocation or nonrenewal of a permit or license, injunction, a city-initiated land use proceeding, abatement or civil damages as provided by the Code or state law in any court or agency of competent jurisdiction.

Section 14. § 12 of Ord. 1243 (1996) and Section § 1.20.130 of the Toledo Municipal Code is repealed, and replaced with Section § 1.20.130, to read as follows:

1.20.130 - Recordation of Assessment Lien and Foreclosure.

Any judgment awarding the city its abatement costs, fines and/or penalties against a respondent pursuant this chapter may be recorded at any time after issuance without further notice or proceedings, in the city's lien docket and/or the County's real property deed records as a municipal assessment lien against the respondent(s) real property. The City's lien shall have priority ahead of all other liens except as prohibited by any applicable law. The City's lien may be foreclosed as a municipal assessment lien pursuant to ORS 223.505 to 223.595 or through any other legal process. This section shall apply to any judgment, award of costs, fines or penalties or associated lien that exists on the day of adoption of this 2023 ordinance.

Section 15. § 14 of Ord. 1243 (1996) and Section § 1.20.140 of the Toledo Municipal Code is repealed, and replaced with Section § 1.20.140 to read as follows:

1.20.140 – Severability Clause.

A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section, or part of this ordinance shall not affect the validity of the remaining parts to this ordinance.

Section 16. § 15 of Ord. 1243 (1996) and Section § 1.20.150 of the Toledo Municipal Code is repealed, and replaced with Section § 1.20.150 to read as follows:

1.20.150 – Savings Clause.

A prosecution that is pending on the effective date of this ordinance and arose from a violation of an ordinance repealed by this ordinance, or a prosecution started within one year after the effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance, shall be tried and determine exactly as if the ordinance had not been repealed.

Section 17. Section § 1.20.160 is added, to read as follows:

1.16.160 – Emergency Clause.

This ordinance being necessary for the immediate preservation of the public welfare, health and safety, an emergency is declared to exist and this ordinance shall take effect upon its passage.

This Ordinance adopted by the Toledo City Council this ___ day of _____, 2023.

APPROVED:

ATTEST:

Mayor Rod Cross

City Recorder Lisa Figueroa

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	January 4, 2023	Draft Ordinance amending the Toledo Municipal Code and creating Chapter 1.24, Legislative Subpoenas
Council Goal:	Agenda Type:	
Not Applicable	Discussion Items	
Prepared by:	Reviewed by:	Approved by:
City Attorney M. Adams	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Motion to bring back on January 18, 2023, with suggested revisions.

Background:

As the third step in considering a livability code for the City, staff is bringing to the City Council for review the suggested creation of an ordinance, Chapter 1.24. It allows the City Council to subpoena a person to a City Council meeting, pay the mileage rate in the ORS, and require testimony before the City Council. You can also require them to bring records, which is defined very broadly.

This new TMC Chapter 1.24 is based on a draft model ordinance prepared by LOC in 2019. Staff recommends approval.

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

Attachment:

1. Draft Ordinance creating TMC Chapter 1.24

CITY OF TOLEDO
ORDINANCE NO. ____

AN ORDINANCE OF THE TOLEDO CITY COUNCIL CREATING TOLEDO MUNICIPAL COURT CHAPTER 1.24, AND DECLARING AN EMERGENCY

WHEREAS, the Toledo City Council has a duty to ensure and protect the public health, safety and welfare of all residents of Toledo; and

WHEREAS, all residents and property owners in the City of Toledo benefit from the City Council having the tools needed, imposing fines and other procedures, to provide civil enforcement of its ordinances; and

WHEREAS, clarification to the City's ordinance in Chapter 1.20 is desired, needed, and benefits the City's residents; and

WHEREAS, because of issues that need current attention, the public welfare requires that this ordinance take effect immediately upon approval.

NOW THEREFORE, THE CITY OF TOLEDO ORDAINS AS FOLLOWS:

Section 1. Sections 1 through 13 of this Ordinance are added to and made a part of the Toledo Municipal Code to create Chapter 1.24, "Legislative Subpoenas," as indicated.

Section 2. Section § 1.24.010 of the Toledo Municipal Code is added to read as follows:

1.24.010 - Findings.

The City Council finds that:

A. In furtherance of its legislative function, the City Council may, at times, conduct investigations into various matters to determine whether there are violations of any provision of the City charter or ordinances.

B. This investigative function may be best served by issuing subpoenas to compel the attendance of witnesses, the production of certain records, or both.

Section 3. Section § 1.24.020 of the Toledo Municipal Code is added to read as follows:

1.24.020 - Definitions.

As used in this ordinance:

A. "Records" means any books, paper, documents or other information, in whatever format or however stored.

Section 4. Section § 1.24.030 of the Toledo Municipal Code is added to read as follows:

1.24.030 - Legislative Subpoena Power.

For the purposes of compelling the attendance of witnesses or the production of records for evidence or testimony in any action or proceeding pending before it, the City Council may by resolution, direct the City Manager, his or her designee, or the City Attorney to issue a subpoena.

Section 5. Section § 1.24.040 of the Toledo Municipal Code is added to read as follows:

1.24.040 – Service.

A subpoena may be served by the City or any other person 18 years of age or older.

A. The service shall be made by:

1. Delivering a copy to the witness personally;

2. Giving or offering the witness at the same time the fees to which the witness is entitled for travel to and from the place designated; and
 3. One day's attendance fees whether or not personal attendance is required.
- B. If the witness is under 14 years of age, the subpoena may be served by delivering a copy to the witness or to the witness's parent, guardian, or guardian ad litem.
- C. Service of a subpoena by certified mail, return receipt requested may be used for a subpoena commanding production of records not accompanied by a command to appear personally.
- D. Service shall be made so as to allow the witness a reasonable time for preparation and travel to the place of attendance. However, the subpoena shall not require production of records less than 14 days from the date of service upon the person required to produce the records.
- E. A return of service shall be delivered to the authority who issued the subpoena within 10 days after its delivery to the person for service, with proof of service of the subpoena or a statement stating that the person cannot be found.

Section 6. Section § 1.24.050 of the Toledo Municipal Code is added to read as follows:

1.24.050 - Witness fees.

Witness fees and mileage to be paid shall be the same as prescribed by state law for witnesses.

Section 7. Section § 1.24.060 of the Toledo Municipal Code is added to read as follows:

1.24.060 - Compliance.

A. Except as provided below in Subsection B., it is unlawful for any person so subpoenaed and served to neglect or refuse to attend at the proper time and place and to bring the records mentioned in the subpoena, or, having done so, refuse or neglect to answer such questions as may be applicable to the matter under investigation or to allow the records to be examined.

B. A person so subpoenaed may seek an order quashing the subpoena from a court of competent jurisdiction, in the same manner as provided for in a civil case. Failure to seek and obtain such an order waives any objections or defenses the person may have against compliance with the subpoena, whether or not the person made any specific objection or raised that specific defense in seeking the order to quash.

C. A witness shall not be required to answer any question or to act in violation of the witness's rights under the state or federal constitutions.

Section 8. Section § 1.24.070 of the Toledo Municipal Code is added to read as follows:

1.24.070 - Enforcement.

A. If a person subpoenaed fails to appear to testify or fails to produce any records as required, or whenever any person so summoned refuses to answer any question pertinent to the subject under inquiry, the City Attorney may apply to the Toledo Municipal Court or any other court of competent jurisdiction for an order to the person to attend and testify, or otherwise comply with the subpoena.

B. The City Attorney's application to the court may seek an order requiring the person against whom the subpoena is directed to comply with the subpoena within three days after service of the order, or within such further time as the court may grant, or to justify the failure within that time.

Section 9. Section § 1.24.080 of the Toledo Municipal Code is added to read as follows:

1.24.080 - Severability Clause.

A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section, or part of this ordinance shall not affect the validity of the remaining parts to this ordinance.

Section 10. Section § 1.24.090 of the Toledo Municipal Code is added to read as follows:

1.24.090 - Savings Clause.

A prosecution that is pending on the effective date of this ordinance and arose from a violation of an ordinance repealed by this ordinance, or a prosecution started within one year after the effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance, shall be tried and determine exactly as if the ordinance had not been repealed.

Section 11. Section § 1.20.100 of the Toledo Municipal Code is added to read as follows:

1.20.100 – Severability Clause.

A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section, or part of this ordinance shall not affect the validity of the remaining parts to this ordinance.

Section 12. Section § 1.20.110 of the Toledo Municipal Code is added to read as follows:

1.20.110 – Savings Clause.

A prosecution that is pending on the effective date of this ordinance and arose from a violation of an ordinance repealed by this ordinance, or a prosecution started within one year after the effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance, shall be tried and determine exactly as if the ordinance had not been repealed.

Section 13. Section § 1.20.120 of the Toledo Municipal Code is added to read as follows:

1.16.120 – Emergency Clause.

This ordinance being necessary for the immediate preservation of the public welfare, health and safety, an emergency is declared to exist and this ordinance shall take effect upon its passage.

This Ordinance adopted by the Toledo City Council this ___ day of _____, 2023.

APPROVED:

ATTEST:

Mayor Rod Cross

City Recorder Lisa Figueroa

Accounts Payable

To Be Paid Proof List

User: ksteenolk
Printed: 12/01/2022 - 2:35PM
Batch: 00001.12.2022 - AP 12.02.2022 ACH



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #													
Account Number	Description				Reference																	
ADOBE, INC																						
adobe																						
2305672434	11/9/2022	92.28	0.00	12/02/2022				No	0													
001-100-608100 Contract & Other Services				License for Admin-Acctg Supervisor-Acrobat Pro																		
2305672434 Total:		92.28																				
ADOBE, INC Total:		92.28																				
Airgas USA, LLC																						
airno																						
9992695045	10/31/2022	129.20	0.00	12/02/2022				No	0													
011-110-608100 Contract & Other Services				Monthly Cylinder Rentals - Argon & Helium - PW																		
9992695045 Total:		129.20																				
Airgas USA, LLC Total:		129.20																				
Analytical Lab & Consultants																						
anala																						
152971	11/9/2022	219.00	0.00	12/02/2022				No	0													
012-120-608000 Supplies				Lab Fee - Coliform Test - Sample Date 11/2/22 - WTP																		
152971 Total:		219.00																				
Analytical Lab & Consulta		219.00																				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Cascade Fire Equipment Co. casfi									
127614	10/27/2022	1,668.68	0.00	12/02/2022				No	0
001-500-608000 Supplies				Count of 4 MSA Cairns 360S Yellow Structural Helmets					
127614 Total:		1,668.68							
Cascade Fire Equipment Co		1,668.68							
Keuter, Katy katke									
***	12/1/2022	75.00	0.00	12/02/2022				No	0
001-100-608100 Contract & Other Services				Monthly Reimbursement for Cell Phone Expenses - Dec 20					
Total:		75.00							
Keuter, Katy Total:		75.00							
Peterson, Justin juspe									
***	12/1/2022	275.00	0.00	12/02/2022				No	0
001-100-608100 Contract & Other Services				Mileage Reimbursement Related to Planning Svcs - Nov 20					
Total:		275.00							
Peterson, Justin Total:		275.00							
Toledo Auto Parts tolau									
265665	9/29/2022	31.98	0.00	12/02/2022				No	0
001-500-600350 Vehicle Maint & Repair				Two 24-Inch Exact Fit Blades - Engine 41 - Fire Dept					
265665 Total:		31.98							
265700	9/29/2022	57.99	0.00	12/02/2022				No	0
001-500-600350 Vehicle Maint & Repair				One NAPA Gold Air Filter - 2015 Ford F350 Pickup - Fire					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	265700 Total:	57.99							
265874	10/4/2022	31.05	0.00	12/02/2022				No	0
001-650-600300 Equipment Maint & Repair				Fuel Line & Fittings for FD Generator - PW					
	265874 Total:	31.05							
265899	10/4/2022	51.99	0.00	12/02/2022				No	0
001-650-600300 Equipment Maint & Repair				ST 85 SB Starter Solenoid for FD Generator - PW					
	265899 Total:	51.99							
265899 - CREDIT	10/4/2022	-51.99	0.00	12/02/2022				No	0
001-650-600300 Equipment Maint & Repair				ST 85 SB Starter Solenoid for FD Generator - RETURNED					
	265899 - CREDIT Total:	-51.99							
265901	10/4/2022	49.99	0.00	12/02/2022				No	0
001-650-600300 Equipment Maint & Repair				ST 93 Starter Solenoid for FD Generator - PW					
	265901 Total:	49.99							
266267	10/12/2022	9.99	0.00	12/02/2022				No	0
011-110-608000 Supplies				Batteries for Caliper Tool - PW					
	266267 Total:	9.99							
*** 266348	10/13/2022	145.00	0.00	12/02/2022				No	0
001-650-600300 Equipment Maint & Repair				One Battery Charger					
*** 266348	10/13/2022	159.69	0.00	12/02/2022				No	0
011-110-608175 Street Sweeping				Brake Pads for 2003 Charger for FD Generator					
	266348 Total:	304.69							
266563	10/18/2022	40.88	0.00	12/02/2022				No	0
012-120-608000 Supplies				One Grease Gun - PW					
	266563 Total:	40.88							
266589	10/18/2022	26.98	0.00	12/02/2022				No	0
011-110-600350 Vehicle Maint & Repair				Two Sets 16-Inch Wipers for Vactor - PW					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	266589 Total:	26.98							
266718	10/20/2022	112.61	0.00	12/02/2022				No	0
011-110-600300	Equipment Repair			One Compressor Hose & Freight Fee - PW Shop					
	266718 Total:	112.61							
266839	10/22/2022	248.88	0.00	12/02/2022				No	0
012-120-608000	Supplies			Oil & Fuel Filters & 8 Containers NAPA Diesel Motor Oil 1					
	266839 Total:	248.88							
266851	10/24/2022	7.99	0.00	12/02/2022				No	0
012-120-608000	Supplies			One Coolant Tester - WTP					
	266851 Total:	7.99							
266924	10/25/2022	9.08	0.00	12/02/2022				No	0
011-110-608000	Supplies			Windshield Washer Fluid for Trucks - PW					
	266924 Total:	9.08							
267052	10/28/2022	17.68	0.00	12/02/2022				No	0
011-110-600350	Vehicle Maint & Repair			Oil Pan Gasket & Oil Filter for Truck - PW					
	267052 Total:	17.68							
	Toledo Auto Parts Total:	949.79							
	Report Total:	3,408.95							

