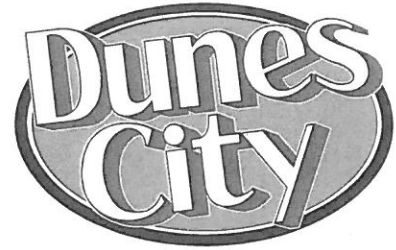


Dunes City Council ~ Regular Meeting

Thursday, June 8, 2017 ~ 7:00 pm

The meeting will adjourn not later than 10:00 pm. If agenda items are not completed, the meeting will continue the next Thursday at 7:00 pm. (Please fill in a "Request for Recognition" form and give to staff if you wish to address the Council or present testimony at a Public Hearing.)



AGENDA

- | | | |
|----|--|---------------------|
| 1. | Call to Order..... | Mayor Rebecca Ruede |
| 2. | Roll Call | City Administrator |
| 3. | Pledge of Allegiance to the Flag..... | Mayor Rebecca Ruede |
| 4. | Motion to Approve the Agenda..... | Action Item |
| 5. | Consent Agenda..... | Action Item |

All items listed here are considered to be routine by the Dunes City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered.

- A. City Council Regular Meeting Minutes from May 11, 2017
- B. Bills of the Session through May 31 2017
- C. Receipts of the Session through May 31, 2017

6. Announcements / Correspondence

- A. Congratulations to Dunes City's most recent United States citizen Sammi Ampawan! Sammi took the oath as a US citizen in Portland on May 18th. Good job, Sammi! So proud of you!
- B. Darlings Resort and Marina is organizing a fireworks display on Saturday, July 1st, and is looking for donations.
- C. There have been several cougar sightings in the area and residents are encouraged to use caution and be on the look out.
- D. Refreshments will be served after the meeting. All are welcome to join us.

7. Correspondence

- A. Request by Dunes City resident that no residential limb and trim burning be allowed and that residents be required to chip the debris instead.
- B. Request by Dunes City resident for dog control code.

Dunes City Hall is accessible to the disabled. If special accommodations are needed, please contact the City Recorder at 541-997-3338 at least 48 hours in advance of the meeting so that appropriate assistance may be arranged.

Phone (541) 997-3338 • Fax (541) 997-5751 • PO Box 97, Westlake, OR 97493
82877 Spruce St • www.dunescity.com

8. Citizen Input on Items Except for those listed under Public Hearing

Maximum time 20 minutes: Speakers will be limited to three minutes. If the number wishing to testify exceeds seven speakers, each speaker's time may be reduced to fit within 20 minutes.

9. New Business

- A. Award winners of the organization that provided the most volunteers at the Oregon Dunes Triathlon/Duathlon:
Central Oregon Coast Amateur Radio Club..... Mayor Rebecca Ruede
- B. Insurance Renewal Invoice Review..... Discussion/**Action Item**
- C. Consideration of ad placement in Contractors and Home Improvement Source Book..... Discussion/**Action Item**
- D. Resolution Series 2017, No. 12 (06/08/2017)
Authorizing the Mayor, the Council President and the City Administrator to sign as signatories on all Dunes City financial accounts..... Discussion/**Action Item**

10. Public Hearings.

- A. Resolution No. 13 (06/08/2017)
Adopting Dunes City Fiscal Year 2017-2018 Budget Discussion/**Action Item**

Public Hearing on Resolution Series 2017 No. 13 (06/08/2017)
Adopting Dunes City Fiscal Year 2017-2018 Budget.

11. Old Business

- A. Volunteer of the Year Award..... Discussion/**Action Item**
- B. 2017 Oregon Dunes Triathlon and Duathlon
Follow-up with Blair Bronson and Staci Partridge.....Discussion/**Action Item**

12. Reports

- A. Mayor's Report..... R. Ruede
- B. Community Center Report..... D. Wells
- C. Site Review Report *vacant*
- D. Water Quality Report..... S. Meyer
- E. Emergency Services Report..... J. Mills
- F. City Administrator/Recorder/Planning/Staff Report..... J. Mills

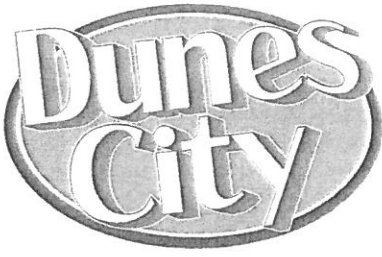
13. For the Good of the Order

14. Adjournment

The meeting will adjourn not later than 10:00 pm. If agenda items are not completed, the meeting will continue on the following Thursday at 7:00 pm.

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82877 Spruce St • www.dunescity.com



**CITY COUNCIL MEETING MINUTES ~ DRAFT
MAY 11, 2017 AT 7:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at www.DunesCity.com

1. CALL TO ORDER

Mayor Rebecca Ruede called the May 11th, 2017, meeting of the Dunes City Council to order at 7:00 pm.

2. ROLL CALL

Roll Call was taken by City Administrator/Recorder, Jamie Mills.

Present: Mayor Rebecca Ruede, Council President Sheldon Meyer, Councilor Duke Wells, Councilor Tom Mallen, Councilor Alan Montgomery, and Councilor Robert Forsythe. Councilor Robert Orr arrived at 7:03 pm.

Absent and Excused: None.

Also Present: Administrative Assistant Rapunzel Oberholtzer, and several citizens.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Council President Meyer made a motion to approve the Agenda. Councilor Mallen seconded the motion. The motion passed by unanimous vote.

5. APPROVAL OF THE CONSENT AGENDA

Councilor Mallen made a motion to approve the Consent Agenda. Councilor Wells seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

Mayor Ruede read aloud from the list of announcements on the Agenda.

- A. The Oregon Dunes Triathlon and Duathlon is scheduled to take place this Saturday, May 13th. We're desperately in need of more volunteers. Volunteers can show up at the event

on Saturday to register. Volunteers can check in with Rapunzel or Staci between 6:00 and 6:30 am.

- B. AED and medical Emergency Response training will take place on Tuesday, May 16th beginning at 9:00 am. Please notify City Hall if you plan to attend so sufficient materials will be available. The cost is \$15 per person. Staff and City Council member costs will be covered by the City.
- C. The Budget Committee will meet on Thursday, May 18th, at 3:00 pm to consider the proposed Fiscal Year 2017-2018 budget.
- D. There will be a memorial held for long-time Dunes City resident Jerry Wasserburg on Thursday, June 8th, at 4:00 pm at the meeting hall at Honeyman State Park.
- E. Darlings Resort and Marina is organizing a fireworks display on Saturday, July 1st, and is looking for donations. Darlings is also hosting an Open Season Barbecue May 27 with food, games and beer!
- F. The Governor is holding a press event on Friday, May 19th, in Cottage Grove to mark the progress Oregon has made in the last twenty years protecting children from tobacco through the Oregon Tobacco Prevention and Education Program.
- G. Birthday wishes to Public Works Superintendent Richard Palmer (May 1st), Mayor Ruede (May 20) and Councilor Tom Mallen (May 29th). Refreshments will be served after the meeting. All are welcome to join.

7. CITIZEN INPUT ON ITEMS NOT ON THE AGENDA

There was none.

8. NEW BUSINESS

- A. Ordinance No. 244 Amending Chapter 10 of the Dunes City Code of Ordinances Relating to the Form of Ordinances Which Amend or Supplement Code

Mayor Ruede announced that a proposed ordinance requires two readings before it is enacted. Our City Charter, Section 34(3) provides that both readings may be read by title only, a) if no Council member present at the meeting requests it to be read in full, or b) if a copy of the ordinance is provided for each member and all requirements for posting and advertisement have been met. Mayor Ruede asked City Administrator/Recorder Mills if all requirements for posting and advertising had been met. They had. (00:09:07)

Mayor Ruede asked if any Councilor desired the ordinance to be read in full. None did.

Council President Meyer made a motion to read the ordinance by title only and Councilor Mallen seconded the motion. The motion passed by unanimous vote.

Mayor Ruede read Ordinance No. 244 by title only, "An Ordinance Amending Title I, Chapter 10 of the Dunes City Code of Ordinances, Entitled 'General Provisions'; Amending Language Regarding the Form of Ordinances Which Amend or Supplement Code in Section 10.17"

B. Approval of IGA with Lane County for Road Maintenance

City Administrator/Recorder Mills explained that Lane County is offering its services to Dunes City if needed in the event that the City's Public Works Supervisor cannot perform work necessary.

Councilor Mallen made a motion to approve the IGA with Lane County for road maintenance. Councilor Orr seconded the motion.

Following discussion, about who should sign the IGA on behalf of the City it was agreed to amend the motion.

Councilor Mallen made a motion to approve the IGA with Lane County signed by City Administrator/Recorder Mills. Councilor Orr seconded the amended motion. The motion passed by unanimous vote. (00:15:15)

9. PUBLIC HEARINGS

A. Ordinance No. 244 Amending Chapter 10 of the Dunes City Code of Ordinances Relating to the Form of Ordinances Which Amend or Supplement Code

Mayor Ruede opened the Agenda item for public hearing at 7:15 pm and asked if there was anyone signed up to comment on the ordinance. There was no one and Mayor Ruede closed the public hearing at 7:17 pm.

City Administrator/Recorder Mills explained that Dunes City's current Code requires that when amending any part of a Chapter, the entire Chapter must be replaced with both new Code language as well as existing, unamended language. She went on to explain that there is new case law that says that when any provisions of older Code are replaced with new, amending Code, the older provisions are then considered to be new with the effective date of the new Code ordinance. She noted that this could open the door for Code challenges if the City were to try to enforce older provisions that are included in newly adopted Code. The proposed ordinance is based on City Counsel's recommendation to replace only specific Code Sections as necessary rather than entire Chapters. (00:18:00)

B. Conditional Use Permit Application Submitted by Dunes City

Mayor Ruede announced that, “this evening we have a public hearing on an application for a Conditional Use Permit to waive rear yard setback requirements for a lot line adjustment, as applied for by the City of Dunes City.

“These proceedings will be recorded.

“This hearing will be held in accordance with the land use procedures required by the City and the State of Oregon. This is a Type III Quasi-Judicial Procedure.

“Staff will identify the applicable substantive criteria which have also been listed in the staff report. These are the criteria the Council must use in making its decision. All testimony and evidence must be directed toward these criteria or other criteria which you believe applies to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the City and parties involved an opportunity to respond to the issue would preclude an appeal to the Oregon Land Use Board of Appeals based on that issue.

“Any party interested in a land use matter may challenge the qualification of any Councilor to participate in such hearing and decision. Such challenge must state facts relied upon by the party relating to a Councilor’s bias, prejudgment, conflict of interest, or other facts from which the party has concluded that the Councilor will not make a decision in an impartial manner.” (00:20:43)

Mayor Ruede asked if any Councilor wished to declare a conflict of interest, bias or ex parte contact. None did. She asked if any member of the public wished to challenge a Councilor’s impartiality. None did. Mayor Ruede opened the public hearing at 7:22 pm.

City Administrator/Recorder Mills explained some history behind the City’s application for a Conditional Use Permit, noting that the City Hall building encroaches on two neighboring properties (and has for years). The City has been negotiating with the neighbors for some time and has finally reached an agreement whereby the neighbors will deed a swath of land from one parcel to the City and will grant an easement for the same width of land on the other parcel. The CUP application, if approved, would allow a property line adjustment to take place so that the swath of land could be conveyed to the City. In exchange, the City will pay for a fence across both neighboring parcels. (00:23:52)

City Administrator/Recorder Mills referenced a letter received by the City from a resident who opposed approval of the application, citing concerns about fire hazard. She explained that the Fire Marshall is aware of the situation and has no concerns. City Administrator/Recorder Mills also explained that the resident had contacted Representative McKeown’s office to express her concerns. Representative McKeown’s office investigated and found that the City had followed the required processes and, since the City and the neighbors negotiated a settlement, found no reason to intervene in the matter. (00:25:00)

City Administrator/Recorder Mills went on to explain that the Planning Commission held a public hearing on the application and voted unanimously to recommend that the Council approve the application.

