

# CITY COUNCIL NOTICE/AGENDA

Wednesday, December 27, 2023 at 6:00 P.M.

MONROE COMMUNITY CENTER, 605 MAIN ST., MONROE, OR 97456



## 1. OPENING

1.1. Call to Order, Pledge of Allegiance and Roll Call

## 2. PUBLIC ITEMS and COMMENTS *(please limit your comments to less than 3 minutes):*

2.1. **NOTE:** The public comment period is designed to gain input from the public. Public comment is not intended to be a dialogue between the council, staff and any person making a comment. Any person who raises a question during public comment should rest assured that the City staff is making a note of your question and the council and staff will work together to identify the appropriate city official to follow up with you directly.

## 3. STAFF REPORTS, UPDATES, and PRESENTATIONS

3.1. Benton County Sheriff's Office Report (Sheriff Van Arsdall)

3.2. City Administrator Report (CA Martinenko)

4. **CONSENT AGENDA:** The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered separately. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Agenda. A motion to accept the consent agenda is appropriate.

4.1. Approval of Bills, Financials and Minutes

## 5. NEW BUSINESS

5.1. **Ordinance 2023-04:** First Reading- an ordinance to amend Title VII of the Monroe Municipal Code for parking regulations within the City of Monroe (Tabled from 11-27-23 Council Meeting) (CA Martinenko)

5.2. **Resolution 2023-28:** A Resolution in Support of Establishing a Continuum of Care for the Linn, Benton, and Lincoln Counties Region and Registering with the United States Department of Housing and Urban Development in 2024 (CA Martinenko)

5.3. Motion to accept rate increase for city waste services

5.4. Establishing a Revenue and Finance Title in the Monroe Municipal Code (CA Martinenko)

5.5. Review of Utility Billing Process (CA Martinenko)

5.6. Direction to Staff regarding City Hall structure (CA Martinenko)

5.7. Direction to Staff regarding IGA for Library (CA Martinenko)

5.8. Request to install "prism" art inside library (CA Martinenko)

5.9. Review new committee members and set up committee meetings (Mayor Sheets)

## **6. OLD BUSINESS**

- 6.1. Belchamber Property Sale (CA Martinenko)
- 6.2. UGB Land Exchange (CA Martinenko)
- 6.3. Supplemental Budget (CA Martinenko)

## **7. CITY EVENTS & OTHER HAPPENINGS**

- 7.1. City Events Calendar: <https://ci.monroe.or.us/administration/city-calendar/>
- 7.2. Upcoming 2024 City Events (Mayor Sheets)
  - May 18, 2024: Monroe BBQ & Logging Festival (10 a.m.-6 p.m.)

## **OTHER BUSINESS**

### **7.3. Committee Reports from Each Committee Chair:**

- **Economic Development:** Economic Development Plan update
- **Parks:** Parks Master Plan update
- **Public Works:** Work plan for 2024
- Attend the Monthly City Council Work Session – January 8, 2024 at 6 p.m.

### **7.4. Councilors' Comments:**

- Council President Cuthbertson
- Councilor Lindner
- Councilor Myers
- Councilor Ritch
- Councilor Williams
- Councilor Winther

#### **ZOOM MEETING INFORMATION**

**Zoom Link:** <https://zoom.us/join>

**Meeting ID:** 820 7259 5766

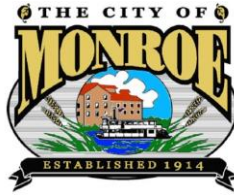
**Passcode:** 083396

### **7.5. Mayor's Comments:**

- Watch for City Committee Meetings on the City's Website ([ci.monroe.or.us](https://ci.monroe.or.us))

## **8. ADJOURN**

- 8.1. Don't forget to Shop Local at any of our Monroe Community Businesses!
- 8.2. The following resources are available to locate businesses in our community:
  - Business Association of Monroe's Member Business Directory:  
<https://businessassociationofmonroe.org/members>
- 8.3. Next City Council Meeting is Monday, January 22, 2024 at 6 p.m. at the MCC.



## MONROE CITY COUNCIL MINUTES

**November 27, 2023**

**6:00 PM**

**Monroe Community Center**

1. **CALL TO ORDER:** Mayor Sheets called the City Council meeting to order at 6:00 P.M.

**Roll Call:** Present: Mayor Sheets; Councilors: Cuthbertson, Lindner, Myers, Ritch, Williams, Winther  
Staff present: City Administrator Martinenko

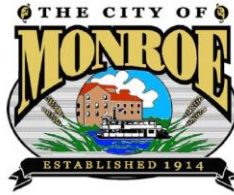
**PUBLIC COMMENTS:** None.

### **STAFF REPORTS AND PRESENTATIONS:**

- 3.1. **Sheriff's Report.** The Sheriff's department was not available for a report due to law enforcement activity in Corvallis.
- 3.2. **Presentation:** Lori O'Hare updated Council on the Halloween event held on her property and utilizing a City easement. It was reported the event went well with no complaints from neighbors. Lori explained there was little advertising but had about 150 people that were guided through the event. She intends on holding the occasion next Halloween with more publicity.
- 3.3. **Presentation:** Mr. Ken Larson of Republic Services explained rate increases for Monroe waste services in 2024. Mr. Larsen reported the rate increase for Monroe will be 0.9% in the coming year. Councilor Lindner asked about different services including recycling. Mr. Larson explained that Oregon is changing its recycling laws in 2025 and would be happy to come back to Council and provide more information along with numbers for expanded services. Councilor Ritch asked about the Franchise agreement that is quite old, going back to Corvallis Disposal. Mr. Larson said that is something we could look at to update the agreement.
- 3.4. **City Administrator Report.** CA Martinenko CA Martinenko reported that the City did not have to produce water over the four-day holiday. CA Martinenko mentioned that he and Chuck Scholz from Harrisburg met with the State regulators at the water plant just before Thanksgiving. That discussion was about additional reporting requirements for membrane testing and also progress on the water plant upgrades were coming along. CA Martinenko then mentioned the Auditing firm is merging with another company. Councilor Ritch asked about the disclosure forms because he had not received his. CA Martinenko said that he would check.

### 4. **CONSENT AGENDA**

- 4.1. Council CA Martinenko mentioned that the City purchased a 2023 Ford F250 super duty service truck. The approved budget was \$48,000 and the truck came in at \$42,198, with

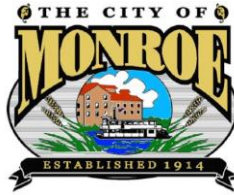


the remaining to be used racks and tool storage. After general discussion, Councilor Ritch moved to approve the consent agenda and Councilor Myers seconded. With no further discussion, Mayor Sheets called for a vote: Councilor Cuthbertson: Yes; Lindner: Yes; Myers: Yes; Ritch: Yes; Williams: Yes; Winther: Yes. Motion carried.

## **5. NEW BUSINESS**

**5.1. Ordinance 2023-04 – First Reading: Amending Title VII Chapter 72 Parking Regulations in the Monroe Municipal Code.** CA Martinenko explained that because parking regulations are already codified, any changes would have to be by ordinance, rather than by resolution as discussed in the previous work session. CA Martinenko went on to read the key elements of the proposed ordinance such parallel parking unless otherwise marked on the pavement or with signage. CA Martinenko also said that the City adopted the State traffic codes, including parking, so much of the ordinance deals with changes to the State code that is more specific to Monroe. The proposed ordinance also consolidates other sections of Title VII such as storage. CA Martinenko concluded that because an ordinance was not discussed as being brought to Council as a first reading, the Council might consider tabling the discussion so it could be further deliberated at a work session or in committee. After general discussion, Councilor Winther suggested the ordinance should go to the ordinance committee for further review. The Council was in general consensus and Councilor Winther then moved to table the discussion and move it to the Ordinance Committee. Councilor Ritch seconded. Mayor Sheets called for a vote: Councilor Cuthbertson: Yes; Lindner: Yes; Myers: Yes; Ritch: Yes; Williams: Yes; Winther: Yes. Motion carried.

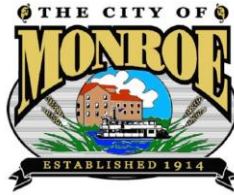
**5.2. Council Direction to Staff regarding Water Plan Upgrades.** CA Martinenko reviewed the revised scope of Work produced by Civil West for the water plant revisions. Specifically, Civil West presented a second option for replacing the membrane system with a conventional system since the cost would be almost the same as the upgrades to the existing plant already discussed. CA Martinenko said that a conventional system takes a lower grade water operator to run and would be more sustainable for Monroe in the long term. CA Martinenko reiterated past discussions that mentioned our water plant is complex and expensive to maintain. As an example, the system is computer driven and if the computers fail, it would not be possible to produce water manually. In addition, a conventional system still uses computers but they are more for managing processes rather than integral to running the plant. CA Martinenko said that in theory, the existing plant should not require a lot of staff to run but the staff need to be at a higher level of expertise to manage the technology. And that expertise is in demand at larger cities that can pay more than Monroe, which might mean an operator that gets trained Monroe, moves on to a better paying job elsewhere. Last CA Martinenko commented that Conventional Water Systems are the most prevalent and it would be



easier for Monroe to get help if needed. After brief discussion, Councilor Ritch asked about removal of the drop structure on the quality of water. CA Martinenko said that water quality at Monroe is really determined by Fern Ridge Dam and while the aesthetics of the river will improve, most other water parameters will stay the same. Councilor Ritch then asked if the proposed system would be able to scale with population growth. CA Martinenko said population would be part of the design criteria but in any event, the plant could be added onto if that were needed in the future. The City has enough land at the park area to accommodate more filter units and clear well capacity. Councilor Myers then asked about the wells. CA Martinenko said that each well has minerals including iron and manganese along with compounds such as chlorides that would require additional treatment to remove and would be expensive to treat. Councilor Ritch asked about the water intake and how this might be coordinated with the Corp of Engineers dam removal project. CA Martinenko said that the existing water intake could be used but a design such as that proposed for the new water intake should the dam be removed is the best solution. CA Martinenko said he would talk to the Long Tom watershed Council on how this might be implemented sooner. After general discussion, Mayor Sheets asked for a motion. Councilor Ritch made a motion to move in the direction of a conventional water system Councilor Lindner seconded. Mayor sheets asked if there were further questions before voting. Councilor Winther said he did not know enough about this to make an informed decision and Councilor Williams commented she would like to know more about what a membrane system entails, specifically the longevity of the system. CA Martinenko said the membranes last 5-7 years and cost \$40,000 per unit to replace, or \$80,000 for the system. Councilor Myers added that sand filters are used in a lot of places for both cities and industry. Councilor Cuthbertson asked about the timeframe to move forward. CA Martinenko said that it was urgent to decide so the project could move forward within the time limits set for the money we received from the State, which is June 30, 2025. Councilor Cuthbertson then asked if a side-by-side comparison could be made. CA Martinenko said that either system is comparable from an engineering viewpoint but mostly the conventional system is easier and less costly to staff, and more sustainable for a small town like Monroe. Mayor Sheets reminded the Council there was a motion and a second on the table. Councilor Winther ask CA Martinenko about his opinion of either system. CA Martinenko said they each have pluses and minuses but a conventional system is the most sustainable for Monroe given that it will be difficult to find qualified people to run a complex system without outsourcing. With no additional discussion, Mayor Sheets called for a vote: Councilor Cuthbertson: Yes; Lindner: Yes; Myers: Yes; Ritch: Yes; Williams: Yes; Winther: Yes. Motion carried.

