

City of Island City - Council Meeting

REGULAR MEETING AGENDA

Monday

May 13, 2024, 7:00 pm

Island City City Hall

REGULAR MEETING

A. Call Meeting to Order, Pledge of Allegiance, Roll Call

B. Visitors

1. Union County Sheriff Report – April
2. County Update - Union County Commissioner Matt Scarfo
3. Union County Commissioner Candidate, Jake Seavert
4. Public Comment – *Those individuals who wish to address the Council in connection with any item which is printed on tonight's Agenda may do so during the time that item is under discussion by the Council. Individuals wishing to speak to the Council about non-Agenda items may do so during this Public Comments portion of the Agenda. When addressing the Council, speak loudly and clearly, and state your name. In the event the Mayor does not announce a time limit for comments, each speaker is asked to confine their comments to three minutes in length, whether the comments are in-person or virtual.*

C. Recorder

1. Minutes of the Previous Meeting - (action)
2. Recorder Monthly Activity Report

D. Financials

1. Financial Report of the City (action)
2. Finance Officer Monthly Activity Report

E. Mayor

1. Mayors Report

F. Old Business

1. Consideration of Resolution No. 229-2024; A Resolution Consenting to Union County Ordinance 2024-01 Implementing measures to reduce incidents of truancy from Union County Public Schools

G. New and Unfinished Business

1. Any topics from Council and/or Public
2. Misc. Correspondence / Cards

H. Adjournment

Next Council Meeting June 10, 2024, 7:00pm Island City, City Hall

Join Zoom Meeting

<https://us06web.zoom.us/j/82481772791?pwd=SkH3WnqhN10Dvz6utiZtj7rD9Zwvx9.1>

Passcode: 045542

**City of Island City, Oregon
STAFF REPORT**

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: __B-1__

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Agenda Heading: Sheriff's Report

The following is the Sheriff's Report for the month of April, 2024. We have received the detail sheets from the office, and they are available for review.

Island City Activities—APRIL 2024

The Union County Deputies contributed hours to the total for the month. The statistics reflect the activities for the Sheriff's Office.

HOURS	95
CRIM. CITATIONS	2
TRAFFIC CITATIONS	0
WARNINGS	2
ARRESTS	1
CALLS FOR SERVICE	54
FI'S	32
REPORTS	7
TOWS/IMPOUNDS	0
OTHER*	0

Activities include:

Routine patrol including foot patrol, school patrol, and traffic patrol
 Extra patrol of local businesses, churches, and neighborhoods
 Field interrogations and follow up done as needed throughout the month
 Traffic warnings and/or citations given throughout the month
 Responded for a stolen vehicle, unfounded vehicle returned
 One person arrested for a theft
 Investigation follow up done by detective on 2 sex abuse cases
 Deputy responded for 5 calls to Walmart regarding thefts and trespass
 Deputy responded for a domestic disturbance in the Walmart Parking lot
 Deputy responded for a report of a theft at Walmart, determined to be unfounded.
 Attempt to locate a wanted person, UTL
 Report of an intoxicated driver at Luckys, unfounded
 Information taken for a harassment, options given
 Deputy assisted medics, one transported to GRH
 Civil disturbance at Walmart, options explained
 Information exchanged for a Traffic Accident at Walmart
 Report taken for a trespass at Walmart
 Deputy attempted to locate a suspicious person, UTL
 Responded for a Burg alarm, building cleared
 Deputy assisted medical, patient refused transport
 Deputy assisted OSP with a criminal citation
 Deputy assisted mentally ill person at Blue Springs Crossing
 Information taken for a hit and run
 Attempt to locate a suspicious person at The Other Guys. UTL
 Report taken for a theft
 Deputy responded for a crash and a report of UUMV

