

Return to: Executive Department
Accounting Division
Attn: Janice Jamison
155 Cottage Street NE
Salem OR 97310

RESOLUTION NO. 5-14-92

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary sewer
- (5) Storm sewers
- (6) Planning, zoning, and subdivision control
- (7) One or more utility services

and

WHEREAS, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

BE IT RESOLVED, that the City of Dunes City hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

Fire Protection

Street Construction, maintenance & Lighting

Storm Sewers

Planning, Zoning & Subdivision control

Approved by the City of Dunes City

this 14th day of May 1992.

ATTEST:

Kathie Hilborn
Recorder Kathie Hilborn

Robert Petersdorf
Mayor Robert Petersdorf

**A RESOLUTION ESTABLISHING A FEE SCHEDULE
FOR
PROCESSING ANNEXATIONS**

05-14-92(B)

WHEREAS, the City has adopted an ordinance empowering it to establish a fee schedule to recover the costs to the City incurred in processing petitions for annexation,

THEREFORE, be it resolved that the City shall assess to the applicant the actual costs incurred to the City in while processing a petition for annexation.

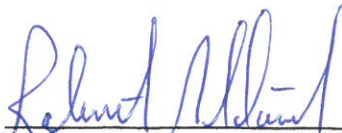
Be it further resolved that before the City commences processing any matter relating to a contemplated or actual petition for annexation, the applicant must post the sum of \$750.

The City shall be entitled to charge that deposit for staff time, costs, advertising, legal services, land use consultant services, and other services incurred by the City while conducting the City's business relating to the processing of the application.

This includes matters which may transpire before the Boundary Commission, L.C.D.C., D.L.C.D., and other governmental agencies. This includes amendments to the City's Comprehensive Plan and ordinances. The unused balance, if any, shall be refunded to the applicant.

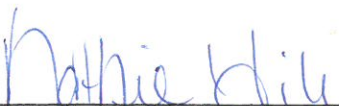
If any deposit is exhausted, the applicant will forthwith post a new deposit of \$750 to be used for the purposes set forth above. The City will continue to request \$750 deposits, as prior deposits are exhausted, until the process is completed or withdrawn.

Dated this 14th day of May, 1992.



ROBERT PETERSDORF, Mayor

ATTEST:



Kathie Hilborn, City Recorder

COUNTY OF LANE, STATE OF OREGON

RESOLUTION NO. 6-11-92A

A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS AND LEVYING TAXES

WHEREAS, the annual budget for the fiscal year 1992-93 has been duly completed and submitted to the Mayor and City Council of the City of Dunes City, and;

WHEREAS, said budget has been reviewed by the Mayor and the City Council of the City of Dunes City,

NOW, THEREFORE, BE IT RESOLVED:

1. That the City Council of the City of Dunes City, Oregon, does hereby adopt the budget for the fiscal year 1992-93 approved by the Budget Committee of the City of Dunes City on April 23, 1992, now on file at the Dunes City Hall, Dunes City, Oregon.

2. That the City Council hereby levies the taxes provided for in the budget adopted in section 1 of this resolution in the aggregate amount of \$ 0.00, and that these taxes are hereby levied and assessed pro rata upon all taxable property within the City of Dunes City as of 1:00 A.M., January 1, 1992.

3. That the amounts for the fiscal year beginning July 1, 1992, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Personal Services	\$ 25,500
Materials and Services	\$ 88,785
Capital Outlay	\$ 33,000
Other	\$ 19,657
TOTAL	\$ 166,942

STATE STREET TAX FUND

Personal Services	\$ 3,000
Materials and Services	\$ 88,700
Other	\$ 5,660
TOTAL	\$ 97,360

EMERGENCY COMMUNICATION FUND

Materials and Services	\$ 3,242
TOTAL	\$ 3,242

PLANNING ASSISTANCE GRANT FUND

Materials and Services	\$ 2,805
TOTAL	\$ 2,805

URBAN TRANSITION FUND

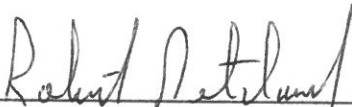
Materials and Services	\$ 253,120
Other	\$ 10,078
TOTAL	\$ 263,198

MOTEL TAX

Materials and Services	\$ 5,000
Other	\$ 2,000
TOTAL	\$ 7,000

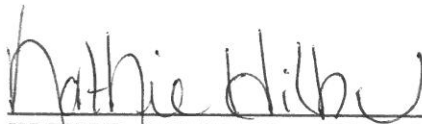
4. That the City Recorder certify to the County Clerk and County Assessor of Lane County, Oregon, the levy made by this resolution and shall file with the Department of Revenue a true copy of the budget as finally adopted.

