

RESOLUTION NO. 01-09-03

A RESOLUTION DETERMINING DUNES CITY PUBLIC RECORDS/INFORMATION REQUEST POLICY

**BE IT RESOLVED BY THE COUNCIL OF DUNES CITY, OREGON,
THAT RESOLUTION NO. 01-09-03 PROVIDES PROCEDURES
FOR REQUESTS, INSPECTION AND COPYING OF CITY
RECORDS AND PROVIDES FOR REVIEW OF REQUESTS AND
REQUIRING FEES FOR SUCH SERVICES AS FOLLOWS:**

Section 1. WRITTEN REQUESTS:

- 1.1 Unless otherwise provided by these rules, requests for inspection and/or copies of public records shall be in writing on a form prescribed by the City.**

Section 2. PROCEDURE:

- 2.1 Requests for public records shall include the following:**
 - (a) The name, address and signature of the person making the request, or their authorized representative.**
 - (b) A statement of sufficient specificity to determine the nature and content of the request.**
 - (c) The date of such request.**
- 2.2 Upon receipt, the request shall be date stamped.**
- 2.3 The person making the request should be advised that the requested materials will not be released without the City's receipt of the fee for providing such service as described in this resolution.**
- 2.4 Written requests for inspection or copies of City records shall be submitted to the City Recorder or her designee, who shall maintain on file a list of fees prescribed for processing public records / information requests and who shall respond to all such requests.**

- 2.5 If the request is not complied with, a written response explaining why the City is unable to comply shall be prepared and mailed to the requesting party.
- 2.6 The City shall respond to requests for inspection and copying of public records within a reasonable time, but in any event not more than thirty (30) days from the date reflected by the City's date stamp thereon. This time limit may be increased when the request is not sufficiently specific to enable location of the records or when volume, size or location of such records makes their collection or retrieval difficult, in which case the requesting party shall be advised of the reason for the delay.

Section 3. Payment of Fees:

- 3.1 Except as otherwise provided by these rules, public records shall not be released for inspection or as copies to members of the public or other legal entities, until the City has received payment of the established fee for providing the same from the requesting party.

Section 4. Fees to Reflect Costs:

When establishing the fees to be charged to the requesting party for meeting public information requests, the City Recorder or her designee shall base such fees on costs the City incurs for processing the request. These costs shall include, but not be limited to, personnel costs, any and all outside contractor costs and costs associated with materials used or acquired in processing the request.

- 4.1 Personnel costs include, but are not limited to, employee's time spent while locating, reviewing and copying records and supervising public inspection of records. Costs shall be at an hourly rate equivalent to the salary plus benefits (computed at an hourly rate) of each employee involved in processing the request.
- 4.2 Costs for photographs, audio tapes and other non-paper materials and the costs for the use of any outside contractors shall be reimbursed at actual costs as determined by the City Recorder or her designee.

Section 5. Records Requested for Court Proceedings:

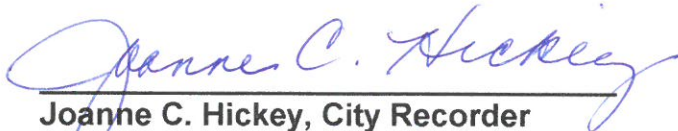
The City shall not charge fees for costs incurred by the City when an employee of the City, in the employee's role as custodian of the records, is a witness in a trial or other court proceeding. When the City is a party to a court proceeding and a request for copies of public records is made by a party or representative of a party to such proceeding in the course of discovery, then the cost to be charged for providing such copies shall be limited to those costs indicated in Section 4.2 of this resolution.

Section 6. City Recorder Authority:

The City Recorder or her designee shall have the authority to:

- (a) waive the requirement that the request be submitted in writing or on a form provided by the City;
- (b) waive fees if the request is of a one-time nature, requires copying five (5) or less pages and involves less than one-half hour of staff time to process;
- (c) waive required compliance with this resolution in special cases where the public interest in supplying a public record free of charge outweighs the cost of furnishing the record;
- (d) establish a particular charge or fee for routinely requested documents where the charge is a reasonable approximation of the City's cost; and
- (e) periodically adjust fees to cover increased costs of providing public records and information.