Deputy responded for a fraud, civil compromise reached
Report taken for a stolen vehicle and negotiating a bad check
Report taken for a theft and trespass
Report taken for a crash
Responded for a possible domestic disturbance
Report taken for a broken window at a business
Deputy responded for a possible domestic, contacted male half, attempt to locate female
One person arrested for multiple warrants and computer crime
Report taken for a hit and run
Deputy responded for a welfare check x 2
Responded to Walmart for 5 calls, trespassing, theft, harassment and a driving complaint.
One person cited for Criminal Trespass and theft
Deputy responded for a trespass, GOA

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	3.00	0.00	9.50	2.50								
2	2.50	1.00	0.00	7.00								
3	0.00	1.00	0.00	3.00								
4	3.00	9.50	7.50	2.00								
5	2.00	3.00	3.50	3.00								
6	1.50	2.00	2.50	4.00								
7	1.50	2.50	0.50	2.00								
8	4.50	0.50	2.00	3.50								
9	5.50	0.50	3.00	0.00								
10	4.50	1.50	2.50	3.50								
11	0.00	2.00	0.50	5.00								
12	0.00	3.00	2.00	0.50								
13	7.50	4.50	2.00	0.00								
14	7.00	2.50	2.00	1.00								
15	0.00	0.00	2.50	1.00								
16	2.50	0.00	0.50	6.00								
17	2.00	0.00	4.50	0.00								
18	0.00	4.00	6.00	0.50								
19	4.50	1.00	4.50	0.00								
20	0.00	5.50	1.50	0.00								
21	5.50	4.00	1.00	2.50								
22	5.50	5.00	0.00	1.50								
23	0.00	4.50	0.50	6.50								
24	2.00	0.00	4.50	4.00								
25	2.00	17.50	3.00	13.00								
26	0.00	8.00	5.50	6.00								
27	6.00	6.50	1.00	2.50								
28	6.00	7.00	1.00	6.50								
29	7.50	0.00	0.00	3.00								
30	0.00	0.00	8.75	5.00								
31	0.00	0.00	44.50	0.00								
Total	86	96.50	126.75	95.00								

	80	80	80	80	80	80	80	80	80	80	80	80
Over/Short	6.00	16.50	46.75	15.00	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)

City of Island City, Oregon
STAFF REPORT

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: ___B-1__

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Agenda Heading: 2024 Report of Reported Activity by Sheriff's Office

A compilation of all of the monthly reports on one sheet, to show the breakdown of all the reported information given to the Council has been made, and is on the following page.

2024	Criminal Citations	Traffic Citations	Warnings	Arrests	Calls for Service	Field Interviews	Reports	Tows/Impounds	Other
January	0	0	7	3	23	29	3	0	0
February	3	0	4	5	34	24	8	0	0
March	2	1	5	6	50	22	11	0	0
April	2	0	2	1	54	32	7	0	0
May	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0
September	0	0	0	0	0	0	0	0	0
October	0	0	0	0	0	0	0	0	0
November	0	0	0	0	0	0	0	0	0
December	0	0	0	0	0	0	0	0	0
Totals	7	1	18	15	161	107	29	0	0

Notes:

Calls for Service = Shoplifting, transients, see something suspicious, Animal Control

Field Interviews = speaking with the public, any contact with the public

Arrests = WalMart shoplifters, parole violations

Traffic Citations = driving uninsured, driving while suspended are included...not just speeding tickets

City of Island City, Oregon
STAFF REPORT

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: ___B-2___

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Agenda Heading: County Update

Agenda Item added to accommodate the Monthly Update given by Commissioner Scarfo.

City of Island City, Oregon

STAFF REPORT

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: ___B-3___

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Agenda Heading: Union County Commissioner Candidate

Union County Commissioner Candidate, Jake Seavert, will be present to speak with the Council about his current run for the Union County Commissioner, Position 3.

**City of Island City, Oregon
STAFF REPORT**

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: __C-1__

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Agenda Heading: Minutes of Previous Meeting

Please see the following for the minutes for the following:

Regular Session Meeting, April 8, 2024

The Regular meeting of the Island City City Council was held April 8, 2024, in the Island City City Hall.