There was some discussion during which it was noted that the propane tanks for the emergency generator would be moved to the concrete pad at the back of City Hall where they could be securely anchored, and that the Fire Marshall thought the new location would be safer than their current location in the parking area.

There were no citizens who wished to testify in favor or in opposition to the application.

Mayor Ruede closed the public hearing at 7:30 pm.

Council President Meyer made a motion to approve the Staff Report, accept the Findings of Fact and accept the Conditional Use Permit. Councilor Montgomery seconded the motion. The motion passed by unanimous vote. (00:30:55)

- C. Resolution Series 2017, No. 11 (5/11/2017), Certifying that Dunes City Provides Four Municipal Services Enumerated in Section 1, ORS 221.760

Mayor Ruede opened the Agenda item for a public hearing at 7:34 pm. There was no member of the public present who wished to comment on the Resolution. Mayor Ruede read aloud the four services provided: fire protection; street construction, maintenance and repair; storm sewers; and, planning, zoning and subdivision control. She closed the public hearing at 7:35.

Councilor Orr made a motion to adopt Resolution Series 2017, No. 11. Councilor Mallen seconded the motion. The motion passed by unanimous vote.

10. EXECUTIVE SESSION

Mayor Ruede adjourned the meeting at 7:36 pm to go into Executive Session held pursuant to ORS 192.660(1)(f) to consider information or records exempt by law from public inspection.

Mayor Ruede reconvened the City Council meeting at 8:10 pm.

Councilor Forsythe made a motion to have the City Manager work with the City Counsel to come to a favorable resolution in the settlement of the copyright infringement action. Council President Meyer seconded the motion. The motion passed by unanimous vote. (00:36:44)

11. OLD BUSINESS

- A. Ordinance No. 244 Amending Chapter 10 of the Dunes City Code of Ordinances Relating to the Form of Ordinances Which Amend or Supplement Code

Mayor Ruede read aloud the title of Ordinance No. 244 for the second time, "An Ordinance Amending Title I, Chapter 10 of the Dunes City Code of Ordinances, Entitled 'General Provisions'; Amending Language Regarding the Form of Ordinances Which Amend or Supplement Code in Section 10.17"

Council President Meyer made a motion to read Ordinance 244 by title only for the second time. Councilor Orr seconded the motion. The motion passed by unanimous vote.

Councilor Orr made a motion to accept the wording of Ordinance 244 as presented or amended. Councilor Montgomery seconded the motion. The motion passed by unanimous vote with all Councilors voting in favor.

- B. Property Acquisition Negotiations

City Administrator/Recorder Mills explained that the property being considered for acquisition is owned by Ms. Lillian Peterson and is located across the parking lot from City Hall near the Overlook. Ms. Peterson was present in the audience and addressed the Council saying that she was willing to sell a portion of the parcel to the City. (00:44:18)

Councilor Wells noted that he is on the Property Acquisition Committee with City Administrator/Recorder Mills and suggested that the Committee meet with Ms. Peterson to discuss the issue further.

- C. Resolution Series 2017, No. 10 (05/11/2017), Approval of Tentative Subdivision Plan, The Woods at Little Woahink

City Administrator/Recorder Mills explained that several years ago the then owners of the land submitted a preliminary plat for a subdivision. The City did not approve the plat, the owners appealed to LUBA, the City then appealed the LUBA decision and, ultimately, the court ruled that the City must approve the plat. For various reasons, the City never approved the plat. New owners of the land are interested in moving forward with the subdivision but can not do so until the preliminary plat is approved by the City with conditions as ordered by the court.

Councilor Orr made a motion to approve the preliminary plat with the conditions set forth by the court. Council President Meyer seconded the motion. The motion passed by unanimous vote. (00:54:10)

D. Recommendation Regarding Settlement of the Copyright Infringement Action

A motion for action on this Agenda item was made, seconded and unanimously approved after Executive Session.

12. REPORTS

- A. Mayor's Report: Mayor Ruede encouraged everyone to go out and support and enjoy the Triathlon.
- B. Community Center Report: Councilor Wells did not have a report.
- C. Site Review Report: There was no report.
- D. Water Quality Report: Council President Meyer reported that, despite all of the rain, water testers reported good test results.
- E. Ad Hoc Committee on Tsiltcoos Lake Club Roads: Councilor Orr reported that there have been no meetings.
- F. Public Works Maintenance Supervisor's Report: There was no report.
- G. Emergency Services Report: City Administrator/Recorder Mills reported that the Coast Guard and other emergency responders will hold a training disaster test on June 8th that will involve a scenario in which a ship in the port will be on fire with people and hazardous material on board. She also reported that in September there will be a statewide test simulating monsoon rains displacing people and shelters, and the Lane County Health Department has reported that mumps are back—anyone reporting symptoms should be isolated for up to 25 days.
- H. City Administrator/Recorder/Planning/Staff Report: City Administrator/Recorder Mills reported that on May 1st Dunes City welcomed new permit tech, Jan Sapienza, to the Staff. She also reported that the CAC met to continue its review of Chapter 155.1, .2, and .3 and the Planning Commission met to continue its review of Chapter 155.4. She explained that she is working with one of the City's engineering firms to bring the water right permit up to date with points of diversion and is looking for someone to spend time on Woahink Lake locating underwater pumps and recording GIS locations. She thanked the Lane County road crew for cleaning up the roads in time for the Triathlon.

13. FOR THE GOOD OF THE ORDER

Mayor Ruede thanked Staff for decorating the dais with teal ribbons in honor of May being Health Awareness month and Ovarian Cancer month. She urged everyone to get their annual checkups.

14. ADJOURNMENT

Councilor Mallen made a motion to adjourn. Councilor Orr seconded the motion. There was no vote taken.

Mayor Ruede adjourned the meeting at 8:35 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 8th DAY OF JUNE 2017.

Rebecca Ruede, Mayor

ATTEST:

Jamie Mills, City Administrator/Recorder

AMENDED BILLS OF THE SESSION: 5/04/2017 thru 5/31/2017

Campbell Productions			\$490.00
Central Lincoln P.U.D. (City Hall)			\$120.22
Central Lincoln P.U.D. (Street Lights)			\$1,650.78
Century Link			\$302.02
Charter Business			\$142.10
County Transfer & Recycling			\$24.67
DCBS Fiscal Services (State Building Surcharge)			\$0.00
Dunes City Home Services			\$400.00
Jamie Mills -Verizon Cell Phone Reimburse			\$0.00
Lane Council of Governments - Water Measurement Grant			\$968.52
Lane Council of Governments - Planning			\$288.60
MCI			\$48.37
Oregon Water Services			\$129.77
Robert Ybarra (yard maintenance)			\$40.00
Siuslaw News			\$842.24
Siuslaw School District 97J			\$2,433.60
Speer Hoyt LLC General	\$359.00		
Speer Hoyt LLC Streets	\$374.00		
Speer Hoyt Total (estimated)			\$733.00
The Building Department LLC (estimated)			\$7,272.51
The Dyer Partnership			\$1,375.00
U S Bank			\$929.45
Telephone System	\$929.45		
Office Supplies	\$0.00		
Software Updates	\$0.00		
Road Repairs	\$0.00		
University of Washington (water testing)			\$31.91
Vend West			\$8.25
Wells Fargo Financial Leasing, Inc			\$185.25
Western Lane Ambulance District (training)			\$60.00
Staff Wages			\$2,451.00
Employer share of payroll taxes			\$187.51
Employer PERS			\$356.87
Total Employee Costs		\$2,995.38	
Cardinal Services			\$4,391.00
Above bills in the amount of	\$25,862.64	approved per motion,	TOTAL \$25,862.64

ATTEST: _____

Mayor / Council President

RECEIPTS OF THE SESSION: 5/4/2017 thru 5/31/2017

Business License				\$595.00
Copy Charges				\$0.00
Newsletter and Website Advertising				\$0.00
Franchise Fee, Cable TV				\$0.00
Garbage Licensing Fee				\$0.00
Interest earned				\$0.00
Franchise Fee, PUD				\$6,204.43
Franchise Fee, Telephone				\$0.00
Lien Searches				\$25.00
Permits, Conditional Use				\$0.00
Permits, Boundary Line Adjustment (PUD)				
Permits, Deposits				\$0.00
Permits, Driveway & Access				\$400.00
Permits, Electrical				\$525.00
Permits, Excavating & Grading				\$74.00
Permits, Final Plat / Site Review ()				\$0.00
Permits, Manufactured Home Fees				\$0.00
Permits, Mechanical				\$974.00
Permits, Other (Inspections, LUCS, No Brushing, etc.)				\$137.00
Permits, Penalties				\$0.00
Permits, Plan Check Fees				\$2,253.18
Permits, Planning Fees				\$400.00
Permits, Plumbing				\$1,623.00
Permits, Right of Way Use				\$0.00
Permits, Structural				\$3,268.75
Permits, Building Surcharge				\$883.54
Permits, State Surcharge				\$766.89
Permits, Vegetation / Tree Removal	Permits Total	\$0.00		\$0.00
Reimbursement				\$1.31
Septic Inspections				\$550.00
Tax, Cigarette				\$347.80
Tax, Liquor (OLCC)				\$1,784.30
Tax, Oregon State Highway Apportionment				\$6,814.99
Tax, Lane County Motel Fund				\$590.11
Tax, School Excise				\$2,535.00
Triathlon Merchandising				\$148.00
Water Rights Application Fees				\$0.00
Water Admin Fees				\$0.00
TOTAL				\$30,901.30

May 26, 2017

Dear Dunes City Council Members,

We would like to express our disappointment and concern about your decision not to enforce animal control in our area. Since moving here in September 2016, we have had numerous encounters on our property with neighbors' dogs that are off leash and unaccompanied. These dogs belong to at least four different households in our neighborhood and include several that are quite large (e.g., German Shepard, Husky) and intimidating to both ourselves and our own small dogs who are always on leash or contained in our fenced yard. The roaming dogs defecate on our property and even come onto our front porch and peer in the window at our cats. Although the neighbors' dogs appear to be non-aggressive, they approach us enthusiastically which agitates our small dogs and has led to one of us (Vanessa) falling against a fence resulting in broken eyeglasses and a hand injury due to the fall.

We have spoken with some of the dog owners about the issue several times, but it has continued. Some dogs visit our property several times a week. A few weeks ago, one neighbor became verbally aggressive to us after she was unable to contain her off-leash Husky who was on our property with his nose and paws through our fence when our dogs were in our yard; we reported this incident to Lane County Sheriff Dept.

We have contacted Lane County Sheriff Department, Eugene Animal Control, and Florence Police Department regarding the dog problems, but no solutions have been offered and we always get referred back to Dunes City. In contacting Dunes City Hall, however, we have now learned that animal control is apparently not seen as a priority by the Council.

We are concerned that this situation will continue to escalate as long as pet owners are not held accountable. We have erected a fence, always keep our dogs on leash, have spoken with the dog owners, and reported the problem to authorities multiple times all to no avail. What more needs to happen before this situation is taken seriously?

Thank you for your time and consideration.