**5.3. Council Direction to Staff regarding sale of Belchamber property to Habitat for Humanity.**

CA Martinenko said he was approached by Habitat for Humanity in regard to



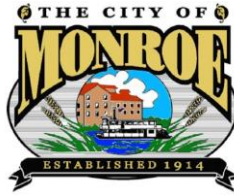
purchasing the Belchamber property, specifically the 1-acre parcel with the structure on it, for housing. CA Martinenko said the ordinance states that if the property is substandard or undeveloped, the Council could direct staff to negotiate the sale of the property without having to go through a bidding process. CA Martinenko then explained the land itself is outside the City Urban Growth Boundary and is zoned Exclusive Farm Use (EFU), which would be the County provides a variance or allow it to be rezoned. Councilor Lindner asked if the price was still \$80,000 and CA Martinenko said yes and they would be willing to consider \$90,000 since that is the current assessed value. CA Martinenko said he was not asking the Council for a decision only direction at this point to continue negotiating. Any decision would have to be by resolution to amend the previous Council resolution.

**5.4. Council Direction to Staff regarding starting an Urban Growth Boundary Exchange**

**Process.** CA Martinenko reviewed previous discussion regarding exchanging land in the NE part of Monroe, known as the “brickyard” with an equal amount of land in the SW part of Monroe, currently in Benton County. CA Martinenko said this is a complex process involving county planning, the County Commissioners, and public hearings. In the end, the result would be changing the City’s Urban Growth Boundary, losing land in the NE that has proven expensive to develop and gaining land in the SW that is more developable, has access to City infrastructure, and would help mitigate potential issues with ground water. Councilor Ritch asked if discussions have been made with both land owners. CA Martinenko said discussion would begin once a formal land action was made with all parties, including the County, and commented that one party was currently online listening to the Council session. CA Martinenko then said that Council was not deciding the issue of a land exchange other than to allow staff to proceed with the process. After general discussion, Mayor Sheets called for a vote to allow staff to start the Land exchange process: Councilor Cuthbertson: Yes; Lindner: Yes; Myers: Yes; Ritch: Yes; Williams: Yes; Winther: Yes.

**5.5. Staff request to approve use of a third-party service for City liens.** CA Martinenko discussed entering into an agreement with a third-party lien service called “Conduits” that lists and tracks city liens. This service would allow title companies and others to search for liens without staff having to spend their time gathering the information. It also would allow better tracking of other debts to the City such as ordinance abatement. The service allows the City to set the fee and the service charges a flat fee for each search. The difference is sent back to the City. CA Martinenko said many cities use this service, including Harrisburg and Junction City. After brief discussion, Councilor Myers moved to use a third-party service to track liens and Councilor Ritch seconded. Mayor Sheets called for a vote: Councilor Cuthbertson: Yes; Lindner: Yes; Myers: Yes; Ritch: Yes; Williams: Yes; Winther: Yes. Motion carried.





5.6. **Updated Salary Scales and COLA increases.** CA Martinenko and Councilor Lindner presented a request to provide a 5% COLA increase for staff retroactive to July 1, 2023. Councilor Lindner suggested that this is a minimum amount and might be revisited when inflation numbers come out early in 2024. CA Martinenko continued that while Councilor Lindner provided salary studies for staff including the City Administrator, the City is in flux while the water plant is being reengineered, so it might be advantageous to delay evaluating the positions and salary scales until early 2024. After general discussion, Mayor Sheets called for a motion to recommend a 5% COLA increase. Councilor Lindner moved to grant staff a 5% COLA increase retroactive to July 1, 2023, and also reevaluate all staff salaries including the City Administrator, along with any additional COLA, early in the next year. Councilor Ritch seconded. Mayor Sheets called for a vote: Councilor Cuthbertson: Yes; Lindner: Yes; Myers: Yes; Ritch: Yes; Williams: Yes; Winther: Yes. Motion carried.

5.7. **Review of Committee Members and Committee dates.** CA Martinenko reviewed with Council the dates established by resolution for the Economic Development, Public Works, and Parks & Recreation advisory committees. CA Martinenko said the meetings are quarterly and do not have to be in the same month. Also, each committee can agree to meet more often or have sub-committees for special projects if needed. There was general discussion regarding staff attendance and CA Martinenko said that he would provide comp time for meeting that staff attend.

5.8. **December Council Meetings.** After discussion, Mayor Sheets set December 11th for the Work Session and December 27th for the December Council meeting.

## 7. **OLD BUSINESS:**

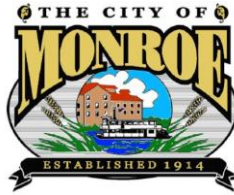
7.1. **Supplemental Budget.** CA Martinenko updated Council on a supplemental budget to create two new funds that separate streets and storm water from public works. CA Martinenko expects the Supplemental budget in the January 2024 timeframe.

### 7.2. **Updates:**

7.2.1. **Planning Activities.** CA Martinenko reported that a conditional use permit will be going to the Planning Commission on December 4<sup>th</sup> to allow retail/commercial activity at 555 depot Street where the old fertilizer building is located. In addition, planning review is in the works for a multi-family unit on Kelly Street.

## 8. **CITY EVENTS**

8.1. Mayor Sheets briefly discussed December events that include a townhall visit by State Senator Dick Anderson, the Toy Drive, the Monroe Light Parade, and the Monroe Holiday Lights contest.



9. OTHER BUSINESS: None.

10. ADJOURN: Mayor Sheets adjourned the meeting at 8:24 p.m.

**Approved by Council Action on December 27, 2023**

Mayor Dan Sheets \_\_\_\_\_ Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Steve Martinenko, City Recorder



# MONROE PATROL

November 20, 2023 - December 16, 2023

## Benton County Sheriff's Office - Monroe Patrol Activity Log

Date/Time	Call #	Total Time	Deputy	Con-tacts	Traffic		Arrests		Notes
					Warn	Cite	Cite	Cust	
Patrol									
11/22/2023 07:14:58 PM	2023230971	23:58	Macken						no stops
11/23/2023 10:59:22 AM	2023231282	0:59:44	Blaser						no activity
11/24/2023 10:28:28 PM	2023232189	0:48:22	Macken		1				1 stop 1 warn
11/25/2023 09:47:19 AM	2023232403	1:28:35	Rath						no activity
11/26/2023 08:06:14 AM				3	1				Patrolled city streets and parks. 1 traffic stop (1 warning, 0 cites), 3 citizen contacts.
11/27/2023 11:38:14 AM	2023233045	1:28:09	Lyman						no activity
11/28/2023 10:40:06 PM	2023233719	0:17:20	Lochner						Patrolled Neighborhoods, highway, and schools
11/29/2023 09:17:54 AM	2023234845	2:19:13	Drongesen						no activity
11/30/2023 12:19:31 AM	2023235025	0:58:32	Blaser						Patrolled neighborhoods, highway, and schools.
11/30/2023 06:16:10 PM	2023235591	1:12:41	Drongesen						no stops
11/30/2023 08:30:43 PM	2023236093	0:27:08	Macken						1 TRAFFIC STOP (WARNING)
12/2/2023 09:35:29 AM	2023236140	0:00:11	Gevatosky		1				no activity
12/2/2023 07:14:59 PM	2023237093	2:08:56	Rath						no activity
12/3/2023 08:45:30 AM	2023237393	2:00:00	Gevatosky						No stops
12/4/2023 01:30:39 AM	2023237680	0:37:45	Macken						Patrolled city streets and watched traffic on 5th Street. No traffic violations observed.
12/4/2023 08:41:30 AM	2023238168	1:06:46	Vaughn						0 stops, 2 citizen contacts. Patrolled city streets and parks.
12/5/2023 03:36:29 AM	2023238243	1:38:43	Lyman	2					1 traffic stop. Lots of log trucks.
12/7/2023 04:05:26 AM	2023238852	1:09:43	Fricke		1				no activity
12/8/2023 12:49:21 AM	2023240198	1:16:11	Rath						no activity.
12/8/2023 01:44:55 PM	2023240842	1:00:00	Sinclair						no activity
12/8/2023 11:17:08 PM	2023241190	1:02:33	Bressler						no activity
12/9/2023 12:33:10 PM	2023241561	1:59:15	Heese						no activity
12/9/2023 05:11:25 PM	2023241883	0:50:16	Macken				1		1 stop 1 arrest DWR-Misd
12/10/2023 12:47:26 AM	2023242041	1:01:40	Blaser						no activity
	2023242273	0:50:05	Savage						no activity

# MONROE PATROL

November 20, 2023 - December 16, 2023

12/13/2023 01:05:17 PM	2023244476	1:06:32	Lundy						no activity
12/15/2023 01:31:43 AM	2023245515	1:00:00	Gevatosky						no activity
12/16/2023 04:27:02 PM	2023246551	1:00:50	Blaser			1			1 stop, warning for speed
12/16/2023 07:59:05 PM	2023246661	1:05:33	Drongesen		2				Patrolled neighborhoods, school, and highway.
12/16/2023 10:34:43 PM	2023246759	3:01:18	Gevatosky						K9 Brutus and I looked for the Monroe Burglar. No luck:(
12/16/2023 11:40:11 PM	2023246795	0:58:04	Heese						no activity
Reports									
11/20/2023 14:12	202303393		Rath						CHILD AND FAMILY INFO in the 700 block of Ash St. Child custody dispute.
11/21/2023 15:34	202303401		Fricke					1	WARRANT ARREST in the 900 block of Commercial. Jennifer Hartman, 59, cited and taken into custody.
11/28/2023 6:21	202303464		Rath						OTHER DOCUMENTATION in the 500 block of Main St.
12/1/2023 11:12	202303488		Blaser						CHILD AND FAMILY INFO at the grade school. Destructive child taken to the Corvallis hospital.
12/9/2023 1:29	202303559		Heese					1	DUII at Ash/5th St. Eric Herrera, 31, taken into custody to the Benton County Jail.
12/9/2023	202303562		Macken						DRIVING WHILE SUSPENDED at 5th/Orchard. Perry Paine, 43, cited and released. Valid driver took control of the wheel.
12/11/2023 11:02	202303572		O'Neill						ANIMAL/DOG COMPLAINT in the 100 block of 9th St. Minimum care standards are not being met for the dog. Owner was given until Dec. 25 to meet the standards.
12/14/2023 1:36	202303588		Hardison						BURGLARY 2 at the post office. Suspect attempted to break in using a pry bar without success. Damage to the door. Investigation continuing.
11/27/2023 13:43	202340275		Horn						DHS REFERRAL - NO ACTION at the grade school.

