



CITY OF SILETZ

AGENDA

Meeting: City Council Regular Meeting
Date: Monday, April 22, 2024
Time: 5:30 PM
Location: Council Chambers, City Hall

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER
3. ROLL CALL
4. CHANGES OR ADDITIONS TO THE AGENDA
5. CONSENT AGENDA
 - Minutes: March Regular Meeting 03-25-24,
April Work-Session 04-08-24
Accounts Payable and Financial Report March 2024
6. PUBLIC COMMENTS
7. PUBLIC HEARINGS
8. PRESENTATIONS
 - A. Winter Shelter Report- Kenneth Lipp
9. ORDINANCES AND RESOLUTIONS
 - A. Resolution 725-24- A Resolution Accepting The FY21 Audit As Presented By Aldrich CPAs
 - B. Resolution 726-24- A Resolution Of the City Of Siletz Declaring A Need To Surplus Certain City Vehicles

10. REPORTS OF OFFICERS, BOARDS, OR STANDING COMMITTEES

Parks, Library, Fire Department, County Sheriff's Office (LCSO), Homeless Advisory, Staff Report

11. UNFINISHED BUSINESS

A. Recommendations to Select the Engineering Firm

12. NEW BUSINESS

- A. Budget Committee Letter of Interest
- B. One Stop Funding Information
- C. CDBG Application

13. CORRESPONDENCE

- Siletz Tribal Charitable Contribution Fund Grant Application
- Lincoln County Community & Economic Development Grant Award Letter

14. COUNCIL COMMENTS

15. EXECUTIVE SESSION- ORS 192.660(2)(b) To consider dismissal or discipline of, or to hear charges or complaints against an officer, employee, staff member or agent, if the individual does not request an open meeting.

16. ADJOURNMENT

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Join Zoom Meeting

<https://zoom.us/j/94644923478?pwd=Y1F3UTZQd0YvcUdPdXRlVnJOamttZ09>

Meeting ID: 946 4492 3478

Passcode: 976969

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Changes Or Additions to The Agenda

Consent Agenda

Siletz City Council
Regular Meeting
Monday, March 25, 2024, 5:30 PM
Siletz City Hall

Present: Mayor Worman, S. Trachsel, W. Smith, J. Whitehead
Absent- Excused: T. Retasket
Staff: City Recorder B. Chestler, Public Works Lead D. Viar

1. Pledge of Allegiance

Mayor Worman led the Pledge of Allegiance.

2. Call to Order

Mayor Worman called the meeting to order and established a quorum.

3. Roll Call

4. Changes or Additions to the Agenda

There were no changes or additions proposed to the agenda.

5. Consent Agenda

The Consent Agenda, including the February Regular Meeting Minutes, March Work Session minutes, Accounts Payable, and financial report for February, was approved.

Motion 1: Trachsel moved to approve the consent agenda. Whitehead seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 1 passed
Ayes: All were in favor

6. Public Comments

An opportunity was given for public comment, with no comments being made.

7. Public Hearings

It was confirmed that there were no public hearings for this meeting.

8. Presentations

No presentations were scheduled for this meeting.

9. Ordinances and Resolutions

A. Resolution 724-24 - A Resolution Establishing a Community Development Workgroup

Mayor Worman read Resolution 724-24 - A Resolution Establishing a Community Development Workgroup in its entirety.

Discussion regarding Resolution 724-24 occurred, which serves to establish a community development workgroup focused on bringing change and improvement to the city, including parks, community activities, and infrastructure. The resolution's reading emphasized the desire for community input, the need for a workgroup as an alternative to a Planning Commission, and the objectives and guidelines for the new workgroup.

Motion 2: Whitehead moved to approve Resolution 724-24 - A Resolution Establishing a Community Development Workgroup. Smith seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. Further discussions involved how the community can be encouraged to participate in the development workgroup and practical aspects of reaching out to potential members. Also discussed were all the potential grants available to the city.

Vote: Motion 2 passed
Ayes: All were in favor

10. Reports of Officers, Boards, or Standing Committees

- Parks

Mayor Worman gave the parks report, he covered various improvements and maintenance works at Hee Hee Illahee Park including the installation of a new fish cleaning station. Also reported on the upcoming events including the city's annual car show. Enhancements at the parks were commended.

Mayor Worman also noted that he had a meeting with the S.E.T baseball league and discussed issues with scheduling and field use.

- Library

The library report highlighted preparations for the summer reading program, ongoing projects such as book weeding, upcoming teen activities, and the library acting as a telehealth access point for the community. Recent actions taken by the friends of the library were also reported.

- Fire Department

No report was presented by the fire department.

- County Sheriff's Office (LCSO)

The LCSO report included the discussed law enforcement issues like a recent homicide investigation and a drone causing disturbances. A brief explanation of jurisdictional limitations and legal considerations for the drone issue was provided.

- Homeless Advisory Board

Councilor Trachsel gave an update on homeless initiatives and available resources. Various new housing options were highlighted, and the importance of council representation at the meetings was discussed. The implementation of Measure 110 was explained, which reinstates possession of drugs as a crime and establishes diversion programs.

- Staff Report

Public Works Lead D. Viar reported that public works have been cross-training employees at the wastewater and water plant. He also informed council of recent utility breaks and repairs.

City Recorder B. Chestler reported to council that the auditors would be at the April 8th meeting. There were discussions about grant opportunities for infrastructure projects and details on new software needed for utility billing, with a plan to engage an expert for assistance in addressing costs.

11. Unfinished Business

A. Draft Utilities Rate Study - Final Report

The discussion revolved around the recently conducted utility rate study. Notable was the high potential sewer rate if no grants or funding support was secured. The council deliberated on the steps necessary to mitigate these rates through additional funding or policy changes.

12. New Business

A. Issuance of City Business Licenses

The topic pertained to the consistent application of the city's requirement for business licenses, including those companies performing work on tribal properties. Legal confirmation asserted that businesses must obtain a city license to operate within the city limits.

13. Correspondence

- Siletz Fire District Open House & Preparedness Fair Invite

Council reviewed this correspondence with no comments given.

- DEQ Rethink Recycling Webinar

Upcoming recycling webinar invitations and DEQ's initiatives were acknowledged.

14. Council Comments

Council members commented on concerns such as the handling of drones in residential areas, with legal guidance addressed by a law enforcement officer. Additional comments included infrastructure degeneration underneath the Siletz highway and expectations for governmental response.

15. Adjournment

Whitehead moved to adjourn the meeting at 7:45 PM.

There being no further business to come before the council, Mayor Worman adjourned the meeting at 7:45 PM.

Mayor Will Worman

ATTEST:

Recording Secretary Makenzee Goodell

City of Siletz
Work Session
Monday, April 8, 2024, 5:30 PM
Siletz City Hall

Present: Mayor Worman, T. Retasket, W. Smith, S. Trachsel
Absent- Excused: J. Whitehead
Staff: City Recorder B. Chestler, Public Works Lead D. Viar

1. Call Meeting to Order and Establish a Quorum

Mayor Worman called the meeting to order and established a quorum.

2. Auditors Report for the Fiscal Year Ending June 30, 2021- Mercy Hansen

Mercy Hansen from Aldrich CPA and Advisors presented an overview of the audit process for the City of Siletz's financial statements as of June 30, 2021. Various aspects of the audit process were explained, including the breakdown into interim planning and fieldwork, risk assessment, and an intensive review process involving several levels of auditing staff.

The key point disclosed was the issuance of a disclaimer opinion on the city's financial statements, indicating that due to a lack of sufficient documentation, the auditor could not express an opinion on their accuracy, although no assertion was made that the numbers are incorrect. An explanation was provided regarding the city and management's responsibility for preparing financial statements and the role of the auditor to verify the information.

There were findings regarding the city's compliance with several state regulations and internal controls. It was recognized that future audits might also disclose similar material weaknesses, but improvements are anticipated.

Council addressed concerns related to the impact of the disclaimer opinion on the city's ability to obtain grants and loans, seeking clarification on the implications and any potential corrective actions.

3. Utilities Rate Study- Steve Donovan

Steve Donovan presented the utilities rate study, proposing new rate schedules for water and sewer services. The new rates were primarily influenced by the upcoming sewer rehabilitation project expected to cost around \$11 million. The impact of these rates on funding strategies and the need to update the city's master plan to align with DEQ requirements were discussed. The prospect of receiving a \$100,000 planning loan with total principal forgiveness from DEQ was mentioned along with a potential grant of \$20,000 from Oregon Business for planning.

4. Dahl Annual Report of Operations- Dave Larmouth

Dave Larmouth provided a preview of the annual report of operations. The report featured projections within the operating ratio range and pending CPI-based adjustments. Financial statements were mentioned, along with a summary of operations, highlighting the handling of approximately 16,000 tons of material for the Juno project. A new food waste addition to the yard debris composting program was discussed, and details of the approaching free compost day event were provided.

5. Review of Submissions for Statement of Qualifications – Municipal Engineering Services

The review of submissions for the Statement of Qualifications for Municipal Engineering Services was briefly discussed. The decision on who the council wants to go with for an engineer will be decided at the next regular council meeting.

6. Nesika Illahee Pow Wow Parade Permit Request

The council reviewed the request for the upcoming Nesika Illahee Pow Wow parade permit.

7. Sewer Rehabilitation Project Update

A comprehensive discussion on the sewer rehabilitation project, including funding strategies, grant application details, and potential impacts on city financing, was discussed earlier in the meeting.

8. The City Council may convene into an Open Session and act on any of the above work session agenda items in accordance with Oregon Public Meetings Laws

No action regarding the convening of an open session was executed. Therefore, none of the work session agenda items underwent a decision-making process during this meeting.

During the meeting, council members shared various community updates and achievements such as successful grant applications for city projects, including funds for playground development and potential housing project support. Additionally, acquisition of a new tractor, mower, and trailer for city use was highlighted. The efforts to procure additional equipment for emergency management were also discussed. These updates were reflective of ongoing developments and improvements within the city and its management.

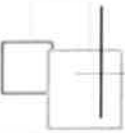
9. Adjournment

Retasket moved to adjourn the meeting at 6:50 PM.

Mayor Will Worman

ATTEST:

Recording Secretary Makenzee Goodell



Banking Activity

Reference	Period	Amount	Vendor	Notes
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1st Security Bank
7001424544 - Main
Deposit

Reference Number: Cash Deposit - 4/15/2024 9:00:49 AM Receipt - 4/4/2024 Nicole Valenzuela new water deposit Utility Billing Summary Transaction - 4/4/2024 12:26:45 PM	2023-2024 - April	\$792.00		
			\$93.00	Receipting Deposit Vendor
			\$699.00	Receipting Deposit Vendor
Reference Number: Cash Deposit - 4/15/2024 9:01:42 AM Cash Utility Billing Summary Transaction - 4/9/2024 9:11:27 AM	2023-2024 - April	\$1,191.50		
			\$1,191.50	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/10/2024 8:18:51 AM Utility Billing Summary Transaction - 4/9/2024 8:39:23 AM	2023-2024 - April	\$1,311.00		
			\$1,311.00	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/10/2024 8:19:12 AM Utility Billing Summary Transaction - 4/8/2024 12:48:47 PM	2023-2024 - April	\$2,043.50		
			\$2,043.50	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/12/2024 8:06:46 AM Receipt - 4/5/2024 Randy Smith new water deposit	2023-2024 - April	\$93.00		
			\$93.00	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/12/2024 8:08:52 AM Utility Billing Summary Transaction - 4/10/2024 11:39:08 AM	2023-2024 - April	\$1,758.50		
			\$1,758.50	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/12/2024 8:09:08 AM Utility Billing Summary Transaction - 4/10/2024 1:03:54 PM	2023-2024 - April	\$1,465.00		
			\$1,465.00	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/12/2024 9:09:16 AM Receipt - 4/12/2024 Jerry Thompson Coastal Fence/Deck	2023-2024 - April	\$2,078.00		
			\$110.00	Receipting Deposit Vendor

Reference	Period	Amount	Vendor
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1st Security Bank
7001424544 - Main
Deposit

Reference Number: CM Deposit - 4/12/2024 9:09:16 AM	2023-2024 - April	\$2,078.00	
Utility Billing Summary Transaction - 4/12/2024 8:46:32 AM		\$1,968.00	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/15/2024 9:02:22 AM	2023-2024 - April	\$748.50	
Utility Billing Summary Transaction - 4/12/2024 8:17:57 AM		\$748.50	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/16/2024 3:33:47 PM	2023-2024 - April	\$9,780.50	
Utility Billing Summary Transaction - 4/15/2024 2:31:42 PM		\$9,780.50	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/18/2024 1:08:45 PM	2023-2024 - April	\$9,250.99	
Receipt - 4/18/2024 State of Oregon Cigarette Tax		\$61.86	Receipting Deposit Vendor
Receipt - 4/18/2024 State of Oregon ODOT		\$7,982.04	Receipting Deposit Vendor
Receipt - 4/18/2024 Wavedivision Holdings, LLC		\$103.59	Receipting Deposit Vendor
Utility Billing Summary Transaction - 4/18/2024 12:07:13 PM		\$1,103.50	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/18/2024 1:09:18 PM	2023-2024 - April	\$39,525.29	
Receipt - 4/16/2024 William Worman		\$199.77	Receipting Deposit Vendor
Receipt - 4/16/2024 Central Lincoln PUD		\$4,530.46	Receipting Deposit Vendor
Receipt - 4/16/2024 Dahl Disposal Service		\$5,444.39	Receipting Deposit Vendor
Receipt - 4/16/2024 State of Oregon OLCC Tax		\$1,397.17	Receipting Deposit Vendor
Utility Billing Summary Transaction - 4/16/2024 10:13:20 AM		\$27,953.50	Receipting Deposit Vendor
Reference Number: CM Deposit - 4/3/2024 3:28:57 PM	2023-2024 - April	\$1,753.50	
Receipt - National Business Solutions Business License Fee		\$100.00	Receipting Deposit Vendor
Utility Billing Summary Transaction - 4/2/2024 4:30:28 PM		\$1,653.50	Receipting Deposit Vendor

Reference	Period	Amount	Vendor	Note
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1st Security Bank
7001424544 - Main
Deposit

Reference Number: CM Deposit - 4/5/2024 2:24:03 PM Utility Billing Summary Transaction - 4/4/2024 10:55:45 AM	2023-2024 - April	\$2,611.50		
Reference Number: CM Deposit - 4/5/2024 2:47:13 PM Utility Billing Summary Transaction - 4/4/2024 12:00:06 PM	2023-2024 - April	\$1,932.50		
Reference Number: CM Deposit - 4/5/2024 2:48:38 PM Utility Billing Summary Transaction - 4/5/2024 10:44:10 AM	2023-2024 - April	\$1,613.50		
Reference Number: IC - (Apr 1 2024 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Apr 1 2024 9:59PM Visa/MC/EFT/DSC)	2023-2024 - April	\$815.50		
Reference Number: IC - (Apr 2 2024 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Apr 2 2024 9:59PM Visa/MC/EFT/DSC)	2023-2024 - April	\$495.50		
Reference Number: IC - (Apr 3 2024 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Apr 3 2024 9:59PM Visa/MC/EFT/DSC)	2023-2024 - April	\$328.00		
Reference Number: IC - (Apr 4 2024 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Apr 4 2024 9:59PM Visa/MC/EFT/DSC)	2023-2024 - April	\$499.00		
Reference Number: IC - (Apr 5 2024 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Apr 5 2024 9:59PM Visa/MC/EFT/DSC)	2023-2024 - April	\$413.50		
Reference Number: IC - (Apr 7 2024 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Apr 7 2024 9:59PM Visa/MC/EFT/DSC)	2023-2024 - April	\$197.50		