Present were Mayor Dave Comfort; Council Members: Debra Comfort, Patrick Hemann, Richie Mentgen, Cindy Beck and Kevin Hampton; City Recorder Karen Howton, Administrative Assistant Tabettha Givens and City Finance Officer Mark Rhodes. Visitors included those listed on the attendance sign in sheet attached to these minutes and made a part of the permanent record.

Mayor Comfort called the regular meeting to order. He then reminded everyone to please place their cell phones on silent. Mayor Comfort then asked that everyone stand and repeat the Pledge of Allegiance.

Roll call was taken by Recorder Howton. All Members were present. There is one Council position that is vacant.

Mayor Comfort welcomed all who were in attendance.

Visitors

Sgt. Travis Schaad Union County Sheriff's Office

Sgt. Schaad presented the monthly activity report for the month of February and March, 2024. Council reviewed the written reports provided.

Howton stated that she has compiled the monthly information from the reports that the Sheriff's Office provide to the Council into one spreadsheet. The information for 2024 was shared with the Council in their packets this month, and will continue to be included within the packet for informational purposes.

Council asked a few questions about the report and accepted the report.

Union County Update Union County Commissioner Matt Scarfo

Commissioner Scarfo was present and gave the following update:

1. The work session with the City of La Grande about the animal ordinance is on Facebook, and Scarfo suggests that Council watch
2. Friends of the Fair fundraiser is going on as the meeting is taking place at the Fairgrounds. This is to help raise funds for the sewer project.
3. County is gearing up for Budget season
4. There is a Recriminalize Narcotics Symposium on May 8-10
5. April 25, there is a meeting at La Grande Library for Public grounds closures for forest access roads for ATVs. All interested parties should attend
6. La Grande could be opening their streets to ATVs, Island City may want to be part of that conversation

Union County District Attorney, Kelsie McDaniel spoke on the Recriminalization of the Narcotics. This is not a full repeal of the measure, just unclassified as a misdemeanor. There is a deflection program with a couple of

options, which include “door 1” and “door 2.” Door 1 would be jail; door 2 would be admitting issue with drugs and getting help. This is a good start to getting the drug issue more under control, but again not a complete repeal of Measure 110.

Council all thanked Commissioner Scarfo for his work and dedication to Union County.

Union County Sheriff, Cody Bowen
Union County Sheriff Candidate

Sheriff Bowen spoke about his reelection campaign. He is seeking reelection, however the Sheriff’s candidates are not on the primary ballot in May, they will be on the general ballot in November. He would like to remind everyone about the priority of the office being transparent. Bowen feels he has kept that and all the other campaign promises. He has received the endorsement of the Union County Law Enforcement, which includes the officers and leaders of the Union County Sheriff’s Office as well as the La Grande Police Department.

Sheriff Bowen requested that anyone wishing to meet up to speak with him, go on jail tours, those who have complaints or want to discuss anything, to please make contact with him directly. He then thanked the Council for the relationship that the City and Sheriff’s Office has had over the years.

Council thanked Sheriff Bowen for sharing his platform with them again.

La Grande School District Resolution Proposal
Superintendent George Mendoza
School Board Chairman Randy Shaw
Union County District Attorney, Kelsie McDaniel

Superintendent George Mendoza spoke about the reason behind the La Grande School Board’s desire to have a County-wide Ordinance in place for truancy. He stated that in the La Grande School District, there are 62-63% regular attendance from students; there is 38% of students missing more than 18 days, as unexcused absences. The proposed Truancy Ordinance would be to address the 38% of students.

La Grande School Board Chairman Randy Shaw stated that throughout the District, the Principals, with the help of teachers, the Superintendent and School Board have made a large, concerted effort to get information out about the need to be in school to all students and parents. The classes within Elementary Schools have had contests to see which class could have the best attendance for the quarter. Attendance numbers are still low.

