

CITY COUNCIL NOTICE/AGENDA

Monday, June 24, 2024 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. PUBLIC HEARING

5.1. Public budget hearing for the City of Monroe biennial budget from July 1, 2024- June 30, 2026 that includes the acceptance and expenditure of state revenue sharing funds and setting of taxes, fees, and utility rates.

6. NEW BUSINESS

6.1. **Ordinance 2024-01:** An ordinance to change stated fees and penalties in the Monroe Municipal Code to reference the Master Fee Schedule. (CA Martinenko)

6.2. **Resolution 2024-05:** A resolution amending resolution 2024-01 for additions to the City Master Fee Schedule including utility rates (CA Martinenko)

6.3. **Resolution 2024-07:** A resolution adopting a Biennial (Two-Year) Budget. (Councilor Ritch)

6.4. **Resolution 2024-08** – A resolution adopting the City of Monroe Budget approved by the Budget Committee, imposing taxes and appropriating expenditures for the FY 2024-2026 Budget (CA Martinenko)

- 6.5. **Resolution 2024-09** – A resolution declaring the City’s election to receive state revenue sharing funds (CA Martinenko)
- 6.6. **Resolution 2024-10**: A resolution approving an extension to the Library IGA (CA Martinenko)
- 6.7. **Resolution 2024-11**: A resolution changing speed limit zones in city residential areas and adding warning signage (Mayor Sheets)
- 6.8. **Employment Agreement for City Administrator**: Recommendation of Personnel & Finance Committee (Councilor Lindner)

7. OLD BUSINESS

- 7.1. Abandoned Homes (CA Martinenko)
- 7.2. City Hall Building (CA Martinenko)
- 7.3. Planning Updates (CA Martinenko)

ZOOM MEETING INFORMATION

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

Meeting ID: 820 7259 5766

Passcode: 083396

8. CITY EVENTS & OTHER HAPPENINGS

- 8.1. City Events Calendar: <https://ci.monroe.or.us/administration/city-calendar/>
- 8.2. Upcoming 2024 City Events (Mayor Sheets)
 - Every Thursday (Now until October 3): Monroe Farmers’ Market behind Silos Coffee Co. (4 p.m. to 7 p.m.)
 - July 13, 2024: Law Enforcement Town Hall at MCC (12 Noon to 2 p.m.)
 - July 20, 2024: Christmas in July at Christmas Junction (10 a.m. to 5 p.m.)
 - Sep. 14, 2024: 4th Annual First Responders Appreciation Event (12 Noon to 4 p.m.) – Senator Dick Anderson will join us at Monroe City Park!
 - Oct. 31, 2024: Halloween Spooktacular at City Hall (4:30 to 7:30 p.m.)
 - Nov. & Dec. 2024: Monroe Community Food Drive
 - Nov. 9, 2024 (Tentative): Alpine Holiday Festival at Monroe Grade School
 - Dec. 2024: Monroe Community Toy Drive
 - Dec. 14, 2024 (Tentative): Holiday Happenings and Monroe Light Parade
- 8.3. Do You Have an Event to Share? Email: festivalsandevents@ci.monroe.or.us

9. OTHER BUSINESS

- 9.1. **Committee Reports from Each Committee Chair:**
 - **Budget:** FY24-25 budget meetings have concluded; may resume quarterly
 - **Economic Development:** July 18, 2024
 - **Finance & Personnel:** TBD; Agenda: Employee handbook
 - **Ordinance:** TBD; Agenda: Short-term rentals and ADUs
 - **Parks:** June 27, 2024 at 6 p.m.; Agenda: Update Parks Master Plan
 - **Public Works:** TBD; Agenda: City parking field trip
 - Attend the Monthly City Council Work Session – July 8, 2024 at 6 p.m.
- 9.2. **Councilors’ Comments**
- 9.3. **Mayor’s Comments**

10. ADJOURN

- 10.1. Next City Council Meeting is Monday, July 22, 2024 at 6 p.m. at the MCC.

MONROE PATROL

May 19, 2024 - June 18, 2024

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 | | | | | | | | | |
| 5/19/2024 10:05:02 AM | 2024097206 | 1:00:03 | Sinclair | 1 | | | | | One hour Monroe patrol, one citizen contact. |
| 5/19/2024 11:05:56 PM | 2024097611 | 0:27:18 | Bloom | | | | | | No stops |
| 5/20/2024 04:59:41 AM | 2024097696 | 0:41:34 | Macken | | 1 | | | | 1 stop 1 warn |
| 5/20/2024 10:56:12 PM | 2024098340 | 1:33:22 | Drongesen | | | | | | Patrolled hwy, neighborhoods, schools, and park |
| 5/21/2024 08:28:58 AM | 2024098497 | 0:59:17 | Rath | | | | | | no activity |
| 5/22/2024 12:15:58 AM | 2024099066 | 0:50:46 | Macken | | | | | | No stops |
| 5/23/2024 02:22:41 AM | 2024099897 | 2:00:00 | Gevatosky | | | | | | CHECKED ON A SUSPICIOUS VEHICLE PARKED BY THE DOLLAR GENERAL. LOOKED FOR A POSSIBLE SUICIDAL PERSON NEAR THE FIRE DEPARTMENT |
| 5/24/2024 08:28:30 AM | 2024100782 | 0:30:00 | Bottorff | 3 | | | | | 3 CITIZEN CONTACTS, NO STOPS, WARNS OR CITES. NO CALLS. PATROLLED CITY STREETS, AND SCHOOL ZONE. |
| 5/26/2024 08:14:27 AM | 2024102191 | 1:19:47 | Blaser | | | | | | no activity |
| 5/28/2024 01:36:44 PM | 2024103793 | 1:08:26 | Lyman | | | | | | no activity |
| 5/28/2024 11:11:55 PM | 2024104165 | 0:45:15 | Macken | | | | | | no stops |
| 5/29/2024 09:27:00 AM | 2024104363 | 1:06:50 | Rath | | | | | | no activity |
| 5/29/2024 10:48:34 PM | 2024104937 | 2:15:12 | Drongesen | | | | | | Patrolled neighborhoods, schools, and highway. 1 call for service: Suspicious Circumstances- Transported male to JC. |
| 5/31/2024 04:36:07 AM | 2024105791 | 4:00:00 | Gevatosky | | | | | | CHECKED ON A SUSPICIOUS VEHICLE PARKED IN MONROE CITY PARK. RESPONDED TO A WELFARE CHECK WITH MONROE FIRE. |
| 6/2/2024 08:47:00 AM | 2024107451 | 0:43:13 | Sinclair | 1 | | | | | one citizen contact |
| 6/3/2024 10:32:13 PM | 2024108488 | 0:34:03 | Macken | | | | | | 1 parking complaint resolved prior to arrival. |
| 6/6/2024 06:03:47 PM | 2024110614 | 1:31:36 | Bressler | | | | | | Ran radar |
| 6/7/2024 09:05:48 AM | 2024111016 | 1:58:24 | Sinclair | | 1 | | | | one animal welfare check one stop (warning). |

MONROE PATROL

May 19, 2024 - June 18, 2024

| | | | | | | | | |
|-----------------------|------------|---------|-----------|---|---|---|--|--|
| 6/7/2024 09:44:40 PM | 2024111562 | 1:01:21 | Young | 4 | 2 | | | two stops, 2 warnings. 4 public contacts, 4 stickers given out. 1 business contact, helped patron call for an uber instead of drive. |
| 6/8/2024 09:43:18 AM | 2024111842 | 0:42:27 | Blaser | | 1 | | | 1 stop, warned for speed |
| 6/9/2024 09:51:42 AM | 2024112613 | 2:00:00 | Lyman | 2 | 4 | | | patrolled city streets/parks; 4 traffic stops. 2 citizen contacts. |
| 6/9/2024 05:45:15 PM | 2024112928 | 0:21:51 | Hesseling | | | | | 0 stops |
| 6/11/2024 01:02:03 AM | 2024113905 | 0:33:55 | Macken | | | | | No stops |
| 6/11/2024 08:43:22 PM | 2024114594 | 0:30:00 | Bottorff | | | | | Patrolled Monroe 1/2 hour total. No stops/cites. |
| 6/11/2024 11:02:26 PM | 2024114666 | 1:54:41 | Drongesen | | | | | Patrolled neighborhoods, schools, park, and hwy |
| 6/12/2024 01:28:32 PM | 2024115038 | 1:09:44 | Rath | | | | | no activity |
| 6/13/2024 08:57:52 AM | 2024115526 | 2:09:48 | Lunsmann | | | | | no activity |
| 6/13/2024 05:13:24 PM | 2024115905 | 2:00:19 | Bressler | 2 | 1 | | | 1 stop, warning, two citizen contacts. no report |
| 6/13/2024 11:30:16 PM | 2024116121 | 1:39:57 | Hardison | | | | | PATROLLED CITY STREETS/MONROE MIDDLE SCHOOL/MONROE HIGH SCHOOLS/CITY PARK/BUSINESSES. |
| 6/14/2024 04:19:16 AM | 2024116187 | 1:00:00 | Heese | | | | | no activity |
| 6/14/2024 09:11:39 AM | 2024116278 | 2:13:11 | Glass | | | | | reports. |
| 6/14/2024 01:32:34 PM | 2024116468 | 0:53:31 | Moser | | | | | no activity |
| 6/14/2024 06:55:30 PM | 2024116723 | 1:09:42 | Young | | | | | no activity |
| 6/14/2024 10:21:36 PM | 2024116874 | 1:48:17 | Gevatosky | | | | | Watched for activity at a known drug house. |
| 6/14/2024 10:35:38 PM | 2024116879 | 1:22:47 | Young | | | | | no activity |
| 6/15/2024 08:21:08 AM | 2024117087 | 0:54:22 | Moser | | | | | no activity |
| 6/15/2024 06:09:57 PM | 2024117443 | 0:36:35 | Bressler | | | 1 | | 1 cite into monroe courts. |
| 6/15/2024 08:47:23 PM | 2024117541 | 1:39:29 | Young | | | | | no activity |
| 6/15/2024 09:28:02 PM | 2024117579 | 4:48:28 | Gevatosky | 2 | | 1 | | Watched a known drug house for criminal activity. 2 citizen contacts. 1 Traffic Stop, Driver cited into Monroe Municipal Court on July 24, 2024. Driving Uninsured and Expired Registration Cite #219140 |
| 6/15/2024 10:26:13 PM | 2024117616 | 2:56:03 | Heese | | | | | no activity |

