

PUBLIC NOTICE

The Hines Common Council will hold a regular session and a previously advertised budget hearing, beginning at **6:30pm on Tuesday June 22, 2021**, in the City of Hines Council Chambers at 101 E. Barnes, Hines OR. The intent of this session is to address general business as indicated below:

A MEETING OF THE HINES COMMON COUNCIL AND BUDGET HEARING June 22, 2021 AGENDA

- | | | |
|------|---|------|
| I. | Meeting begins at 6:30pm | |
| II. | Flag Salute | |
| III. | Approval of June 22, 2021 Agenda | VOTE |
| IV. | Approval of previous meeting minutes from May 25 and June 8, 2021 | VOTE |
| V. | Approval of Accounts Payable for June 8 and June 22, 2021 | VOTE |
| VI. | Public Comment – Non-Agenda Items ONLY (Speaking time limits may apply) | |

ADJOURN FOR 2020-21 BUDGET HEARING 6:45 PM

- | | | |
|----|--|------|
| 1. | Budget Hearing Begins at 6:45 pm | |
| 2. | Review of Approved Budget for 2021-2022 Fiscal Year | |
| 3. | <u>Public Comment Period</u> To Address Approved Budget | |
| 4. | <u>Public Comment Period</u> To Address Use of State Revenues | |
| 4. | <u>Council Comment Period</u> To Address Approved Budget And Use of State Revenues | |
| 5. | Hearing Adjournment | VOTE |

RECONVENE COUNCIL MEETING

- | | | |
|-------|---|------|
| VII. | Continued Business | |
| | a) Resolution 2301: A Resolution Adopting the 2020-21 Budget | VOTE |
| | b) Resolution 2302: Resolution for Loss Prevention Program | VOTE |
| | c) Resolution 2303: City's Election To Receive State Revenues | VOTE |
| | d) Resolution 2304: Resolution Extending Worker's Compensation Coverage | VOTE |
| | e) Resolution 2305: Resolution for Transfers of Monies Between Objects of Expenditure | VOTE |
| | f) Resolution 2300: Resolution Re-establishing Water Usage Charges | VOTE |
| | g) Resolution 2306: Unanticipated Revenue – Park Improvement Donation | VOTE |
| | h) Resolution 2307: Unanticipated Revenue – Fire Department Donation | VOTE |
| | i) Planning: Banton Variance Request | VOTE |
| | j) TLT Opportunity: Plectrum Music Co. – "Beer & Brats Music Festival" | VOTE |
| | k) TLT Opportunity: Kiwanis Club – 4 th of July Fireworks | VOTE |
| | l) Livestock Permit: Bamford/Kokesh – Chickens | VOTE |
| | m) Resolution 2308: Budgeted Transfer | VOTE |
| | n) Business License: TESLA Charging Station | |
| VIII. | Public Comment Period (Speaking time limitations may apply.) | |
| IX. | Mayor and Council Comments | |
| X. | Adjournment | VOTE |

This meeting is open to the public. It is anticipated to last approximately one hour and a half.

In accordance with ORS 192.630, City of Hines will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice.

DATED this 22nd day of June, 2021

Kirby Letham, City Administrator

**MINUTES FROM
A MEETING OF THE HINES COMMON COUNCIL
AND BUDGET COMMITTEE
May 25, 2021**

Present:

Mayor:

Nikki Morgan

Council:

Councilors Amity York, Misty Shepherd, Marsallai Quick, and Gary Miller were present

City Staff:

City Administrator Letham and Paula Vollmer Utility Clerk

Public Audience:

Tory Schmidt and Dwight Ausmus

***Mayor Nikki Morgan called the meeting to order at 5:30 pm and led the flag salute.**

Approval of May 25, 2021 Agenda

Councilor Quick made a motion to approve the May 25, 2021 agenda. Councilor Shepherd seconded the motion. All ayes, motion carried.

Approval of Minutes from May 11, 2021

Councilor Shepherd made a motion to approve the May 11, 2021 minutes. Councilor Quick seconded the motion. All ayes, motion carried.

Accounts Payable for May 25, 2021

Councilor Quick made a motion to approve the Accounts Payable for May 25, 2021 in the amount of \$42,620.54. Councilor Shepherd seconded the motion. All ayes, motion carried.

***City Council Meeting was temporarily adjourned to convene the Budget Committee Meeting at 5:36pm.**

Budget Committee Members Present:

Jon Morgan Committee Chair, Becky Bates, Taci Weil, Anna Gahley, Duane Hutchins

***Budget Committee Chairperson Jon Morgan convened the Budget Committee Hearing at 5:36pm.**

Budget Committee member Hutchins nominated Jon Morgan as Budget Committee Chairperson. All ayes, the motion carried.

***Budget Committee Meeting was called to order at 5:36pm by Jon Morgan, Budget Committee Chairperson.**

Review and Updates of Budget from Budget Officer

Budget Officer Letham began by discussing the Budget Timeline. Originally, if needed additional meetings were to be scheduled this week. Due to a scheduling conflict a 3rd meeting if needed will be scheduled for June 8th. He reviewed the General Fund – Non-Departmental Revenue in the amount of \$1,083,550. That will fund City Hall, the Police Department, the Fire Department and the Parks. With the changes that have occurred at the Chamber of Commerce, there was discussion about retaining more of the TLT funds and dispersing it directly from the City to the entity that is hosting an event, and the Chamber is welcome to submit a request for funds to host an event. They did discuss proposed Capital Projects for the upcoming year. The updated proposed 2021-2022 budget for the City of Hines is \$6,527,888. Mr. Letham will make the adjustments discussed in the proposed budget and the Budget Committee will reconvene on June 22, 2021 for review of any changes and at that time approve the proposed budget and recommend it to the City Council at that meeting.

***Chairperson Morgan asked if there were any additional questions. He adjourned the Budget Committee Meeting at 7:33pm.**

***Mayor Morgan reconvened the City Council meeting at 7:34pm.**

Public Comment Non-Agenda Items Only

Tory Schmidt, Interim Director for the Chamber of Commerce - wanted to give an update on what is happening at the Chamber of Commerce. They are actively seeking a new Director. The Skull 120/60/30 event will be held June 19th. The event has reached the rider capacity of 200 riders. They are looking for volunteers. Brewfest will be held in July. Plectrum Music is going to host a music festival in August. The Adventure Harney group that hosts the Skull 120/60/30 are working on starting back to work on a bike trail at Palomino Buttes. The Oregon Dark Skies Association has contacted the Chamber. The Dark Sky designation could bring star gazers from out of the area into Harney County.

New Business

Dwight Ausmus, Kiwanis – Donation for the 4th of July fireworks. In the past we have donated \$150, we currently have \$300 in the budget for donation requests. Administrator Letham said that he believes that there will be some money left in the TLT account that could be donated. The Mayor suggested the City donate \$300 now and possibly more

money at the next meeting. Possibly to sponsor advertising. *Councilor Quick made a motion to donate \$300 to the Kiwanis for 4th of July fireworks. Councilor Shepherd seconded the motion. All ayes, motion carried.*

City Administrator Report

City Administrator's Report - The tower is looking good. Working out some kinks. Will report further at the next meeting.

Old Business

Discussion of the Baker City "Common Sense" Resolution

The Mayor is concerned that any business that chooses to take a stand against the Governor or OSHA could be taking a risk. There would be no risk to the Council itself, she is concerned for our local businesses. Administrator Letham said he will gather further information and bring it back to the Council at a later meeting.

New Business

- **Insurance Agent RFP Decision** – There were two responses to the RFP. One agent from Klamath Falls and one from Ontario. Both agencies presented themselves well in discussion. The one from Ontario said he is in the area at least once a month. The agency from Klamath Falls said they could be here twice a year. *Councilor Miller made a motion to select Waldo Insurance from Ontario. Councilor Quick seconded the motion. All ayes, motion carried.*
- **Livestock Permit 4-Animal, Trevor Simmons/Mandy Dowell** – Trevor has had a livestock permit for the past 3 years. They gathered the required neighborhood signatures. Councilor Miller motioned to approve the livestock permit for Trevor Simmons. Councilor York seconded the motion. All ayes, motion carried.
- **Park Donation Recognition** - \$3,000 was donated by Streamline Consulting which owns Tumbleweed. They are also wanting to put together a service project for their staff to help paint equipment in the Park. Discussion ensued regarding fencing around the parks to keep children away from the highway.

Public Comment Period (Speaking time limits may apply):

None

Mayor and Council Comments

Councilor York – Suggested a split rail fence around the parks

Councilor Shepherd – She has had citizens comment about the dandelions in the park

Councilor Quick – Thanks to Kirby and Nikki

Councilor Miller – Has had family from out of town and they mentioned the broken sidewalk. Administrator Letham explained that volunteers have repaired some of the issues and will work on the others later this year.

Mayor Morgan – Thanks to Kirby for his work on the budget.

Next Council Meeting is scheduled for June 8, 2021 at 6:30pm.

Adjournment:

There being no further business, Councilor Miller made a motion to adjourn the meeting. Councilor Shepherd seconded the motion. All ayes, the motion carried. Meeting adjourned at 8:20pm.

Respectfully Submitted:

Kirby Letham

City Administrator

ACCEPTED AND APPROVED BY THE CITY COUNCIL ON June 8, 2021.



Nikki Morgan, Mayor

**MINUTES FROM
A MEETING OF THE HINES BUDGET COMMITTEE
June 8, 2021**

Present:

Mayor:

Nikki Morgan

Council:

Councilors Marsallai Quick and Robert Beers were present.

City Staff:

City Administrator Letham

Public Audience:

Melissa Albertson

***Mayor Nikki Morgan called the meeting to order at 5:30 pm and led the flag salute.**

***Gavel passed to Jon Morgan, Budget Committee Chairperson**

Budget Committee Members Present:

Jon Morgan Committee Chair, Becky Bates, Taci Weil, Anna Gahley, Duane Hutchins

***Budget Committee Meeting was called to order at 5:30pm by Jon Morgan, Budget Committee Chairperson.**

Review and Updates of Budget from Budget Officer

Budget Officer Letham began the review of the 2021/2022 budget:

General Fund Non-Departmental Revenues = \$1,159,050

General Fund Expenditures – City Hall = \$380,800

General Fund Expenditures – Police = \$468,050

General Fund Expenditures – Fire = \$133,850

General Fund Expenditures – Parks = \$176,350

Utility Fund – Water – Revenues = \$3,820,900

Utility Fund – Water – Personnel Services = \$268,700

Utility Fund – Water – Materials and Services = \$136,000

Utility Fund – Water – Capital Outlay = \$3,321,000

Utility Fund – Water – Debt Services = \$4,710

Utility Fund – Water – Transfer to Capital Projects = \$80,000

Utility Fund – Water – Contingency = \$10,490

Utility Fund – Sewer – Revenues = \$363,200
 Utility Fund – Sewer – Personnel Services = \$20,100
 Utility Fund – Sewer – Materials and Services = \$29,200
 Utility Fund – Sewer – Capital Outlay = \$194,000
 Utility Fund – Sewer – Debt Services = \$109,850
 Utility Fund – Sewer – Transfers = \$0
 Utility Fund – Sewer – Contingency = \$10,050

State Tax Street Fund – Non-Departmental – Revenues = \$426,100
 State Tax Street Fund – Non-Departmental – Personnel Services = \$42,200
 State Tax Street Fund – Non-Departmental – Materials and Services = \$34,000
 State Tax Street Fund – Non-Departmental – Capital Outlay = \$317,400
 State Tax Street Fund – Non-Departmental – Transfers = \$17,500
 State Tax Street Fund – Non-Departmental – Contingency = \$15,000

Capital Projects Fund – Non-Departmental – Revenues = \$919,538
 Capital Project Fund – Sewer Fund = \$53,005
 Capital Project Fund – Water Fund = \$618,130
 Capital Project Fund – Streets Fund = \$34,695
 Capital Project Fund – General Fund = \$213,708

Total Revenue = \$6,688,788
 Total Expenditures = \$6,688,788

Public Comment:

None

Approve Budget for 2021/2022 Fiscal Year

Budget Committee Member Anna Gahley made a motion to approve the proposed budget for the City of Hines 2021-2022 fiscal year in the amount of \$6,688,788. Budget Committee Member Hutchins seconded the motion. All ayes, the motion carried.

Statement from Budget Officer Letham:

Thank you to the Budget Committee for participating this year. Your service to the community is greatly appreciated! Mayor Morgan added her appreciation.

A Public Hearing to allow for public comment will be held at the June 22, 2021, City Council meeting.

Next Council Meeting is scheduled for June 22, 2021, at 6:30pm.

Adjournment:

There being no further business, Councilor Beers made a motion to adjourn the meeting. Budget Committee member Hutchins seconded the motion. All ayes, the motion carried. Meeting adjourned at 6:15pm.

Respectfully Submitted:

Kirby Letham

City Administrator

ACCEPTED AND APPROVED BY THE CITY COUNCIL ON June 22, 2021.