Union County District Attorney, Kelsie McDaniel stated that the attendance records, and this proposed ordinance is for public schools in the County. The students that have chosen a hybrid schedule, those who have gone 100% online, and those who are homeschooled will not be affected by this Ordinance. This proposed ordinance is a last-ditch effort to help with this truancy issue.

Council asked a number of questions, such as:

- Of the 38% flagrant absences, what percentage will actually be affected by this ordinance? *It was stated that the total percentage of the 38% that there are actual issues with is about 1%. This 1% is hovering around 30-40 days unexcused absences.*
- Do these families already have interactions with the legal system? *Older children (8-10 grades): yes Younger children: no All feel that having these tough conversations with the families that are flying*

under the radar will be more of a “tough love” conversation, designed to get compliance, not start a legal process

- What age range are the most consistently absent? *Mostly 8, 9 & 10 graders*
- What about those children who really are sick, excused, or excused for other reasons by their parents, and the days add up. Are those children and their families in jeopardy of receiving citations? *The idea of the Ordinance is being able to start the conversation with the students and parents. This is a great direction to help keep kids going on the right path, with oversight more than their parents.*

Union County Sheriff, Cody Bowen mentioned that he has been a part of a number of these types of conversations, and he has never seen a family monetarily fined. This Ordinance, again, creates a way to start the conversations with families to make better decisions for their children, and helps law enforcement and the Schools to get on the same page and these families.

Council had various comments. **Councilor Mentgen made a motion to postpone the decision on this Resolution until the May 13, 2024 meeting. Councilor Beck seconded the motion.** Mayor Comfort asked for any discussion, hearing none, Mayor Comfort asked for the vote. Votes were recorded in the following manner: Yes votes: Mentgen, Hemann and Beck. No Votes: Comfort and Hampton. Motion passed with a vote of 3-2. Recorder Howton was instructed to have Resolution 229-2024; A Resolution Consenting to Union County Ordinance 2024-01 Implementing Measures to Reduce Incidents of Truancy from Union County Schools on the May 13, 2024 Council Meeting Agenda.

Council thanked Superintendent George Mendoza, School Board Chairman Randy Shaw, Union County District Attorney Kelsie McDaniel and Union County Sheriff Cody Bowen for their time and dedication to the youth of Union County.

Paulie Chartier
10503 Emily Drive
Island City, OR 97850

Paulie Chartier stated that she received information from someone that there is a plan for low-income housing (apartments) to be built on property to the North of Emily Drive. She would like to have any information about this proposed development.

Howton stated that the City is not in possession of any application that would meet the criteria that was just described. There is a process that all applications have to follow, and all adjacent property owners would be notified, at the appropriate time, for any type of large development like this were to be in the works.

Chartier wanted to make sure that the surrounding property owners would have a chance to speak about any proposed development. Howton assured her that during the application process, there is a time where the surrounding property owners are notified and given a date and time of when they can voice their concerns. This would be part of the public hearing portion of the land use development process.

Recorder

The minutes of the previous meeting of February 12, 2024 and April 2, 2024 were reviewed by the council. Councilor Hemann stated that the minutes of the April 2, 2024 meeting needed to be corrected in the vote count for all of the motions concerning the approval of the Final Plat for Crooked Creek Subdivision, Phase 5 & 6.; he had abstained from voting. **Councilor Comfort made a motion to approve the minutes as presented, with**

the noted correction to the April 2, 2024 minutes. Councilor Hemann seconded the motion. Mayor Comfort asked for any discussion, hearing none, Mayor Comfort called for the vote, motion passed with five (5) yes votes.

Howton's monthly report was reviewed. There was much discussion about the Planning situation for the City. Howton stated that with the help of City Engineer, Dave Wildman and the City Attorney, Bill Kabeiseman, with input from Union County Planner Scott Hartell, there seems to be a good direction for qualifications the City would desire. The requests for bid/proposals will be sent out to the six (6) identified planning firms this week.