# MONROE PATROL

November 20, 2023 - December 16, 2023

12/15/2023 0:00	202303603	Bloom									BURGLARY in the 800 block of Main St. Investigation continuing.
15/15/2023	202303611	Bloom									CIVIL DISPUTE in the 900 block of Commercial.
		58:52:05	7	5	0	1	2				

Cash required

\$19,032.89

Monthly

Dec 1, 2023 → Dec 31, 2023

Payroll dates

Check date

Fri, Dec 29, 2023

People

4

Employees

0

Contractors

Delivery address

Payroll address

664 Commercial St

Edit

Employee name

Type

Total hours

Gross pay

Taxes

Deductions

Net pay

Employer taxes

Totals

593.83

\$18,707.89

\$3,219.07

\$1,271.35

\$14,217.47

\$1,596.35

Payrun total: \$20,304.24

Cash required: \$19,032.89

# ACCOUNTS PAYABLE

City Of Monroe

Time: 11:29:20 Date: 12/22/2023

As Of: 12/31/2023

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
3908	12/19/2023	12/27/2023	837 Albano, Raymond	45.00	Refund of deposit as library sufficiently cleaned after use on 12/16/2023 per discussion with Ron Hockett.
	344 00 02	2011	Facility Rental Fees	-45.00	Refund of deposit
3886	11/29/2023	12/27/2023	11 B & I Hardware & Rental	53.97	Inv# 650716
	534 00 48	6013	Building Repairs & Mainte	10.99	WTP Bldg Repairs & Maint
	542 00 43	2014	Library- Repairs & Mainte	11.00	Library Repairs & Maint
	580 00 04	6013	Repairs & Maintenance Sy	31.98	Repairs and Maint System- WWTP
3897	12/04/2023	12/27/2023	275 Bailey Excavating Inc	315.00	112523 Gravel delivery of 3/4"- stockpile
	542 00 34	2011	Streets-Repairs And Maint	315.00	Street Repairs & Maint- Gravel Delivery for road repair
3884	11/27/2023	12/27/2023	24 Carquest of Junction City	63.02	Inv 5726-759771
	542 00 31	2017	Equip. Repair & Maintena	63.02	Oil and Filter for Truck
3891	12/01/2023	12/27/2023	419 City of Harrisburg	500.00	Contracted WTP Operator Fees- Dec 2023
	534 00 41	6013	Contracted Plant Operatio	500.00	Contracted Op Fees WTP
3901	12/01/2023	12/27/2023	29 Civil West Engineering Services, In	4,122.50	Inv# 2203.007.011
	534 00 41	6012	Engineering	4,122.50	ARPA Funds to cover for Engineering cost
3887	11/30/2023	12/27/2023	36 Edge Analytical, Inc.	497.00	Inv# 23-34231, 23-36790, 23-35523, 23-36783
	534 00 49	6010	Outside Testing	102.00	Total Organic Carbon and Alkalinity at Lont Tom River-CH-B
	534 00 49	6010	Outside Testing	40.00	Dist-A- Chromogenic Substrate Test (Coliforms)
	580 00 04	6018	Outside Testing	86.00	WWTP Total Coliform and E. coli MPN by Quantitra and Alkalinity
	580 00 04	6018	Outside Testing	269.00	Influent-Site A WWTP and Effluent-Site B WWTP
3889	12/01/2023	12/27/2023	190 Government Ethics Commission, OGEC	756.55	OGEC Annual Charges- Invoice# AIE18665
	510 00 41	1009	Licenses And Fees	756.55	OGEC Annual Charges
3894	12/11/2023	12/27/2023	429 Local Government Law Group, PC	188.00	Inv#68042-Reviewed documents and researched municipal code regarding Terrill nuisance issue
	510 00 31	1006	Attorney Fees	188.00	Terrill Nuisance Review

# ACCOUNTS PAYABLE

City Of Monroe

As Of: 12/31/2023

Time: 11:29:20 Date: 12/22/2023  
Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>3888</b>	<b>12/01/2023</b>	<b>12/27/2023</b>	<b>64 OHA Cashier</b>	<b>188.00</b>	<b>PWS#4100540 Connections: 273</b>
	510 00 41	1009 Licenses And Fees	100 300 510 General Adminis	188.00	PWS#4100540 2023-2024 fees
<b>3905</b>	<b>12/01/2023</b>	<b>12/27/2023</b>	<b>66 OR Association of Water Utilities</b>	<b>235.75</b>	<b>Inv#36452- OAWU-Annual Membership Dues</b>
	534 00 49	6016 Dues	601 450 534 Water Treatment	235.75	OAWU-Annual Membership Dues
<b>3904</b>	<b>11/30/2023</b>	<b>12/27/2023</b>	<b>67 One Call Concepts, Inc.</b>	<b>70.00</b>	<b>Invoice# 3110431</b>
	542 00 32	2015 Locates	201 400 500 Public Works Fui	70.00	Locates-3Qty
<b>3893</b>	<b>11/30/2023</b>	<b>12/27/2023</b>	<b>974 Oregon Department of Human Services</b>	<b>7,500.00</b>	<b>Inv# A1059278 -Civil Penalty</b>
	534 00 49	6013 Misc	601 000 534 Water Treatment	7,500.00	Inv# A1059278 -Civil Penalty
<b>3909</b>	<b>12/01/2023</b>	<b>12/29/2023</b>	<b>177 Oregon PERS</b>	<b>3,766.02</b>	<b>Oregon PERS Nov 2023 Payroll</b>
	510 00 21	1000 PERS Retirement	100 200 510 General Adminis	1,257.97	GA Oregon PERS Retirement
	534 00 31	6021 PERS Retirement	601 450 534 Water Treatment	1,338.48	Water- Oregon PERS Retirement
	542 00 21	2010 PERS Retirement	201 300 500 Public Works Fui	344.81	PW Oregon PERS Retirement
	580 00 03	6006 PERS Retirement	610 100 535 Sewer Fund	824.76	Sewer- Oregon PERS Retirement
<b>3885</b>	<b>11/29/2023</b>	<b>12/15/2023</b>	<b>479 Pitney Bowes</b>	<b>658.94</b>	<b>Inv: Purchase Power Dec 2023&amp; 1024314157</b>
					<b>Quarterly Meter rental and Postage refill services</b>
	510 00 31	1000 Postage	100 300 510 General Adminis	20.00	GA Postage for AP and ordinance letters
	510 00 31	1000 Postage	100 300 510 General Adminis	158.94	Quarterly Meter Rental and Refill Service Fees
	534 00 31	6024 Postage and Mailing	601 450 534 Water Treatment	240.00	Water Postage for bills
	580 00 04	6004 Postage and Mailing	610 100 535 Sewer Fund	240.00	Sewer Postage for bills
<b>3890</b>	<b>12/01/2023</b>	<b>12/27/2023</b>	<b>430 Scholz, Chuck</b>	<b>1,500.00</b>	<b>WWTP Contracted Operator- Dec 2023</b>
	580 00 04	6007 Contracted Plant Operatio	610 100 535 Sewer Fund	1,500.00	Contracted WWTP Operator
Fund				Report Total:	20,459.75
100 General Administration Fund					2,569.46
201 Public Works Fund					848.83
601 Water Treatment Fund					14,089.72
610 Sewer Fund					2,951.74

ACCOUNTS PAYABLE


City Of Monroe

As Of: 12/31/2023

Time: 11:29:20 Date: 12/22/2023  
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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
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This report has been reviewed by:

 J. L. Acerspec 12/22/2023  
Signature & Title Date

REMARKS:

Reviewed  
Signature: J. L. Title: CA  
Date: 12-22-23



# ACCOUNTS PAYABLE PAID

City Of Monroe

12/01/2023 To: 12/31/2023

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
3907	12/01/2023	2024	960	853	ADP, ADP Tax Services	22,082.15	Nov 1st-30th, 2023 Payroll
	510 00 10	1000	Salary Accounting Specialist	100 200 510	General Administrat	1,890.74	D. Flora- Acctg Spec- Payroll November 1st-31st, 2023
	510 00 11	1000	Salary City Administrator	100 200 510	General Administrat	4,602.56	S. Martinenko- City Admin- Payroll November 1st-31st, 2023
	510 00 20	1000	Payroll Taxes	100 200 510	General Administrat	491.15	Payroll Taxes GA November 1st-30th, 2023
	534 00 31	6015	Public Works- Utility Worker 2	601 450 534	Water Treatment Fui	2,745.31	M. Murray- Utility 2 Lead- Payroll November 1st-30th, 2023
	534 00 31	6017	Accounting Specialist	601 450 534	Water Treatment Fui	1,418.06	D. Flora- Acctg Spec- Payroll November 1st-30th, 2023
	534 00 31	6019	City Administrator	601 450 534	Water Treatment Fui	2,761.54	S. Martinenko- City Admin- Payroll November 1st-30th, 2023
	534 00 31	6020	Payroll Taxes	601 450 534	Water Treatment Fui	543.49	Payroll Taxes Water November 1st-30th, 2023
	542 00 12	2010	Public Works- Utility Worker 2	201 300 500	Public Works Fund	1,098.12	M. Murray- Utility 2 Lead- Payroll November 1st-31st, 2023
	542 00 16	2010	Accounting Specialist	201 300 500	Public Works Fund	236.34	D. Flora- Acctg Spec- Payroll November 1st-31st, 2023
	542 00 18	2010	City Administrator	201 300 500	Public Works Fund	460.26	S. Martinenko- City Admin- Payroll November 1st-30th, 2023
	542 00 20	2010	Payroll Taxes	201 300 500	Public Works Fund	141.73	Payroll Taxes PW November 1st-30th, 2023
	542 00 42	2016	City Hall- Janitorial	201 400 577	Public Works Fund	171.03	R. Hocket- Janitorial Temp- City Hall- Payroll November 1st-30th, 2023
	542 00 43	2016	Library- Contracted Janitorial	201 400 572	Public Works Fund	889.36	R. Hocket- Janitorial Temp- Library- Payroll November 1st-31st, 2023
	542 00 45	2015	MCC- Janitorial Services	201 400 575	Public Works Fund	79.81	R. Hocket- Janitorial Temp- MCC- Payroll November 1st-30th, 2023
	580 00 03	6000	Public Works- Utility Worker 2	610 100 535	Sewer Fund	1,647.18	M. Murray- Utility 2 Lead- Payroll November 1st-30th, 2023
	580 00 03	6003	Accounting Specialist	610 100 535	Sewer Fund	1,181.72	D. Flora- Acctg Spec- Payroll November 1st-30th, 2023
	580 00 03	6004	City Administrator	610 100 535	Sewer Fund	1,380.77	S. Martinenko- City Admin- Payroll November 1st-30th, 2023
	580 00 03	6005	Payroll Taxes	610 100 535	Sewer Fund	342.98	Payroll Taxes Sewer November 1st-30th, 2023
3899	12/13/2023	2024	950	853	ADP, ADP Tax Services	189.52	November 2023 Payroll Processing
	510 00 31	1008	Payroll Processing	100 300 510	General Administrat	189.52	Nov2023 Payroll Processing
Total ADP, ADP Tax Services						22,271.67	
3895	12/20/2023	2024	988	297	AT&T Mobility	82.62	INV#12052023- City Admin and Public Works Cell Phones
	510 00 31	1007	Telephone and Internet	100 300 510	General Administrat	9.62	Public Works Cell Phone- 25% GA
	510 00 31	1007	Telephone and Internet	100 300 510	General Administrat	30.88	City Admin Cell Phone-70% GA
	534 00 42	6011	Utilities- Telephone & Interne	601 450 534	Water Treatment Fui	6.62	City Admin Cell Phone-15% Water
	542 00 31	2011	Utilities	201 400 500	Public Works Fund	19.25	Public Works Cell Phone- 50% Public Works
	580 00 04	6009	Utilities- Telephone & Interne	610 100 535	Sewer Fund	9.63	Public Works Cell Phone- 25% Sewer
	580 00 04	6009	Utilities- Telephone & Interne	610 100 535	Sewer Fund	6.62	City Admin Cell Phone-15% Sewer

# ACCOUNTS PAYABLE PAID

City Of Monroe

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Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
<b>3892</b>	<b>12/14/2023</b>	<b>2024</b>	<b>954</b>	<b>517</b>	<b>Amazon Capital Services</b>	<b>171.74</b>	<b>Amazon Purchases Dec 2023</b>
	510 00 31	1001	Operating Supplies		100 300 510 General Administrat	64.40	Door Hangers, 1 Qty Desk Calendar, Pandaflex file folders (Multi-Color)
	542 00 31	2010	Operating Supplies		201 400 500 Public Works Fund	31.79	Public Works Operating Supplies- OSHA First Aid Kit and 40% of 55 Gal garbage bags
	542 00 32	2014	Office Supplies		201 400 500 Public Works Fund	5.99	PW Office Supplies- Mark Desk Calendar
	542 00 43	2015	Library- Janitorial Supplies		201 400 572 Public Works Fund	21.04	Library Janitorial Supplies- OSHA First Aid Kit and 15% of 55 Gal garbage bags
	542 00 45	2013	MCC- Janitorial Supplies		201 400 575 Public Works Fund	14.58	MCC Janitorial Supplies- OSHA First Aid Kit
	542 00 46	2010	Parks- Operating Supplies		201 400 576 Public Works Fund	33.94	Parks Operating Supplies- OSHA First Aid Kit and 45% of 55 Gal garbage bags
<b>3898</b>	<b>12/13/2023</b>	<b>2024</b>	<b>951</b>	<b>217</b>	<b>Chase Paymentech</b>	<b>192.78</b>	<b>12052023 Chase Paymentech Fees</b>
	534 00 31	6013	Online Bill Pay Fees		601 450 534 Water Treatment Fui	96.39	Water-Online bill pay fees
	580 00 04	6002	Online Bill Pay Fees		610 100 535 Sewer Fund	96.39	Sewer- Online bill pay fees
<b>3880</b>	<b>12/06/2023</b>	<b>2024</b>	<b>990</b>	<b>28</b>	<b>City County Insurance Services</b>	<b>4,909.44</b>	<b>December 2023 Insurance for Medical, dental and vision</b>
	510 00 22	1000	Health Insurance		100 200 510 General Administrat	1,778.07	GA Health Insurance
	534 00 31	6022	Health Insurance		601 450 534 Water Treatment Fui	1,650.18	Water Health Insurance
	542 00 22	2010	Health Insurance		201 300 500 Public Works Fund	378.48	PW Health Insurance
	580 00 03	6007	Health Insurance		610 100 535 Sewer Fund	1,102.71	Sewer Health Insurance
<b>3876</b>	<b>12/01/2023</b>	<b>2024</b>	<b>892</b>	<b>741</b>	<b>Computershare Trust Company, N.A.,</b>	<b>20,802.50</b>	<b>MONR01122023 - ACH Draw for 1/2 Interest Payment on GO BOND</b>
	592 00 80	3020	2010 GO Bond Interest		302 800 592 GOB Phase II	20,802.50	GO BOND 1/2 Interest
<b>3883</b>	<b>12/13/2023</b>	<b>2024</b>	<b>991</b>	<b>60</b>	<b>Monroe Telephone</b>	<b>258.92</b>	<b>DEC 2023</b>
	510 00 31	1007	Telephone and Internet		100 300 510 General Administrat	74.21	Fax
	510 00 31	1007	Telephone and Internet		100 300 510 General Administrat	121.95	Main line
	534 00 42	6011	Utilities- Telephone & Interne		601 450 534 Water Treatment Fui	31.38	Water Plant
	580 00 04	6009	Utilities- Telephone & Interne		610 100 535 Sewer Fund	31.38	Ww lift
<b>3906</b>	<b>12/19/2023</b>	<b>2024</b>	<b>977</b>	<b>76</b>	<b>Pacific Power</b>	<b>4,644.42</b>	<b>NOV 2023 Power Usage</b>

# ACCOUNTS PAYABLE PAID

City Of Monroe

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12/01/2023 To: 12/31/2023

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
534 00 42 6010	Utilities-Electricity				601 450 534 Water Treatment Fui	1,741.81	Water plant and park host Electricity
542 00 34 2010	Streets- Street Lights				201 400 542 Public Works Fund	734.21	Street Lights Electricity
542 00 42 2010	City Hall- Electricity				201 400 577 Public Works Fund	126.20	City Hall Electricity
542 00 43 2012	Library- Electricity				201 400 572 Public Works Fund	500.45	Library Electricity
542 00 45 2011	MCC- Electricity				201 400 575 Public Works Fund	787.54	MCC Electricity
580 00 04 6008	Utilities- Electricity Lift Station				610 100 535 Sewer Fund	754.21	WWTP Electricity
<b>3896</b>	<b>12/20/2023 2024</b>	<b>989</b>	<b>518</b>		<b>Saif</b>	<b>540.22</b>	<b>Inv# 1001307544- Auto pmt on 12/20/2023</b>
510 00 22 1002	Workmens Comp Insurance				100 200 510 General Administrat	17.54	GA Workers Comp Ins
534 00 31 6023	Workmens Comp Insurance				601 450 534 Water Treatment Fui	223.99	Water Workers Comp Ins
542 00 22 2011	Workmens Comp Insurance				201 300 500 Public Works Fund	86.95	PW Workers Comp Ins
580 00 03 6008	Workmens Comp Insurance				610 100 535 Sewer Fund	211.74	Sewer Workers Comp Ins
<b>3903</b>	<b>12/13/2023 2024</b>	<b>946</b>	<b>870</b>		<b>South Benton Food Pantry</b>	<b>40.00</b>	<b>Donation from Cynthia Evans to Toy Drive</b>
367 00 00 1000	Donations				100 100 300 General Administrat	-40.00	\$40 to South Benton Food Pantry for Toy Drive
<b>3900</b>	<b>12/13/2023 2024</b>	<b>952</b>	<b>468</b>		<b>WECO</b>	<b>166.51</b>	<b>Inv- CP-00253796</b>
542 00 31 2018	Vehicle Operation & Mainten:				201 400 500 Public Works Fund	166.51	PW- Vehicle Operation and Maint
<b>3902</b>	<b>12/13/2023 2024</b>	<b>953</b>	<b>201</b>		<b>Xpress Bill Pay</b>	<b>313.56</b>	<b>INV-XPR006852 -Xpress Fees</b>
534 00 31 6013	Online Bill Pay Fees				601 450 534 Water Treatment Fui	156.78	Water Online Bill Pay Fees
580 00 04 6002	Online Bill Pay Fees				610 100 535 Sewer Fund	156.78	Sewer Online Bill Pay Fees

*paid so they had to purchase needed items before Christmas*

Total: 54,394.38

Fund

100 General Administration Fund	9,310.64
201 Public Works Fund	5,983.58
302 GOB Phase II	20,802.50
601 Water Treatment Fund	11,375.55
610 Sewer Fund	6,922.11

ACCOUNTS PAYABLE PAID


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12/01/2023 To: 12/31/2023

Accts Pay #	Paid On	Year	Trans	Vendor ID	Vendor	Amount	Memo
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This report has been reviewed by:

 Acosta 12/22/2023 Date

REMARKS: Signature & Title

Reviewed  
Signature:  Title: CA  
Date: 12-22-22

# TREASURER'S REPORT

## Fund Totals

City Of Monroe

12/01/2023 To: 12/31/2023

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
100 General Administration Fund	257,106.08	5,649.01	9,270.79	253,484.30	15,100.81	6,984.45	-5,728.86	269,840.70*
201 Public Works Fund	175,366.30	7,152.46	5,983.58	176,535.18	49,595.20	3,076.65	-7,280.07	221,926.96*
300 Water Revenue Bond	10,479.96	0.00		10,479.96	0.00	0.00	0.00	10,479.96
302 GOB Phase II	119,263.70	11,307.65	20,802.50	109,768.85	20,802.50	0.00	-11,307.65	119,263.70
400 Equipment Reserve Fund	57,589.39	0.00		57,589.39	0.00	0.00	0.00	57,589.39
401 Building Reserve Fund	24,684.29	0.00		24,684.29	0.00	0.00	0.00	24,684.29
402 Park Reserve Fund	15,255.48	0.00		15,255.48	0.00	0.00	0.00	15,255.48
403 Water Reserve Fund	8,972.60	-14,558.66		-5,586.06	15,823.43	0.00	0.00	10,237.37
404 Sewer Reserve Fund	92,472.06	0.00		92,472.06	0.00	0.00	0.00	92,472.06
405 Capital Improvement Reserve Fund	29,219.20	0.00		29,219.20	0.00	0.00	0.00	29,219.20
406 Water Revenue Bond Reserve Fund	7,548.25	0.00		7,548.25	0.00	0.00	0.00	7,548.25
407 Water System Capital Improvement Fund	16,403.01	550.00		16,953.01	0.00	0.00	-565.00	16,388.01
408 City Events Reserve Fund	5,317.54	0.00		5,317.54	0.00	0.00	0.00	5,317.54
507 Park System Development Fund	24,827.46	0.00		24,827.46	0.00	0.00	0.00	24,827.46
508 Sewer System Development Fund	395,229.50	0.00		395,229.50	0.00	0.00	0.00	395,229.50
509 Street System Development Fund	78,304.64	0.00		78,304.64	0.00	0.00	0.00	78,304.64
510 Storm System Development Fund	81,136.06	0.00		81,136.06	0.00	0.00	0.00	81,136.06
511 Water System Development Fund	481,193.87	0.00		481,193.87	0.00	0.00	0.00	481,193.87
601 Water Treatment Fund	219,650.14	14,841.81	-3,183.11	237,675.06	7,428.21	7,468.40	-15,489.67	237,082.00
610 Sewer Fund	135,036.85	8,222.32	6,922.11	136,337.06	6,432.23	4,552.65	-8,435.67	138,886.27*
900 Customer Deposit Fund	11,532.63	200.00		11,732.63	167.13	0.00	-200.00	11,699.76
	2,246,589.01	33,364.59	39,795.87	2,240,157.73	115,349.51	22,082.15	-49,006.92	2,328,582.47

# TREASURER'S REPORT

## Account Totals

City Of Monroe

12/01/2023 To: 12/31/2023

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 Umpqua Bank	90,020.35	45,580.89	65,702.03	69,899.21	-56,401.33	172,739.31	186,237.19
3 Xpress EFT Returns	0.00	-92.38	0.00	-92.38	92.38	0.00	0.00
6 Xpress Online Banking	2,206.89	7,474.74	5,000.00	4,681.63	-8,172.10	5,000.00	1,509.53
Total Cash:	92,227.24	52,963.25	70,702.03	74,488.46	-64,481.05	177,739.31	<b>187,746.72</b>
Investment Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 LGIP	2,140,835.75	11,307.65	0.15	2,152,143.25	-11,307.65	0.15	2,140,835.75
Total Investments:	2,140,835.75	11,307.65	0.15	2,152,143.25	-11,307.65	0.15	<b>2,140,835.75</b>
	2,233,062.99	64,270.90	70,702.18	2,226,631.71	-75,788.70	177,739.46	<b>2,328,582.47</b>

# TREASURER'S REPORT

## Fund Investments By Account

City Of Monroe

Time: 11:34:29 Date: 12/22/2023  
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12/01/2023 To: 12/31/2023

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
100 000 General Fund	330,449.73					330,449.58
201 000 Public Works Fund	266,286.21				0.15	266,286.21
300 000 Water Revenue Bond	15,931.80					15,931.80
302 000 GOB Phase II	202,472.55	11,307.65		11,307.65		213,780.20
400 000 Equipment Reserve Fund	52,392.26					52,392.26
401 000 Building Reserve Fund	24,787.08					24,787.08
402 000 Park Reserve Fund	13,782.99					13,782.99
403 000 Water Reserve Fund	27,431.81					27,431.81
404 000 Sewer Reserve Fund	86,237.68					86,237.68
405 000 Capital Improvement Reserve Fund	26,646.48					26,646.48
407 000	1,270.13					1,270.13
408 000	317.54					317.54
507 000 Park System Development Fund	33,956.99					33,956.99
508 000 Sewer System Development Fund	349,284.89					349,284.89
509 000 Street System Development Fund	70,436.14					70,436.14
510 000 Storm System Development Fund	72,428.69					72,428.69
511 000 Water System Development Fund	426,203.51					426,203.51
601 000 Water Treatment Fund	139,736.55					139,736.55
610 000	923.93					923.93
2 - LGIP	2,140,976.96	11,307.65	0.00	11,307.65	0.15	2,152,284.46
	2,140,976.96	11,307.65	0.00	11,307.65	0.15	2,152,284.46



# TREASURER'S REPORT

## Fund Investment Totals

City Of Monroe

12/01/2023 To: 12/31/2023 Time: 11:34:29 Date: 12/22/2023 Page: 4

Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
100 General Administration Fund	330,449.73				0.15	330,449.58	-76,965.28
201 Public Works Fund	266,286.21					266,286.21	-89,751.03
300 Water Revenue Bond	15,931.80					15,931.80	-5,451.84
302 GOB Phase II	202,472.55	11,307.65		11,307.65		213,780.20	-104,011.35
400 Equipment Reserve Fund	52,392.26					52,392.26	5,197.13
401 Building Reserve Fund	24,787.08					24,787.08	-102.79
402 Park Reserve Fund	13,782.99					13,782.99	1,472.49
403 Water Reserve Fund	27,431.81					27,431.81	-33,017.87
404 Sewer Reserve Fund	86,237.68					86,237.68	6,234.38
405 Capital Improvement Reserve Fund	26,646.48					26,646.48	2,572.72
406 Water Revenue Bond Reserve Fund						0.00	7,548.25
407 Water System Capital Improvement Fund	1,270.13					1,270.13	15,682.88
408 City Events Reserve Fund	317.54					317.54	5,000.00
507 Park System Development Fund	33,956.99					33,956.99	-9,129.53
508 Sewer System Development Fund	349,284.89					349,284.89	45,944.61
509 Street System Development Fund	70,436.14					70,436.14	7,868.50
510 Storm System Development Fund	72,428.69					72,428.69	8,707.37
511 Water System Development Fund	426,203.51					426,203.51	54,990.36
601 Water Treatment Fund	139,736.55					139,736.55	97,938.51
610 Sewer Fund	923.93					923.93	135,413.13
900 Customer Deposit Fund						0.00	11,732.63
	2,140,976.96	11,307.65		11,307.65	0.15	2,152,284.46	87,873.27

Ending fund balance (Page 1) - Investment balance = Available cash.

**2,240,157.73**

# TREASURER'S REPORT

## Outstanding Vouchers

City Of Monroe

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	274	08/18/2023	Stop Pmt	1		Springbrook	10,473.98	Stop Payment for Warrant/Check #213083
2024	881	11/30/2023	Tr Rec	1		Evans, Ronald and Cynthia	40.00	Toy Drive Donation
2024	882	11/30/2023	Util Pay	1		Xpress Bill Pay	306.46	Xpress Import - CC - 11-30-2023__daily_batch.csv
2024	886	12/01/2023	Util Pay	1		Xpress Bill Pay	1,061.81	Xpress Import - CC - 12-01-2023__daily_batch.csv
2024	888	12/02/2023	Util Pay	1		Xpress Bill Pay	184.89	Xpress Import - CC - 12-02-2023__daily_batch.csv
2024	890	12/03/2023	Util Pay	1		Xpress Bill Pay	290.12	Xpress Import - CC - 12-03-2023__daily_batch.csv
2024	900	12/04/2023	Util Pay	1		Utility Customer	383.75	
2024	903	12/04/2023	Util Pay	1		Xpress Bill Pay	463.98	Xpress Import - CC - 12-04-2023__daily_batch.csv
2024	905	12/05/2023	Tr Rec	1		Benton County Republican CC, Attn: Nelson Osori	160.00	MCC rental on 12/9 4 hr block- \$80 Fee and \$80 Dep
2024	906	12/05/2023	Util Pay	1		Utility Customer	431.14	
2024	907	12/05/2023	Util Pay	1		Xpress Bill Pay	488.28	Xpress Import - CC - 12-05-2023__daily_batch.csv
2024	910	12/06/2023	Util Pay	1		Utility Customer	91.78	
2024	911	12/06/2023	Tr Rec	1		Mankind Project	165.00	Library Main room and Kitchen Rental- \$120 with \$45
2024	912	12/06/2023	Tr Rec	1		Sheets, Dan	-60.00	Returned \$60 deposit for use of MCC on 12/2/23 for
2024	913	12/06/2023	Util Pay	1		Xpress Bill Pay	381.95	Xpress Import - CC - 12-06-2023__daily_batch.csv
2024	916	12/07/2023	Util Pay	1		Utility Customer	285.80	
2024	917	12/07/2023	Util Pay	1		Xpress Bill Pay	589.29	Xpress Import - CC - 12-07-2023__daily_batch.csv
2024	919	12/08/2023	Util Pay	1		Utility Customer	185.56	
2024	920	12/08/2023	Tr Rec	1		Minor, Justin James Allen	100.00	
2024	921	12/08/2023	Util Pay	1		Utility Customer	201.00	
2024	922	12/08/2023	Util Pay	1		Utility Customer	489.40	
2024	923	12/08/2023	Util Pay	1		Xpress Bill Pay	421.10	Xpress Import - CC - 12-08-2023__daily_batch.csv
2024	927	12/09/2023	Util Pay	1		Xpress Bill Pay	211.62	Xpress Import - CC - 12-09-2023__daily_batch.csv
2024	929	12/10/2023	Util Pay	1		Xpress Bill Pay	323.18	Xpress Import - CC - 12-10-2023__daily_batch.csv
2024	931	12/11/2023	Util Pay	1		Utility Customer	438.93	
2024	937	12/11/2023	Util Pay	1		Xpress Bill Pay	204.67	Xpress Import - CC - 12-11-2023__daily_batch.csv
2024	932	12/12/2023	Util Pay	1		Utility Customer	1,476.52	
2024	933	12/12/2023	Tr Rec	1		Misc customers	1,215.99	10/31/23 OLCC Tax
2024	935	12/12/2023	Tr Rec	1		Misc customers	11,307.65	Benton County Tax Turnover- 20231201
2024	939	12/12/2023	Util Pay	1		Utility Customer	276.21	
2024	940	12/12/2023	Tr Rec	1		Clark, Christina	85.00	For Deidre Elliott Reservation on Nov. 25, 2023. No f
2024	941	12/12/2023	Util Pay	1		Utility Customer	181.56	
2024	942	12/12/2023	Util Pay	1		Xpress Bill Pay	304.87	Xpress Import - CC - 12-12-2023__daily_batch.csv
2024	945	12/13/2023	Util Pay	1		Utility Customer	90.78	
2024	947	12/13/2023	Util Pay	1		Xpress Bill Pay	550.36	Xpress Import - CC - 12-13-2023__daily_batch.csv
2024	956	12/14/2023	Deposit	1		Umpqua Bank	5,000.00	Transfer from Xpress bill pay to Umpqua Bank
2024	957	12/14/2023	Util Pay	1		Utility Customer	94.45	
2024	958	12/15/2023	Util Pay	1		Utility Customer	387.78	
2024	962	12/15/2023	Util Pay	1		Xpress Bill Pay	381.06	Xpress Import - CC - 12-15-2023__daily_batch.csv