ADOPTED BY THE CITY COUNCIL OF DUNES CITY, OREGON THIS 11th DAY OF JUNE, 1992.



ROBERT PETERSDORF, MAYOR

Attest:



KATHIE HILBORN, CITY RECORDER

RESOLUTION NO. 6-11-92B

RESOLUTION TRANSFERRING GENERAL OPERATING CONTINGENCY

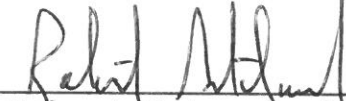
WHEREAS, the City has a \$6,500 General Operating Contingency in 1991-92 General Fund Budget; and

WHEREAS, the City has over expended its 1991-92 Budget Funds for Contracted Services;

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby approve the transfer of \$ 4,000 from the General Operating Contingency to be designated within the General Operating Fund as follows :

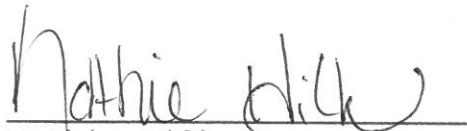
\$4,000 for Contracted Services

Dated this 11th day of June, 1992.



Robert Petersdorf
Mayor

ATTEST:



Kathie Hilborn
City Recorder

7-9-92

**RESOLUTION REGARDING MEMBERSHIP
CITY/COUNTY INSURANCE SERVICES TRUST
WORKERS' COMPENSATION GROUP**

Whereas, the City/County Insurance Services Trust (CIS) offers pooled self-insurance offering cost stability and the potential for long-term savings and;

Whereas, CIS is sponsored by the League of Oregon Cities and the Association of Oregon Counties as a service to Oregon cities and counties; and

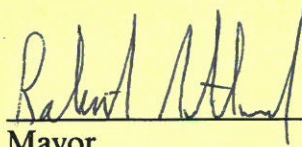
Whereas, the City of Dunes City finds that membership in CIS is of benefit in managing the risks involved in providing services to its citizens; and

Whereas, the City of Dunes City has been provided with an opportunity to review the Trust Agreement, Bylaws and Rules of CIS; and

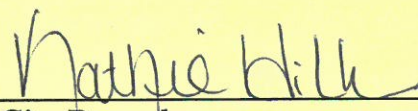
Whereas, the City of Dunes City has reviewed the Trust Agreement Bylaws and Rules of CIS for compliance with the Charter and Ordinances of the City of Dunes City;

Now, therefore, the City of Dunes City does hereby enter into a contract with CIS and becomes a member of the CIS Trust for Workers' Compensation for a three-year period commencing July 1, 1992 and agrees to abide by the terms of the Trust Agreement, Bylaws and Rules of CIS which, along with this Resolution, constitutes the contract between the City of Dunes City and CIS. The [Administrative Officer - insert title] City Recorder is hereby authorized to execute such documents as are necessary pursuant to this Resolution.

ADOPTED: July 9, 1992
Date



Mayor

ATTEST: 

City Recorder

COUNTY OF LANE, STATE OF OREGON

RESOLUTION NO.10-15-92A

A RESOLUTION ADOPTING A DESCRIPTION FOR THE DIRECTOR OF ROADS


WHEREAS, the City Council would like the Director of Roads to have certain powers and responsibilities;and;

WHEREAS, the attached job description has been reviewed by the Mayor and the City Council of the City of Dunes City,

NOW, THEREFORE, BE IT RESOLVED:

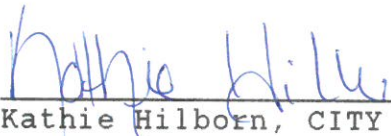
1. That the City Council of the City of Dunes City, Oregon, does hereby accept the attached job description for the Director of Roads.

PASSED BY THE CITY COUNCIL OF DUNES CITY, OREGON THIS 15th DAY OF OCTOBER, 1992.



Robert Petersdorf, MAYOR

Attest:



Kathie Hilborn, CITY RECORDER

POSITION DESCRIPTION
FOR
DIRECTOR OF ROADS
OF DUNES CITY

I. INTRODUCTION:

This position is that of the head of the Dunes City Roads Department. It is to provide services and supervision in the areas outlined under responsibilities and duties.

II. RESPONSIBILITIES AND MAJOR DUTIES:

The responsibilities and duties of this position are varied and wide in scope. The intent of this position description is to outline the major areas and to leave the more routine tasks to be determined by the Director of Roads at the time and in the case which the situation dictates.