Reference	Product	Account	Vendor	Notes
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1st Security Bank
7001424544 - Main

Deposit

Reference Number: IC - (Apr 8 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC)	\$328.00			
Invoice Cloud Summary Transaction - (Apr 8 2024 9:59PM Visa/MC/EFT/DSC)	\$328.00	Receipting Deposit Vendor		
Reference Number: IC - (Apr 9 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC)	\$254.50			
Invoice Cloud Summary Transaction - (Apr 9 2024 9:59PM Visa/MC/EFT/DSC)	\$254.50	Receipting Deposit Vendor		
Reference Number: IC - (Apr 10 2024 2023-2024 - April 9:59PM Amex)	\$50.00			
Invoice Cloud Summary Transaction - (Apr 10 2024 9:59PM Amex)	\$50.00	Receipting Deposit Vendor		
Reference Number: IC - (Apr 10 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC)	\$5,615.00			
Invoice Cloud Summary Transaction - (Apr 10 2024 9:59PM Visa/MC/EFT/DSC)	\$5,615.00	Receipting Deposit Vendor		
Reference Number: IC - (Apr 11 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC)	\$827.50			
Invoice Cloud Summary Transaction - (Apr 11 2024 9:59PM Visa/MC/EFT/DSC)	\$827.50	Receipting Deposit Vendor		
Reference Number: IC - (Apr 13 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC)	\$91.00			
Invoice Cloud Summary Transaction - (Apr 13 2024 9:59PM Visa/MC/EFT/DSC)	\$91.00	Receipting Deposit Vendor		
Reference Number: IC - (Apr 16 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC)	\$328.00			
Invoice Cloud Summary Transaction - (Apr 16 2024 9:59PM Visa/MC/EFT/DSC)	\$328.00	Receipting Deposit Vendor		
Reference Number: IC - (Apr 17 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC)	\$156.50			
Invoice Cloud Summary Transaction - (Apr 17 2024 9:59PM Visa/MC/EFT/DSC)	\$156.50	Receipting Deposit Vendor		

1st Security Bank
7001424544 - Main

Deposit

Reference Number: IC - (Apr 18 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Apr 18 2024 9:59PM Visa/MC/EFT/DSC)	\$108.00			
	\$108.00	Receipting Deposit Vendor		
Reference Number: IC - (Mar 28 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Mar 28 2024 9:59PM Visa/MC/EFT/DSC)	\$67.50			
	\$67.50	Receipting Deposit Vendor		
Reference Number: IC - (Mar 29 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Mar 29 2024 9:59PM Visa/MC/EFT/DSC)	\$210.00			
	\$210.00	Receipting Deposit Vendor		
Reference Number: IC - (Mar 30 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Mar 30 2024 9:59PM Visa/MC/EFT/DSC)	\$298.50			
	\$298.50	Receipting Deposit Vendor		
Reference Number: IC - (Mar 31 2024 2023-2024 - April 9:59PM Visa/MC/EFT/DSC) Invoice Cloud Summary Transaction - (Mar 31 2024 9:59PM Visa/MC/EFT/DSC)	\$125.50			
	\$125.50	Receipting Deposit Vendor		
Total Deposit	\$89,157.78			
Total 7001424544 - Main	\$89,157.78			

777777777 - Petty Cash

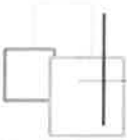
Deposit

Reference Number: Cash Deposit - 2023-2024 - April 4/18/2024 1:10:09 PM Receipt - 4/16/2024 Fax for customer	\$5.00			
	\$5.00	Receipting Deposit Vendor		
Reference Number: CM Deposit - 2023-2024 - April 4/12/2024 8:09:52 AM Receipt - 4/4/2024 Fax for customer	\$4.00			
	\$4.00	Receipting Deposit Vendor		

1st Security Bank
7777777777 - Petty Cash

Deposit

Reference Number: CM Deposit -	2023-2024 - April	\$3.00
4/12/2024 8:10:09 AM		
Receipt - 4/9/2024 Fax for customer		\$3.00
Total Deposit		\$12.00
Total 7777777777 - Petty Cash		\$12.00
Total 1st Security Bank		\$89,169.78
Grand Total		\$89,169.78



Banking Activity

Reference	Period	Amount	Utility	Notes
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1st Security Bank 7001424544 - Main

Check

Reference Number: 17488 Invoice - 165706: 165830	2023-2024 - April	\$400.00		
Reference Number: 17489 Court Services on 3/28/24	2023-2024 - April	\$500.00		Analytical Labs
Reference Number: 17490 Account#: 2311	2023-2024 - April	\$199.77		Arnold Poole, Attorney at Law
Reference Number: 17491 Invoice - 745684530	2023-2024 - April	\$199.77		BMO Bank N.A. - Payment
Reference Number: 17492 Invoice - IN-0982182	2023-2024 - April	\$147.60		Bridge Tower OpCo, LLC
Reference Number: 17493 ACCTS: 4000-4003: 4005-4011: 4013	2023-2024 - April	\$1,814.61		Carson Oil: CECO, INC
Reference Number: 17494 Acct number 502515299	2023-2024 - April	\$5,380.15		Central Lincoln PUD
Reference Number: 17495 Invoice - S0324	2023-2024 - April	\$155.90		CenturyLink
Reference Number: 17496 Invoice - 1578	2023-2024 - April	\$300.00		Darrel Lockard Consultant DLC, LLC
Reference Number: 17497 City Contributions for Employee's IRA 3/31/24	2023-2024 - April	\$10,142.68		Donovan Enterprises Inc
Reference Number: 17498 Invoice - 1646: 1647	2023-2024 - April	\$1,060.34		Edward Jones
Reference Number: 17499 Travel for Jan/Feb/March 2024: bank deposits	2023-2024 - April	\$9,870.00		Leo's Excavating & Trucking, Inc
Reference Number: 17500 Invoice - 501323	2023-2024 - April	\$132.66		Makenzee Goodell
Reference Number: 17501 ACCTS#: 219988-3	2023-2024 - April	\$74.94		North Central Labs of Wisconsin
		\$162.92		NW Natural

1st Security Bank
7001424544 - Main

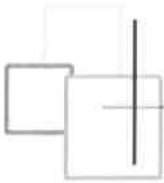
Check

Reference Number: 17502 Customer# Silet001	2023-2024 - April	\$28.06 \$28.06 Oregon Equipment Sales McMinnville
Reference Number: 17503 Invoice - 3318949918	2023-2024 - April	\$211.20 \$211.20 Pitney Bowes Global Financial Svcs LLC
Reference Number: 17504 ACCT#: RCH 27102046	2023-2024 - April	\$248.97 \$248.97 Staples
Reference Number: 17505 Invoice - 245082	2023-2024 - April	\$46.85 \$46.85 TCB Security Services
Reference Number: 17506 ACCT#: 2521	2023-2024 - April	\$49.98 \$49.98 Toledo Ace Hardware
Reference Number: 17507 Invoice - INV00310089	2023-2024 - April	\$189.53 \$189.53 USA Blue Book
Reference Number: 17508 Contract# 603-0266752-000 02/24 & 03/24	2023-2024 - April	\$417.00 \$417.00 Wells Fargo Financial Leasing, Inc
Reference Number: 17509 Billing date: 04/02/24	2023-2024 - April	\$875.00 \$875.00 West Coast Cronin Clan Co.
Reference Number: 17510 Card# 2652 Card: 3734	2023-2024 - April	\$2,062.56 \$1,029.13 1st Security Bank \$1,033.43 1st Security Bank
Reference Number: 17511 Ref#: 16863	2023-2024 - April	\$2,959.48 \$2,959.48 Diamond K Sales
Reference Number: 17512	2023-2024 - April	\$0.00
Reference Number: 17513 Card# 5500	2023-2024 - April	\$157.87 \$157.87 1st Security Bank
Reference Number: 17514 Quote ID: 30742876	2023-2024 - April	\$8,095.70 \$8,095.70 Pape Machinery, Inc
Reference Number: 17515 Invoice - 1J61-W943-YCQH: 1KH1- NDHX-3GKY	2023-2024 - April	\$132.05 \$132.05 Amazon Capital Services
Reference Number: 17516 Invoice - 166250	2023-2024 - April	\$168.00 \$168.00 Analytical Labs
Reference Number: 17517 Account #: 287261137961	2023-2024 - April	\$118.61 \$118.61 AT & T
Reference Number: 17518 Account card#: 6845	2023-2024 - April	\$25.71 \$25.71 BMO Bank N.A. - Payment

1st Security Bank
7001424544 - Main

Check

Reference Number: 17519 ACCT#: 333664401: 333748519: 333492451	2023-2024 - April	\$449.43 \$449.43Century Link/Qwest
Reference Number: 17520 Invoice - 0000022	2023-2024 - April	\$194.95 \$194.95City of Toledo
Reference Number: 17521 City Contribution for Employee's IRA - 4/15/24	2023-2024 - April	\$1,105.71 \$1,105.71Edward Jones
Reference Number: 17522 Invoice - 1253544	2023-2024 - April	\$1,054.70 \$1,054.70Ferguson Waterworks #3011
Reference Number: 17523 Invoice - 820017359	2023-2024 - April	\$56.58 \$56.58Konica Minolta Business Solutions
Reference Number: 17524 Invoice -69193	2023-2024 - April	\$1,480.50 \$1,480.50Local Government Law Group
Reference Number: 17525 Invoice -IN129885: IN130240	2023-2024 - April	\$582.78 \$582.78National Business Solutions
Reference Number: 17526 Invoice - 244983	2023-2024 - April	\$45.00 \$45.00TCB Security Services
Reference Number: 17527 Invoice - 30947	2023-2024 - April	\$5,447.48 \$5,447.48The Dyer Partnership
Reference Number: 17528 Invoice - 287843	2023-2024 - April	\$15.99 \$15.99Toledo Auto Parts
Reference Number: 17529 Invoice - INV00334146: INV00324150	2023-2024 - April	\$175.12 \$175.12USA Blue Book
Reference Number: 17530 ACCT: 2701-1302962-01	2023-2024 - April	\$552.00 \$552.00WAVE
Reference Number: 17531 Invoice - 94891 Final payment on Trident Panel	2023-2024 - April	\$38,000.00 \$38,000.00WesTech Engineering, LLC
Total Check		\$95,288.38
Total 7001424544 - Main		\$95,288.38
Total 1st Security Bank		\$95,288.38
Grand Total		\$95,288.38



Reconciliation Activity

Fiscal: 2023-2024 - March

Reference	Amount	Effective Date
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2023-2024 - March 1st Security Bank Account Number: 7001424544

Statement From Date: 3/1/2024
Statement Thru Date: 3/31/2024
Previous Balance: \$890,875.32
Ending Balance \$941,936.25

Adjustment

Chase Rilatos-Check written by NWPS-off probation and went to another payscale not submitted at time payroll went	(\$212.26)	
Child Support Pmt march 15, 2025 Payroll	(\$225.50)	
Child Support Pmt March 31	(\$225.50)	
CIS-H/V/D Employee Benefits for March 2024	(\$6,811.13)	
Direct Deposit for March 31 Payroll	(\$11,843.72)	
IRS Tax Pmt for March 15 Payroll	(\$3,550.26)	
IRS Tax Pmt for Payroll Feb 29, 2024 March 15th Payroll	(\$3,524.53)	
OR Tax Pmt for March 15 Payroll	(\$1,128.55)	
OR Tax Pmt for Payroll Feb 29, 2024	(\$1,123.80)	
Wrker's Comp SAIF Pmt March Pmt	(\$950.82)	
Total Adjustment	(\$41,363.09)	

Count: 11

Check

17153	\$46.41	3/31/2024
17423	\$126.00	3/31/2024
17434	\$2,748.00	3/31/2024
17435	\$490.00	3/31/2024
17436	\$103.58	3/31/2024
17437	\$48.85	3/31/2024
17438	\$453.95	3/31/2024
17439	\$75.00	3/31/2024
17440	\$1,700.00	3/31/2024
17441	\$268.84	3/31/2024
17442	\$1,085.37	3/31/2024
17443	\$88.28	3/31/2024
17445	\$105.00	3/31/2024
17446	\$88.00	3/31/2024
17447	\$2,800.08	3/31/2024
17448	\$8.71	3/31/2024
17449	\$500.00	3/31/2024
17450	\$60.66	3/31/2024
17451	\$83.56	3/31/2024
17452	\$125.84	3/31/2024
17453	\$67.00	3/31/2024

Reference

Amount Effective Date

2023-2024 - March 1st Security Bank**Account Number: 7001424544**

Statement From Date: 3/1/2024
 Statement Thru Date: 3/31/2024
 Previous Balance: \$890,875.32
 Ending Balance \$941,936.25

Check

17454	\$5,460.52	3/31/2024
17455	\$154.65	3/31/2024
17457	\$600.00	3/31/2024
17458	\$7,175.00	3/31/2024
17459	\$1,067.47	3/31/2024
17460	\$243.05	3/31/2024
17461	\$56.64	3/31/2024
17462	\$755.93	3/31/2024
17463	\$981.00	3/31/2024
17464	\$94.67	3/31/2024
17465	\$286.60	3/31/2024
17467	\$1,650.00	3/31/2024
Invoice Cloud Bill Pay	\$469.25	4/3/2024
NWPS March 15th	\$83.25	3/31/2024
NWPS March 15th Payroll	\$90.50	3/31/2024
Total Check	\$30,241.66	

Count: 36**Deposit**

Cash Deposit - 3/11/2024 2:31:29 PM	\$1,148.00	3/31/2024
Cash Deposit - 3/11/2024 2:32:25 PM	\$250.00	3/31/2024
Cash Deposit - 3/29/2024 3:38:49 PM	\$938.00	3/31/2024
Cash Deposit - 3/29/2024 3:39:29 PM	\$747.00	3/31/2024
Cash Deposit - 3/29/2024 3:40:19 PM	\$666.00	3/31/2024
Cash Deposit - 3/29/2024 3:40:47 PM	\$403.00	3/31/2024
CASH- Deposit - 3/11/2024 2:34:51 PM	\$927.00	3/31/2024
CASH- Deposit - 3/11/2024 2:37:17 PM	\$516.00	3/31/2024
CM Deposit - 3/1/2024 4:21:25 PM	\$483.50	3/31/2024
CM Deposit - 3/1/2024 4:21:53 PM	\$1,001.00	3/31/2024
CM Deposit - 3/1/2024 4:23:08 PM	\$204.00	3/31/2024
CM Deposit - 3/11/2024 2:26:15 PM	\$1,735.50	3/31/2024
CM Deposit - 3/14/2024 3:52:35 PM	\$1,769.00	3/31/2024
CM Deposit - 3/14/2024 4:07:15 PM	\$3,074.92	3/31/2024
CM Deposit - 3/14/2024 4:16:32 PM	\$11,596.50	3/31/2024
CM Deposit - 3/20/2024 8:29:15 AM	\$28,603.20	3/31/2024
CM Deposit - 3/25/2024 4:37:58 PM	\$5,575.96	3/31/2024
CM Deposit - 3/25/2024 4:39:30 PM	\$32,763.89	3/31/2024
CM Deposit - 3/29/2024 3:40:02 PM	\$266.00	3/31/2024
CM Deposit - 3/29/2024 8:10:37 AM	\$735.00	3/31/2024
CM Deposit - 3/29/2024 8:10:50 AM	\$229.00	3/31/2024
CM Deposit - 3/6/2024 3:51:10 PM	\$2,801.50	3/31/2024
CM Deposit - 3/6/2024 3:51:37 PM	\$2,226.00	3/31/2024
CM Deposit - 3/8/2024 10:13:13 AM	\$1,651.50	3/31/2024
CM Deposit - 3/8/2024 10:14:46 AM	\$2,516.50	3/31/2024
CM Deposit - 3/8/2024 10:15:33 AM	\$1,206.63	3/31/2024
CM Deposit - 3/8/2024 4:47:50 PM	\$1,951.00	3/31/2024

