



Dallas City Council Agenda

Kenneth L. Woods, Jr., Presiding

Monday, June 3, 2024

7:00 PM

Dallas City Hall, 187 SE Court St. Dallas, OR 97338

All persons addressing the Council will please use the table at the front of the Council. All testimony is electronically streamed and recorded via the City of Dallas YouTube Channel:

<https://www.dallasor.gov/community/page/dallasyoutube>

AGENDA ITEM	RECOMMENDED ACTION
1. ROLL CALL, PLEDGE OF ALLEGIANCE	
2. INTRODUCTIONS, RECOGNITIONS, PROCLAMATIONS	
3. PUBLIC HEARING a) Supplemental Budget for Fiscal Year 2023-2024 p.4	
4. PUBLIC COMMENT (SEE PAGE 3 FOR MORE INFORMATION) <i>This time is provided for citizens to comment on municipal issues and any agenda items other than public hearings.</i> <u>To submit public comment by live telephone, please call:</u> +1 253 215 8782 MEETING ID: 213 855 0622 *We encourage you to be logged into the public comment queue by 7:00pm*	
5. CONSENT AGENDA <i>The following items are considered 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.</i> a) Approval of the May 20, 2024 Work Session Meeting Minutes p.6 b) Approval of the May 20, 2024 City Council Meeting Minutes p.7	MOTION
6. ITEMS REMOVED FROM CONSENT AGENDA	
7. REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS	
8. REPORTS FROM CITY MANAGER AND STAFF a) City Manager COLA for Fiscal Year 2024-25 p.9 b) Reallocation of ARPA Funds for Transfer Ambulance p.10	MOTION MOTION
9. FIRST READING OF ORDINANCES a) Ordinance No. 1894 Amending Dallas City Code Section 5.102, Relating to Discharge of Weapons p.14	

COUNCIL

Mayor

Kenneth L Woods, Jr.

Council President

Michael Schilling

Councilor

Nancy Adams

Councilor

Carlos Barrientos

Councilor

Larry Briggs

Councilor

Kirsten Collins

Councilor

Kim Fitzgerald

Councilor

Micah Jantz

Councilor

David Shein

Councilor

Debbie Virden

CITY STAFF

City Manager

Brian Latta

Asst. City Manager

Emily Gagner

City Attorney

Lane Shetterly

Police Chief

Tom Simpson

Fire & EMS Chief

April Wallace

Economic &

Community

Development Director

Charlie Mitchell

Public Works Director

Gary Marks

Library Director

Mark Johnson

Finance Director

Cecilia Ward

City Recorder

Kim Herring



Dallas City Council Agenda
Monday, June 3, 2024
7:00 pm

10. RESOLUTIONS

- a) Resolution No. 3525 to Levy Nuisance Assessments Against Real Property in the City of Dallas p.18
- b) Resolution No. 3526 Authorizing the Transfer of Budgetary Funds p.21
- c) Resolution No. 3527 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2023-2024 p.28
- d) Resolution No. 3528 Authorizing an interfund loan from the Sewer System Development Fund to the Fleet Management Fund for the Public Works Building Project p.32

ROLL CALL VOTE

ROLL CALL VOTE

ROLL CALL VOTE

ROLL CALL VOTE

11. OTHER BUSINESS

12. ADJOURNMENT



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Watch a Dallas City Council Meeting or Planning Commission Meeting Live on Youtube

Visit: www.dallasor.gov/community/page/dallasyoutube

Submit public testimony at a Dallas City Council Meeting or Planning Commission Meeting by Phone

We encourage you to be logged into the public comment queue by 7:00PM to ensure your comments will be received

Step 1: Dial: **+1 (253) 215-8782**

Step 2: Enter Meeting ID: **213 855 0622**


Step 3: Press **#**. This will set your participant ID as your telephone number.

Helpful Tips:

- Make sure to call in before the meeting start time
- You will be asked to speak during the public comment portion of the meeting (See page 1 of the meeting agenda). You will be called upon by phone number once the public comment period begins. All testimony will be electronically recorded.
- Do not use your speakerphone when calling to submit public comments as it may affect call quality.
- Turn off the volume on YouTube if you choose to watch the video live on YouTube while simultaneously commenting via telephone, otherwise you may experience audio feedback.
- Press ***6** to unmute yourself when asked by the recording secretary or presiding officer.



**CITY COUNCIL
STAFF REPORT**

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 3.a
TOPIC: Public Hearing on proposed Supplemental Budget
PREPARED BY: Cecilia Ward, Finance Director
APPROVED BY:  City Manager
ATTACHMENTS: A – Proof of publication – Notice of Supplemental Budget Hearing (published May 29, 2024)

RECOMMENDED ACTION:

Hold a public hearing on proposed supplemental budget for FY 23-24.

BACKGROUND:

Oregon Budget Law allows for unanticipated changes to the budget throughout the fiscal year. A supplemental budget, under ORS 294.471 and 294.473 is required when new appropriation authority is needed. If the supplemental budget changes expenditures in any fund by more than 10 percent, the governing body must hold a public hearing and notice of the hearing must include a summary of the changes proposed in the funds that are changing by more than 10 percent.

SUMMARY TIMELINE:

May 29, 2024 – Public Notice published in local newspaper
June 3, 2024 – Public Hearing held on supplemental budget

FISCAL IMPACT:

Increase Risk Management Fund Revenue by \$90,000
Increase Risk Management Fund Expenditures by \$90,000
Increase Grant Fund Revenue by \$176,305
Increase Grant Fund Expenditures by \$176,305
Increase Building Fund Revenue by \$65,000
Increase Building Fund Expenditures by \$65,000

RECOMMENDED MOTION:

None; resolution on supplemental budget will be considered later in the agenda.

NOTICE OF SUPPLEMENTAL BUDGET HEARING

• For supplemental budgets proposing a change in any fund's expenditures by **more than 10 percent.**

A public hearing on a proposed supplemental budget for City of Dallas
 for the current fiscal year will be held at Dallas City Hall, 187 SE Court St, Dallas, OR
 The hearing will take place on June 3, 2024 at 7:00 PM.
 The purpose of the hearing is to discuss the supplemental budget with interested persons.
 A copy of the supplemental budget document may be inspected or obtained on or after May 29, 2024 at
Dallas City Hall, 187 SE Court St, Dallas, OR, between the hours of 8:00 AM and 5:00 PM.

SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: Risk Management			
Resource	Amount	Expenditure	Amount
1 Miscellaneous Revenue	50,000	1 Property/Auto Insurance	198,700
2 Transfer from General Fund	385,000	2 Workers' Compensation Insurance	203,000
		3 Liability Insurance	244,000
Revised Total Fund Resources	675,700	Revised Total Fund Requirements	675,700

Explanation of change(s): Insurance costs actuals for fiscal year were more than budgeted

FUND: Grant			
Resource	Amount	Expenditure	Amount
1 OWRD Grant	150,000	1 OWRD Grant - Mercer Dam Fish Passage	150,000
2 Policing Grants	28,805	2 Police Equipment	28,805
Revised Total Fund Resources	914,504	Revised Total Fund Requirements	914,504

Explanation of change(s): Grants received after the beginning of the fiscal year

FUND: Building			
Resource	Amount	Expenditure	Amount
1 Construction Excise Tax (CET)	65,000	1 Construction Excise Tax-Dallas SD2	65,000
Revised Total Fund Resources	2,262,800	Revised Total Fund Requirements	2,262,800

Explanation of change(s): August 23, 2023 City entered into an intergovernmental agreement with Dallas SD 2 to collect and remit Construction Excise Tax



**MEETING MINUTES
DALLAS CITY COUNCIL WORK SESSION
187 SE COURT ST, DALLAS OR 97338**

Monday, May 20, 2024

1 Mayor Kenneth L. Woods, Jr. called the City Council Work Session to order on Monday, May
2 20, 2024 at 6:00 pm.

3 **ROLL CALL**

4 **Councilors Present:** Council President Michael Schilling, Councilor Nancy Adams, Councilor
5 Carlos Barrientos, Councilor Larry Briggs, Councilor Kirsten Collins, Councilor Kim Fitzgerald,
6 Councilor Micah Jantz, Councilor David Shein and Councilor Debbie Virden

7 **Mayor or Councilors Excused:** none

8 **Also Present:** Mayor Kenneth L. Woods, Jr., City Manager Brian Latta, City Attorney Lane
9 Shetterly, Police Chief Tom Simpson, and City Recorder Kim Herring

10 **PATHS Update**

11 Mr. Latta reviewed the staff report and introduced Commissioner Jeremy Gordon. Information
12 was presented regarding the programs and services that are made available to help prevent home-
13 lessness.

14 **OTHER BUSINESS**

15 **ADJOURNMENT:** 6:57 pm

DRAFT



**MEETING MINUTES
DALLAS CITY COUNCIL
187 SE COURT ST, DALLAS, OR 97338**

Monday, May 20, 2024

1 Mayor Kenneth L. Woods, Jr. called the City Council meeting to order on Monday, May 20,
2 2024 at 7:00 pm.

3 **ROLL CALL**

4 **Councilors Present:** Council President Michael Schilling, Councilor Nancy Adams, Councilor
5 Carlos Barrientos, Councilor Larry Briggs, Councilor Kirsten Collins, Councilor Kim Fitzgerald,
6 Councilor Micah Jantz, Councilor David Shein, and Councilor Debbie Virden

7 **Mayor or Councilors Excused:** None

8 **Also Present:** Mayor Kenneth L. Woods, Jr., City Manager Brian Latta, Assistant City Manager
9 Emily Gagner, City Attorney Lane Shetterly, Police Chief Tom Simpson, Fire & EMS Chief
10 April Wallace, Finance Director Cecilia Ward, Public Works Director Gary Marks, Economic &
11 Community Development Director Charlie Mitchell, and City Recorder Kim Herring

12 **INTRODUCTIONS, RECOGNITION, PROCLAMATIONS**

13 Mayor Woods introduced the Dallas High School Thespians and instructor Blair Cromwell-
14 Fawcett. The students from Dallas High School competed in the Oregon State Thespian Confer-
15 ence April 4th-6th. Elliot Grass received and Oregon State Select Playwright award. The class re-
16 ceived an Oregon State Selection Production of a One Act "Off the Rails". The term "select" is
17 the theatre equivalent to Champion. Everyone came forward and got their pictures taken with the
18 Mayor.

19 Mayor Woods introduced Carson Langford who recently won the US Nationals in Greco-Roman
20 Wrestling as a 14-year old. He will now compete in the Pan-American Games.

21 Mayor Woods introduced Bertram Latta who recently set a US National Record for a 14-year old
22 in discus throwing 207 feet 7 ½ inches.

23 Mayor Woods presented a proclamation designating May 19-26, 2024 as Emergency Medical
24 Services week "Honoring the Past. Forging the Future."

25 **PUBLIC COMMENT**

26 Shad Wynia provided comment regarding the strength of the chlorine that he can smell and taste
27 in the water.

28 Robert Greenway provided comment regarding lack of response from City Council.

29 **CONSENT AGENDA**

- 30 a) **Approval of the May 6, 2024 Work Session Meeting Minutes**
31 b) **Approval of the May 6, 2024 City Council Meeting Minutes**
32 c) **April 2024 Financial Report**
33 d) **November 2024 Election Forms**

34 Councilor Schilling moved and Councilor Shein seconded to approve the Consent Agenda as
35 presented. The vote was taken and the motion passed with a vote of 9-0.

36 **REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

37 Councilor Virden commented on the activities in the downtown area on Saturday, including the
38 Farmer's Market and special event held at Indigenous Arts & Tattoo to honor Mental Health
39 Awareness Month.

40 **REPORTS FROM CITY MANAGER AND STAFF**

41 Mr. Latta presented the staff report to introduce the resolution to authorize a loan for Phase 2 of
42 the Clay Street Water Transmission Line. Mr. Marks explained what is included in Phase 2.