MONROE PATROL

May 19, 2024 - June 18, 2024

| | | | | | | | | | |
|-----------------------|------------|---------|-----------|---|---|---|---|--|---|
| 6/15/2024 10:44:39 PM | 2024117627 | 2:05:35 | Ash | | 1 | | | | 2 hr xp. 1 stop. 0 cites. |
| 6/16/2024 08:45:13 PM | 2024118176 | 0:57:05 | Bressler | | 1 | | | | 1 stop warning for speed. |
| 6/17/2024 08:55:08 AM | 2024118425 | 1:07:00 | Lyman | 2 | 3 | 1 | | | 4 stops (3 warnings regarding new 25mph speed limit; 1 cite for 50mph in Monroe Court); 2 citizen contacts |
| 6/17/2024 10:28:50 PM | 2024118925 | 1:03:25 | Ash | 1 | | | | | 0 stops 1 citizen contact |
| Reports | | | | | | | | | |
| 5/20/2024 0:43 | 202401256 | | Ash | | | | | | MENTAL HOLD BY POLICE OFFICER in the 900 block of Main St. |
| 5/21/2024 21:21 | 202401276 | | Davis | | | | | | SUSPICIOUS SUBJECT in the 600 block of Dragon Dr. |
| 5/22/2024 21:11 | 202401287 | | Davis | | | | | | OTHER DOCUMENTATION at Benny's Pizza. Broken down vehicle. |
| 5/23/2024 0:02 | 202401290 | | Macken | | | | | | WELFARE CHECK in the 600 block of Commercial. |
| 5/23/2024 | 202401293 | | Moser | | | | | | SUSPICIOUS SUBJECT in the 100 block of 5th St. |
| 5/23/2024 17:46 | 202401296 | | Tominey | | | | | | SUSPICIOUS SUBJECT in the 500 block of Depot St. |
| 5/23/2024 18:37 | 202401297 | | Tominey | | | | 1 | | WARRANT ARREST in the 200 block of 5th St. Jordan Plunkett-Bosque, of Monroe, was cited and released on a Clackamas Co warrant. |
| 5/23/2024 19:45 | 202401299 | | Tominey | | | | | | CRIMINAL TRESPASS 2 in the 100 block of 6th St. suspect was using private electrical outlets to charge phone. Male was moved along. |
| 5/28/2024 9:02 | 202401337 | | Lunsmann | | | | | | UNLAW FACTORING CREDIT CARD currently under investigation with many others across the state. |
| 5/28/2024 13:55 | 202401344 | | Lyman | | | | 1 | | DRIVING WHILE SUSPENDED MIS in the 200 block of 5th St. Steve Kudearoff, 51, of Eugene, was issued a citation in lieu of custody. |
| 5/29/2024 22:52 | 202401361 | | Drongesen | | | | | | SUSPICIOUS SUBJECT(S) in the 300 block of 5th St. male taken to Eugene. |

MONROE PATROL

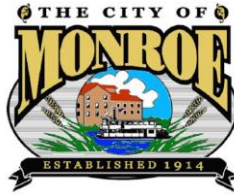
May 19, 2024 - June 18, 2024

| | | | | | | | | | |
|-----------------|-----------|--|-----------|--|--|--|--|---|---|
| 5/31/2024 1:53 | 202401373 | | Gevatosky | | | | | | MENTAL SUBJECT - VOLUNT POH in the 100 block of 7th St. Medics transported female to hospital for an overdose. |
| 5/31/2024 6:44 | 202401376 | | Blaser | | | | | | THEFT 2 - FROM VEHICLE in the 300 block of 9th St. 2 vehicles entered. 1 wallet stolen. |
| 5/31/2024 6:17 | 202401377 | | Lunsmann | | | | | | UNLAWFUL USE OF A VEHICLE in the 700 block of 5th St. Jeep cherokee stolen. |
| 5/31/2024 9:19 | 202401379 | | Blaser | | | | | | THEFT 2 - FROM VEHICLE from the 300 block of 8th St. Four vehicles broken into. Many items stolen. |
| 5/28/2024 16:08 | 202401392 | | Lyman | | | | | | WELFARE CHECK in the 300 block of 5th St. |
| 6/3/2024 8:50 | 202401406 | | O'Neill | | | | | | HARBORING A BARKING DOG in the 900 block of Main St. Warning issued. |
| 6/3/2024 21:37 | 202401416 | | Davis | | | | | 1 | WARRANT ARREST in the 100 block of 9th St. Ismael Ramos-Valle, 26, of Monroe, taken into custody for a state-wide warrant. |
| 6/5/2024 14:38 | 202401429 | | Lunsmann | | | | | | UNLAWFUL USE OF A VEHICLE in the 300 block of 7th St. Vehicle located by owner. |
| 6/9/2024 9:32 | 202401462 | | Lyman | | | | | | CHILD AND FAMILY INFO in the 400 block of 10th. Child wandered away and returned shortly. |
| 6/10/2024 0:05 | 202401469 | | Davis | | | | | 1 | WARRANT ARREST in the 600 block. Tanisha Nicole Wilson, 28, of Albany, cited in leiu of custody. |
| 6/11/2024 0:17 | 202401479 | | Macken | | | | | | WELFARE CHECK in the 600 block of Commercial |
| 6/11/2024 2:37 | 202401480 | | Macken | | | | | 1 | IMPROPER USE OF 911 in the 600 block of Commercial. Tanisha Wilson Cited in leiu of custody. |
| 6/11/2024 8:20 | 202401482 | | Rath | | | | | 1 | ASSIST OTHER AGENCY in the 600 block of Commercial. Tanish Wilson taken into custody for Linn Co Parole & Probation, transported to Linn Co Jail. |
| 6/11/2024 | 202401486 | | Gordon | | | | | | DHS REFERRAL - NO ACTION in the 700 block of Commercial. |

MONROE PATROL

May 19, 2024 - June 18, 2024

| | | | | | | | | | |
|-----------------|-----------|-----------------|-----------|-----------|-----------|----------|----------|----------|--|
| 6/11/2024 12:52 | 202401488 | | Gordon | | | | 1 | | HARASSMENT PHYSICAL CONTACT/SIMPLE ASSAULT in the 800 block of Commercial. Juvenile arrest |
| 6/12/2024 | 202401503 | | Drongesen | | | | 1 | | HARRASMENT in the 800 block of Commercial. Juvenile arrested and cited in lieu of custody. |
| 6/13/2024 | 202401505 | | Rath | | | | 1 | | HARRASMENT in the 800 block of Commercial. Juvenile arrested and cited in lieu of custody. |
| 6/16/2024 | 202401530 | | Lochner | | | | | | VERBAL DISTURBANCE in the 200 block of 5th St. |
| 6/16/2024 20:32 | 202401531 | | Lunsmann | | | | | | OTHER DOCUMENTATION in the 800 block of Main St. already being investigated. |
| 6/7/2024 18:11 | 202440138 | | Gordon | | | | | | DHS REFERRAL - NO ACTION in the 600 block of 8th |
| 5/24/2024 12:44 | 202440156 | | Gordon | | | | | | DHS REFERRAL - NO ACTION in the 800 block of Commercial St. |
| | | 62:04:39 | | 18 | 15 | 3 | 7 | 2 | |



MONROE CITY COUNCIL MINUTES

May 28, 2024

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

Mayor Sheets opened the floor for public comments:

Ayre Frankfurter, 25147 Coon Rd, began by expressing his support for the local library, emphasizing its value to the community and urging against its sale or closure. He highlighted the potential for community members to fund necessary maintenance, referencing the visible support for the library around town.

Beverly Smith, 25174 Smittys Pl, then recounted her involvement in the library's fundraising efforts. She detailed the five-year process of securing the \$2.7 million needed for construction through grants, private donations, and volunteer work. Beverly underscored the library's significance to the community and urged the council to consider the dedication of South Benton County residents when making decisions about the library's future.

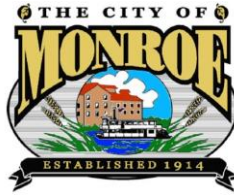
Sandy Halonen, 25880 Coon Rd, a library user and member of the Monroe Community Library Legacy Fund, echoed the previous sentiments. She stressed the importance of prioritizing community needs, including access to good libraries, alongside other essential services. Sandy expressed concern about the potential termination of the intergovernmental agreement (IGA) with the Corvallis library, which would impact library services. She suggested holding a work session to discuss the IGA directly with library administration to ensure informed decision-making.

Michelle Bouvia, 26649 Bennett Blvd, presented her property tax statement, emphasizing that taxpayers fund the library. She highlighted the library's role in promoting community health by offering a safe and nurturing space for all ages. Michelle argued that the library is cost-effective compared to other activities for youth and stressed its broader educational and social benefits, urging the council to view the library as integral to community well-being.

Jean Yates, 25595 Green Peak Rd, a resident of Alpine and frequent library user, spoke next. She praised the library's community rooms and their unsuitability for office space, emphasizing their value for meetings. Jean also noted the library's positive impact on real estate interest, citing realtor friends who identified the library and arts center as key assets attracting potential homeowners to the area.

STAFF REPORTS AND PRESENTATIONS:

- 3.1. **Sherriff's Report.** Sheriff Van Arsdale began by saying that he could not find the current month's report and asked if the Council had received one. He explained that he had been away at the State Sheriffs' conference, leading to the possibility that he had misplaced the report. He assured the council he would speak to staff the following morning to ensure the report was sent out and apologized for the oversight.



Sheriff Van Arsdale shared his positive experience participating in the Monroe festival, where he and his marine deputies were present. He noted the presence of county commissioners and praised the mayor for giving trolley tours of the town.

Councilor Ritch then asked about the speed limit changes in town. Sheriff Van Arsdale responded that he had not received any updates on that matter but assured the council that Sergeant Bressler would be aware of any changes and would inform his team accordingly.

- 3.2. **City Administrator Report.** CA Martinenko provided a comprehensive report on various ongoing projects and activities. He highlighted several planning projects, including the Pacific National Development between 8th and 10th Street, which involves wetlands delineation and a permit processes with the Corps of Engineers. This development is expected to add about 26 more units. He also addressed issues with Mr. Conn's property on Fir Street, particularly a sewer pipe break. The plan involves starting the city sewer on the far east side of the property, making it the property owner's responsibility rather than the City's.

Martinenko said he is finalizing the mixer process for the water tank and working with Civil West Engineering on water plant upgrades. He aims to start this process soon and include it in the budget. He mentioned the goal of adopting a biennial budget and noted that the Monroe Festival's conclusion has allowed him to focus on other tasks.

Councilor Ritch inquired about the timeline for putting more water in the tank. Martinenko responded that they are currently putting in 17 feet (1/2 full, or .5 MG), and will increase it to .7 MG for the summer months. Martinenko concluded his report with no further questions.

4. CONSENT AGENDA

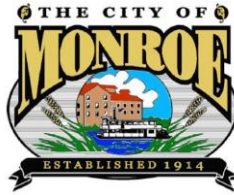
- 4.1. Councilor Ritch inquired about the funds available for the water payment. CA Martinenko clarified that the \$145,000 is for the general bond and an additional \$30,193 was being calculated for the annual September payment. He noted there is more collected than required and almost enough for a second payment, significantly reducing the loan payoff. He offered to produce an amortization schedule showing the effect of an additional payment per year at the upcoming work session.

Councilor Cuthbertson asked for clarification on the payments made to the City of Harrisburg, realizing that the city pays Harrisburg separately for DRC services. CA Martinenko explained that the City of Harrisburg had allowed them to pay \$500 a month for DRC services for a limited time, which their Public Works Director currently handles for several other systems including Monroe.

Councilor Ritch moved to accept the consent agenda, including the minutes and bills. Councilor Myers seconded. Mayor Sheets then asked if there were any comments or questions before proceeding. The motion to adopt the consent agenda was passed unanimously with no further comments.

5. NEW BUSINESS

- 5.1. **Resolution 2024-07: A resolution Transferring Funds Within the General Fund.** CA Martinenko provided an overview of the resolution. He explained that the resolution addresses the payment of invoices that were initially incurred in the previous business cycle but carried over and paid in the current fiscal year. The aim is to ensure that these payments do not yet again carry forward,



thereby preventing discrepancies in the current fiscal cycle. He emphasized the importance of not carrying over these costs to the next fiscal cycle to maintain accurate cash flow records.

Martinenko also mentioned the delay in receiving the Benton County planning contract, which affected the current fiscal year's budget. To address these issues, funds initially allocated for an administrative assistant (who was not hired this year) and wages for a utility worker (who was employed for only six weeks) will be reallocated. These funds will be transferred into the general administration to balance the books, while still maintaining sufficient funds for other construction needs, such as pump maintenance.

Councilor Ritch moved to pass Resolution 2024-07, which involves transferring funds within the general fund for the fiscal year 2023. Councilor Williams seconded the motion. The motion to adopt Resolution 2024-07 was passed unanimously with no further comments.

- 5.2. **Pedestrian Signs on Commercial, Main, and Kelly Streets.** Mayor Sheets introduced a recommendation from the Public Works Advisory Committee regarding the installation of pedestrian signs on commercial main streets.