Nikki Morgan, Mayor



[illegible]

BUDGET HEARING DOCUMENTS

A. LB-1 FORM

B. LB-50 FORM

C. APPROVED BUDGET – PRINTED FROM CHAVES

D. APPROVED BUDGET – EXCEL FORMAT

FORM LB-1

NOTICE OF BUDGET HEARING

OLD

A public meeting of the CITY OF HINES BUDGET COMMITTEE will be held on Tuesday, June 22, 2021 at 6:45 pm at HINES CITY HALL, 101 E. BARNES AVENUE, HINES, OREGON. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2021 as approved by the CITY OF HINES BUDGET COMMITTEE. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 101 E. Barnes Avenue, Hines, Oregon, between the hours of 8:00 a.m. and 5:00 p.m. This budget is for an annual budget period. This budget was prepared on a modified accrual basis of accounting that is the same as the preceding year.

Contact: Kirby Letham, City Administrator

Telephone: 541-573-2251

Email: administrator@ci.hines.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2019-20	Adopted Budget This Year 2020-21	Approved Budget Next Year 2021-22
Beginning Fund Balance/Net Working Capital	466,395	325,000	455,000
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges		786,650	863,400
Federal, State and all Other Grants, Gifts, Allocations and Donations	56,480	201,700	256,050
Revenue from Bonds and Other Debt	402,721	5,000,000	3,250,000
Interfund Transfers / Internal Service Reimbursements	340,317	26,200	100
All Other Resources Except Current Year Property Taxes		421,500	469,200
Current Year Property Taxes Estimated to be Received	370,389	387,000	475,500
Total Resources	1,636,302	7,148,050	5,769,250

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	716,934	798,200	876,800
Materials and Services	338,168	503,423	540,300
Capital Outlay	630,157	5,596,490	3,994,950
Debt Service	146,517	130,210	129,160
Interfund Transfers	340,317	793,238	1,072,038
Contingencies	0	97,972	75,540
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	0	0
Total Requirements	2,172,093	7,919,533	6,688,788

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
Administration (2 FTE and 1 PTE)	142,915	135,800	151,800
FTE	2	2	2
Police	290,026	308,600	339,050
FTE	3	3	3
Fire	20,989	29,150	29,550
FTE			
Parks (5 FTE and 1 PTE split between four departments)	35,893	24,000	25,400
FTE	3	3	3
Water	106,566	247,200	268,700
FTE			
Sewer	76,603	19,100	20,100
FTE			
Streets	43,939	34,350	42,200
FTE			
Not Allocated to Organizational Unit or Program	0	0	0
FTE	0	0	0
Total Requirements	716,931	798,200	876,800
Total FTE	8	8	8

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Additional finance source - addition of marijuana taxes expected to be received this year.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2019-20	Rate or Amount Imposed This Year 2020-21	Rate or Amount Approved Next Year 2021-22
Permanent Rate Levy (rate limit 4.2922 per \$1,000)	4.2922	4.2922	4.2922
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$636,841	\$6,184,600
Total	\$636,841	\$6,184,600

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

FORM LB-1

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Revenue from Bonds and Other Debt	402,721	5,000,000	3,250,000
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Contingencies	0	97,972	75,540
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	0	0
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Name of Organizational Unit or Program FTE for that unit or program			
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FTE	3	3	3
Water	106,566	247,200	263,700
FTE			
Sewer	76,603	19,100	19,600
FTE			
Streets	43,939	34,350	42,200
FTE			
Not Allocated to Organizational Unit or Program	0	0	0
FTE	0	0	0
Total Requirements	716,931	798,200	865,400
Total FTE	8	8	8

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Additional finance source - addition of marijuana taxes expected to be received this year.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2019-20	Rate or Amount Imposed This Year 2020-21	Rate or Amount Approved Next Year 2021-22
Permanent Rate Levy (rate limit 4.2922 per \$1,000)	4.2922	4.2922	4.2922
Local Option Levy	0	0	0
Levy For General Obligation Bonds	0	0	0

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$636,841	\$6,184,600
Total	\$636,841	\$6,184,600

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment, or Charge on Property

FORM LB-50 2021-2022

To assessor of Harney County

☐ Check here if this is
an amended form.

• Be sure to read instructions in the current Notice of Property Tax Levy Forms and Instructions booklet.

The City of Hines has the responsibility and authority to place the following property tax, fee, charge, or assessment
District name

on the tax roll of Harney County. The property tax, fee, charge, or assessment is categorized as stated by this form.
County name

<u>PO Box 336</u> Mailing address of district	<u>Hines</u> City	<u>OR</u> State	<u>97738</u> ZIP code	<u>06-30-21</u> Date submitted
<u>KIRBY LETHAM</u> Contact person	<u>CITY ADMINISTRATOR</u> Title	<u>541-573-2251</u> Daytime telephone number	<u>administrator@ci.hines.or.us</u> Contact person e-mail address	

CERTIFICATION—You **must** check one box if you are subject to Local Budget Law.

- ☒ The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
☐ The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits
		Rate —or— Dollar Amount
1. Rate per \$1,000 or total dollar amount levied (within permanent rate limit) ... 1		4.2922
2. Local option operating tax 2		
3. Local option capital project tax 3		
4. City of Portland Levy for pension and disability obligations 4		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001 5a		
5b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001 5b		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) 5c		0

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 6	4.2922
7. Election date when your new district received voter approval for your permanent rate limit 7	
8. Estimated permanent rate limit for newly merged/consolidated district 8	

PART III: SCHEDULE OF LOCAL OPTION TAXES— Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount —or— rate authorized per year by voters

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES*

Description	ORS Authority**	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1			
2			

*If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

** The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.

-- HISTORICAL DATA --		ADOPTED	R E V E N U E S		PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	2020-2021	ACCT	DESCRIPTION			
134,972	196,308	179,445	3-01-0101	AVAILABLE CASH ON HAND	250,000	250,000	--
4,347	5,638	5,000	3-10-0100	HARNEY COUNTY	6,500	6,500	--
22,710	19,615	17,000	3-10-0101	PREVIOUSLY LEVIED TAXES	19,000	19,000	--
341,705	345,136	365,000	3-10-0102	TAXES TO BALANCE BUDGET	450,000	450,000	--
7,467	7,395	4,000	3-20-0101	BUSINESS LICENSES	6,500	6,500	--
1,407	5,293	1,400	3-20-0102	DOG LICENSES	1,500	1,500	--
25,258	25,051	34,000	3-30-0101	OLCC LIQUOR SALES TAX	25,000	25,000	--
1,792	3,936	2,000	3-30-0102	TOBACCO SALES TAX	1,200	1,200	--
219,998	222,465	190,000	3-30-0103	TRANSIENT LODGING TAX	190,000	190,000	--
13,913	14,880	12,000	3-30-0104	STATE REVENUE SHARING	16,000	16,000	--
45,706	57,497	55,000	3-30-0105	MARIJUANA TAX	55,000	55,000	--
199	579	350	3-40-0101	COPIES	350	350	--
8,914	18,685	11,000	3-40-0102	RURAL FIRE CONTRACT	10,000	10,000	--
75	65	100	3-40-0103	POLICE REPORTS	100	100	--
1,085	300	300	3-40-0104	ZONE CHANGE/VARIANCE FEE	450	450	--
750	1,150	1,200	3-40-0106	PET IMPOUNDMENT FEES	1,000	1,000	--
100	---	100	3-40-0119	VEHICLE IMPOUND (POLICE)	100	100	--
23,348	19,274	17,000	3-50-0101	FINES AND COURT COSTS	15,000	15,000	--
61,105	72,830	75,000	3-60-0101	POWER FRANCHISE	75,000	75,000	--
2,827	3,789	3,000	3-60-0102	TELEPHONE FRANCHISE	3,500	3,500	--
8,356	7,477	8,500	3-60-0103	TELEVISION FRANCHISE	10,000	10,000	--
3,940	5,568	5,500	3-60-0104	SANITATION FRANCHISE	5,500	5,500	--
---	960	1,200	3-60-0105	LS NETWORK FRANCHISE	7,500	7,500	--
---	---	100	3-60-0106	SLWA FRANCHISE FEE	500	500	--
---	---	---	3-60-0107	MIWAVE FRANCHISE	2,500	2,500	--
---	1,253	1,000	3-70-0100	SALE OF VEHICLES/EQUIPMT.	200	200	--
9,453	5,769	3,500	3-70-0101	REFUNDS & REIMBURSEMENTS	2,000	2,000	--
2,423	4,293	4,000	3-70-0102	FUND INTEREST	2,500	2,500	--
---	---	100	3-70-0103	SALE OF PUBLIC LAND	100	100	--
1,028	---	100	3-70-0105	REIMB: EMERGENCY RESPONSE	1,000	1,000	--
---	1,000	1,000	3-80-0101	GRANT: DLCD PLAN/LAND USE	100	100	--
---	---	---	3-80-0104	GRANT: DISTRACTED DRIVING	---	---	--
313	---	---	3-80-0107	GRANT: VFA/RFA FIRE	100	100	--
---	---	---	3-80-0112	GRANT: CARES GRANT FUNDS	---	---	--
50	250	100	3-80-0115	DONATIONS: FIRE DEPT	100	100	--
50	1,610	500	3-80-0116	DONATION-POLICE DEPT	250	250	--
4,031	3,500	---	3-80-0118	GRANT: POLICE SPEED OT	---	---	--
5,205	120	100	3-80-0120	DONATIONS: PAVILION/PARKS	500	500	--
952,527	1,051,686	998,595	T O T A L D E P T 100 R E V E N U E S		1,159,050	1,159,050	--

Approved 6/8/21

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HISTORICAL DATA		ADOPTED	DESCRIPTION		PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	2020-2021	ACCT				
E X P E N S E S							
PERSONNEL SERVICES							
52,146	43,050	37,300	5-10-0101	ADMINISTRATOR/RECORDER	46,150	46,150	
9,287	9,253	8,900	5-10-0110	UTIL CLERK/PLAN COMM SEC	9,800	9,800	
32,263	28,927	26,100	5-10-0111	TREASURER	26,800	26,800	
2,300		2,000	5-10-0117	LUMP SUM COMPENSATION	1,000	1,000	
7,281	6,183	5,600	5-10-0180	SOCIAL SECURITY (FICA/M)	6,350	6,350	
1,324	1,198	1,300	5-10-0181	EMPLOYMENT TAX (SUTA)	1,450	1,450	
446	461	400	5-10-0182	WORKERS COMPENSATION	450	450	
28,239	41,179	41,500	5-10-0183	INSURANCE: HLTH/DNT/LIFE	43,500	43,500	
9,634	12,664	12,700	5-10-0184	PERS	16,300	16,300	
142,920	142,915	135,800	TOTAL PERSONNEL SERVICES		151,800	151,800	
MATERIALS AND SERVICES							
4,418	2,947	4,000	5-20-0201	OFC SUPP, PRINTING, PSTG	4,000	4,000	
15,149	16,466	15,500	5-20-0202	CONTRACTUAL SERVICES	17,000	17,000	
5,136	2,839	4,000	5-20-0203	ADVERTISING/PUBLIC NOTICE	5,500	5,500	
	41	70	5-20-0204	WASTE DISPOSAL (C&B)	300	300	
		12,500	5-20-0205	MOSQUITO SPRAYING	12,000	12,000	
3,000		1,500	5-20-0206	COMP PLAN WORK	2,500	2,500	
			5-20-0208	GRANT: CARES EXPENDITURES			
4,672	4,630	4,800	5-20-0210	UTILITIES	5,500	5,500	
8,451	11,104	15,000	5-20-0219	LEGAL FEES/COSTS	16,000	16,000	
1,981	1,558	2,400	5-20-0220	TRAV/MEALS/MLG/REGIST	2,000	2,000	
5,250	5,275	6,000	5-20-0221	AUDIT	6,100	6,100	
4,361	4,747	5,000	5-20-0222	WC/PROPERTY LIABILITY INS	5,100	5,100	
332	1,314	1,200	5-20-0223	BUILDING MTC. & EXPENSE	15,000	15,000	
1,858	1,232	1,500	5-20-0224	DONATIONS	1,500	1,500	
2,746	1,295	2,500	5-20-0225	DUES/LICENSES (LOC/OCMA)	2,500	2,500	
5,000	500	3,500	5-20-0226	GRANT ECONOMIC DEVELOP	5,000	5,000	
			5-20-0227	DEER PROCESSING	115	115	
		185	5-20-0228	DONATION TO HIGH SCHOOL	185	185	
50,342	45,873	40,375	5-20-0229	CHAMBER SHARE OF TLT	23,750	23,750	
105	285	100	5-20-0230	REFUNDS	250	250	
		1,000	5-20-0231	GRANT: DLCD PLAN/LAND USE	1,000	1,000	
	5,054	11,570	5-20-0232	TOURISM PROMOTION TLT	23,750	23,750	
	650	700	5-20-0233	EMPLOYEE APPRECIATION	900	900	
19	261	2,500	5-20-0234	EQUIPMENT & REPAIR	2,000	2,000	
		5,000	5-20-0235	GRANT MATCH FUNDS	10,000	10,000	
25			5-20-0237	HOLIDAY LIGHTING CONTEST	200	200	
2,423	3,314	1,500	5-20-0238	CODIFY/DIGITIZE RECORDS	10,000	10,000	
5,667	4,155	6,500	5-20-0241	CITATIONS COURT COSTS	6,000	6,000	
8,160	8,323	8,323	5-20-0242	CEMETERY SHARE TO BURNS	8,350	8,350	
5,000	5,000	5,000	5-20-0244	GIS PROGRAM (HC PLANNING)	5,000	5,000	
134,095	127,048	162,223	TOTAL MATERIALS AND SERVICES		191,500	191,500	
CAPITAL OUTLAY			5-40-0308 BUILDING IMPROVEMENTS		20,000	20,000	