# TREASURER'S REPORT

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2024	961	12/17/2023	Util Pay	1		Utility Customer	1,897.29	
2024	965	12/17/2023	Util Pay	1		Xpress Bill Pay	368.55	Xpress Import - CC - 12-17-2023_daily_batch.csv
2024	967	12/18/2023	Tr Rec	1		OCon, Carolyn	60.00	Library Room Rental on 11/17/23
2024	968	12/18/2023	Tr Rec	1		State of Oregon Cigarette Tax	39.63	Cigarette Tax 11/30/2023
2024	969	12/18/2023	Util Pay	1		Xpress Bill Pay	277.73	Xpress Import - CC - 12-18-2023_daily_batch.csv
2024	971	12/19/2023	Tr Rec	1		FNTS Holdings	50.00	Lien Searches for 550 S. 10th and 710 N 8th
2024	972	12/19/2023	Util Pay	1		Utility Customer	1,691.87	
2024	973	12/19/2023	Tr Rec	1		Pacific Power	4,253.39	1145 Franchise Fees
2024	974	12/19/2023	Tr Rec	1		Ojeda, Coty	30.00	Coty stated his work was slow right now and was onl
2024	975	12/19/2023	Util Pay	1		Xpress Bill Pay	275.09	Xpress Import - CC - 12-19-2023_daily_batch.csv
2024	978	12/20/2023	Util Pay	1		Utility Customer	183.50	
2024	979	12/20/2023	Tr Rec	1		ODOT	5,073.12	State Highway Taxes City Apport. Type 6
2024	980	12/20/2023	Util Pay	1		Utility Customer	150.17	
2024	982	12/20/2023	Util Pay	1		Xpress Bill Pay	1,440.64	Xpress Import - CC - 12-20-2023_daily_batch.csv
2024	986	12/21/2023	Util Pay	1		Utility Customer	185.16	
2024	987	12/21/2023	Util Pay	1		Utility Customer	759.27	
							56,401.33	
Receipts Outstanding:								
2024	989	12/20/2023	Claims	1	EFT	Saif	540.22	Inv# 1001307544- Auto pmt on 12/20/2023
2024	990	12/06/2023	Claims	1	EFT	City County Insurance Services	4,909.44	December 2023 Insurance for Medical, dental and vision
2024	954	12/14/2023	Claims	1	EFT	Amazon Capital Services	171.74	Amazon Purchases Dec 2023
2024	960	12/01/2023	Payroll	1	EFT	ADP Tax Services ADP	22,082.15	Nov 1st-30th, 2023 Payroll
2024	988	12/20/2023	Claims	1	EFT	AT&T Mobility	82.62	INV#12052023- City Admin and Public Works Cell Phones
2024	991	12/13/2023	Claims	1	EFT	Monroe Telephone	258.92	DEC 2023
2024	952	12/13/2023	Claims	1	EFT	WECO	166.51	Inv- CP-00253796
2024	950	12/13/2023	Claims	1	EFT	ADP Tax Services ADP	189.52	November 2023 Payroll Processing
2024	892	12/01/2023	Claims	1	EFT	WF 8113 Computershare Trust Company, N.A.	20,802.50	MONR01122023- ACH Draw for 1/2 Interest Payment on GO BOND
2023	1790	05/22/2023	Claims	1	EFT	Cascade Columbia Distribution Co	346.90	Inv 864842 Shipped 4/19/2023
2024	953	12/13/2023	Claims	1	EFT	Xpress Bill Pay	313.56	INV-XPR006852 -Xpress Fees
2024	951	12/13/2023	Claims	1	EFT	Chase Paymentech	192.78	12052023 Chase Paymentech Fees
2024	977	12/19/2023	Claims	1	EFT	Pacific Power	4,644.42	NOV 2023 Power Usage
2023	630	10/25/2022	Claims	1	212921	Allison Hall	100.00	-
2023	1465	03/24/2023	Claims	1	212994	Carquest of Junction City	156.72	1055376- Battery for F150

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	1799	05/22/2023	Claims	1	213030	Janice Roebuck	21.60	Resident has moved out of state. CR Balance after paying last bill
2023	1965	06/22/2023	Claims	1	213033	American Legal Publishing Corporation	450.00	Internet Renewal Period: 06/01/2023-06/01/2024
2024	326	08/28/2023	Claims	1	213095	One Call Concepts, Inc.	63.00	Inv 7080439 & 3070430
2024	652	10/23/2023	Claims	1	213136	Melissa Touns	45.00	Library Rental- Refundable Deposit of \$45 Returned
2024	701	10/27/2023	Claims	1	213144	Amber Hansen	27.06	CR Balance Refund \$27.06
2024	703	10/27/2023	Claims	1	213146	Daniel Knott	14.47	CR Balance Refund \$14.47
2024	705	10/27/2023	Claims	1	213148	M & M Rental Properties, LLC	205.76	Acct 1197 CR bal \$146.28 Refunded
2024	706	10/27/2023	Claims	1	213149	Bailey Mills	34.72	Acct 1511 CR bal \$59.48 Refunded
2024	852	11/27/2023	Claims	1	213151	B & I Hardware & Rental	43.88	CR Balance Refund \$34.72
2024	853	11/27/2023	Claims	1	213152	Benton County	40.00	Inv# 4822- New Truck Logos
2024	854	11/27/2023	Claims	1	213153	Cascade Columbia Distribution Co	3,025.66	Inv# 880249- WWTP only
2024	855	11/27/2023	Claims	1	213154	City of Harrisburg	500.00	Nov 2023 Contracted Plant Operator WTP
2024	856	11/27/2023	Claims	1	213155	Edge Analytical, Inc.	1,220.00	Inv # 23-31119, 23-29602, 23-29787, 23-34234, 23-34191 & 23-29794
2024	857	11/27/2023	Claims	1	213156	Grove, Mueller & Swank, P.C.	12,000.00	Invoice # 102996
2024	858	11/27/2023	Claims	1	213157	H&J Construction, INC	16,948.43	Invoice#5388- Fire Hydrant blow out and Repairs/maint. at 9th and Fir. Invoice# 5341
2024	859	11/27/2023	Claims	1	213158	Shirlee Haslip	45.53	Refundable Deposit applied and caused CR on acct.
2024	860	11/27/2023	Claims	1	213159	Les Schwab	337.70	Invoice 10/05/2023
2024	861	11/27/2023	Claims	1	213160	Local Government Law Group, PC	305.50	Inv# 67404, 67732
2024	862	11/27/2023	Claims	1	213161	Measure-Tech, Inc.	934.98	Inv 18131
2024	863	11/27/2023	Claims	1	213162	Mid-State Industrial Service, Inc.	2,052.00	Inv#0209041- Clean 51 CB'S @ 664 Comm. St
2024	864	11/27/2023	Claims	1	213163	Montgomery Heating&Air Conditioning	310.00	Inv# 2023001-City Hall Building Repairs
2024	865	11/27/2023	Claims	1	213164	Unit 12 Oregon Department of Forestry	19.12	Inv # 24228 Forestry Taxes for 4.83 Acres. July 1,2023-June 30,2024
2024	867	11/27/2023	Claims	1	213166	Valley Fire Control, Inc.	791.00	Inv# 110339- Annual Inspection of Fire Extinguishers
2024	868	11/27/2023	Claims	1	213167	Newberg Ford	42,998.25	Vehicle Purchase for PW Truck
2024	946	12/13/2023	Claims	1	213168	South Benton Food Pantry	40.00	Donation from Cynthia Evans to Toy Drive
							137,431.66	
2024	936	12/11/2023	Deposit	2	LGIP		11,307.65	Benton Co Tax Turnover
							11,307.65	Receipts Outstanding:

# TREASURER'S REPORT

## Outstanding Vouchers

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2024	899	12/01/2023	Ser Chge	2	0	LGIP	0.15	ACH Purchase Charge x 2 and ACH Redemption Charge x 1
							<u>0.15</u>	
2024	981	12/20/2023	Util Pay	3		Xpress Bill Pay	-92.38	Xpress Import - Returns - 12-20-2023_daily_batch.csv
							<u>-92.38</u>	
2023	679	11/04/2022	Util Pay	6		Xpress Bill Pay	86.80	Xpress Import - EFT - 11-04-2022_daily_batch.csv
2024	388	08/09/2023	Adjustmt	6		Xpress Bill Pay	235.48	Xpress returned Payment
2024	878	11/29/2023	Util Pay	6		Xpress Bill Pay	182.92	Xpress Import - EFT - 11-29-2023_daily_batch.csv
2024	883	11/30/2023	Util Pay	6		Xpress Bill Pay	192.16	Xpress Import - EFT - 11-30-2023_daily_batch.csv
2024	887	12/01/2023	Util Pay	6		Xpress Bill Pay	278.46	Xpress Import - EFT - 12-01-2023_daily_batch.csv
2024	889	12/02/2023	Util Pay	6		Xpress Bill Pay	233.14	Xpress Import - EFT - 12-02-2023_daily_batch.csv
2024	891	12/03/2023	Util Pay	6		Xpress Bill Pay	280.48	Xpress Import - EFT - 12-03-2023_daily_batch.csv
2024	904	12/04/2023	Util Pay	6		Xpress Bill Pay	374.10	Xpress Import - EFT - 12-04-2023_daily_batch.csv
2024	908	12/05/2023	Util Pay	6		Xpress Bill Pay	134.35	Xpress Import - EFT - 12-05-2023_daily_batch.csv
2024	909	12/05/2023	Util Pay	6		Xpress Bill Pay	86.80	Xpress Import - CheckFree - 12-05-2023_daily_batch.csv
2024	914	12/06/2023	Util Pay	6		Xpress Bill Pay	297.88	Xpress Import - EFT - 12-06-2023_daily_batch.csv
2024	915	12/06/2023	Util Pay	6		Xpress Bill Pay	201.86	Xpress Import - OnlineResources - 12-06-2023_daily_batch.csv
2024	918	12/07/2023	Util Pay	6		Xpress Bill Pay	281.47	Xpress Import - EFT - 12-07-2023_daily_batch.csv
2024	924	12/08/2023	Util Pay	6		Xpress Bill Pay	1,443.38	Xpress Import - EFT - 12-08-2023_daily_batch.csv
2024	925	12/08/2023	Util Pay	6		Xpress Bill Pay	91.66	Xpress Import - iPay - 12-08-2023_daily_batch.csv
2024	926	12/08/2023	Util Pay	6		Xpress Bill Pay	91.12	Xpress Import - CheckFree - 12-08-2023_daily_batch.csv
2024	928	12/09/2023	Util Pay	6		Xpress Bill Pay	91.80	Xpress Import - EFT - 12-09-2023_daily_batch.csv
2024	930	12/10/2023	Util Pay	6		Xpress Bill Pay	211.90	Xpress Import - EFT - 12-10-2023_daily_batch.csv
2024	938	12/11/2023	Util Pay	6		Xpress Bill Pay	92.64	Xpress Import - EFT - 12-11-2023_daily_batch.csv
2024	943	12/12/2023	Util Pay	6		Xpress Bill Pay	97.53	Xpress Import - EFT - 12-12-2023_daily_batch.csv
2024	944	12/12/2023	Util Pay	6		Xpress Bill Pay	94.00	Xpress Import - CheckFree - 12-12-2023_daily_batch.csv
2024	948	12/13/2023	Util Pay	6		Xpress Bill Pay	182.90	Xpress Import - EFT - 12-13-2023_daily_batch.csv
2024	949	12/13/2023	Util Pay	6		Xpress Bill Pay	91.51	Xpress Import - CheckFree - 12-13-2023_daily_batch.csv
2024	959	12/14/2023	Util Pay	6		Xpress Bill Pay	91.44	Xpress Import - iPay - 12-14-2023_daily_batch.csv
2024	963	12/15/2023	Util Pay	6		Xpress Bill Pay	409.03	Xpress Import - EFT - 12-15-2023_daily_batch.csv
2024	964	12/15/2023	Util Pay	6		Xpress Bill Pay	93.33	Xpress Import - OnlineResources - 12-15-2023_daily_batch.csv
2024	966	12/17/2023	Util Pay	6		Xpress Bill Pay	642.71	Xpress Import - EFT - 12-17-2023_daily_batch.csv
2024	970	12/18/2023	Util Pay	6		Xpress Bill Pay	184.96	Xpress Import - EFT - 12-18-2023_daily_batch.csv
2024	976	12/19/2023	Util Pay	6		Xpress Bill Pay	460.16	Xpress Import - EFT - 12-19-2023_daily_batch.csv
2024	983	12/20/2023	Util Pay	6		Xpress Bill Pay	761.59	Xpress Import - EFT - 12-20-2023_daily_batch.csv
2024	984	12/20/2023	Util Pay	6		Xpress Bill Pay	88.25	Xpress Import - iPay - 12-20-2023_daily_batch.csv
2024	985	12/20/2023	Util Pay	6		Xpress Bill Pay	86.29	Xpress Import - OnlineResources - 12-20-2023_daily_batch.csv

Receipts Outstanding:

## TREASURER'S REPORT

### Outstanding Vouchers

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Year	Trans#	Date	Type	Acct#	War#	Vendor		Amount	Memo
							Receipts Outstanding:	<u>8,172.10</u>	
								<u>137,431.81</u>	
Fund							Claims	Payroll	Total
100 General Administration Fund							15,100.81	6,984.45	22,085.26
201 Public Works Fund							49,595.20	3,076.65	52,671.85
302 GOB Phase II							20,802.50	0.00	20,802.50
403 Water Reserve Fund							15,823.43	0.00	15,823.43
601 Water Treatment Fund							7,428.21	7,468.40	14,896.61
610 Sewer Fund							6,432.23	4,552.65	10,984.88
900 Customer Deposit Fund							167.13	0.00	167.13
							<u>115,349.51</u>	<u>22,082.15</u>	<u>137,431.66</u>

# TREASURER'S REPORT

## Signature Page

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12/01/2023 To: 12/31/2023

We the undersigned officers for the City of Monroe have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: [Signature] Acct Spee 12/22/2023 Signed: [Signature] 12-22-23  
Reviewed By / Date Finance Officer / Date





# ORDINANCE 2023-04

## FIRST READING

### Amending Title VII Chapter 72 Parking Regulations in the Monroe Municipal Code

**WHEREAS**, the City of Monroe Municipal Code, Title VII, Chapter 70, designates the City of Monroe City Council as the local traffic authority for the City; and

**WHEREAS**, the City of Monroe City Council discussed during an open, public committee meeting on December 5, 2023, and again during Council Work Session on December 11, 2023, amending the existing Parking Ordinance in Chapter 72 of the Traffic Code to clarify and expand the rules and regulations pertaining to parking within City Limits; and

**WHEREAS**, the City Council has determined that for the safety and welfare of the community that parking regulations should better prescribe the place and manner for parking within city limits except as otherwise permitted by ordinance;

#### **NOW THEREFORE, THE CITY OF MONROE ORDAINS AS FOLLOWS:**

- Section 1. The Monroe Municipal Code Chapter 71, sections 71.02(A), 71.03; and all of Chapter 72 is replaced by the code in ATTACHMENT "A."
- Section 2. This Ordinance becomes effective upon passage by the Council.

**Adopted by the City Council this 22<sup>nd</sup> day of January, 2024.**

#### **APPROVED:**

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Dan Sheets, Mayor

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Date

#### **ATTEST:**

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Steve Martinenko, City Recorder



## ORDINANCE 2023-04 ATTACHMENT A

### **72.01 Purpose.**

- .02 Generally.
- .05 Prohibited Parking or Stopping of a Vehicle.
- .10 Prohibited in Specified Places.
- .15 Prohibited Practices.
- .20 Storing Property on Street Prohibited.
- .25 Use of Loading Zones.
- .30 Parking Citations and Owner Responsibility.
- .35 Exemptions.
- .99 Penalties

### **72.01 Purpose.**

This Chapter describes the regulation of parking on City of Monroe owned or operated property, including but not limited to surface parking lots, parking structures and designated parking areas; and public rights-of-way, including but not limited to streets, designated parking areas, planting strips, and sidewalks.

### **72.02 Generally.**

Persons parking a motor vehicle in the City of Monroe must comply with the following rules in addition to any rules mandated by a parking zone, permit, or district, unless specifically directed otherwise by this Title, a traffic control device or an authorized officer.

1. Emergency vehicles may stop or park in any manner necessary at any time while serving an emergency.
2. No person may park or stop a vehicle other than in the direction of traffic.
3. Head-in or angle parking is not lawful on a street unless designated by signage or parking space markings.
4. When parking spaces are designated on a street with parking space markings, the vehicle must be parked in such a manner that the entire vehicle is located within official parking space markings.
5. When parking spaces are not designated on a street with parking space markings and when angle parking is not lawful, the vehicle must be parked in such a manner that both the front and rear tires closest to the curb or curb line are located not more than 18 inches from the curb or curb line.
  - a. A two or three wheeled vehicle may park at an angle or perpendicular to traffic flow if its tire closest to the curb or curb line is located not more than one foot from the curb or curb line and the vehicle does not extend more than eight feet from the curb or curb line.
6. The operator who first begins maneuvering a motor vehicle into a vacant parking space on a street or public lot has priority to park in that space, and no other vehicle operator or person may attempt to interfere.
7. When the operator of a vehicle discovers the vehicle is parked adjacent to a building to which the fire department has been summoned, the operator must immediately remove the vehicle from the area unless directed otherwise by law enforcement or fire officers.



## ORDINANCE 2023-04 ATTACHMENT A

### 72.05 Prohibited Parking or Stopping of a Vehicle.

Except when specifically directed by authority of this Title or when necessary to avoid conflict with other traffic, it is unlawful to park or stop a motor vehicle:

1. In violation of the state's Vehicle Code or in violation of a parking limit sign;
2. So as to prevent the free passage of other vehicles, including bicycles, on any street, alley or City of Monroe owned or operated property.
3. Adjacent to a curb painted or taped yellow if the paint or tape is authorized by the City Council.
4. When the vehicle is: a motor truck, a truck trailer, a motor bus, a recreational vehicle, a utility trailer, a drop box or storage container, or has two or more rear axles in the public right-of-way adjacent to or directly across from residential, public park, church, or school property, except:
  - a. When loading/unloading property belonging to the occupants of or performing a service on the adjacent residence, for a period not to exceed 8 hours; or
  - b. Recreation vehicle when servicing or loading/unloading the vehicle for a period not to exceed 8 hours.
5. Without doing all of the following if leaving the vehicle unattended:
  - a. Stopping the engine;
  - b. Turning the front wheels to the curb or side of the street when standing upon any grade;
  - c. Locking the ignition;
  - d. Removing the key from the ignition; and
  - e. Effectively setting the brake on the vehicle.
6. In the public right-of-way, public park, or city-owned or operated property if the vehicle is abandoned.
7. In a manner that creates a traffic hazard impeding the safe movement of vehicular or pedestrian traffic.

### 72.10 Prohibited in Specified Places.

Except when specifically directed by authority of this Title or when necessary to avoid conflict with other traffic, it is unlawful to park or stop a motor vehicle in any of the following places:

1. Within 50 feet of an intersection when:
  - a. The vehicle or a view obstructing attachment to the vehicle is more than 6 feet in height; or
  - b. Vehicle design, modification, or load obscures the visibility or view of approaching traffic, any traffic control sign, any traffic control signal, or any pedestrian in a crosswalk.
2. Within 15 feet of a driveway to any fire station unless allowed by official signs or markings.
3. Within 10 feet of any fire hydrant, even when not marked by traffic control devices.
4. In front of any portion of a handicap access ramp.
5. In front of and 10 feet on either side of a rural (vehicle) delivery mail box between 8 a.m. and 6 p.m., except official postal holidays.
6. Within any city park except in officially designated parking areas during the time the park is open to the public. This provision does not apply to City or City-authorized vehicles used in park service, or to vehicles authorized by a written permit from the City Council or designee.
7. On any planting strip, sidewalk, or pedestrian way.
8. On City-owned or City-operated property designated for vehicle parking by authorized City personnel only, without consent of the City, if there is in plain view on such property a sign prohibiting or restricting public parking.