1 **RESOLUTIONS**

2 a) **Resolution No. 3424 authorizing a loan from the Safe Drinking Water Revolving**
3 **Loan fund by entering into a financing contract with the Oregon Infrastructure Fi-**
4 **nance Authority**

5 Mayor Woods called for a roll call vote. The Resolution passed with a vote of 9-0.

6 **ADJOURNMENT:** 7:39 pm

7 **Read and approved this _____ day of _____ 2024.**

8

9 _____

10 **Mayor**


11

12 _____

13 **City Manager**



**CITY COUNCIL
STAFF REPORT**

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 8.a
TOPIC: City Manager’s Cost of Living Adjustment
PREPARED BY: Emily Gagner, Assistant City Manager
APPROVED BY:  City Manager
ATTACHMENTS: None

RECOMMENDED ACTION:

Approve a cost of living adjustment (COLA) for the City Manager for FY 24-25.

BACKGROUND:

At the April 3, 2023 council meeting, the council approved an amendment to the city manager’s contract, replacing language that provided the same COLA as other city employees received with language stating the manager “...shall be eligible to receive a cost of living adjustment as determined by the City Council in June of each year.” That COLA takes effect on July 1.

This year, the non-represented and union-represented employees, by contract, will receive a 3.8% cost of living adjustment, based on the average annual increase of 2023 for the CPI-U Pacific Index.

SUMMARY TIMELINE:

8/8/19 – Brian Latta signed his initial employment agreement.
10/7/19, 11/16/21, 12/22/22, 4/3/23, 12/4/23 – Various amendments to Brian’s contract were executed
6/5/23 – Council approved 5% COLA
6/3/24 – Council will consider a COLA for FY24-25

FISCAL IMPACT:

TBD


RECOMMENDED MOTION:

I move to approve a ___% cost of living adjustment to the city manager’s salary for fiscal year 2024-2025.

City’s Motto: Come Thrive with Us, We Invest in People and Business



**CITY COUNCIL
STAFF REPORT**

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 8.b
TOPIC: Reallocation of ARPA Funds
PREPARED BY: April Wallace, Fire and EMS Chief
APPROVED BY:  City Manager
ATTACHMENTS: A – Quote for new ambulance

RECOMMENDED ACTION:

Allocation of ARPA funds for the purchase of an ambulance, specifically dedicated for inter-facility hospital transfers.

BACKGROUND:

This new ambulance will replace the current ambulance we have dedicated for inter-facility hospital transfers, which is over 20 years (2003). This request is coming to the City Council because the purchase is in excess of \$150,000.

SUMMARY TIMELINE:

2024-2025 budget year.

FISCAL IMPACT:

ARPA funds - \$226,852

RECOMMENDED MOTION:

I move to authorize the city manager to purchase the new ambulance for inter-facility hospital transfers.

ATTACHMENTS:

A – Quote for new ambulance



150 North Star Drive / PO Box 1204 / Chehalis, WA 98532 / 360.748.0195 / 800.245.6303 / fax 360.748.0256

HGAC DEMONSTRATOR PROPOSAL

April 25, 2024

City of Dallas
Attn: Bryce Estabrook
915 SE Shelton Street
Dallas, OR 97338
bryce.estabrook@dallasor.gov

RE: One (1) 2025 North Star 147-1 Ambulances

Braun Northwest is pleased to offer the following proposal which is based upon HGAC contract AM10-23:

One (1) 2023 North Star 147-1 Ambulance Demonstrator #4096-1 on a 2024 Ford F-350 4x4 Ambulance Prep diesel chassis per enclosed specifications dated 3/20/2024 and drawings dated 2/17/2023.

Base price HGAC CA01.....	\$212,653.00
Published/Customization options taken	\$ 14,699.00
HGAC Buy discount	<\$ 1,500.00>
HGAC Fee.....	\$ 1,000.00
Total F.O.B. Chehalis, WA	<u>\$226,852.00*</u>

Sales tax not included

F.O.B.: Chehalis, Washington

Delivery: *August/September 2025, based upon current manufacturing plan. Please note this date can change based upon changes to production and chassis arrival.

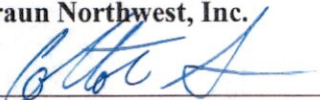
Terms: Ninety percent (90%) payment due upon receipt of vehicle. Balance due in thirty (30) days.

**Note: Vehicle offered on first come first served basis and is being offered to other agencies. Pricing above and option page is based upon signed proposal and option page being returned prior to unit entering production. Should unit be in production when signed proposal is returned, pricing will be adjusted accordingly and some options might not be able to be offered any longer.*

(Note: This bid is contingent on use of customer's Government Ford Fleet Identification Number.) Failure to secure a FIN will increase the price by the amount of the GPC chassis discount.

Braun Northwest, Inc. is an Oregon dealer (#8475873) with insurance information available upon request.

Respectfully Submitted by:
Braun Northwest, Inc.


Colton Schoelkopf, Inside Sales
Manager

Date: 4-25-24

We agree to accept the above proposal:
City of Dallas



Brian Latta City Manager
Printed Name Title



EMERGENCY VEHICLES

TM
cc DZ
Enclosures: Option page, specifications, drawings.

www.braunnw.com

**OPTIONS
FOR
City of Dallas
Dallas, Oregon**

Please indicate if you want the following options by initialing in the space to the left, filling in the appropriate spaces, and checking the yes/no boxes, then sign where indicated below. After completion, please return this original form to our office along with the original proposal.

Thank you!