Accounts Payable

To Be Paid Proof List

User: ksteenkolk
 Printed: 12/01/2022 - 8:31AM
 Batch: 00009.11.2022 - AP 12.02.2022



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
911 Supply Inc. ninsu									
INV-1-27320	11/14/2022	330.00	0.00	12/02/2022				No	0
001-400-608000 Supplies				Two W/P Rapid OPS Shirts & Velcro Charge - Police Dept					
	INV-1-27320 Total:	330.00							
	911 Supply Inc. Total:	330.00							
AlSCO alsco									
LPOR2905637	10/5/2022	32.99	0.00	12/02/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					
	LPOR2905637 Total:	32.99							
LPOR2905640	10/5/2022	61.54	0.00	12/02/2022				No	0
013-130-608100 Contract & Other Services				LAUNDRY					
	LPOR2905640 Total:	61.54							
LPOR2909244	10/12/2022	32.99	0.00	12/02/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					
	LPOR2909244 Total:	32.99							
LPOR2909247	10/12/2022	43.32	0.00	12/02/2022				No	0
012-120-608100 Contract & Other Services				Mats - WTP					
	LPOR2909247 Total:	43.32							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
LPOR2912790	10/19/2022	32.99	0.00	12/02/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					
LPOR2912790 Total:		32.99							
LPOR2912793	10/19/2022	61.54	0.00	12/02/2022				No	0
013-130-608100 Contract & Other Services				LAUNDRY					
LPOR2912793 Total:		61.54							
LPOR2916478	10/26/2022	32.99	0.00	12/02/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					
LPOR2916478 Total:		32.99							
LPOR2916481	10/26/2022	43.32	0.00	12/02/2022				No	0
012-120-608000 Supplies				Mats - WTP					
LPOR2916481 Total:		43.32							
Alsco Total:		341.68							
AT&T Mobility									
attwi									
***	11/11/2022	79.44	0.00	12/02/2022				No	0
011-110-600220 Communication Services				Cell & iPhones-PW					
***	11/11/2022	79.43	0.00	12/02/2022				No	0
012-125-600220 Communication Services				Cell & iPhones-PW					
***	11/11/2022	79.43	0.00	12/02/2022				No	0
013-135-600220 Communication Services				Cell & iPhones-PW					
***	11/11/2022	89.52	0.00	12/02/2022				No	0
001-650-600220 Communication Services				Cell & iPhones - Facilities					
***	11/11/2022	113.90	0.00	12/02/2022				No	0
012-120-600220 Communication Services				Cell & iPhones - WTP					
***	11/11/2022	59.68	0.00	12/02/2022				No	0
013-130-600220 Communication Services				Cell & iPhones - WWTP					
Total:		501.40							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
AT&T Mobility Total:		501.40							
Backflow Management, Inc. bacma									
22125	9/15/2022	375.00	0.00	12/02/2022				No	0
012-125-600600 Travel & Training				Water Distribution Exam Review Class-10/25 - 10/27/22- B					
22125 Total:		375.00							
Backflow Management, Inc		375.00							
Barrett Business Services, Inc barbu									
3226277	11/25/2022	276.00	0.00	12/02/2022				No	0
001-500-608100 Contract & Other Services				Temp Svcs - Fire Dept-Leslie Zuspan - Period Ending 11/20					
3226277 Total:		276.00							
Barrett Business Services, I		276.00							
Cascade Columbia Distribution Co. casco									
852801	11/10/2022	4,720.36	0.00	12/02/2022				No	0
013-130-608000 Supplies				Count of 149 50-Lb Bags Lime Hydrated, Vitacal H/FCC -					
852801 Total:		4,720.36							
853211	11/17/2022	2,559.58	0.00	12/02/2022				No	0
013-130-608000 Supplies				Count of 80 50-Lb Bags Lime Hydrated, Vitacal H/FCC -					
853211 Total:		2,559.58							
853212	11/17/2022	2,109.29	0.00	12/02/2022				No	0
012-120-608000 Supplies				Count of 69 50-Lb Bags Lime Hydrated, Vitacal H/FCC -					
853212 Total:		2,109.29							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	Cascade Columbia Distribu	9,389.23							
CenturyLink centl ***	11/17/2022	104.98	0.00	12/02/2022				No	0
011-110-600250 Alarms				Phones, Alarms & Internet					
***	11/17/2022	169.23	0.00	12/02/2022				No	0
012-120-600220 Communication Services				Phones, Alarms & Internet					
***	11/17/2022	145.61	0.00	12/02/2022				No	0
012-120-600250 Alarms				Phones, Alarms & Internet					
***	11/17/2022	65.00	0.00	12/02/2022				No	0
001-400-600220 Communication Services				Phones, Alarms & Internet					
Total:		484.82							
CenturyLink Total:		484.82							
Crites, Robert pascr 2022-33	11/12/2022	24.99	0.00	12/02/2022				No	0
001-700-603500 Books & Materials				One Book - No Ghosts in Graveyard - Library					
2022-33 Total:		24.99							
Crites, Robert Total:		24.99							
Cross, Rod croro ***	12/2/2022	32.19	0.00	12/02/2022				No	0
001-900-603700 City Council				Reimbursement for Meal Prep - LOC Small Cities Mtg - 11/					
Total:		32.19							
Cross, Rod Total:		32.19							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Dept of Environmental Quality depeq ***	12/2/2022	160.00	0.00	12/02/2022				No	0
013-135-608100 Contract & Other Services				2-Yr Cert Renewal-Wastewater System Operator-B Zuspan-					
Total:		160.00							
Dept of Environmental Qu		160.00							
DS Services of America, Inc. siesp									
21793440 111222	11/12/2022	42.95	0.00	12/02/2022				No	0
001-500-608100 Contract & Other Services				Monthly Drinking Water Charge - Fire Dept					
21793440 111222 Total:		42.95							
21799201 111222	11/12/2022	61.95	0.00	12/02/2022				No	0
001-400-608000 Supplies				Monthly Drinking Water Charge - Police Dept					
21799201 111222 Total:		61.95							
21799226 111222	11/12/2022	49.95	0.00	12/02/2022				No	0
011-110-608100 Contract & Other Services				Monthly Drinking Water Charge - PW Shops					
21799226 111222 Total:		49.95							
DS Services of America, Inc		154.85							
Dudek dudek									
202209586	11/15/2022	6,046.85	0.00	12/02/2022				No	0
041-410-626400 Master Plan Improvements				Prof Svcs-Mill Creek Waterline Phase II-Period 10/1 - 10/28					
202209586 Total:		6,046.85							
Dudek Total:		6,046.85							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
East Linc County Emergency Responders ELCER ***	12/1/2022	4,166.67	0.00	12/02/2022				No	0
001-500-608150 Volunteer Program				Monthly Volunteer Payment - Dec 2022					
Total:		4,166.67							
East Linc County Emergen		4,166.67							
Electric Motor & Machine Co. elemo 111318	11/1/2022	415.00	0.00	12/02/2022				No	0
013-130-600300 Equipment Maint & Repair				One Leeson 1/2 HP, 1725 RPM,56C Frame, 3 Phase Motor-					
111318 Total:		415.00							
Electric Motor & Machine		415.00							
GenXsys Solutions LLC GENX 13925	11/15/2022	179.80	0.00	12/02/2022				No	0
001-900-600700 Membership & Subscription				Monthly Charge - Domain Spam & Virus Filter-December 2					
13925 Total:		179.80							
GenXsys Solutions LLC T		179.80							
Hach Company hacco 13351845	11/21/2022	519.95	0.00	12/02/2022				No	0
013-130-608000 Supplies				6 Units Chlorine Reagent Set - CL 17 - WWTP					
13351845 Total:		519.95							
Hach Company Total:		519.95							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description					
Johnson, Braedon brajo ***	12/2/2022	48.82	0.00	12/02/2022				No	0
001-650-608000 Supplies ***	12/2/2022	48.82	0.00	12/02/2022	Employee Reimbursement - Work Safety Boots - PW			No	0
011-110-608000 Supplies ***	12/2/2022	48.82	0.00	12/02/2022	Employee Reimbursement - Work Safety Boots - PW			No	0
012-125-608000 Supplies ***	12/2/2022	48.83	0.00	12/02/2022	Employee Reimbursement - Work Safety Boots - PW			No	0
013-135-608000 Supplies					Employee Reimbursement - Work Safety Boots - PW				
Total:		195.29							
Johnson, Braedon Total:		195.29							
McMaster-Carr mcmca 88241085	11/15/2022	221.36	0.00	12/02/2022				No	0
013-130-600300 Equipment Maint & Repair					Nuts Ordered for Valve Stems - WWTP				
88241085 Total:		221.36							
88376965	11/17/2022	67.40	0.00	12/02/2022				No	0
013-130-600300 Equipment Maint & Repair					Nuts Ordered for Valve Stems - WWTP				
88376965 Total:		67.40							
McMaster-Carr Total:		288.76							
News-Times newti INV189816	10/26/2022	300.00	0.00	12/02/2022				No	0
001-100-600230 Advertising & Notices					Public Hearing 48-02				
INV189816 Total:		300.00							
INV189817	10/26/2022	260.00	0.00	12/02/2022				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
001-100-600230 Advertising & Notices				Public Hearing Land Use - 49-02					
INV189817 Total:		260.00							
INV189938	10/28/2022	149.00	0.00	12/02/2022				No	0
001-500-608000 Supplies				Sports Poster					
INV189938 Total:		149.00							
INV189984	10/28/2022	85.00	0.00	12/02/2022				No	0
001-650-608100 Contract & Other Services				Public Notice - Surplus 54-02					
INV189984 Total:		85.00							
News-Times Total:		794.00							
NW Natural Gas Co. nwnat ***	11/15/2022	59.60	0.00	12/02/2022				No	0
001-100-600240 Natural Gas ***	11/15/2022	71.00	0.00	12/02/2022	Monthly Gas Utility Bill - City Hall			No	0
001-400-600240 Natural Gas ***	11/15/2022	435.97	0.00	12/02/2022	Monthly Gas Utility Bill - Police Station			No	0
001-500-600240 Natural Gas ***	11/15/2022	181.36	0.00	12/02/2022	Monthly Gas Utility Bill - Fire Station			No	0
001-700-600240 Natural Gas				Monthly Gas Utility Bill - Library					
Total:		747.93							
NW Natural Gas Co. Total		747.93							
Oregon Cascades West Council of Governments cougo									
FY23Q1TOLEDO	11/9/2022	12,735.00	0.00	12/02/2022				No	0
001-900-608100 Contract & Other Services				Planning Services- FY 23- First Qtr- 7/1-9/30/22 - J Peterso					
FY23Q1TOLEDO Total:		12,735.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	Oregon Cascades West Cou	12,735.00							
Oregon Dept of Revenue orrev									
L1156529440	11/15/2022	297.00	0.00	12/02/2022				No	0
001-650-608100 Contract & Other Services					Notice of Hazardous Substance Possession Fee - PW Shops				
L1156529440 Total:		297.00							
L1782660384	11/15/2022	544.00	0.00	12/02/2022				No	0
012-120-608100 Contract & Other Services					Notice of Hazardous Substance Possession Fee - WTP				
L1782660384 Total:		544.00							
L1821367584	11/15/2022	839.00	0.00	12/02/2022				No	0
013-130-608100 Contract & Other Services					Notice of Hazardous Substance Possession Fee - WWTP				
L1821367584 Total:		839.00							
Oregon Dept of Revenue T		1,680.00							
Pacific Digital Works Inc. lazer									
25920	11/17/2022	50.00	0.00	12/02/2022				No	0
001-100-608000 Supplies					Business Cards for Asst City Mgr / Hr - S Meek				
25920 Total:		50.00							
Pacific Digital Works Inc. T		50.00							
PowerDMS, Inc. powdm									
INV-28374	11/14/2022	1,100.00	0.00	12/02/2022				No	0
001-400-608100 Contract & Other Services					LITE ACCRED & OAA Manuals & Standards-Period 1/4/2				
INV-28374 Total:		1,100.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	PowerDMS, Inc. Total:	1,100.00							
Ritz Safety LLC									
ritsa									
*** 6394948	11/7/2022	1,150.00	0.00	12/02/2022				No	0
012-125-600600 Travel & Training					Confined Space On-Site Training Class - PW				
*** 6394948	11/7/2022	1,150.00	0.00	12/02/2022				No	0
013-135-600600 Travel & Training					Confined Space On-Site Training Class - PW				
	6394948 Total:	2,300.00							
	Ritz Safety LLC Total:	2,300.00							
Road & Driveway Co., Inc.									
roadr									
0029271-IN	11/18/2022	606.02	0.00	12/02/2022				No	0
011-110-608000 Supplies					5.23 Tons Asphalt "C" Mix for Street Patch Work - PW				
	0029271-IN Total:	606.02							
	Road & Driveway Co., Inc	606.02							
Salem Laser Engraving									
salle									
2017	11/16/2022	72.50	0.00	12/02/2022				No	0
001-400-608000 Supplies					2 JDS 20-Ounce Water Bottles w/Straw Lids & Double-Side				
	2017 Total:	72.50							
	Salem Laser Engraving Tota	72.50							
Sea Western Fire Fighting Equipment, Inc.									
seawe									
INV19587	11/3/2022	246.10	0.00	12/02/2022				No	0
001-500-607500 Special Purchases					Two 2XL Ln Commander Ace Glove with WL Gore Crosste				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	INV19587 Total:	246.10							
INV19818	11/17/2022	966.10	0.00	12/02/2022				No	0
001-500-607500 Special Purchases					3 Lion Thorogood Hellfire Structural Boots- 8.5 M, 9 M &				
	INV19818 Total:	966.10							
	Sea Western Fire Fighting E	1,212.20							
Sherwin-Williams shewi									
5427-5	11/17/2022	587.45	0.00	12/02/2022				No	0
001-650-600400 Facility Needs					Eleven- 5-Gallon Size Paint & Two 5-Pc Kits-HR Office-PV				
	5427-5 Total:	587.45							
	Sherwin-Williams Total:	587.45							
Spang, James jaspa									
***	12/1/2022	306.50	0.00	12/02/2022				No	0
011-110-607500 Special Purchases					Employee Reimbursement - DMV CDL Test Fee & DHS B				
	Total:	306.50							
	Spang, James Total:	306.50							
The Automation Group autgr									
W12435	11/16/2022	858.75	0.00	12/02/2022				No	0
013-130-600300 Equipment Maint & Repair					Semi-Annual Flow Meter Verifications - WWTP				
	W12435 Total:	858.75							
	The Automation Group To	858.75							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
The Dyer Partnership Engineers & Planners, Inc. dyepa 29363	10/31/2022	4,702.59	0.00	12/02/2022				No	0
011-110-620520 Systems				Prof Svcs-Period 9/27 - 10/26/22 - NW French Ave & Couls					
29363 Total:		4,702.59							
The Dyer Partnership Engi		4,702.59							
The Nation natio ***	12/1/2022	59.00	0.00	12/02/2022				No	0
001-700-603500 Books & Materials				Magazine Subscription Renewal - 1 Year - Library					
Total:		59.00							
The Nation Total:		59.00							
TIAA Commercial Finance, Inc. TIAAB 9246149	11/12/2022	189.13	0.00	12/02/2022				No	0
001-700-608100 Contract & Other Services				Monthly Library Copier Contract Charge					
9246149 Total:		189.13							
TIAA Commercial Finance		189.13							
Trusty, Deborah trude ***	12/1/2022	149.52	0.00	12/02/2022				No	0
045-450-620500 Equipment				Employee Reimbursement-Food & Supplies-Reception for l					
Total:		149.52							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