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HISTORICAL DATA		ADOPTED	ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	2020-2021					
	12,474	8,100	5-40-0337	TECHNOLOGY IMPROVEMENTS	7,500	7,500	
TRANSFERS	12,474	8,100		TOTAL CAPITAL OUTLAY	27,500	27,500	
26,808	20,000		5-60-0415	TRANS: TO CP GENERAL FUND			
26,808	20,000			TOTAL TRANSFERS			
CONTINGENCY		10,000	5-70-0501	CONTINGENCY	10,000	10,000	
		10,000		TOTAL CONTINGENCY	10,000	10,000	
303,823	302,437	316,123	TOTAL	DEPT 101 EXPENSES	380,800	380,800	

HISTORICAL DATA				EXPENSES			
2018-2019	2019-2020	ADOPTED 2020-2021	ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
PERSONNEL SERVICES							
64,791	66,564	68,100	5-10-0101	POLICE CHIEF	70,150	70,150	
36,919	39,143	40,600	5-10-0110	POLICE OFFICER #1	50,400	50,400	
1,095	811	4,100	5-10-0111	RESERVES	7,000	7,000	
39,633	39,953	39,400	5-10-0112	POLICE OFFICER #2	42,000	42,000	
14,616	11,933	12,500	5-10-0115	OVERTIME/ON-CALL POLICE	12,500	12,500	
2,897	1,395	2,200	5-10-0116	GRANT: POLICE SPEED OT			
436		1,500	5-10-0117	LUMP SUM COMPENSATION	3,500	3,500	
12,270	12,221	12,700	5-10-0180	SOCIAL SECURITY	14,000	14,000	
2,002	2,138	2,800	5-10-0181	EMPLOYMENT TAX (SUTA)	3,100	3,100	
9,686	9,516	11,000	5-10-0182	WORKERS' COMPENSATION	11,400	11,400	
53,413	75,034	77,200	5-10-0183	INSURANCE: HLTH/DNT/LIFE	80,000	80,000	
27,470	31,318	36,500	5-10-0184	PERS	45,000	45,000	
265,228	290,026	308,600	TOTAL	PERSONNEL SERVICES	339,050	339,050	
MATERIALS AND SERVICES							
843	398	700	5-20-0201	OFFICE SUPPLIES	700	700	
3,708	2,836	5,000	5-20-0220	OFFICER TRN/TRVL/MLG/MLS	10,000	10,000	
2,954		3,500	5-20-0221	RADIOS AND COMM. EQ.	6,500	6,500	
3,570	5,100	6,000	5-20-0222	EQUIPMENT & AMMO	6,500	6,500	
3,320	2,444	3,500	5-20-0223	MAINTENANCE AND EXPENSE	4,500	4,500	
679	618	750	5-20-0225	CLOTHING ALLOWANCE	2,000	2,000	
580	1,185	1,300	5-20-0226	PET IMPOUNDMENT	1,200	1,200	
12,760	11,651	12,000	5-20-0227	VEHICLES FUEL/OIL/TIRES	14,000	14,000	
150	450	450	5-20-0229	MEMBERSHIP FEES	450	450	
20,000	20,000	20,000	5-20-0230	DISPATCH SERVICES: HCSO	20,000	20,000	
10,862	11,076	12,500	5-20-0237	WC/PROPERTY LIABILITY INS	12,800	12,800	
		500	5-20-0239	RADIO REPAIR	500	500	
59,426	55,758	66,200	TOTAL	MATERIALS AND SERVICES	79,150	79,150	
CAPITAL OUTLAY							
1,670	1,695	1,750	5-40-0305	LEXIPOL MANUAL UPDATE	1,750	1,750	
		8,000	5-40-0307	DRUG ENFORCEMENT ASSETS			
	4,611		5-40-0311	POLICE VEHICLE			
			5-40-0337	TECH IMPROVEMENTS	8,500	8,500	
DEBT SERVICE							
1,670	6,306	9,750	TOTAL	CAPITAL OUTLAY	10,250	10,250	
TRANSFERS							
	15,000		5-60-0401	TRANSFER TO CP GEN FUND	15,000	15,000	
			TOTAL	TRANSFERS	15,000	15,000	
CONTINGENCY	15,000	10,000	5-70-0501	CONTINGENCY	10,000	10,000	

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2018-2019	2019-2020	2020-2021	2020-2021							
		10,000	TOTAL CONTINGENCY			10,000		10,000		
326,324	367,090	409,150	TOTAL DEPT 102 EXPENSES			468,050		468,050		

-- HISTORICAL DATA --		ADOPTED			DESCRIPTION	PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	2020-2021	ACCT					
E X P E N S E S								
PERSONNEL SERVICES								
3,534	3,623	4,800	5-10-0101	FIRE CHIEF	4,800	4,800		
3,219	3,065	3,400	5-10-0110	ASSISTANT FIRE CHIEF	4,000	4,000		
12,852	11,572	16,800	5-10-0111	VOLUNTEER FIREFIGHTERS	15,000	15,000		
1,500	1,397	1,900	5-10-0180	SOCIAL SECURITY (FICA/M)	1,700	1,700		
319	310	450	5-10-0181	EMPLOYMENT TAX (SUTA)	400	400		
530	646	1,300	5-10-0182	WORKERS COMPENSATION	1,700	1,700		
			5-10-0183	INSURANCE: HLTH/DNT/LIFE				
349	261	350	5-10-0184	PERS	400	400		
1,458	115	150	5-10-0185	HVFD: STATUTORY LIFE INS.	1,550	1,550		
23,761	20,989	29,150	TOTAL PERSONNEL SERVICES		29,550	29,550		
MATERIALS AND SERVICES								
5,381	5,070	5,400	5-20-0210	UTILITIES	6,000	6,000		
585	572	1,000	5-20-0220	TRAINING MLG/MLS	2,500	2,500		
2,686	3,677	5,000	5-20-0221	EXPENSE & SUPPLIES	6,000	6,000		
5,000	5,000	5,000	5-20-0222	DISPATCH SERVICES (HCSO)	5,000	5,000		
1,597	6,655	8,500	5-20-0223	EQUIPMENT MTC AND EXPENSE	8,500	8,500		
9,554	9,889	10,500	5-20-0237	FIRE DEPT LIAB & VEH INS	11,000	11,000		
1,492	1,419	4,000	5-20-0249	VEHICLES FUEL/OIL/TIRES	6,000	6,000		
120		250	5-20-0250	FINGERPRINT/CERTIFICATION	100	100		
26,415	32,282	39,650	TOTAL MATERIALS AND SERVICES		45,100	45,100		
CAPITAL OUTLAY								
2,999	2,675	4,000	5-40-0301	HOSE/TURN-OUTS/EQUIPMENT	5,000	5,000		
1,331	1,158	1,500	5-40-0303	SCBA TESTING FEE	1,500	1,500		
		100	5-40-0304	GRANT: VFA OR RFA FEE	100	100		
		100	5-40-0313	GRANT: AFG OR FEMA FIRE	100	100		
340		2,500	5-40-0328	BUILDING IMPROVEMENT	2,500	2,500		
4,670	3,833	8,200	TOTAL CAPITAL OUTLAY		9,200	9,200		
TRANSFERS								
16,900	20,000		5-60-0402	TRANSFER TO CP GEN FUND	40,000	40,000		
			5-60-0406	EQPT RES:FIRE TRK/EQUIP				
16,900	20,000		TOTAL TRANSFERS		40,000	40,000		
CONTINGENCY								
		10,000	5-70-0501	CONTINGENCY	10,000	10,000		
		10,000	TOTAL CONTINGENCY		10,000	10,000		
71,746	77,104	87,000	T O T A L DEPT 103 E X P E N S E S		133,850	133,850		

HISTORICAL DATA				ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	ADOPTED 2020-2021						
E X P E N S E S								
PERSONNEL SERVICES								
8,960	9,184	6,050	5-10-0111	PUBLIC WORKS DIRECTOR	6,200	6,200		
5,873	6,020	3,700	5-10-0113	UTILITY WORKER I	3,800	3,800		
492		1,000	5-10-0117	LUMP SUM COMPENSATION	1,000	1,000		
5,256	5,304	3,300	5-10-0123	UTILITY WORKER II	3,400	3,400		
1,575	1,569	1,000	5-10-0180	SOCIAL SECURITY (FICA/M)	1,050	1,050		
291	303	250	5-10-0181	EMPLOYMENT TAX (SUTA)	250	250		
1,412	1,475	1,000	5-10-0182	WORKERS COMPENSATION	1,000	1,000		
9,835	8,838	5,400	5-10-0183	INSURANCE: HTLH/DENT/LIFE	6,000	6,000		
2,454	3,200	2,300	5-10-0184	PERS	2,700	2,700		
36,148	35,893	24,000	TOTAL PERSONNEL SERVICES		25,400	25,400		
MATERIALS AND SERVICES								
903	1,362	2,000	5-20-0221	MATERIALS & SUPPLIES	2,000	2,000		
777	73	2,500	5-20-0222	WEED CONTROL	1,500	1,500		
2,170	424	2,500	5-20-0223	MAINTENANCE AND EXPENSES	2,500	2,500		
2,000	1,810	3,600	5-20-0224	LEAF DUMPSTERS	3,000	3,000		
		8,000	5-20-0227	TREES/SHRUBS/PLANTS	8,000	8,000		
4,400	4,183	5,000	5-20-0233	UTILITIES (PWR FOR PARKS)	6,000	6,000		
	396	800	5-20-0237	WC/PROPERTY LIABILITY INS	850	850		
1,499	1,038	1,500	5-20-0249	VEHICLES FUEL/OIL/TIRES	1,500	1,500		
11,749	9,286	25,900	TOTAL MATERIALS AND SERVICES		25,350	25,350		
CAPITAL OUTLAY								
5,669		80,000	5-40-0309	PARK RESTROOMS	88,500	88,500		
760	3,500	5,000	5-40-0311	VEHICLES/EQUIPMENT	2,100	2,100		
	5,669	21,000	5-40-0312	PARK DEVELOPMENT	25,000	25,000		
		20,000	5-40-0314	PARK SPRINKLERS				
6,429	9,169	126,000	TOTAL CAPITAL OUTLAY		115,600	115,600		
CONTINGENCY								
		10,322	5-70-0501	CONTINGENCY	10,000	10,000		
		10,322	TOTAL CONTINGENCY		10,000	10,000		
54,326	54,348	186,222	TOTAL		176,350	176,350		
952,527	1,051,686	998,595	TOTAL		1,159,050	1,159,050		
468,057	489,823	497,550	TOTAL PERSONNEL SERVICES		545,800	545,800		
231,685	224,374	293,973	TOTAL MATERIALS AND SERVICES		341,100	341,100		
12,769	31,782	152,050	TOTAL CAPITAL OUTLAY		162,550	162,550		
43,708	55,000	14,600	TOTAL DEBT SERVICE		14,600	14,600		
		40,322	TOTAL TRANSFERS		55,000	55,000		
			TOTAL CONTINGENCY		40,000	40,000		
756,219	800,979	998,495	TOTAL FUND 104		1,159,050	1,159,050		

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2018-2019	2019-2020	2020-2021					
R E V E N U E S							
226,824			3-01-0101	AVAILABLE CASH ON HAND			
226,824			T O T A L	DEPT 100 R E V E N U E S			