Council discussed making a subcommittee to look at the proposals and report back to the Council on their thoughts. Howton stated that the discussion of the proposals at the Council level will put us out another month for a planner to start. It was then asked if the subcommittee could be authorized to hire the planner that they felt was the best fit for the city. Councilor Mentgen made a motion to establish a subcommittee with Kevin Hampton, Patrick Hemann and Mayor Dave Comfort, to review the proposals received and authorize them to hire the planner they felt was the best for the City. Councilor Comfort seconded the motion. Mayor Comfort asked for any discussion. Howton stated that the decision and subsequent hiring would also be a within a written contract that the City's Attorney would draft, so we wouldn't be "locked" into a situation that we couldn't get out of, if necessary. Mayor Comfort asked for any further discussion, hearing none, Mayor Comfort called for the vote, motion passed with five (5) yes votes.

Financials

Council reviewed Financial Reports for the month of January, 2024 and February, 2024 in written form from Officer Mark Rhodes. Discussion was held about various items in the reports. Councilor Hemann made a motion to approve financials as presented. Councilor Mentgen seconded the motion. Mayor Comfort asked for any discussion, hearing none, Mayor Comfort called for the vote, motion passed with five (5) yes votes.

Finance Officer Rhodes presented the Council with Resolution No. 230-2024; A Resolution making supplemental budget contingency transfer of appropriation authority for Fiscal Year 2023-2024 (General Fund). Rhodes explained that the general fund expenses are over by 10% of the budget, so moving the contingency to the line items that are over will take care of any budget violations. Councilor Hemann made a motion to approve Resolution No. 230-2024; A Resolution making supplemental budget contingency transfer of appropriation authority for Fiscal Year 2023-2024 (General Fund). Councilor Comfort seconded the motion. Mayor Comfort asked for any discussion, hearing none, Mayor Comfort called for the vote, motion passed with five (5) yes votes.

Mayors Report

Mayor Comfort reported that he has been working with Recorder Howton to help take some of the load off of Howton during this past month. He has been working with Dave Wildman, Howton and others to keep the City moving forward, and trying to find solutions for the planning vacancy. He stated that Howton has been working very hard to make sure all of the current applications are covered. He feels that there some things in the works that will be a great forward movement for the City.

Old Business

Items that Howton is working on are:

1. Municipal Court arrangement with Justice Court, need to get draft Ordinances to Council
2. Recorder Pay
3. Permanent Solution for the Planning situation

Howton stated that the Ordinances need to be updated, and this would be a great process to start in the Council Retreat. Recorder pay has been placed on a “hold” as Recorder Howton has been trying to navigate getting applications covered as she looks for a new Planner.

New Business

With no further business to come before the Council, Mayor Comfort declared the meeting adjourned.

Karen Howton
City Recorder

City of Island City, Oregon

STAFF REPORT

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: ___ C-2 ___

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Issue: Recorder Monthly Activity

1. Assembled Agenda and packets for May
2. Attended numerous Meetings for Sanitation & Cemetery Districts
3. Answered variety of emails regarding City business / Planning Issues.
 - Possible land partitions
 - Multiple land use coordination issues
 - City Streets
 - Possible Businesses / Home Occupations
 - General goings-on of City
4. Spoke with multiple Land Use Planners, City Engineer about land use issues
 - Current land use applications in progress
 - Possible land partitions and developments
5. Spoke with City Engineer about
 - City Planning
 - Sewer upgrades that will affect the City
 - Various land use issues and possible property development
6. Met with public about planning and land development
 - General land use questions
 - Generated Zoning Clearances for new construction on already existing lots
7. Reviewed and compiled water test results
8. Worked with Sanitation Board and Engineer and Contractor for the following:
 - Sewer Upgrades throughout the District
 - Sanitation lift station issues
9. Worked with Cemetery Board for the following:
 - Continued work on software for cemetery (volunteer of time)
 - Pay bills (volunteer of time)
10. Met with Mayor on a number of occasions to go over questions and procedures
 - City Planning
 - Current Land use applications in progress
 - General City goings-on
 - Council Meeting Topics
11. Worked with Staff to file various water reports for State of Oregon
12. Worked with Public Works staff for various items