CA Martinenko explained that there had been several complaints from residents about vehicles speeding on the main street, particularly where there are no sidewalks, posing a risk to children and other pedestrians. The Public Works Advisory Committee suggested installing signs to remind drivers to slow down. The committee voted in favor of this recommendation.

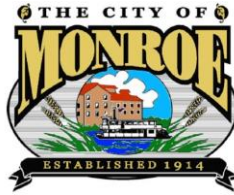
Councilor Ritch noted the lack of posted speed limits and asked if additional speed limit signs might be necessary. CA Martinenko acknowledged this as a viable option and mentioned that enforcing speed limits could be another measure. Councilor Cuthbertson expressed agreement with the need for cautionary signage but raised concerns about the effectiveness and clarity of the signs. Councilor Lindner inquired about the feasibility of modifying existing signs or combining cautionary messages with speed limit advisories.

CA Martinenko suggested two types of signs: cautionary signs indicating the presence of children and pedestrians, and advisory speed limit signs. He emphasized the importance of clear signage to reduce city liability and enhance public safety. Councilor Myers proposed combining cautionary signs with speed limit signs to cover multiple safety aspects effectively. Councilor Lindner then highlighted the need for consistent speed limit signage throughout the city, suggesting a unified approach for better compliance. Councilor Williams expressed support for maintaining the 25-mph speed limit for consistency but was open to adding advisory signs.

After further discussion, the council deliberated whether to lower the speed limit in residential areas from 25 to 20 miles per hour. CA Martinenko pointed out that most drivers already adhere to the 25-mph limit, but some do exceed it, particularly contractors or non-residents unfamiliar with local regulations.

Councilor Ritch then proposed moving the discussion to a work session for a more detailed review and consideration of various options, including cost assessments for new signs and possible stop sign installations at strategic locations. Mayor Sheets concurred to move the agenda item to the next work session.

- 5.3. **Parallel Parking Signs on Dragon Drive.** Councilor Cuthbertson highlighted the current parking situation on Dragon Drive, particularly near the school, where there is a mix of head-in and back-in parking. She emphasized the safety concerns due to congestion caused by buses and the new sidewalk, which becomes unusable when cars back up too far, obstructing pedestrian



access. Additionally, the fire department needs clear access, and the current parking setup hampers traffic flow to the church.

Councilor Ritch acknowledged the issues with the new sidewalk and how it has been impacted by the current parking setup. Councilor Cuthbertson suggested that transitioning to parallel parking would enhance safety and usability, despite anticipated resistance from those accustomed to the current parking method. She noted the importance of addressing this area first due to its significant safety concerns and mentioned the need to reserve space around fire hydrants and the church entrance.

CA Martinenko provided specific numbers, stating that while approximately 14 cars currently park head-in, switching to parallel parking would reduce this number by three, which includes maintaining clear zones around fire hydrants and the church entrance.

Councilor Lindner inquired about the practical implications of the change and noted the potential benefits of making the sidewalk more accessible. Councilor Cuthbertson shared an example from Junction City, where a switch from head-in to parallel parking did not significantly impact business traffic. She mentioned that the church congregation, which funded the sidewalk installation, supports the change to prevent damage to the sidewalk.

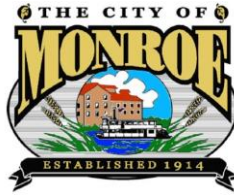
Mayor Sheets mentioned the need to coordinate such changes and noted the school's interest in resolving this issue before the next academic year. Councilor Lindner then moved to install parallel parking signs on Dragon Drive, which Councilor Myers seconded. The motion was passed unanimously with no further comments.

5.4. Movie Night at the City Park. Mayor Sheets introduced the next agenda item involving a Community Movie Night. He noted that a few years ago, a movie night was held at the community center, and there has been interest on social media about hosting another event. He sought the council's thoughts and concerns about holding another movie night at the City Park, particularly noting the potential for noise late into the evening. Councilor Myers responded that while he did not anticipate sound being a significant issue, he acknowledged the possibility of some minor disturbances.

Mayor Sheets then suggested conducting a survey to gather community feedback on the proposed movie night. Councilor Myers mentioned the possibility of inviting food trucks to the event, which Mayor Sheets agreed was a good idea. CA Martinenko provided input on the timing of the event, suggesting that the best period for holding the movie night would be from mid-July to mid-August, avoiding the later part of August and early September due to potential north winds and the sewage lagoons. Mayor Sheets thanked everyone for their input and confirmed he would proceed with the planning and survey process for the community movie night.

6. OLD BUSINESS:

6.1. Library IGA update. CA Martinenko provided an overview, noting that the presentation by Library Director Chavez at the last Council meeting, along with council members' questions and answers, had been included in the minutes. Martinenko highlighted that taxpayer dollars fund the Corvallis library system rather than individual branches and there are different IGAs for each branch. He emphasized the need for wider conversations on potentially changing the tax structure and engaging in immediate budget discussions. He mentioned that the library director had discussed options such as making cuts or increasing fundraising to manage costs. CA



Martinenko clarified that relinquishing the building was not an option, as the council was committed to maintaining the library.

Councilor Ritch pointed out that while there was no need for a full-time City staff person for janitorial duties, a certain level of service was still necessary. Martinenko added that the city was responsible for deeper cleaning and maintenance, which requires budget considerations.

Councilor Cuthbertson raised concerns about event-related maintenance and the need for a dedicated facility and grounds person. CA Martinenko suggested that a dedicated, half-time person could be more beneficial than a contracted service, and a potential shared service agreement with Benton County could help manage daily activities and events. He acknowledged the need for clear communication and scheduling for maintenance tasks. Martinenko emphasized the importance of addressing the equitable distribution of janitorial costs, noting that library activities directly impacted these expenses. He suggested exploring additional fundraising and resource-sharing options to alleviate budget pressures.

Councilor Williams inquired about the next steps and timeline for further discussions. CA Martinenko proposed talking to relevant parties to determine costs and explore additional funding options. He reiterated that all groups were willing to work together towards a solution. Councilor Ritch then asked for clarification on the IGA termination process. Martinenko explained that terminating the IGA required a formal notification before the end of the year, a standard procedure for most IGAs. In this instance, the IGA called for notification 6 months before the end of the fiscal year.

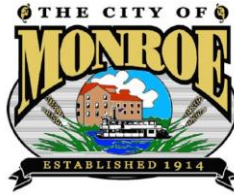
Councilor Lindner expressed her support for the library and its importance of being a representation of health and community. She highlighted the staffing and financial challenges faced by Monroe and that the City does not have staff or money to maintain a building that is used by a population greater than the city of Monroe, and indicated that is why the City requested to negotiate and reach a more equitable solution to funding.

The discussion concluded with a consensus on the need for a more equitable mechanism to handle library maintenance and funding, ensuring the continued existence and functionality of the library for Monroe and the broader community.

6.2. **Short Term Rentals.** Moved to Ordinance Committee.

6.3. **City Hall Seismic Report.** CA Martinenko suggested that they should probably have a work session to discuss options for addressing the issues with City Hall. Councilor Ritch mentioned that there are various options and ideas available, noting that they have building reserves.

Mayor Sheets then asked CA Martinenko to restate the report. Martinenko explained that a seismic engineer had evaluated the building and found significant issues due to its terracotta brick construction. In 2003, a heavy roof was added without proper reinforcement, compromising the building's stability. The assessment revealed that the building cannot be feasibly upgraded to meet current seismic standards. Although the building is insured, it has already shown cracks and settling, particularly on the northeast side where bricks have separated due to ground settling. Martinenko further noted that the slab foundation is still in good shape, but the overall structure is not. The engineer recommended demolishing the existing building and constructing a new, lighter stick-frame structure or modular building, which would be more cost-effective and seismically sound. This recommendation was based on the need for a safer and more sustainable solution for the City.



- 6.4. **1135 Project Contract Language.** CA Martinenko reported that Elliot Porter, the Army Corps of Engineers project manager, is preparing the contract for dam removal and habitat restoration to go through their internal legal process and then sent to the City for review. Martinenko mentioned his communication with ODOT, which verbally indicated they will provide long-term maintenance of the bridge scour protection provided they approve the final detailed plans from the Army Corps.

CA Martinenko emphasized the city's concern about long-term liability and raised questions regarding potential overruns during the construction phase. He noted that this project will extend into the next fiscal year, involving detail plans for habitat restoration and engineering documents. Public comments will be considered during the project's public meetings, where construction details will be finalized.

Regarding cost management, CA Martinenko explained that while contingencies are built into the budget to address any unforeseen expenses, he is awaiting further information from Porter about the specific contract language to ensure that construction commitments are upheld. Martinenko stressed that contractors are bound to complete the work as specified once the contract is let and the City is ultimately responsible for any cost overruns.

Last, CA Martinenko mentioned that Dana Dedrick, the Long Tom Watershed Council lead for this project, said she has resigned and Jed Kaul of the same organization will be taking her place.

- 6.5. **Law Enforcement Town Hall.** Mayor Sheets asked Sheriff Van Arsdale to discuss setting a date for the law enforcement town hall meeting. The Sheriff mentioned that he had discussed the town hall idea with his command staff, who were receptive and supportive. Mayor Sheets proposed holding the town hall on a Saturday, preferably sooner rather than later, ideally in July to avoid conflicts with the school schedule.

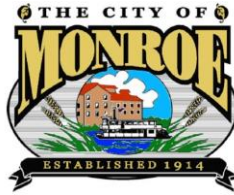
Sheriff Van Arsdale agreed to this timeframe but noted potential conflicts with staff vacations. He offered to coordinate with CA Martinenko to finalize a date and ensure staff availability, including division commanders if possible. The Mayor and Council expressed their gratitude to Sheriff Van Arsdale for his willingness to participate.

- 6.6. **Festival Update.** Mayor Sheets provided an update on the festival, acknowledging the presence of attendees, including the sheriff, and noted the significant strain it places on city staff hours. He mentioned that a private property owner in town has offered their property for future festivals, marking a change in venue for the next event. Discussions with the festival Planning Committee have highlighted feedback from residents preferring dates for future events in late September or October.

Mayor Sheets suggested that the Festival Committee conduct more research on potential dates that does not conflict with other significant regional events such as the Rhododendron Festival in Florence. The barbecue competition also needs further planning and plan to engage local participants more thoroughly and address issues such as the cost of insurance to the City and setup on private property with the festival moving away from direct City involvement.

Mayor Sheets emphasized the importance of effective promotion, mentioning past support from KRKT Radio for radio spots and the need for new banners. He also discussed the potential use of a digital leaderboard for announcements.

Councilor Cuthbertson inquired about the proximity of the new festival location to downtown and suggested involving other downtown businesses. She recalled past events, like



the Monroe talent show and museum activities, that could complement the festival. Councilor Williams pointed out the cost prohibitive nature of the barbecue for some attendees and suggested offering diverse food options to accommodate dietary restrictions. Councilor Meyers added that alternative food competitions, like chili cook-offs, could be considered.

The council discussed various aspects of the festival, including potential partnerships with the Art Association for classes and other local organizations to host events. Councilor Ritch emphasized involving the entire town, from the library to local businesses, to create a comprehensive community event. Mayor Sheets concluded by encouraging further feedback and collaboration to ensure the success of future festivals. The council expressed appreciation for the community's positive response and commitment to enhancing the festival experience.

7. CITY EVENTS

7.1. Mayor Sheets provided an update on upcoming city events and invited feedback on any additional events that need to be included on social media platforms. The scheduled events include:

- Christmas in July on July 20.
- Fourth Annual First Responders Appreciation Event on September 14, which will be attended by Senator David Anderson.
- Halloween Spooktacular at City Hall on Halloween.
- Community Food Drive in November and December, allowing residents to bring canned food to City Hall.
- Election Day on November 5.
- Alpine Holiday Festival, tentatively set for the second weekend of December.
- Toy Drive at Dollar General, following last year's successful event.