Trusty, Deborah Total:	149.52
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Witmer Public Safety Group,Inc
witpu

INV140980	11/17/2022	402.09	0.00	12/02/2022				No	0
001-500-607500 Special Purchases				Count of 10 Leather Fronts Type 1 Decals - Fire Dept					

INV140980 Total:	402.09
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Witmer Public Safety Grou	402.09
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Report Total:	52,435.16
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Accounts Payable

To Be Paid Proof List

User: ksteenkolk
 Printed: 12/09/2022 - 8:12AM
 Batch: 00003.12.2022 - AP 12.09.2022



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
Baker & Taylor, LLC bakta									
2037158561	11/16/2022	115.49	0.00	12/09/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
2037158561 Total:		115.49							
Baker & Taylor, LLC Total		115.49							
Barrett Business Services, Inc barbu									
3226635	12/2/2022	414.00	0.00	12/09/2022				No	0
001-500-608100 Contract & Other Services				Temp Svcs - Fire Dept - Leslie Zuspan - Period Ending 11/2					
3226635 Total:		414.00							
Barrett Business Services, I		414.00							
Brim Tractor Company, Inc. britr									
*** IS94259	11/29/2022	400.82	0.00	12/09/2022				No	0
011-110-608000 Supplies				Parts for Asphalt Grinder - PW					
*** IS94259	11/29/2022	400.81	0.00	12/09/2022				No	0
011-110-600300 Equipment Repair				Parts for Asphalt Grinder - PW					
IS94259 Total:		801.63							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
	Brim Tractor Company, In	801.63							
Cascade Design Group, Inc.									
cased									
11.28.2022	11/28/2022	1,200.00	0.00	12/09/2022				No	0
035-350-621660 Parks				Structural Design & Stamping of Plans - COT Public Restro					
	11.28.2022 Total:	1,200.00							
	Cascade Design Group, Inc	1,200.00							
CenturyLink									
centl									
***	12/15/2022	46.68	0.00	12/09/2022				No	0
001-400-600220 Communication Services				Phones, Alarms & Internet - LUMEN Acct #82263261					
***	12/15/2022	94.99	0.00	12/09/2022				No	0
012-120-600220 Communication Services				Phones, Alarms & Internet - 336-1603 WTP					
***	12/15/2022	94.99	0.00	12/09/2022				No	0
013-130-600220 Communication Services				Phones, Alarms & Internet - 336-1843 WWTP					
	Total:	236.66							
	CenturyLink Total:	236.66							
Cintas First Aid & Safety									
cinta									
5134167724	11/22/2022	122.48	0.00	12/09/2022				No	0
011-110-608100 Contract & Other Services				First Aid Kit Supplies Replenished - PW					
	5134167724 Total:	122.48							
5134167727	11/22/2022	130.46	0.00	12/09/2022				No	0
001-650-608100 Contract & Other Services				First Aid Kit Supplies Replenished - City Hall					
	5134167727 Total:	130.46							
5134167793	11/22/2022	121.27	0.00	12/09/2022				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
001-500-608100 Contract & Other Services					First Aid Kit Supplies Replenished - Fire Dept				
5134167793 Total:		121.27							
Cintas First Aid & Safety T		374.21							
Complete Wireless Solutions comwi									
98217	9/14/2022	375.00	0.00	12/09/2022				No	0
034-340-608100 Contract & Other Services					Reprogrammed PD Vehicles & Portables for New Baber Fre				
98217 Total:		375.00							
S96174	9/14/2022	10,075.00	0.00	12/09/2022				No	0
034-340-620500 Equipment					System Package-New Antenna System & Duplexer For Bab				
S96174 Total:		10,075.00							
Complete Wireless Solution		10,450.00							
Copeland Lumber Yards, Inc. coplu									
2211-110229	11/18/2022	30.91	0.00	12/09/2022				No	0
001-650-608000 Supplies					One 4X4 12-Ft PT S&B				
2211-110229 Total:		30.91							
2211-114147	11/28/2022	9.98	0.00	12/09/2022				No	0
012-120-600400 Facility Needs					One 5-Gallon Paint Bucket & Lid				
2211-114147 Total:		9.98							
Copeland Lumber Yards, In		40.89							
Corporate Payment Systems CORPA									
***	11/25/2022	18.00	0.00	12/09/2022				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
001-400-608100 Contract & Other Services ***	11/25/2022	113.40	0.00	12/09/2022	UPS-PD Shipping Inv #R442			No	0
001-900-608000 Supplies ***	11/25/2022	-30.00	0.00	12/09/2022	Amazon - City Hall Supplies			No	0
001-900-608100 Contract & Other Services ***	11/25/2022	18.00	0.00	12/09/2022	CREDIT - OCCC Training Canceled for Katy Keuter			No	0
001-400-608100 Contract & Other Services ***	11/25/2022	210.02	0.00	12/09/2022	UPS - PD Shipping Inv #R432			No	0
001-900-608000 Supplies ***	11/25/2022	86.74	0.00	12/09/2022	CDWG - Tripp Lite			No	0
001-900-608000 Supplies ***	11/25/2022	129.66	0.00	12/09/2022	Chef Store - LOC Meeting Supplies			No	0
001-900-608000 Supplies ***	11/25/2022	5,930.56	0.00	12/09/2022	Amazon - 2 Webcams			No	0
036-360-629000 City Hall Equipment ***	11/25/2022	1.99	0.00	12/09/2022	ServerMonkey - Server			No	0
001-100-608000 Supplies ***	11/25/2022	7.00	0.00	12/09/2022	Toledo Hardware - Key			No	0
001-100-608100 Contract & Other Services ***	11/25/2022	47.00	0.00	12/09/2022	UPS - CH Shipping Inv #R452			No	0
001-400-608100 Contract & Other Services ***	11/25/2022	36.13	0.00	12/09/2022	UPS-PD Shipping Inv #R452			No	0
001-900-603700 City Council ***	11/25/2022	54.18	0.00	12/09/2022	JC Market - LOC Meeting Supplies			No	0
001-100-600100 Office Supplies ***	11/25/2022	20.00	0.00	12/09/2022	Walmart - Phantom Art Gallery Supplies			No	0
001-900-603700 City Council ***	11/25/2022	14.51	0.00	12/09/2022	JC Market - LOC Meeting Supplies			No	0
001-100-600100 Office Supplies ***	11/25/2022	19.98	0.00	12/09/2022	Amazon - Office Supplies			No	0
001-900-600150 Data Processing Support ***	11/25/2022	51.00	0.00	12/09/2022	Crashplan - Offsite Backup Monthly Fee			No	0
001-100-608000 Supplies ***	11/25/2022	7.00	0.00	12/09/2022	HON Corp - File Cabinet Replacement Keys			No	0
001-400-608100 Contract & Other Services ***	11/25/2022	71.99	0.00	12/09/2022	UPS - PD Shipping Inv #R462			No	0
001-100-600100 Office Supplies ***	11/25/2022	159.99	0.00	12/09/2022	Amazon - Office Supplies			No	0
001-100-608000 Supplies					Amazon - Computer Monitor				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
***	11/25/2022	15.00	0.00	12/09/2022				No	0
001-100-600230 Advertising & Notices				Craigslist - Job Posting					
***	11/25/2022	20.00	0.00	12/09/2022				No	0
001-100-600230 Advertising & Notices				Craigslist - Job Posting					
***	11/25/2022	163.96	0.00	12/09/2022				No	0
001-500-600350 Vehicle Maint & Repair				Valvoline Instant Oil Svc - Oil Change					
***	11/25/2022	307.86	0.00	12/09/2022				No	0
001-500-608000 Supplies				Fred Meyer - Halloween					
***	11/25/2022	375.00	0.00	12/09/2022				No	0
001-500-600700 Membership & Subscription				Active 911 - Mobile Notifications					
***	11/25/2022	68.15	0.00	12/09/2022				No	0
001-500-601500 Gas, Oil & Tires				Newport Towne Pump - Non-Ethenol Fuel					
***	11/25/2022	186.00	0.00	12/09/2022				No	0
001-500-608000 Supplies				Int'l Code Council - Fire Code Book					
***	11/25/2022	89.05	0.00	12/09/2022				No	0
001-500-608000 Supplies				Grainger - PPE For Explorers					
***	11/25/2022	69.99	0.00	12/09/2022				No	0
001-500-600600 Travel & Training				Microsoft Office 365 - Subscription					
***	11/25/2022	300.00	0.00	12/09/2022				No	0
001-500-600600 Travel & Training				OOT Training Registration for C Ammons					
***	11/25/2022	130.21	0.00	12/09/2022				No	0
001-500-600600 Travel & Training				JC Market - Food for FF1 Training Lunch					
***	11/25/2022	9.99	0.00	12/09/2022				No	0
001-500-600600 Travel & Training				Toledo Feed & Seed - Straw for Fires					
***	11/25/2022	92.38	0.00	12/09/2022				No	0
001-500-607500 Special Purchases				The Emergency Mall - Fire Helmet Parts					
***	11/25/2022	1.44	0.00	12/09/2022				No	0
001-400-600100 Office Supplies				USPS - Postage Fee					
***	11/25/2022	82.00	0.00	12/09/2022				No	0
001-400-608000 Supplies				5.11 Tactical - Pants - Pitcher					
***	11/25/2022	191.76	0.00	12/09/2022				No	0
001-400-608000 Supplies				Amazon - Locks & Hangers					
***	11/25/2022	19.98	0.00	12/09/2022				No	0
001-400-608000 Supplies				Amazon - Kitchen Supplies					