13. Worked with Finance Officer on the City and Sanitation Budgets
14. Compiled and sent out Budget Packets to budget committees – Sanitation District and City
15. Working with Mayor, Engineer and a possible Contract Planner for a possible permanent solution to the City's planning needs

Information:

1. **Sanitation District Project Update.** Lift Station work is continuing.
The bid received from Becker and the change order have been approved by the Board of Directors for the Melody Road Lift Station. At this point, the DEQ needs to approve the design of the LS. Once this is completed, the lift station can be ordered, and in about 6-8 weeks, fingers crossed, the lift station will arrive to be installed by Beker's crew. Once this lift station is completed, the project will be coming to an end.
2. **Planning.** The RFP that was sent out by the City was met with no proposals from the planners that the RFP was sent to. I have been in contact with several planners throughout the state to see what kind of help is available, as we try to keep development moving in Island City. Currently, I have an open application with a planner in Lakeview, Oregon; an open application with a planner in Portland, OR; and an open application with a planner in The Dalles, OR.

**City of Island City, Oregon
STAFF REPORT**

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: ___D-1___

To: Honorable Mayor and Council

From: Mark Rhodes – City Finance Officer

Issue: Financial Reports

Please see following pages for the financial reports

MEMO:

TO: City of Island City Council Members, City Recorder
FROM: Mark Rhodes, Finance Officer
SUBJECT: Financial Reports – March 2024

DATE: May 1, 2024

Please see the following Financial Reports for the Month of March 2024.

- 1) *Profit and Loss Budget Performance* reports by fund
- 2) an *Account Balances Report* showing current cash balances and how these balances changed during the month
- 3) an *Expenses by Vendor Summary* report showing total spent by vendor for the current month.

Any feedback on the reports or suggestions for improvement are welcome. Please let me know if you have any questions.

Mark Rhodes, CPA
Finance Officer
541-963-5017
mark@islandcityoregon.gov

City of Island City
Profit & Loss Budget Performance - General Fund
March 2024

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
6000.01 · Union County Taxes Current GF	0	190,146	194,000
6001.01 · Union County Taxes Previous GF	0	5,285	4,000
6010.01 · Liquor Tax GF	806	12,974	22,000
6020.01 · Cigarette Tax GF	53	523	835
6050.01 · Franchise Fees GF	1,138	50,768	108,000
6060.01 · State Revenue Sharing GF	0	6,454	11,000
6070.01 · Development Fees GF	100	3,910	800
6205.01 · Administrative Fees GF	11,422	105,068	135,776
6212.01 · Meeting Room Rent GF	500	3,160	3,000
6215.01 · Office Space Rent GF	431	3,877	5,169
6220.01 · Donations GF	0	125	
6300.01 · Miscellaneous Income GF	0	2,080	500
Total Income	14,450	384,370	485,080
Gross Profit	14,450	384,370	485,080
Expense			
8000.01 · Payroll Expenses GF			
8005.01 · Mayor GF	1,194	10,749	14,333
8010.01 · Recorder GF	5,121	46,039	61,258
8015.01 · Finance Officer GF	4,871	43,805	57,923
8020.01 · Secretary GF	3,093	29,101	39,252
8025.01 · Seasonal Workers GF	0	3,327	6,000
Total 8000.01 · Payroll Expenses GF	14,279	133,021	178,766
8100.01 · Payroll Taxes GF			
8101.01 · Social Security Taxes GF	919	8,454	
8102.01 · Medicare Taxes GF	215	1,977	
8103.01 · Oregon Unemployment GF	115	765	
8104.01 · Oregon Workers Comp GF	5	46	
8100.01 · Payroll Taxes GF - Other	0	0	15,588
Total 8100.01 · Payroll Taxes GF	1,254	11,242	15,588
8150.01 · Health Insurance GF	5,645	49,534	66,504
8160.01 · Retirement GF	883	6,400	10,694
8200.01 · Office Expense GF	239	2,800	5,500
8210.01 · City Hall Operations & Maint GF	0	1,152	2,500
8215.01 · General Expense GF	13	157	500
8220.01 · Minor Equipment GF	0	2,640	3,500
8255.01 · Bldg Repairs & Maintenance GF	0	213	3,000
8260.01 · Park Maintenance GF	83	11,004	15,000
8265.01 · Vehicle Expenses GF	11	2,065	2,000
8300.01 · Legal Services GF			
8301.01 · General Legal GF	165	880	
8300.01 · Legal Services GF - Other	70	2,415	9,000
Total 8300.01 · Legal Services GF	235	3,295	9,000