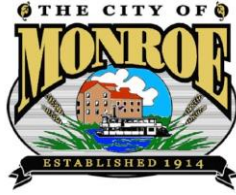
Councilor Cuthbertson also mentioned the weekly Farmers Market, held every Thursday, noting that it started last week and will continue until the first Thursday of October.

8. OTHER BUSINESS:

8.1. **Committee Reports.** Mayor Sheets announced the upcoming budget meeting scheduled for June 11 at 6 PM and the economic development committee will be meeting on June 20 at 6 PM. He also reminded Council of the Work Session on June 10.

Councilor Lindner reported that she and CA Martinenko will meet next Thursday to review the city administrator contract, to make edits and tweaks to make it more aligned with the city's goals. She clarified that they will be discussing job descriptions and employment agreements, with templates from the International City/County Management Association (ICMA).

7.2. **Councilor Comments.** Councilor Lindner thanked the community for their great turnout and support at recent events.



9. **ADJOURN:** With no further comments, Mayor Sheets adjourned the meeting at 7:44 PM.

Approved by Council Action on June 24, 2024

Mayor Dan Sheets _____ Date: _____

Attest: _____
Steve Martinenko, City Recorder

ACCOUNTS PAYABLE

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
|-------------|--|-------------------|---|-----------------|--|
| 4090 | 05/27/2024 | 06/20/2024 | 297 AT&T Mobility | 64.98 | First Net 06052024- City Administrator and Public Works Cell phones |
| | 510 00 31 1007 Telephone and Internet | | 100 300 510 General Adminis | 5.22 | Public Works Cell Phone- 25% GA |
| | 510 00 31 1007 Telephone and Internet | | 100 300 510 General Adminis | 33.52 | City Admin Cell Phone-70% GA |
| | 534 00 42 6011 Utilities- Telephone & Inte | | 601 450 534 Water Treatment | 5.29 | City Admin Cell Phone-15% Water |
| | 542 00 31 2011 Utilities | | 201 400 500 Public Works Fui | 10.44 | Public Works Cell Phone- 50% Public Works |
| | 580 00 04 6009 Utilities- Telephone & Inte | | 610 100 535 Sewer Fund | 5.22 | Public Works Cell Phone- 25% Sewer |
| | 580 00 04 6009 Utilities- Telephone & Inte | | 610 100 535 Sewer Fund | 5.29 | City Admin Cell Phone-15% Sewer |
| 4083 | 06/07/2024 | 06/24/2024 | 135 Benton County Sheriff's Office | 9,570.00 | Invoice 122495- Law Enforcement Services 04/01/2024-06/30/2024 |
| | 510 00 48 1012 Law Enforcment Contract | | 100 300 510 General Adminis | 9,570.00 | Law Enforcement Contract - 4/1/24-6/30/24 |
| 4088 | 06/03/2024 | 06/24/2024 | 24 Carquest of Junction City | 130.00 | Brush Hog repair |
| | 542 00 46 2011 Parks- Equipment Repair a | | 201 400 576 Public Works Fui | 130.00 | Equipment Repair and Maint.-Parks |
| 4093 | 06/01/2024 | 07/05/2024 | 28 City County Insurance Services | 2,627.09 | July 1-31st, 2024 insurance. |
| | 510 00 22 1000 Health Insurance | | 100 200 510 General Adminis | 764.92 | GA Health Insurance |
| | 534 00 31 6022 Health Insurance | | 601 450 534 Water Treatment | 973.27 | Water Health Insurance |
| | 542 00 22 2010 Health Insurance | | 201 300 500 Public Works Fui | 270.21 | PW Health Insurance |
| | 580 00 03 6007 Health Insurance | | 610 100 535 Sewer Fund | 618.69 | Sewer Health Insurance |
| 4081 | 06/01/2024 | 06/24/2024 | 419 City of Harrisburg | 500.00 | City of Harrisburg- WTP Contracted Plant Op Fees |
| | 534 00 41 6013 Contracted Plant Operatio | | 601 450 534 Water Treatment | 500.00 | City of Harrisburg- WTP Contracted Plant Op Fees |
| 4094 | 06/15/2024 | 06/24/2024 | 31 Coenergy - Valley Office | 380.12 | Ticket # 48666 City hall propane |
| | 542 00 42 2015 City Hall- Propane | | 201 400 577 Public Works Fui | 380.12 | City Hall Propane |
| 4086 | 06/07/2024 | 06/24/2024 | 36 Edge Analytical, Inc. | 150.00 | Inv: 24-16320, CR Memo VEE0019, 24-16321 |
| | 534 00 49 6010 Outside Testing | | 601 450 534 Water Treatment | 42.00 | Water Outside Testing- DIST-A-560 S 5th, outside faucet |
| | 534 00 49 6010 Outside Testing | | 601 450 534 Water Treatment | 108.00 | Dist-A/ CH-B WTP Testing |
| 4092 | 06/18/2024 | 06/24/2024 | 1020 Lager, Ronald Scott | 100.00 | Deposit Refunded per Ron's review 6/18/2024 |
| | 344 00 02 2010 Park Rental Fees | | 201 100 300 Public Works Fui | -100.00 | Deposit Refunded per Ron's review 6/18/2024 |

ACCOUNTS PAYABLE

City Of Monroe

Time: 11:15:43 Date: 06/21/2024

As Of: 07/05/2024

Page: 2

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo | |
|----------------|-------------------|----------------------------|-------------|--|-----------------|--|
| 4085 | 05/31/2024 | 06/24/2024 | 429 | Local Government Law Group, PC | 446.50 | Attorney Fees LJC Review E-mails for Terrill-.4 hrs on 5/16/24, TAS Telephone conference for Terrill case- 1.3 hrs on 5/16/2024, LJC Review and response to court clerk regarding re-scheduling of case |
| | 510 00 31 1006 | Attorney Fees | 100 300 510 | General Adminis | 446.50 | Terrill case work |
| 4072 | 05/28/2024 | 06/24/2024 | 1014 | M.R. Tree Service | 1,500.00 | Invoice 2429 |
| | 542 00 46 2015 | Parks - Ground Maintenanc | 201 400 576 | Public Works Fui | 1,500.00 | Park Ground Maintenance- Ice Storm- FEMA |
| 4079 | 05/14/2024 | 06/24/2024 | 58 | Mid-State Industrial Service, Inc. | 1,368.00 | Inv# 0212173-Streets Dust Control |
| | 542 00 34 2012 | Streets- Dust Control | 201 400 542 | Public Works Fui | 1,368.00 | Streets Dust Control |
| 4089 | 05/25/2024 | 06/23/2024 | 479 | Pitney Bowes | 638.96 | Pitney Bowes Rental Invoice for Quarterly charges and Credit Line for postage refill on 6/6/24 |
| | 510 00 31 1000 | Postage | 100 300 510 | General Adminis | 138.96 | Quarterly Rental Charge for Pitney Bowes |
| | 510 00 31 1000 | Postage | 100 300 510 | General Adminis | 20.00 | GA Postage for Court and Ordinance Coorespondence |
| | 534 00 31 6024 | Postage and Mailing | 601 450 534 | Water Treatment | 240.00 | Postage for Water |
| | 580 00 04 6004 | Postage and Mailing | 610 100 535 | Sewer Fund | 240.00 | Postage for Sewer |
| 4087 | 05/31/2024 | 06/20/2024 | 122 | Republic Services #452, For Corvallis Disposal Co | 76.12 | Monroe Festival Rental Equip- Garbage disposal |
| | 542 00 44 2012 | Monroe Festival- Rental Eq | 201 400 573 | Public Works Fui | 76.12 | 300 Gallon Trash Barrel |
| 4082 | 06/01/2024 | 06/24/2024 | 430 | Scholz, Chuck | 1,500.00 | Chuck Scholz- WWTP Contracted Plant Op Fees |
| | 580 00 04 6007 | Contracted Plant Operatio | 610 100 535 | Sewer Fund | 1,500.00 | Chuck Scholz- WWTP Contracted Plant Op Fees |
| 4091 | 06/11/2024 | 06/24/2024 | 1019 | Stability Engineering | 455.66 | Invoice 10893- Site visit and written report by Principal Engineer & mileage |
| | 542 00 32 2019 | Engineering | 201 400 500 | Public Works Fui | 455.66 | PW Engineering |

Report Total: 19,507.43

| Fund | |
|---------------------------------|-----------|
| 100 General Administration Fund | 10,979.12 |
| 201 Public Works Fund | 4,290.55 |
| 601 Water Treatment Fund | 1,868.56 |
| 610 Sewer Fund | 2,369.20 |

ACCOUNTS PAYABLE

City Of Monroe

Time: 11:15:43 Date: 06/21/2024

As Of: 07/05/2024

Page: 3

Accts
Pay # Received Date Due Vendor Amount Memo

This report has been reviewed by:

 Acctg spec 6/21/24
Signature & Title Date

REMARKS:

Reviewed
Signature:  Title: CA
Date: 6-21-2024

ACCOUNTS PAYABLE PAID

City Of Monroe

Time: 11:15:20 Date: 06/21/2024

05/28/2024 To: 07/05/2024

Page: 1

| Accts Pay # | Paid On | Year | Trans | Vendor ID | Vendor | Amount | Memo |
|-------------|------------|------|-------|-----------|--|------------|--|
| 4084 | 06/14/2024 | 2024 | 1955 | 853 | ADP, ADP Tax Services | 198.52 | Payroll Processing charges for May 2024 Payroll |
| 4068 | 05/28/2024 | 2024 | 1827 | 1012 | Advanced Recovery & Towing | 220.00 | Invoice # 789-1 Orange Kubota L3901 at 24811 Hwy 99W - Winch out |
| 4058 | 05/31/2024 | 2024 | 1854 | 517 | Amazon Capital Services | 70.68 | Amazon WWTP04292024- Pmt to be made by 5/30/2024 |
| 4070 | 06/18/2024 | 2024 | 1952 | 517 | Amazon Capital Services | 347.44 | Invoice #s 13DR-RJL4-DGP4 & 1L66-LQYJ-1XH4 |
| | | | | | Total Amazon Capital Services | 418.12 | |
| 4062 | 05/28/2024 | 2024 | 1828 | 776 | Atlantic & Pacific N-gineers | 300.00 | BBQ Fest Model Railroad |
| 4055 | 05/28/2024 | 2024 | 1829 | 11 | B & I Hardware & Rental | 27.85 | Parks ground maintenance |
| 4065 | 05/28/2024 | 2024 | 1830 | 16 | Better Portable Toilets | 595.00 | Invoice # 49500- 2 Standard Portable units and 1 ASA Compliant unit along with 2-Basin 22 Gal Hand Wash Station- |
| 4060 | 05/28/2024 | 2024 | 1831 | 379 | Campbell, Cathie | 200.00 | Master of Ceremony- announcements during festival |
| 4077 | 06/07/2024 | 2024 | 1896 | 217 | Chase Paymentech | 215.44 | Chase Paymentech fees- 184.61 & 30.83 |
| 4061 | 06/07/2024 | 2024 | 1897 | 28 | City County Insurance Services | 1,842.22 | Medical Insurance June 2024 |
| 4044 | 05/28/2024 | 2024 | 1832 | 419 | City of Harrisburg | 500.00 | May 2024 Conracted plant operater fees - WTP |
| 4054 | 06/07/2024 | 2024 | 1898 | 741 | Computershare Trust Company, N.A., WI | 115,802.50 | Interest payment of \$20,802.50 and principal Payment of \$95,000.00. |
| 4064 | 05/28/2024 | 2024 | 1833 | 35 | Department of Environmental Quality, B | 104.00 | WQWSC2400046- 07/01/2023-06/30/2024 WW OPCERT PRG SUPPORT FEE |
| 4033 | 05/28/2024 | 2024 | 1834 | 36 | Edge Analytical, Inc. | 665.00 | Edge Invoices 24-10630, 24-08821, 24-05893, 24-07591, 24-13243, 24-13245, VEE0019 |
| 4069 | 05/31/2024 | 2024 | 1867 | 38 | Ferguson Waterworks #3011 | 60.45 | Invoice 1262405 |
| 4063 | 05/28/2024 | 2024 | 1836 | 813 | Les Schwab | 20.00 | Inv 74000730177- Flat Tire Repiar- New Public Works Truck |
| 4050 | 05/28/2024 | 2024 | 1837 | 429 | Local Government Law Group, PC | 305.50 | Invoice No: 69350 Matter No: 08-0191-001- Terrill |