***	11/25/2022	12.99	0.00	12/09/2022				No	0
001-400-608000 Supplies				Amazon - Kitchen Supplies					
***	11/25/2022	47.72	0.00	12/09/2022				No	0
001-400-608000 Supplies				Amazon - Batteries & Gloves					
***	11/25/2022	51.88	0.00	12/09/2022				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
001-400-608000 Supplies ***	11/25/2022	22.70	0.00	12/09/2022	Amazon - Batteries & Kitchen Supplies			No	0
001-400-608000 Supplies ***	11/25/2022	47.68	0.00	12/09/2022	Amazon - iPhone & iPad Chargers			No	0
001-400-600300 Equipment Maint & Repair ***	11/25/2022	93.25	0.00	12/09/2022	Amazon - Gun Repair Kit Tools			No	0
001-400-608000 Supplies ***	11/25/2022	69.99	0.00	12/09/2022	Amazon - Kitchen Supplies			No	0
001-400-608000 Supplies ***	11/25/2022	-69.99	0.00	12/09/2022	Amazon - Shinholster Pants			No	0
001-400-608000 Supplies ***	11/25/2022	36.40	0.00	12/09/2022	Amazon - REFUND - CREDIT - Shinholster Pants			No	0
001-400-608000 Supplies ***	11/25/2022	10.47	0.00	12/09/2022	Amazon - Kitchen Supplies			No	0
001-400-608000 Supplies ***	11/25/2022	5.15	0.00	12/09/2022	Amazon - Luggage Locks			No	0
001-400-600600 Travel & Training ***	11/25/2022	10.49	0.00	12/09/2022	Dutch Bros - Training - M Pace			No	0
001-400-600600 Travel & Training ***	11/25/2022	57.56	0.00	12/09/2022	Carl's Jr - Training - M Pace			No	0
001-400-601500 Gas, Oil & Tires ***	11/25/2022	129.98	0.00	12/09/2022	Hwy 34 Market - Training - Fuel - M Pace			No	0
001-400-608000 Supplies ***	11/25/2022	183.59	0.00	12/09/2022	First Tactical - Shinholster Pants			No	0
001-400-608000 Supplies ***	11/25/2022	175.00	0.00	12/09/2022	Teamlogo.com - Patrol Hats			No	0
001-400-600600 Travel & Training ***	11/25/2022	299.00	0.00	12/09/2022	Salem Health - Shinholster - OccMed			No	0
001-400-600600 Travel & Training ***	11/25/2022	50.00	0.00	12/09/2022	ELTS-Winter Conf Reg 2023 - OR Assoc Chiefs of Police -			No	0
001-400-600700 Membership & Subscriptions ***	11/25/2022	43.84	0.00	12/09/2022	FBI-LEEDA - Membership Dues			No	0
001-400-601500 Gas, Oil & Tires ***	11/25/2022	50.00	0.00	12/09/2022	Circle K - Fuel - M Pace			No	0
001-400-601500 Gas, Oil & Tires ***	11/25/2022	-304.18	0.00	12/09/2022	Fred Meyer - Fuel - M Pace			No	0
001-400-600600 Travel & Training ***	11/25/2022	77.94	0.00	12/09/2022	Sunriver Resort - REFUND - CREDIT - PD			No	0
001-400-608000 Supplies					Safeway - Halloween - Candy Trunk Or Treat Event				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
***	11/25/2022	6.25	0.00	12/09/2022				No	0
001-400-600600 Travel & Training					Dutch Bros - Evidence Conf Training - W Pickell				
***	11/25/2022	35.17	0.00	12/09/2022				No	0
001-400-601500 Gas, Oil & Tires					Towne Pump - Fuel - Evidence Training Conf - W Pickell				
***	11/25/2022	82.00	0.00	12/09/2022				No	0
001-400-608000 Supplies					5.11 Tactical - Shinholster Pants				
***	11/25/2022	90.00	0.00	12/09/2022				No	0
001-400-600700 Membership & Subscriptions					OPOA-Dept Membership Dues-OR Peace Officers Assoc				
***	11/25/2022	104.00	0.00	12/09/2022				No	0
001-400-608000 Supplies					Vizo Care - Gloves				
***	11/25/2022	11.45	0.00	12/09/2022				No	0
001-900-603700 City Council					Naagtag - CC Nameplate - K Bush				
***	11/25/2022	54.99	0.00	12/09/2022				No	0
001-900-600700 Membership & Subscription					Zoom - Online Meeting Platform Subscription				
***	11/25/2022	567.85	0.00	12/09/2022				No	0
001-650-600400 Facility Needs					Engineering Concepts Unlimited, Inc - Part for Generator R				
***	11/25/2022	140.00	0.00	12/09/2022				No	0
012-120-600700 Membership & Subscription					OR Health Dept - License Fee - Z Dues				
***	11/25/2022	32.99	0.00	12/09/2022				No	0
001-650-608000 Supplies					Amazon - 4-Pk Run Flat Replacement Tire				
***	11/25/2022	121.98	0.00	12/09/2022				No	0
013-135-600300 Equipment Maint & Repair					Amazon - Hotstart Engine Heater-Coolant Pre-Heater 1 Yr				
***	11/25/2022	119.50	0.00	12/09/2022				No	0
013-135-607500 Special Purchases					ODOT DMV - Plate Mfg Fee & Heavy Vehicle Title				
***	11/25/2022	392.70	0.00	12/09/2022				No	0
013-130-600600 Travel & Training					Spirit Mtn Lodge-OR Asoc Water Utilities Conf- S Hooper				
***	11/25/2022	392.70	0.00	12/09/2022				No	0
013-135-600600 Travel & Training					Spirit Mtn Lodge-OR Asoc Water Utilities Conf- B Zuspan				
***	11/25/2022	167.03	0.00	12/09/2022				No	0
011-110-600300 Equipment Repair					Pape Material - Forklift Parts				
***	11/25/2022	760.00	0.00	12/09/2022				No	0
013-135-600400 Building Repair					NewEgg Marketplace - HS Pump Station Analog Card				
***	11/25/2022	50.00	0.00	12/09/2022				No	0
001-700-600100 Office Supplies					Stamps.com - Office Supplies				
***	11/25/2022	18.38	0.00	12/09/2022				No	0
001-700-603500 Books & Materials					Amazon - Books & Materials				
***	11/25/2022	100.00	0.00	12/09/2022				No	0
001-700-600100 Office Supplies					Stamps.com - Office Supplies				
***	11/25/2022	30.03	0.00	12/09/2022				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
001-700-603500 Books & Materials ***	11/25/2022	7.00	0.00	12/09/2022	Bookshop.org - Books & Materials			No	0
001-700-600100 Office Supplies ***	11/25/2022	22.75	0.00	12/09/2022	Liberated Syndication - Office Supplies			No	0
001-700-603500 Books & Materials ***	11/25/2022	18.21	0.00	12/09/2022	Thriftbooks - Books & Materials			No	0
001-700-603500 Books & Materials ***	11/25/2022	19.99	0.00	12/09/2022	Amazon - Books & Materials			No	0
001-700-600100 Office Supplies ***	11/25/2022	240.61	0.00	12/09/2022	Adobe - Office Supplies			No	0
001-700-603500 Books & Materials ***	11/25/2022	29.98	0.00	12/09/2022	Gannet Newspapers - Register Guard Subscription			No	0
001-700-606500 Youth Program Support ***	11/25/2022	119.99	0.00	12/09/2022	Oriental Trading Company - Craft Kits - Youth Program			No	0
001-700-600100 Office Supplies ***	11/25/2022	18.43	0.00	12/09/2022	Canva - Office Supplies			No	0
001-700-606500 Youth Program Support ***	11/25/2022	39.25	0.00	12/09/2022	Walmart - Materials for Umbrella Parade			No	0
001-700-606500 Youth Program Support ***	11/25/2022	19.38	0.00	12/09/2022	The Dollar Store - Craft Materials & Supplies			No	0
001-700-603500 Books & Materials ***	11/25/2022	103.09	0.00	12/09/2022	Amazon - Books & Materials			No	0
001-700-603500 Books & Materials ***	11/25/2022	88.95	0.00	12/09/2022	Amazon - Books & Materials			No	0
001-700-603500 Books & Materials ***	11/25/2022	18.95	0.00	12/09/2022	Amazon - Books & Materials			No	0
001-700-603500 Books & Materials ***	11/25/2022	14.99	0.00	12/09/2022	Penguin Random House - Books & Materials			No	0
001-700-603500 Books & Materials ***	11/25/2022	140.85	0.00	12/09/2022	Amazon - Books & Materials			No	0
001-700-600100 Office Supplies ***	11/25/2022	235.02	0.00	12/09/2022	Staples - Office Supplies			No	0
001-700-600600 Travel & Training ***	11/25/2022	17.99	0.00	12/09/2022	EB Spoken Stories - Online Course			No	0
001-700-600100 Office Supplies ***	11/25/2022	12.62	0.00	12/09/2022	Stamps.com - Office Supplies			No	0
001-700-603500 Books & Materials ***	11/25/2022	50.00	0.00	12/09/2022	Amazon - Books & Materials			No	0
001-700-600100 Office Supplies					Stamps.com - Office Supplies				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
***	11/25/2022	38.00	0.00	12/09/2022				No	0
001-700-600100 Office Supplies				Staples - Office Supplies					
Total:		14,724.45							
Corporate Payment System		14,724.45							
Do It Best Hardware doitb									
***	11/30/2022	21.49	0.00	12/09/2022				No	0
001-400-608000 Supplies				One 4-Pk of 1 1/2-Inch Warded Padlock - PD					
***	11/30/2022	130.79	0.00	12/09/2022				No	0
001-650-600400 Facility Needs				Hardware, Drain Pan, 6 Containers Bleach & Painting Equip					
***	11/30/2022	29.78	0.00	12/09/2022				No	0
001-650-608000 Supplies				36 Gr Blue Zir Flap Disc & 1 Box 55-Gallon Drum Liners -					
***	11/30/2022	65.98	0.00	12/09/2022				No	0
011-110-600300 Equipment Repair				Two Chains for Chainsaw - PW					
***	11/30/2022	86.74	0.00	12/09/2022				No	0
011-110-608000 Supplies				One Gallon Bar & Chain Oil & Two 8-Pks "C" Batteries - P					
***	11/30/2022	12.98	0.00	12/09/2022				No	0
012-120-608000 Supplies				2X2 Flexible Coupling - PW					