A. The following functions are the responsibility of this position:

1. Prepare necessary documentation and reports to keep the Road Commissioner (selected from the Council) and Road Committee informed.

2. Prepare bids and supporting documentation with help from the Road Committee, Road Commissioner and City Recorder.

3. Review the preparation of advertisements for road bids as prepared by the City Recorder and submit the same to Road Committee and Road Commissioner for their review and input.

4. At the first of the year for budget purposes, determine the need for road repair, maintenance, surfacing, patching and other related services. Report the findings to the Road Commissioner and Road Committee no later than the February meeting. The Committee will then make it's recommendations to the City Council for their approval, regarding the recommended road work and allocation of funds for the coming fiscal year.

5. Determine the need for brushing and clearing at least twice a year (spring and fall).

6. Establish with the help of the City Recorder complete records and files, on all matters relating to roads.

7. The Director of Roads and Road Commissioner shall have the authority to order street signs, traffic signs, culverts etc. and other related misc. road supplies.

8. The Director of Roads shall have the authority to order work performed for tasks under \$1000 with the approval of the Mayor and Road Commissioner. This would cover areas where public safety and good would be better served by a quick response from the City.

9. Establish a good working relationship with the citizens of Dunes City. Keep a record of requests by citizens regarding roads and road related problems and refer such to the Road Committee, if such requests cannot be handled by the Director of Roads.

10. Supervise and follow-up on work performed by various sources. If work is not acceptable, submit a dated report in writing to City recorder for Council's attention.

11. Attend each regular City Council meeting and report, in writing, the status of the roads.

12. Attend each regular Road Committee meeting as a member. The Director of Roads may fill the position of Chairman and will ensure that there is an active road committee.

13. Will make sure that the Road Committee meets as necessary to maintain an active road program within the City. That the minutes of such meetings are accurately taken and, recommendations reported to the Dunes City Council for action.

14. Perform other related tasks as necessary; and, as may be directed by the Mayor and Road Commissioner.

COUNTY OF LANE, STATE OF OREGON

RESOLUTION NO.10-15-92B

A RESOLUTION ADOPTING THE JUNE 30, 1992 AUDIT REPORT

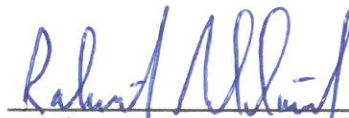
WHEREAS, the annual audit for the fiscal year 1991-92 has been duly completed and submitted to the Mayor and City Council of the City of Dunes City, and;

WHEREAS, said audit has been reviewed by the Mayor and the City Council of the City of Dunes City,

NOW, THEREFORE, BE IT RESOLVED:

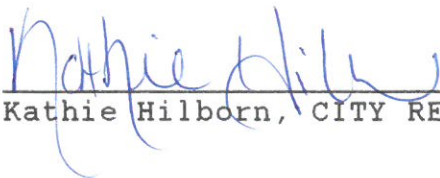
1. That the City Council of the City of Dunes City, Oregon, does hereby accept the audit for the fiscal year 1991-92 in the printed form as submitted.

PASSED BY THE CITY COUNCIL OF DUNES CITY, OREGON THIS 15th DAY OF OCTOBER, 1992.



Robert Petersdorf, MAYOR

Attest:



Kathie Hilborn, CITY RECORDER

STATE TAX STREET FUNDS

RESOLUTION

11-12-92

WHEREAS, by the authority granted in certain ORS Chapters, there are appropriated annually out of the State Highway Fund certain sums of money to be allocated to the various cities and used for the construction, improvement, repair maintenance, operation, and use of public highways, roads, and streets within the State of Oregon including the retirement of bonds for the percent of which such revenues have been pledged.

WHEREAS, in accordance with the requirements of said statutes, there has been apportioned by the Oregon Transportation Commission to the City of Dunes City for use and disbursement under the terms of said statutes for the calendar year of 1992 the sum of \$ 12,500.00.

WHEREAS, it is the opinion and judgement of the municipal authorities to the City of Dunes City that the best interests of the City will be promoted by the perfection of a definite street improvement programs which will necessitate the use of more than two years' estimated allocations; and

WHEREAS, it is the purpose of said City to conform in all respects with the provisions of said statutes, and for that purpose to submit to the State Highway Engineer for his approval plans, estimates, and specifications for said street improvement program;

NOW, THEREFORE BE IT AND IT HEREBY IS RESOLVED, as follows:

1. That the following described project is approved and adopted as the plan and program of street construction, reconstruction, improvement repair, and maintenance; and/or retirement of bonds for said City under the provisions of ORS 366.785 et seq.;

HUCKLEBERRY LANE