2018-2019		2019-2020	ADOPTED 2020-2021	ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
R E V E N U E S								
397,463	472,463	45,000	3-01-0101 AVAILABLE CASH ON HAND		45,000	45,000		
3,200	800	470,000	3-40-0108 WATER RECEIPTS		510,000	510,000		
424		1,500	3-40-0109 HOOK-UP FEES (WATER)		1,600	1,600		
1,800		100	3-40-0112 LEASE FEES		1,500	1,500		
460	1,800	1,800	3-40-0113 EXTRA FIRE LINE FEE (WTR)		1,800	1,800		
4,098	4,061	500	3-40-0114 WATER TURN ON/OFF FEE		500	500		
142	10,734	4,500	3-40-0115 1/2 INDST PK DEV (\$1/MO)		4,500	4,500		
		2,000	3-40-0118 WATER TRUCK FEES		1,000	1,000		
		1,000	3-70-0101 REFUNDS		1,000	1,000		
3,686	2,984	3,500	3-70-0102 1/2 INTEREST		1,000	1,000		
3,705	1,725	2,500	3-70-0106 WATER DEPOSITS		2,000	2,000		
		1,000	3-70-0108 REIMBURSE BACK FLOW FEES		1,000	1,000		
160,143	402,721	5,000,000	3-80-0111 WATER SYSTEM IMPROVEMENT		3,250,000	3,250,000		
575,121	996,461	5,533,400	T O T A L DEPT 105 R E V E N U E S		3,820,900	3,820,900		
E X P E N S E S								
PERSONNEL SERVICES								
4,951	4,100	14,400	5-10-0101 ADMINISTRATOR		17,800	17,800		
11,401	11,686	27,500	5-10-0111 UTILITY WORKER I		28,300	28,300		
633	11,091	12,200	5-10-0112 UTILITIES CLERK		13,400	13,400		
17,353	17,828	45,100	5-10-0114 PUBLIC WORKS DIRECTOR		46,400	46,400		
		3,500	5-10-0115 ON-CALL		3,500	3,500		
10,202	10,296	24,300	5-10-0116 UTILITY WORKER II		25,100	25,100		
4,234		2,500	5-10-0117 LUMP SUM COMPENSATION		5,000	5,000		
3,909	4,511	10,200	5-10-0180 SOCIAL SECURITY (FICA/M)		10,800	10,800		
727	899	2,300	5-10-0181 EMPLOYMENT TAX (SUTA)		2,400	2,400		
3,234	3,380	9,600	5-10-0182 WORKERS COMPENSATION		10,100	10,100		
22,658	29,832	63,100	5-10-0183 INSURANCE HLTH/DNTL/LIFE		68,600	68,600		
5,894	8,925	23,200	5-10-0184 PERS		27,700	27,700		
2,293	4,020	9,300	5-10-0186 TREASURER		9,600	9,600		
87,529	106,568	247,200	TOTAL PERSONNEL SERVICES		268,700	268,700		
MATERIALS AND SERVICES								
3,000	3,000	2,800	5-20-0201 AUDIT		3,000	3,000		
37,111	36,532	45,000	5-20-0210 POWER FOR PUMPS		45,000	45,000		
3,825	4,146	4,500	5-20-0211 REGIS/TRAV/MLG/MEALS/LIC		5,000	5,000		
		6,000	5-20-0219 CITY ATTORNEY		6,000	6,000		
		40,000	5-20-0221 MATERIALS & SERVICES		35,000	35,000		
2,758	2,514	8,000	5-20-0222 WC/PROPERTY LIABILITY INS		9,000	9,000		
7,493	6,724	750	5-20-0223 WATER DEPOSIT REFUNDS		500	500		
263	498	5,000	5-20-0224 EQUIPMENT MAINTENANCE		5,000	5,000		
557	365	1,000	5-20-0225 CLOTHING ALLOWANCE		1,000	1,000		
6,274	4,078	7,500	5-20-0227 WATER SYSTEM MAINTENANCE		7,500	7,500		
1,724	2,915	4,500	5-20-0230 POSTAGE		5,000	5,000		
4,588	4,922	5,500	5-20-0233 SHOP UTILITIES		6,000	6,000		

HISTORICAL DATA				ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	ADOPTED						
1,886	5,164	4,500	5-20-0238	WATER TESTING FEES	5,500	5,500		
1,523	1,140	3,000	5-20-0249	VEHICLES FUEL/OIL/TIRES	2,500	2,500		
71,702	73,095	138,050		TOTAL MATERIALS AND SERVICES	136,000	136,000		
CAPITAL OUTLAY								
315		3,150	5-40-0302	PIPES, VALVES & HYDRANTS	2,500	2,500		
2,020	449	5,000	5-40-0306	WATER METERS	2,500	2,500		
55	4,696	40,390	5-40-0307	COMPUTER EQPMT/TECHNOLOGY	15,000	15,000		
118	1,952	2,500	5-40-0310	PUMPS & WELLS	3,500	3,500		
1,000	25,832	2,500	5-40-0311	VEHICLE/EQUIPMENT	20,000	20,000		
169,793	393,069	5,000,000	5-40-0322	WATER SYSTEM PROJECT	3,250,000	3,250,000		
95	1,345	65,000	5-40-0328	MTC SHOP BUILDING				
	18,998		5-40-0329	UNDERGROUND SPRINKLERS	27,500	27,500		
173,396	446,341	5,118,540		TOTAL CAPITAL OUTLAY	3,321,000	3,321,000		
DEBT SERVICE								
15,768	15,420		5-50-0504	USNB LOAN PRINCIPAL (1/2)				
734	361		5-50-0505	USNB LOAN INTEREST (1/2)				
4,139	4,212	4,300	5-50-0506	IFA LOAN PRINCIPAL	4,400	4,400		
454	381	310	5-50-0507	IFA LOAN INTEREST	310	310		
21,095	20,374	4,610		TOTAL DEBT SERVICE	4,710	4,710		
TRANSFERS								
127,409	285,317		5-60-0404	TRANSFER TO CP WATER	80,000	80,000		
			5-60-0408	TRANS: TO CP WATER				
127,409	285,317			TOTAL TRANSFERS	80,000	80,000		
CONTINGENCY								
		25,000	5-70-0501	CONTINGENCY	10,490	10,490		
		25,000		TOTAL CONTINGENCY	10,490	10,490		
481,131	931,695	5,533,400	T O T A L	DEPT 105 E X P E N S E S	3,820,900	3,820,900		

REVENUES

16,000	5,000	3-01-0101	AVAILABLE CASH ON HAND	10,000	10,000
100,345	100,000	3-40-0107	SEWER RECEIPTS	101,000	101,000
4,400	1,500	3-40-0109	HOOK-UP FEES (SEWER)	1,500	1,500
		3-40-0110	ARP GRANT	155,000	155,000
3,336	4,000	3-40-0112	LEASE FEES	3,000	3,000
4,091	4,500	3-40-0115	1/2 INDST PR DEV (\$1/MO)	4,500	4,500
	100	3-70-0101	REFUNDS/REIMBURSEMENTS	100	100
		3-70-0102	1/2 INTEREST	3,500	3,500
3,182	2,983	3-70-0106	SEWER DEPOSITS	2,500	2,500
1,500	1,725	3-70-0108	REIMB: BACK FLOW FEES	2,000	2,000
79,821	80,000	3-80-0110	LAGOON RECEIPTS -\$20 BASE	80,000	80,000
40,614		3-90-0101	TRANSFER FROM CP SEWER	100	100
240,844	209,827	203,100	T O T A L D E P T 106 R E V E N U E S	363,200	363,200

EXPENSES

PERSONNEL SERVICES									
11,401	1,686	1,900	5-10-0111	UTILITY WORKER I	1,900	1,900	---	---	---
633	1,426	1,200	5-10-0112	UTILITIES CLERK	1,250	1,250	---	---	---
17,393	17,828	3,050	5-10-0114	PUBLIC WORKS DIRECTOR	3,100	3,100	---	---	---
---	---	100	5-10-0115	ON-CALL	100	100	---	---	---
10,202	10,296	1,650	5-10-0116	UTILITIES WORKER II	1,700	1,700	---	---	---
992	---	1,000	5-10-0117	LUMP SUM COMPENSATION	1,200	1,200	---	---	---
3,282	3,342	800	5-10-0180	SOCIAL SECURITY (FICA/M)	800	800	---	---	---
613	655	200	5-10-0181	EMPLOYMENT TAX (SUTA)	200	200	---	---	---
2,626	2,743	600	5-10-0182	WORKERS' COMPENSATION	650	650	---	---	---
19,748	19,798	5,000	5-10-0183	INSURANCE HLTH/DNLT/LIFE	5,300	5,300	---	---	---
4,992	6,749	1,700	5-10-0184	PERS	1,950	1,950	---	---	---
2,293	2,480	1,900	5-10-0186	TREASURER	1,950	1,950	---	---	---

MATERIALS AND SERVICES

891	200	5-20-0201	AUDIT	200	200	---
4,283	4,233	5-20-0210	POWER FOR PUMPS	5,000	5,000	---
279	1,214	5-20-0211	REGIS/TRAV/MIG/MEALS/LIC	500	500	---
1,771	1,604	5-20-0221	MATERIALS & SERVICES	2,500	2,500	---
7,216	6,329	5-20-0222	WC/PROPERTY LIABILITY INS	8,000	8,000	---
309	150	5-20-0223	SEWER DEPOSIT REFUNDS	500	500	---
228	276	5-20-0224	EQUIPMENT MTC	1,500	1,500	---
369	106	5-20-0225	CLOTHING ALLOWANCE	500	500	---
2,520	2,014	5-20-0228	SEWER SYSTEM MAINTENANCE	2,500	2,500	---
906	977	5-20-0229	LAGOON MAINTENANCE	2,500	2,500	---
2,749	2,314	5-20-0233	SHOP UTILITIES	3,000	3,000	---
1,607	947	5-20-0249	VEHICLE FUEL/OIL/TIRES	2,500	2,500	---
23,128	20,164	32,050	TOTAL MATERIALS AND SERVICES	29,200	29,200	---

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HIKIRBY

152-UTILITIES FUND
106-SEWER/LAGOON DEPARTMENT

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HISTORICAL DATA		ADOPTED		ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	2020-2021						
CAPITAL OUTLAY								
221,966	10,353	1,000	5-40-0307	COMPUTER EQPT/SERVICE	2,000	2,000		
			5-40-0310	PUMPS/LIFT STATION	150,000	150,000		
	453	3,500	5-40-0311	VEHICLE/EQUIPMENT	6,000	6,000		
			5-40-0312	FACILITY MASTER PLAN	35,000	35,000		
	141	250	5-40-0328	BUILDING MTC OR REPAIR	1,000	1,000		
DEBT SERVICE								
221,966	10,947	4,750	TOTAL CAPITAL OUTLAY		194,000	194,000		
15,768	15,420		5-50-0504	1/2 USNB LOAN PRINCIPAL				
734	361		5-50-0505	1/2 USNB LOAN INTEREST				
82,609	85,224	88,000	5-50-0506	PRINCIPAL ON DEQ #2 LOAN	91,000	91,000		
24,209	21,594	19,000	5-50-0507	INTEREST ON DEQ #2 LOAN	16,150	16,150		
3,957	3,544	4,000	5-50-0508	LOAN FEE ON DEQ #2 LOAN	2,700	2,700		
TRANSFERS								
127,277	126,143	111,000	TOTAL DEBT SERVICE		109,850	109,850		
		26,200	5-60-0408	TRANS: TO CP SEWER				
CONTINGENCY								
		26,200	TOTAL TRANSFERS					
		10,000	5-70-0501	CONTINGENCY	10,050	10,050		
			TOTAL CONTINGENCY		10,050	10,050		
446,546	233,857	203,100	TOTAL	EXPENSES	363,200	363,200		
1,042,789	1,206,288	5,736,500	TOTAL	FUND 152 REVENUES	4,184,100	4,184,100		
161,704	183,171	266,300	TOTAL PERSONNEL SERVICES		288,800	288,800		
94,830	93,259	170,100	TOTAL MATERIALS AND SERVICES		165,200	165,200		
395,362	457,288	5,123,290	TOTAL CAPITAL OUTLAY		3,515,000	3,515,000		
148,372	146,517	115,610	TOTAL DEBT SERVICE		114,560	114,560		
127,409	285,317	26,200	TOTAL TRANSFERS		80,000	80,000		
		35,000	TOTAL CONTINGENCY		20,540	20,540		
927,677	1,165,552	5,736,500	TOTAL	FUND 152 EXPENSES	4,184,100	4,184,100		

2018-2019		2019-2020		ADOPTED 2020-2021	ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
R E V E N U E S									
29,417	154,974	100,000	3-01-0101	AVAILABLE CASH ON HAND		150,000	150,000		
113,617	110,658	115,000	3-30-0105	STATE OF OREGON		124,000	124,000		
		100	3-30-0106	FUEL TAX		50,000	50,000		
75,000		100	3-30-0108	REV FROM CUTS/REPAIRS ETC		1,000	1,000		
2,784	2,751	2,500	3-40-0117	HARNEY COUNTY					
			3-70-0102	INTEREST (BANK)		1,000	1,000		
			3-70-0103	SALE OF SURPLUS PROPERTY		100	100		
	50,000	200,000	3-80-0117	GRANT OR OTHER FUNDING		100,000	100,000		
220,818	318,383	417,700	T O T A L	DEPT 100 R E V E N U E S		426,100	426,100		
E X P E N S E S									
PERSONNEL SERVICES									
8,960	9,184	6,050	5-10-0101	PUBLIC WORKS DIRECTOR		6,200	6,200		
5,873	6,020	3,700	5-10-0110	UTILITY WORKER 1		3,800	3,800		
492		500	5-10-0111	LUMP SUM COMPENSATION		5,000	5,000		
5,256	5,304	3,300	5-10-0123	UTILITY WORKER II		3,400	3,400		
4,951	4,100	5,800	5-10-0124	ADMINISTRATOR		7,100	7,100		
1,953	1,883	1,500	5-10-0180	SOCIAL SECURITY (FICA/M)		1,600	1,600		
350	357	400	5-10-0181	EMPLOYMENT INS (SUTA)		400	400		
2,223	2,313	1,800	5-10-0182	WORKERS COMPENSATION		1,950	1,950		
11,649	10,862	8,000	5-10-0183	INSURANCE: HLTH/DNT/LIFE		8,700	8,700		
3,072	3,917	3,300	5-10-0184	PERS		4,050	4,050		
44,779	43,940	34,350	TOTAL	PERSONNEL SERVICES		42,200	42,200		
MATERIALS AND SERVICES									
14,300	14,303	15,000	5-20-0210	STREET LIGHTING		15,000	15,000		
		1,000	5-20-0221	AUDIT		1,000	1,000		
		10,000	5-20-0222	MATERIALS & SUPPLIES		10,000	10,000		
804	2,869	10,000	5-20-0223	EQUIPMENT/REPAIR/MAINT		4,000	4,000		
694	396	850	5-20-0226	WC/PROP LIAB INSURANCE		1,000	1,000		
804	1,238	2,500	5-20-0249	VEHICLES FUEL/OIL/TIRES		3,000	3,000		
16,602	20,535	39,350	TOTAL	MATERIALS AND SERVICES		34,000	34,000		
CAPITAL OUTLAY									
1,519	2,484	15,000	5-40-0311	VEHICLE/EQUIPMENT		35,000	35,000		
2,943	138,603	290,000	5-40-0331	PAVE/PATCH/REPAIR/ST MTC		261,700	261,700		
			5-40-0332	DOWNTOWN LIGHTING		14,500	14,500		
		1,150	5-40-0339	SIDEWALK/BIKE PATH IMPROV		1,200	1,200		
		15,000	5-40-0340	SIDEWALK DAMAGE REPAIR		5,000	5,000		
4,462	141,087	321,150	TOTAL	CAPITAL OUTLAY		317,400	317,400		
TRANSFERS									
			5-60-0406	TRANSFER TO CP STREET		17,500	17,500		
			TOTAL	TRANSFERS		17,500	17,500		