***	11/30/2022	47.32	0.00	12/09/2022				No	0
012-125-600420 Systems Repair				PVC Pipe, SCH40 SXFIP Adapters, Tubing Cutter, Wet PV					
***	11/30/2022	22.58	0.00	12/09/2022				No	0
013-130-600300 Equipment Maint & Repair				One 3/8D X 3/8 OD STRT Valve & One 20-Oz Gorilla Glue					
Total:		417.66							
Do It Best Hardware Total		417.66							
Edge Analytical, Inc. EDGAN									
22-39135	12/5/2022	114.33	0.00	12/09/2022				No	0
041-410-620520 Systems				Special Coliforms Testing-French St Project-Water Main Re					
22-39135 Total:		114.33							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Edge Analytical, Inc. Total:		114.33							
Eugene Weekly eugwe 35319	7/28/2022	301.00	0.00	12/09/2022				No	0
065-650-605260 Main St Program				Display Ads on 7/28/22 for Art Oysters & Brews					
35319 Total:		301.00							
Eugene Weekly Total:		301.00							
Ferguson #3011 Waterworks feren 1154290	11/3/2022	946.14	0.00	12/09/2022				No	0
011-110-608000 Supplies				500 12-Gallon SLD COP Wire Gree & Count of 52 PVC Pij					
1154290 Total:		946.14							
1154576	11/11/2022	675.44	0.00	12/09/2022				No	0
001-650-600400 Facility Needs				Water Heater for PW Shop					
1154576 Total:		675.44							
1155690	11/11/2022	319.10	0.00	12/09/2022				No	0
011-110-600420 Systems Repair				Parts for Drainage Repair-12th Place & Deere Drive-PW					
1155690 Total:		319.10							
1156238	11/11/2022	51.46	0.00	12/09/2022				No	0
013-135-600420 Systems Repair				Two 6 CONC PVC Coup-Sewer Lateral Repair-French Stre					
1156238 Total:		51.46							
Ferguson #3011 Waterwork		1,992.14							
Grainger Company Grain									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
9519312236	11/18/2022	94.46	0.00	12/09/2022				No	0
001-650-600400 Facility Needs				Batteries for Lower City Hall Bldg Door - PW					
9519312236 Total:		94.46							
*** 9521315128	11/21/2022	14.58	0.00	12/09/2022				No	0
011-110-608000 Supplies				Two Safety Pins, 2-Wire Snap-PW					
*** 9521315128	11/21/2022	55.04	0.00	12/09/2022				No	0
013-130-600300 Equipment Maint & Repair				One Standard U-Bolt, In-Side H 4 1/8 In, Pk 10 - PW					
9521315128 Total:		69.62							
9523082692	11/22/2022	15.92	0.00	12/09/2022				No	0
001-650-600400 Facility Needs				Plug Cover for Fountain at Police Station - PW					
9523082692 Total:		15.92							
Grainger Company Total:		180.00							
Groth-Gates Sheet Metal groga W22620	11/22/2022	206.50	0.00	12/09/2022				No	0
001-650-600400 Facility Needs				T6 Thermostat for Library Downstairs Conference Room - I					
W22620 Total:		206.50							
Groth-Gates Sheet Metal T		206.50							
JC Market jcmarr ***	12/1/2022	26.07	0.00	12/09/2022				No	0
001-500-600600 Travel & Training				Three 32-Pks EED Water for Training - Fire Dept					
***	12/1/2022	8.69	0.00	12/09/2022				No	0
001-900-603700 City Council				One 32-Pk EED Water for LOC Meeting at Fire Hall - City					
***	12/1/2022	37.64	0.00	12/09/2022				No	0
012-120-608000 Supplies				Cleaning Supplies - WTP					
Total:		72.40							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
JC Market Total:		72.40							
Keuter, Katy katke ***	12/9/2022	105.00	0.00	12/09/2022				No	0
001-900-608100 Contract & Other Services				Mileage Reimbursement - Oct & Nov- RARE Intern - K Ke					
Total:		105.00							
Keuter, Katy Total:		105.00							
Lincoln County Fleet Services									
linfs 47859	11/23/2022	156.19	0.00	12/09/2022				No	0
001-400-600350 Vehicle Maint & Repair				Starter Swapped & New Relay-2014 400 Ford Interceptor S					
47859 Total:		156.19							
47860	11/23/2022	91.84	0.00	12/09/2022				No	0
001-400-600350 Vehicle Maint & Repair				Power Steering Work-2015 400 Ford Interceptor SUV - PD					
47860 Total:		91.84							
47875	11/29/2022	225.07	0.00	12/09/2022				No	0
001-400-601500 Gas, Oil & Tires				Engine Oil & Filter Changed & Inspections-2021 400 Dodge					
47875 Total:		225.07							
Lincoln County Fleet Servi		473.10							
Lincoln County Public Works									
linpw 6366	12/1/2022	798.79	0.00	12/09/2022				No	0
001-400-601500 Gas, Oil & Tires				Fuel & Car Washes-Nov 2022-Police Dept					
6366 Total:		798.79							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	Lincoln County Public Wor	798.79							
Lincoln County Solid Waste Consortium lince ***	11/30/2022	331.43	0.00	12/09/2022				No	0
031-310-608100 Contract & Other Services				Solid Waste Monthly Consortrium Billing - Nov 2022					
Total:		331.43							
Lincoln County Solid Wast		331.43							
Lincoln Glass Co. lingl 64661	11/23/2022	291.75	0.00	12/09/2022				No	0
001-650-600400 Facility Needs				Door Lite Kit with Blinds In-Between Glass-City Hall- HR					
64661 Total:		291.75							
Lincoln Glass Co. Total:		291.75							
LN Curtis & Sons Incur INV652791	11/22/2022	183.00	0.00	12/09/2022				No	0
001-400-608000 Supplies				Handcuff Pouch, Radio Holders, Utility Pouchs & Tourniqu					
INV652791 Total:		183.00							
LN Curtis & Sons Total:		183.00							
One Call Concepts, Inc. oneca *** 2110494	11/30/2022	17.55	0.00	12/09/2022				No	0
012-125-608100 Contract & Other Services				Call Tickets - Nov 2022					
*** 2110494	11/30/2022	17.55	0.00	12/09/2022				No	0
013-135-608100 Contract & Other Services				Call Tickets - Nov 2022					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	2110494 Total:	35.10							
	One Call Concepts, Inc. To	35.10							
Pacific West Ambulance 5150									
22-294942	11/9/2022	195.00	0.00	12/09/2022				No	0
001-400-608100 Contract & Other Services				Treat & Release - Date of Call 11/9/22					
	22-294942 Total:	195.00							
22-304593	11/19/2022	195.00	0.00	12/09/2022				No	0
001-400-608100 Contract & Other Services				Treat & Release - Date of Call 11/19/22					
	22-304593 Total:	195.00							
22-306188	11/19/2022	195.00	0.00	12/09/2022				No	0
001-400-608100 Contract & Other Services				Treat & Release - Date of Call 11/19/22					
	22-306188 Total:	195.00							
	Pacific West Ambulance To	585.00							
Rexel USA, Inc. plael									
3K05192	11/2/2022	199.50	0.00	12/09/2022				No	0
001-650-608000 Supplies				30 Pks of 28 Watt Light Bulbs - PW					
	3K05192 Total:	199.50							
	Rexel USA, Inc. Total:	199.50							
TMG Services, Inc. tmgse									
0049175-IN	11/23/2022	357.57	0.00	12/09/2022				No	0
012-120-600300 Equipment Maint & Repair				Chemical Pump Parts - WTP					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	0049175-IN Total:	357.57							
	TMG Services, Inc. Total:	357.57							
Toledo Ace Hardware tolac ***	11/30/2022	2.99	0.00	12/09/2022				No	0
001-700-608000 Supplies ***	11/30/2022	14.98	0.00	12/09/2022	One Shelf Support - Library			No	0
012-120-608000 Supplies					One Gallon All-Purpose Vinegar & Windex - PW				
Total:		17.97							
Toledo Ace Hardware Tota		17.97							
Toledo Feed & Seed tolfe ***	11/30/2022	7.29	0.00	12/09/2022				No	0
001-650-600400 Facility Needs ***	11/30/2022	479.99	0.00	12/09/2022	6-Ft T-Post - PW			No	0
012-120-608000 Supplies					63 Bags Extra Coarse Salt Rock - WTP				
Total:		487.28							
Toledo Feed & Seed Total:		487.28							
US Bank usbank *** 6737804	11/25/2022	275.00	0.00	12/09/2022				No	0
012-125-608100 Contract & Other Services *** 6737804	11/25/2022	275.00	0.00	12/09/2022	2016 Bond Admin Fees-Acct#224448000			No	0
013-135-608100 Contract & Other Services					2016 Bond Admin Fees-Acct#224448000				
6737804 Total:		550.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
US Bank Total:		550.00							
US Postal Service									
uspof									
12.09.2022	12/9/2022	364.00	0.00	12/09/2022				No	0
001-900-608100 Contract & Other Services				City's PO Box Renewal Fee					
12.09.2022 Total:		364.00							
US Postal Service Total:		364.00							
Verizon Wireless									
verwi									
*** 9920837561	11/18/2022	898.70	0.00	12/09/2022				No	0
001-400-600220 Communication Services				Cell Phones & Tablets - Police Dept					
*** 9920837561	11/18/2022	80.02	0.00	12/09/2022				No	0
001-500-600220 Communication Services				Cell Phones & Tablets - Fire Dept					
9920837561 Total:		978.72							
Verizon Wireless Total:		978.72							
Report Total:		37,399.57							