APPROVED BY THE DUNES CITY COUNCIL AT ITS REGULAR MEETING
HELD ON THE 9th DAY OF JANUARY, 2003


Joanne C. Hickey, City Recorder

RESOLUTION NO. 02-13-03
CITY OF DUNES CITY

WHEREAS, eight public employers brought suit against the Oregon Public Employee Retirement System in Marion County Circuit Court; and

WHEREAS, those employers claimed they were being overcharged in the calculation of employer contribution rates; and

WHEREAS, Judge Paul Lipscomb has returned the case to the Oregon Public Employee Retirement System Board with instructions to update employee mortality tables, issue new employer rate orders for 1998 and 2000 and make a new earnings allocation order for the 1999 investment year; and

WHEREAS, the Oregon Public Employee Retirement System Board has yet to comply with these instructions; and

WHEREAS, the Oregon Public Employee Retirement System Board is expected to adopt proposed employer rate increases at its January 2003 regular meeting; and

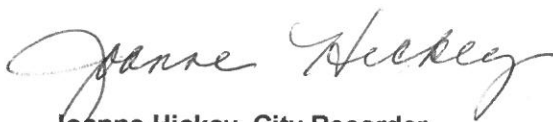
WHEREAS, the proposed employer rate increases would be less if the Board had complied with Judge Lipscomb's instructions;

NOW, THEREFORE, THE city Council of the City of DUNES CITY authorizes the League of Oregon Cities to coordinate the filing of an appeal on the City's behalf, through outside counsel, from the rate increase received from PERS.

Dated this 13th day of February, 2003



Robert B. Ward Jr., Mayor



Joanne Hickey, City Recorder

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 04-10-03

**RESOLUTION ADOPTING REVISED MANUFACTURED DWELLING &
CABANA INSTALLATION FEE SCHEDULES EFFECTIVE UPON THE
APPROVAL OF THE TIMELINE ESTABLISHED BY THE STATE OF
OREGON BUILDING CODES DIVISION**

WHEREAS, On November 14, 1996, City adopted Ordinance #150 setting administrative rules for the enforcement of the Oregon Building Code; and


WHEREAS, Ordinance #150, Section 304.2 provides that permit fees required shall be in accordance with schedules established by the jurisdiction; and

WHEREAS, the Oregon Building Code Division will be notified for final approval on increased fees for manufactured dwelling and cabana installation as shown on the attached Exhibit "A" .

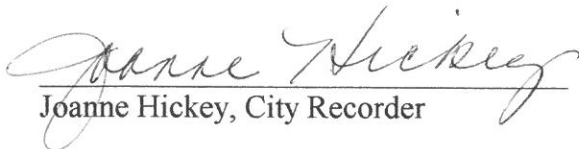
NOW THEREFORE BE IT RESOLVED BY THE DUNES CITY COUNCIL that the revised fee schedule attached hereto as Exhibit "A" for manufactured dwelling & cabana installation fees be adopted to become effective upon the approval of and the timeline established by the State of Oregon Building Codes Division.

ADOPTED: April 10, 2003.

Ayes: 5 Nays: 0 Abstain: _____ Absent: 1


Robert B. Ward Jr., Mayor
City of Dunes City

ATTEST:


Joanne Hickey, City Recorder

CURRENT FEES

**MANUFACTURED DWELLING & CABANA
INSTALLATION FEES**

- | | | |
|----|--|-----------|
| 1. | Manufactured Dwelling & Cabana Installation permit fee | \$105.00 |
| 2. | Plumbing fees: Water/sewer connection | \$ 47.60 |
| | New water service | \$ 47.60 |
| | New sanitation/storm sewer | \$ 47.60 |
| | Re-inspection (per hour) | \$ 50.00* |
| | Other fees (per hour) | \$ 50.00* |
| 3. | Electrical fees: Service connection | \$ 55.00 |
| | Feeder connection | \$ 55.00 |
| | Re-inspection (per hour) | \$ 50.00* |
| | Other fees (per hour) | \$ 55.00* |
| 4. | Statewide Fee as required by ORS 455.220(2) to be collected by the jurisdiction and remitted to the BCD. | \$ 30.00 |