Reference

Amount Effective Date

2023-2024 - March 1st Security Bank**Account Number: 7001424544**

Statement From Date: 3/1/2024
 Statement Thru Date: 3/31/2024
 Previous Balance: \$890,875.32
 Ending Balance \$941,936.25

Deposit

CM Deposit - 4/3/2024 11:54:24 AM	\$100.00	3/31/2024
CM Deposit - 4/3/2024 11:58:05 AM	\$100.00	3/31/2024
CM Deposit - 4/3/2024 11:58:26 AM	\$93.00	3/31/2024
IC - (Feb 27 2024 9:59PM Visa/MC/EFT/DSC)	\$1,008.00	3/31/2024
IC - (Feb 28 2024 9:59PM Visa/MC/EFT/DSC)	\$425.50	3/31/2024
IC - (Mar 1 2024 9:59PM Visa/MC/EFT/DSC)	\$1,696.50	3/31/2024
IC - (Mar 2 2024 9:59PM Visa/MC/EFT/DSC)	\$246.00	3/31/2024
IC - (Mar 3 2024 9:59PM Visa/MC/EFT/DSC)	\$111.00	3/31/2024
IC - (Mar 4 2024 9:59PM Visa/MC/EFT/DSC)	\$1,100.00	3/31/2024
IC - (Mar 5 2024 9:59PM Visa/MC/EFT/DSC)	\$608.50	3/31/2024
IC - (Mar 6 2024 9:59PM Visa/MC/EFT/DSC)	\$81.00	3/31/2024
IC - (Mar 7 2024 9:59PM Visa/MC/EFT/DSC)	\$731.50	3/31/2024
IC - (Mar 8 2024 9:59PM Visa/MC/EFT/DSC)	\$1,079.58	3/31/2024
IC - (Mar 9 2024 9:59PM Visa/MC/EFT/DSC)	\$91.50	3/31/2024
IC - (Mar 10 2024 9:59PM Amex)	\$52.50	3/31/2024
IC - (Mar 10 2024 9:59PM Visa/MC/EFT/DSC)	\$4,611.00	3/31/2024
IC - (Mar 11 2024 9:59PM Visa/MC/EFT/DSC)	\$982.50	3/31/2024
IC - (Mar 12 2024 9:59PM Visa/MC/EFT/DSC)	\$394.50	3/31/2024
IC - (Mar 13 2024 9:59PM Visa/MC/EFT/DSC)	\$279.50	3/31/2024
IC - (Mar 14 2024 9:59PM Visa/MC/EFT/DSC)	\$50.00	3/31/2024
IC - (Mar 15 2024 9:59PM Visa/MC/EFT/DSC)	\$220.00	3/31/2024
IC - (Mar 16 2024 9:59PM Visa/MC/EFT/DSC)	\$180.00	3/31/2024
IC - (Mar 17 2024 9:59PM Visa/MC/EFT/DSC)	\$52.00	3/31/2024
IC - (Mar 18 2024 9:59PM Visa/MC/EFT/DSC)	\$719.50	3/31/2024
IC - (Mar 19 2024 9:59PM Visa/MC/EFT/DSC)	\$237.00	3/31/2024
IC - (Mar 20 2024 9:59PM Visa/MC/EFT/DSC)	\$451.50	3/31/2024
IC - (Mar 21 2024 9:59PM Visa/MC/EFT/DSC)	\$117.50	3/31/2024

2023-2024 - March 1st Security Bank
Account Number: 7001424544

Statement From Date: 3/1/2024
 Statement Thru Date: 3/31/2024
 Previous Balance: \$890,875.32
 Ending Balance: \$941,936.25

Deposit

IC - (Mar 22 2024 9:59PM Visa/MC/EFT/DSC)	\$148.50	3/31/2024	
IC - (Mar 26 2024 9:59PM Visa/MC/EFT/DSC)	\$612.00	3/31/2024	
IC - (Mar 27 2024 9:59PM Visa/MC/EFT/DSC)	\$100.00	3/31/2024	
Total Deposit	\$122,665.68		Count: 57

Account Totals

Checks	\$30,241.66	Count: 36
Deposits	\$122,665.68	Count: 57
Adjustments	(\$41,363.09)	Count: 11

Statement Totals

Checks	\$30,241.66	Count: 36
Deposits	\$122,665.68	Count: 57
Adjustments	(\$41,363.09)	Count: 11

Grand Totals

Checks	\$30,241.66	Count: 36
Deposits	\$122,665.68	Count: 57
Adjustments	(\$41,363.09)	Count: 11

LGIP Account : 6472 \$ 3,658,869.38
4020 - \$888,653.47

total \$5,489,459.10

Revenue

Starting Account Number: 001-0-350-00 Prior Period Adjustment
 Ending Account Number: 010-0-599-00 Beginning Fund Balance
 Period: 2023-2024 - April

Revenue Number	Title	Fiscal	Amount	% of Total	Balance
General Government					
001-0-350-00	Prior Period Adjustment	\$0.00	\$0.00		\$0.00
001-0-400-00	Business License	\$4,740.00	\$3,000.00	158.00%	(\$1,740.00)
001-0-410-00	Liquor Tax	\$20,181.58	\$22,000.00	91.73%	\$1,818.42
001-0-420-00	Cigarette Tax	\$789.26	\$650.00	121.42%	(\$139.26)
001-0-430-00	Telephone/Internet Franchise Fees	\$3,677.51	\$3,606.00	101.98%	(\$71.51)
001-0-440-00	TV Franchise	\$1,686.35	\$1,500.00	112.42%	(\$186.35)
001-0-450-00	Natural Gas Franchise	\$6,644.50	\$4,500.00	147.66%	(\$2,144.50)
001-0-460-00	Property Tax Revenue	\$14,556.31	\$0.00		(\$14,556.31)
001-0-475-00	Sanitary Service Franchise	\$16,316.98	\$20,000.00	81.58%	\$3,683.02
001-0-480-00	Central Lincoln Pud	\$31,873.90	\$35,000.00	91.07%	\$3,126.10
001-0-490-00	Marijuana Tax	\$1,722.56	\$1,680.00	102.53%	(\$42.56)
001-0-500-00	Planning Revenue	\$2,225.00	\$500.00	445.00%	(\$1,725.00)
001-0-510-00	Parks Revenue	\$0.00	\$0.00		\$0.00
001-0-520-00	Interest Income	\$0.00	\$0.00		\$0.00
001-0-540-00	Grants From Other Sources	\$0.00	\$0.00		\$0.00
001-0-560-00	Municipal Court/tickets	\$2,000.85	\$0.00		(\$2,000.85)
001-0-570-00	CC-Bank Fee Revenue	\$0.00	\$0.00		\$0.00
001-0-580-00	Miscellaneous	\$2,489.97	\$1,500.00	166.00%	(\$989.97)
001-0-585-00	Code Violations	\$0.00	\$0.00		\$0.00
001-0-590-00	Transfer In	\$0.00	\$0.00		\$0.00
001-0-592-00	Street Lighting Fee Revenue	\$818.00	\$11,000.00	102.30%	(\$253.00)
001-0-599-00	Beginning Fund Balance	\$0.00	\$275,220.00	0.00%	\$275,220.00
001-0-600-00	Beginning Balance ARPA FUNDS	\$0.00	\$53,589.00	0.00%	\$53,589.00
001-0-605-00	Beginning Balance-Municipal Court	\$0.00	\$33,300.00	0.00%	\$33,300.00
	Total General Government	\$1,028.00	\$467,045.00	25.73%	\$346,887.23
002-0-520-00	Interest	\$0.00	\$0.00		\$0.00
002-0-530-00	Transfer From City Funds	\$0.00	\$0.00		\$0.00
Water Fund					
003-0-500-00	Water Sales	\$21,133.36	\$500,000.00	84.50%	\$77,523.64
003-0-510-00	Connection Charges	\$0.00	\$0.00		\$0.00
003-0-520-00	Interest Income	\$0.00	\$0.00		\$0.00
003-0-530-00	Customer Deposits	\$0.00	\$550.00	-168.55%	\$1,477.00
003-0-580-00	Miscellaneous	\$0.00	\$500.00	0.00%	\$500.00
003-0-599-00	Beginning Fund Balance	\$0.00	\$1,556,139.00	0.00%	\$1,556,139.00
003-0-601-00	Beginning Water Reserve Fund	\$0.00	\$581,000.00	0.00%	\$581,000.00
003-0-605-00	Beginning Balance SDCs Water	\$0.00	\$22,195.00	0.00%	\$22,195.00

Account Number	Title	Period	Amount	Balance	% of Total	Balance
Total Water Fund			\$21,133.36	\$2,660,384.00	15.85%	\$2,238,834.64
Sdwrif						
004-0-520-00	Intrest		\$0.00	\$0.00		\$0.00
004-0-550-00	Transfer		\$0.00	\$18,000.00	111.11%	(\$2,000.00)
004-0-599-00	Beginning Fund Balance		\$0.00	\$4,800.00	0.00%	\$4,800.00
Total Sdwrif			\$0.00	\$22,800.00	87.72%	\$2,800.00
005-0-520-00	Interest Income		\$0.00	\$0.00		\$0.00
005-0-550-00	Transfer		\$0.00	\$0.00		\$0.00
Sewer Fund						
006-0-500-00	Sewer User Charges		\$365,196.13	\$400,000.00	91.30%	\$34,803.87
006-0-510-00	Connection Charges		\$0.00	\$0.00		\$0.00
006-0-520-00	Interest Income		\$0.00	\$0.00		\$0.00
006-0-580-00	Miscellaneous		\$22,000.00	\$200.00	11,000.00%	(\$21,800.00)
006-0-599-00	Beginning Fund Balance		\$0.00	\$1,915,248.00	0.00%	\$1,915,248.00
006-0-601-00	Beginning Balance-Sewer Reserve Funds		\$0.00	\$248,000.00	0.00%	\$248,000.00
006-0-605-00	Beginning Balance SDCs Sewer		\$0.00	\$40,307.00	0.00%	\$40,307.00
Total Sewer Fund			\$387,196.13	\$2,603,755.00	14.87%	\$2,216,558.87
Street Fund						
008-0-500-00	State Gas Tax		\$82,164.72	\$99,000.00	82.99%	\$16,835.28
008-0-510-00	Sca Grant		\$0.00	\$250,000.00	0.00%	\$250,000.00
008-0-520-00	Interest Income		\$0.00	\$0.00		\$0.00
008-0-530-00	Transfer		\$35,000.00	\$35,000.00	100.00%	\$0.00
008-0-599-00	Beginning Fund Balance		\$0.00	\$119,703.00	0.00%	\$119,703.00
008-0-601-00	Beginning Balance Streets Reserves		\$0.00	\$40,000.00	0.00%	\$40,000.00
Total Street Fund			\$117,164.72	\$543,703.00	21.55%	\$426,538.28
009-0-520-00	Interest Income		\$0.00	\$0.00		\$0.00
009-0-550-00	Transfer		\$0.00	\$0.00		\$0.00
009-0-599-00	Beginning Fund Balance		\$0.00	\$0.00		\$0.00
Parks and Rec						
010-0-500-00	State Revenue Sharing		\$11,502.62	\$14,000.00	82.16%	\$2,497.38
010-0-520-00	Interest Income		\$0.00	\$0.00		\$0.00
010-0-530-00	Event Fund Raisers		\$5,018.00	\$0.00		(\$5,018.00)
010-0-540-00	Community Donations		\$844.00	\$0.00		(\$844.00)
010-0-560-00	Grants		\$0.00	\$1,200.00	0.00%	\$1,200.00
010-0-599-00	Beginning Fund Balance		\$0.00	\$39,901.00	0.00%	\$39,901.00
Total Parks and Rec			\$17,364.62	\$55,101.00	31.51%	\$37,736.38
Grand Totals			\$1,083,432.60	\$6,352,788.00	17.05%	\$5,269,355.40

Fund Number	Title	Period	Fiscal	Encumber	% of Total	Balance
001-0-000-00	General Government	\$1,028.00	\$120,157.77	\$467,045.00	25.73%	\$346,887.23
002-0-520-00	Interest	\$0.00	\$0.00	\$0.00		\$0.00
003-0-000-00	Water Fund	\$21,133.36	\$421,549.36	\$2,660,384.00	15.85%	\$2,238,834.64
004-0-000-00	Sdwrif	\$0.00	\$20,000.00	\$22,800.00	87.72%	\$2,800.00
005-0-520-00	Interest Income	\$0.00	\$0.00	\$0.00		\$0.00
006-0-000-00	Sewer Fund	\$17,769.64	\$387,196.13	\$2,603,755.00	14.87%	\$2,216,558.87
008-0-000-00	Street Fund	\$0.00	\$117,164.72	\$543,703.00	21.55%	\$426,538.28
009-0-520-00	Interest Income	\$0.00	\$0.00	\$0.00		\$0.00
010-0-000-00	Parks and Rec	\$0.00	\$17,364.62	\$55,101.00	31.51%	\$37,736.38
	Grand Totals	\$39,931.00	\$1,083,432.60	\$6,352,788.00	17.05%	\$5,269,355.40

Expenditure

Starting Account Number: 001-1-620-00 City Recorder
 Ending Account Number: 010-4-980-00 Contingency
 Period: 2023-2024 - March

Account Number	Title	Fiscal	Encumbr	% of Total	Balance
General Government					
Salaries and Benefits					
001-1-620-00	City Recorder	\$24,108.80	\$2,691.20	76.09%	\$7,575.20
001-1-630-00	Deputy Recorder	\$18,680.55	\$2,184.84	88.12%	\$2,519.45
001-1-631-00	Temporary Help	\$0.00	\$0.00	0.00%	\$800.00
001-1-640-00	Fica-MC	\$3,273.41	\$373.02	55.80%	\$2,592.59
001-1-650-00	Self-Unemployment	\$0.00	\$0.00	0.00%	\$1,920.00
001-1-670-00	Medical/dental Insurance	\$1,674.26	\$339.84	1,138.95%	(\$1,527.26)
001-1-671-00	Sep	\$549.22	\$83.24		(\$549.22)
	Total Salaries and Benefits	\$48,286.24	\$5,672.14	78.37%	\$13,330.76
Materials and Supplies					
001-2-680-00	Office Supplies	\$5,267.30	\$0.00	117.05%	(\$767.30)
001-2-690-00	Office Equipment Maint/repair	\$3,722.95	\$0.00	97.97%	\$77.05
001-2-700-00	Building Maintenance/ Repair	\$2,364.20	\$51.50	29.55%	\$5,635.80
001-2-710-00	Utilities-Electricity, Heat, Phones	\$8,257.12	\$918.17	48.57%	\$8,742.88
001-2-730-00	Bank and Accounting Service Fees	\$5,199.46	\$643.00	103.99%	(\$199.46)
001-2-740-00	Street Lights	\$16,677.08	\$1,886.30	87.77%	\$2,322.92
001-2-750-00	Membership & Dues	\$7,314.36	\$245.25	63.05%	\$4,285.64
001-2-760-00	Emergency Tax	\$0.00	\$0.00		\$0.00
001-2-770-00	Budget & Elections/Publications and Notices	\$200.85	\$0.00	13.39%	\$1,299.15
001-2-800-00	Travel & Transportation	\$177.71	\$0.00	11.85%	\$1,322.29
001-2-805-00	Donations	\$4,000.00	\$0.00	100.00%	\$0.00
001-2-810-00	Personnel Training	\$795.96	\$0.00	15.92%	\$4,204.04
001-2-815-00	Council Training	\$3,359.07	\$300.00	67.18%	\$1,640.93
001-2-820-00	Miscellaneous	\$404.62	\$31.70	67.44%	\$195.38
001-2-825-00	Municipal Court Fees	\$335.39	\$75.00	1.02%	\$32,664.61
	Total Materials and Supplies	\$58,076.07	\$4,150.92	48.60%	\$61,423.93
Professional Services					
001-3-850-00	Engineer	\$0.00	\$0.00	0.00%	\$1,000.00
001-3-860-00	Attorney	\$16,126.07	\$1,292.50	89.59%	\$1,873.93
001-3-870-00	Audit	\$0.00	\$0.00	0.00%	\$10,000.00
001-3-875-00	Accounting Services	\$17,419.82	\$0.00	69.68%	\$7,580.18
001-3-880-00	Planning	\$11,135.16	\$1,375.00	92.79%	\$864.84
001-3-890-00	Insurance	\$14,728.00	\$0.00	100.00%	\$0.00
001-3-891-00	Code Enforcement	\$5,099.94	\$566.66	43.22%	\$6,700.06
	Total Professional Services	\$64,508.99	\$3,234.16	69.72%	\$28,019.01
Miscellaneous					