Accounts Payable

To Be Paid Proof List

User: ksteenkolk
 Printed: 12/16/2022 - 9:58AM
 Batch: 00006.12.2022 - AP 12.16.2022



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
911 Supply Inc. ninsu									
INV-1-27837	11/30/2022	114.99	0.00	12/16/2022				No	0
001-400-608000 Supplies					Uniform & Gear for D Shinholster-PD				
	INV-1-27837 Total:	114.99							
INV-1-28149	12/8/2022	400.00	0.00	12/16/2022				No	0
001-500-600600 Travel & Training					Two Rescue Pants, S/S Polo & Custom Embroidery-S Brec				
	INV-1-28149 Total:	400.00							
INV-1-28162	12/8/2022	417.00	0.00	12/16/2022				No	0
001-500-600300 Equipment Maint & Repair					Two Rescue Pants, S/S Polo & Custom Embroidery-D Morf				
	INV-1-28162 Total:	417.00							
	911 Supply Inc. Total:	931.99							
Alan Brown Tire Center alabr									
72600302640	11/12/2022	994.95	0.00	12/16/2022				No	0
001-500-600350 Vehicle Maint & Repair					12-Volt Battery-1997 Freightliner FL80 Fire Truck				
	72600302640 Total:	994.95							
72600303296	11/21/2022	357.97	0.00	12/16/2022				No	0
001-400-600600 Travel & Training					XT-Xtreme Power Battery & Service Charge - 2014 Ford E:				
	72600303296 Total:	357.97							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	Alan Brown Tire Center To	1,352.92							
Applied Industrial Tech appin									
7025756926	12/1/2022	1,232.80	0.00	12/16/2022				No	0
013-135-600420 Systems Repair				Replacement Parts for Butler Bridge Lift Station Motor Cou					
7025756926 Total:		1,232.80							
Applied Industrial Tech To		1,232.80							
Barrett Business Services, Inc barbu									
3227183	12/9/2022	552.00	0.00	12/16/2022				No	0
001-500-608100 Contract & Other Services				Temp Svcs-Fire Dept-Leslie Zuspan-Period End 12/04/22					
3227183 Total:		552.00							
Barrett Business Services, I		552.00							
Best Pots, Inc. bespo									
A-489303	11/30/2022	128.00	0.00	12/16/2022				No	0
001-650-608100 Contract & Other Services				Unit at Skate Park on "A" Street					
A-489303 Total:		128.00							
A-489348	11/30/2022	50.00	0.00	12/16/2022				No	0
001-650-608100 Contract & Other Services				Customer Unit at Memorial Field-Industrial Pkwy & NW "					
A-489348 Total:		50.00							
A-489374	11/30/2022	230.00	0.00	12/16/2022				No	0
001-650-608100 Contract & Other Services				Cust Unit-East Slope Pk-\$45 Duplicate Charge Reduced Tot					
A-489374 Total:		230.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Best Pots, Inc. Total:		408.00							
Cascade Centers									
casce									
*** 116946	12/1/2022	46.55	0.00	12/16/2022				No	0
001-700-504800 Health Insurance				EAP - Library Volunteers					
*** 116946	12/1/2022	2.45	0.00	12/16/2022				No	0
001-400-504800 Health Insurance				EAP - Police Reserves					
*** 116946	12/1/2022	98.00	0.00	12/16/2022				No	0
001-500-504800 Health Insurance				EAP - Firefighter Volunteers					
116946 Total:		147.00							
Cascade Centers Total:		147.00							
CECO, INC.									
caroi									
*** CP-00421813	11/30/2022	199.55	0.00	12/16/2022				No	0
012-120-601500 Gas, Oil & Tires				Fuel Cardlock Charges-PW					
*** CP-00421813	11/30/2022	797.96	0.00	12/16/2022				No	0
011-110-601500 Gas, Oil & Tires				Fuel Cardlock Charges-PW					
*** CP-00421813	11/30/2022	797.96	0.00	12/16/2022				No	0
012-125-601500 Gas, Oil & Tires				Fuel Cardlock Charges-PW					
*** CP-00421813	11/30/2022	797.97	0.00	12/16/2022				No	0
013-135-601500 Gas, Oil & Tires				Fuel Cardlock Charges-PW					
*** CP-00421813	11/30/2022	797.97	0.00	12/16/2022				No	0
001-650-601500 Gas, Oil & Tires				Fuel Cardlock Charges-PW					
CP-00421813 Total:		3,391.41							
CP-00422193	11/30/2022	1,522.55	0.00	12/16/2022				No	0
001-500-601500 Gas, Oil & Tires				Fuel Cardlock Charges-Fire Dept					
CP-00422193 Total:		1,522.55							
CP-00422483	11/30/2022	1,146.85	0.00	12/16/2022				No	0
001-400-601500 Gas, Oil & Tires				Fuel Cardlock Charges-Police Dept					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
CP-00422483 Total:		1,146.85							
IN-0797152	12/13/2022	1,215.77	0.00	12/16/2022				No	0
001-650-601500 Gas, Oil & Tires				Biodiesel for New Siletz Generator-WTP					
IN-0797152 Total:		1,215.77							
CECO, INC. Total:		7,276.58							
Central Lincoln PUD									
cenli									
***	12/7/2022	1,002.18	0.00	12/16/2022				No	0
001-400-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	695.59	0.00	12/16/2022				No	0
011-110-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	903.65	0.00	12/16/2022				No	0
012-125-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	3,297.47	0.00	12/16/2022				No	0
013-130-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	3,305.53	0.00	12/16/2022				No	0
013-135-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	767.26	0.00	12/16/2022				No	0
001-100-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	618.74	0.00	12/16/2022				No	0
001-500-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	178.86	0.00	12/16/2022				No	0
001-650-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	647.74	0.00	12/16/2022				No	0
001-700-600210 Electricity				Electricity & Street Lights					
***	12/7/2022	11,902.23	0.00	12/16/2022				No	0
001-900-604400 Street Lights				Electricity & Street Lights					
***	12/7/2022	5,754.15	0.00	12/16/2022				No	0
012-120-600210 Electricity				Electricity & Street Lights					
Total:		29,073.40							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
Central Lincoln PUD Total		29,073.40							
CenturyLink centl									
***	12/5/2022	407.30	0.00	12/16/2022				No	0
001-400-600220 Communication Services				Phones, Internet & Alarms-PD					
***	12/5/2022	50.65	0.00	12/16/2022				No	0
011-110-600250 Alarms				Alarms					
***	12/5/2022	305.68	0.00	12/16/2022				No	0
012-120-600220 Communication Services				Phones, Internet & Alarms					
***	12/5/2022	480.11	0.00	12/16/2022				No	0
013-135-600250 Alarms				Phones & Alarms					
Total:		1,243.74							
CenturyLink Total:		1,243.74							
CivicPlus, LLC civpl									
244446	12/1/2022	395.00	0.00	12/16/2022				No	0
001-900-608100 Contract & Other Services				Online Code Hosting - Period Covered 12/1/22 - 11/30/23					
244446 Total:		395.00							
CivicPlus, LLC Total:		395.00							
Coast Towing coato									
12.16.2022	12/16/2022	88.75	0.00	12/16/2022				No	0
001-000-402000 Business License				REFUND - Business License for 22-23 Paid Twice					
12.16.2022 Total:		88.75							
Coast Towing Total:		88.75							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
Extreme Products extpr									
73059	11/29/2022	6,069.84	0.00	12/16/2022				No	0
001-400-607500 Special Purchases				Dot Sights, Dot Sight Holsters & Firearm Mounted Flashlig					
73059 Total:		6,069.84							
Extreme Products Total:		6,069.84							
Ferguson #3011 Waterworks feren									
1156931	12/1/2022	372.41	0.00	12/16/2022				No	0
012-125-608000 Supplies				Brass Stock					
1156931 Total:		372.41							
1156969	12/1/2022	1,217.67	0.00	12/16/2022				No	0
001-650-600400 Facility Needs				Round Basin & Count of 100 4X100 Pipe with Sock-Shop's					
1156969 Total:		1,217.67							
1160459	11/30/2022	1,258.10	0.00	12/16/2022				No	0
012-125-608000 Supplies				Meter Boxes & Lids - Shop Stock					
1160459 Total:		1,258.10							
1160466	12/1/2022	506.02	0.00	12/16/2022				No	0
012-125-608000 Supplies				Three 6X1 Saddles					
1160466 Total:		506.02							
1161438	11/30/2022	480.56	0.00	12/16/2022				No	0
012-125-600420 Systems Repair				8X2 Saddle & PVC Pipe-French St 2-Inch Mainline Tie-In					
1161438 Total:		480.56							
1161455	11/30/2022	43.60	0.00	12/16/2022				No	0
012-125-600420 Systems Repair				Primer-French Street 2-Inch Mainline Tie-In					
1161455 Total:		43.60							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	Ferguson #3011 Waterwork	3,878.36							
Hach Company hacco									
13357430	11/23/2022	116.71	0.00	12/16/2022				No	0
012-125-608100 Contract & Other Services				Chlorine Residual Packets for Weekly Residuals					
13357430 Total:		116.71							
13361981	11/30/2022	6,688.00	0.00	12/16/2022				No	0
012-120-608100 Contract & Other Services				Calibration of Equipment per Yearly Contract					
13361981 Total:		6,688.00							
13367992	12/3/2022	628.00	0.00	12/16/2022				No	0
012-125-608100 Contract & Other Services				Chlorine Residual Tester					
13367992 Total:		628.00							
Hach Company Total:		7,432.71							
Lincoln County Fleet Services linfs									
*** 47936	12/8/2022	99.78	0.00	12/16/2022				No	0
012-125-600350 Vehicle Maint & Repair				Annual DOT Inspection-1995 T800 Dump Truck - PW					
*** 47936	12/8/2022	99.78	0.00	12/16/2022				No	0
013-135-600350 Vehicle Maint & Repair				Annual DOT Inspection-1995 T800 Dump Truck - PW					
47936 Total:		199.56							
Lincoln County Fleet Servi		199.56							
Moonlight BPO LLC moobpo									
*** 133008	11/30/2022	171.56	0.00	12/16/2022				No	0
012-120-600150 Data Processing Support				Utility Billing Inserts - Nov 2022					
*** 133008	11/30/2022	171.56	0.00	12/16/2022				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
012-125-600150 Data Processing Support *** 133008	11/30/2022	171.56	0.00	12/16/2022	Utility Billing Inserts - Nov 2022			No	0
013-130-600150 Data Processing Support *** 133008	11/30/2022	171.57	0.00	12/16/2022	Utility Billing Inserts - Nov 2022			No	0
013-135-600150 Data Processing Support					Utility Billing Inserts - Nov 2022				
133008 Total:		686.25							
*** 133014	11/30/2022	270.65	0.00	12/16/2022				No	0
012-120-600150 Data Processing Support *** 133014	11/30/2022	270.65	0.00	12/16/2022	Utility Billing Statements - Nov 2022			No	0