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

PROPOSED FEES

**MANUFACTURED DWELLING & CABANA
INSTALLATION FEES**

- | | | |
|----|--|-----------|
| 1. | Manufactured Dwelling & Cabana Installation permit fee | \$160.00 |
| 2. | Plumbing fees: Water/sewer connection | \$ 47.60 |
| | New water service | \$ 47.60 |
| | New sanitation/storm sewer | \$ 47.60 |
| | Re-inspection (per hour) | \$ 50.00* |
| | Other fees (per hour) | \$ 50.00* |
| 3. | Electrical fees: Service connection | \$ 75.00 |
| | Feeder connection | \$ 75.00 |
| | Re-inspection (per hour) | \$ 86.00* |
| | Other fees (per hour) | \$ 86.00* |
| 4. | Statewide Fee as required by ORS 455.220(2) to be collected by the jurisdiction and remitted to the BCD. | \$ 30.00 |

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

CITY OF DUNES CITY
LANE COUNTY, OREGON

RESOLUTION NO. 04-10-03(B)

Council Minutes

RESOLUTION AUTHORIZING EXPENDITURE OF UNANTICIPATED SPECIFIC PURPOSE GRANT FUNDS RECEIVED IN CURRENT FISCAL YEAR FROM 2003 LANE COUNTY RURAL TOURISM MARKETING PLAN AGREEMENT.

WHEREAS, Dunes City adopted the fiscal year 2002-03 budget and appropriated funds on June 13, 2002; and

WHEREAS, an unanticipated specific purpose grant agreement contract from Lane County Rural Tourism Marketing Plan for \$8560. has been approved by the Dunes City Council; and

WHEREAS, in order to lawfully spend money, a local government must comply with the requirements of Local Budget Law [ORS 294.326(2)]; and

WHEREAS, certain expenditures have been made exceptions to the requirements of Local Budget Law, such as expenditures in the year of receipt of grants transferred to the local government in trust for a specific purpose may be made after enactment of a resolution authorizing the expenditure [ORS 294.326(3)];

NOW THEREFORE BE IT RESOLVED THAT THE DUNES CITY COUNCIL OF THE CITY OF DUNES CITY, OREGON, DOES HEREBY AUTHORIZE THE EXPENDITURES IN THE CURRENT FISCAL YEAR OF FUNDS SPECIFIED BY THE 2003 LANE COUNTY RURAL TOURISM MARKETING FUNDS

ADOPTED: April 10, 2003.

Ayes: 5 Nays: 0 Abstain: Absent: 1


Robert B. Ward, Jr., Mayor

ATTEST:


Joanne Hickey, City Recorder

RESOLUTION #04-10-03(B) - AUTHORIZING CURRENT YEAR SPECIFIC GRANT EXPENDITURES.

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 05-08-03

**A RESOLUTION ADOPTING A JOB DESCRIPTION FOR THE ROAD
SECRETARY**

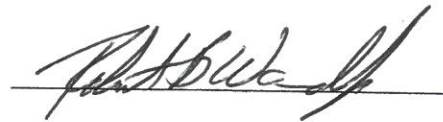
WHEREAS, the City Council would like the Road Secretary to have certain powers and responsibilities; and

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

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL
OF THE CITY OF DUNES CITY, OREGON, DOES HEREBY ACCEPT THE
ATTACHED JOB DESCRIPTION FOR THE ROAD SECRETARY.**

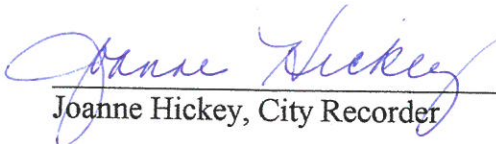
ADOPTED: May, 8, 2003.