1. To meet Oregon requirements the CPR/ Squad bench seats shall be individual bolstered pads covered with heavy-duty seamless vinyl upholstery.
ADD..... No Charge
BR initials

2. Stripes – PLEASE CHOOSE ONE
_____ Striping to remain on vehicle as shown..... No Charge
_____ Remove all stripes..... Deduct <\$900.00>
BR initials

3. Delivery of vehicle to Dallas, Oregon.
ADD..... \$475.00
Do you want this option? Yes No BR initials

4. Install red/gold reflective chevrons on rear of ambulance.
(Choose Option Below)

Option 1: Outboard of the rear passage doors
ADD..... \$850.00
Do you want this option? Yes No BR initials

Option 2: Outboard AND above the rear passage doors
ADD..... \$1,000.00
Do you want this option? Yes No BR initials

Option 3: Whole rear including outboard, above and the rear passage doors
ADD..... \$1,700.00
Do you want this option? Yes No BR initials

5. Add cot safety hook.
ADD..... \$150.00
Do you want this option? Yes No BR initials

6. Install *customer-supplied* Stryker Power-LOAD loading system.
ADD..... \$1,050.00
Do you want this option? Yes No BR initials

7. Utilize drip rails above all compartment doors.
ADD..... No Charge
Do you want this option? Yes No BR initials

8. Install two 5 lb. ABC fire extinguishers with Amerex brackets; one in chassis cab and second one in module.

ADD..... \$450.00

Do you want this option? Yes No BL initials

9. Install buzzer in driver's console in addition to flashing LED lights that warns driver and passenger of open compartment/entrance doors.

ADD..... \$200.00

Do you want this option? Yes No BL initials

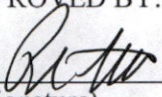
10. Utilize Liquid Spring rear suspension system.

ADD..... \$13,425.00

Do you want this option? Yes No BL initials

(NOTE: THIS PRICING DOES NOT INCLUDE SALES TAX.)

APPROVED BY: (Please initial above choice (s) & sign below)


(Signature)

5/1/2024
(Date)


Branin Latta
(Printed Name)

City Manager
(Title)



OREGON

CITY COUNCIL STAFF REPORT

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 9.a
TOPIC: Ordinance 1894 – Amending Dallas City Code Section 5.102, relating to Discharge of Weapons
APPROVED BY:  City Manager
ATTACHMENTS: A – Ordinance 1894 - Proposed Amendment to DCC 5.102

RECOMMENDED ACTION:

Staff recommends the Council allow Ordinance 1894 to pass its first reading.

BACKGROUND:

La Creole Middle School (LMS) conducts a Civil War lesson for 8th grade students so they may learn more about the life of people who experienced the Civil War. This lesson includes firing historic muskets using blanks. Each year that La Creole has approached the police department about this event, after conferring with the city attorney, the event has been approved. While the planned activities are in violation of a strict interpretation of city ordinance (DCC 5.102) the Chief of Police has exercised discretion not to enforce the ordinance since it is an educational setting absent overt concerns for public safety. In addition, the Dallas School District has pushed advanced awareness of this reenactment through their communications channels, notifying residences in the vicinity of the school to help avoid concerns generated by the sounds of muskets being discharged. The proposed ordinance would allow the City Manager to specifically authorize the discharge of blanks for educational and sporting events.

SUMMARY TIMELINE:

May 28, 2024 – Public Administration Committee considered amendment to DCC 5.102 and recommended forwarding a proposed ordinance to City Council.
June 3, 2024 – City Council considers Ordinance 1894 for its first reading.
June 17, 2024 – Council considers Ord. 1894 for its second reading and will vote on adoption.
July 17, 2024 – If approved, Ord. 1894 will become effective, amending DCC 5.102

FISCAL IMPACT:

None

RECOMMENDED MOTION:

N/A – Ordinance 1894 to pass its first reading.

**CITY OF DALLAS
ORDINANCE NO. 1894**

**AN ORDINANCE AMENDING DALLAS CITY CODE SECTION 5.102, RELATING
TO DISCHARGE OF WEAPONS**

Be it ordained by the City Council of the City of Dallas, in the State of Oregon, as follows:

SECTION 1: **AMENDMENT** “5.102 Discharge Of Weapons” of the Dallas Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.102 Discharge Of Weapons

1. Except at firing ranges approved by the chief of police, no person other than an authorized peace officer shall fire or discharge a gun or other weapon, including spring or air-actuated pellet guns, air guns, BB guns, bow and arrow, or any weapon which propels a projectile by use of gunpowder or other explosive, jet, or rocket propulsion.
2. The provisions of this section shall not apply to or be construed to prohibit:
 - a. Firing or discharging a weapon by a person in the lawful defense or protection of his or her person, family, or property.
 - b. Firing or discharging a weapon into a bullet trap device, approved by the chief of police, at a licensed commercial gun store.
3. The city manager, or the city manager’s designee, may, upon application and subject to such conditions and limitations as the city manager or the city manager’s designee may deem necessary and appropriate under the circumstances, grant a variance for a limited duration from the prohibitions in subsection (1) to:
 - a. The National Guard of the United States and the Oregon National Guard, and members thereof, for the purpose of and while engaged in official training or other official activities.
 - b. Peace officers, for the purpose of and while engaged in official training or other official activities.
 - c. Persons named as agents and authorized to shoot wildlife under a kill permit issued by the Oregon Department of Fish and Wildlife upon application of the city, subject to and in accordance with the terms of such permit.
4. Violation of this section is a Class C misdemeanor.

[Section amended by Ordinance No. 1700, passed 2-2-2009; amended by Ordinance No. 1738, passed May 2, 2011; amended by Ordinance No. 1811, passed December 4, 2017.]

AFTER AMENDMENT

5.102 Discharge Of Weapons

1. Except at firing ranges approved by the chief of police, no person other than an authorized peace officer shall fire or discharge a gun or other weapon, including spring or air-actuated pellet guns, air guns, BB guns, bow and arrow, or any weapon which propels a projectile by use of gunpowder or other explosive, jet, or rocket propulsion.
2. The provisions of this section shall not apply to or be construed to prohibit:
 - a. Firing or discharging a weapon by a person in the lawful defense or protection of his or her person, family, or property.
 - b. Firing or discharging a weapon into a bullet trap device, approved by the chief of police, at a licensed commercial gun store.
 - c. Firing or discharging a weapon by a peace officer, for the purpose of and while engaged in official training or other official activities.
3. ~~The~~ Notwithstanding subsection 1, the city manager, or the city manager's designee, may, upon application and subject to such conditions and limitations as the city manager or the city manager's designee may deem necessary and appropriate under the circumstances, grant a variance for a limited duration from the prohibitions in subsection ~~(1)~~ to:
 - a. The National Guard of the United States and the Oregon National Guard, and members thereof, for the purpose of and while engaged in official training or other official activities.
 - b. ~~Peace officers, for the purpose of and while engaged in official training or other official activities.~~ The discharge of blanks for educational or athletic activities.
 - c. Persons named as agents and authorized to shoot wildlife under a kill permit issued by the Oregon Department of Fish and Wildlife upon application of the city, subject to and in accordance with the terms of such permit.
 - d. Any other person for a purpose or activity not otherwise provided for herein, upon the finding that such activity does not represent a threat to public health or safety
4. Violation of this section is a Class C misdemeanor.