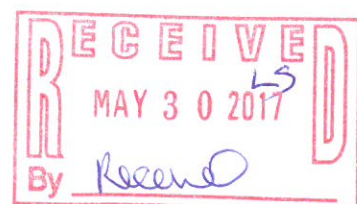
Respectfully,

Vanessa A. Uhrig

Emily J. Uhrig

4976 Lake Drive

Florence, OR 97439



**Property/Liability
2017-2018 Renewal Invoice**



citycounty insurance services

Named Member

City of Dunes City
PO Box 97
Westlake, OR 97493

Agent

Coast Insurance Services, Inc.
PO Box 310
Florence, OR 97439

Member Number	Invoice Date	Invoice Number
10057	5/1/2017	DNC-I2017-00

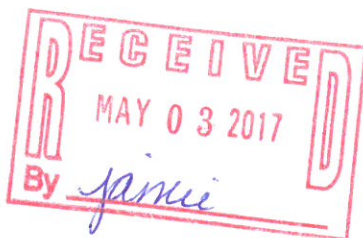
Coverage	Description	Amount	Total
General Liability (Standard Plan)	Contribution	\$1,792.13	
	Multi-Line Credit	(\$134.41)	\$1,657.72
Auto Liability	Contribution	\$428.23	
	Multi-Line Credit	(\$32.12)	\$396.11
Auto Physical Damage	Contribution	\$150.00	
	Multi-Line Credit	(\$11.25)	\$138.75
Property	Contribution	\$1,490.52	
	Multi-Line Credit	(\$111.79)	\$1,378.73
Optional Excess Quake	Contribution	Not Purchased	\$0.00
Optional Excess Flood	Contribution	Not Purchased	\$0.00
Optional Excess Crime	Contribution	Not Purchased	\$0.00
Optional Excess Cyber Liability	Contribution	Not Purchased	\$0.00
Difference In Conditions	Contribution	Not Purchased	\$0.00

Invoice Summary	Contribution	\$3,860.88	
	Multi-Line Credit	(\$289.57)	
<i>Balances are due by 8/15/2017. Late fees will accrue thereafter.</i>		Total:	\$3,571.31

Total includes Agent compensation of \$386.09

Make Checks Payable To: CIS Trust / P.O. Box 4288, Portland, OR 97208-4288

ACH Direct Payment. Please request Authorization form and instructions from accounting@cisoregon.org or from Lee Ann at 503-763-3837.



Workers' Compensation 2017-2018 Renewal Invoice



citycounty insurance services

CIS Guaranteed Cost Plan

Named Member		Agent	
City of Dunes City		Coast Insurance Services, Inc.	
PO Box 97		PO Box 310	
Westlake, OR 97493		Florence, OR 97439	
	Member Number	Invoice Date	Invoice Number
	10057	5/1/2017	DNC-W2017-00
Class Code - Description		Est. Payroll	Member Rate*
5506V - VOLUNTEER STREET/ROAD MAINTENANCE		\$3,121.00	13.1119
8742V - VOLUNTEER BOARDS/COMMISSIONS/PUBLIC OFFICIALS		\$27,500.00	0.4635
8810 - CLERICAL		\$37,632.00	0.4635
9410 - MUNICIPAL/COUNTY EMPLOYEES NOC		\$4,812.00	2.7707
Subtotals (pay invoice total below):		\$73,065.00	\$844.44

*Member Rate: Per \$100 of Est. Payroll. This is provided to assist members with their budgeting process. Rate includes applicable rating factors except calculations in the detail below. Due to rounding of decimal points on Member Rate, multiplying Est. Payroll by Member Rate may not equal Contribution exactly.

Quarterly Payment Option

Payment	Due Date	Payment Due
1	8/15/2017	\$207.95
2	10/1/2017	\$207.95
3	1/1/2018	\$207.95
4	4/1/2018	\$207.96

Invoice Detail

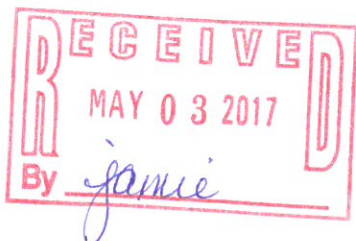
Description	Total
Estimated Manual Contribution**	\$844.44
Experience Rating Modification Factor x	0.99
Estimated Adjusted Contribution =	\$835.99
State Assessment (7.00% of Adjusted Contribution) +	\$58.52
Multi-Line Credit -	(\$62.70)
Bonus Program Credit -	\$0.00
Total Due =	\$831.81
Balances are due by 8/15/2017. Late fees will accrue thereafter.	

Payment Due includes Agent compensation of \$41.80

**Final contribution will be determined by audited payroll

Make Checks Payable To: CIS Trust / P.O. Box 4288, Portland, OR 97208-4288

ACH Direct Payment. Please request Authorization form and instructions from accounting@cisoregon.org or from Lee Ann at 503-763-3837.





Print
6-10-17

WestCoast Media Group, Inc., is now starting production on the 2017 Florence Area Contractors and Home Improvement Guide, which will be available in Early Summer 2017. This Publication is a way for residents to quickly find a contractor or home improvement specialist all in one easy to use booklet.

The State Construction Contractors Board endorses this highly successful book.

Distribution

Over **6500+** guides will be inserted in to the Register Guard Newspaper and delivered to the homes of subscribers in the Florence Area.

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Tony Tantalo,
Sales Manager
WestCoast Media Group, Inc.

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

RESOLUTION SERIES 2017, NO. 12 (06/08/2017)

Effective Date: 06/08/2017

**A RESOLUTION AUTHORIZING THE MAYOR, THE PRESIDENT OF
THE CITY COUNCIL AND THE CITY ADMINISTRATOR TO SIGN AS
SIGNATORIES ON ALL ACCOUNTS OF DUNES CITY.**

WHEREAS, the City of Dunes City is required to make payments to its creditors and employees; and

WHEREAS, it is in the best interests of the citizens of Dunes City to identify those officers and elected officials authorized to sign checks for the City of Dunes City; and

WHEREAS, the Dunes City Council has historically appointed individuals to serve as signatories on the account but has not recently taken such action; and

WHEREAS, to clarify those officers and elected officials authorized to sign on Dunes City's bank account, the Dunes City Council desires to move forward to correct this outstanding issue and finds that it is in the best interest of the residents of Dunes City to do so;

**NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE FOREGOING,
THE DUNES CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:**

The officers and elected officials authorized to serve as the signatory parties for the accounts of Dunes City are hereby determined to be: the City Administrator, the Mayor, and the President of the City Council.

ADOPTED BY THE DUNES CITY COUNCIL THIS 8th DAY OF JUNE, 2017.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____ Vacant: _____

Rebecca Ruede, Mayor

ATTEST:

Jamie Mills, City Administrator/Recorder

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

RESOLUTION SERIES 2017, NO. 13 (06-08-2017)

RESOLUTION ADOPTING THE 2017-2018 FISCAL YEAR BUDGET

BE IT RESOLVED that the Budget Committee, the Mayor and the City Council of the City of Dunes City hereby adopts the budget for fiscal year 2017-2018 in the total of \$788,513. This budget is now on file at the Dunes City Hall, in Dunes City, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED 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 am, January 1, 2017 and that the amounts for the fiscal year beginning July 1, 2017 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Personal Services	\$ 56,706
Materials and Services	\$ 77,350
Capital Outlay	\$ 10,000
Contingencies.....	\$ 10,000
Interfund Transfers.....	\$ 0
TOTAL	\$ 154,056

BUILDING CODES FUND

Personal Services	\$ 13,365
Materials and Services	\$ 73,500
Capital Outlay	\$ 0
Contingencies.....	\$ 0
Interfund Transfers.....	\$ 0
TOTAL	\$ 86,865

STATE STREET FUND

Personal Services	\$ 13,835
Materials and Services	\$ 197,225
Capital Outlay	\$ 10,000
Operating Contingency	\$ 0
Interfund Transfers.....	\$ 0
TOTAL	\$ 221,060

MOTEL TAX FUND

Personal Services	\$ 13,860
Materials and Services	\$ 58,000
Capital Outlay	\$ 0
Operating Contingency	\$ 0
Interfund Transfers.....	\$ 0
TOTAL	\$ 71,860

WATER RIGHTS COMPLIANCE FUND

Personal Services	\$ 16,676
Materials and Services	\$ 37,275
Capital Outlay	\$ 2,000
Operating Contingency	\$ 0
Interfund Transfers.....	\$ 0
TOTAL	\$ 55,951

TOTAL APPROPRIATIONS – ALL FUNDS.....\$ 589,792

TOTAL UNAPPROPRIATED – ALL FUNDS.....\$198,721

TOTAL ADOPTED BUDGET.....\$ 788,513

BE IT RESOLVED that the City Recorder certify to the County Clerk and County Assessor of Lane County, Oregon, the appropriations made by this resolution.

ADOPTED BY THE DUNES CITY COUNCIL THIS 8th DAY OF JUNE 2017.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____ Vacant: _____

Rebecca Ruede, Mayor

ATTEST:

Jamie Mills, City Administrator/Recorder

CITY OF DUNES CITY

As Approved by the Budget Committee 5-18-2017

RESOURCES

FORM LB-20

GENERAL FUND

Historical Data					RESOURCE DESCRIPTION					Budget for Next Year 2017-2018			
Actual		Adopted Budget		Actual									
2nd Preceding 2014-2015	1st Preceding 2015-2016	This Year 2016-2017	This Year 2016-5-4-2017					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
				Beginning Fund Balance									
1	41,860	42,000	48,000	75,096	1	Available cash on hand (cash basis)	115,000	115,000			1		
2					2						2		
3					3						3		
4	80	98	100	122	4	Interest	125	125			4		
5					5	Other Resources					5		
6	18,742	19,018	19,500	46,450	6	Liquor Tax	25,500	25,500			6		
7	0	3,034	3,000	2,804	7	Telephone Franchise	2,500	2,500			7		
8	59,321	71,741	59,000	65,009	8	PUD Franchise	75,000	75,000			8		
9	1,759	1,462	1,575	1,313	9	Cigarette Tax	1,575	1,575			9		
10	9,228	17,197	14,500	10,049	10	Cable TV Franchise	15,000	15,000			10		
11	1,000	1,000	1,000	5,000	11	Garbage License Fee	5,000	5,000			11		
12	727	1,112	1,000	363	12	Miscellaneous	1,000	1,000			12		
13	50	150	150	100	13	Building Rental	150	150			13		
14	4	0	50	70	14	City Fees	100	100			14		
15	960	1,365	1,250	1,300	15	Lien Search Fees	1,500	1,500			15		
16	0	1,500	2,000	1,810	16	Fines / Abatements	2,000	2,000			16		
17	1,450	1,100	1,400	290	17	Newsletter Advertising	1,400	1,400			17		
18	1,800	6,100	2,000	3,850	18	Septic Fees	4,000	4,000			18		
19	0	0	0	0	19	Septic License Fees	0	0			19		
20	3,444	8,763	2,000	128	20	Events / Fundraisers	4,000	4,000			20		
21	4,165	5,270	4,000	3,315	21	Business License Fees	5,600	5,600			21		
22					22						22		
23					23						23		
24	0	0	0	0	24	Transfer from 911 Fund	0	0	0		24		
25	0	0	0	0	25	Transfer from Building Codes Fund	0				25		
26					26						26		
27	144,590	180,910	160,525	217,069	27	Total resources, except taxes to be levied	259,450	259,450	0		27		
28			Annualized	242,634	28	Taxes necessary to balance					28		
29					29	Taxes collected in year levied					29		
30	144,590	180,910	160,525	242,634	30	Total Resources	259,450	259,450	0		30		