Ayes: 6 Nays: 0 Abstain: — Absent: —



Robert B. Ward Jr., Mayor
City of Dunes City

ATTEST:


Joanne Hickey, City Recorder

CITY OF DUNES CITY, LANE COUNTY; OREGON

RESOLUTION NO. 06-12-03(A)

RESOLUTION ADOPTING THE 2003-2004 FISCAL YEAR BUDGET,
AND MAKING APPROPRIATIONS

WHEREAS, the annual budget for the fiscal year 2003-2004 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 Budget Committee, 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 2003-2004 approved by the Budget Committee of the City of Dunes City on May 14, 2003, in the sum of \$1,067,891 now on file at the Dunes City Hall, Dunes City, Oregon.

2. That Dunes City does not levy a property tax. Therefore there are no taxes to levy and assess upon any property within the City of Dunes City as of 1:00 a.m., January 1, 2003.

3. That the amounts for the fiscal year beginning July 1, 2003, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Personal Services	31,965	
Materials and Services	36,105	
Capital Outlay	14,750	
Contingencies	<u>133,752</u>	
TOTAL		216,752

STATE STREET TAX FUND

Personal Services	12,057	
Materials and Services	75,976	
Capital Outlay	<u>1,700</u>	
TOTAL		89,733

EMERGENCY COMMUNICATIONS FUND

Materials and Services	<u>6,650</u>	
TOTAL		6,650

PLANNING ASSISTANCE GRANT FUND		
Personal Services	3,416	
Materials and Services	<u>1,578</u>	
TOTAL		4,994
COUNTY/CITY ROAD PARTNERSHIP FUND		
Personal Services	13,695	
Materials and Services	489,810	
Capital Outlay	<u>11,908</u>	
TOTAL		515,413
MOTEL TAX FUND		
Personal Services	6,570	
Materials and Services	<u>23,193</u>	
TOTAL		29,763
BUILDING CODES FUND		
Personal Services	10,143	
Materials and Services	33,073	
Capital Outlay	<u>300</u>	
TOTAL		43,516
WATER RIGHT COMPLIANCE FUND		
Personal Services	16,662	
Materials and Services	10,100	
Capital Outlay	<u>134,488</u>	
		161,250
TOTAL APPROPRIATIONS - ALL FUNDS		1,067,891

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.

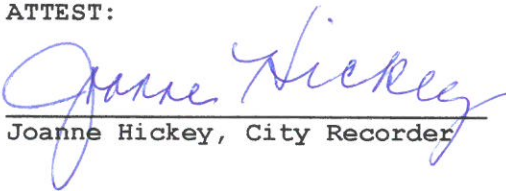
ADOPTED BY THE CITY COUNCIL OF DUNES CITY, OREGON, THIS 12TH DAY OF JUNE 2003.

Ayes: 6 Nays: 0 Abstain: Absent:

Dated this 12 day of June 2003.


Robert B. Ward, Jr., Mayor
City of Dunes City

ATTEST:


Joanne Hickey, City Recorder

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 06-12-03(B)

**RESOLUTION CERTIFYING DUNES CITY PROVIDES FOUR
MUNICIPAL SERVICES ENUMERATED IN SECTION 1, ORS 221.760**

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 municipal services enumerated in Section 1, ORS 221.760:

- (1) Fire protection;
- (2) Street construction, maintenance, & lighting;
- (3) Storm sewers; and
- (4) Planning, zoning, and subdivision control.

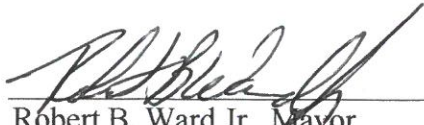
APPROVED by the City of Dunes City this 12th day of June, 2003.