012-125-600150 Data Processing Support *** 133014	11/30/2022	270.65	0.00	12/16/2022	Utility Billing Statements - Nov 2022			No	0
013-130-600150 Data Processing Support *** 133014	11/30/2022	270.65	0.00	12/16/2022	Utility Billing Statements - Nov 2022			No	0
013-135-600150 Data Processing Support					Utility Billing Statements - Nov 2022				
133014 Total:		1,082.60							
Moonlight BPO LLC Total		1,768.85							
National Testing Network natte 11576	12/12/2022	500.00	0.00	12/16/2022				No	0
001-400-600600 Travel & Training					Annual Membership-Testing & Recruit Svcs-Valid 12/17/22				
11576 Total:		500.00							
National Testing Network T		500.00							
Newport Plumbing, Inc. newpl 445885	12/9/2022	62.00	0.00	12/16/2022				No	0
001-650-600400 Facility Needs					Sink for City Hall's Main Floor Women's Restroom				
445885 Total:		62.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	Newport Plumbing, Inc. To	62.00							
News-Times newti									
INV195699	11/23/2022	280.00	0.00	12/16/2022				No	0
001-100-600230 Advertising & Notices				Public Hearing 86-30					
INV195699 Total:		280.00							
INV195707	11/23/2022	95.93	0.00	12/16/2022				No	0
001-100-600230 Advertising & Notices				Help Wanted Ad - WTP					
INV195707 Total:		95.93							
INV197958	11/23/2022	95.93	0.00	12/16/2022				No	0
001-100-600230 Advertising & Notices				Help Wanted - WTP					
INV197958 Total:		95.93							
INV198027	11/23/2022	250.00	0.00	12/16/2022				No	0
001-100-600230 Advertising & Notices				Public Hearing - 90-07					
INV198027 Total:		250.00							
News-Times Total:		721.86							
Niche Academy LLC nicac									
7578	12/8/2022	1,600.00	0.00	12/16/2022				No	0
045-450-603500 Books & Materials				Books & Materials					
7578 Total:		1,600.00							
Niche Academy LLC Total		1,600.00							
North Central Laboratories norcl									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
479451	11/21/2022	981.50	0.00	12/16/2022				No	0
013-130-608000 Supplies				Chemical Supplies for WWTP					
479451 Total:		981.50							
North Central Laboratories		981.50							
Northstar Chemical, Inc. norst									
240331	11/30/2022	4,404.25	0.00	12/16/2022				No	0
013-130-608000 Supplies				1 G M Bulk - 1115.0000 Units Sodium Hypochlorite Low S					
240331 Total:		4,404.25							
Northstar Chemical, Inc. To		4,404.25							
Northwest Rescue, Inc. nwrsc									
22/23-104	12/3/2022	1,500.00	0.00	12/16/2022				No	0
001-500-608100 Contract & Other Services				Annual Team Funding Request - FD					
22/23-104 Total:		1,500.00							
Northwest Rescue, Inc. To		1,500.00							
OR Dept of Transportation odept									
*** B4218202AD1	12/2/2022	2,144.60	0.00	12/16/2022				No	0
011-110-600420 Systems Repair				Traffic Signal Maintenance - Acct #RVB18970-000 01					
B4218202AD1 Total:		2,144.60							
OR Dept of Transportation		2,144.60							
OR Dept of Transportation									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
ZZ248									
667	12/1/2022	136.00	0.00	12/16/2022				No	0
011-110-608100 Contract & Other Services				Sign Permit Renewal-Permit #008200-Sign at .03 W JCT Si					
667 Total:		136.00							
OR Dept of Transportation		136.00							
Oregon Health Authority									
orhea									
4100899	12/16/2022	200.00	0.00	12/16/2022				No	0
012-125-600700 Membership & Subscription				2023 Cross Connection Annual Fee - PWS ID # 4100899					
4100899 Total:		200.00							
Oregon Health Authority T		200.00							
Oregon Meter Repair & Water Solutions, LLC									
ormet									
1060	11/27/2022	1,062.50	0.00	12/16/2022				No	0
012-125-600420 Systems Repair				Meter Testing & Test Preparation for Week of 11/21/2022 -					
1060 Total:		1,062.50							
Oregon Meter Repair & Wa		1,062.50							
Pacific Digital Works Inc.									
lazer									
26012	12/5/2022	125.00	0.00	12/16/2022				No	0
001-100-600100 Office Supplies				250 Postcards 4X6 100# for Art Walk					
26012 Total:		125.00							
Pacific Digital Works Inc. T		125.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Pacific West Ambulance 5150									
22-317445	12/2/2022	195.00	0.00	12/16/2022				No	0
001-400-608100 Contract & Other Services				Treat & Release - Run # 22-317445					
22-317445 Total:		195.00							
Pacific West Ambulance To		195.00							
Power Motors, Inc. powmo									
FOCS258107	12/1/2022	709.24	0.00	12/16/2022				No	0
001-500-600350 Vehicle Maint & Repair				Cooling System Leak & Parts-2015 Ford Super Duty F55-F					
FOCS258107 Total:		709.24							
Power Motors, Inc. Total:		709.24							
Samaritan Occupational Medicin samoc									
***	12/15/2022	75.00	0.00	12/16/2022				No	0
001-900-608100 Contract & Other Services				Drug Free Transport Consortium-Annual Membership Fee-2					
***	12/15/2022	186.68	0.00	12/16/2022				No	0
011-110-600700 Membership & Subscription				Drug Free Transport Consortium-Annual Membership Fee-2					
***	12/15/2022	186.66	0.00	12/16/2022				No	0
012-120-600700 Membership & Subscription				Drug Free Transport Consortium-Annual Membership Fee-2					
***	12/15/2022	186.66	0.00	12/16/2022				No	0
013-130-600700 Membership & Subscription				Drug Free Transport Consortium-Annual Membership Fee-2					
Total:		635.00							
*** 2545	12/2/2022	242.00	0.00	12/16/2022				No	0
001-400-600600 Travel & Training				Screenings 11/4 & 11/8/22 - Guarantor # 2545 - PD					
2545 Total:		242.00							
*** 2596	12/2/2022	55.00	0.00	12/16/2022				No	0
011-110-608100 Contract & Other Services				Screenings - 11/8 & 11/14/22 - Guarantor #2596					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
*** 2596	12/2/2022	55.00	0.00	12/16/2022				No	0
013-130-608100 Contract & Other Services				Screenings - 11/8 & 11/14/22 - Guarantor #2596					
2596 Total:		110.00							
Samaritan Occupational M		987.00							
Shrewsbury Rowley, LLC rowto									
6352	11/23/2022	127.00	0.00	12/16/2022				No	0
001-400-600350 Vehicle Maint & Repair				Towing Charge -11/21/22 - 2014 Ford Explorer-PD-To LC I					
6352 Total:		127.00							
Shrewsbury Rowley, LLC		127.00							
Springbrook Holding Company LLC spsoc									
*** INV-011286	12/6/2022	367.50	0.00	12/16/2022				No	0
012-125-600100 Office Supplies				CivicPay Transaction Fee - November 2022					
*** INV-011286	12/6/2022	367.50	0.00	12/16/2022				No	0
013-135-600100 Office Supplies				CivicPay Transaction Fee - November 2022					
INV-011286 Total:		735.00							
Springbrook Holding Comp		735.00							
Staples Advantage STAAD									
*** 8068400645	11/26/2022	15.98	0.00	12/16/2022				No	0
011-110-600100 Office Supplies				3 Reams Goldenrod Copy Paper & One 12-Pk Post-It Notes					
*** 8068400645	11/26/2022	19.49	0.00	12/16/2022				No	0
001-100-600100 Office Supplies				3 Reams Goldenrod Copy Paper & One 12-Pk Post-It Notes					
8068400645 Total:		35.47							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	Staples Advantage Total:	35.47							
Stephens, Herbert "Bud"									
stebu									
12.16.2022	12/16/2022	337.90	0.00	12/16/2022				No	0
001-500-600600 Travel & Training				Reimbursement-Various Pieces of Metal & Mild Steel & Ha					
	12.16.2022 Total:	337.90							
	Stephens, Herbert "Bud" T	337.90							
Travis Electric, LLC									
trael									
2023	11/11/2022	1,190.04	0.00	12/16/2022				No	0
001-650-600400 Facility Needs				Light System Work & Fixtures Installed-HR/Asst City Mgr					
	2023 Total:	1,190.04							
2024	10/25/2022	1,370.68	0.00	12/16/2022				No	0
001-650-600400 Facility Needs				Work on New Alarm System & Equipment - Current Police					
	2024 Total:	1,370.68							
	Travis Electric, LLC Total:	2,560.72							
USA BlueBook									
usabl									
115364	9/19/2022	1,451.52	0.00	12/16/2022				No	0
012-120-608000 Supplies				Warranty Replacement for Differential pH Sensor Purchase					
	115364 Total:	1,451.52							
146791	10/18/2022	-1,451.52	0.00	12/16/2022				No	0
012-120-608000 Supplies				CREDIT MEMO-Differential pH Sensor-Related to Inv #11					
	146791 Total:	-1,451.52							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
170134	11/8/2022	593.75	0.00	12/16/2022				No	0
013-130-600400 Facility Needs				One Sensaphone 800 Autodialer-8 Channel Monitoring Syst					
170134 Total:		593.75							
195272	12/5/2022	1,435.99	0.00	12/16/2022				No	0
013-130-600400 Facility Needs				One 95 GPD 50 PSI FLEXFLO A-100N Pump w/ External					
195272 Total:		1,435.99							
USA BlueBook Total:		2,029.74							
Wave									
Coasc									
***	12/1/2022	154.81	0.00	12/16/2022				No	0
001-400-600220 Communication Services				Phones - Police					
***	12/1/2022	48.38	0.00	12/16/2022				No	0
001-500-600220 Communication Services				Phones - Fire Dept					
***	12/1/2022	102.82	0.00	12/16/2022				No	0
001-700-600220 Communication Services				Phones - Library					
***	12/1/2022	9.68	0.00	12/16/2022				No	0
001-650-600220 Communication Services				Phones - Prop Maint					
***	12/1/2022	7.74	0.00	12/16/2022				No	0
011-110-600220 Communication Services				Phones - PW					
***	12/1/2022	7.74	0.00	12/16/2022				No	0
012-120-600220 Communication Services				Phones - PW					
***	12/1/2022	7.74	0.00	12/16/2022				No	0
012-125-600220 Communication Services				Phones - PW					
***	12/1/2022	7.74	0.00	12/16/2022				No	0
013-130-600220 Communication Services				Phones - PW					
***	12/1/2022	7.73	0.00	12/16/2022				No	0
013-135-600220 Communication Services				Phones - PW					
***	12/1/2022	145.13	0.00	12/16/2022				No	0
001-100-600220 Communication Services				Phones - City/Admin					
Total:		499.51							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