ACCOUNTS PAYABLE PAID

City Of Monroe

Time: 11:15:20 Date: 06/21/2024

05/28/2024 To: 07/05/2024

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| Accts Pay # | Paid On | Year | Trans | Vendor ID | Vendor | Amount | Memo |
|----------------|------------|------|-------|-----------|---------------------------------|----------|---|
| 4057 | 05/28/2024 | 2024 | 1838 | 1526 | Moffatt, Caroline | 134.84 | Festival Advertising, Banner and Grommets |
| 4071 | 06/13/2024 | 2024 | 1954 | 60 | Monroe Telephone | 263.49 | Usage for April to May addtl charges and June 1-30 base charges |
| 4053 | 05/28/2024 | 2024 | 1839 | 1006 | N&S Tractor | 697.00 | Inv# WJ01346 |
| 4074 | 05/31/2024 | 2024 | 1882 | 177 | Oregon PERS | 15.00 | EFT for SS pmt |
| 4078 | 06/12/2024 | 2024 | 1953 | 177 | Oregon PERS | 3,769.51 | Oregon PERS May 1-31,2024 Payroll |
| | | | | | Total Oregon PERS | 3,784.51 | |
| 4080 | 06/18/2024 | 2024 | 1951 | 76 | Pacific Power | 3,252.59 | Monthly Usage |
| 4043 | 05/28/2024 | 2024 | 1840 | 430 | Scholz, Chuck | 1,500.00 | May 2024 Contracted Plant Operater Fees-WWTP |
| 4059 | 05/28/2024 | 2024 | 1841 | 1008 | Shepard, Karen | 125.00 | Deposit Refund for 8th grade dance at Library |
| 4047 | 05/28/2024 | 2024 | 1842 | 93 | USA Bluebook | 687.12 | SO3355067- Item #403286 (OR) Hach DPD Free Chlorine Reagents for CL17/CL17sc Chlorine Analyzers, 12 Sets, 2556900 |
| 4066 | 06/10/2024 | 2024 | 1917 | 94 | Umpqua Bank Cardmember Services | 2,027.43 | Credit Card Charges from 4-13/2024 to 5-14-2024 |
| 4036 | 05/28/2024 | 2024 | 1843 | 341 | Underground Tech | 9,960.00 | Invoice# 1383-Manhole Rehabilitation x 3 at 3,320 each. |
| 4076 | 06/07/2024 | 2024 | 1899 | 468 | WECO | 282.73 | CP-00270721 |
| 4075 | 06/07/2024 | 2024 | 1900 | 201 | Xpress Bill Pay | 316.65 | INV-XPR012661 |

Total: 144,505.96

Reviewed
Signature:  Title: CA

Date: 6-24-24

This report has been reviewed by:

 Ap of spec 6/24/24
Signature & Title Date

REMARKS:

Preview payroll

 [Need Help](#)

Cash required
\$20,384.51

Monthly
Jun 1, 2024 → Jun 30, 2024

Payroll dates

Check date **Mon, Jul 1, 2024**

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 | | 555.58 | \$18,340.84 | \$3,432.79 | \$96.44 | \$14,811.61 | \$2,140.11 |

Payrun total: **\$20,480.95** Cash required: **\$20,384.51**

[Pay stub message](#)

[Reports](#) ▾

[Previous](#)

[Finish later](#)

[Approve](#)

Reviewed

Signature: *J.M.* Title: CA

Date: 6-21-24

TREASURER'S REPORT

Fund Totals

City Of Monroe

Time: 11:12:24 Date: 06/21/2024

06/01/2024 To: 06/30/2024

Page: 1

| Fund | Previous Balance | Revenue | Expenditures | Ending Balance | Claims Clearing | Payroll Clearing | Outstanding Deposits | Adjusted Ending Balance |
|---|------------------|-----------|--------------|---------------------|-----------------|------------------|----------------------|-------------------------|
| 100 General Administration Fund | 149,495.22 | 10,639.17 | 2,350.22 | 157,784.17 | 3,105.72 | 0.00 | -10,639.17 | 150,250.72 |
| 201 Public Works Fund | 207,271.82 | 7,390.53 | 4,820.03 | 209,842.32 | 6,786.83 | 0.00 | -7,562.04 | 209,067.11 |
| 300 Water Revenue Bond | 26,133.82 | 7,548.25 | | 33,682.07 | 0.00 | 0.00 | 0.00 | 33,682.07 |
| 302 GOB Phase II | 119,485.48 | 0.00 | 115,802.50 | 3,682.98 | 115,802.50 | 0.00 | 0.00 | 119,485.48 |
| 400 Equipment Reserve Fund | 14,048.36 | 0.00 | | 14,048.36 | 0.00 | 0.00 | 0.00 | 14,048.36 |
| 401 Building Reserve Fund | 29,143.26 | 0.00 | | 29,143.26 | 0.00 | 0.00 | 0.00 | 29,143.26 |
| 402 Park Reserve Fund | 19,714.45 | 0.00 | | 19,714.45 | 0.00 | 0.00 | 0.00 | 19,714.45 |
| 403 Water Reserve Fund | 63,995.34 | 0.00 | | 63,995.34 | 0.00 | 0.00 | 0.00 | 63,995.34 |
| 404 Sewer Reserve Fund | 74,591.03 | 0.00 | | 74,591.03 | 9,960.00 | 0.00 | 0.00 | 84,551.03 |
| 405 Capital Improvement Reserve Fund | 33,678.17 | 0.00 | | 33,678.17 | 0.00 | 0.00 | 0.00 | 33,678.17 |
| 406 Water Revenue Bond Reserve Fund | 22,644.75 | 7,548.25 | | 30,193.00 | 0.00 | 0.00 | 0.00 | 30,193.00 |
| 407 Water System Capital Improvement Fund | 13,950.06 | 554.55 | | 14,504.61 | 0.00 | 0.00 | -598.89 | 13,905.72 |
| 408 City Events Reserve Fund | 6,432.28 | 0.00 | | 6,432.28 | 0.00 | 0.00 | 0.00 | 6,432.28 |
| 507 Park System Development Fund | 25,384.82 | 0.00 | | 25,384.82 | 0.00 | 0.00 | 0.00 | 25,384.82 |
| 508 Sewer System Development Fund | 397,418.89 | 0.00 | | 397,418.89 | 0.00 | 0.00 | 0.00 | 397,418.89 |
| 509 Street System Development Fund | 79,419.38 | 0.00 | | 79,419.38 | 0.00 | 0.00 | 0.00 | 79,419.38 |
| 510 Storm System Development Fund | 82,250.80 | 0.00 | | 82,250.80 | 0.00 | 0.00 | 0.00 | 82,250.80 |
| 511 Water System Development Fund | 486,767.59 | 0.00 | | 486,767.59 | 0.00 | 0.00 | 0.00 | 486,767.59 |
| 601 Water Treatment Fund | 292,890.26 | 14,629.58 | 18,292.16 | 289,227.68 | 5,062.31 | 0.00 | -16,597.38 | 277,692.61 |
| 610 Sewer Fund | 128,097.04 | 8,406.51 | 2,150.11 | 134,353.44 | 4,028.96 | 0.00 | -9,146.61 | 129,235.79 |
| 900 Customer Deposit Fund | 12,132.63 | 200.00 | 76.57 | 12,256.06 | 121.60 | 0.00 | -123.43 | 12,254.23 |
| | 2,284,945.45 | 56,916.84 | 143,491.59 | 2,198,370.70 | 144,867.92 | 0.00 | -44,667.52 | 2,298,571.10 |

TREASURER'S REPORT

Account Totals

City Of Monroe

06/01/2024 To: 06/30/2024

Time: 11:12:24 Date: 06/21/2024

Page: 2

| Cash Accounts | | Beg Balance | Deposits | Withdrawals | Ending | Outstanding Rec | Outstanding Exp | Adj Balance |
|---------------------|-----------------------|--------------|-----------|-------------|--------------|-----------------|-----------------|---------------------|
| 1 | Umpqua Bank | 198,064.96 | 37,680.11 | 128,318.52 | 107,426.55 | -38,915.08 | 144,867.92 | 213,379.39 |
| 6 | Xpress Online Banking | 8,467.65 | 6,563.66 | 2,500.00 | 12,531.31 | -8,252.44 | 2,500.00 | 6,778.87 |
| Total Cash: | | 206,532.61 | 44,243.77 | 130,818.52 | 119,957.86 | -47,167.52 | 147,367.92 | 220,158.26 |
| Investment Accounts | | Beg Balance | Deposits | Withdrawals | Ending | Outstanding Rec | Outstanding Exp | Adj Balance |
| 2 | LGIP | 2,078,412.84 | 0.00 | 0.00 | 2,078,412.84 | 0.00 | 0.00 | 2,078,412.84 |
| Total Investments: | | 2,078,412.84 | 0.00 | 0.00 | 2,078,412.84 | 0.00 | 0.00 | 2,078,412.84 |
| | | 2,284,945.45 | 44,243.77 | 130,818.52 | 2,198,370.70 | -47,167.52 | 147,367.92 | 2,298,571.10 |



TREASURER'S REPORT
Fund Investments By Account

City Of Monroe

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| Fund Totals: | Previous Balance | Purchases | Interest | Total Investments | Liquidated | Ending Balance |
|---|------------------|-----------|----------|-------------------|------------|---------------------|
| 100 000 General Fund | 203,768.90 | | | | | 203,768.90 |
| 201 000 Public Works Fund | 272,417.31 | | | | | 272,417.31 |
| 300 000 Water Revenue Bond | 16,489.16 | | | | | 16,489.16 |
| 302 000 GOB Phase II | 214,337.56 | | | | | 214,337.56 |
| 400 000 Equipment Reserve Fund | 56,851.23 | | | | | 56,851.23 |
| 401 000 Building Reserve Fund | 29,246.05 | | | | | 29,246.05 |
| 402 000 Park Reserve Fund | 18,241.96 | | | | | 18,241.96 |
| 403 000 Water Reserve Fund | 31,890.78 | | | | | 31,890.78 |
| 404 000 Sewer Reserve Fund | 90,696.65 | | | | | 90,696.65 |
| 405 000 Capital Improvement Reserve Fund | 31,105.45 | | | | | 31,105.45 |
| 407 000 Water System Capital Improvement Fund | 5,729.10 | | | | | 5,729.10 |
| 408 000 City Events Reserve Fund | 1,432.28 | | | | | 1,432.28 |
| 507 000 Park System Development Fund | 34,514.35 | | | | | 34,514.35 |
| 508 000 Sewer System Development Fund | 350,957.00 | | | | | 350,957.00 |
| 509 000 Street System Development Fund | 71,550.88 | | | | | 71,550.88 |
| 510 000 Storm System Development Fund | 73,543.43 | | | | | 73,543.43 |
| 511 000 Water System Development Fund | 431,777.23 | | | | | 431,777.23 |
| 601 000 Water Treatment Fund | 141,408.66 | | | | | 141,408.66 |
| 610 000 Sewer Fund | 2,596.07 | | | | | 2,596.07 |
| 2 - LGIP | 2,078,554.05 | 0.00 | 0.00 | | | 2,078,554.05 |
| | 2,078,554.05 | 0.00 | 0.00 | | | 2,078,554.05 |