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

DETAILED REQUIREMENTS

FORM LB-31

GENERAL FUND

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018					
Actual		Adopted Budget	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body				
2nd Preceding 2014-2015	1st Preceding 2015-2016	This Year 2016-2017								
			Actual 2016-5-3-2017							
1	42,670	42,737	36,800	36,800	1	Administrative Services	49,543	49,543	0	1
2	2,516	1,563	2,240	662	2	PERS	2,446	2,446	0	2
3	2,470	2,845	6,381	5,693	3	Employment Taxes - UI - WC	4,717	4,717	0	3
4	3,032	2,165	0	0	4	Medical Insurance	0		0	4
5	50,688	49,310	45,421	43,155	5	Total Personal Services	56,706	56,706	0	5
6						Materials & Services				6
7	1,003	7,564	5,000	4,974	7	Community Center Maintenance & repairs	5,000	5,000	0	7
8	0	0	0	0	8	Community Services(Conservation Committee)	0	0	0	8
9	2,530	2,913	2,500	2,134	9	Dues	2,500	2,500	0	9
10	2,221	2,056	750	1,025	10	Equipment maintenance & repairs	2,000	2,000	0	10
11	2,917	2,628	850	856	11	Fid. Bond & Insurance	4,700	4,700	0	11
12	257	1,682	250	1,175	12	Miscellaneous	500	500	0	12
13	0	0	0	0	13	Codification	0	0	0	13
14	1,486	1,478	2,120	505	14	Newsletter	2,000	2,000	0	14
15	903	1,246	670	2,348	15	Office equip lease-copier	5,000	5,000	0	15
16	3,065	6,826	3,575	3,180	16	Office supplies & postage	5,000	5,000	0	16
17	1,064	3,685	3,000	1,436	17	Publishing	3,000	3,000	0	17
18	3,716	2,057	1,020	1,124	18	Telephone	1,800	1,800	0	18
19	1,594	1,130	675	451	19	Utilities	1,000	1,000	0	19
20	2,960	2,940	3,200	2,205	20	Video programming (add some Special Sessions	5,350	5,350	0	20
21	696	763	1,500	175	21	Water Quality Committee	1,000	1,000	0	21
22	1,184	777	2,000	918	22	Travel and Training	2,000	2,000	0	22
23	0	518	0	0	23	Communications & Education Committee	0	0	0	23
24	0	475	0	0	24	Contracted Services / Abatements	2500	2500	0	24
25	5,406	5,757	14,000	14,702	25	Audit	8,000	8,000	0	25
26	2,127	1,223	2,200	1,299	26	Fire protection & West Lane Em Ops	2,200	2,200	0	26
27	8,281	18,793	15,000	10,641	27	Legal	18,000	18,000	0	27
28	1,316	1,338	400	354	28	Custodial	2,500	2,500	0	28
29	87	355	300	200	29	Website & ISP Service	300	300	0	29
30	1,096	766	1,000	1,000	30	Consulting	1,000	1,000	0	30
	1,527	4,128	2,000	1,270		Events and Fundraisers	2,000	2,000		
31	45,436	71,098	62,010	51,972	31	Total Materials & Services	77,350	77,350	0	31

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

DETAILED REQUIREMENTS

FORM LB-31

GENERAL FUND

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018					
Actual		Adopted Budget	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body				
2nd Preceding 2014-2015	1st Preceding 2015-2016	This Year 2016-2017								
			Actual 2016 to 5-3-2017							
1	0	0		1	Community Center	10,000	10,000	0	1	
2	0	0	0	2	Equipment Building	0	0	0	2	
3	0	0	0	3	Office Equipment		0	0	3	
4	0	0	0	4	Total Capital Outlay	10,000	10,000	0	4	
5				5					5	
6				Contingency & Transfers						6
7	0	0	10,000	7	General Operating contingency	10,000	10,000	0	7	
8				8					8	
9				9					9	
10	0	0	10,000	10	Total Contingency & Transfers	10,000	10,000	0	10	
11				11					11	
12				12					12	
13				13					13	
14				14					14	
15				15					15	
16				16					16	
17				17					17	
18				18					18	
19				19					19	
20				20					20	
21				21					21	
22				22					22	
23				23					23	
24				24					24	
25				25					25	
26	96,124	120,408	117,431	26	Total General Fund Expenditures	154,056	144,056	0	26	
27	48,466	60,502	43,094	27	Unappropriated Ending Fund Balance	105,394	115,394	0	27	
28	144,590	180,910	160,525	28	Total Requirements	259,450	259,450	0	28	

CITY OF DUNES CITY

RESOURCES

FORM LB-20

BUILDING CODES FUND

Historical Data					RESOURCE DESCRIPTION					Budget for Next Year 2017-2018			
Actual		Adopted Budget		Proposed By						Approved By	Adopted By		
2nd Preceding 2014-2015	1st Preceding 2015-2016	This Year 2016-2017	Actual 2016 to 5-3-2017		Budget Officer	Budget Committee	Governing Body						
					Beginning Fund Balance								
1	19,489	4,645	4,645	3,837	1	Cash on hand* (cash basis), or	11,990	11,990	0	0	1		
2	88	0	200		2	Inspection, Investigation & Site Review Fees	0	0	0	0	2		
3	9,122	9,825	10,000	7,783	3	Plan Check Fees	11,000	11,000	0	0	3		
4	14,163	15,685	15,000	12,547	4	Structural Fees (& Demolition)	17,500	17,500	0	0	4		
5	2,885	5,635	4,000	4,248	5	Plumbing Fees	6,400	6,400	0	0	5		
6	2,162	3,397	3,000	3,150	6	Mechanical Fees	4,000	4,000	0	0	6		
7	454	360	500	200	7	Manufactured Home Fees	500	500	0	0	7		
8	4,700	1,248	5,000		8	Final Plat Application (All Partition/Sub-Division)	5,000	5,000	0	0	8		
9	5,445	4,820	6,000	6,455	9	Electrical Fees	8,000	8,000	0	0	9		
10	3,000	3,175	3,000	2,901	10	Planning & LUCS Fees	4,000	4,000	0	0	10		
11	0	0	0		11	Stove/ Fireplace Fees	0	0	0	0	11		
12	924	2,424	1,000	474	12	Excavating/ Grading Fees (& Driveway)	1,300	1,300	0	0	12		
13	2,975	3,500	3,000	3,179	13	State Surcharge Fees	4,400	4,400	0	0	13		
14	0	1,923	0		14	City Administrative Fees	0	0	0	0	14		
15	1,350	1,350	1,500	200	15	Grant / Misc. Fee	1,500	1,500	0	0	15		
16	0	0	1,000		16	Fines	1,000	1,000	0	0	16		
17	0	0	0		17	Permit Contingency (New)	1,500	1,500	0	0	17		
18	0	0	20,000		18	Planning Grant	0	0	0	0	18		
19	0	400	0	400	19	Deposits & Refunds	500	500	0	0	19		
20	3,129	3,500	3,000	3,203	20	Building Surcharge Fees	4,000	4,000	0	0	20		
21	650	300	800	1,239	21	CUP/Vegetation Removal (new)	1,500	1,500	0	0	21		
22	6,545	14,876	14,000	13,481	22	School Tax	21,000	21,000	0	0	22		
23					23						23		
24					24						24		
25					25						25		
26	77,081	77,063	95,645	63,297	26	Total resources, except taxes to be levied	105,090	105,090	0	0	26		
27			Annualized	90,539	27	Taxes necessary to balance					27		
28					28	Taxes collected in year levied					28		
29	77,081	77,063	95,645	90,539	29	Total resources	105,090	105,090	0	0	29		

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

DETAILED REQUIREMENTS

FORM LB-31

BUILDING CODES FUND

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018						
Actual		Adopted Budget	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body					
2nd Preceding 2014-2015	1st Preceding 2015-2016	This Year 2016-2017									
			Actual 2016 to 5-3-2017								
				Personal Services							
1	9,649	13,174	10,300	8,681	1	Administrative Services	11,930	11,930		1	
2	341	88	204	0	2	PERS	490	490		2	
3	198	-21	2,520	67	3	Employment Taxes - UI - WC	945	945		3	
4	300	124	0	0	4	Medical Insurance	0	0		4	
5	10,488	13,365	13,024	8,748	5	Total Personal Services	13,365	13,365	0	5	
6					6	Materials & Services	0			6	
7	0	0	1,600	1,856	7	Community center Maintenance & repairs	2,000	2,000	0	7	
8	0	0	500	500	8	Equipment maintenance & repairs	500	500	0	8	
9	0	0	0	0	9	Permit Contingency (new)	0	0	0	9	
10	250	197	600	856	10	Insurance	250	250	0	10	
11	410	419	445	442	11	Office equip lease-copier	500	500	0	11	
12	260	453	275	278	12	Office supplies & postage	500	500	0	12	
13	250	566	250	148	13	Publishing	250	250	0	13	
14	510	603	1,020	1,011	14	Telephone	900	900	0	14	
15	270	252	450	435	15	Utilities	400	400	0	15	
16	2,946	3,008	4,500	4,382	16	State Surcharge	5,700	5,700	0	16	
17	0	0	1,200	0	17	Travel and Training	1,200	1,200	0	17	
18	0	0	0	416	18	Refunds (new)	500	500	0	18	
19	6,480	17,157	13,500	6,420	19	School Tax	14,500	14,500	0	19	
20	4,134	4,844	5,000	2,273	20	Contracted Services (Subdivision-Revenue line	5,000	5,000	0	20	
21	1,188	1,292	1,500	1,500	21	Audit	1,000	1,000	0	21	
22	4,002	4,536	5,000	335	22	Consulting	5,000	5,000	0	22	
23	109	152	340	64	23	Custodial	300	300	0	23	
24	22,534	26,381	30,000	32,126	24	Inspector (Building Dept Services)	35,000	35,000	0	24	
25	0	0	0	0	25	Legal	0	0	0	25	
26	43,343	59,860	66,180	53,042	26	Total Materials & Services	73,500	73,500	0	26	
27			Annualized >	78,549	CONTINGENCY & TRANSFERS						27
28	0	0	16,441	0	28	General Operating Contingency	0	0	0	28	
29	0	0	0		29	Transfer to State Street Fund	0	0	0	29	
30	53,831	73,225	95,645	78,549	30	Total Expenditures	86,865	86,865	0	30	
31	23,250	3,838	0	11,990	31	Unappropriated Ending Fund Balance	3,674	18,225	0	31	
32	77,081	77,063	95,645	90,539	32	Total Requirements	90,539	105,090	0	32	

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

RESOURCES

FORM LB-20

STATE STREET FUND

	Historical Data			Actual 2016 to 5-3-2017	RESOURCE DESCRIPTION	Budget for Next Year 2017-2018			
	Actual 2nd Preceding 2014-2015	1st Preceding 2015-2016	Adopted Budget This Year 2015-2016			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1	190,123	74,642	172,722	144,300	Beginning Fund Balance				
2	657	687	500	509	1 Cash on hand (cash basis)	155,300	155,300	0	1
3	0	0	0	0	2 Earning from temporary investments (Interest)	500	500	0	2
4					3 Transferred from other funds	0	0	0	3
5	74,642	77,963	75,500	66,159	Other Resources				4
6	0	0	0	0	5 ODOT State Hwy Apportionment	79,000	79,000	0	5
7	525	300	0	0	6 No Brushing	0	0	0	6
8	0	0	0	0	7 Permits & Fines	0	0	0	7
9	0	0	4,000	0	8 ODOT Grant	50,000	50,000	0	8
10					9 Other Grants	0	0	0	9
11			Annualized>	79,220	10				10
12					11				11
13					12				12
14					13				13
15					14				14
16					15				15
17					16				16
18					17				17
19					18				18
20					19				19
21					20				20
22	265,947	153,592	252,722	210,968	21 Total resources, except taxes to be levied	284,800	284,800	0	22
23			Annualized>	224,029	23 Taxes necessary to balance				23
24					24 Taxes collected in year levied				24
25	265,947	153,592	252,722	224,029	25 Total Resources	284,800	284,800	0	25