Account Number	Title	Actual	Budget	% of Total	Budget
001-4-900-00	Park Maintenance & Repair	\$0.00	\$0.00		\$0.00
001-4-920-00	Parks Materials and Services	\$0.00	\$0.00		\$0.00
001-4-930-00	Office Furniture/city Hall	\$0.00	\$0.00		\$0.00
001-4-940-00	ARPA Revenue Replacement Funds	\$0.00	\$49,281.25	91.96%	\$4,307.75
Total Miscellaneous		\$0.00	\$49,281.25	91.96%	\$4,307.75
Transfers					
001-5-960-00	Transfer TO Library	\$0.00	\$0.00		\$0.00
001-5-965-00	Transfer from GF to Streets	\$0.00	\$35,000.00	100.00%	\$0.00
001-5-969-00	Lgip Investment (transfer)	\$0.00	\$0.00		\$0.00
001-5-980-00	Contingency	\$0.00	\$0.00	0.00%	\$50,000.00
Total Transfers		\$0.00	\$35,000.00	41.18%	\$50,000.00
Total General Government		\$13,057.22	\$255,152.55	61.90%	\$157,081.45
002-0-350-00	Prior Period Adjustment	\$0.00	\$0.00		\$0.00
Library Fund					
002-1-890-00	Insurance	\$0.00	\$0.00		\$0.00
002-1-895-00	L. C. Library District	\$0.00	\$0.00		\$0.00
Total Library Fund		\$0.00	\$0.00		\$0.00
Water Fund					
003-0-350-00	Prior Period Adjustment - Water	\$0.00	\$0.00		\$0.00
003-0-611-00	Utility Worker II	\$0.00	\$0.00		\$0.00
Salaries and Benefits					
003-1-600-00	Public Works Lead	\$2,430.00	\$22,352.34	91.31%	\$2,127.66
003-1-610-00	Utility Worker I	\$4,578.54	\$32,411.46	90.03%	\$3,588.54
003-1-611-00	Utility Worker II/III/Temp	\$2,157.68	\$24,967.05		(\$24,967.05)
003-1-612-00	Utility Worker III	\$0.00	\$0.00	0.00%	\$45,844.00
003-1-613-00	Temporary Help	\$0.00	\$0.00	0.00%	\$800.00
003-1-614-00	Overtime	\$0.00	\$0.00	0.00%	\$10,609.00
003-1-618-00	Compensated Absences	\$0.00	\$0.00	0.00%	\$4,832.00
003-1-620-00	City Recorder	\$1,255.90	\$11,250.80	76.09%	\$3,535.20
003-1-630-00	Deputy Recorder	\$1,638.63	\$14,010.41	88.12%	\$1,889.59
003-1-640-00	Fica-MC	\$824.52	\$7,816.76	52.23%	\$7,149.24
003-1-650-00	Saif-Unemployment	\$0.00	\$0.00	0.00%	\$5,352.00
003-1-670-00	Medical/dental	\$2,827.45	\$21,994.41	44.89%	\$26,999.59
003-1-671-00	Sep	\$605.65	\$4,303.25	73.33%	\$1,564.75
Total Salaries and Benefits		\$16,318.37	\$139,106.48	60.90%	\$89,324.52
Materials and Supplies					
003-2-680-00	Office/Plant Supplies	\$1,042.82	\$3,249.15	64.98%	\$1,750.85
003-2-690-00	Equipment Maint. & Repair-Parts	\$0.00	\$2,776.74	8.68%	\$29,223.26
003-2-700-00	Bldgs/grounds Maint. & Repair	\$0.00	\$0.00	0.00%	\$20,700.00
003-2-710-00	Utilities-Electricity,Phone, Heat	\$1,669.65	\$12,429.42	49.72%	\$12,570.58
003-2-730-00	Chemicals & Supplies	\$657.94	\$7,479.86	74.80%	\$2,520.14
003-2-740-00	Pipes, Meters & Fittings	\$3,471.12	\$7,619.82	30.48%	\$17,380.18
003-2-750-00	Membership & Dues	\$0.00	\$10,929.40	109.29%	(\$929.40)
003-2-760-00	Small Tools	\$0.00	\$612.44	6.80%	\$8,387.56

Account Number	Title	Primo	Fiscal	Expend	% of Total	Balance
003-2-770-00	Publications & Legal Notices	\$0.00	\$141.78	\$500.00	28.36%	\$358.22
003-2-780-00	Customer Refunds	\$0.00	\$39.06	\$400.00	9.77%	\$360.94
003-2-800-00	Training and Travel	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
003-2-810-00	Personnel Training	\$0.00	\$0.00	\$0.00		\$0.00
003-2-820-00	Miscellaneous	\$45.00	\$333.65	\$1,000.00	33.37%	\$666.35
	Total Materials and Supplies	\$6,886.53	\$45,611.32	\$143,600.00	31.76%	\$97,988.68
Professional Services						
003-3-850-00	Engineer	\$0.00	\$0.00	\$10,000.00	0.00%	\$10,000.00
003-3-860-00	Attorney	\$0.00	\$0.00	\$4,500.00	0.00%	\$4,500.00
003-3-870-00	Audit	\$0.00	\$0.00	\$10,000.00	0.00%	\$10,000.00
003-3-890-00	Insurance	\$0.00	\$14,707.00	\$14,428.00	101.93%	(\$279.00)
003-3-891-00	Code Enforcement	\$566.67	\$5,100.02	\$5,100.00	100.00%	(\$0.02)
	Total Professional Services	\$566.67	\$19,807.02	\$44,028.00	44.99%	\$24,220.98
Capital Outlay						
003-4-900-00	Water Plant Improvements	\$0.00	\$57,000.00	\$200,000.00	28.50%	\$143,000.00
003-4-920-00	Equipment, Tools, Improvements	\$245.25	\$571.00	\$5,000.00	11.42%	\$4,429.00
003-4-925-00	SDC-Water	\$0.00	\$0.00	\$22,195.00	0.00%	\$22,195.00
	Total Capital Outlay	\$245.25	\$57,571.00	\$227,195.00	25.34%	\$169,624.00
Transfers						
003-5-950-00	Transfer to Bond Fund	\$0.00	\$52,800.00	\$52,800.00	100.00%	\$0.00
003-5-970-00	Transfer to Reserve Funds	\$40,000.00	\$40,000.00	\$40,000.00	100.00%	\$0.00
003-5-975-00	Transfer to SDWR Loan Fund	\$0.00	\$20,000.00	\$20,000.00	100.00%	\$0.00
	Total Transfers	\$40,000.00	\$112,800.00	\$112,800.00	100.00%	\$0.00
003-6-980-00	Contingency	\$0.00	\$250,000.00	\$100,000.00	250.00%	(\$150,000.00)
003-6-990-00	Reserved for Future Expenditures	(\$32,825.00)	(\$32,825.00)	\$581,000.00	-5.65%	\$613,825.00
	Total Water Fund	\$31,191.82	\$592,070.82	\$1,437,054.00	41.20%	\$844,983.18
Sdwrif						
004-0-350-00	Prior Period Adjustment - SDWRRLF	\$0.00	\$0.00	\$0.00		\$0.00
SDWRRLF						
004-5-960-00	Sdwrif Principal Payment	\$0.00	\$17,486.11	\$17,661.00	99.01%	\$174.89
004-5-970-00	Sdwrif Interest Payment	\$0.00	\$2,529.24	\$2,354.00	107.44%	(\$175.24)
004-5-975-00	Unappropriated Fund Balance	\$0.00	\$0.00	\$2,785.00	0.00%	\$2,785.00
	Total SDWRRLF	\$0.00	\$20,015.35	\$22,800.00	87.79%	\$2,784.65
	Total Sdwrif	\$0.00	\$20,015.35	\$22,800.00	87.79%	\$2,784.65
005-0-350-00	Prior Period Adjustment - Camp 12	\$0.00	\$0.00	\$0.00		\$0.00
Camp 12 Utility Bond Payment						
005-5-960-00	Camp 12 Utility Bond Payment	\$0.00	\$0.00	\$0.00		\$0.00
005-5-969-00	Lgip Investment (transfer)	\$0.00	\$0.00	\$0.00		\$0.00
005-5-970-00	Camp 12 Utility Bond Int Paymt	\$0.00	\$0.00	\$0.00		\$0.00
	Total Camp 12 Utility Bond Payment	\$0.00	\$0.00	\$0.00		\$0.00
Sewer Fund						
006-0-350-00	Prior Period Adjustment - Sewer	\$0.00	\$0.00	\$0.00		\$0.00
006-0-670-00	Medical/dental Insurance	\$0.00	\$0.00	\$0.00		\$0.00

Salaries and Benefits

006-1-600-00	Public Works Lead	\$1,350.00	\$14,190.48	\$24,480.00	57.97%	\$10,289.52
006-1-610-00	Utility Worker I	\$3,137.71	\$22,135.82	\$20,800.00	106.42%	(\$1,335.82)
006-1-611-00	Utility Worker II/III/Temp	\$1,198.72	\$13,870.63	\$0.00		(\$13,870.63)
006-1-612-00	Utility Worker III	\$0.00	\$0.00	\$26,488.00	0.00%	\$26,488.00
006-1-613-00	Temporary Help	\$0.00	\$0.00	\$800.00	0.00%	\$800.00
006-1-614-00	Overtime	\$0.00	\$0.00	\$11,237.00	0.00%	\$11,237.00
006-1-618-00	Compensated Vac-Comp	\$0.00	\$0.00	\$4,832.00	0.00%	\$4,832.00
006-1-620-00	City Recorder	\$1,255.90	\$11,250.80	\$14,786.00	76.09%	\$3,535.20
006-1-630-00	Deputy Recorder	\$1,638.63	\$14,010.41	\$15,900.00	88.12%	\$1,889.59
006-1-640-00	Fica-MC	\$601.93	\$5,643.87	\$11,511.00	49.03%	\$5,867.13
006-1-650-00	Saif-Unemployment	\$0.00	\$0.00	\$4,119.00	0.00%	\$4,119.00
006-1-670-00	Medical/dental Insurance	\$1,960.26	\$13,887.04	\$48,908.00	28.39%	\$35,020.96
006-1-671-00	Sep	\$399.86	\$2,903.19	\$5,695.00	50.98%	\$2,791.81
	Total Salaries and Benefits	\$11,543.01	\$97,892.24	\$189,556.00	51.64%	\$91,663.76

Materials and Services

006-2-680-00	Office/ Plant Supplies	\$1,042.83	\$3,433.96	\$5,000.00	68.68%	\$1,566.04
006-2-690-00	Equipment, Maint, Repairs & Parts	\$2,405.93	\$16,659.26	\$30,000.00	55.53%	\$13,340.74
006-2-700-00	Bldg. & Grounds Maint.& Repair	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
006-2-710-00	Utilities-Electrical, Phone, Heat	\$2,402.31	\$20,709.23	\$24,000.00	86.29%	\$3,290.77
006-2-730-00	Chemicals & Supplies	\$232.13	\$3,078.24	\$10,000.00	30.78%	\$6,921.76
006-2-740-00	Sewer Line Repairs	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
006-2-750-00	Membership & Dues	\$286.60	\$5,009.32	\$5,000.00	100.19%	(\$9.32)
006-2-760-00	Small Tools	\$34.98	\$128.54	\$2,000.00	6.43%	\$1,871.46
006-2-780-00	Protective Wear	\$675.25	\$1,287.70	\$3,000.00	42.92%	\$1,712.30
006-2-800-00	Travel Expense	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
006-2-810-00	Personnel Training	\$0.00	\$1,391.20	\$5,000.00	27.82%	\$3,608.80
006-2-815-00	Fuel	\$0.00	\$4,236.08	\$6,000.00	70.60%	\$1,763.92
006-2-820-00	Miscellaneous	\$600.00	\$825.50	\$1,000.00	82.55%	\$174.50
	Total Materials and Services	\$7,680.03	\$56,759.03	\$104,000.00	54.58%	\$47,240.97

Professional Services

006-3-820-00	Professional Contractual Service	\$0.00	\$4,398.00	\$30,000.00	14.66%	\$25,602.00
006-3-850-00	Engineer	\$860.00	\$2,092.50	\$5,000.00	41.85%	\$2,907.50
006-3-860-00	Attorney	\$0.00	\$0.00	\$4,500.00	0.00%	\$4,500.00
006-3-870-00	Audit	\$0.00	\$0.00	\$10,000.00	0.00%	\$10,000.00
006-3-890-00	Insurance	\$0.00	\$17,920.33	\$14,428.00	124.21%	(\$3,492.33)
006-3-891-00	Code Enforcement	\$566.67	\$5,100.04	\$5,100.00	100.00%	(\$0.04)
	Total Professional Services	\$1,426.67	\$29,510.87	\$69,028.00	42.75%	\$39,517.13

Capital Outlay

006-3-910-00	Equipment, Tools & Improve.	\$0.00	\$2,295.00	\$63,700.00	3.60%	\$61,405.00
006-3-940-00	WWTP Facilities	\$0.00	\$0.00	\$16,800.00	0.00%	\$16,800.00
006-3-970-00	WWTP Rehab Project	\$0.00	\$0.00	\$0.00		\$0.00
	Total Capital Outlay	\$0.00	\$2,295.00	\$80,500.00	2.85%	\$78,205.00