TREASURER'S REPORT
Fund Investment Totals

City Of Monroe

06/01/2024 To: 06/30/2024

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| Fund Totals: | Previous Balance | Purchases | Interest | Ttl Investments | Liquidated | Investment Bal | Available Cash |
|---|------------------|-----------|----------|-----------------|------------|----------------|----------------|
| 100 General Administration Fund | 203,768.90 | | | | | 203,768.90 | -45,984.73 |
| 201 Public Works Fund | 272,417.31 | | | | | 272,417.31 | -62,574.99 |
| 300 Water Revenue Bond | 16,489.16 | | | | | 16,489.16 | 17,192.91 |
| 302 GOB Phase II | 214,337.56 | | | | | 214,337.56 | -210,654.58 |
| 400 Equipment Reserve Fund | 56,851.23 | | | | | 56,851.23 | -42,802.87 |
| 401 Building Reserve Fund | 29,246.05 | | | | | 29,246.05 | -102.79 |
| 402 Park Reserve Fund | 18,241.96 | | | | | 18,241.96 | 1,472.49 |
| 403 Water Reserve Fund | 31,890.78 | | | | | 31,890.78 | 32,104.56 |
| 404 Sewer Reserve Fund | 90,696.65 | | | | | 90,696.65 | -16,105.62 |
| 405 Capital Improvement Reserve Fund | 31,105.45 | | | | | 31,105.45 | 2,572.72 |
| 406 Water Revenue Bond Reserve Fund | | | | | | 0.00 | 30,193.00 |
| 407 Water System Capital Improvement Fund | 5,729.10 | | | | | 5,729.10 | 8,775.51 |
| 408 City Events Reserve Fund | 1,432.28 | | | | | 1,432.28 | 5,000.00 |
| 507 Park System Development Fund | 34,514.35 | | | | | 34,514.35 | -9,129.53 |
| 508 Sewer System Development Fund | 350,957.00 | | | | | 350,957.00 | 46,461.89 |
| 509 Street System Development Fund | 71,550.88 | | | | | 71,550.88 | 7,868.50 |
| 510 Storm System Development Fund | 73,543.43 | | | | | 73,543.43 | 8,707.37 |
| 511 Water System Development Fund | 431,777.23 | | | | | 431,777.23 | 54,990.36 |
| 601 Water Treatment Fund | 141,408.66 | | | | | 141,408.66 | 147,819.02 |
| 610 Sewer Fund | 2,596.07 | | | | | 2,596.07 | 131,757.37 |
| 900 Customer Deposit Fund | | | | | | 0.00 | 12,256.06 |
| | 2,078,554.05 | | | | | 2,078,554.05 | 119,816.65 |

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

2,198,370.70

TREASURER'S REPORT

Outstanding Vouchers

City Of Monroe

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| Year | Trans# | Date | Type | Acct# | War# | Vendor | Amount | Memo |
|------|--------|------------|----------|-------|------|----------------------------|----------|--|
| 2024 | 1850 | 05/30/2024 | Util Pay | 1 | | Xpress Bill Pay | 391.25 | Xpress Import - CC - 05-30-2024__daily_batch.csv |
| 2024 | 1852 | 05/31/2024 | Util Pay | 1 | | Utility Customer | 194.34 | |
| 2024 | 1856 | 05/31/2024 | Util Pay | 1 | | Xpress Bill Pay | 649.38 | Xpress Import - CC - 05-31-2024__daily_batch.csv |
| 2024 | 1858 | 06/01/2024 | Util Pay | 1 | | Xpress Bill Pay | 559.46 | Xpress Import - CC - 06-01-2024__daily_batch.csv |
| 2024 | 1860 | 06/02/2024 | Util Pay | 1 | | Xpress Bill Pay | 94.03 | Xpress Import - CC - 06-02-2024__daily_batch.csv |
| 2024 | 1862 | 06/03/2024 | Util Pay | 1 | | Utility Customer | 601.83 | |
| 2024 | 1868 | 06/03/2024 | Util Pay | 1 | | Xpress Bill Pay | 259.03 | Xpress Import - CC - 06-03-2024__daily_batch.csv |
| 2024 | 1863 | 06/04/2024 | Tr Rec | 1 | | Long Timber Brewing Co. | 50.00 | OLCC License for Brew house and Restauraunt- Long T |
| 2024 | 1870 | 06/04/2024 | Util Pay | 1 | | Utility Customer | 878.24 | |
| 2024 | 1871 | 06/04/2024 | Tr Rec | 1 | | Dollar General 18595 | 25.00 | OLCC License fee for City |
| 2024 | 1872 | 06/04/2024 | Tr Rec | 1 | | FNTS Holdings | 25.00 | Lien search for 720 Pine- Gwynn |
| 2024 | 1879 | 06/04/2024 | Util Pay | 1 | | Xpress Bill Pay | 1,188.33 | Xpress Import - CC - 06-04-2024__daily_batch.csv |
| 2024 | 1877 | 06/05/2024 | Util Pay | 1 | | Utility Customer | 378.03 | |
| 2024 | 1878 | 06/05/2024 | Tr Rec | 1 | | Wall, Cory | 25.00 | OLCC Renewal LongBranch |
| 2024 | 1885 | 06/05/2024 | Util Pay | 1 | | Utility Customer | 221.89 | |
| 2024 | 1889 | 06/05/2024 | Util Pay | 1 | | Xpress Bill Pay | 1,197.54 | Xpress Import - CC - 06-05-2024__daily_batch.csv |
| 2024 | 1888 | 06/06/2024 | Tr Rec | 1 | | Ojeda, Coty | 50.00 | invoice pmt |
| 2024 | 1892 | 06/06/2024 | Util Pay | 1 | | Utility Customer | 391.83 | |
| 2024 | 1893 | 06/06/2024 | Util Pay | 1 | | Utility Customer | 289.21 | |
| 2024 | 1894 | 06/06/2024 | Util Pay | 1 | | Xpress Bill Pay | 705.81 | Xpress Import - CC - 06-06-2024__daily_batch (1).csv |
| 2024 | 1901 | 06/07/2024 | Util Pay | 1 | | Utility Customer | 345.62 | |
| 2024 | 1902 | 06/07/2024 | Util Pay | 1 | | Utility Customer | 73.65 | |
| 2024 | 1903 | 06/07/2024 | Tr Rec | 1 | | Benton County Tax Turnover | 5,912.01 | Prior taxes 20240607 |
| 2024 | 1905 | 06/07/2024 | Util Pay | 1 | | Xpress Bill Pay | 477.63 | Xpress Import - CC - 06-07-2024__daily_batch.csv |
| 2024 | 1909 | 06/08/2024 | Util Pay | 1 | | Xpress Bill Pay | 92.67 | Xpress Import - CC - 06-08-2024__daily_batch.csv |
| 2024 | 1911 | 06/09/2024 | Util Pay | 1 | | Xpress Bill Pay | 92.51 | Xpress Import - CC - 06-09-2024__daily_batch.csv |
| 2024 | 1912 | 06/10/2024 | Util Pay | 1 | | Utility Customer | 238.56 | |
| 2024 | 1913 | 06/10/2024 | Util Pay | 1 | | Utility Customer | 367.09 | |
| 2024 | 1914 | 06/10/2024 | Util Pay | 1 | | Utility Customer | 479.14 | |
| 2024 | 1915 | 06/10/2024 | Tr Rec | 1 | | State of Oregon OLCC | 1,092.50 | State of Oregon OLCC Tax 04/30/2024 |
| 2024 | 1916 | 06/10/2024 | Tr Rec | 1 | | Benny's Pizza Joint | 25.00 | OLCC License Fee - Annual |
| 2024 | 1920 | 06/10/2024 | Util Pay | 1 | | Xpress Bill Pay | -76.57 | Xpress Import - Returns - 06-10-2024__daily_batch.cs |
| 2024 | 1921 | 06/10/2024 | Util Pay | 1 | | Xpress Bill Pay | 94.61 | Xpress Import - CC - 06-10-2024__daily_batch.csv |
| 2024 | 1918 | 06/11/2024 | Util Pay | 1 | | Utility Customer | 492.01 | |
| 2024 | 1919 | 06/11/2024 | Util Pay | 1 | | Utility Customer | 231.62 | |
| 2024 | 1924 | 06/11/2024 | Util Pay | 1 | | Xpress Bill Pay | 150.00 | Xpress Import - CC - 06-11-2024__daily_batch.csv |
| 2024 | 1927 | 06/12/2024 | Util Pay | 1 | | Utility Customer | 182.61 | |
| 2024 | 1928 | 06/12/2024 | Tr Rec | 1 | | Koler, Kathy | 165.00 | Park rental for June 22nd 3-7PM |
| 2024 | 1929 | 06/12/2024 | Util Pay | 1 | | Utility Customer | 1,660.15 | |