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HIXIRBY
154-STATE TAX STREET FUND
100-NON DEPARTMENTAL

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HISTORICAL DATA		ADOPTED		ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
2018-2019	2019-2020	2020-2021						
CONTINGENCY								
		22,650	5-70-0501	CONTINGENCY FUND	15,000	15,000		
		22,650	TOTAL CONTINGENCY		15,000	15,000		
65,843	205,562	417,500	TOTAL	DEPT 100 EXPENSES	426,100	426,100		
220,818	318,383	417,700	TOTAL	FUND 154 REVENUES	426,100	426,100		
44,779	43,940	34,350	TOTAL PERSONNEL SERVICES		42,200	42,200		
16,602	20,535	39,350	TOTAL MATERIALS AND SERVICES		34,000	34,000		
4,462	141,087	321,150	TOTAL CAPITAL OUTLAY		317,400	317,400		
			TOTAL DEBT SERVICE					
		22,650	TOTAL TRANSFERS		17,500	17,500		
			TOTAL CONTINGENCY		15,000	15,000		
65,843	205,562	417,500	TOTAL	FUND 154 EXPENSES	426,100	426,100		

2018-2019		2019-2020		ADOPTED 2020-2021	ACCT	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
R E V E N U E S									
259,962	395,786	158,708	3-01-0101	BEGINNING FUND BALANCE	158,708	158,708			
		538,130	3-01-0120	BFB: CP GENERAL FUND	538,130	538,130			
		17,195	3-01-0121	BFB: CP WATER FUND	17,195	17,195			
		21,805	3-01-0122	BFB: CP STREETS FUND	48,005	48,005			
5,321	5,387	5,000	3-01-0123	BFB: CP SEWER FUND	5,000	5,000			
	15,000		3-70-0102	INTEREST					
16,900	20,000		3-90-0103	CP GENERAL FUND POLICE	15,000	15,000			
26,808	20,000		3-90-0104	CP GENERAL FUND FIRE	40,000	40,000			
127,409	285,317		3-90-0107	CP GENERAL FUND CITY HALL					
			3-90-0108	CP WATER FUND	80,000	80,000			
			3-90-0111	CP STREETS FUND	17,500	17,500			
		26,200	3-90-0112	CP SEWER FUND					
436,400	741,490	767,038	T O T A L	DEPT 100 R E V E N U E S	919,538	919,538			
E X P E N S E S									
TRANSFERS									
40,614		48,005	5-60-0400	TRANS: TO SEWER FUND	53,005	53,005			
		538,130	5-60-0402	TRANSFER: TO WATER FUND	618,130	618,130			
		22,195	5-60-0403	TRANS: TO STREETS FUND	34,695	34,695			
		158,708	5-60-0404	TRANS: TO GEN FUND	213,708	213,708			
40,614		767,038	TOTAL	TRANSFERS	919,538	919,538			
40,614		767,038	T O T A L	DEPT 100 E X P E N S E S	919,538	919,538			
436,400	741,490	767,038	T O T A L	FUND 191 R E V E N U E S	919,538	919,538			
TOTAL PERSONNEL SERVICES									
TOTAL MATERIALS AND SERVICES									
TOTAL CAPITAL OUTLAY									
TOTAL DEBT SERVICE									
40,614		767,038	TOTAL	TRANSFERS	919,538	919,538			
TOTAL CONTINGENCY									
40,614		767,038	T O T A L	FUND 191 E X P E N S E S	919,538	919,538			
2,652,534	3,317,847	7,919,833	GRAND TOTAL	REVENUES	6,688,788	6,688,788			
674,540	716,934	798,200	GR TOTAL	PERSONNEL SERVICES	876,800	876,800			
343,117	338,168	503,423	GR TOTAL	MATERIALS AND SERVICES	540,300	540,300			
412,593	630,157	5,596,490	GR TOTAL	CAPITAL OUTLAY	3,994,950	3,994,950			
148,372	146,517	130,210	GR TOTAL	DEBT SERVICE	129,160	129,160			
211,731	340,317	793,238	GR TOTAL	TRANSFERS	1,072,038	1,072,038			
		97,972	GR TOTAL	CONTINGENCY	75,540	75,540			
1,790,353	2,172,093	7,919,533	GRAND TOTAL	EXPENSES	6,688,788	6,688,788			

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HIXIRBY
191-CAPITAL PROJECTS FUND
100-NON DEPARTMENTAL
-- HISTORICAL DATA --
2018-2019 2019-2020

ADOPTED
2020-2021

ACCT

DESCRIPTION

PROPOSED

APPROVED

ADOPTED

BUDGET DOCUMENT
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RESOLUTION NO. 2301

**A Resolution Adopting the 2021-2022 Budget, Making Appropriations,
and Imposing and Categorizing Taxes**

BE IT RESOLVED that the Common Council of the City of Hines hereby adopts the budget for fiscal year 2021-22, in the total of **\$6,688,788.00**, now on file at Hines City Hall, 101 E. Barnes, Hines OR.

BE IT FURTHER RESOLVED that the amounts for fiscal year beginning July 01, 2021, and for the purposes shown below, are hereby appropriated:

GENERAL FUND:

Personnel Services	\$ 539,900
Materials & Services	\$ 347,000
Transfers to other funds	\$ 55,000
Capital Outlay	\$ 162,550
Contingency	\$ 40,000
Debt Service	\$ 14,600
TOTAL APPROPRIATION	\$1,159,050

STATE TAX STREET FUND:

Personnel Services	\$ 42,200
Materials & Services	\$ 34,000
Capital Outlay	\$ 317,400
Transfers to other funds	\$ 17,500
Contingency	\$ 15,000
TOTAL APPROPRIATION	\$ 426,100

UTILITIES FUND:

Personnel Services	\$ 283,300
Materials & Services	\$ 165,700
Transfers to other funds	\$ 80,000
Capital Outlay	\$3,520,000
Contingency	\$ 20,540
Debt Service	\$ 114,560
TOTAL APPROPRIATION	\$4,184,100

CAPITAL PROJECTS:

Capital Outlay	\$ -0-
Transfers to other funds	\$ 919,538
TOTAL APPROPRIATIONS	\$ 919,538

TOTAL PERSONNEL SVCS	\$ 865,400
TOTAL MATERIALS/SVCS	\$ 546,700
TOTAL CONTINGENCY	\$ 75,540
TOTAL CAPITAL OUTLAY	\$3,999,950
TOTAL TRANSFERS	\$1,072,038
TOTAL DEBT SERVICE	\$ 129,160

TOTAL ADOPTED BUDGET **\$6,688,788**

BE IT FURTHER RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2021-22 upon the assessed value of all taxable property within the City:

GENERAL GOVERNMENT LIMITATION

Permanent Rate Tax \$4.2922 per \$1,000

ADOPTED by the Hines Common Council this 22nd day of June, 2021 by a vote of _____ "ayes"
to _____ "nays."

NIKKI MORGAN, Mayor

ATTESTED TO BY:

KIRBY LETHAM, Administrator



RESOLUTION NO. 2302

LOSS PREVENTION PROGRAM ANNUAL EVALUATION

The City of Hines recognizes that it has the responsibility to provide a safe and healthful work environment for its employees, and that each employee must pursue the highest in his/her assigned activity.

The City of Hines has established a loss prevention program and expects its employees to respond to all safety efforts and to perform their jobs in the safest possible manner. The responsibility for the overall effort and direction of the City's loss control program will rest with the City of Hines.

A loss control/safety committee has been created for both City Hall and the Fire Department to monitor the loss control policy, investigate losses and loss trends, prepare written reports that include corrective action, and provide loss prevention assistance to all staff. The committee will be available to the work environment.

On job sites where harmful plants, animals, toxic material or other potentially harmful conditions exist, employees are instructed regarding potential hazards, personal hygiene necessary and required personal protective measures.

All requests for personal protective equipment will be made to the loss control / safety committee. This committee is responsible for evaluation and obtaining and instructing in the proper maintenance of all personal protective equipment.

The loss control/safety committee meets monthly and makes quarterly inspections to evaluate and detect physical and chemical hazards, prepare written corrective action, and recommend appropriate controls, if needed.

All work sites are evaluated to help employees adjust to the working conditions. This loss control program has been evaluated annually to ensure success. The Committee reviews Safety Committee minutes and looks at recommendations and actions taken. The Committee will also review comments, recommendations, and actions from or by the City/County Insurance Safety Inspector.

ADOPTED by the Hines Common Council this 23rd day of June 2020 by a vote of _____ "ayes" to _____ "nays."

CITY OF HINES

By: _____
Nikki L. Morgan, Mayor

ATTESTED TO BY:

Kirby Letham, City Administrator

RESOLUTION NO. 2303

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

BE IT RESOLVED that the Common Council of the City of Hines, pursuant to ORS 221.770, hereby elects to receive state revenues for fiscal year 2021-22

PASSED by the Common Council of the City of Hines and approved by the Mayor on this 22nd day of June 2021.

CITY OF HINES

By: _____
Nikki Morgan, Mayor

ATTESTED TO BY:

Kirby Letham, City Administrator

I hereby certify that after due notice, a public hearing before the Hines Budget Committee were held on May 11, May 25, and June 8, and a public hearing before the Hines Common Council on June 22, 2021, giving citizens an opportunity to comment on the use of State Revenue Sharing.

Kirby Letham, City Recorder



Oregon
Kate Brown, Governor

Department of Administrative Services

Enterprise Goods and Services, Shared Financial Services

155 Cottage St. NE

Salem, OR 97301-3972

(971) 719-3183

**AN ORDINANCE/RESOLUTION DECLARING THE CITY'S ELECTION
TO RECEIVE STATE REVENUES**

The City of _____ ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2021-2022.

Passed by the Common Council the _____ day of _____, 2021.

Approved by the Mayor this _____ day _____, 2021.

Mayor _____

Attest _____

I *certify that a public hearing before the Budget Committee was held on _____, 2021 and a public hearing before the City Council was held on _____, 2021, giving citizens an opportunity to comment on use of State Revenue Sharing.

City Recorder

RESOLUTION NO. 2304

A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS FOR THE CITY OF HINES

WHEREAS the HINES COMMON COUNCIL elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the volunteer classes listed in this resolution, noted on CIS payroll schedule, verified at audit:

1. Public Safety Volunteers

Applicable X Non-applicable ____

An assumed monthly wage of not less than \$800 per month per volunteer will be used for public safety volunteers in the following volunteer positions (check all that apply):

Police reserve X Firefighter X

2. Volunteer boards, commissions and councils for administrative duties.

Applicable X Non-applicable ____

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission or council for the performance of administrative duties, including:

- a. Hines Common Council and Mayor
- b. Hines Planning Commission
- c. Hines Budget Committee (which includes the elected Common Council)

3. Manual labor by elected officials.

Applicable X Non-applicable ____

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2.

List duties: volunteering at community service functions.

4. Non-public safety volunteers

Applicable X Non-applicable _____

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign an appropriate classification code according to the type of work being performed.

Parks X Public works Streets Other X CITY HALL

5. Community Service Volunteers/Inmates

Applicable X Non-applicable _____

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by CITY OF HINES.

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement.

6. Other volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that CITY OF HINES:

- Provides at least two weeks' advance written request to CIS underwriting
- CIS approves the coverage and date of coverage
- CIS provides written confirmation of coverage

CITY OF HINES agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service and hours of service and make them available at the time of a claim or audit to verify coverage. Hines City Administrator will act as the Volunteer Coordinator.

NOW, THEREFORE, be it resolved by the CITY OF HINES to provide workers' compensation coverage as indicated above.

ADOPTED by Hines Common Council by a vote of ____ "ayes" to ____ "nays" on this 22nd day of June 2021.