Miscellaneous

006-4-920-00	Equipment, Tools, Improvements	\$0.00	\$156.37	\$0.00		(\$156.37)
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ACCOUNT NUMBER	JOB	BUDGET	FISCAL YEAR	MONTH	YEAR TO DATE	BALANCE
Total Miscellaneous		\$0.00			\$156.37	(\$156.37)
Transfers						
006-5-950-00	Transfer to Sewer Bond/loan	\$0.00			\$47,111.00	\$611.00
006-5-960-00	Transfer to Reserve Funds	\$0.00			\$20,000.00	\$20,000.00
006-5-970-00	Transfer to Loan Reserve	\$20,000.00			\$0.00	(\$20,000.00)
006-5-980-00	SDC-Sewer	\$0.00			\$40,307.00	\$40,307.00
Total Transfers		\$20,000.00			\$107,418.00	\$40,918.00
006-6-980-00	Contingency	\$0.00			\$500,000.00	\$250,000.00
006-6-990-00	Reserve for Future Expenditures	(\$20,000.00)			\$248,000.00	\$268,000.00
Total Sewer Fund		\$20,649.71			\$1,298,502.00	\$815,388.49
Street Fund						
Salaries and Benefits						
008-1-600-00	Public Works Lead	\$1,620.00			\$14,236.88	(\$1,996.88)
008-1-610-00	Utility Worker I	\$2,829.58			\$19,924.33	\$3,275.67
008-1-611-00	Utility Worker II/III/Temp	\$1,438.46			\$16,644.74	(\$16,644.74)
008-1-612-00	Utility Worker III	\$0.00			\$0.00	\$29,544.00
008-1-613-00	Temporary Help	\$0.00			\$0.00	\$800.00
008-1-620-00	City Recorder	\$777.46			\$6,964.77	\$2,188.23
008-1-640-00	Fica-MC	\$444.50			\$4,289.77	\$3,204.23
008-1-650-00	Saif-Unemployment	\$0.00			\$0.00	\$2,680.00
008-1-670-00	Medical/dental Insurance	\$1,611.47			\$13,181.60	\$14,676.40
008-1-671-00	Sep	\$348.79			\$2,698.69	\$2,996.31
Total Salaries and Benefits		\$9,070.26			\$77,940.78	\$40,723.22
Materials and Supplies						
008-2-690-00	Equipment Maint. & Repair	\$0.00			\$0.00	\$0.00
008-2-700-00	Bldg. Maintenance & Repair	\$0.00			\$0.00	\$0.00
008-2-770-00	Publications & Memberships	\$0.00			\$181.25	(\$181.25)
008-2-800-00	Street Maintenance & Repair	\$0.00			\$1,149.75	\$3,250.25
Total Materials and Supplies		\$0.00			\$1,331.00	\$3,069.00
Professional Services						
008-3-850-00	Engineer	\$0.00			\$5,000.00	\$5,000.00
008-3-860-00	Attorney	\$0.00			\$1,000.00	\$1,000.00
008-3-870-00	Audit	\$0.00			\$0.00	\$0.00
008-3-890-00	Insurance	\$0.00			\$0.00	\$0.00
Total Professional Services		\$0.00			\$6,000.00	\$6,000.00
Capital Outlay						
008-4-900-00	Sca Grant	\$0.00			\$250,000.00	\$250,000.00
008-4-910-00	Equipment & Tools	\$0.00			\$1,750.00	\$1,645.05
008-4-920-00	Street Improvements	\$0.00			\$120,203.00	\$2,357.82
008-4-980-00	Contingency	\$0.00			\$2,686.00	\$2,686.00
Total Capital Outlay		\$0.00			\$374,639.00	\$256,688.87
008-6-990-00	Reserved for Future Expenditures	\$0.00			\$40,000.00	\$40,000.00
Total Street Fund		\$9,070.26			\$197,221.91	\$346,481.09

State Revolving Loan Fund					
009-5-960-00	Srf Principal Payment	\$0.00	\$0.00		\$0.00
009-5-969-00	Lgip Investment (transfer)	\$0.00	\$0.00		\$0.00
009-5-970-00	Srf Interest Payment	\$0.00	\$0.00		\$0.00
Total State Revolving Loan Fund		\$0.00	\$0.00		\$0.00
Parks and Rec					
Materials and Services					
010-2-070-00	Community Events and Services	\$245.25	\$7,706.35	61.65%	\$4,793.65
010-2-080-00	Community Requested Donations	\$0.00	\$1,096.00	43.84%	\$1,404.00
010-2-680-00	Senior Citizen Mealsite	\$0.00	\$0.00		\$0.00
010-2-700-00	Equipment Maintenance	\$271.02	\$812.76	40.64%	\$1,187.24
010-2-705-00	Park Improvements and Beautification	\$0.00	\$0.00	0.00%	\$3,000.00
010-2-710-00	Chemical Toilets	\$0.00	\$1,729.68	82.37%	\$370.32
010-2-720-00	Office Equipment/city Hall	\$0.00	\$0.00		\$0.00
010-2-800-00	Siletz Food Share	\$0.00	\$0.00		\$0.00
010-2-805-00	Parks And Recreation Bands and Equipment	\$0.00	\$1,200.00	100.00%	\$0.00
010-2-820-00	Miscellaneous	\$0.00	\$429.89	42.99%	\$570.11
Total Materials and Services		\$516.27	\$12,974.68	53.39%	\$11,325.32
Capital Outlay					
010-4-900-00	Park Improvements & Maint.	\$0.00	\$13,200.00	77.65%	\$3,800.00
010-4-920-00	Computer/city Hall	\$0.00	\$0.00		\$0.00
010-4-969-00	Lgip Investment (transfer)	\$0.00	\$0.00		\$0.00
010-4-970-00	Transfer to Library Fund	\$0.00	\$0.00		\$0.00
010-4-980-00	Contingency	\$0.00	\$0.00	0.00%	\$5,000.00
Total Capital Outlay		\$0.00	\$13,200.00	60.00%	\$8,800.00
Total Parks and Rec		\$516.27	\$26,174.68	56.53%	\$20,125.32
Grand Totals					
		\$74,485.28	\$1,573,748.82	41.85%	\$2,186,844.18

Totals By Fund

Fund Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-0-000-00	General Government	\$13,057.22	\$255,152.55	\$412,234.00	61.90%	\$157,081.45
002-0-350-00	Prior Period Adjustment	\$0.00	\$0.00	\$0.00		\$0.00
003-0-000-00	Water Fund	\$31,191.82	\$592,070.82	\$1,437,054.00	41.20%	\$844,983.18
004-0-000-00	Sdwrif	\$0.00	\$20,015.35	\$22,800.00	87.79%	\$2,784.65
005-0-350-00	Prior Period Adjustment - Camp 12	\$0.00	\$0.00	\$0.00		\$0.00
006-0-000-00	Sewer Fund	\$20,649.71	\$483,113.51	\$1,298,502.00	37.21%	\$815,388.49
008-0-000-00	Street Fund	\$9,070.26	\$197,221.91	\$543,703.00	36.27%	\$346,481.09
009-5-000-00	State Revolving Loan Fund	\$0.00	\$0.00	\$0.00		\$0.00
010-0-000-00	Parks and Rec	\$516.27	\$26,174.68	\$46,300.00	56.53%	\$20,125.32
	Grand Totals	\$74,485.28	\$1,573,748.82	\$3,760,593.00	41.85%	\$2,186,844.18

PUBLIC COMMENTS

Presentations

Winter Shelter Report- Kenneth Lipp

**Lincoln County Health and Human Services
Community Shelter and Resource Center (Emergency Winter Shelter
Program)
Community Report and Funding Request**

The purpose of this report is two-fold: 1) To share with the community the activities and milestones of the emergency winter shelter program operated by Lincoln County Health and Human Services; and 2) to request funding for the operation of the emergency shelter program. A brief rationale for the continued operation of a winter shelter program is included as well.

Operational Report

Lincoln County Health and Human Services has operated a no/low-barrier emergency winter shelter program, the Community Shelter and Resource Center, for houseless individuals and their companion animals in Lincoln County since October 4, 2023. The shelter closed for the winter on March 31, 2024. The program has operated in close partnership with the Housing Authority of Lincoln County.

Winter shelter operations started in Newport, initially in spaces provided at St Stephens Episcopal Church and First Presbyterian Community Church, then moving to its permanent location at 351 SW 7th Street in November of 2023. In January 2024, the program added winter sheltering in a hotel in Lincoln City. A hotel was used to fulfill the intent of operating in two locations after it became evident that an appropriate site could not be identified in Lincoln City in time to provide support during the winter months. Fortunately, Health and Human Services has recently purchased a facility located at 1516 NE 14th Street in Lincoln City, which will provide a more appropriate, permanent location for Lincoln City winter shelter operations starting October 1, 2024. Collectively, the two shelters are the Community Shelter and Resource Center, with Newport and Lincoln City locations.

Shelter operations are tightly managed with a focus on the safety of staff and guests, along with the provision of vital services to our unhoused guests. The shelters are fully staffed by employees with additional support provided by volunteers. Guests are checked in to the shelters at or around 6 p.m. (depending on location) and provided with dinner, beds, and access to showers and toilet facilities. Access to laundry, while initially a challenge, was added to the Newport location in February and is planned for Lincoln City.

Once checked in, guests surrender personal belongings to secure storage and are only allowed out for supervised smoking breaks until check out the following morning. All our staff and volunteers are trained in conflict de-escalation, first aid, bloodborne pathogen control and Narcan administration.

Transportation vouchers have been distributed throughout the county so that individuals living outside of Newport and Lincoln City could travel to and from the shelters for overnight support.

A surprise in the operation of the shelter has been the large number of adults over the age of 50 who are houseless (43% of guests). Additionally, we have seen guests in their 60s, 70s, and 80s (37 in total), many of whom have serious health conditions.

Based on the needs of the guests using the shelter, Health and Human Services in January added a Houseless Navigational team to link individuals to available resources. Initially the thought was that shelter staff would be able to make these linkages. However, the demands of operating the shelter program did not allow for the type of foot work and daytime support needed to facilitate resource navigation.

Utilization information for the shelter program, as of March 31, 2024, is as follows:

- Unique Individuals: 230
- Total nights of stay: 5,333
- Nightly Census Range: 23 to 52, depending on weather conditions
- Average nightly stay, both shelters is 39
- 30 unique animals (20 dogs, 10 cats) were sheltered for 352 nights of stay
- Ice storm support for 12 families /24 people (not included in shelter numbers)

Age ranges:

- Age 0-17: 8
- Age 18-29: 19
- Age 30-39: 44
- Age 40-49: 62
- Age 50-59: 58
- Age 60-69: 29
- Age 70-79: 8
- Age 80-89: 2

Location of Origin:

- Newport: 58
- Lincoln City: 50
- Waldport: 18
- Depoe Bay: 5
- Yachats: 6
- Toledo: 5
- Siletz: 10
- Corvallis: 5
- Eugene: 8

- Other in state: 39
- Out of state: 26

Race Identification

- Asian: 6
- American Indian: 35
- Black: 12
- Pacific Islander: 8
- White: 167
- Other – Romanian: 2

Ethnicity:

- Hispanic: 20

Veterans: 40

Gender Identification:

- Non-Binary: 5
- Female: 75
- Male: 142
- Transgender: 8

Milestones:

- Twenty-nine (29) volunteers were trained and provided support in the shelter, including many who continuously volunteered one or more days per week
- Twenty-six (26) staff were retained and likewise trained.
- Forty-four (44) individuals/organizations donated services, food, clothing, goods, blankets or transportation. The Housing Authority of Lincoln County donated a van.
- Multiple (9) Lincoln County departments provided direct support (Human Resources, the County Jail, The Animal Shelter, Probation and Parole-Community Justice, Transportation, the Office of the Board of Commissioners, the Office of the County Administrator, Public Works/Facilities Division, and Health and Human Services).
- While many guests found their own way to the shelters:
 - 28 were escorted by law enforcement officers (jail diversion),
 - 15 came after discharge from an emergency department, and
 - 11 came as afterhours crisis placements.
- Only one call for law enforcement was made (and that call was made by a hotel reception staff versus shelter staff immediately after the guest was dropped off by law enforcement).

- Housing referrals were made for 57 individuals, with 33 achieving placement in transitional or permanent settings
- Additional referrals included: Behavioral health (28), primary care (16) and dentistry (13).
- Funding support was provided by Lincoln County (general fund), County ARPA funds, InterCommunity Health Plans, Samaritan Health Services Coastal Social Accountability Program, City of Newport, City of Lincoln City, City of Siletz, City of Depoe Bay, and City of Yachats.
- A facility was purchased by the Housing Authority of Lincoln County for the operation of the Newport shelter. Renovations are planned for the summer of 2024, with funding provide by a combination of County and (likely) Newport City ARPA funds.
- A facility was purchased by Lincoln County Health and Human Services for the future operation of the Lincoln City shelter. Funding for renovations is needed.
- During the winter ice storm in Jan 2024, the Shelter program handled all calls from the community for the first 24 hours of the event and assisted the Newport Community Recreation Center during the balance of the storm.
- A houselessness navigator program consisting of two fulltime navigators was added to the HHS Behavioral Health Division in January. One individual came on board in mid – January. In the past two months, 13 referrals have been received from the shelter program, the one navigator is working with 28 unique individuals, 5 unique individuals have obtained transitional housing, 8 have been linked to mental health services, collaboration efforts are underway with senior and disability services, and 2 individuals are in the contemplation phase to enter Detox/SUD treatment. We are actively recruiting for the second position.

Of Interest:

- Focus groups are underway with guests and volunteers to evaluate operations and explore strategies for improving operations. Exit interviews with temporary staff were conducted by the county's Human Resources Department and reflected a high level of satisfaction with their work duties and shelter operations. A report from the first focus group is included as Attachment B.

Continuation Funding Needs

Based on the expenses incurred to date and projected through the end of the shelter program, it is estimated that the operation of two shelters will cost approximately \$819,884. Staff costs are higher than anticipated in the original proposal because staff have had to be hired/contracted through a temporary agency, as opposed to the county, for faster processing. This has increased expenses significantly. Additionally, we have learned that a second county employed staff member is needed to assist with oversight of the operation of the second shelter, handle many "boots on the ground" activities that can only be handled by a county employee (e.g., driving a county car, ordering and paying for supplies), and step in to cover shifts when contracted workers call off.

The county is prepared to contribute \$446,790 towards the overall cost, leaving a balance of \$373,094. The county is requesting that all municipalities consider a contribution towards the operation of the 2024-25 emergency shelter operation and commit to a defined annual contribution for the ongoing operation of the program into the future. Given their larger numbers using the shelter, both Lincoln City and Newport are requested to contribute \$100,000 to the program. An exact amount is not requested from the remaining municipalities at this time. Rather, the county suggests considering the percent of the shelter population using the shelter from the respective municipalities, compared to the total number served, and then apply that percentage to the remaining balance, to determine a contribution level. The county will also continue to look for funding opportunities from other community partners and grant sources to secure the balance of the funding. All contributions, regardless of the amount, are needed and welcomed.

Brief Rationale for Continued Operation of the Emergency Shelter Winter Shelter Program

Houselessness continues to be a massive issue in the nation, the state, and the county. Research and analysis of the scope of the problem in Lincoln County has been carried out and reported in the [Lincoln County, Oregon: Five-Year Strategic Plan to Provide a Regional, Coordinated Homelessness Response](#), March 1, 2024 (Lincoln County Homeless Advisory Board), and will not be restated herein for the sake of brevity other than to note its estimate of 2,000 unhoused residents, or 4% of the total county population.

It should be noted that the continuum of housing, beginning with living on the streets and ending with private market rental and home ownership, begins with “Emergency Shelter and/or Winter Shelter.” See graph below for the full housing continuum.

While Lincoln County enjoys several well managed Transitional and/or Transformational Housing programs (number 03 in the graph below), it has just one Emergency Winter Shelter program. The low-barrier winter shelter program operated by Health and Human Services provides the first, essential step in the journey from the street to shelter and beyond. This funding request asks municipalities and community partners to contribute towards its continued operation.