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

DETAILED REQUIREMENTS

FORM LB-31

STATE STREET FUND

	Historical Data			REQUIREMENTS DESCRIPTION			Budget for Next Year 2017-2018			
	Actual 2nd Preceding 2014-2015	1st Preceding 2015-2016	Adopted Budget This Year 2016-2017				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Actual 2016 to 5-3-2017						
1	22,470	14,429	12,900	6,603	1	1. Administrative Services	10,970	10,970	0	1
2	0	0	0	0	2	2. Inspector of Roads	0	0	0	2
3	1,023	292	611	0	3	2. PERS	980	980	0	3
4	965	107	2,503	270	4	3. Employment Taxes - UI - WC	1,885	1,885	0	4
5	1,298	525	0	0	5	4. Medical Insurance	0	0	0	5
6	25,756	15,353	16,014	6,873	6	5. Total Personal Services	13,835	13,835	0	6
7			Annualized >		7	Materials & Services				7
8	1,386	1,492	1,500	1,500	8	Audit	1,000	1,000	0	8
9	0	336	1,600	1,086	9	Building Repair & Maintenance	500	500	0	9
10	900	592	600	856	10	Insurance	250	250	0	10
11	265	250	400	64	11	Custodial	300	300	0	11
12	250	0	0	0	12	Dues	0	0	0	12
13	7,701	7,636	14,000	0	13	Eng./Contract Services/Dir of Roads	15,000	15,000	0	13
14	457	110	500	0	14	Equipment Repair & Maintenance	2,000	2,000	0	14
15	0	35	200	0	15	Inspector Roads Travel (Business Mileage)	200	200	0	15
16	552	1,029	15,000	5,083	16	Legal	15,000	15,000	0	16
17	200	0	1,000	0	17	Limbing	3,000	3,000	0	17
18	236	0	300	50	18	Miscellaneous (& Codification, Newsletter)	250	250	0	18
19	596	419	445	296	19	Office Equipment lease-copier	500	500	0	19
20	598	448	550	551	20	Office Supplies/Postage	1,000	1,000	0	20
21	1,400	0	7,500	3,105	21	Street Brushing / Cleaning (Contract)	15,000	15,000	0	21
22	16,777	18,000	17,000	14,425	22	Street Lights	18,000	18,000	0	22
23	45,386	56,106	62,500	11,702	23	Street Maintenance	75,000	75,000	0	23
24	707	906	500	242	24	Street Signs	1,000	1,000	0	24
25	614	819	1,020	865	25	Telephone & Web Site	1,000	1,000	0	25
26	270	341	225	86	26	Utilities	225	225	0	26
27	4,077	2,720	6,000	4,654	27	Engineering / Supervision	8,000	8,000	0	27
28	0	0	10,000	0	28	Storm Sewer Construction/Study	10,000	10,000	0	28
29	2,270	0	6,000	0	29	Footpaths & bike trails	10,000	10,000	0	29
30	0	1,065	20,000	0	30	Emergency Road fund	20,000	20,000	0	30
31	84,642	92,304	166,840	44,565	31	Total Materials & Services	197,225	197,225	0	31

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

DETAILED REQUIREMENTS

FORM LB-31

STATE STREET FUND

Historical Data				REQUIREMENTS DESCRIPTION				Budget for Next Year 2017-2018					
Actual		Adopted Budget						Proposed By Budget Officer		Approved By Budget Committee		Adopted By Governing Body	
2nd Preceding 2014-2015	1st Preceding 2015-2016	This Year 2016-2017											
				Actual 2016 to 5-3-2017									
					Other Expense & Capital Outlay								
1	0	0	0	0	1	Office Equipment				0	0	0	1
2	0	0	0	0	2	Master Transportation Plan				0	0	0	2
3	0	0	0	0	3	Road Equipment (Equip shed/chipper)				10,000	10,000	0	3
4	0	0	0	0	4	Other Grant				0	0	0	4
5	0	0	0	0	5	Ocean Blvd Project				0	0	0	5
4	0	0	0	0	4	Other Expense & Capital Outlay				10,000	10,000	0	4
5					5								5
6					6								6
7					7								7
8					8								8
9					9								9
10					10								10
11					11								11
12					12								12
13					13								13
14					14								14
15					15								15
16					16								16
17					17								17
18					18								18
19					19								19
20					20								20
21					21								21
22					22								22
23					23								23
24					24								24
25	110,398	107,657	182,854	51,438	25	Total State Street Fund Expenditures				221,060	221,060	0	25
26	155,549	45,935	69,868	172,591	26	Unappropriated Ending Fund Balance				63,740	63,740	0	26
27	265,947	153,592	252,722	224,029	27	Total Requirements				284,800	284,800	0	27

CITY OF DUNES CITY
FORM LB-10

As Approved by the Budget Committee 5-18-2017

SPECIAL FUND
RESOURCES AND REQUIREMENTS
MOTEL TAX / TOURISM FUND

	Historical Data			Actual 2016 to 5-3-2017	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017-2018			
	Actual 2nd Preceding 2014-2015	1st Preceding 2015-2016	Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
					RESOURCES				
					Beginning Fund Balance				
1	31,405	44,218	44,218	35,707	1 Cash on hand* (cash basis), or	42,098	42,098	0	1
2	61	2	60	0	2 Earning from temporary investments	50	50	0	2
3	0	0	91,600	0	3 Transferred from other funds/Grants	10,000	10,000	0	3
4	14,200	15,305	14,200	11,707	4 Lane Co. Motel Tax	13,000	13,000	0	4
5	10,685	16,426	10,500	17,173	5 RTMP	17,000	17,000	0	5
6	0	0	0	0	6 Kiosk Advertising/Promotions	0	0	0	6
7	56,351	75,951	160,578	64,587	7 Total resources, except taxes to be levied	82,148	82,148		7
8			Annualized>	66138	8 Taxes necessary to balance				8
9					9 Taxes collected in year levied				9
10	56,351	75,951	160,578	64,587	10 Total Resources	82,148	82,148		10
11					REQUIREMENTS				11
12					Personal Services				12
13	10,156	12,496	11,100	6,028	13 Administrative Services	13,135	13,135	0	13
14	682	294	407	0	14 PERS	250	250	0	14
15	395	130	2,414	135	15 Employment Taxes - UI - WC	475	475	0	15
16	600	446	0		16 Medical Insurance	0	0	0	16
17	11,833	13,366	13,921	6,163	17 Total Personal Services	13,860	13,860		17
18					Materials & Services				18
19	3,063	1,196	4,000	1,259	19 Office Supplies/Postage/Telephone/Website	1,500	1,500	0	19
20	766	1,033	4,000	3,753	20 Misc (& Bldg/Util/Ins/Audit/Cod/Cust/Equip)	1,500	1,500	0	20
21	0	160	550	25	21 Signs/Brochures/Newsletter	5,000	5,000	0	21
22	10,247	10,601	16,000	875	22 County Tourism/ RTMP Marketing	15,000	15,000	0	22
23	0	13,540	25,600	1,068	23 City Hall/ Visitors Center/BU Generator	5,000	5,000	0	23
24	626	0	5,000	0	24 Recreational Asset Preservation	20,000	20,000		24
25	N/A	N/A	40,000	0	25 Contracted Services	10,000	10,000		25
26	14,702	26,530	55,150	6,980	26 Total Materials & Services	58,000	58,000		26
27					Contingency & Capital Outlay				27
28	0	347	0		28 Capital Outlay	0	0	0	28
29	0	0	0	0	29 Total Contingency & Capital	0	0		29
30	26,535	39,896	69,071	13,143	30 Total Expenditures	71,860	71,860		30
31	29,816	36,055	91,507	51,444	31 Unappropriated Ending Fund Balance	10,288	10,288	0	31
32	56,351	75,951	160,578	64,587	32 Total Requirements	82,148	82,148	0	32

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

RESOURCES

FORM LB-20

WATER RIGHTS COMPLIANCE FUND

	Historical Data			Actual 2016 to 5-3-2017	RESOURCE DESCRIPTION	Budget for Next Year 2017-2018			
	Actual 2nd Preceding 2014-2015	1st Preceding 2015-2016	Adopted Budget This Year 2016-2017			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1	37,691	35,849	35,849	30,148	Beginning Fund Balance	30,725	30,725	0	1
2					Available cash on hand (cash basis)				2
3									3
4	0	2	0	0	Interest	0			4
5					Other Resources				5
6	2,500	2,390	3,000	1,100	Application Fees	3,500	3,500	0	6
7	13,895	14,630	14,000	14,033	Administrative Fees	22,800	22,800	0	7
8	0	0	0	0	Donations	0	0	0	8
9									9
10									10
11									11
12									12
13									13
14									14
15									15
16									16
17									17
18									18
19									19
20									20
21									21
22									22
23									23
24									24
25									25
26									26
27									27
28									28
29	54,086	52,871	52,849	45,281	Total resources, except taxes to be levied	57,025	57,025	0	29
30			Annualized >	46,231	Taxes necessary to balance				30
31					Taxes collected in year levied				31
32	54,086	52,871	52,849	44,731	TOTAL RESOURCES	57,025	57,025	0	32

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

EXPENDITURE SUMMARY

FORM LB-30

WATER RIGHTS COMPLIANCE FUND

Historical Data				Actual 2016 to 5-3-2017	REQUIREMENTS DESCRIPTION	Budget for Next Year 2017-2018					
Actual		Adopted Budget This Year 2016-2017	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body				
2nd Preceding 2014-2015	1st Preceding 2015-2016										
1	11,461	13,992	12,900	5,756	1	Administrative Services	14,525	14,525	0	1	
2	682	235	611	0	2	PERS	735	735	0	2	
3	395	94	2,575	135	3	Employment Taxes - UI - WC	1,416	1,416	0	3	
4	600	347	900	0	4	Medical Insurance	0	0	0	4	
5	13,138	14,668	16,986	5,891	5	Total Personal Services	16,676	16,676	0	5	
6						Materials & Services				6	
7	0	0	5,000	580	7	Legal	500	500	0	7	
8	698	618	550	0	8	Office Supplies/ Postage	500	500	0	8	
9	0	505	1,020	178	9	Telephone	500	500	0	9	
10	314	396	225	111	10	Copier Expense	225	225	0	10	
11	0	0	550	0	11	Publishing: Newsletter	0	0	0	11	
12	329	566	2,024	1,677	12	Miscellaneous (& Bldg/Cust/Ins/Web/Cod)	2,000	2,000	0	12	
13	0	2,000	2,500	2,000	13	Meter Reading	2,500	2,500	0	13	
14	0	1,505	2,000	256	14	Water Meters	10,300	10,300	0	14	
15	0	1,188	5,000	318	15	Water Right Preservation	20,000	20,000	0	15	
16	990	326	450	0	16	Utilities	500	500	0	16	
17	2,331	1,002	1,500	1,500	17	Audit	250	250	0	17	
18		8,106	20,819	6,620	18	Total Materials & Services	37,275	37,275	0	18	
19						Capital Outlay				19	
19	0	0	0	0	20	Software	0	0	0	19	
20	0	0	0	0	21	Meters	0	0	0	20	
21	0	0	5,000	0	22	Weir Repair	2,000	2,000	0	21	
22	0	0	0	0	23	Equipment Maintenance	0	0	0	22	
23	0	0	0	0	24	Other	0	0	0	23	
24	0	0	5,000	0	25	Total Capital Outlay	2,000	2,000	0	24	
25					26	Contingency				25	
26	13,000	0	5,000	0	27	General Operating Contingency	0	0	0	26	
27	13,000	0	5,000	0	28	Total Contingency	0	0	0	27	
28	28,469	22,774	47,805	12,511	29	Total Expenditures	55,951	55,951	0	28	
29	25,617	30,097	5,044	32,220	30	Unappropriated Ending Fund Balance	1,074	1,074	0	29	
30	54,086	52,871	52,849	44,731	31	Total Requirements	57,025	57,025	0	30	