[Section amended by Ordinance No. 1700, passed 2-2-2009; amended by Ordinance No. 1738, passed May 2, 2011; amended by Ordinance No. 1811, passed December 4, 2017.]

PASSED AND ADOPTED BY THE CITY OF DALLAS CITY COUNCIL

_____.

Presiding Officer

Attest


Kenneth L. Woods, Jr., Mayor, City of
Dallas

Brian Latta, City Manager, City of
Dallas

Lane P. Shetterly, City Attorney, City
of Dallas



**CITY COUNCIL
STAFF REPORT**

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 10.a
TOPIC: Resolution 3525 – A Resolution to Levy Nuisance Assessments Against Real Property
PREPARED BY: Cecilia Ward, Finance Director
APPROVED BY:  City Manager
ATTACHMENTS: A – Resolution No. 3525

RECOMMENDED ACTION:
Approve Resolution No. 3525

BACKGROUND:
Dallas City Code Sections 5.612 through 5.620 specifies a process for abatement of nuisances, including obnoxious vegetation. The City, by a contractor, abated obnoxious vegetation from 10 properties May-August 2023. Invoices assessing the property owners for the cost of the abatement was provided to the responsible parties. Neither property owner paid the assessment or provided any objection to the assessment. As indicated in Dallas City Code Section 5.620(3), the City Council shall by resolution place the assessments on the City’s lien docket.

Resolution No. 3525 has been prepared directing the City Manager to place nine (9) assessments on the City’s lien docket (**Attachment A**).

SUMMARY TIMELINE:
N/A

FISCAL IMPACT:
City will recover the assessments for the work provided when the liens are paid.

RECOMMENDED MOTION:
N/A – Resolutions are approved by a roll call vote.

RESOLUTION NO. 3525
A RESOLUTION TO LEVY NUISANCE ASSESSMENTS AGAINST REAL PROPERTY
IN THE CITY OF DALLAS

WHEREAS, Dallas City code 5.612 through 5.620 prescribes a process for dealing with obnoxious vegetation removal; and,

WHEREAS, the owner of each property set forth below was notified of obnoxious vegetation through a notice of violation as required by ordinance. Following the enforcement process the City abated the nuisance as provided in Dallas City code 5.618; and,

WHEREAS, invoices with the cost of abatement, were sent to the owners of each property set forth below, and the owners did not respond or pay the invoice for abatement; and,

WHEREAS, interest charges were levied against each account as allowed by Council resolution.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS AS FOLLOWS:

Section 1. The aforementioned properties are hereby added to the non-district lien docket are as follows:

Lien No. 24-01	Date: 08/10/2022	Initial Amt.: \$1,800.00
Address: 251 NW Douglas	Case No: CE-23-470	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$1,800.00
Lien No. 24-02	Date: 08/11/2023	Initial Amt.: \$600.00
Address: 139 SE Hankel St	Case No: CE-23-771	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$600.00
Lien No. 24-03	Date: 09/11/2023	Initial Amt.: \$120.00
Address: 610 SE Walnut Ave	Case No: CE-23-904	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$120.00
Lien No. 24-04	Date: 08/10/2022	Initial Amt.: \$1,639.80
Address: 1268 SW Stump St	Case No: CE-23-468	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$1,639.80
Lien No. 24-05	Date: 09/11/2023	Initial Amt.: \$180.00
Address: Tax Lot 19500 Denton/Hillcrest	Case No: CE-23-1164	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$180.00
Lien No. 24-06	Date: 09/11/2023	Initial Amt.: \$210.00
Address: 140 SW Clay St	Case No: CE-23-925	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$210.00
Lien No. 24-07	Date: 07/11/2023	Initial Amt.: \$120.00

Address: 1141 SW Fairview Ave	Case No: CE-23-650	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$120.00
Lien No. 24-08	Date: 06/09/2023	Initial Amt.: \$120.00
Address: 228 E Ironwood Ave	Case No: CE-23-530	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$120.00
Lien No. 24-09	Date: 06/09/2023	Initial Amt.: \$480.00
Address: 850 SE Monmouth Cutoff Rd	Case No: CE-23-521	Interest Rate: 9.0%
Lawn Maintenance Contractor		Balance: \$480.00

Section 2. The City Manager is hereby directed to continue to maintain the City of Dallas Lien Docket as specified in Dallas City code 5.620, and as provided herein.

Section 3. This resolution shall be effective upon its passage.

Adopted: June 3, 2024
 Approved: June 3, 2024

 KENNETH L WOODS, JR, MAYOR

ATTEST:


APPROVED AS TO FORM:

 BRIAN LATTA, CITY MANAGER

 LANE P. SHETTERLY, CITY ATTORNEY



**CITY COUNCIL
STAFF REPORT**

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 10.b
TOPIC: Budget Transfer Resolution 3526
PREPARED BY: Cecilia Ward
APPROVED BY:  City Manager
ATTACHMENTS: A – Budget Transfer Resolution 3526

RECOMMENDED ACTION:

Staff recommends approval of Budget Transfer Resolution 3526

BACKGROUND:

Oregon Budget Law allows for unanticipated changes to the budget throughout the fiscal year. ORS 294.463 allows for appropriation transfers which includes intra-and inter-fund transfers between appropriation categories and contingency transfers. Appropriation transfers require a budget resolution.