Ayes: 6

Nays:

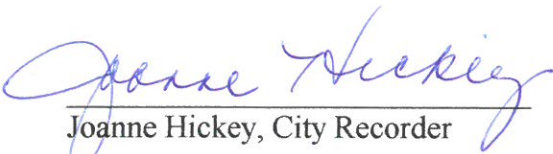
Abstain:

Absent:



Robert B. Ward Jr., Mayor
City of Dunes City

ATTEST:



Joanne Hickey, City Recorder

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 06-12-03 (C)

**RESOLUTION CREATING ADDITIONAL DUTIES OF THE CONSERVATION
COMMITTEE TO VISIT, REVIEW AND MAKE RECOMMENDATIONS TO
THE DUNES CITY PLANNING DEPARTMENT PRIOR TO THE ISSUING OF
ANY PERMITS FOR ANY DEVELOPMENT CONTIGUOUS TO A LAKE,
CLASS F STREAM OR WETLAND**

WHEREAS, Dunes City's Comprehensive Plan Policy A 6 states "All construction on property contiguous to a lake, Class F (fish bearing) stream or wetlands shall require a site review." And

WHEREAS, Dunes City's Ordinance 154.01 established a Conservation Committee, and

WHEREAS, Dunes City's Ordinance 154.05 Soil Erosion Control states "It shall be considered detrimental to the safety, health, and welfare of the citizens of the City to allow the products of soil erosion to: (A) Intrude into any public body of water, and

WHEREAS, the duties of the Conservation Committee are to review, visit and report findings to the Dunes City's Planning Department for all permits for vegetation removal and building activity upon shore land property, and

WHEREAS, Dunes City Planning Department shall notify the Conservation Committee within two working days of all permit requests received which involve any activity upon shore land property, and

WHEREAS, the Conservation Committee shall conduct a site review of said property within seven working days of the date the application was received by the Planning Department, and

WHEREAS, the purpose of this resolution is to preserve and protect the valuable natural resources of Siltcoos Lake and Woahink Lake as required by the Dunes City's Comprehensive Plan and Oregon Statewide Planning Goal 17, and

WHEREAS, education and prevention are far less costly for Dunes City and lot owners than fixing a violation, enforcement and the abatement process. This resolution now becomes a part of the duties of the Conservation Committee.

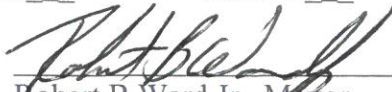
APPROVED by the City of Dunes City this 12th day of June, 2003.

Ayes: 6

Nays: 0

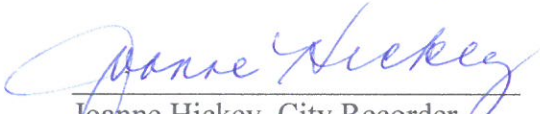
Abstain: 0

Absent: 0



Robert B. Ward Jr., Mayor
City of Dunes City

ATTEST:



Joanne Hickey, City Recorder

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 07-10-03

RESOLUTION ESTABLISHING A FIXED ASSET INVENTORY

WHEREAS, the annual audit for the period July 1, 2001 through June 30, 2003, has been adopted by Dunes City; and

WHEREAS, the audit has been reviewed by the Oregon Audits Division in accordance with the provision of ORS 297.465 (3); and

WHEREAS, ORS 297.466 requires cities to develop a plan to correct deficiencies in an audit report;

NOW THEREFORE BE IT RESOLVED by the Council of Dunes City, Oregon, that Resolution Number 07-10-03 provides for a physical inventory of fixed assets and the establishment of a property ledger to account for all fixed asset transactions.


APPROVED by the City of Dunes City this 10th day of July, 2003.

Ayes: 6

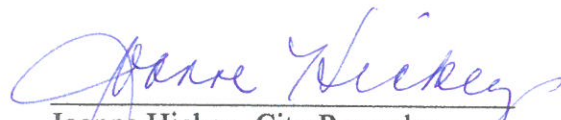
Nays:

Abstain:

Absent:


Robert B. Ward Jr., Mayor
City of Dunes City

ATTEST:


Joanne Hickey, City Recorder

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 08-14-03A

**A RESOLUTION EXTENDING DUNES CITY'S WORKERS' COMPENSATION COVERAGE TO
VOLUNTEERS OF DUNES CITY.**

WHEREAS, Dunes City elects the following:

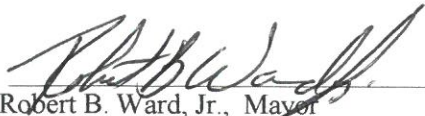
Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers listed on the attached Volunteer Election Form (Exhibit A).