CITY OF HINES

By: _____

NIKKI L. MORGAN, Mayor

ATTESTED TO BY:

KIRBY LETHAM, City Administrator

RESOLUTION NO. 2305

A Resolution Transferring Monies Between Objects of Expenditure

BE IT RESOLVED that the Common Council of the City of Hines hereby transfers the following monies between objects of expenditure for the 2020-21 budget:

TRANSFERS BETWEEN OBJECTS OF EXPENDITURE:

From	104-101-5-70-0501	City Hall Contingency		\$ 2,631.00
To	104-101-5-10-0110	Util Clerk/Plan Comm Sec	\$ 500.00	
To	104-101-5-10-0182	Workers Compensation	\$ 25.00	
To	104-101-5-10-0183	Insurance: Hlth/Dnt/Life	\$ 650.00	
To	104-101-5-20-0203	Advertising/Public Notice	\$ 169.00	
To	104-101-5-20-0210	Utilities	\$ 151.00	
To	104-101-5-20-0221	Audit	\$ 250.00	
To	104-101-5-20-0230	Refunds	\$ 886.00	

From	104-102-5-70-0501	Police Contingency		\$ 4,947.00
To	104-102-5-10-0111	Reserves	\$ 3,811.00	
To	104-102-5-10-0115	Overtime/On-Call Police	\$ 500.00	
To	104-102-5-20-0221	Radios/Comm Eq.	\$ 636.00	

From	104-103-5-70-0501	Fire Contingency		\$ 4,371.00
To	104-103-5-10-0110	Asst. Fire Chief	\$ 1,200.00	
To	104-103-5-10-0182	Workers Compensation	\$ 20.00	
To	104-103-5-20-0210	Utilities	\$ 216.00	
To	104-103-5-20-0220	Training Mlg/Mls	\$ 326.00	
To	104-103-5-40-0304	Grant: VFA or RFA Fee	\$ 2,609.00	

From	152-105-5-70-0501	Water Contingency		\$ 2,391.00
To	152-105-5-10-0112	Utilities Clerk	\$ 425.00	
To	152-105-5-10-0114	Public Works Director	\$ 50.00	
To	152-105-5-10-0183	Insurance Hlth/Dntl/Life	\$ 350.00	
To	152-105-5-20-0184	PERS	\$ 628.00	
To	152-105-5-20-0238	Water Testing Fees	\$ 938.00	

From	152-106-5-70-0501	Sewer Contingency		\$ 833.00
To	152-106-5-20-0221	Materials & Services	\$ 416.00	
To	152-106-5-20-0224	Equipment Mtc	\$ 417.00	

ADOPTED by the Common Council of the City of Hines this 22nd day of June 2021 by a vote of _____ "ayes" to _____ "nays."

NIKKI MORGAN, Mayor

ATTESTED TO BY:

KIRBY LETHAM, Administrator/Recorder

RESOLUTION 2300

A RESOLUTION REPEALING RESOLUTION 2268, AND REPEALING RESOLUTION 2297, AND ALL PRECEDING RESOLUTIONS OR ORDINANCES PERTAINING TO THE SETTING OF WATER METER RATES AND VOLUME CHARGES, AND AUTHORIZING COLLECTION OF SUCH FUNDS.

WHEREAS, the City of Hines Charter provides that the City of Hines shall have all the power that the constitution, statutes and common law of the United States and the State of Oregon now or hereafter expressly or implied, grant or allow the City, the City shall be vested with the power within its limits of authority to perform all public services; and

WHEREAS, it is in the best interest of the health, safety, and welfare of the citizens of Hines to establish a utilities rate system that collects revenue sufficient to cover the costs of delivery and allow the City to sufficiently maintain and operate the utility system; and

WHEREAS, the City suspended water usage charges with RESOLUTION 2297; and

WHEREAS, the City desires to repeal RESOLUTION 2297 and charge a water usage once again; and

WHEREAS, the City purchased new water meters as part of the Water System Improvement Project for all residential and some commercial users, and these new meters measure in gallons; and

WHEREAS, the City has determined that these new water meters are installed and able to properly measure water usage by water users, and City staff are able to properly record and use water meter data collected to charge water users fairly; and

BE IT HEREBY RESOLVED by the Common Council of the City of Hines, Oregon that the following base and usage rates become effective as of July 1, 2021, for services provided by the City of Hines to utility consumers:

WATER:

Base rate by meter size fee per monthly billing, calculated upon the American Water Works Association (AWWA) formula for rate calculation in gallons (see following chart):

1 MONTH (gals)			Council Feb 2021		tier 1		tier 2		tier 3				
Meter Size	Base Rate	Base Usage	Low	High	Low	High	Low	High	Low	High	Tier 1	Tier 2	Tier 3
5/8 and 3/4 inch	\$ 45.92	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.000467	\$ 0.000667
1-inch	\$ 64.29	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.000467	\$ 0.000667
1-1/2-inch	\$ 82.66	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.0003333	\$ 0.0003333
2-inch	\$ 133.18	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.0003333	\$ 0.0003333
3-inch	\$ 505.16	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.0003333	\$ 0.0003333
4-inch	\$ 642.93	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.0003333	\$ 0.0003333
Outside City Limits	\$ 55.11	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.000467	\$ 0.000667
Low Income	\$ 32.15	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.000467	\$ 0.000667
Low Income Outside City Limits	\$ 31.15	10,000	10,001	13,750	13,751	17,500	17,501	+			\$ 0.0003333	\$ 0.000467	\$ 0.000667

*Base Usage is included with Base Rate

*Usage amounts are measured in Gallons

Also, for clarification the following chart depicts how the above monthly rates will appear on a bi-monthly billing cycle, which the City will continue to use as of this Resolution:

PER 2 MONTH BILLING CYCLE (gals)			Council Feb 2021		tier 1		tier 2		tier 3				
Meter Size	Base Rate	Base Usage	Low	High	Low	High	Low	High	Low	High	Tier 1	Tier 2	Tier 3
5/8 and 3/4 inch	\$ 91.84	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.000933	\$ 0.001333
1-inch	\$ 128.58	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.000933	\$ 0.001333
1-1/2-inch	\$ 165.32	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.0006666	\$ 0.0006666
2-inch	\$ 266.36	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.0006666	\$ 0.0006666
3-inch	\$ 1,010.32	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.0006666	\$ 0.0006666
4-inch	\$ 1,285.86	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.0006666	\$ 0.0006666
Outside City Limits	\$ 110.22	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.000933	\$ 0.001333
Low Income	\$ 64.30	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.000933	\$ 0.001333
Low Income Outside City Limits	\$ 62.30	20,000	20,001	27,500	27,501	35,000	35,001	+			\$ 0.0006666	\$ 0.000933	\$ 0.001333

*Base Usage is included with Base Rate

*Usage amounts are measured in Gallons

Fire line rates defined under Resolution 2205 remain the same at this time, and are referenced herein only for continuity:

All fire line fees are \$25 per month.

Adjustment of bills for meter error: If, upon comparison of past water usage, it appears that a meter is not working properly, the City may, at its option, test the meter and adjust the charges accordingly. If the meter reading is found to be out of the allowable tolerance for error, or found to be non-registering, the bill will be computed by staff upon an estimate of consumption based either upon the customer's prior use during the same season of the year, or upon a reasonable comparison with the use of other customers receiving the same class of service during the same season, and under similar circumstances and conditions.

Security deposits and terms as defined under Resolution 2205 remain the same at this time, and are referenced herein only for continuity:

The amount of security deposit required for new accounts is \$150. A letter of reference showing a good payment history from a previous utility supplier may substitute for the deposit. The deposit may be applied to the customer's bill after one year of timely bill

payments; or refunded, wholly or partially, upon account closure, after all amounts due have been satisfied in full.

SEWER AND LAGOON FEES:

Base rate per account type, per month:

Residential (single- and multi-family)	\$23
Low-income (State eligibility criteria)	\$19.50
(No residential sewer volume charge)	

Commercial	\$23
+ Volume charge: \$0.00027/gal.	+

"Commercial" includes businesses, industrial, apartments, manufactured home and RV parks, schools, assisted living, churches and all others, EXCLUDING any lines used only for irrigation and/or septic tank users. Sewer volume charge will be applied to commercial accounts YEAR ROUND.

The Hines Common Council is hereby given the authority to amend and update charges herein by resolution and review charges whenever deemed necessary.

ADOPTED this 22nd day of JUNE, 2021, by a vote of _____ "ayes" to _____ "nays."

NIKKI MORGAN, Mayor

ATTESTED TO BY:

Kirby Letham, City Administrator

RESOLUTION NO. 2306

A RESOLUTION OF THE CITY OF HINES OREGON, ACCEPTING CERTAIN IDENTIFIED UNANTICIPATED REVENUES, IN THE FORM OF DONATIONS FOR CITY PARK IMPROVEMENT TO BE ADDED TO THE GENERAL FUND, AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the City, through its governing body, has been notified those unanticipated and unbudgeted funds in the amount of \$3,000.00 are available through a donation from Streamline Consulting LLC for park improvements; and

WHEREAS, the City desires to accept such funds for the purpose offered;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF HINES, OREGON:

That effective immediately, the amount of \$3,000.00 is authorized to be accepted into a revenue line numbered and entitled "104-100-3-80-0120 DONATIONS: PAVILION/PARKS", then transferred and expended from "104-104-5-40-0312 PARK DEVELOPMENT."

APPROVED and ADOPTED by the Common Council of the City of Hines this 22nd day of June 2021 by a vote of _____ "ayes" to _____ "nays."

CITY OF HINES

By: _____
NIKKI MORGAN, Mayor

ATTESTED TO BY:

Kirby Letham, City Administrator

Streamline Consulting LLC

PO Box 1010
HINES
541-999-1597MID OREGON FEDERAL
CREDIT UNION
BEND, OR 97708-6749 541-382-1795
96-7418/3232

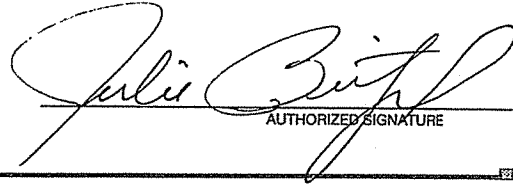
05/21/2021

PAY TO THE
ORDER OF

City of Hines

\$ **3,000.00

Three Thousand and 00/100 ***** DOLLARS

City of Hines
PO Box 336
Hines, OR 97738
AUTHORIZED SIGNATURE

MEMO

Donation for Playground

⑈002296⑈ ⑆323274186⑆76992105411307⑈

RESOLUTION NO. 2307

**A RESOLUTION OF THE CITY OF HINES OREGON,
ACCEPTING CERTAIN IDENTIFIED UNANTICIPATED REVENUES,
IN THE FORM OF DONATIONS FOR FOR THE HINES FIRE DEPARTMENT TO BE
ADDED TO THE GENERAL FUND, AND AUTHORIZING ITS EXPENDITURE**

WHEREAS, the City, through its governing body, has been notified those unanticipated and unbudgeted funds in the amount of \$5,000.00 are available through a donation from New Sun Energy LLC, for the Fire Department; and

WHEREAS, the City desires to accept such funds for the purpose offered;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF HINES, OREGON:

That effective immediately, the amount of \$5,000.00 is authorized to be accepted into a revenue line numbered and entitled "104-100-3-80-0115 DONATIONS: FIRE DEPARTMENT", then transferred and expended from "104-103-5-40-0301 HOSES/TURNOUTS/EQUIPMENT."

APPROVED and ADOPTED by the Common Council of the City of Hines this 22nd day of June 2021 by a vote of _____ "ayes" to _____ "nays."

CITY OF HINES

By: _____
NIKKI MORGAN, Mayor

ATTESTED TO BY:

Kirby Letham, City Administrator

NewSun Energy LLC
3500 S DuPont Hwy
Dover, DE 19901

CHASE
JPMorgan Chase Bank, N.A.
www.Chase.com
91-2/1221

6/10/2021

PAY TO THE
ORDER OF City of Hines

\$ **5,000.00

Five Thousand and 00/100*****

DOLLARS

City of Hines
101 E. Barnes Avenue
PO Box 336
Hines, OR 97738


AUTHORIZED SIGNATURE

MEMO

Rural Fire Suppression Program Donation

⑈000 1 1 5⑈ ⑆ 1 2 2 1 0 0 0 2 4 ⑆

605676912⑈

Security features Details on back.