Following are the necessary budget transfers:

General Fund			
From:	To:	Purpose:	Amount:
Operating Contingencies	Non-Departmental –Transfer to Risk Mngt	Additional insurance costs	\$50,000
Operating Contingencies	Administration – Personnel Services	Additional personnel services costs	\$16,000
Operating Contingencies	Economic and Community Dev – Personnel Services	Additional personnel services costs	\$25,000
Operating Contingencies	Fire Department – Professional Services	Conflagration expenses	\$34,000
Revenues: Beginning Balance – ARPA	Revenues: American Rescue Plan – ARPA	Correction to revenues as recommended in the FY 22-23 audit	\$3,070,000
Building Fund			
Operating Contingencies	Personnel Services	Additional personnel services costs	\$50,000

Street Fund			
Operating Contingencies	Capital Outlay-Contractual Overlays	Additional street work on Ash Street for county (reimbursed by county)	\$60,000
Water Fund			
Operating Contingencies	Professional Services	Additional AMI software contact costs	\$20,000
Fleet Management Fund			
Operating Contingencies	Intergovernmental Agreements	Increase in work for intergovernmental agreement entities	\$15,000
Various funds/departments (see chart below)			
Fringe Benefits	Transfer to Long-term debt	correction to transfers as recommended in the fiscal year 2022-23 audit	\$177,033

Fund/Department	From	To
	<u>Fringe Benefits</u>	<u>Transfer to Long Term Debt Fund</u>
General Fund		
Administration	10,799.00	
Finance	8,143.00	
Facilities	1,593.00	
Municipal Court	3,541.00	
Fire	23,722.00	
Police	52,224.00	
Library	9,206.00	
Parks	2,478.00	
Aquatic Center	4,249.00	
Economic and Comm Dev	4,603.00	
General Fund		120,558.00
Building	6,905.00	6,905.00
Street	9,383.00	9,383.00
Sewer	20,005.00	20,005.00
Water	16,464.00	16,464.00
Fleet	<u>3,718.00</u>	<u>3,718.00</u>
Totals	177,033.00	177,033.00

SUMMARY TIMELINE:

06/20/23 Council meeting, the Council approved Resolution No. 3510 adopting the 2023-2024 City of Dallas budget making budgeted appropriations, and levying taxes for the fiscal year. 06/03/24 City Council will consider budget transfer resolution.

FISCAL IMPACT:

Appropriation impact:

General Fund

Decrease Operating Contingencies from \$185,200 to \$60,200

Non-Departmental – Transfer to Risk Management from \$335,000 to \$385,000

Increase Economic and Community Dev – Personnel Services from \$534,000 to \$559,000

Increase Administration – Personnel Services from \$665,000 to \$681,000

Increase Fire Department – Professional Services from \$213,500 to \$247,500

Decrease Revenue Beginning Balance-ARPA from \$3,070,000 to \$0

Increase Revenue American Rescue Plan-ARPA from \$0 to \$3,070,000

Building Fund

Decrease Operating Contingencies from \$1,489,300 to \$1,439,300

Increase Personnel Services from \$553,000 to \$603,000

Street Fund

Decrease Operating Contingencies from \$2,048,211 to \$1,988,211

Increase Capital Outlay-Contractual Overlays from \$430,000 to \$490,000

Water Fund

Decrease Operating Contingencies from \$784,846 to \$764,846

Increase-Professional Services from \$110,000 to \$130,000

Fleet Management Fund

Decrease Operating Contingencies from \$71,500 to \$56,500

Increase Parts and Service-Intergovernmental Agreements from \$35,000 to \$50,000

Various Funds/Departments

Fringe Benefits	<u>From</u>	<u>To</u>
General Fund		
Administration	250,000.00	239,201.00
Finance	185,000.00	176,857.00
Facilities	70,000.00	68,407.00
Municipal Court	45,000.00	41,459.00
Fire	1,185,000.00	1,161,278.00
Police	1,415,000.00	1,362,776.00
Library	204,000.00	194,794.00
Parks	235,000.00	232,522.00
Aquatic Center	170,000.00	165,751.00
Economic and Community Dev	200,000.00	195,397.00
Building	228,000.00	234,905.00
Street	195,000.00	204,383.00
Sewer	335,000.00	355,005.00
Water	463,000.00	479,464.00
Fleet	133,000.00	136,718.00
Transfer to Long Term Debt Fund	<u>From</u>	<u>To</u>
General Fund	0	120,558.00
Building	0	6,905.00
Street	0	9,383.00
Sewer	0	20,005.00
Water	0	16,464.00
Fleet	0	3,718.00

RECOMMENDED MOTION:

NA – Adoption of Budget Transfer Resolution 3526 accomplished with roll call vote

RESOLUTION NO. 3526

A Resolution authorizing the transfer of budgetary funds.

WHEREAS, it is necessary to transfer the appropriation authority of \$50,000 from the General Fund, Contingency, to Non-Departmental, Transfer to Risk Management, for unanticipated additional cost to workers' compensation, liability and property insurance; and

WHEREAS, it is necessary to transfer the appropriation authority of \$16,000 from the General Fund, Contingency, to Administration, Personnel Services, unanticipated personnel costs; and

WHEREAS, it is necessary to transfer the appropriation authority of \$25,000 from the General Fund, Contingency, to Economic and Community Development, Personnel Services, for unanticipated personnel costs; and

WHEREAS, it is necessary to transfer the appropriation authority of \$34,000 from the General Fund, Contingency, to Fire Department, Professional Services, for unanticipated conflagration expenses; and

WHEREAS, it is necessary to transfer the appropriation authority of \$3,070,000 from the General Fund, Revenues – Beginning Balance – ARPA, to General Fund, Revenues – American Rescue Plan – ARPA, for correction to revenues as recommended in the fiscal year 2022-23 audit; and

WHEREAS, it is necessary to transfer the appropriation authority of \$50,000 from the Building Fund, Contingency, to Building Fund, Personnel Services, for unanticipated personnel costs; and

WHEREAS, it is necessary to transfer the appropriation authority of \$60,000 from the Street Fund, Contingency, to Street Fund, Contractual Overlays, for unanticipated additional street work on Ash Street; and

WHEREAS, it is necessary to transfer the appropriation authority of \$20,000 from the Water Fund, Contingency, to Water Fund, Professional Services, for unanticipated AMI software contract costs; and