1. An assumed monthly wage of \$800.00 will be used for public officials; and
2. Non-public safety volunteers will keep track of their hours and have their assumed payroll reported in the correct class code for the type of work being performed using Oregon minimum wage; and
3. An assumed aggregate annual payroll amount of \$2,500 will be used for unpaid Boards, Commissions and Councils; and
4. A roster of active non-public safety volunteers will be kept monthly for reporting purposes. It is acknowledged that City/County Insurance Services may request copies of these rosters during year-end audit; and
5. Unanticipated volunteer projects or exposure not addressed herein will be added onto Dunes City's coverage agreement (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be backdated.


NOW, THEREFORE, BE IT RESOLVED by the City Council of Dunes City to provide for workers' compensation insurance coverage as indicated above. This resolution will be updated annually.

ADOPTED by the City Council of Dunes City this 14 day of August, 2003.

Ayes: 5 Nays: _____ Abstain: _____ Absent: _____


Robert B. Ward, Jr., Mayor

ATTEST by City Recorder this 14 day of August, 2003:


Joanne Hickey, City Recorder

**IN THE STATE OF OREGON FOR THE COUNTY OF LANE
CITY OF DUNES CITY
RESOLUTION NO. 08-14-03 B**

Resolution 08-14-03 B. Adopting Fees and Procedures to Vacate Easements, Plats, Public Square or Other Places.

WHEREAS, Oregon State Statute allows for the vacation of easements, plats, public square or other places; and

WHEREAS, Dunes City has not established fees or procedures for vacations; and

WHEREAS, without fees or procedures being established Dunes City is unable to process vacation requests in accordance with Oregon Revised Statute 271.080.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF DUNES CITY:

Section 1. \$450.00 Application fee for vacation of easements, plats, Public Square or other places.
 (Without Public Hearing)

 \$900.00 Application fee for vacation of easements, plats, Public Square or other places.
 (With Public Hearing)

Section 2. Application shall be submitted in accordance with ORS 271.080.

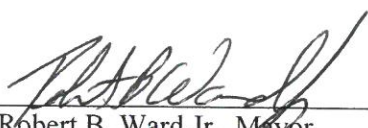
Section 3. If a hearing is required fees for "With Hearing" must be paid prior to setting the hearing date.

Section 4. Should costs exceed the application fee (without hearing or with hearing fees),
 Petitioner/Applicant is required to pay such fees within 30-days of final disposition of the matter.

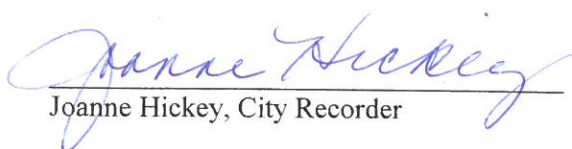
Section 5. A certified copy of the ordinance vacating shall be filed for record with the County Clerk. The
 Petitioner/Applicant for such vacation shall bear the recording cost and the cost of preparing and
 filing the certified copy of the ordinance and map. A certified copy of any such ordinance shall
 be filed with the county assessor and county surveyor.

ADOPTED THIS 14TH DAY OF AUGUST 2003.