As Approved by the Budget Committee 5-18-2017

CITY OF DUNES CITY

DUNES CITY BUDGET SUMMARY

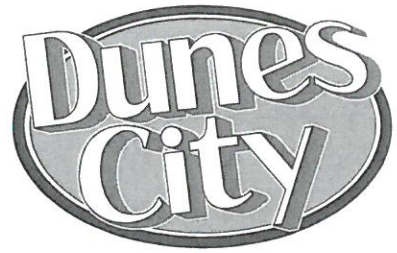
RESOURCES AND REQUIREMENTS (All Funds)

	Historical Data			Adopted Budget This Year 2016-2017	Actual 2016 to 5-3-2017	DESCRIPTION	Budget for Next Year 2017-2018			
	Actual 2nd Preceding 2014-2015	1st Preceding 2015-2016					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
						RESOURCES				
						Beginning Fund Balance:				
1	320,568	201,354	305,434	289,088	1	Cash on hand* (cash basis)	355,113	355,113	0	1
2	798	789	660	531	2	Interest Income	675	675	0	2
3	276,976	338,244	416,225	232,509	3	Other Income	432,725	432,725	0	3
4					4					4
5					5					5
6					6					6
7	598,342	540,387	722,319	522,128	7	Total resources, except taxes to be levied	788,513	788,513	0	7
8					8	Taxes necessary to balance				8
9					9	Taxes collected in year levied				9
10	598,342	540,387	722,319	522,128	10	Total Resources	788,513	788,513	0	10
11						REQUIREMENTS				11
12						Personal Services				12
13	96,406	96,828	84,000	53,818	13	Administrative Services	100,103	100,103		13
14	5,244	2,472	4,073	209	14	PERS	4,901	4,901	0	14
15	4,710	683	16,393	4,221	15	Employment Taxes - UI - WC	9,438	9,438	0	15
16	5,830	6,079	0	0	16	Medical Insurance	0	0	0	16
17	112,190	106,062	104,466	58,248	17	Total Personal Services	114,442	114,442	0	17
18						Materials & Services				18
19					19					19
20					20					20
21					21					21
22	190,454	257,898	410,999	163,179	22	Total Materials & Services	443,350	443,350	0	22
23						CAPITAL OUTLAY				23
24	0	347	5,000	0	24	Capital Outlay	22,000	22,000	0	24
25						TRANSFERS				25
26	0	0	0	0	26	Total Transfers	0	0	0	26
27						CONTINGENCY				27
28	13,000	0	111,441	0	28	General Operating Contingency	10,000	10,000	0	28
29	315,644	364,307	631,906	221,427	29	TOTAL EXPENDITURES	589,792	589,792	0	29
30	282,698	176,080	90,413	300,701	30	Unappropriated Ending Fund Balance	198,721	198,721	0	30
31	598,342	540,387	722,319	522,128	31	TOTAL REQUIREMENTS	788,513	788,513	0	31

Volunteer of the Year Nomination Form

Dunes City, Oregon

3/15/2017



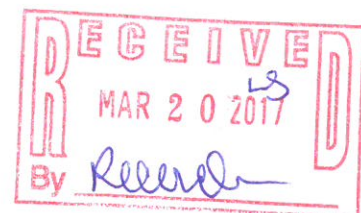
Nominee information (please print or type)

Name	Ken and Wan Platt
Address	83493 Woodland Lane, PO Box 2976
City	Florence
State	OR
ZIP Code	97439
Telephone (home)	

Describe why you feel the recipient be nominated for the award (250 words or less)

Ken is a retired Dunes City Council Member.
Ken and Wan has helped with Dunes City's Expo as a cook and volunteer recruiter.
Ken and Wan have volunteered at the Oregon Dunes Triathlon for many years and they bring friends to help.
They are great recruiters and bring in many volunteers to our projects.
Ken and Wan fold Dunes City newsletters and they show up for work parties.
Ken has a "can-do" attitude and he offers to help with small or large projects.
He ends his calls by saying "let me know if I can help".
Their positive attitude and smiles are infectious.
Please consider them as Co-Volunteers of the year.
Linda Stevens 541-271-3188

DEADLINE FOR SUBMISSION-May 31



Dunes City, Oregon



Nominee information (please print or type)

Name	DR JERRY WASSERBURG
Address	Deceased
City	
State	
ZIP Code	
Telephone (home)	

Describe why you feel the recipient be nominated for the award (250 words or less)

See attached.

DEADLINE FOR SUBMISSION-May 31

Gerald "Jerry" Wasserburg was a highly esteemed and decorated American geologist and university professor who provided countless hours of volunteer time to Dunes City during a pivotal time in the City's history. He served as the Chairman of the Citizen Involvement Committee from 2007 through 2010. His dedication and devotion to resolving critical stormwater and erosion control issues affecting drinking water quality led to significant changes in Dunes City Ordinances designed to more stringently protect our water resources.

Few people are aware, however, that Dr. Wasserburg was deeply involved in the Apollo Program with the returned lunar samples, including being a member of the so-called "Four Horsemen". He pioneered the precise measurement of ultra-small samples under strict clean room conditions with minimal contamination. He was the co-inventor of the Lunatic Spectrometer and founder of the "Lunatic Asylum" research laboratory at Caltech, specializing in high precision, high sensitivity isotopic analyses of meteorites, lunar, and terrestrial samples. It was Dr. Wasserburg's research that led to a better understanding of the origins and history of our solar system and its component bodies. He won the Arthur L. Day Medal in 1970, the NASA Distinguished Public Service Medal in 1972 and 1978, the Wollaston Medal in 1985, the Gold Medal of the Royal Astronomical Society (from the Queen herself) in 1991, and the Bowie Medal in 2008. His list of other awards and recognition goes on and on!

Our community was truly blessed to have such a knowledgeable and caring individual donating his time and knowledge to help make our City a better, safer place to live. Dr. Wasserburg deserves to receive this award as "Volunteer of the Year" posthumously as a belated thank you to his family for his selfless dedication to our community.

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BILN
S.R.B.P.Y

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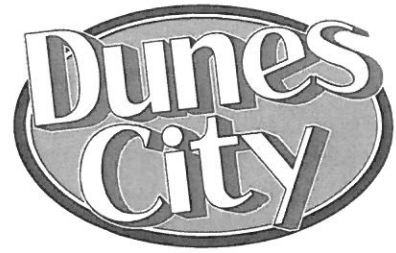
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Date: 5/1/17 Weather: 17°C Air Temp: Personnel:

Site	Time	Secchi	Temp	Cond	Sample	Depth	O2# and O2	Chla?	Nutr?	pH	Turb
Outlet	10:00	13.4	15.5		XXXXX	sfc	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
Atlas	10:00	14'	15.4			sfc	XXXXX	x	650917A	7.29	0.83
	10:20		12.5	?	XXXXX	Z=19m	B-19 8.80	XXXXX	?	XXXXX	XXXXX
	10:35		13.6	?	XXXXX	15m	B-2 9.68	XXXXX	XXXXX	XXXXX	XXXXX
	10:40			?	XXXXX	10m	B-22 9.54	XXXXX	XXXXX	XXXXX	XXXXX
	10:50			?	XXXXX	2m	B-3 9.56	XXXXX	XXXXX	XXXXX	XXXXX
Br. 1	11:30	14.4	17.6			sfc	?				
Br. 2	11:40	14.2	15.1		XXXXX	sfc	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
Br. 3	11:50	15.2	15		XXXXX	sfc	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
W'lake	12:12	5.6	16.5	56.1		sfc	?	x	650917D+1	7.23	4.18

Emergency Services Report to City Council

June 8, 2017 ~ Prepared by Jamie Mills



I attended the West Lane Emergency Operations Group meeting held on May 14th at the Siuslaw Valley Fire and Rescue Station No. 1 in Florence.

Linda Cook, Lane County's Emergency Manager, gave a presentation on the recently released Lane County Hazard Mitigation Plan.

Megan Messmer presented the proposed Budget for the 2017-2018 fiscal year and discussion took place with a few minor changes being made to the budget as presented.

Megan reminded everyone that on August 21st there will be a solar eclipse and that while we are not in the direct line, we are anticipated to experience 97% darkness and that we should all be prepared for that event.

There will be a disaster training drill on June 8, 2017, beginning at 10 a.m. The training event has now grown to include a number of agencies, volunteers, and "players". The scenario is that a vessel containing hazardous materials will catch fire while docked at the port. Many individuals will be playing along and will include 4 burn victims, including a child, on the vessel itself, and many hazardous materials smoke victims who will have been "camping" at the port campground. The helicopter will be coming and going from in the greenbelt area along the port parking lot. It sounds like it will be an exciting training opportunity. An observation area will be set up just west of the Bridgeport Condos.

Frank Nulty gave a report on the building training that was offered to local contractors and others to increase the number of knowledgeable people who can inspect a building following an earthquake and determine whether it is stable enough for habitation.

The Lane County Health department reported a growing number of cold and flu cases and advised everyone to bolster their handwashing activities.

The next meeting will be held at an undetermined location on Monday, June 19th at 10:00 a.m.

Respectfully submitted,

Jamie Mills
City Administrator / City Recorder

**West Lane Emergency Operations Group
Profit Loss Budget vs. Actual**

	2014-2015	2015-2016	2016-2017	2016-2017	2016-2017	2017-2018
	Actual	Actuals	Budget	YTD	Estimate	Budget
Resources						
4000 · Member Contributions						2.5% Dues
4001 · Western Ambulance Contr.	4,500.00	4,725.00	5,197.50	5,197.50	5,197.50	5,327.44
4002 · Siuslaw Valley Fire Contr.	4,500.00	4,725.00	5,197.50	5,197.50	5,197.50	5,327.44
4003 · City of Florence Contr.	4,500.00	4,725.00	5,197.50	5,197.50	5,197.50	5,327.44
4004 · Conf. Tribal Police Contr.	2,250.00	2,362.50	2,598.75	2,598.75	2,598.75	2,663.72
4005 · Port of Siuslaw Contr.	1,125.00	1,181.25	1,299.38	1,299.38	1,299.38	1,331.86
4006 · Dunes City Contr.	1,125.00	1,181.25	1,299.38	1,299.38	1,299.38	1,331.86
4007 · Mapleton FD Contr.	362.00	380.10	418.11	418.11	418.11	428.56
4008 · PeaceHealth Hospital Contr.	4,500.00	4,725.00	5,197.50	5,197.50	5,197.50	5,327.44
4000 · Total Member Contributions	22,862.00	24,005.10	26,405.61	26,405.61	26,405.61	27,065.75
4100 · Grant Income						
4100 · Grant Income Other	-	5,000.00	-	-	-	-
4100 · Total Grant Income	-	5,000.00	-	-	-	-
4300 · Reimbursements/Refunds	-	-	-	136.00	136.00	-
4500 · Sale Proceeds/ LOSG material	-	-	-	-	-	-
4600 · Interest Income	10.38	10.53	-	7.31	7.31	-
Total Current Year Resources	22,872.38	29,015.63	26,405.61	26,548.92	26,548.92	27,065.75
Expenditures						
5000 · Materials & Services						
5005 · Advertising	9,854.84	8,257.00	8,200.00	6,628.00	8,200.00	8,200.00
5006 · Neighborhood Training Programs	1,510.03	1,500.00	1,500.00	-	1,500.00	1,500.00
5009 · Dues and Fees	61.28	156.69	200.00	196.69	196.69	200.00
5010 · Siren Maintenance Agreement	2,070.48	2,689.20	2,150.00	1,092.48	2,150.00	2,150.00
5011 · Satellite Phones	1,172.16	2,129.88	1,000.00	1,182.72	1,419.26	1,500.00
5012 · Radios	1,181.15	984.00	500.00	1,092.48	1,200.00	1,000.00
5014 · Miscellaneous Supplies	-	977.71	1,000.00	308.79	400.00	500.00
5017 · Internet Network Service & Website	902.15	2,078.89	2,300.00	1,721.27	2,065.52	2,300.00
5019 · Special Districts Dues & Insurance	2,443.00	2,180.00	2,200.00	2,441.00	2,441.00	2,200.00
5020 · Professional Services	169.26	-	-	-	-	-
5024 · CERT Recognition Event	400.00	-	200.00	70.00	70.00	200.00
5025 · Community Events	200.00	-	200.00	95.00	95.00	200.00
5026 · CERT Program Coordinator/Expenses	4,593.37	5,416.71	5,000.00	4,216.58	5,000.00	5,000.00
5027 · Siren Battery Replacement/Labor	-	-	1,000.00	-	-	1,000.00
5040 · Grant Expense	-	5,000.00	-	-	-	-
5000 · Total Materials & Services	24,557.72	31,370.08	25,450.00	19,045.01	24,737.48	25,950.00
6900 · Contingency	-	-	2,000.00	-	-	1,115.75
Total Current Year Expenditures	24,557.72	31,370.08	27,450.00	19,045.01	24,737.48	27,065.75
Current Year Resources over (under) Expenditures	(1,685.34)	(2,354.45)	(1,044.39)	7,503.91	1,811.44	0.00
Beginning balance	11,921.51	10,236.17	10,104.61	7,881.72	7,881.72	9,693.16
Ending balance	10,236.17	7,881.72	9,060.22	15,385.63	9,693.16	9,693.16
Financial Summary						
Total Current Year Resources	22,872.38	29,015.63	26,405.61	26,548.92	26,548.92	27,065.75
Total Current Year Expenditures	(24,557.72)	(31,370.08)	(27,450.00)	(19,045.01)	(24,737.48)	(27,065.75)
Current Year Resources over (under) Expenditures	(1,685.34)	(2,354.45)	(1,044.39)	7,503.91	1,811.44	0.00
Carryover from Previous Year	11,921.51	10,236.17	7,881.72	7,881.72	7,881.72	9,693.16
Ending Fund Balance	10,236.17	7,881.72	6,837.33	15,385.63	9,693.16	9,693.16