## ORDINANCE 2023-04 ATTACHMENT A

9. Over, upon, or in such manner as to prevent access to any water meter, gate valve, or other appliance in use on any water meter connection of the City of Monroe, located on public property, the public right-of-way or private property.
10. On or within an intersection.
11. On or within a crosswalk.
12. In the area between roadways of a divided street or highway.
13. On or within a bicycle lane, path, or trail.
14. In front of any portion of a driveway ingress/egress to the public right-of-way.
15. In an alley, except for a stop of not more than 15 consecutive minutes for loading or unloading persons or materials.
16. A motor truck on a street in a residential zone between the hours of 10:00 p.m. and 7:00 a.m.

### **72.15 Prohibited Practices.**

No person may park or permit to be parked a motor vehicle on a street or other public property for the principal purpose of:

1. Displaying the vehicle for sale;
2. Repairing or servicing the vehicle, except while making repairs necessitated by an emergency for a period not to exceed 8 hours, or as allowed for recreational vehicles in 72.05(4);
3. Displaying advertising from the vehicle; or
4. Selling merchandise from the vehicle, except when authorized by permit or City Code.

### **72.20 Storing Property on Street Prohibited.**

1. No person may store, or permit to be stored, a motor vehicle, recreational vehicle, or other personal property on public right-of-way or other public property in excess of 72 hours without making an application with the City and approved by the City Council or designee.
2. Notwithstanding section 1 above, vehicles described in 72.05(4) are subject to the limitations established in those sections.

### **72.25 Use of Loading Zone.**

1. No person shall park a vehicle in a place designated as a loading zone when the hours applicable to that loading zone are in effect for any purpose other than loading or unloading persons or material. Such a stop shall not exceed the time limits posted. If no time limits are posted, use of the zone shall not exceed 30 minutes.

### **72.30 Parking Citations and Owner Responsibility.**

1. Citation on illegally parked motor vehicle. When a vehicle without an operator is found parked in violation of a restriction imposed by this title or state law, the officer finding the vehicle shall note the license number and any other information displayed on the vehicle that may identify the owner and shall attach a parking citation to the vehicle. The citation shall instruct the operator to answer to the charge at the next regularly scheduled municipal court session or pay the penalty imposed prior to that time at the City Hall during posted business hours.
2. Failure to comply with parking citation. If the operator does not respond to a parking citation attached to the motor vehicle by the end of the court session listed on the citation, the City



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Administrator shall send a letter to the owner of the vehicle informing the owner of the violation and giving notice that if the citation is disregarded for a period of 30 days:

- a. The fine will be doubled; and
  - b. If the vehicle has three or more outstanding citations or \$500 or more in unpaid fines, it may be impounded, and an impounded vehicle shall not be released until all outstanding fines and charges are paid.
3. Owner responsibility. The owner of a motor vehicle that is in violation of a parking restriction shall be responsible for the offense unless the operator used the vehicle without the owner's consent.
  4. Registered owner presumption. In a proceeding charging violation of a parking restriction against a vehicle owner, proof that the vehicle was registered to the defendant at the time of the violation constitutes a presumption that the defendant was the owner.

### 72.35 Exemptions.

1. The driver of an authorized emergency vehicle, when responding to an emergency call or when in pursuit of an actual or suspected violator of the law or when responding to, but not returning from, a fire alarm, may park irrespective of the provisions of this chapter.
2. The driver of a postal vehicle when engaged in the transport or delivery of mail may park irrespective of the provisions of this chapter.
3. The provisions of this title that regulate the parking of vehicles do not apply to any vehicle being used for public works or utility maintenance, construction, repair work, or waste collection.
4. This section shall not relieve drivers exempt by this section from the duty to park with regard for the safety of all persons or damage to property.

### 72.90 Definitions

#### ~~.01 Crosswalk~~

#### **.03 Curb**

Any raised margin defining the space in the street devoted to vehicular traffic.

#### **.05 Curb Line**

The curb line separates a street or highway into the area dedicated to motor vehicle traffic (roadway) and the area dedicated to pedestrian and nonmotor vehicle traffic (planting strip, sidewalk, etc.).

#### **.07 Emergency Vehicles**

Motor vehicles of the Monroe Rural Fire District, police vehicles, emergency vehicles of municipal departments, and ambulances while being used for emergency purposes and displaying lights as required by the Oregon Revised Statutes.

#### **.09 Fire Station**

Any building used for the purpose of housing fire apparatus within the City.

#### **.11 Handicap Access Ramp**

An inclination, ramp-like structure, or any other such device designed to serve and provide ease of access from the sidewalk to the roadway or from the street to adjacent property for individuals using a mobility aid. If winged, it includes the winged area of the structure.



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### ~~.13 Intersection~~

### **.15 Load/Unload**

To load or unload a vehicle means to be actively engaged in removing merchandise from or putting merchandise in a vehicle.

### **.17 Motor Truck**

Any vehicle designed, used or maintained primarily for the transportation of property, goods or providing a service, excluding passenger vehicles.

### **.21 Operator**

Any person who is in actual physical control of a vehicle.

### **.23 Park, Parking, or Parked**

The standing of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading property or passengers, or in obedience to traffic regulations, signs, signals, or officers.

### **.25 Passenger Vehicle**

A car, pick-up, van, SUV or other vehicle, designed and used to transport people, with a combined weight of 8,000 pounds or less as classified by the Oregon Department of Motor Vehicles.

### ~~.27 Pedestrian~~

### **.29 Postal Vehicle**

A government or privately owned vehicle used in postal service as defined by U.S.C. Title 39, intended for the transportation or delivery of mail.

### **.31 Planting Strip**

The area between the curb or edge of the roadway and an improved sidewalk.

### **.33 Recreational Vehicle**

A vehicle which is designed for sport or recreational use, or which is designed for human occupancy on an intermittent basis. Recreational vehicle is divided into two categories as follows:

1. Motor Home. A vehicle designed for human occupancy on an intermittent basis. A camper is considered a motor home when it is mounted on a vehicle.
2. Accessory Recreational Vehicle. A nonmotor vehicle designed for human occupancy on an intermittent basis such as vacation trailers and fifth-wheel trailers. A camper is considered an accessory recreational vehicle when it is not mounted on a vehicle. Accessory recreational vehicle also includes vehicles designed for off-road use such as off-road vehicles, dune buggies, and recreational boats.

### **.35 Repair (a vehicle)**

To perform work on the motor, mechanical, or body parts of a vehicle.

### **.37 Right-of-Way**

1. The area between property lines of a street, easement, tract or other area dedicated to the movement of vehicles, pedestrians and/or goods.



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2. A public right-of-way is dedicated or deeded to the public for public use and under the control of a public agency.
3. A private right-of-way is in private ownership, for use by the owner and those having express or implied permission from the owner, but not by others.

### **~~.39 Roadway~~**

### **.41 Shoulder**

The portion of a public street or highway without curbs, whether paved or unpaved, contiguous to the roadway that is primarily for use by pedestrians, for the accommodation of stopped vehicles, for emergency use and for lateral support of base and surface courses.

### **.43 Sidewalk**

The portion of the street between the curb or lateral lines of the roadway and the adjacent property lines, intended for use by pedestrians. An improved sidewalk is a pedestrian walkway with permanent surfacing in the sidewalk area of a street or highway.

### **~~.45 Stop, Stopping, or Stopped~~**

### **.47 Street or Highway**

The entire width of a right-of-way when any portion thereof is intended for vehicle movement or vehicle access to abutting property.

### **.49 Storage Container**

A Storage Container in which any material is temporarily stored or collected. For the purposes of Title 70, a storage container will be considered a vehicle in terms of parking provisions and restrictions.

### **.51 Traffic Hazard**

Any object, including vehicles, that impede the safe movement of vehicles in the public right-of-way or, on City of Monroe owned or operated property.

### **.53 Traffic Lane**

An area of a street or highway, designated by official signs or markings, as dedicated to the movement of one vehicle at a time.

### **.55 Truck Trailer**

A vehicle which is not a recreational vehicle or utility trailer, is more than 16 feet in length, and is designed to be pulled by a motor vehicle.

### **.57 Uncontrolled Intersection**

Any intersection with no official traffic control device to designate vehicular right-of-way.

### **.61 Utility Trailer**

A vehicle which is used to carry property, refuse, or special equipment, is 16 feet or less in length, a loaded weight of 8,000 pounds or less, and is designed to be pulled by a motor vehicle. Boat trailers are included as utility trailers no matter what their length.





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### **72.99 Penalties**

1. Any violation of this chapter is subject to citation or fine for each violation.
2. Fines may be imposed for each day of violation.
3. Parking Fines are to be established by Council Resolution and reviewed annually.



## RESOLUTION 2023-28

### **A Resolution in Support of Establishing a Continuum of Care for the Linn, Benton, and Lincoln Counties Region and Registering with the United States Department of Housing and Urban Development in 2024**

**WHEREAS**, homelessness is a critical issue in the tri-county region of Linn, Benton, and Lincoln Counties; in Oregon; and across the nation; and

**WHEREAS**, children, families, veterans, and chronically homeless individuals experiencing mental illness and addictions comprise a large portion of the region's homeless population; and

**WHEREAS**, the United States Department of Housing and Urban Development created the Continuum of Care program in 1994 as a means for communities across the nation to "engage in multi-year strategic planning for homeless programs and services that are well integrated with planning for mainstream services"; mainstream services denoting public housing, Section 8 housing choice vouchers, and services for runaway and homeless youth, victims of domestic violence, veterans, seniors, and people experiencing addictions and/or mental illness; and

**WHEREAS**, Linn, Benton, and Lincoln Counties are part of a "balance of state" Rural Oregon Continuum of Care; and

**WHEREAS**, the City of Monroe carefully considered relevant factors and determined that the region could benefit from creating its own Continuum of Care, with enhanced service coordination, local autonomy, and alignment of goals to more effectively reduce homelessness in the region;

**NOW, THEREFORE, BE IT RESOLVED** that the City of Monroe City Council supports establishing a Continuum of Care for the Linn, Benton, and Lincoln County region and supports the new Continuum of Care registering with the United States Department of Housing and Urban Development in 2024.

**Adopted by the City Council this 27<sup>th</sup> day of December, 2023.**

**APPROVED:**

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Dan Sheets, Mayor

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Date

**ATTEST:**

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Steve Martinenko, City Recorder