Applying the housing-first model gives us a basis for organizing services and economic supports



HOUSING PHASES



Attachment A

ORGANIZATIONS & COMMUNITY MEMBERS THAT DONATED TO THE WINTER SHELTER

Amy & Keith Amano
Angell Job Corps
Mindy Baxter
Kate Boves
City of Newport Parks & Recreation
Melinda Clark
Depoe Bakery
Monique Doornick-Freil
Barbara Doughery
First Presbyterian church of Newport
Food Share of Lincoln County
Marci Fredrick
Housing Authority of Lincoln County
IHN-CCO
IHN-DST Funding
K & K Toilet Express
Lighthouse United Pentecostal Church
Lincoln County Parole and Probation
Lincoln County School District
Doris MacDenalds
Marine Resources Program
Andrea Myhre
Newport Elks Lodge
Newport Senior Center
News Times
NOAA Marine Operations Center
Joel & Vicki Norton
Cheryl Oldenburg
Ruby Pauton
Heidi Rasmussen
Fran Recht
Red Octopus Theater Company
Rustic Ridge Antique Mall
Samaritan Health Services Coastal Social Accountability Program
Tim Samples
St. Stephens Episcopal Church
TLC, a Division of Fibre Federal Credit Union
Nine (9) Lincoln County departments provided direct support (Human Resources, the County Jail, The Animal Shelter, Transportation, the Office of

the Board of Commissioners, the Office of the County Administrator,
Probation and Parole – Community Justice, Public Works/Facilities Division,
and Health and Human Services).

INDIVIDUALS WHO DONATED TIME TO THE WINTER SHELTER

Danielle Clark
Claire Hall
Jessica Hoffman
Jamie Holm
Mary Jacobs
Kaety Jacobson
Tim Johnson
Shelby Johnston
Kathleen Kellay
Brandy Ketcher
Melodie Kimball
Kenneth Krenzler
Lisa Krenzler
Gary Lahman
Kenneth Lipp
Michelle Maresco
Ann Martin
Faleen McCay
Diane Melendrez
John O'Leary
Brittany Pike
Heidi Rasmussen
Jeff Reed
Anne Rooney
Jane Russelle
Kristina Schaffner
Julia Stalcup
Susan Trachsel

Ordinances and Resolutions

**Resolution 725-24- A Resolution
Accepting The FY21 Audit As Presented
By Aldrich CPAs**

MEMORANDUM TO COUNCIL

RE: Resolution 725-24 - A RESOLUTION ACCEPTING THE FY21 AUDIT AS PRESENTED BY THE CITY'S INDEPENDENT AUDITOR, ALDRICH CPAs, and APPROVING A PLAN OF ACTION FOR DEFICIENCIES IN INTERNAL CONTROLS THAT WERE DEEMED TO BE MATERIAL WEAKNESSES

Fr: City Recorder

Date: 04/22/2024

ISSUE: The FY 21 is now complete and this is the final action to meet state standards regarding audits.

HISTORY: The auditor found a deficiency in internal controls that was a material weakness, which required an Action Plan to be sent to the Oregon Secretary of State. There is a drafted resolution regarding the findings and the action plan letter is attached. Please review and if you have further questions please present them so all the findings can be corrected.

ACTION: A motion is needed to adopt Resolution 725-24 -A RESOLUTION ACCEPTING THE FY21 AUDIT AS PRESENTED BY THE CITY'S INDEPENDENT AUDITOR, ALDRICH CPAs, and APPROVING A PLAN OF ACTION FOR DEFICIENCIES IN INTERNAL CONTROLS THAT WERE DEEMED TO BE MATERIAL WEAKNESSES. Direct staff to mail the letter to the Oregon Secretary of State.

CITY OF SILETZ

RESOLUTION 725-24

A RESOLUTION ACCEPTING THE FY21 AUDIT AS PRESENTED BY THE CITY'S INDEPENDENT AUDITOR, ALDRICH CPAs, and APPROVING A PLAN OF ACTION FOR DEFICIENCIES IN INTERNAL CONTROLS THAT WERE DEEMED TO BE MATERIAL WEAKNESSES

WHEREAS, the city engaged an Independent Auditor, Aldrich CPAs to provide audit services for the City of Siletz for each major fund of the city for the year that ended June 30, 2021; and

WHEREAS, the Independent Auditors did not express an opinion on the financial statements of the city because of the significance of the matter described in the basis of the disclaimer of opinion section of the report; and

WHEREAS, due to the turnover of the city's employees, proper documentation was not retained to permit the application of auditing procedures, and therefore the auditor was not able to obtain sufficient appropriate audit evidence to serve as a basis for expressing opinions on the financial statements and supplementary information; and

WHEREAS, the auditor found a deficiency in internal controls existed and it was a material weakness, and the auditor stated the city did not have internal controls in place to ensure that key accounting functions were being performed in a timely manner and that proper accounting records were kept. Functions that were not timely were recording and depositing of cash receipts and reconciliations, especially bank and payroll reconciliations. Missing records included the city's utility deposits policy and support for the nature of cash receipts; and

WHEREAS, a material weakness is severe and important enough to merit attention by those charged with governance; and

WHEREAS, an adopted plan of action is required for all financial statements of audit deficiencies and is required to be filed with the Oregon Secretary of State.

NOW THEREFORE BE IT RESOLVED by the Siletz City Council a Plan of Action has been prepared by staff and reviewed by this body and a copy of that plan is being filed with the Secretary of State according to (ORS 297.466(2)) .

Adopted and Approved by the City Council for the City of Siletz and signed by the Mayor this 22nd day of April 2024.

Mayor Will Worman

ATTEST:

City Recorder



P.O. Box 318
Siletz, OR 97380



Ph. (541) 444-2521
Fax (541) 444-7371



April 22, 2022

Oregon Secretary of State, Audits Division
255 Capitol St. NE, Suite #500
Salem, OR 97310

Plan of Action for the City of Siletz

The City of Siletz respectfully submits the following corrective action plan in response to deficiencies reported in our audit of the fiscal year ending June 30, 2021. The audit was completed by the independent auditing firm Aldrich CPA's + Advisors LLP. They reported the deficiencies listed below. The plan of action was adopted by the governing body at their meeting on April 22, 2024, as indicated by the signatures below.

The deficiencies are listed below, including the adopted plan of action and timeframe for each.

Deficiency #1

Type of deficiency: Material Weaknesses

The City did not have internal controls in place to ensure that key accounting functions were being performed in a timely manner and that proper accounting records were kept. Functions that were not timely included recording and depositing cash receipts and reconciliations, especially bank and payroll reconciliations. Missing records include the City's utility deposit policy and support for the nature of cash receipts. As a result, the financial statements are unreliable, and fraud may have occurred that was not prevented nor detected.

A. The Plan of Action

The City has designed and implemented internal control such that bank statement reconciliations are timely prepared and reviewed no later than the 5th of each month. The City has designed and implemented internal controls over cash receipts and handling such that there exists an appropriate and effective separation of duties and oversight directly of the process. The General Admin Assistant receives mail. The mail is distributed to the Admin Billing Assistant who then enters the payment received directly into the Vision accounting software program. Reports of amounts entered are provided to the City Recorder for review and the final deposit into the accounting system. The City has put into place online bill pay, through Invoice Cloud which now accesses the accounts and deposits directly into the banking system as well as the accounting

system. Each morning a review is made by the front office which payments have come in overnight and a snippet from the software is made for review by the City Recorder and verified daily the deposit was made into the system. Cash that comes across the counter is entered daily into the accounting system by the Billing Admin and given to the General Admin person to prepare a cash deposit that will be physically taken to the bank. The city uses "WebCapture" for the deposit of all physical checks that are received. Checks are deposited electronically into WebCapture at a minimum of weekly. The city has outsourced the payroll processing and related liabilities. There is appropriate review and approval of payroll by the mayor who is independent of processing.

B. Timeframe for (or date of) implementation

These actions have already been put in place and are currently the internal controls in place. Much of the lack of internal controls was a result of the turnover of city employees during the COVID-19 pandemic. Staff and controls have been stabilized and we look forward to better audits in future years past the pandemic.

Signature Mayor

Governing Body Chair

Print Name and Title

Print Name and Title

Date

Date

ATTEST:

City Recorder

Printed Name and Title

Plan of Action

When a municipality's financial audit results in deficiencies (findings) communicated by the auditor, the municipality must adopt a plan of action to address those deficiencies. A copy of that plan must be filed with the Secretary of State (ORS 297.466(2)).

The plan must:

1. Address all financial audit deficiencies communicated by the auditor.
2. Include the estimated period of time necessary to complete the planned actions.
3. Be adopted by the governing body.
4. Be filed with our office within 30 days of filing the audit report.



Plans filed with the Secretary of State that have not been signed by an elected or appointed member of the governing body will not be accepted as fulfillment of this requirement.

An adopted plan is required for all financial statement audit deficiencies. At a minimum, the plan must include actions addressing all deficiencies classified by the auditor as either a material weakness or a significant deficiency. Single Audit findings related to federal compliance, and not part of the financial statement audit results, are not required to be included in the Plan of Action filed with the Oregon Secretary of State.

Documenting the plan and its adoption to comply with the requirements may still be confusing. Refer to the following table for acceptable documentation.



Acceptable

- » Governing body adopts the plan through motion or resolution and signs a copy of the plan
- » Official copy of approved meeting minutes where the plan was adopted with clear indication of adoption



Not Acceptable

- » Management's response to auditor findings
- » Acceptance of the audit report by the governing body
- » A plan signed by management or superintendent who is not an elected or appointed member of the governing body

Frequently Asked Questions

How do I know whether I have deficiencies or findings that apply to this requirement?

Auditors may report deficiencies as follows:

1. In the auditor's report on internal controls over financial reporting in accordance with Government Auditing Standards;
2. In the financial findings section of the schedule of findings and questioned costs issues as part of a single audit;
3. They may make reference to deficiencies and other matters that are communicated in a separate management letter; or
4. In the auditor's report on compliance with state regulations. Auditor comments regarding non-compliance that are not defined as a material weakness or significant deficiency do not require a plan of action to be filed with the Secretary of State.

If you are unsure, ask your auditor if there are any deficiencies subject to this requirement.

What format should the plan take and how can I ensure it will be accepted by the Secretary of State?

A template is available on our website; [Plan of Action template](#). Tailor the template to your specific entity and deficiencies reported. The plan must include:

1. The deficiency
2. Planned corrective actions
3. The timeline for implementation, and
4. Clear demonstration it was adopted by the governing body.

What if the government does not plan to correct the deficiency?

The governing body may choose to accept responsibility for the risks and deficiencies noted by the auditor and not take corrective action. For example, smaller entities may struggle to adequately segregate key functions of cash handling, record keeping, and related duties. In this case, the governing body's plan of action can be an acknowledgement of the deficiency and statement that no action will be taken. This statement should be accompanied by the reason no action will be taken and this matter must still be approved by the governing body through motion or resolution.

What if the deficiency reported is a repeat from prior years?

If the deficiency is repeated in following years, the plan of action, or indication that no action will be taken, is still required to be adopted and filed with the Secretary of State each year.

Who is the governing body?

The governing body includes elected (or appointed) officials who serve as oversight for the municipality. Examples include county commissioners, city counselors, elected Mayors and Fire Chiefs who serve as a member of city council or board of directors, and board members. It does not include school district superintendent, city administrator, or county clerk unless those are elected positions that also serve as a voting member of the governing body.

Questions? Get in touch:

(503) 986-2255

municipalfilings.sos@oregon.gov

To the City Council and Management
City of Siletz
Siletz, Oregon

We were engaged to audit of the financial statements of the governmental activities, the business-type activities, and each major fund of City of Siletz (the City) as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America. We considered the City's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, though we did not express an opinion on the financial statements of the City. We did not consider the City's internal control for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiencies in internal control to be material weaknesses:

The City did not have internal controls in place to ensure that key accounting functions were being performed in a timely manner and that proper accounting records were kept. Functions that were not timely include recording and depositing of cash receipts and reconciliations, especially bank and payroll reconciliations. Missing records include the City's utility deposits policy and support for nature of cash receipts. As a result, the financial statements are unreliable, and fraud may have occurred that was not prevented nor detected.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

This communication is intended solely for the information and use of management, City Council, and others within the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Aldrich CPAs + Advisors LLP

Salem, Oregon
March 29, 2024

Resolution 726-24- A Resolution Of the
City Of Siletz Declaring A Need To
Surplus Certain City Vehicles

CITY OF SILETZ
RESOLUTION 726-24

A RESOLUTION OF THE CITY OF SILETZ DECLARING A NEED TO SURPLUS CERTAIN CITY VEHICLES

WHEREAS, surplus property is property considered to no longer serve the needs of the city and therefore the public; and

WHEREAS, the city has certain vehicles that are no longer needed or used by the city; and

WHEREAS, the vehicles set for disposal are,

- 1988 Ford Water Truck Street Flusher 8000. 94,315 Miles. Vin: 1FDYD80U0JVA04946
Starting Bid- \$3,000.00
- 1996 International Dump Truck 4700 5 yard. 183,089 Miles. Vin: 1HTSCAAR3T4336169.
Starting Bid- \$12,500.00
- 2001 Berti Ditch Mowing Implement TA 180. Serial # 14628.
Starting Bid- \$4,250.00

WHEREAS, disposing of surplus property typically involves selling or donating the property.

NOW IT THEREFORE BE IT RESOLVED the Council deems this described property to be surplus and supports the need for the city to place the following for disposal through sealed bids, selling them as is, in their current condition without any guarantees or warranties.

BE IT FURTHER RESOLVED this surplus property shall be open for viewing and receiving bids on April 23rd, 2024, and will close on April 30th, 2024. The highest bids will be awarded on May 1st, 2024.

Adopted and Approved by the City Council for the City of Siletz and signed by the Mayor this 22nd day of April 2024.

Mayor Will Worman

ATTEST:

City Recorder

1988 Ford Water Truck Street Flusher 8000. 94,315 Miles

STARTING BID \$3,000.00



MANUFACTURED BY:
DIAMOND STEEL COMPANY, INC.
YUBA CITY, CA 95991

DATE OF MANUFACTURE 2 mo 88 yr

INCOMPLETE VEHICLE MANUFACTURED BY:
FORD MOTOR COMPANY

DATE INC. VEH. MFD. 10 mo 87 yr

GVWR 37,200#

GAWR FRONT 16,000# with
14/80R20 tires,
20x7 1/2 rims, @ 120 psi cold single

GAWR INTERMEDIATE (1) _____ with
_____ tires,
_____ rims, @ _____ psi cold

GAWR INTERMEDIATE (2) _____ with
_____ tires,
_____ rims, @ _____ psi cold

GAWR REAR 21,200# with
14R22.5G tires,
22 1/2 x 8-1 1/2 rims, @ 95 psi cold dual

THIS VEHICLE CONFORMS TO ALL
APPLICABLE FEDERAL MOTOR VEHICLE
SAFETY STANDARDS IN EFFECT IN:
2 mo 88 yr

VEHICLE IDENTIFICATION NUMBER:
1FDYD80UC3VA04946

VEHICLE TYPE: STREET FLUSHER

1996 International Dump Truck 4700 5 yard. 183,089 Miles

STARTING BID \$12,500.00



2001 Berti Ditch Mowing Implement TA 180

STARTING BID \$4,250.00



Bids may be placed at Siletz City Hall 215 W Buford Ave, Siletz, OR 97380.

Bids shall consist of contact information, phone number, email, and bid price.

For mailed bids, mail to City of Siletz, P.O Box 318, Siletz, OR 97380. Envelope must say 'sealed bid'.

Reports of Officers, Boards, or Standing Committees

Parks,

Library,

Fire Department,

County Sheriff's Office (LCSO),

Homeless Advisory

Staff Report

OLD BUSINESS

Recommendations to Select the Engineering Firm

MEMORANDUM TO COUNCIL

RE: Recommendations to Select Engineering Firm

Fr: City Recorder

Date: 04/22/2024

ISSUE: On March 6, 2024 staff issued a Request for Qualifications (RFQ) for Municipal Engineering Services. April 3, 2024, was the deadline for the Statement of Qualifications (SOQ). We received one SOQ. That document was provided to you at the April 8, 2024 Council Work Session. The RFQ stated that the City Recorder would present recommendations to the City Council, which selects the firm and authorizes the City Recorder to negotiate the contract.