**CITY OF HINES, OREGON PLANNING COMMISSION
ADMINISTRATIVE REVIEW – FINDINGS AND DECISION**

- APPLICANT:** Kris and Christina Banton
217 Jones Avenue
Hines, OR 97738
- LOCATION:** 217 Jones Avenue
TOWNSHIP 23 S., RANGE 30 E., W.M. SECTION 23DC TL 4600
LAND IN JONES ADDITION IN THE CITY OF HINES, HARNEY
COUNTY, OREGON ACCORDING TO THE CORRECTION PLAT
FILED FEBRUARY 20, 1970, AS FOLLOWS: BLOCK 4, LOT 7.
- BURDEN OF PROOF:** Applicant must satisfy all criteria for a variance, as set forth in the City of Hines, OR Comprehensive Plan, Section 6.
- APPLICATION REQUEST:** They are requesting permission to build a shop on their land that exceeds both the 15' maximum height restriction and 800 sf shop size. The request is for a 1,440sf shop with a roof peak height of 21'.
- BASIC FACTS:** The subject property is zoned Single-Family Residential (RS). They had a shop on their lot that had an approved variance of 1,296sf that was recorded with the County June 9, 2016. The shop was destroyed by fire, and they would like to replace it with a larger shop.
- HEARINGS AND EXHIBITS:** A hearing on this matter was held June 10, 2021, at Hines City Hall. A quorum was not present and the meeting was continued June 16, 2021.
The following exhibits made up the record:
- a. Building permit filed with the City of Hines.
 - b. Variance application filed with the Hines Planning Commission.
 - c. Tax lot map, indicating area of proposed construction.
 - d. Legal description of the property
 - e. Site plan showing proposed building size.
 - f. Planning Commission Staff Report
- FINDINGS OF FACT:** Section 6.5 Circumstances for Granting a Variance – A variance may be granted only in the event that all of the following circumstances exist:
- a. Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from lot size or shape, topography or other circumstances over which the owners of the property since enactment of this ordinance have no control.

FINDING: There is an existing variance recorded with the County in 2015 for a shop which allows dimensions of 36' x 36' (1,296 sf) with 10 ½' walls, a 3/12 pitch and a peak height of 15'.

- b. The variance is necessary for the preservation of a property right of the applicant substantially the same as other owners of other property in the same zone or vicinity.

FINDING: A new variance is not necessary for the preservation of property rights.

- c. The variance would not be materially detrimental to the purposes of this ordinance, or to property in the same zone or vicinity in which the property is located, or otherwise conflict with the objectives of any City plan or policy.

FINDING: A new variance for a shop on this property would be detrimental as it further exceeds limits.

- d. The variance requested is the minimum variance which would alleviate the hardship.

FINDING: No. The existing variance on record meets the minimum variance needed. A new variance would exceed the minimum limitation.

DECISION: The Bantons approached the Planning Commission with a request to replace the shop destroyed by fire. They felt this would be the time to rebuild with the changes they have been wanting. This new shop would have an increase in are of 144sf, an increase of 6' for roof peak and an increase of 5 ½' from ground to eaves over the shop that had previously been approved by the Planning Commission. The Planning Commission has voted to recommend the approval of the increase in size for the new shop.

APPROVED AND FORWARDED TO THE HINES COMMON COUNCIL June 16, 2021.



You are welcome in HINES

www.ci.hines.or.us

CITY OF HINES, PO Box 336, Hines OR 97738 541-573-2251 ofc 541-573-5827 fax

CITY OF HINES

REVIEW & APPROVAL TO APPLY FOR BUILDING PERMIT

Name(s) Kris Banton
 Site address 217 Jones St Phone(s) 541-589-4390
 Mailing address POB 812 Hines OR 97738 E-mail KrisBanton2011@gmail.com

CLASS OF DEVELOPMENT

☒ Residential ☐ Commercial ☐ Industrial
☐ Multiple dwelling ☐ Manufactured home ☐ Other _____

STATUS

☐ Proposal is allowed outright within its specific zone classification.
☐ Applicant proposed conditional use _____
☒ Applicant requested variance _____
☐ Division or lot line adjustment has been completed _____
☐ Survey reviewed by (engineer, architect, etc.) _____
☐ Site plan reviewed by (contractor, engineer, etc.) _____
☐ Water and sewer services have been arranged _____
☐ Zoning clearance has been established Zone RS (RS, RL, RM, C, CD, I, P)
☐ Floodplain review
 Substantial Improvement ☐ Yes ☐ No
 Flood-proofed (gates, fill, etc.) ☐ Yes ☐ No
 Elevation Certificate provided ☐ Yes ☐ No
☐ Physical requirements reviewed for specific zoning classification
 Lot size ☐ Lot coverage % ☐ Building height
 Parking/street ☐ Corner lot ☐ Interior lot
☐ Other special requirements/conditions
Variance request oversized shop

Property owner is responsible for any setbacks that may apply to any structure being built. If, in the future, any dispute arises over the property boundaries or setbacks, it will be the responsibility of the owner of the property whereon the dispute arises to provide legal documentation to settle the dispute. **City of Hines staff will not provide any legal advice pertaining to real property or its development.**

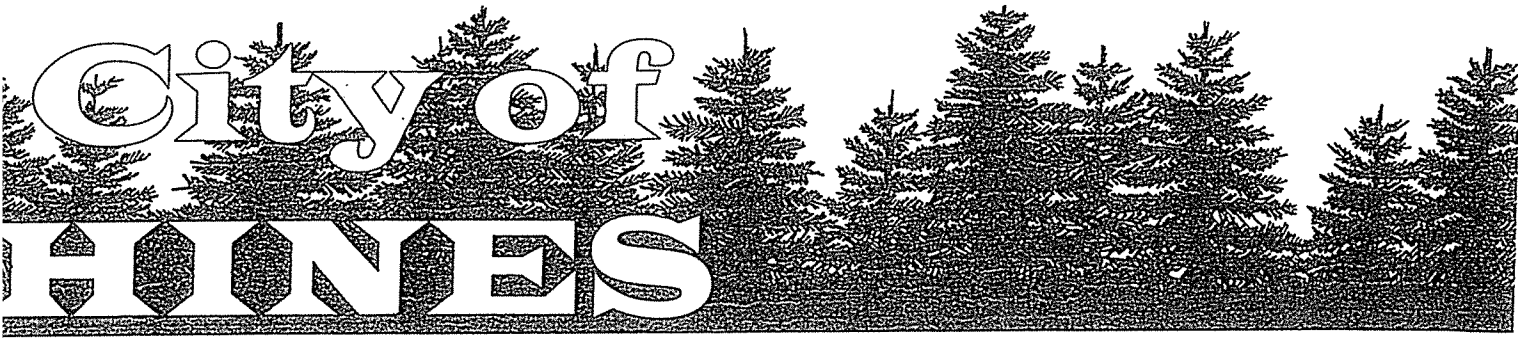
DATE SIGNED 5-14-2021

DATE SIGNED 5-14-2021

DATE SIGNED _____

Kris Banton
 Applicant
Christina M. Banton
 Applicant

City of Hines Administrator or designee



P.O. Box 336 • Hines OR 97738 • (541) 573-2251 • FAX (541) 573-5827 • www.ci.hines.or.us

PLANNING COMMISSION APPLICATION

APPLICATION FOR (check one):

\$150.00 FEE

pd via
pdf 5/14/21

- ☐ Conditional use ☒ Variance ☐ Partition ☐ Zone Change
☐ Subdivision ☐ Property Line Adjustment ☐ Consolidation

Site Address: 217 Jones St Hines OR 97738

Legal Description: _____

Reason for Request: Shop burnt down - Need to be able to park RV inside when I Rebuild

Current Use of Property: _____

Property Zone: _____

Natural Hazards Affecting Proposal: _____

Applicant Name(s): Kris + Christi Banton

Mailing Address: P.O. Box 812 Hines OR 97738

Cell Phone: 541-589-4390 OR 4391 Home Phone: _____

Property Owner Name & Address, if different: _____

****Written permission from Property Owner is REQUIRED****

Kris Banton
Signature of Applicant

Date: 5-14-2021

Christi M. Banton
Signature of Applicant

Date: 5-14-2021

City Approval: _____

Date: _____

Planning Commission Approval: _____

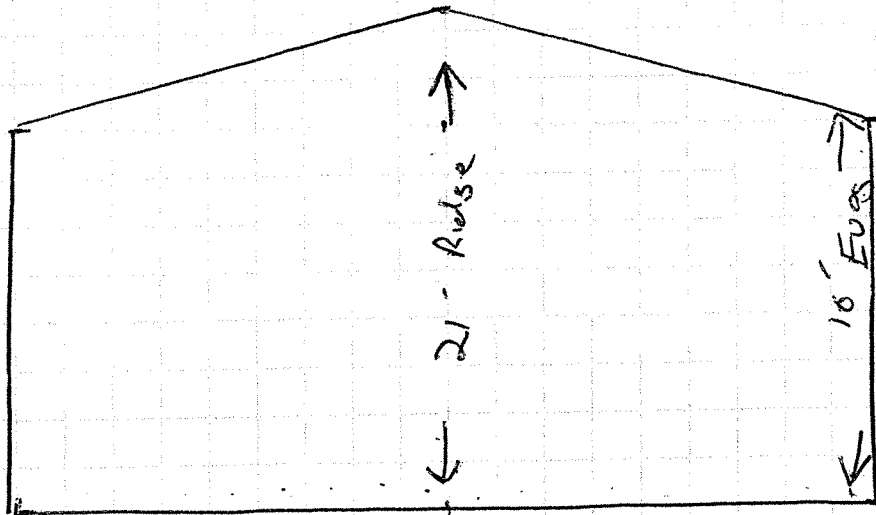
Date: _____

Mayor's Approval: _____

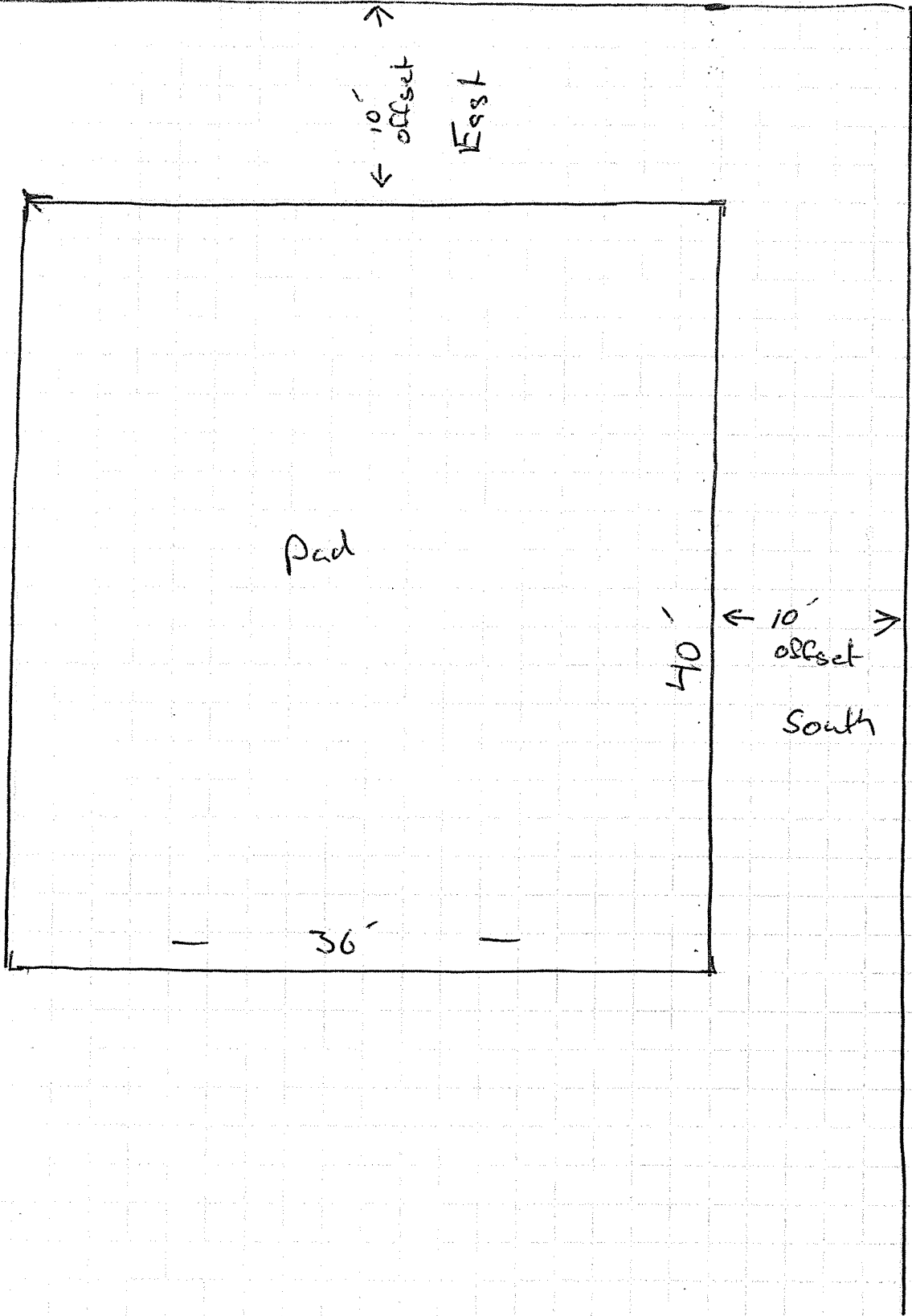
Date: _____

Kris Banton
217 Jones St.
Hines OR 97738
Cell: 541-589-4390

14' door height
16' allows for
roll up doors

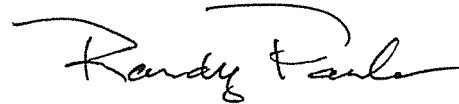


5-14-2021



Unfortunately we are against the variance request.
The tallness of the shops block our view and if they
are made of metal, the sun hits them and it is
blinding for whoever's back yard it hits.