Wave Total:	499.51
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Report Total:	83,705.79
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Accounts Payable

To Be Paid Proof List

User: ksteenolk
 Printed: 12/23/2022 - 9:15AM
 Batch: 00008.12.2022 - AP 12.23.2022



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
Airgas USA, LLC									
airno									
*** 9993407397	11/30/2022	31.50	0.00	12/23/2022				No	0
011-110-608000 Supplies					Monthly Argon & Helium Gas Cylinder Charges-PW				
*** 9993407397	11/30/2022	31.50	0.00	12/23/2022				No	0
012-125-608000 Supplies					Monthly Argon & Helium Gas Cylinder Charges-PW				
*** 9993407397	11/30/2022	31.50	0.00	12/23/2022				No	0
013-135-608000 Supplies					Monthly Argon & Helium Gas Cylinder Charges-PW				
*** 9993407397	11/30/2022	31.50	0.00	12/23/2022				No	0
001-650-608000 Supplies					Monthly Argon & Helium Gas Cylinder Charges-PW				
	9993407397 Total:	126.00							
	Airgas USA, LLC Total:	126.00							
Aladdin Carpet Cleaning									
alaca									
10794	12/9/2022	190.00	0.00	12/23/2022				No	0
001-650-600400 Facility Needs					Carpet Cleaning Upstairs & Downstairs- Police Station				
	10794 Total:	190.00							
	Aladdin Carpet Cleaning To	190.00							
Allan Parker Logging									
allpa									
12822	12/8/2022	2,999.00	0.00	12/23/2022				No	0
001-650-600400 Facility Needs					Time,Parts & Labor-Mill Crk Yaquina Hd Gate Repair Proje				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	12822 Total:	2,999.00							
	Allan Parker Logging Total:	2,999.00							
AlSCO									
also									
LPOR2919863	11/2/2022	32.99	0.00	12/23/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					
	LPOR2919863 Total:	32.99							
LPOR2919866	11/2/2022	61.54	0.00	12/23/2022				No	0
013-130-608100 Contract & Other Services				LAUNDRY					
	LPOR2919866 Total:	61.54							
LPOR2923479	11/9/2022	32.99	0.00	12/23/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					
	LPOR2923479 Total:	32.99							
LPOR2923482	11/9/2022	43.32	0.00	12/23/2022				No	0
012-120-608000 Supplies				Mats					
	LPOR2923482 Total:	43.32							
LPOR2926998	11/16/2022	32.99	0.00	12/23/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					
	LPOR2926998 Total:	32.99							
LPOR2927001	11/16/2022	69.47	0.00	12/23/2022				No	0
013-130-608100 Contract & Other Services				LAUNDRY					
	LPOR2927001 Total:	69.47							
LPOR2930511	11/23/2022	32.99	0.00	12/23/2022				No	0
011-110-608100 Contract & Other Services				LAUNDRY					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
LPOR2930511 Total:		32.99							
LPOR2930514	11/23/2022	43.32	0.00	12/23/2022				No	0
012-120-608100 Contract & Other Services				Mats					
LPOR2930514 Total:		43.32							
LPOR2933861	11/30/2022	69.47	0.00	12/23/2022				No	0
013-130-608100 Contract & Other Services				LAUNDRY					
LPOR2933861 Total:		69.47							
Alsco Total:		419.08							
Analytical Lab & Consultants									
anala									
153881	12/19/2022	219.00	0.00	12/23/2022				No	0
012-120-608000 Supplies				Lab Fee-Coliform Test-Sample Date 12/7/22					
153881 Total:		219.00							
Analytical Lab & Consulta		219.00							
AT&T Mobility									
attwi									
*** X12112022	12/3/2022	28.16	0.00	12/23/2022				No	0
011-110-600220 Communication Services				Cell Phones-PW-Jeff Chatterton & Group 1					
*** X12112022	12/3/2022	28.15	0.00	12/23/2022				No	0
012-125-600220 Communication Services				Cell Phones-PW-Jeff Chatterton & Group 1					
*** X12112022	12/3/2022	28.15	0.00	12/23/2022				No	0
013-135-600220 Communication Services				Cell Phones-PW-Jeff Chatterton & Group 1					
*** X12112022	12/3/2022	64.45	0.00	12/23/2022				No	0
013-130-600220 Communication Services				Cell Phones-PW-COT Pump Station					
X12112022 Total:		148.91							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
AT&T Mobility Total:		148.91							
Baker & Taylor, LLC									
bakta									
2037203255	12/13/2022	58.03	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
2037203255 Total:		58.03							
2037212115	12/16/2022	123.52	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
2037212115 Total:		123.52							
H63258090	12/1/2022	44.38	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
H63258090 Total:		44.38							
H63258091	12/1/2022	13.31	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
H63258091 Total:		13.31							
H63351750	12/7/2022	22.46	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
H63351750 Total:		22.46							
H63351751	12/7/2022	22.93	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
H63351751 Total:		22.93							
H63351752	12/7/2022	19.97	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
H63351752 Total:		19.97							
H63351753	12/7/2022	19.23	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	H63351753 Total:	19.23							
H63451560	12/14/2022	14.79	0.00	12/23/2022				No	0
001-700-603500 Books & Materials				Books & Materials					
	H63451560 Total:	14.79							
	Baker & Taylor, LLC Total	338.62							
Barrett Business Services, Inc barbu									
3227804	12/16/2022	414.00	0.00	12/23/2022				No	0
001-500-608100 Contract & Other Services				Temp Svcs-Fire Dept-Leslie Zuspan-Period End 12/11/2022					
	3227804 Total:	414.00							
	Barrett Business Services, I	414.00							
CenturyLink centl									
***	12/13/2022	65.00	0.00	12/23/2022				No	0
001-400-600220 Communication Services				Internet-New Police Station Bldg					
***	12/13/2022	169.23	0.00	12/23/2022				No	0
012-120-600220 Communication Services				Phones, Alarms & Internet - 444-1329					
	Total:	234.23							
	CenturyLink Total:	234.23							
Comcate Software, Inc. comca									
7934	8/10/2022	1,200.00	0.00	12/23/2022				No	0
001-400-608100 Contract & Other Services				New XER Modules-Support to Siletz-Agreement 8/10/22-8/					
	7934 Total:	1,200.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Comcate Software, Inc. Tot		1,200.00							
CTX Business Solutions Inc.									
ctxco									
*** IN3112715	12/2/2022	164.84	0.00	12/23/2022				No	0
001-100-600100 Office Supplies				Printers-City Hall-Admin					
*** IN3112715	12/2/2022	10.13	0.00	12/23/2022				No	0
011-110-600100 Office Supplies				Printers-PW					
*** IN3112715	12/2/2022	10.13	0.00	12/23/2022				No	0
012-125-600100 Office Supplies				Printers-PW					
*** IN3112715	12/2/2022	10.13	0.00	12/23/2022				No	0
013-135-600100 Office Supplies				Printers-PW					
*** IN3112715	12/2/2022	10.13	0.00	12/23/2022				No	0
012-120-600100 Office Supplies				Printers-PW					
*** IN3112715	12/2/2022	10.14	0.00	12/23/2022				No	0
013-130-600100 Office Supplies				Printers-PW					
*** IN3112715	12/2/2022	10.14	0.00	12/23/2022				No	0
001-650-600100 Office Supplies				Printers-PW					
*** IN3112715	12/2/2022	90.64	0.00	12/23/2022				No	0
001-400-600300 Equipment Maint & Repair				Printers-PD					
*** IN3112715	12/2/2022	48.64	0.00	12/23/2022				No	0
001-700-600100 Office Supplies				Printers-Library					
*** IN3112715	12/2/2022	30.40	0.00	12/23/2022				No	0
012-120-608100 Contract & Other Services				Printers-WTP					
*** IN3112715	12/2/2022	30.40	0.00	12/23/2022				No	0
013-130-608100 Contract & Other Services				Printers-WWTP					
IN3112715 Total:		425.72							
*** IN3112716	12/2/2022	51.81	0.00	12/23/2022				No	0
011-110-600100 Office Supplies				Printers-Contract Overage Charge-City Hall-Period-11/3 - 1					
*** IN3112716	12/2/2022	51.81	0.00	12/23/2022				No	0
012-125-600100 Office Supplies				Printers-Contract Overage Charge-City Hall-Period-11/3 - 1					
*** IN3112716	12/2/2022	51.81	0.00	12/23/2022				No	0
013-135-600100 Office Supplies				Printers-Contract Overage Charge-City Hall-Period-11/3 - 1					
*** IN3112716	12/2/2022	51.80	0.00	12/23/2022				No	0
001-100-600100 Office Supplies				Printers-Contract Overage Charge-City Hall-Period-11/3 - 1					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	IN3112716 Total:	207.23							
	CTX Business Solutions In	632.95							
DS Services of America, Inc. siesp									
21799201 121022	12/10/2022	55.49	0.00	12/23/2022				No	0
001-400-600100 Office Supplies				Monthly Drinking Water Charge-PD					
21799201 121022 Total:		55.49							
21799226 121022	12/10/2022	44.49	0.00	12/23/2022				No	0
001-650-608100 Contract & Other Services				Monthly Drinking Water Charge-PW Shop					
21799226 121022 Total:		44.49							
21799251 121022	12/10/2022	38.99	0.00	12/23/2022				No	0
013-130-608100 Contract & Other Services				Monthly Drinking Water Charge-WWTP					
21799251 121022 Total:		38.99							
DS Services of America, Inc		138.97							
Dudek dudek									
202210470	12/12/2022	7,415.13	0.00	12/23/2022				No	0
041-410-620520 Systems				Prof Svcs-Mill Crk Waterline Phase II -Period 10/29 - 11/25					
202210470 Total:		7,415.13							
Dudek Total:		7,415.13							
Edge Analytical, Inc. EDGAN									
22-40914	12/19/2022	202.44	0.00	12/23/2022				No	0
012-120-608000 Supplies				Special Coliform Lab Tests-Various Locations-Cross Conne					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	22-40914 Total:	202.44							
	Edge Analytical, Inc. Total:	202.44							
Extreme Products extpr 73330	12/17/2022	832.93	0.00	12/23/2022	Sights & Left-Handed Holster			No	0
001-400-607500 Special Purchases									
	73330 Total:	832.93							
	Extreme Products Total:	832.93							
Ferguson #3011 Waterworks feren 1162238	12/9/2022	2,357.80	0.00	12/23/2022	Shop Stock			No	0
012-125-608000 Supplies									
	1162238 Total:	2,357.80							
1162245	12/9/2022	299.47	0.00	12/23/2022	One Idler for Shop Stock			No	0
012-125-608000 Supplies									
	1162245 Total:	299.47							
	Ferguson #3011 Waterwork	2,657.27							
GenXsys Solutions LLC GENX 13982	12/15/2022	224.75	0.00	12/23/2022	Monthly Charge-Domain Spam & Virus Filter-January 2023			No	0
001-900-600700 Membership & Subscription									
	13982 Total:	224.75							
	GenXsys Solutions LLC T	224.75							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
MARINE SURVEYORS AND CONSULTANTS									
MARSU									
22-CRd-56	12/18/2022	875.00	0.00	12/23/2022				No	0
011-110-600350 Vehicle Maint & Repair				Inspection Certification on 12/14-Auto Crane Svc Truck #06					
22-CRd-56 Total:		875.00							
MARINE SURVEYORS A		875.00							
Northstar Chemical, Inc.									
norst									
240936	12/7/2022	2,118.48	0.00	12/23/2022				No	0
013-130-608000 Supplies				4195.000 Units Sodium Bisulfite 38%					
240936 Total:		2,118.48							
Northstar Chemical, Inc. To		2,118.48							
Owen Equipment									
Oweeq									
00209607	12/14/2022	88.79	0.00	12/23/2022				No	0
011-110-600300 Equipment Repair				One Throttle Pivot for1502 Vactor Pony Motor					
00209607 Total:		88.79							
Owen Equipment Total:		88.79							
Peterson, Justin									
juspe									
***	12/23/2022	137.50	0.00	12/23/2022				No	0
001-100-608100 Contract & Other Services				Mileage Reimbursement-Planning Svcs-220 Miles-Dec 202					
Total:		137.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Peterson, Justin Total:		137.50							
The Automation Group autgr									
W12536	12/16/2022	774.42	0.00	12/23/2022				No	0
012-120-600420 Systems Repair				Influent Flowmeter Repair - WTP					
W12536 Total:		774.42							
The Automation Group To		774.42							
TIAA Commercial Finance, Inc. TIAAB									
9294570	12/12/2022	209.13	0.00	12/23/2022				No	0
001-700-608100 Contract & Other Services				Monthly Library Copier Contract Charge					
9294570 Total:		209.13							
TIAA Commercial Finance		209.13							
Toledo Auto Parts tolau									
267079	10/29/2022	16.99	0.00	12/23/2022				No	0
001-400-600350 Vehicle Maint & Repair				One High & Low Beam Lamp-2015 Ford Explorer-PD					
267079 Total:		16.99							
267082	10/29/2022	23.98	0.00	12/23/2022				No	0
001-500-608000 Supplies				D Earth Absorbant-FD					
267082 Total:		23.98							
267115	10/31/2022	73.43	0.00	12/23/2022				No	0
011-110-601500 Gas, Oil & Tires				Seven ATFs for Ranger-PW					
267115 Total:		73.43							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
267350	11/4/2022	53.97	0.00	12/23/2022				No	0
001-500-600350 Vehicle Maint & Repair				Coolant-FD					
267350 Total:		53.97							
267409	11/7/2022	292.49	0.00	12/23/2022				No	0
012-120-608000 Supplies				One Battery for Generator-WTP					
267409 Total:		292.49							
*** 267429	11/7/2022	114.36	0.00	12/23/2022				No	0
011-110-600300 Equipment Repair				Belts for Hot Saw & Shop & Battery for Old Air Compressc					
*** 267429	11/7/2022	114.37	0.00	12/23/2022				No	0
012-125-600300 Equipment Maint & Repair				Belts for Hot Saw & Shop & Battery for Old Air Compressc					
267429 Total:		228.73							
267733	11/14/2022	14.98	0.00	12/23/2022				No	0
011-110-600350 Vehicle Maint & Repair				Two of Prestone Spray De-Icer-1102 Janitor Van					
267733 Total:		14.98							
267773	11/15/2022	53.86	0.00	12/23/2022				No	0
011-110-608000 Supplies				Batteries for Shop					
267773 Total:		53.86							
268014	11/21/2022	13.25	0.00	12/23/2022				No	0
012-120-608000 Supplies				One Bag O' Rags-Cleaning Supplies-WTP					
268014 Total:		13.25							
268026	11/21/2022	3.69	0.00	12/23/2022				No	0
011-110-608100 Contract & Other Services				One Air Hose Coupler for Shop					
268026 Total:		3.69							
268031	11/21/2022	4.49	0.00	12/23/2022				No	0
011-110-608000 Supplies				One Adapter for Shop					
268031 Total:		4.49							
268037	11/21/2022	67.98	0.00	12/23/2022				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
012-120-608000 Supplies				Generator Air Filter-WTP					
268037 Total:		67.98							
268065	11/22/2022	67.96	0.00	12/23/2022				No	0
001-650-600400 Facility Needs				ZipTies for Wreaths					
268065 Total:		67.96							
268068	11/22/2022	31.98	0.00	12/23/2022				No	0
011-110-600350 Vehicle Maint & Repair				Wipers for Bucket Truck					
268068 Total:		31.98							
268099	11/23/2022	13.29	0.00	12/23/2022				No	0
011-110-608000 Supplies				Pliers for Shop					
268099 Total:		13.29							
268131	11/23/2022	17.99	0.00	12/23/2022				No	0
001-650-608000 Supplies				Adhesive for City Hall Door					
268131 Total:		17.99							
268273	11/29/2022	2.58	0.00	12/23/2022				No	0
011-110-600300 Equipment Repair				Pins for Kubota Tractor					
268273 Total:		2.58							
268279	11/29/2022	134.87	0.00	12/23/2022				No	0
011-110-600300 Equipment Repair				PB Lube for Shop, Oil Filter for 1801 & 2 Bulbs for 1403 T					
268279 Total:		134.87							
Toledo Auto Parts Total:		1,116.51							
Waxie Sanitary Supply									
waxsa									
81370422	12/8/2022	810.64	0.00	12/23/2022				No	0
001-650-608050 Janitorial Supplies				Janitorial Supplies					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
81370422 Total:		810.64							
Waxie Sanitary Supply Tot		810.64							
Yaquina Pacific Railroad Historical Society									
yaqpr									

	12/23/2022	425.00	0.00	12/23/2022				No	0
001-900-603975 Contributions				Contribution Committee-FY 22-23					
Total:		425.00							
Yaquina Pacific Railroad Hi		425.00							
Report Total:		24,948.75							