HISTORY: The city has had the Dyer Partnership providing Municipal Engineering Services to the City for 25(+) years, as documented in their SOQ. The city currently needs an official action that places a firm as the municipal engineer to meet loan application requirements, which will enable the city to move the sewer rehabilitation and modernization project forward.

ACTION: A motion is needed to select the firm Dyer Partnership Engineers and Planners as the City of Siletz Municipal Engineering Service (if that is the wish of the council) and authorize the City Recorder to negotiate, with the assistance of the City's Attorney, the contract for the firm.

NEW BUSINESS

Budget Committee Letter of Interest

To: Barbara Chestler
City Recorder
City of Siletz

'LETTER OF INTEREST'

Positions Open:

NAME: Kelley Ellis POSITION: Budget Comm
ADDRESS 313 SW Swan / P.O. Box 683 PHONE: 541 270-1384
Siletz OR 97380

I am interested in the _____

Budget Committee to participate
in our local government operations

Signature: Kelley Ellis
Date: 4/3/2024

QUALIFICATIONS:

A qualified elector is one who has lived in the city for one year immediately preceding the appointment. The Council shall be the final judge of the qualifications and appointment of its own members.

Letters of Interest are to be returned to Siletz City Hall by April 18, 2024, at 4:00 PM to be considered.

One Stop Funding Information

ONE-STOP FUNDING PARTNER INFORMATION

Partner	Program	Assistance Available	Key Considerations	How to Apply
Business Oregon	SPWF	Loans, Grants, TA	*Estimated rates; Direct rates are set quarterly. Oregon Bond Bank rates are set at time of the Bond Sale Debt Service Coverage Requirement	Contact your local Regional Coordinator
	WW	Loans, Grants, TA		
	SDWRLF	Loans, Principal Forgiveness		
	DWSPF	Loans, Grants		
	CDBG	Grants		
DEQ	CWSRF	Loans, Principal Forgiveness Interim Financing (for USDA) Planning Loans	***DEQ Rate is "Effective rate" which includes .5% fee Debt Service Reserve Requirement	Contact your local Project Officer
USDA	RUS	Loans, Grants	** USDA/RUS will require 10% Annual Debt Service G.O. or Revenue Bond Debt Service Reserve Requirement	Contact CP Area Specialist Apply online
WRD	Project Feasibility	Grants	Cost-Share 50% required (cash or in-kind).	Contact Becky Williams Grant Program Coordinator Becky.S.Williams@oregon.gov (503) 986-0869
	Project Implementation	Loans, Grants	Cost-Share 25% required for grants (cash or in-kind).	
LOC AOC	Pooled Bond	Bond, Loans, TA Interim Financing (for USDA)	administered by Wedbush Securities	Contact LOC Contact AOC
SDAO	Services and Programs	Loans, TA	special districts association funding program	Contact SDAO
EDA OHA RCAC OAWU	Public Works DWP Programs and Services	Loans, Grants TA Loans, TA TA	federal financing for public works projects circuit rider for drinking water projects technical assistance water utility assistance	Apply online More Information Contact RCAC Contact OAWU

ONE-STOP PROJECT SUMMARY

Date

Client Name

Name of Project

Project Description

The City's Wastewater treatment plant is at the end of its design life. City was issued new NPDES permit in November 2023; it will be difficult for the city to meet new limits with their current plant, particularly ammonia.

Project Solution

wastewater treatment plant project

Project Background	
Type of Project	Sewer
Compliance Issue	No
Business Commitment	No
# Jobs Created/Retained	N/A

Project Financing	
Estimated Project Cost	\$11,000,000
Local Contribution	\$3,000,000
Assistance Requested	\$4,560,000
Source of Loan Repayment	User Fees

Water and Sewer Only	
Projected OM&R	\$226,787
Current OM&R	\$206,170
Existing DS	\$47,115
Current Avg Monthly OM&R + DS per EDU	\$63.77
Current Avg Monthly User Rate per EDU	\$51.00
Property Tax applied to Utility	\$0.00

Demographics	
EDU's	331
Connections	331
Population	1,247
Unemployment Rate	4.60%
Community MHI	\$60,938
Statewide MHI	\$70,084
Percentage of Statewide MHI	87%
LMI %	3.70%
Distressed Index	Distressed
County	Lincoln County
Affordability Rate	\$63.48

Term Key	
EDU	Equivalent Dwelling Unit
MHI	Median Household Income
LMI	Low/Moderate Income
OM&R	Operations, Maintenance, Repair
DS	Debt Service

1.6
2020

ONE-STOP SCENARIO #1

Estimated Project Cost	\$11,000,000
Local Contribution	\$3,000,000
Assistance Requested	\$4,560,000

Projected Monthly OM&R + Existing DS per EDU	\$68.96
Monthly New DS per EDU	\$28.82
Projected New Avg Monthly Rate per EDU	\$97.78

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
DEQ	CWSRF	\$4,560,000	\$2,000,000	\$2,560,000	30	2.010%	\$114,461

Total Financed **\$4,560,000** Financing Gap **\$0** Annual Debt Service **\$114,461**

Impact per EDU



Notes	
CWSRF	DEQ Rate is "Effective rate" which includes .5% fee. DEQ will require a Debt Service Reserve be established. Fiscal Sustainability Plan and Cost and Effectiveness analysis (both may already be included in the facility plan). Environmental report (requires 30 day public comment period). Comply with federal cross cutting authorities, Davis Bacon (or BOLI whichever is more), American Iron and Steel certification. Applications 3 times a year scored regionally. Depending on project timing, may need to document qualifications based procurement for Architectural & Engineering contracts (OR law already requires qualifications based procurements when A&E exceeds \$100K)

ONE-STOP SCENARIO #2

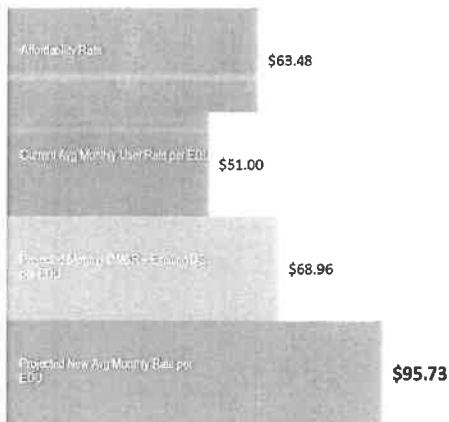
Estimated Project Cost	\$11,000,000
Local Contribution	\$3,000,000
Assistance Requested	\$4,560,000

Projected Monthly OM&R + Existing DS per EDU	\$68.96
Monthly New DS per EDU	\$26.77
Projected New Avg Monthly Rate per EDU	\$95.73

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
USDA	RUS	\$4,560,000	\$2,000,000	\$2,560,000	40	2.750%	\$106,321

Total Financed **\$4,560,000** Financing Gap **\$0** Annual Debt Service **\$106,321**

Impact per EDU



Notes

RUS	<p>For public body applicants, USDA's Rural Utility Service program typically purchases a Revenue bond. Revenue bonds and Notes (for non-profits) come with a reserve requirement equal to one annual payment that can established in advance or accumulated over ten years equating to a 110% debt service coverage. GO Bonds have no reserve or coverage requirements. Interim financing is usually necessary. The interest rate is set at the time the funds are reserved. Should the interest rates be lower at the time of project completion, the customer will get the benefit of the lower rate. There are no fees or pre-payment penalties or restrictions. Davis Bacon does not apply. American Iron and Steel requirements do apply. Projects are subject to NEPA.</p>
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ONE-STOP SCENARIO #3

Estimated Project Cost	\$11,000,000
Local Contribution	\$3,000,000
Assistance Requested	\$4,560,000

Projected Monthly OM&R + Existing DS per EDU	\$68.96
Monthly New DS per EDU	\$58.56
Projected New Avg Monthly Rate per EDU	\$127.52

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
BizOR	WW	\$650,000	\$325,000	\$325,000	30	2.340%	\$15,198
BizOR	SPWF	\$3,910,000	\$0	\$3,910,000	30	3.680%	\$217,413

Total Financed	\$4,560,000	Financing Gap	\$0	Annual Debt Service	\$232,612
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Impact per EDU



Notes	
WW	Must meet affordability criteria for subsidized interest rate and grant eligibility. Interest rates set quarterly; Oregon Bond Bank rates are set at time of the Bond Sale. IFA Board approval required for funding awards ≥\$3M or grant ≥\$500,000.
SPWF	Must meet affordability criteria for subsidized interest rate and grant eligibility. Interest rates set quarterly; Oregon Bond Bank rates are set at time of the Bond Sale. IFA Board approval required for funding awards ≥\$3M or grant ≥\$500,000.

ONE-STOP SCENARIO #4

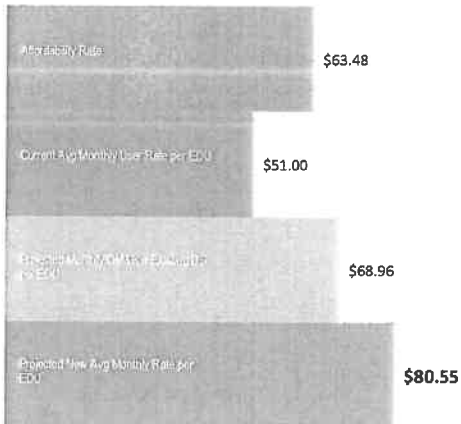
Estimated Project Cost	\$11,000,000
Local Contribution	\$3,000,000
Assistance Requested	\$4,560,000

Projected Monthly OM&R + Existing DS per EDU	\$68.96
Monthly New DS per EDU	\$11.59
Projected New Avg Monthly Rate per EDU	\$80.55

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
BizOR	CDBG	\$2,500,000	\$2,500,000	\$0			
DEQ	CWSRF	\$2,060,000	\$1,030,000	\$1,030,000	30	2.010%	\$46,053

Total Financed **\$4,560,000** Financing Gap **\$0** Annual Debt Service **\$46,053**

Impact per EDU



Notes	
CDBG	Must be > 51% LMI and meet affordability criteria. Grants limited to \$20K per permanent residential connection for a maximum \$2.5M. This program can only fund design or construction per application.
CWSRF	DEQ Rate is "Effective rate" which includes .5% fee. DEQ will require a Debt Service Reserve be established. Fiscal Sustainability Plan and Cost and Effectiveness analysis (both may already be included in the facility plan). Environmental report (requires 30 day public comment period). Comply with federal cross cutting authorities. Davis Bacon (or BOLI whichever is more), American Iron and Steel certification. Applications 3 times a year scored regionally. Depending on project timing, may need to document qualifications based procurement for Architectural & Engineering contracts (OR law already requires qualifications based procurements when A&E exceeds \$100K)

ONE-STOP SCENARIO #5

Estimated Project Cost	\$11,000,000	Projected Monthly OM&R + Existing DS per EDU	\$68.96
Local Contribution	\$3,000,000	Monthly New DS per EDU	\$11.08
Assistance Requested	\$4,560,000	Projected New Avg Monthly Rate per EDU	\$80.04

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
BizOR	CDBG	\$2,500,000	\$2,500,000	\$0			
USDA	RUS	\$2,060,000	\$1,000,000	\$1,060,000	40	2.750%	\$44,023

Total Financed **\$4,560,000** Financing Gap **\$0** Annual Debt Service **\$44,023**

Impact per EDU



Notes	
CDBG	Must be > 51% LMI and meet affordability criteria. Grants limited to \$20K per permanent residential connection for a maximum \$2.5M. This program can only fund design or construction per application.
RUS	For public body applicants, USDA's Rural Utility Service program typically purchases a Revenue bond. Revenue bonds and Notes (for non-profits) come with a reserve requirement equal to one annual payment that can established in advance or accumulated over ten years equating to a 110% debt service coverage. GO Bonds have no reserve or coverage requirements. Interim financing is usually necessary. The interest rate is set at the time the funds are reserved. Should the interest rates be lower at the time of project completion, the customer will get the benefit of the lower rate. There are no fees or pre-payment penalties or restrictions. Davis Bacon does not apply. American Iron and Steel requirements do apply. Projects are subject to NEPA.

ONE-STOP SCENARIO #6

Estimated Project Cost	\$11,000,000
Local Contribution	\$3,000,000
Assistance Requested	\$4,560,000

Projected Monthly OM&R + Existing DS per EDU	\$68.96
Monthly New DS per EDU	\$24.21
Projected New Avg Monthly Rate per EDU	\$93.17

Partner	Program	Total Financing	Grant Amount	Loan Amount	Financing Terms		
					Loan Repayment Term (yrs)	Estimated Interest Rate	Annual Debt Payment
USDA	RUS	\$4,000,000	\$2,000,000	\$2,000,000	40	2.750%	\$83,063
BizOR	WW	\$560,000	\$280,000	\$280,000	30	2.340%	\$13,094

Total Financed **\$4,560,000** Financing Gap **\$0** Annual Debt Service **\$96,157**

Impact per EDU



Notes	
RUS	For public body applicants, USDA's Rural Utility Service program typically purchases a Revenue bond. Revenue bonds and Notes (for non-profits) come with a reserve requirement equal to one annual payment that can be established in advance or accumulated over ten years equating to a 110% debt service coverage. GO Bonds have no reserve or coverage requirements. Interim financing is usually necessary. The interest rate is set at the time the funds are reserved. Should the interest rates be lower at the time of project completion, the customer will get the benefit of the lower rate. There are no fees or prepayment penalties or restrictions. Davis Bacon does not apply. American Iron and Steel requirements do apply. Projects are subject to NEPA.
WW	Must meet affordability criteria for subsidized interest rate and grant eligibility. Interest rates set quarterly; Oregon Bond Bank rates are set at time of the Bond Sale. IFA Board approval required for funding awards ≥\$3M or grant ≥\$500,000.

ONE-STOP SCENARIO COMPARISONS

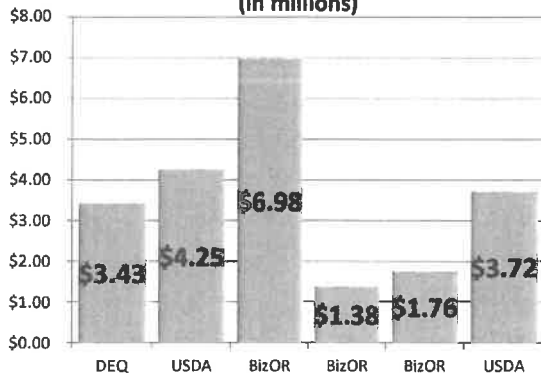
Estimated Project Cost	\$11,000,000
Local Contribution	\$3,000,000
Assistance Requested	\$8,000,000

Current Avg Monthly User Rate per EDU \$51.00

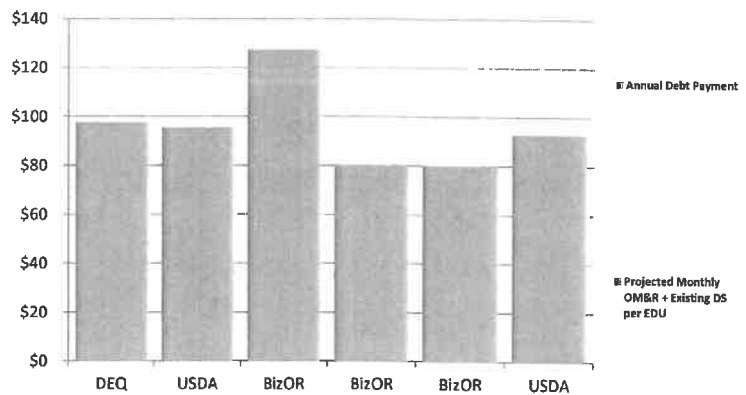
Projected Monthly OM&R + Existing DS per EDU \$68.96

Scenario	Total Financing	Grant Amount	Loan Amount	Annual Debt Payment	Total Payments over Life of Loan	Projected Monthly New DS per EDU	Projected New Avg Monthly Rate per EDU	# of Funding Partners	Rate	Term Years
DEQ	\$4,560,000	\$2,000,000	\$2,560,000	\$114,461	\$3,433,831	\$28.82	\$97.78	1	2.01%	30
USDA	\$4,560,000	\$2,000,000	\$2,560,000	\$106,321	\$4,252,827	\$26.77	\$95.73	1	2.75%	40
BizOR	\$4,560,000	\$325,000	\$4,235,000	\$232,612	\$6,978,347	\$58.56	\$127.52	2	Various	Various
BizOR	\$4,560,000	\$3,530,000	\$1,030,000	\$46,053	\$1,381,580	\$11.59	\$80.55	2	Various	Various
BizOR	\$4,560,000	\$3,500,000	\$1,060,000	\$44,023	\$1,760,936	\$11.08	\$80.04	2	Various	Various
USDA	\$4,560,000	\$2,280,000	\$2,280,000	\$96,157	\$3,715,341	\$24.21	\$93.17	2	Various	Various

Total Payments over Life of Loan (in millions)



Projected New Avg Monthly Rate per EDU



CDBG Application

City of Siletz
CDBG Grant Application 2024
Scope of Work & Budget
April 2024

The City of Siletz is interested in preparing a Federal Housing & Urban Development Community Development Block Grant to help construct a wastewater plant upgrade. Business Oregon sets a limit of grant funds for the type of project. Wastewater projects are eligible for up to \$2.5 M.