WHEREAS, it is necessary to transfer the appropriation authority of \$15,000 from the Fleet Management Fund, Contingency, to Fleet Management Fund, Parts and Service – Intergovernmental Agreements, for unanticipated increase in work related to the intergovernmental agreements; and

WHEREAS, it is necessary to transfer the appropriation authority of \$177,033 from the following listed Funds/Departments, Fringe Benefits to the corresponding funds – Transfer to Long Term Debt, for correction to transfers as recommended in the fiscal year 2022-23 audit;

Fund/Department	From	To
	Fringe Benefits	Transfer to Long Term Debt Fund
General Fund		
Administration	10,799.00	
Finance	8,143.00	
Facilities	1,593.00	
Municipal Court	3,541.00	
Fire	23,722.00	
Police	52,224.00	
Library	9,206.00	
Parks	2,478.00	
Aquatic Center	4,249.00	
Economic and Community Dev	4,603.00	
General Fund		120,558.00
Building	6,905.00	6,905.00
Street	9,383.00	9,383.00
Sewer	20,005.00	20,005.00
Water	16,464.00	16,464.00
Fleet	3,718.00	3,718.00
Totals	177,033.00	177,033.00

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$50,000 from the General Fund, Contingency, to Non-Departmental, Transfer to Risk Management,

Section 2. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$16,000 from the General Fund, Contingency, to Administration, Personnel Services,

Section 3. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of of \$25,000 from the General Fund, Contingency, to Economic and Community Development, Personnel Services,

Section 4. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$34,000 from the General Fund, Contingency, to Fire Department, Professional Services,

Section 5. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$3,070,000 from the General Fund, Revenues – Beginning Balance – ARPA, to General Fund, Revenues – American Rescue Plan – ARPA,

Section 6. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$50,000 from the Building Fund, Contingency, to Building Fund, Personnel Services,

Section 7. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$60,000 from the Street Fund, Contingency, to Street Fund, Contractual Overlays,

Section 8. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$20,000 from the Water Fund, Contingency, to Water Fund, Professional Services,

Section 9. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$15,000 from the Fleet Management Fund, Contingency, to Fleet Management Fund, Parts and Service –Intergovernmental Agreements,

Section 10. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$177,033 from the above listed Funds/Departments, Fringe Benefits to the corresponding funds – Transfer to Long Term Debt,

Section 11. This Resolution shall be effective upon its passage.

Adopted: June 3, 2024
Approved: June 3, 2024

KENNETH L WOODS JR, MAYOR

ATTEST:


APPROVED AS TO FORM:

BRIAN LATTA, CITY MANAGER

LANE P. SHETTERLY, CITY ATTORNEY



**CITY COUNCIL
STAFF REPORT**

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 10.c
TOPIC: Supplemental Budget Resolution 3527
PREPARED BY: Cecilia Ward
APPROVED BY:  City Manager
ATTACHMENTS: A – Supplemental Budget Resolution 3527

RECOMMENDED ACTION:

Staff recommends approval of Supplemental Budget Resolution 3527

BACKGROUND:

Oregon Budget Law allows for unanticipated changes to the budget throughout the fiscal year. A supplemental budget, under ORS 294.471 and 294.473, is required when new appropriation authority is needed. A supplemental budget requires a budget resolution.

If the proposed supplemental budget will change any fund’s expenditures by more than 10 percent or will create a new appropriation category, then a public hearing must be held and public comment taken before adoption of the supplemental budget. A supplemental budget that does not change expenditures in any fund by more than 10 percent may be adopted at a regular meeting of the governing body.

Following are the necessary appropriation authority changes for the supplemental budget (more than 10%-Public Hearing required; notice published 05/29/2024):

Risk Management Fund:

<i>Revenue</i>		Budget Resource	
		Original	Revised
Miscellaneous Revenue	Actual more than budgeted	\$10,000	\$50,000
Transfer from General Fund	To cover additional insurance premium/claims costs	\$ 335,000	\$ 385,000
<i>Expenditures</i>		Budget Requirement	
		Original	Revised
Workers’ Compensation Insurance	Additional insurance premium/claims costs	\$ 150,000	\$ 203,000
Property/Auto Insurance	Additional insurance premium/claims costs	\$ 188,700	\$ 198,700
Liability Insurance	Additional insurance premium/claims costs	\$ 217,000	\$ 244,000

Grant Fund:

Revenue		Budget Resource	
		Original	Revised
OWRD Grant	Oregon Water Resources Department Grant - Grant amount \$280,000	\$0	\$150,000
Policing Grants	Small, Rural, and Tribal Body-Worn Camera Grant (SRT BWC) - Grant amount \$26,305	\$ 0	\$ 26,305
Expenditures		Budget Requirement	
		Original	Revised
OWRD Grant - Mercer Dam Fish Passage	Mercer Dam Fish Passage Project	\$0	\$150,000
Police Equipment	Body and Car Cameras	\$0	\$26,305

Building Fund:

Revenue		Budget Resource	
		Original	Revised
Construction Excise Tax (CET)	August 23, 2023 City entered into an intergovernmental agreement with Dallas SD 2 to collect and remit Construction Excise Tax	\$0	\$65,000
Expenditures		Budget Requirement	
		Original	Revised
Construction Excise Tax – Dallas SD 2	Pass-through to Dallas SD 2	\$0	\$65,000

SUMMARY TIMELINE:

06/20/23 Council meeting, the Council approved Resolution No. 3510 adopting the 2023-2024 City of Dallas budget making budgeted appropriations, and levying taxes for the fiscal year.
06/03/24 City Council will consider supplemental budget resolution.