Ayes 5 Nays _____ Abstain _____ Absent _____



Robert B. Ward Jr., Mayor
City of Dunes City



Joanne Hickey, City Recorder

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 09-11-03

**RESOLUTION APPOINTING COAST INSURANCE SERVICES, INC
AS EXCLUSIVE AGENT OF RECORD FOR DUNES CITY
FOR THREE (3) YEARS EFFECTIVE JULY 1, 2003**

WHEREAS, the exclusive Agent of Record appointment of Coast Insurance Services on matters regarding insurance coverage for Dunes City expired on June 30, 2003; and

WHEREAS, pursuant to OAR 125-310-0012(1)(b): When the amount of the contract does not exceed \$5,000, agencies are exempt from competitive bidding, pursuant to ORS 279.015(1)(d); however, an agency shall, where practical, obtain competitive quotes; and


WHEREAS, Coast Insurance Services has provided Dunes City excellent services at a very reasonable competitive cost;

THEREFORE BE IT RESOLVED that Dunes City hereby reappoints Coast Insurance Services Inc., 777 Maple St., Florence, Oregon to act as Dunes City's exclusive Agent of Record on matters regarding insurance coverage for Dunes City for a period of three (3) years commencing July 1, 2003, and expiring June 30, 2006.

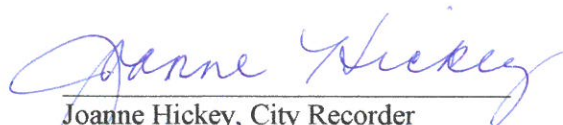
ADOPTED BY THE DUNES CITY COUNCIL this 11th day of September, 2003.

Ayes: 5 Nays: _____ Abstain: _____ Absent: _____

Adopted this 11 day of September 2003.


Robert B. Ward, Jr., Mayor
City of Dunes City

ATTEST:


Joanne Hickey, City Recorder

CITY OF DUNES CITY
LANE COUNTY, OREGON

RESOLUTION NO. 11-13-03(A)

**RESOLUTION TRANSFERRING FUNDS FROM THE GENERAL FUND OPERATING
CONTINGENCY TO MATERIALS AND SERVICES**

WHEREAS, Dunes City adopted the fiscal year 2003-2004 budget and appropriated funds on June 12, 2003; and

WHEREAS, unanticipated expenditures have occurred in the Materials and Services funds; and

WHEREAS, ORS 294.450(2) allows the transfer of general operating contingency appropriations during the budget period without the adoption of a supplemental budget as long as the funds transferred, in the aggregate, do not exceed 15% of the total appropriations of the fund; and

WHEREAS, there have been no transfers from the Operating Contingency to date this fiscal year; and

WHEREAS, there is \$133,752 in the Operating Contingency Appropriation; and

WHEREAS, the purpose of the transfer is to ensure that necessary resources are available to cover expenses related to the repair of the weir on Woahink Lake.

NOW THEREFORE BE IT RESOLVED THAT THE DUNES CITY COUNCIL OF THE CITY OF DUNES CITY, OREGON, DOES HEREBY AUTHORIZE THE FOLLOWING TRANSFER OF FUNDS FROM THE OPERATING CONTINGENCY APPROPRIATION:

Three thousand seven hundred and fifty dollars (\$3750) to the Materials and Services Fund.

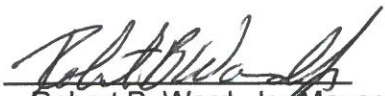
ADOPTED: November 13, 2003.

Ayes: 6


Nays: 0

Abstain:

Absent:


Robert B. Ward, Jr., Mayor

ATTEST:


Joanne Hickey, City Recorder

CITY OF DUNES CITY
LANE COUNTY, OREGON

RESOLUTION NO. 11-13-03(B)^A

RESOLUTION TRANSFERRING FUNDS FROM THE COUNTY/CITY ROAD
PARTNERSHIP MATERIAL & SERVICES FUND TO THE PERSONAL SERVICES
FUND

WHEREAS, Dunes City adopted the fiscal year 2003-2004 budget and appropriated funds on June 12, 2003; and

WHEREAS, unanticipated expenditures have occurred in the Personal Services funds; and

WHEREAS, ORS 294.450(1) allows the transfer of appropriations within a given fund when authorized by official resolution or ordinance of the governing body; and

WHEREAS, there is \$346,319.53 in the Materials & Services Fund; and

WHEREAS, the purpose of the transfer is to ensure that necessary resources are available to cover expenses related to the wages for the Inspector of Roads necessitated by his supervision of the Street Improvement Project.