The following scope of work is based on the grant application process below:

1. Initial contact and project development. Business Oregon must be contacted prior to submitting an application. Contact your Regional Project Manager to develop a project concept and complete a pre-application form.
2. Application invited. If a proposed project meets funding criteria and funds are available, an application will be invited and a provided form will need to be completed and submitted by the application deadline.
3. Application submitted. Completed forms must be submitted by 5:00 pm on the last day of the application period.
4. Application assignment. Once an application is verified "complete" it will be reviewed by the rating and ranking committee.
5. Application review. All completed applications received during the annual application period are rated and ranked. Funding recommendations are then sent to the Business Oregon management team for review.
6. Funding recommendation review. The agency management team reviews the forwarded recommendations and the agency director makes all final award decisions.
7. Notice of decision. Business Oregon notifies applicants of their funding status approximately 30 to 60 days after the application closing date.

Task 1: Predevelopment & Research

- Reach out to Business Oregon to establish contact and interest in a grant application. Request prior applications for wastewater projects and prior City of Siletz awards.
- Secure required forms and verify application process.
- Identify project partners and letters of support.
- Coordinate federal requirements and forms (Ex: SAM ID) with City Recorder.
- Prepare a "Sources & Uses Table" to identify sources of all projects funds and how they will be used during the duration of the project.
- Prepare a summary of actions including award criteria for the City Recorder and ask for feedback.
- Coordinate application with City Engineer (Dyer Partnership) for technical requirements and supporting documentation.

- Prepare pre-application for Business Oregon by August 30. Respond to feedback and include it in the full grant application.

Budget: 25 hours

Cost: \$3,750

Task 2: Draft & Submit Application

- Prepare all application forms, narrative, and supporting documents.
- Secure letters of support.
- Request review by City Recorder for completeness and feedback.
- Present application to the City Council for authorization.
- Submit application for the secondary application window (July 1-September 30).
- Provide City electronic copy of all documents for file.

Budget: 30

Cost: \$4,500

Task 3: Monitor

- Respond to questions and requested info from Business Oregon
- Coordinate with project partners, City Engineer, and City staff

Budget: 12

Cost Estimate: \$1,800

Total Not to Exceed: 65 hours

Cost Estimate: \$10,050

Correspondence

Siletz Tribal Charitable Contribution Fund Grant Application

04/2024 - 24-0720
 Park -
 Event Nights



SILETZ TRIBAL CHARITABLE CONTRIBUTION FUND GRANT APPLICATION

Use only the space provided for each section. Do not alter the application. This application is 7 pages total.

<input type="checkbox"/> Check here only if organization is applying for 1st time and has never submitted an STCCF application in the past. Date: 2/15/24			
Applicant Organization: City of Siletz - Parks & Recreation			
Contact Name: Tina Retasket	Title: City Councilor 1		
Daytime Phone: 5412708807	Email Address: retasket@hotmail.com		
Mailing Address: c/o PO Box 318			
City: Siletz	State: OR	Zip: 97380	
County: Lincoln			
Check eligibility criteria below:			
Evaluation(s) for past STCCF awards are up-to-date?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Organization is located within 11-county service area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Organization is a Native American entity located in US?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If claiming Native American Organization status, explain why you are eligible:			
If selected for an STCCF award, check should be made payable to:			
City of Siletz - Parks & Recreation			
Organization has an open, unexpended STCCF award?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
If yes, award #:	Evaluation deadline:		
Will funds be expended for awarded purpose by deadline?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Will evaluation report be submitted by the deadline?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

PROJECT INFORMATION

How many will benefit from the proposed project?	150
Required – Proposed start date of project: <i>Cannot occur prior to distribution of awards for quarter making request.</i>	6/1/24
Grant Category (select one):	
<input checked="" type="checkbox"/> The Arts	<input type="checkbox"/> Drug & Alcohol Treatment <input type="checkbox"/> Environment & Natural Resource Preservation <input type="checkbox"/> Gambling Addiction <input type="checkbox"/> Education <input type="checkbox"/> Prevention <input type="checkbox"/> Housing <input type="checkbox"/> Public Safety <input type="checkbox"/> Other (describe below)
<input type="checkbox"/> Cultural Activities	
<input type="checkbox"/> Historical Preservation	
<input type="checkbox"/> Health	

Other, describe:

PROJECT SUMMARY

- Briefly summarize (in 3-4 sentences) the purpose of your request. Describe the basic project, types of activities, what will be accomplished, where, target participants, and when:

Show 2 outdoor movies for youth & other community members in the City of Siletz; Provide 2 outdoor concerts for community members in conjunction with other events hosted by the Parks & Recreation or City of Siletz.

CAPACITY & PROGRAM SUSTAINABILITY

- For ongoing programs, describe your organization's capacity to manage and report on grant funds, complete the project activities, and sustain the program beyond the term of any STCCF funding.
- For equipment requests, describe the expected lifetime of equipment and ability to provide adequate storage and security.
- Include any collaborations/partnerships related to capacity and success of organization.

The City of Siletz - Parks & Recreation received and successfully managed 2 grants received in 2023. The City Manager will receive and expend funds on behalf of the Parks & Recreation Committee and has successfully managed city budgets for City of Depoe Bay and City of Siletz for several years.

GOALS & OUTCOMES

- Describe 1-3 goals of organization or project demonstrating how the requested STCCF funding will help achieve those goals.
- Goals are specific, measurable, achievable and realistic with defined time frame.

Goal	Strategy	Outcome
Provide 2 outdoor movies	Advertise in community newsletters and social media, as well as the City's website to announce the availability of the outdoor movies.	Approximately 50 people per show will benefit from the outdoor movie nights.
Provide 2 outdoor concerts	Advertise in community newsletters and social media, as well as the City's website to announce the availability of the outdoor concerts. Hold them in conjunction with other community activities to attract more participants	Approximately 150 people will benefit from the outdoor concerts.

ORGANIZATION DESCRIPTION

Clearly and concisely describe the mission and structure of your organization. The information may be used for public media releases and announcements of STCCF awards.

The City of Siletz - Parks & Recreation Committee is committed to providing as many activities as possible for youth and adult residents of the City of Siletz, contributing to their health and well being by participating in family-friendly, drug & alcohol free community based events.

PROJECT DESCRIPTION

- In space provided, concisely and clearly describe the proposed project and activities.
- Be specific about how any potential STCCF award funding would be used.

Purchase rights to show 2 outdoor movies at the rate of \$550/movie for 2 movies. Contract 2 bands and sound equipment at the rate of \$600/concert for 2 concerts.

Note: Previously we utilized the license purchased by Siletz Valley Library. With restrictions post-covid, we are unable to utilize their license for outdoor movies in 2024. We intend to offer our outdoor concerts in conjunction with the 4th of July BBQ and Siletz Car Show to leverage more participation from the community.

While the STCCF funds would be used to offer these 4 events, the Parks & Recreation Committee continues to offer a large variety of community activities outside of these four events to provide activities - primarily targeted at youth, but open to all participants - such as craft days, and other events, which require a great deal of time and effort by the committee for the benefit of community members.

CERTIFICATION:

By signing the application form, the signer certifies:

- The information provided is accurate and that any grant funds received will be used according to the stated purpose and any approved awarded purposes only.
- The organization will comply with all STCCF regulations and guidelines.
- STCCF funds will expend funding only for the purposes as stated in award notice.
- The organization will make reasonable efforts to publicly announce receipt of an STCCF award.
- The organization will provide the required evaluation report by the deadline.
- The organization will return all unexpended funds by the deadline, unless a written request is submitted and approved in advance of the deadline by the STCCF Advisory Board.
- The signatory has the authority to commit the organization to these conditions.

Applicant Signature	<i>Quinn Estrella</i>	Date	2/15/24
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* If submitting application online or by email, your email time stamp will be used as the signature. Always SAVE a digital copy for your records.

Preferred submission method: Submit Online or Email as attachment to:

stccf@live.com

STCCF is not responsible for any technicalities resulting in the delay of submission by any deadline.

Mail or Fax are acceptable alternatives:

Siletz Tribal Charitable Contribution Fund
 Confederated Tribes of Siletz Indians
 PO Box 549
 Siletz, OR 97380
 FAX 541-444-2307

NOTICE

Applications must be received no later than 4:30 pm on the date of application deadline. Late applications are not eligible for consideration. Quarterly deadlines are firm and final. Postmarks are not accepted.

STCCF ENCOURAGES A GREEN APPLICATION PROCESS!

- Preferred method: Submit applications online or email to *stccf@live.com*
- Use double-sided copying if you need to submit a hardcopy by mail.
- Do not submit applications in report covers or binders of any type.
- Please reduce, recycle and reuse.
- Use environmentally-preferred paper which can often be purchased at little or no increase in cost. Look for these paper products specifications on the package when buying paper: highest feasible percentage of post-consumer recycled content, chlorine free bleaching process, and wood fiber certified by the Forest Stewardship Council and mercury-free pulping caustic.



Tina Retasket

From: Aldona "Rosie" Williams
Sent: Wednesday, February 21, 2024 12:01 PM
To: Tina Retasket
Subject: RE: Re-submission - City of Siletz Parks & Recreation

Tina:

STCCF Application No. 24-6720
APPLICATION RECEIPT

Hello. Your application to the Siletz Tribal Charitable Contribution Fund (STCCF) for the second quarter was received by the March 1, 2024 deadline and is eligible for further consideration.

YOUR APPLICATION TRACKING NUMBER IS 24-6720
****Please include tracking number in all communications****

Applications will be reviewed and awards determined by the STCCF Advisory Board and Siletz Tribal Council during April 2024. Email notice of selection will be sent by April 24. Save the date: if you are selected for a charitable award, a representative will be required to attend the award distribution reception on Friday, May 3, 2024 at Chinook Winds Casino Resort in Lincoln City, Oregon.

Please keep this email receipt and include the application tracking number in all communications regarding this application. Any questions should be sent to stccf@live.com.
Thank you!

Kindly,

Mike Kennedy

From: Tina Retasket <TinaR@ctsi.nsn.us>
Sent: Monday, February 19, 2024 12:42 PM
To: stccf@live.com
Subject: Re-submission - City of Siletz Parks & Recreation

Please find attached my revised Parks & Recreation grant application. Please let me know if you need anything further. Tina

Lincoln County Community &
Economic Development Grant Award
Letter



AWARD LETTER

Lincoln County Community & Economic Development Grant

The Lincoln County Board of Commissioners (Board) is pleased to announce that the City of Siletz has been awarded a grant of \$15000.00 for the purpose of helping to fund the Siletz Playground Installation project.

This grant is made from the Lincoln County Community and Economic Development Fund awarded by Board Order No. 03-24-108 on March 20, 2024. The Recipient agrees to accept the grant award under the following conditions:

1. **Recipient** shall use the funds for the stated purposes in its application filed with Lincoln County. That application is incorporated herein as if fully set forth. No other use of the funds will be authorized without the Board's written concurrence. *Recipient shall post in a prominent location a provided sign, and/or note in any related publications, that this project is funded in part by Lincoln County Economic Development Funds.*
2. **Recipient** shall apply for release of the funds by returning this completed Award Letter to the Lincoln County Board of Commissioners Office, 225 W. Olive, Room 110, Newport, Oregon 97365, no later than **April 30, 2024**, or request a time extension, in writing, with an explanation of the reason for the request. Requests for time extensions will be reviewed and are not automatically granted. If neither a request for release of funds nor request for time extension is received by **April 30, 2024**, this award shall be voided with no further action required by the County.
3. **Recipient** agrees to be responsible for, and indemnify, hold harmless and defend Lincoln County against any legal liabilities, claims, losses, damages, costs or expenses arising in favor of any persons from personal or property damages or injuries or death directly or indirectly from, or incident to, the acts or omissions of its employees, agents and officers under this project. Unless waived by county, **Recipient** agrees to keep in effect for the length of the project comprehensive liability and property damage insurance covering its acts and omissions in minimum amounts as specified in ORS 30.272.
4. **Recipient** shall supply a detailed "Grant Closure" report by December 31, 2024. This report should provide an overview of the work that has been completed. As such, it should include the following:
 - a. *The percentage completed of the identified request by grant ending date.*

- b. *Project or Program activities*
- c. *Results and Impact*
- d. *Milestones that occurred and when*
- e. *Financial Statements related to the grant expenditures and any match*
- f. *Lessons Learned*
- g. *Future Plans and Sustainability*

Include with the report a photo of the posted sign or copy of any related advertisements or publications as mentioned previously in paragraph 1. The Grant Closure Report Form can be found at <https://or-lincolncounty.civicplus.com/FormCenter/County-Administration-11/Grant-Closure-Report-Form-68>.

5. **Recipient** will retain fiscal and programmatic records concerning these funds for at least three years from the date of this award and shall make these records available for audit by Lincoln County.
6. The failure of the Board to enforce any provision of this contract shall not constitute a waiver by Lincoln County of that or any other provision. Failure to expend moneys in accordance with the grant will subject **Recipient** to all legal remedies available under applicable laws and disqualify **Recipient** from further participation in this grant program.
7. In the event suit, action or other legal proceeding is instituted by either party against the other, the prevailing party shall be entitled to recover from the losing party the prevailing party's costs and reasonable attorney fees, including costs and fees in any appellate proceeding relating thereto and costs and fees in collection of an award under this provision, which amounts shall be determined by the court or tribunal which decides this proceeding.
8. Final reports are due before the end of the calendar year.

I have read, understand, and agree to the terms for acceptance of this grant:

RECIPIENT: City of Siletz
Signature Barbara Chestler
Name (print) Barbara Chestler
Title City RECORDER
Address: P.O. Box 318
Siletz, OR 97380
Date: 04.15.2024
FED. ID NO. 93-6002827

Council Comments

EXECUTIVE SESSION- ORS

192.660(2)(b) To consider dismissal or discipline of, or to hear charges or complaints against an officer, employee, staff member or agent, if the individual does not request an open meeting.

Adjournment