TREASURER'S REPORT

Outstanding Vouchers

City Of Monroe

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| Year | Trans# | Date | Type | Acct# | War# | Vendor | Amount | Memo |
|-----------------------|--------|------------|----------|-------|------|----------------------------------|-----------|--|
| 2024 | 1931 | 06/12/2024 | Deposit | 1 | | Umpqua Bank | 2,500.00 | xpress bill pay to Umpqua Transfer |
| 2024 | 1933 | 06/12/2024 | Util Pay | 1 | | Xpress Bill Pay | 398.92 | Xpress Import - CC - 06-12-2024__daily_batch.csv |
| 2024 | 1932 | 06/13/2024 | Util Pay | 1 | | Utility Customer | 92.95 | |
| 2024 | 1937 | 06/13/2024 | Util Pay | 1 | | Xpress Bill Pay | 410.68 | Xpress Import - CC - 06-13-2024__daily_batch.csv |
| 2024 | 1935 | 06/14/2024 | Util Pay | 1 | | Utility Customer | 777.19 | |
| 2024 | 1936 | 06/14/2024 | Util Pay | 1 | | Utility Customer | 412.69 | |
| 2024 | 1940 | 06/14/2024 | Util Pay | 1 | | Xpress Bill Pay | 478.39 | Xpress Import - CC - 06-14-2024__daily_batch.csv |
| 2024 | 1942 | 06/15/2024 | Util Pay | 1 | | Xpress Bill Pay | 213.17 | Xpress Import - CC - 06-15-2024__daily_batch.csv |
| 2024 | 1944 | 06/16/2024 | Util Pay | 1 | | Utility Customer | 399.15 | |
| 2024 | 1945 | 06/17/2024 | Tr Rec | 1 | | Misc customers | 38.82 | Cigarette City Tax- 053124 |
| 2024 | 1946 | 06/17/2024 | Util Pay | 1 | | Utility Customer | 193.12 | |
| 2024 | 1947 | 06/17/2024 | Tr Rec | 1 | | Lager, Ronald Scott | 150.00 | Monroe Dragons event at park \$50 reservation and \$ |
| 2024 | 1948 | 06/17/2024 | Tr Rec | 1 | | Ojeda, Coty | 50.00 | Payment plan payment for Coty Ojeda |
| 2024 | 1949 | 06/17/2024 | Util Pay | 1 | | Xpress Bill Pay | 621.42 | Xpress Import - CC - 06-17-2024__daily_batch.csv |
| 2024 | 1956 | 06/18/2024 | Util Pay | 1 | | Utility Customer | 534.48 | |
| 2024 | 1957 | 06/18/2024 | Tr Rec | 1 | | Amerititle | 25.00 | Booth- 465 S 10 St. Lien Search |
| 2024 | 1958 | 06/18/2024 | Tr Rec | 1 | | Pacific Power | 2,247.84 | 1145 Franchise Fee 05/24 |
| 2024 | 1959 | 06/18/2024 | Tr Rec | 1 | | Pacific Power | 1,023.00 | 1145 License Fee 05/24 |
| 2024 | 1960 | 06/18/2024 | Util Pay | 1 | | Utility Customer | 100.00 | |
| 2024 | 1961 | 06/18/2024 | Util Pay | 1 | | Utility Customer | 193.44 | |
| 2024 | 1963 | 06/18/2024 | Util Pay | 1 | | Xpress Bill Pay | 202.44 | Xpress Import - CC - 06-18-2024__daily_batch.csv |
| 2024 | 1962 | 06/19/2024 | Util Pay | 1 | | Utility Customer | 91.88 | |
| 2024 | 1965 | 06/19/2024 | Util Pay | 1 | | Xpress Bill Pay | 184.42 | Xpress Import - CC - 06-19-2024__daily_batch.csv |
| 2024 | 1967 | 06/20/2024 | Tr Rec | 1 | | ODOT | 5,273.58 | City Apport. 6/13/2024 |
| 2024 | 1968 | 06/20/2024 | Tr Rec | 1 | | Albano, Raymond | 165.00 | Park Rental for July 27th 1-4 PM- Mankind Project |
| 2024 | 1969 | 06/20/2024 | Util Pay | 1 | | Utility Customer | 484.13 | |
| 2024 | 1970 | 06/20/2024 | Util Pay | 1 | | Utility Customer | 100.00 | |
| 2024 | 1972 | 06/20/2024 | Util Pay | 1 | | Xpress Bill Pay | 1,127.00 | Xpress Import - CC - 06-20-2024__daily_batch.csv |
| 2024 | 1971 | 06/21/2024 | Util Pay | 1 | | Utility Customer | 105.36 | |
| 2024 | 1976 | 06/21/2024 | Tr Rec | 1 | | Bowman, Gage | 50.00 | Gage Bowman Payment plan |
| Receipts Outstanding: | | | | | | | 38,915.08 | |
| 2024 | 1955 | 06/14/2024 | Claims | 1 | EFT | ADP Tax Services ADP | 198.52 | Payroll Processing charges for May 2024 Payroll |
| 2024 | 1897 | 06/07/2024 | Claims | 1 | EFT | City County Insurance Services | 1,842.22 | Medical Insurance June 2024 |
| 2023 | 1790 | 05/22/2023 | Claims | 1 | EFT | Cascade Columbia Distribution Co | 346.90 | Inv 864842 Shipped 4/19/2023 |
| 2024 | 1917 | 06/10/2024 | Claims | 1 | EFT | Umpqua Bank Cardmember Services | 2,027.43 | Credit Card Charges from 4-13/2024 to 5-14-2024 |
| 2024 | 1854 | 05/31/2024 | Claims | 1 | EFT | Amazon Capital Services | 70.68 | Amazon WWTP04292024- Pmt to be made by 5/30/2024 |

TREASURER'S REPORT

Outstanding Vouchers

City Of Monroe

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| Year | Trans# | Date | Type | Acct# | War# | Vendor | Amount | Memo |
|------|--------|------------|--------|-------|--------|---|------------|---|
| 2024 | 1898 | 06/07/2024 | Claims | 1 | EFT | WF 8113 Computershare Trust Company, N.A. | 115,802.50 | Interest payment of \$20,802.50 and principal Payment of \$95,000.00. |
| 2024 | 1899 | 06/07/2024 | Claims | 1 | EFT | WECO | 282.73 | CP-00270721 |
| 2024 | 1954 | 06/13/2024 | Claims | 1 | EFT | Monroe Telephone | 263.49 | Usage for April to May addtl charges and June 1-30 base charges |
| 2024 | 1951 | 06/18/2024 | Claims | 1 | EFT | Pacific Power | 3,252.59 | Monthly Usage |
| 2024 | 1952 | 06/18/2024 | Claims | 1 | EFT | Amazon Capital Services | 347.44 | Invoice #s 13DR-RJL4-DGP4 & 1L66-LQYJ-1XH4 |
| 2024 | 1900 | 06/07/2024 | Claims | 1 | EFT | Xpress Bill Pay | 316.65 | INV-XPR012661 |
| 2024 | 1896 | 06/07/2024 | Claims | 1 | EFT | Chase Paymentech | 215.44 | Chase Paymentech fees- 184.61 & 30.83 |
| 2024 | 1953 | 06/12/2024 | Claims | 1 | EFT | Oregon PERS | 3,769.51 | Oregon PERS May 1-31,2024 Payroll |
| 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 |
| 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 Toups | 45.00 | Library Rental- Refundable Deposit of \$45 Returned |
| 2024 | 703 | 10/27/2023 | Claims | 1 | 213146 | Daniel Knott | 14.47 | CR Balance Refund \$14.47 |
| 2024 | 706 | 10/27/2023 | Claims | 1 | 213149 | Bailey Mills | 34.72 | CR Balance Refund \$34.72 |
| 2024 | 1827 | 05/28/2024 | Claims | 1 | 213239 | Advanced Recovery & Towing | 220.00 | Invoice # 789-1 Orange Kubota L3901 at 24811 Hwy 99W - Winch out |
| 2024 | 1828 | 05/28/2024 | Claims | 1 | 213240 | Atlantic & Pacific N-gineers | 300.00 | BBQ Fest Model Railroad |
| 2024 | 1829 | 05/28/2024 | Claims | 1 | 213241 | B & I Hardware & Rental | 27.85 | Parks ground maintenance |
| 2024 | 1832 | 05/28/2024 | Claims | 1 | 213244 | City of Harrisburg | 500.00 | May 2024 Conracted plant operater fees - WTP |
| 2024 | 1833 | 05/28/2024 | Claims | 1 | 213245 | Business office Department of Environmental Quality | 104.00 | WQWSC2400046- 07/01/2023-06/30/2024 WW OPCERT PRG SUPPORT FEE |
| 2024 | 1834 | 05/28/2024 | Claims | 1 | 213246 | Edge Analytical, Inc. | 665.00 | Edge Invoices 24-10630, 24-08821, 24-05893, 24-07591, 24-13243, 24-13245, VEE0019 |
| 2024 | 1836 | 05/28/2024 | Claims | 1 | 213248 | Les Schwab | 20.00 | Inv 74000730177- Flat Tire Repiar- New Public Works Truck |
| 2024 | 1837 | 05/28/2024 | Claims | 1 | 213249 | Local Government Law Group, PC | 305.50 | Invoice No: 69350 Matter No: 08-0191-001- Terrill |
| 2024 | 1838 | 05/28/2024 | Claims | 1 | 213250 | Caroline Moffatt | 134.84 | Festival Advertising, Banner and Grommets |
| 2024 | 1839 | 05/28/2024 | Claims | 1 | 213251 | N&S Tractor | 697.00 | Inv# WJ01346 |

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| Year | Trans# | Date | Type | Acct# | War# | Vendor | Amount | Memo |
|------|--------|------------|----------|-------|--------|------------------|------------|---|
| 2024 | 1840 | 05/28/2024 | Claims | 1 | 213252 | Chuck Scholz | 1,500.00 | May 2024 Contracted Plant Operater Fees-WWTP |
| 2024 | 1841 | 05/28/2024 | Claims | 1 | 213253 | Karen Shepard | 125.00 | Deposit Refund for 8th grade dance at Library |
| 2024 | 1842 | 05/28/2024 | Claims | 1 | 213254 | USA Bluebook | 687.12 | SO3355067- Item #403286 (OR) Hach DPD Free Chlorine Reagents for CL17/CL17sc Chlorine Analyzers, 12 Sets, 2556900 |
| 2024 | 1843 | 05/28/2024 | Claims | 1 | 213255 | Underground Tech | 9,960.00 | Invoice# 1383-Manhole Rehabilitation x 3 at 3,320 each. |
| | | | | | | | 144,867.92 | |
| 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 | 1851 | 05/30/2024 | Util Pay | 6 | | Xpress Bill Pay | 230.77 | Xpress Import - EFT - 05-30-2024__daily_batch.csv |
| 2024 | 1857 | 05/31/2024 | Util Pay | 6 | | Xpress Bill Pay | 1,135.73 | Xpress Import - EFT - 05-31-2024__daily_batch.csv |
| 2024 | 1859 | 06/01/2024 | Util Pay | 6 | | Xpress Bill Pay | 371.45 | Xpress Import - EFT - 06-01-2024__daily_batch.csv |
| 2024 | 1861 | 06/02/2024 | Util Pay | 6 | | Xpress Bill Pay | 94.51 | Xpress Import - EFT - 06-02-2024__daily_batch.csv |
| 2024 | 1869 | 06/03/2024 | Util Pay | 6 | | Xpress Bill Pay | 296.80 | Xpress Import - EFT - 06-03-2024__daily_batch.csv |
| 2024 | 1880 | 06/04/2024 | Util Pay | 6 | | Xpress Bill Pay | 192.77 | Xpress Import - EFT - 06-04-2024__daily_batch.csv |
| 2024 | 1881 | 06/04/2024 | Util Pay | 6 | | Xpress Bill Pay | 184.32 | Xpress Import - OnlineResources - 06-04-2024__daily |
| 2024 | 1890 | 06/05/2024 | Util Pay | 6 | | Xpress Bill Pay | 349.28 | Xpress Import - EFT - 06-05-2024__daily_batch.csv |
| 2024 | 1891 | 06/05/2024 | Util Pay | 6 | | Xpress Bill Pay | 86.80 | Xpress Import - CheckFree - 06-05-2024__daily_batch |
| 2024 | 1895 | 06/06/2024 | Util Pay | 6 | | Xpress Bill Pay | 110.00 | Xpress Import - EFT - 06-06-2024__daily_batch (1).csv |
| 2024 | 1906 | 06/07/2024 | Util Pay | 6 | | Xpress Bill Pay | 281.63 | Xpress Import - EFT - 06-07-2024__daily_batch.csv |
| 2024 | 1907 | 06/07/2024 | Util Pay | 6 | | Xpress Bill Pay | 293.60 | Xpress Import - iPay - 06-07-2024__daily_batch.csv |
| 2024 | 1908 | 06/07/2024 | Util Pay | 6 | | Xpress Bill Pay | 93.44 | Xpress Import - CheckFree - 06-07-2024__daily_batch |
| 2024 | 1910 | 06/08/2024 | Util Pay | 6 | | Xpress Bill Pay | 190.21 | Xpress Import - EFT - 06-08-2024__daily_batch.csv |
| 2024 | 1922 | 06/10/2024 | Util Pay | 6 | | Xpress Bill Pay | 184.46 | Xpress Import - EFT - 06-10-2024__daily_batch.csv |
| 2024 | 1923 | 06/10/2024 | Util Pay | 6 | | Xpress Bill Pay | 183.66 | Xpress Import - iPay - 06-10-2024__daily_batch.csv |
| 2024 | 1925 | 06/11/2024 | Util Pay | 6 | | Xpress Bill Pay | 93.19 | Xpress Import - EFT - 06-11-2024__daily_batch.csv |
| 2024 | 1926 | 06/11/2024 | Util Pay | 6 | | Xpress Bill Pay | 91.54 | Xpress Import - CheckFree - 06-11-2024__daily_batch |
| 2024 | 1934 | 06/12/2024 | Util Pay | 6 | | Xpress Bill Pay | 185.17 | Xpress Import - EFT - 06-12-2024__daily_batch.csv |
| 2024 | 1938 | 06/13/2024 | Util Pay | 6 | | Xpress Bill Pay | 136.16 | Xpress Import - EFT - 06-13-2024__daily_batch.csv |
| 2024 | 1939 | 06/13/2024 | Util Pay | 6 | | Xpress Bill Pay | 92.14 | Xpress Import - iPay - 06-13-2024__daily_batch.csv |
| 2024 | 1941 | 06/14/2024 | Util Pay | 6 | | Xpress Bill Pay | 187.76 | Xpress Import - EFT - 06-14-2024__daily_batch.csv |
| 2024 | 1943 | 06/15/2024 | Util Pay | 6 | | Xpress Bill Pay | 334.26 | Xpress Import - EFT - 06-15-2024__daily_batch.csv |
| 2024 | 1950 | 06/17/2024 | Util Pay | 6 | | Xpress Bill Pay | 552.32 | Xpress Import - EFT - 06-17-2024__daily_batch.csv |
| 2024 | 1964 | 06/18/2024 | Util Pay | 6 | | Xpress Bill Pay | 94.45 | Xpress Import - EFT - 06-18-2024__daily_batch.csv |
| 2024 | 1966 | 06/19/2024 | Util Pay | 6 | | Xpress Bill Pay | 375.07 | Xpress Import - EFT - 06-19-2024__daily_batch.csv |
| 2024 | 1973 | 06/20/2024 | Util Pay | 6 | | Xpress Bill Pay | 979.64 | Xpress Import - EFT - 06-20-2024__daily_batch.csv |
| 2024 | 1974 | 06/20/2024 | Util Pay | 6 | | Xpress Bill Pay | 254.02 | Xpress Import - iPay - 06-20-2024__daily_batch.csv |