NOW THEREFORE BE IT RESOLVED THAT THE DUNES CITY COUNCIL OF THE CITY OF DUNES CITY, OREGON, DOES HEREBY AUTHORIZE THE FOLLOWING TRANSFER OF FUNDS FROM THE CITY/COUNTY ROAD PARTNERSHIP MATERIALS & SERVICES FUND TO THE PERSONAL SERVICES FUND:

Two thousand five hundred dollars (\$2500) to the Personal Services Fund.

ADOPTED: November 13, 2003.

Ayes: 6

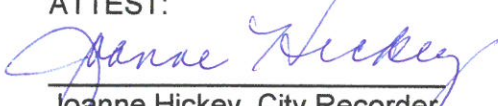
Nays: 0

Abstain: _____

Absent: _____


Robert B. Ward, Jr., Mayor

ATTEST:


Joanne Hickey, City Recorder

**CITY OF DUNES CITY
LANE COUNTY, OREGON**

RESOLUTION NO. 12-11-03

**RESOLUTION ADOPTING A POLICY FOR REIMBURSEMENT OF CITY
EMPLOYEES AND/OR REPRESENTATIVES FOR PER DIEM EXPENSES**

WHEREAS, Council members, employees, or other city representatives are often invited to represent Dunes City at various political functions, trade shows and other events. It is sometimes beneficial for the City to reimburse such representatives for their reasonable expenses incurred while representing the City;

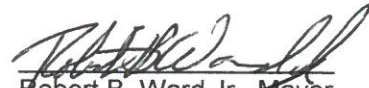
THEREFORE BE IT RESOLVED THAT Dunes City, subject to prior approval by the City Council, will reimburse its Council members, employees, or other representatives of the City for reasonable expenses incurred while serving as a representative of the City. Those expenses will be in accordance with the following set schedule, taking into account reasonable exceptions due to geographic area, seasonal differences, or other considerations deemed appropriate by the Council. Said application for reasonable expenses shall be accompanied by the appropriate receipts.

BE IT FURTHER RESOLVED THAT Dunes City shall reimburse said authorized representative his/her reasonable expenses as follows:

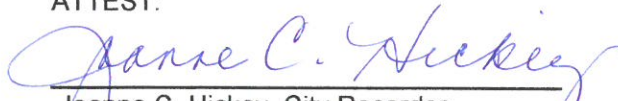
Mileage	\$0.35 per mile
Breakfast	Not to exceed \$6.00
Lunch	Not to exceed \$7.00
Dinner	Not to exceed \$18.00
Lodging	Reimbursement up to the amount of \$60 per night

Ayes: 4 Nays: 1 Abstain: _____ Absent: 1

Dated this 11 day of December, 2003.


Robert B. Ward Jr., Mayor
City of Dunes City

ATTEST:


Joanne C. Hickey, City Recorder

CITY OF DUNES CITY
LANE COUNTY, OREGON

RESOLUTION NO. 12-11-03 (A)

A RESOLUTION ADOPTING DUNES CITY FISCAL YEAR 2002/2003 AUDIT
REPORT

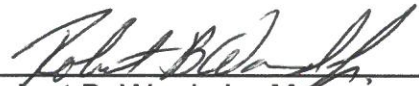
WHEREAS, the annual audit of general purpose financial statements of the City of Dunes City for the fiscal year ending June 30, 2003, has been duly completed and submitted in written form by its auditor, Scoville & Reiber, P.C., to the Mayor and City Council of Dunes City; and

WHEREAS, said audit report has been reviewed by the Mayor and City Council;

NOW THEREFORE DUNES CITY RESOLVES that the audit report be accepted and adopted as presented for fiscal year 2002/2003 ending June 30, 2003.

Ayes: 5 Nays: 0 Abstain: Absent: 1

Dated this 11 day of December, 2003.



Robert B. Ward, Jr., Mayor
City of Dunes City

ATTEST:



Joanne Hickey, City Recorder