Travel & Training

increased

WEST LANE EMERGENCY OPERATIONS GROUP

Siuslaw Valley Fire & Rescue

2625 Hwy 101
Florence, OR 97439

May 15, 2017

AGENDA

10:00 AM

Members

City of Florence Confederated Tribes of Coos, Lower Umpqua & Siuslaw Indians Dunes City
Mapleton Fire District Peace Harbor Medical Center Port of Siuslaw
Siuslaw Valley Fire and Rescue Western Lane Ambulance

Associate Members

American Red Cross Apex Helicopter Greentrees Village Florence Area Chamber
Florence Area Humane Society Florence Emergency Cold Weather Shelter Lane Community College
Lane County Public Health Oregon Department of Transportation Oregon Episcopal Diocese
Oregon Parks and Recreation Oregon State HSPR Program Senior and Disabled Services
Siuslaw School District United States Coast Guard West Lane ARES/RACES

Call to order

Roll Call/Establishment of Quorum

Approval of Minutes: Of the Regular WLEOG meeting of April 17, 2017

Reports & Discussion Items:

Hazard Mitigation Plan Presentation: Linda Cook

FY Budget 2017-2018

Solar Eclipse Discussion

Disaster Drill

Emergency Management Coordinator's

Report Chair's Report

CERT Coordinator Report

Financial Statements

Profit and Loss Budget vs. Actual, Year to date (2016-2017) Bank account register

Other Business/Round Table

Next Meeting: Monday June 19, 2017 Location TBD

WEST LANE EMERGENCY OPERATIONS GROUP
MINUTES April 17, 2017

MEMBERS PRESENT:

Siuslaw Valley Fire & Rescue: Jim Langborg
WLA: Matt House
CTCLUSI: Brian DuBray
Dunes City: Jamie Mills
City of Florence: Megan Messmer
Peace Health: Pat Kirby
Mapleton Fire: Department: Not Present
Port of Siuslaw: Steven Leskin

ASSOCIATE MEMBERS:

West Lane ARES/RACES: Present
Greentrees: Present
American Red Cross: Not Present
United States Coast Guard: Present
Florence Area Chamber: Present
Florence Emergency Cold Weather Shelter: Not Present
Lane County Public Health: Present
Oregon Episcopal Diocese: Not Present
Oregon Parks and Recreation: Not Present
Florence Area Humane Society: Not Present
Lane Community College: Not Present
Oregon Department of Transportation: Not Present
Oregon State HSPR Program: Not Present
Senior and Disabled Services: present
Siuslaw School District: Not Present
Apex Helicopter: Not Present

CALL TO ORDER

The meeting was called to order by Megan Messmer @ 10:00 a.m.

APPROVAL OF MINUTES: Matt House made a motion and Jim Langborg seconded the motion to approve the minutes from the March 21, 2017 Meeting, Motion was then approved.

Agenda Items:

CERT Program Update:

Emergency Management Coordinator's Report: ICS- 300 Class Info

Chairs Report: Budget

FINANCIAL REPORT

Current balance is \$19,667.10 Bills paid since 3/31/2017 were \$1,440.90; to; Frank Nulty \$416.67; Coast Broadcasting \$288.00; West Coast Media \$100.00; Central Lincoln \$28.42; VIASAT EXCEDE Internet \$61.57; Day Wireless \$546.24; Approx. 69.04% of the Budget has been expended YTD excluding Contingency.

NEW BUSINESS/ANNOUNCEMENTS:

ADJOURNMENT

The meeting was adjourned by Megan Messmer @ 10:40 a.m.

The next scheduled WLEOG Meeting will be May 15, 2017 at 10:00 a.m. at Siuslaw Valley Fire & Rescue.

Mary Dimon

Administrative Assistant

Recording Secretary

Memo

To: All WLEOG Board Members
From: Jim Langborg
cc: Frank Nulty
Date: May 11, 2017
Re: FY 2017/2018 Budget Recommendation

On behalf of Frank Nulty who is the CERT Coordinator, I am making a recommendation for the 2017/2018 WLEOG Budget. I suggest that we reallocate the \$5,000 used to fund the CERT Coordinator position to fund two WLEOG members attending OEM Preparedness Workshops. OEM Preparedness workshops occur once or twice a year and provide important preparedness education for local government leaders. Last year's Tsunami Conference is an example of an OEM Preparedness Workshop.

Both Frank and I estimate that the cost of lodging, meals, and travel for two people attending two separate workshops will be well within \$5,000. Additionally, we recommend that attendance at conferences is rotated among WLEOG agencies such as the City of Florence, Dunes City, Mapleton, SVFR, CERT, WLAD, Peace Health, the Port of Siuslaw. Upon the return of the representatives they will be required to make a 10 to 15 minute presentation on the information they learned and how it should be applied to our area.

1:23 PM

05/11/17

Cash Basis

W.L.E.O.G.
Profit & Loss Budget vs. Actual
July 1, 2016 through May 11, 2017

	Jul 1, '16 - May 11...	Budget	\$ Over Budget	% of Budget
Income				
4000 - Member Contributions				
4001 - WLAD	5,197.50	5,197.50	0.00	100.0%
4002 - Sluslaw Valley Fire	5,197.50	5,197.50	0.00	100.0%
4003 - City of Florence	5,197.50	5,197.50	0.00	100.0%
4004 - Tribal Police	2,598.75	2,598.75	0.00	100.0%
4005 - Port of Sluslaw	1,299.38	1,299.38	0.00	100.0%
4006 - Dunes City	1,299.38	1,299.38	0.00	100.0%
4007 - Mapleton Fire Department	418.11	418.11	0.00	100.0%
4008 - Peace Harbor Hospital	5,197.50	5,197.50	0.00	100.0%
4000 - Member Contributions - Other	0.00	0.00	0.00	0.0%
Total 4000 - Member Contributions	26,405.62	26,405.62	0.00	100.0%
4100 - Grant Income				
4101 - HPP FY 11/12 Grant	0.00	0.00	0.00	0.0%
4102 - HPP FY 12/13 Grant	0.00	0.00	0.00	0.0%
4103 - Grant Income-Other	0.00	0.00	0.00	0.0%
4100 - Grant Income - Other	0.00	0.00	0.00	0.0%
Total 4100 - Grant Income	0.00	0.00	0.00	0.0%
4300 - Reimbursements/Refunds	136.00	0.00	136.00	100.0%
4500 - Sale Proceeds/LOSG Material	0.00	0.00	0.00	0.0%
4600 - Interest Income	8.05	0.00	8.05	100.0%
Total Income	26,549.67	26,405.62	144.05	100.5%
Expense				
5000 - Materials & Services				
5005 - Advertising	7,288.00	8,200.00	-912.00	88.9%
5006 - Neighborhood Training Prog...	1,500.00	1,500.00	0.00	100.0%
5007 - Emergency Operations Center	0.00	0.00	0.00	0.0%
5008 - Volunteer Coordination	0.00	0.00	0.00	0.0%
5009 - Dues and Fees	196.69	200.00	-3.31	98.3%
5010 - Siren Maintenance Agreement	1,092.48	2,150.00	-1,057.52	50.8%
5011 - Satellite Phones	1,182.72	1,000.00	182.72	118.3%
5012 - Radios	1,092.48	500.00	592.48	218.5%
5013 - CENS	0.00	0.00	0.00	0.0%
5014 - Miscellaneous Supplies	337.21	1,000.00	-662.79	33.7%
5015 - Education/Information	0.00	0.00	0.00	0.0%
5016 - Warehousing/Disaster Suppli...	0.00	0.00	0.00	0.0%
5017 - Internet/Website Service	1,721.27	2,300.00	-578.73	74.8%
5018 - Sluslaw Bridge Failure	0.00	0.00	0.00	0.0%
5019 - Special Districts Dues/Ins	2,441.00	2,200.00	241.00	111.0%
5020 - Professional Services	0.00	0.00	0.00	0.0%
5021 - SVFR Staff Time Reimburse...	0.00	0.00	0.00	0.0%
5022 - Mass Casualty Trailer Supplies	0.00	0.00	0.00	0.0%
5023 - Volunteer Coordinator	0.00	0.00	0.00	0.0%
5024 - CERT Recognition Event	200.00	200.00	0.00	100.0%
5025 - Community Events	95.00	200.00	-105.00	47.5%
5026 - CERT Program Coordinator	4,633.25	5,000.00	-366.75	92.7%
5027 - Siren Battery Replacement/L...	0.00	1,000.00	-1,000.00	0.0%
5028 - Grant Planning	0.00	0.00	0.00	0.0%
5040 - Grant Expense	0.00	0.00	0.00	0.0%
5000 - Materials & Services - Other	0.00	0.00	0.00	0.0%
Total 5000 - Materials & Services	21,780.10	25,450.00	-3,669.90	85.6%
66000 - Payroll Expenses	0.00	0.00	0.00	0.0%
6900 - Contingency	0.00	2,000.00	-2,000.00	0.0%
Total Expense	21,780.10	27,450.00	-5,669.90	79.3%
Net Income	4,769.57	-1,044.38	5,813.95	-456.7%

1:32 PM
05/11/17
Accrual Basis

W.L.E.O.G.
Profit & Loss
April 14 through May 11, 2017

	<u>Apr 14 - May 11, 17</u>
Income	
4600 - Interest Income	0.74
Total Income	0.74
Expense	
5000 - Materials & Services	
5005 - Advertising	660.00
5006 - Neighborhood Training Programs	1,500.00
5014 - Miscellaneous Supplies	28.42
5024 - CERT Recognition Event	130.00
5026 - CERT Program Coordinator	416.67
Total 5000 - Materials & Services	2,735.09
Total Expense	2,735.09
Net Income	<u><u>-2,734.35</u></u>

W.L.E.O.G.