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As Of: 06/30/2024 Date: 06/21/2024

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| Year | Trans# | Date | Type | Acct# | War# | Vendor | Amount | Memo |
|-----------------------|--------|------------|----------|-------|------|-----------------|------------|---|
| 2024 | 1975 | 06/20/2024 | Util Pay | 6 | | Xpress Bill Pay | 275.01 | Xpress Import - OnlineResources - 06-20-2024__daily |
| Receipts Outstanding: | | | | | | | 8,252.44 | |
| | | | | | | | 144,867.92 | |

| Fund | Claims | Payroll | Total |
|---------------------------------|------------|---------|------------|
| 100 General Administration Fund | 3,105.72 | 0.00 | 3,105.72 |
| 201 Public Works Fund | 6,786.83 | 0.00 | 6,786.83 |
| 302 GOB Phase II | 115,802.50 | 0.00 | 115,802.50 |
| 404 Sewer Reserve Fund | 9,960.00 | 0.00 | 9,960.00 |
| 601 Water Treatment Fund | 5,062.31 | 0.00 | 5,062.31 |
| 610 Sewer Fund | 4,028.96 | 0.00 | 4,028.96 |
| 900 Customer Deposit Fund | 121.60 | 0.00 | 121.60 |
| | 144,867.92 | 0.00 | 144,867.92 |

TREASURER'S REPORT
Signature Page

City Of Monroe

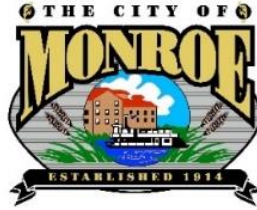
Time: 11:12:24 Date: 06/21/2024
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06/01/2024 To: 06/30/2024

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:  Acadpec 6/21/24 Reviewed By / Date
Signed:  6-21-24 Finance Officer / Date

Reviewed
Signature:  Title: _____
Date: _____



Resolution 2024-08

Resolution Adopting Budget

BE IT RESOLVED that the City Council for the City of Monroe, Oregon hereby adopts THE BUDGET FOR THE BIENNIAL FISCAL YEAR 2024-2026 WITH A TOTAL OF \$5,398,691. The budget is now on file at 664 Commercial Street in Monroe, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the Biennial fiscal year beginning, July 1, 2024 for the following purposes.

General Fund 100

| | | |
|--|------------|------------------|
| Administration | \$ 534,563 | |
| Transfers | \$216,597 | |
| Contingency | \$50,000 | |
| TOTAL GENERAL FUND APPROPRIATIONS | | \$801,160 |

Public Works Fund 201

| | | |
|---|-----------|------------------|
| Public Works | \$201,347 | |
| Transfers | \$0 | |
| Contingency | \$50,000 | |
| TOTAL PUBLIC WORKS FUND APPROPRIATIONS | | \$251,347 |

Streets Fund 205

| | | |
|--|-----------|------------------|
| Streets | \$757,000 | |
| Transfers | \$ | |
| Contingency | \$25,000 | |
| TOTAL STREETS FUND APPROPRIATIONS | | \$782,000 |

Water Revenue Bond Fund 300

| | | |
|---|----------|-----------------|
| Debt Service | \$60,386 | |
| TOTAL WATER REVENUE BOND FUND APPROPRIATIONS | | \$60,386 |

GOB Phase II Fund 302

| | | |
|---|-----------|------------------|
| Debt Service | \$279,936 | |
| TOTAL GOB PHASE II FUND APPROPRIATIONS | | \$279,936 |

Equipment Reserve Fund 400

| | | |
|--|-----|------------|
| Public Works | \$0 | |
| TOTAL EQUIPMENT RESERVE FUND APPROPRIATIONS | | \$0 |

| | | |
|---|-----------|------------------|
| <u>Building Reserve Fund 401</u> | | |
| Public Works | \$0 | |
| TOTAL BUILDING RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>Park Reserve Fund 402</u> | | |
| Public Works | \$0 | |
| TOTAL PARK RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>Water Reserve Fund 403</u> | | |
| Public Works | \$0 | |
| TOTAL WATER RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>Sewer Reserve Fund 404</u> | | |
| Public Works | \$0 | |
| TOTAL SEWER RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>Capital Improvement Reserve Fund 405</u> | | |
| Public Works | \$0 | |
| TOTAL CAPITAL IMPROVEMENT RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>Water Revenue Bond Reserve Fund 406</u> | | |
| Bond Payment | \$0 | |
| TOTAL WATER REVENUE BOND RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>Water System Capital Improvement Reserve Fund 407</u> | | |
| Maintenance | \$0 | |
| TOTAL WATER SYSTEM CAPITAL IMPROVEMENT RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>City Events Reserve Fund 408</u> | | |
| Events | \$0 | |
| TOTAL CITY EVENTS RESERVE FUND APPROPRIATIONS | | \$0 |
| | | |
| <u>Park SDC Fund 507</u> | | |
| Public Works | \$26,689 | |
| TOTAL PARK SDC FUND APPROPRIATIONS | | \$26,689 |
| | | |
| <u>Sewer SDC Fund 508</u> | | |
| Public Works | \$117,000 | |
| TOTAL SEWER SDC FUND APPROPRIATIONS | | \$117,000 |
| | | |
| <u>Street SDC Fund 509</u> | | |
| Public Works | \$80,000 | |
| TOTAL STREET SDC FUND APPROPRIATIONS | | \$80,000 |
| | | |
| <u>Storm SDC Fund 510</u> | | |
| Public Works | \$80,000 | |
| TOTAL STORM SDC FUND APPROPRIATIONS | | \$80,000 |

Water SDC Fund 511

Public Works \$500,000
Contingency \$5,817

TOTAL WATER SDC FUND APPROPRIATIONS \$505,817

Water Treatment Fund 601

Water \$595,156
Transfers \$150,304
Contingency \$75,000

TOTAL WATER TREATMENT FUND APPROPRIATIONS \$820,460

Storm Water Fund 609

Storm \$63,680
Transfers \$0
Contingency \$25,000

TOTAL STORM WATER FUND APPROPRIATIONS \$88,680

Sewer Fund 610

Sewer \$402,071
Transfers \$0
Contingency \$50,000

TOTAL WATER FUND APPROPRIATIONS \$452,071

TOTAL APPROPRIATIONS \$4,345,545

General Fund 100

Unappropriated Ending Fund Balance \$100,000

Public Works Fund 201

Unappropriated Ending Fund Balance \$25,000

Streets Fund 205

Unappropriated Ending Fund Balance \$25,000

Water Revenue Bond Fund 300

Unappropriated Ending Fund Balance \$61,986

GOB Phase II Fund 302

Unappropriated Ending Fund Balance \$8,101

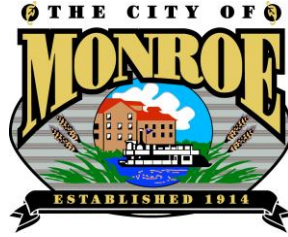
Equipment Reserve Fund 400

Unappropriated Ending Fund Balance \$14,288

Building Reserve Fund 401

Unappropriated Ending Fund Balance \$39,383

| | |
|--|--------------------|
| <u>Park Reserve Fund 402</u> | |
| Unappropriated Ending Fund Balance | \$28,954 |
| <u>Water Reserve Fund 403</u> | |
| Unappropriated Ending Fund Balance | \$150,743 |
| <u>Sewer Reserve Fund 404</u> | |
| Unappropriated Ending Fund Balance | \$84,830 |
| <u>Capital Improvement Reserve Fund 405</u> | |
| Unappropriated Ending Fund Balance | \$45,015 |
| <u>Water Revenue Bond Reserve Fund 406</u> | |
| Unappropriated Ending Fund Balance | \$30,193 |
| <u>Water System Capital Improvement Reserve Fund 407</u> | |
| Unappropriated Ending Fund Balance | \$35,330 |
| <u>City Events Reserve Fund 408</u> | |
| Unappropriated Ending Fund Balance | \$7,400 |
| <u>Sewer SDC- Fund 508</u> | |
| Unappropriated Ending Fund Balance | \$287,134 |
| <u>Street SDC- Fund 509</u> | |
| Unappropriated Ending Fund Balance | \$4,229 |
| <u>Storm SDC- Fund 510</u> | |
| Unappropriated Ending Fund Balance | \$5,560 |
| <u>Water Treatment Fund 601</u> | |
| Unappropriated Ending Fund Balance | \$50,000 |
| <u>Storm Water Fund 609</u> | |
| Unappropriated Ending Fund Balance | \$0 |
| <u>Sewer Fund 610</u> | |
| Unappropriated Ending Fund Balance | \$50,000 |
| TOTAL UNAPPROPRIATED AMOUNTS | \$1,053,146 |
| TOTAL ADOPTED BUDGET | \$5,398,691 |



RESOLUTION IMPOSING THE TAX

BE IT RESOLVED the City Council of the City of Monroe, Oregon hereby levies taxes provided for in the adopted budget in the aggregate amount of 3.5566 mil. for the biennial tax year 2024-2026 upon the assessed value of all taxable property within the city for the bond indebtedness of \$280,000.

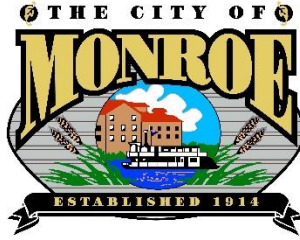
CATEGORIZING THE TAX

| | General Government | Excluded from Limitation |
|------------------------|--------------------|--------------------------|
| General Fund | \$3.5566 mil. | |
| Debt Service (GO Bond) | | \$280,000 |

The above resolution statements were approved and declared adopted on June 24, 2024

Approved _____ Date _____
Mayor Dan Sheets

Attest: Steve Martinenko
City Recorder



RESOLUTION 2024-09

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

BE IT RESOLVED the City of Monroe City Council hereby ordains and elects to receive state revenues for the biennial fiscal year 2024-2026 beginning July 1, 2024, pursuant to ORS 221.770.

Passed by Monroe City Council the 24th day of June 2024.

Approved by the Mayor this 24th day of June 2024.

Signed: Dan Sheets, Mayor

Attest: Steve Martinenko, City Recorder

I certify that a public hearing before the Budget Committee was held on June 11, 2024 and a public hearing before the City Council was held on June 24, 2024, giving citizens an opportunity to comment on use of State Revenue Sharing.

Steve Martinenko, City Recorder