FISCAL IMPACT:

See above

RECOMMENDED MOTION:

NA – Adoption of Supplemental Budget Resolution 3527 accomplished with roll call vote

RESOLUTION NO. 3527

A Resolution adopting and appropriating a Supplemental Budget for Fiscal Year 2023-2024

WHEREAS, Oregon Local Budget Law, under ORS 294.471 and ORS 294.473, provides that certain occurrences or conditions that were not known at the time the budget was prepared may require a change in the adopted budget and that a supplemental budget is required to pay the additional expenses and spend the extra revenue; NOW, THEREFORE:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Council of the City of Dallas hereby adopts the supplemental budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, and that the amounts shown below are hereby appropriated for the purposes indicated within the Fund listed:

The following are changes above 10% of fund expenditures (public hearing required):

<u>Fund</u>	<u>2023-24 Budget Resources</u>	<u>2023-24 Budget Requirements</u>
Grant Fund:		
OWRD Grant	150,000	
OWRD Grant - Mercer Dam Fish Passage		150,000
Policing Grants	28,805	
Police Equipment		28,805
Revised Total Resources	914,504	
Revised Total Requirements		914,504
Comments: Grants received after the beginning of the fiscal year		
Building Fund:		
Construction Excise Tax (CET)	65,000	
Construction Excise Tax - Dallas SD		65,000
Revised Total Resources	2,262,800	
Revised Total Requirements		2,262,800
Comments: August 23, 2023 City entered into an intergovernmental agreement with Dallas SD 2 to collect and remit Construction Excise Tax		
Risk Management Fund:		
Miscellaneous Revenue	83,000	
Transfer from General Fund	385,000	

Property/Auto Insurance	198,700
Workers' Compensation Insurance	203,000
Liability Insurance	244,000
Revised Total Resources	675,700
Revised Total Requirements	675,700
Comments: Insurance costs actuals for fiscal year were more than budgeted	

Section 2. This resolution shall be effective upon its passage.

Adopted: June 3, 2024
Approved: June 3, 2024

KENNETH L WOODS JR, MAYOR

ATTEST:

APPROVED AS TO FORM:

BRIAN LATTA, CITY MANAGER


LANE P. SHETTERLY, CITY ATTORNEY



CITY OF DALLAS

OREGON

CITY COUNCIL STAFF REPORT

MEETING DATE: June 3, 2024
AGENDA ITEM NO. 10.d
TOPIC: Interfund Loan Resolution 3528
PREPARED BY: Cecilia Ward
APPROVED BY:  City Manager
ATTACHMENTS: Attachment A: Interfund Loan Resolution 3528

RECOMMENDED ACTION:

Staff recommends approval of Interfund Loan Resolution 3528

BACKGROUND:

At this time, the city has four (4) existing interfund loans:

From:	To:	Purpose:	Original Loan:	Balance as of 6/30/2024:	Payoff date:
Sewer SDC	Street Fund (50%) Storm Fund (50%)	Purchase of Street Sweeper	\$255,020	\$104,956	06/01/2027
Sewer SDC	Street Fund	Streetlight Replacement Project	\$291,000	\$169,844	07/01/2027
Sewer SDC	General Fund	Purchase of Property-791 Main St	\$385,445	\$385,445	06/01/2033
Water SDC	Water Fund	Automated Water Meter Infrastructure Project	\$832,350	\$600,445	07/01/2030

Oregon budget law ORS 294.468 allows for loans from one fund to another. The term of such loan shall not exceed 10 years.

Per Resolution 3528, the interest rate for the new interfund loan will be 2.50%.

SUMMARY TIMELINE:

October 16, 2023 – Council approves contract for the purchase of a pre-engineered metal building package.
 June 3, 2024 – Council considers Interfund Loan Resolution to fund 15% of the Public Works Building in the Fleet Management Fund.

FISCAL IMPACT:

\$330,000 was approved in the FY 2023-2024 budget.

RECOMMENDED MOTION:

NA – Adoption of Interfund Loan Resolution 3528 is accomplished with roll call vote.

RESOLUTION NO. 3528

A Resolution Authorizing an interfund loan from the Sewer System Development Fund to the Fleet Management Fund for the Public Works Building Project

WHEREAS, it is necessary to establish and authorize an interfund loan from the Sewer System Development Fund to the Fleet Management Fund for the Public Works Building Project; and

WHEREAS, the principal amount of the interfund loan is not to exceed \$330,000, with 2.50% interest; and

WHEREAS, payment of the loan shall be made as follows:

Period Due	Principal	Interest	Total Due	Balance
7/1/2024	\$ 29,416.42	\$ 7,914.46	\$ 37,330.88	\$ 335,977.93
7/1/2025	\$ 30,160.32	\$ 7,170.56	\$ 37,330.88	\$ 298,647.05
7/1/2026	\$ 30,923.03	\$ 6,407.85	\$ 37,330.88	\$ 261,316.17
7/1/2027	\$ 31,705.02	\$ 5,625.86	\$ 37,330.88	\$ 223,985.29
7/1/2028	\$ 32,506.80	\$ 4,824.09	\$ 37,330.88	\$ 186,654.41
7/1/2029	\$ 33,328.84	\$ 4,002.04	\$ 37,330.88	\$ 149,323.52
7/1/2030	\$ 34,171.68	\$ 3,159.20	\$ 37,330.88	\$ 111,992.64
7/1/2031	\$ 35,035.83	\$ 2,295.06	\$ 37,330.88	\$ 74,661.76
7/1/2032	\$ 35,921.83	\$ 1,409.05	\$ 37,330.88	\$ 37,330.88
7/1/2033	\$ 36,830.24	\$ 500.65	\$ 37,330.88	\$ 0.00
	\$ 330,000.00	\$ 43,308.81	\$ 373,308.81	

WHEREAS, full loan repayment is anticipated and shall occur in no more than 10 years as authorized by Oregon budget law ORS 294.468; NOW, THEREFORE;

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager be, and he hereby is, authorized and directed to transfer the appropriation authority of \$330,000 from the Sewer System Development Fund to the Fleet Management Fund for the Public Works Building Project and establish and pay an interfund loan on the terms and conditions set forth above.

Section 2. This resolution shall be effective upon its passage.

Adopted: June 3, 2024
 Approved: June 3, 2024

 KENNETH L. WOODS JR, MAYOR

ATTEST:

APPROVED AS TO FORM:

 BRIAN LATTA, CITY MANAGER

 LANE P. SHETTERLY, CITY ATTORNEY