Jane & Randy Parks

A stylized, cursive handwritten signature of Jane Parks.A stylized, cursive handwritten signature of Randy Parks.

210 S. Saginaw
Hines

MAY 24 2021

Plectrum Music Company Presents

Beer & Brats **Music Festival & Street Fair in Downtown Burns**

**August 14, 2021
11 AM - 9 PM**



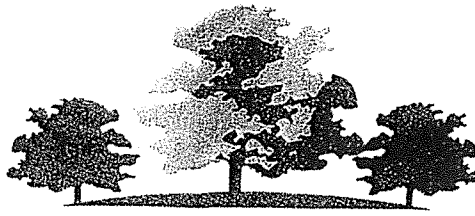
EVENTS

- Live Musical Acts from 11AM to 9PM- 3-4 local musicians
- Kids Carnival Games
- Cookie Decoration
- Henna Tattoos
- Face Painting
- Tie-Dye T-Shirts- Ran by Global Exploration Club from High School
- Food Vendors
- Merchant Vendors
- Artist Vendors

Family Friendly!

Beer Dogs Food Cart
Central Hotel/ 1188 Brewery
Shaved Ice Guy by Reflections
Annie's Bakery
Sweet Jen's
Cam's Coffee (from Klamath Falls)
Soda District
Outlaw Wood Products
And many more...

**For more information or to volunteer contact: Misti or Dan
Porter 541-589-4952, plectrummusiccompany@gmail.com**



You are welcome in HINES

101 E. Barnes Avenue / PO Box 336, Hines OR 97738 541-573-2251 FAX 541-573-5827 cityofhines.com

LIVESTOCK PERMIT

Application for keeping livestock, domestic animals (excluding dogs, cats & rabbits), poultry, fowl or bees within the city limits (Hines Municipal Code Chapter 6)

NAME OF APPLICANT(S): Blake Bamford & Emily Kokesch
 PROPERTY ADDRESS: 140 N Ogden Ave, Hines OR 97738
 MAILING ADDRESS: P.O. Box 315 Hines OR 97738
 PHONE: 503-519-8488
 NAME/PHONE OF PROPERTY OWNER: Emily Kokesch 503-~~519-8488~~ 519-8488

PERMIT IS SUBJECT TO THE FOLLOWING CONDITIONS AND MAY BE REVOKED BY THE CITY OF HINES, AT ANY TIME, FOR NON-COMPLIANCE

1. Permit applies only to single-family dwelling or duplex (not apartments).
2. No more than six (6) adult poultry allowed per property; no roosters
3. No more than two (2) fowl; two (2) livestock under nine months of age.
4. Any slaughter or euthanasia of animals or birds is limited by state law.
5. Livestock, animals, poultry or fowl must always be inside enclosure.
6. Livestock, animals, poultry, fowl or bees must be kept behind residence.
7. Enclosures and buildings must always be kept in sanitary condition.
8. Enclosures, buildings must be free of noticeable odors, offal and debris.
9. Enclosures and buildings must comply with all setbacks, land use rules.
10. Non-compliance complaints may result in withdrawal of permit by Council.

TYPE AND NUMBER OF LIVESTOCK OR FOWL: Chickens 5
 TYPE AND LOCATION OF STRUCTURE: Coop Behind house ←
9ft / 8ft / 6ft plus Run Wood & Chicken Wire
DIMENSIONS: HEIGHT/WIDTH/LENGTH TYPE OF CONSTRUCTION MATERIAL LOCATION

TYPE OF RUN OR PEN: Chicken wire
6ft / 10ft / 10ft Chicken wire & wood Attached to coop
DIMENSIONS: HEIGHT/WIDTH/LENGTH TYPE OF CONSTRUCTION MATERIAL LOCATION

PROVISIONS FOR SANITATION, ODOR CONTROL, DEBRIS REMOVAL AND SEVERE WEATHER:

Clean Coop / Run Weekly
Fresh Bedding / food & water daily
extra bedding for the cold extra water when hot

ATTACH A SKETCH OF PROPERTY, SHOWING ENCLOSURE(S) LOCATIONS.

Applicant acknowledges that upon issuance of any permit by the City of Hines, it is obligation of Applicant to comply with any and all laws, ordinances and regulations governing the type of project permitted, whether specified in the permit. The granting of a permit by the City of Hines does not give applicant any authority to violate or modify the provisions of any other federal, state or local ordinance or regulation with respect to construction, performance of construction and/or operation of the project.

Regarding property boundaries, Applicant acknowledges that the only accurate way to locate property lines is by a land survey, conducted by a licensed professional. The city of Hines makes no representation as to the accuracy of location of any boundary related to the project and Applicant, by virtue of issuance of a permit by the City of Hines, agrees to hold harmless, defend and indemnify the City in any legal action related to property lines or boundaries.

I have read and understand the above application and hereby certify that all conditions will be continually met, and that I will abide by all restrictions, administrative rules and applicable ordinance or laws.

APPLICANT SIGNATURE: _____ DATE: _____

PROPERTY OWNER SIGNATURE *Guicily Kakesh* DATE: 6/7/2021
(if different from applicant)

FAILURE TO COMPLY with Hines Municipal code may result in denial of an initial application, or revocation of an existing permit, as well as possible further action, including fines and abatements costs.

DENIAL MAY OCCASIONALLY BE BASED SOLELY ON THIS FACTOR: Permittee's action present a reasonable doubt as to the permittee's ability to comply with permit conditions, or to keep livestock, domestic animals, poultry, fowl or bees without endangering or intruding upon the public health, safety or welfare.

APPROVED this day _____ by Hines Common Council

DENIED this day _____ by Hines Common Council

REVOKED this day _____ by Hines Common Council

NOTICE TO SIGNATORS:

Applicant is attempting to obtain a permit from the City of Hines in order to be allowed to maintain livestock, domestic animals, poultry, fowl or bees on property within 300 feet of your residence.

Debra - Rob

Your signature upon this petition signifies that you have no objections to Applicant's request.

IF YOU ARE NOT THE PROPERTY OWNER, PLEASE REFER APPLICANT TO THE OWNER.

Applicant is requesting a permit to maintain Chickens - 5

Number and type of animal, poultry, fowl or bees

RESIDENT'S NAME (over age 18)

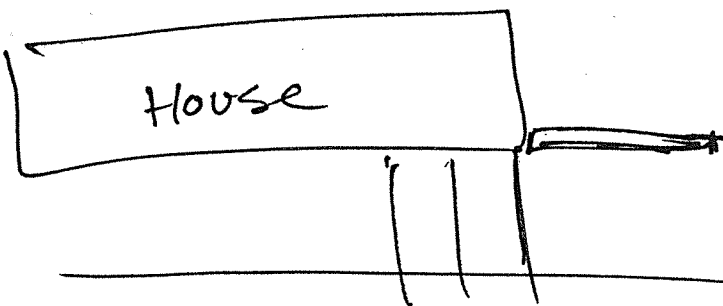
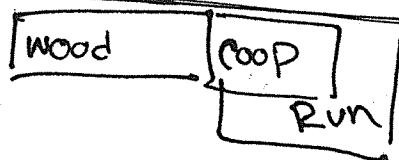
Randy E. Evers
Larry G. Hammond
Shirley M. Meadgill
C. Allen Hart
Megan Vanceil
D. Sweetfunder
Robert J. Robertson

PHYSICAL PROPERTY ADDRESS

204 E. Pettibone
104 E. Pettibone
100 E. Pettibone
128 E. C. K. R. R.
157 N. Ogden
138 N. Ogden
141 N. Ogden Ave.

NAMES AND ADDRESSES OR PROPERTY OWNERS WITHIN 300 FEET OF APPLICANT'S RESIDENCE MAY BE OBTAINED THROUGH HARNEY COUNTY ASSESSOR'S OFFICE

Ally way



Ogden Ave

RESOLUTION NO. 2308

A Resolution for a Budgeted Transfer Between Funds

BE IT RESOLVED that the Common Council of the City of Hines hereby transfers the following monies between funds, as adopted in the 2020-21 budget:

<u>AMOUNT:</u>	<u>FROM:</u>	<u>TO:</u>
\$26,200.00	105-106-5-60-0408 Trans: To CP Sewer	191-100-3-90-0112 CP Sewer Fund

ADOPTED by the Common Council of the City of Hines this 22nd day of June 2021 by a vote of _____ "ayes" to _____ "nays."

CITY OF HINES

By: _____
NIKKI MORGAN, Mayor

ATTESTED TO BY:

KIRBY LETHAM, Administrator/Recorder

Treasurer

From: Tessa Sanchez <tesanechez@tesla.com>
Sent: Monday, June 21, 2021 2:38 PM
To: Treasurer
Subject: Tesla Opens Supercharger in Hines

Dear Mayor Morgan,

I hope this finds you well.

There are many priorities you must be facing currently so we wanted to share some good news. We recently opened a new Supercharger site, direct current fast charging for electric vehicles, in Hines, OR.

We are excited to have this new site available to our drivers and look forward to being part of the Hines community.

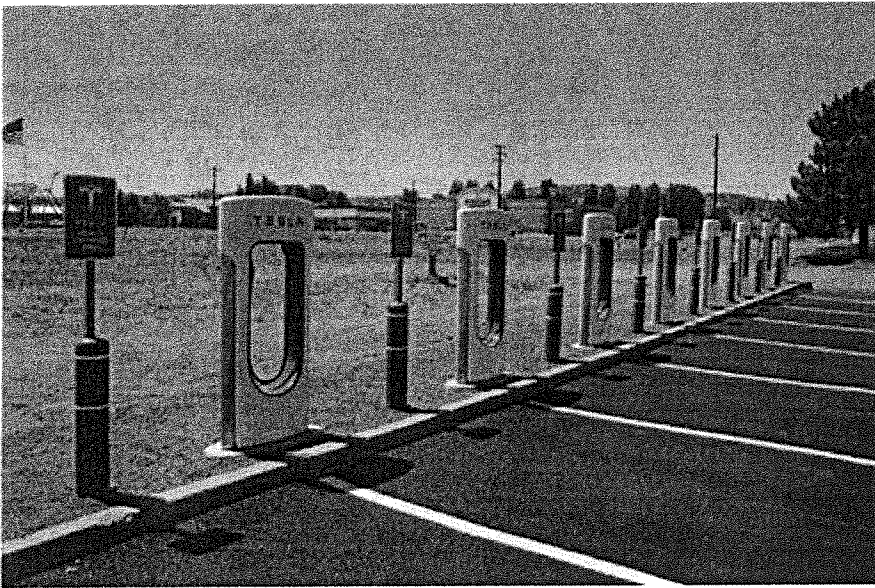
Below are a few additional details.

Please let us know if you have any questions or would be interested in learning more about the site.

Best,
Tessa

Site Name: Hines, OR
Stall Count: 8 stalls (250kW)
Supercharger Location: [Google Link](#)

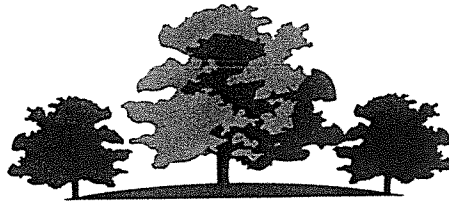




Tessa Sanchez | Business Development and Public Policy

3500 Deer Creek Rd, Palo Alto, CA 94304
m. (415) 940-4493 | tesasanchez@tesla.com





CITY OF HINES

101 E. Barnes Avenue / PO Box 336, Hines OR 97738 541-573-2251 FAX 541-573-5827 cityofhines.com

APPLICATION FOR BUSINESS LICENSE

Valid from July 1, 2021 – June 30, 2022

BUSINESS NAME: Tesla, Inc. C/O ENGIE Impact MS 9107

BUSINESS PHONE NUMBER: 866-322-4547

CONTACT PERSON: Shelby Lerch

MAILING ADDRESS: P.O. Box 2440, Spokane, WA 99210-2440

PHYSICAL ADDRESS: 6900 Dumbarton Circle, Fremont, CA 94555

EMAIL ADDRESS: slerch@tesla.com

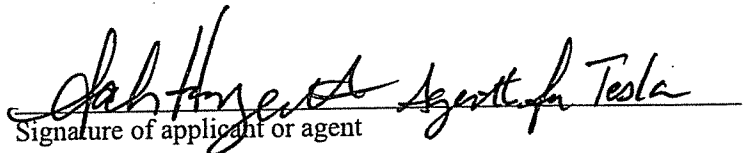
Description of the trade, shop, business, profession, occupation or calling: Electric Vehicle Charging Station

Licensing Fee:

☒ **\$40.00** (\$40.00 in-county vendor or seasonal business)

☐ **\$80.00** (\$80.00 out of county business)

Date: 5/24/2021


Signature of applicant or agent

Your information will be available on-line to the public at www.cityofhines.com unless you indicate otherwise (in writing).

If the business is required by the state to have registration, bonding or insurance, attach a copy of those documents to this application and fill in information below:

Registration No.: _____

Bond No.: _____

Insurance agent/agency: _____

License No.

6244
~~6242~~

FOR CITY USE ONLY:

Date issued:

mailed
6-10-21
7-1-21