5/11/2017 1:37 PM

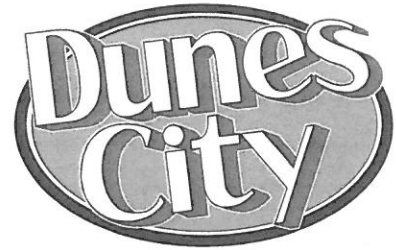
Register: Oregon Pacific Bank

From 04/14/2017 through 05/11/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/30/2017			4600 · Interest Income	Interest		X	0.74	18,226.94
04/30/2017	To Print	Shipping Shack	5000 · Materials & Ser...	Invoice #7723 ...	1,500.00			16,726.94
04/30/2017	To Print	Coast Broadcasting	5000 · Materials & Ser...	Invoice # 816-...	288.00			16,438.94
04/30/2017	To Print	Central Lincoln	5000 · Materials & Ser...	Acct. # 305763...	28.42			16,410.52
05/11/2017	To Print	Siuslaw News	5000 · Materials & Ser...	48002 Disaster ...	372.00			16,038.52
05/11/2017	To Print	Frank Nulty	5000 · Materials & Ser...	CERT Coordin...	416.67			15,621.85
05/11/2017	To Print	CERT	5000 · Materials & Ser...	High Visibility ...	130.00			15,491.85

City Administrator/City Recorder Report to City Council



June 8, 2017 ~ Prepared by Jamie Mills

There were 29 permits issued in May, including 12 electrical, 12 mechanical, 4 structural, 3 plumbing, 1 each for grading, a driveway, facilities placement in the right of way, and one right of way vegetation removal. The permits also include 2 new homes.

The 155 CAC met on May 23rd and the Planning Commission met on May 25th. Work on the proposed changes to Chapter 155.1, 155.2, and 155.3 continue in the CAC, while the Planning Commission established goals and continued review of Chapter 155.4.

A grant application was submitted to FEMA Hazard Mitigation for acquisition of land for the Dunes City Connectivity Trail (the hiking and biking trail between Clear Lake Road and Pacific Avenue), as was a request for assistance with matching funds for that grant from Siuslaw Vision.

The water usage reports continue to be updated and corrected. Also, I have begun the process of identifying the points of diversion already listed on our State permit so I can identify those points of diversion that are not listed and can prepare the documentation to request the State to amend our permit to add the additional PODs.

All members of our staff have now successfully completed training and obtained their American Safety & Health Institute training in CPR, AED and Basic First Aid certification cards.

The Oregon Dunes Triathlon & Duathlon was successfully held for the fifth year running with around 300 athletes competing. It was a very cold, wet day and there were some accidents and treatment for hypothermia, but despite it all, most indicated they are looking forward to returning to the event again.

With the weather finally showing a few dry days, citizens should be advised that the City will be working to correct and repair potholes in City roads, address drainage issues, complete brushing and debris removal, and other matters relating to roadways within the City limits that are owned by Dunes City.

We have had reports of cougar sightings in the City near Huckleberry, Clear Lake, and Wright Roads, including one video of the animal in someone's fenced yard. Be careful out there!

Respectfully submitted,

Jamie Mills
Recorder/City Administrator

Dunes City, Oregon - Mail Tracking Log -
May 2017

2017 M a i l L o g				Type of Document	Forwarded To
Date	Via	From			
5/1/2017	Email	PERS		Debit Notification	Recorder
5/1/2017	Email	Intuit Payroll Customer Service		Payment Receipt	Recorder
5/1/2017	Mail	Cardinal Services		Letter	Rapunzel
5/1/2017	Mail	Cardinal Services		Letter	Linda Stevens
5/1/2017	Mail	Central Lincoln		Invoice	Recorder
5/1/2017	Mail	Oregon Pacific Bank		New Pin #	Recorder
5/1/2017	Mail	Oregon Pacific Bank		ATM/Debit Card	Recorder
5/1/2017	Mail	Quill.Com		Credit Note \$33.99 4/24/17	Recorder
5/1/2017	Mail	Oregon Dept. of Administrative Services		Revenue Eligibility	Recorder
5/1/2017	Mail	Oregon Dept. of Administrative Services		Ordinance for Revenue Eligibility	Recorder
5/2/2017	Email	CIS		Loss Report as of 4/30/2017	Admin
5/2/2017	Mail	US Bank		April 2017 Statement	Recorder
5/2/2017	Mail	Central Lincoln		Invoice	Recorder
5/2/2017	Mail	Spectrum Business		Past Due Notice	Recorder
5/3/2017	Email	CIS		Invoice for Property/Liability Coverage	Recorder
5/3/2017	Email	CIS		Invoice for Workers Compensation Coverage	Recorder
5/3/2017	Email	The Building Department, Inc. NW Code Profes		Invoice for April 2017	Recorder
5/3/2017	Hand	Patricia Marion		Septic System Approval	Permits
5/3/2017	Email	Charlie Johnson		Invoice	Recorder
5/3/2015	Mail	Vend West Services Inc.		Invoice	Recorder
5/3/2017	Mail	County Trans & Recycling		Invoice	Recorder
5/3/2017	Mail	Lane ACT		Agenda & Draft Transportation Safety Action Plan	Recorder
5/4/2017	Email	Sheridan Kinyon		Plot Plan	Permits
5/4/2017	Fax	Northwest Code Professionals		Acknowledgement Re: Permit 201653 SEMP	Permits
5/4/2017	Mail	IRS		Letter Re: Employer's Annual FUTax return	Recorder
5/4/2017	Email	Sheridan Kinyon		Follow up plot plan sent and erosion control plan	Permits
5/8/2017	Fax	First American Title Co.		City Lien Request	Permits
5/8/2017	Email	OR Dept Administrative Services		OLCC Tax Distribution	Recorder
5/8/2017	Email	Hough, MacAdam, Wartnik, Fisher, etc		Estimate of Financial Review for FY 2016-2017	Recorder
5/8/2017	Hand	Patricia Marion		Electrical Permit - Temporary Service	Permit Tech
5/8/2017	Hand	John Murphey CIS		Invoice for Property/Liability Coverage	Recorder
5/8/2017	Mail	Wally's Septic Tank Pumping		Filing Fee Prepayment Ledger	Recorder
5/8/2017	Mail	Coldwell Banker		Ownership Transfer Notification	Permits/Recorder/Reception
5/8/2017	Mail	Oregon Pacific Bank		Statement - Checking 1225061	Recorder
5/8/2017	Mail	The Dyer Partnership		Invoice # 24033	Recorder
5/8/2017	Mail	Oregon Pacific Bank		Statement - Checking 1102938	Recorder
5/8/2017	Mail	Clackamas Community College		Waterworks School 2017	Recorder
5/8/2017	Mail	Siuslaw News		Statement/Invoice	Recorder

Dunes City, Oregon - Mail Tracking Log -
May 2017

5/8/2017	Mail	Premier Landscaping & Yard Care	Biz License	Recorder
5/9/2017	Hand	Campbell Productions	CD	Recorder
5/10/2017	Fax	Dunes City Home Services	Invoice	Recorder
5/10/2017	Mail	Oregon State Lands	Portage License	Recorder
5/11/2017	Mail	Oregon State Corrections	Signed Contract	Recorder
5/15/2017	Mail	Wally's Septic Tank Pumping	Inspection Ledger	Recorder
5/15/2017	Mail	ODB - Municipal Products	Advertisement - Road Sweepers	Recorder
5/15/2017	Mail	Oregon Pacific Bank	Statement - Acct # ...938 5/5/17	Recorder
5/15/2017	Mail	Oregon Pacific Bank	Statement - Acct # ...061 5/5/17	Recorder
5/15/2017	Mail	Oregon Mayors Association	Summer Conference Information	Recorder
5/15/2017	Mail	Avalara	License Tax Statement	Recorder
5/17/2017	Mail	LCOG	Invoice	Recorder
5/17/2017	Mail	Oregon Water Services	Invoice-Stead Meter	Recorder
5/18/2017	Email	Jeanne Jackson	Letter	Permits
5/18/2017	Hand	Sunset Cove/Steve Burton	Complaint	Recorder
5/18/2017	Hand	Joan Heinemann	Water Right Update	Water
5/22/2017	Mail	US Bank	Notification of Address Change-Visa	Recorder
5/22/2017	Mail	LCOG	Invoice-Grants	Recorder
5/22/2017	Mail	Charter	Invoice	Recorder
5/23/2017	Hand	Jason Lockler Construction	Business License Fee Waived-Fence	Recorder
5/23/2017	Mail	Wells Fargo	Invoice	Recorder
5/23/2017	Mail	MCI	Invoice	Recorder
5/23/2017	Hand	Vend West Services Inc.	Invoice	Recorder
5/24/2017	Hand	Jerry McGuire	Oregon Liquor Control Request	Recorder
5/24/2017	Hand	Dunes City	Invoice for CPU Dunes City	Recorder
5/24/2017	Hand	Jason Lockler Construction	Invoice for Fence	Recorder
5/30/2017	Email	Vanessa Uhrig	Dog Complaint Letter	Recorder
5/30/2017	Email	Cardinal Services	Invoice	Recorder
5/30/2017	Email	University of Washington Marine Chemistry	Invoice	Recorder
5/30/2017	Mail	US Bank	Invoice	Recorder
5/30/2017	Mail	Charter	Invoice	Recorder
5/30/2017	Mail	Western Lane Ambulance	Invoice	Recorder
5/30/2017	Mail	Central Lincoln	Invoice x 2	Recorder
5/30/2017	Mail	CenturyLink	Invoice	Recorder
5/30/2017	Mail	Campbell Productions	Invoice x 2	Recorder
5/30/2017	Mail	Wally's Septic Tank Pumping	Septic Report - Chong	Recorder
5/30/2017	Email	Balanced Electric	Proposal for Service Agreement	Recorder
5/31/2017	Mail	Bonnie Allen	Permit Deck Letter	Permit
5/31/2017	Email	University of Washington Marine Chemistry	Water Quality Report	Recorder

Dunes City Hall

June 2017

June 2017							July 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 28	29	30	31	Jun 1	2 Closed	3 Free Fishing Weekend State Parks Day
4 Free Fishing Weekend	5	6	7	8 7:00pm City Council Meeting	9 Closed	10
11	12	13	14 3:00pm Lane Act (Eugene)	15	16 Closed	17
18	19 10:00am WLEOG (SVFD)	20 6:00pm CAC Meeting	21	22 5:00pm Planning Commission Meeting	23 Closed	24
25	26	27	28	29	30 Closed	Jul 1

Dunes City Hall

June 2017

June 2017							July 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 28	29	30	31	Jun 1	2 Closed	3 Free Fishing Weekend State Parks Day
4 Free Fishing Weekend	5	6	7	8 7:00pm City Council Meeting	9 Closed	10
11	12	13	14 3:00pm Lane Act (Eugene)	15	16 Closed	17
18	19 10:00am WLEOG (SVFD)	20 6:00pm CAC Meeting	21	22 5:00pm Planning Commission Meeting	23 Closed	24
25	26	27	28	29	30 Closed	Jul 1

Dunes City Hall

August 2017

August 2017							September 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5	3	4	5	6	7	8	9
6	7	8	9	10	11	12	10	11	12	13	14	15	16
13	14	15	16	17	18	19	17	18	19	20	21	22	23
20	21	22	23	24	25	26	24	25	26	27	28	29	30
27	28	29	30	31									

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 30	31	Aug 1	2	3	4 Closed	5
6	7	8	9 3:00pm Lane Act (Eugene)	10 7:00pm City Council Meeting	11 Closed	12
13	14	15	16	17	18 Closed	19
20	21 10:00am WLEOG (SVFD)	22	23	24 5:00pm Planning Commission Meeting	25 Closed	26
27	28	29	30	31	Sep 1	2