City of Island City
Profit & Loss Budget Performance - General Fund

March 2024

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>	<u>Annual Budget</u>
8310.01 · Auditing Fees GF	125	7,513	8,100
8320.01 · Engineering GF	1,293	11,302	6,000
8325.01 · Contract Services GF	240	5,989	4,000
8330.01 · ICASD Public Works Services GF	1,232	10,586	15,150
8350.01 · Police Protection GF	5,126	46,135	62,000
8450.01 · Education & Travel GF	0	718	6,000
8500.01 · Advertising GF	0	45	550
8505.01 · Bank Charges GF	73	744	850
8510.01 · Bonds & Insurance GF	0	11,916	12,500
8520.01 · Council Meeting Expense GF	0	0	1,800
8525.01 · Dues & Publications GF	0	683	800
8526.01 · Licenses & Fees GF	0	0	200
8530.01 · Elections GF	0	0	1,000
8535.01 · ICDC Planning GF	0	18,007	21,000
8540.01 · League of Oregon Cities GF	0	1,144	1,145
8550.01 · Public Service GF	0	1,435	3,500
8700.01 · Utilities GF	249	2,474	4,500
8710.01 · Telephone GF	0	0	500
Total Expense	<u>30,980</u>	<u>342,214</u>	<u>462,147</u>
Net Ordinary Income	(16,530)	42,156	22,933
Other Income/Expense			
Other Income			
9000.01 · Interest Income GF			
9001.01 · General Checking Interest GF	4	67	
9002.01 · SRS Interest GF	0	2	
9005.01 · LGIP Interest GF	3,667	25,498	
9000.01 · Interest Income GF - Other	0	0	18,000
Total 9000.01 · Interest Income GF	<u>3,671</u>	<u>25,567</u>	<u>18,000</u>
Total Other Income	3,671	25,567	18,000
Other Expense			
9600.01 · Capital Outlay GF			
9601.01 · Equipment and Improvements GF	0	0	25,000
9602.01 · Park Equipment (Trail Grant) GF	0	0	1,000
9604.01 · Equip & Improvements (ARPA) GF	0	0	176,942
Total 9600.01 · Capital Outlay GF	<u>0</u>	<u>0</u>	<u>202,942</u>
Total Other Expense	0	0	202,942
Net Other Income	3,671	25,567	(184,942)
Net change in fund balance	<u>(12,859)</u>	<u>67,723</u>	<u>(162,009)</u>
Fund balance, July 1, 2023		799,089	777,584
Fund balance, March 31, 2024		<u>866,812</u>	
Fund balance, June 30, 2024			<u>615,575</u>

City of Island City
Profit & Loss Budget Performance - State Street Fund
March 2024

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
6000.02 · Highway Division Payments SS	6,734	59,864	90,000
6005.02 · Vehicle Rent Income SS	1,500	13,500	18,000
6110.02 · Grant Income SS	0	0	100,000
Total Income	<u>8,234</u>	<u>73,364</u>	<u>208,000</u>
Gross Profit	8,234	73,364	208,000
Expense			
8220.02 · Minor Equipment SS	0	57	
8250.02 · Street Maintenance SS	1,958	12,738	50,000
8505.02 · Bank Charges SS	0	10	50
8705.02 · Street Lighting SS	1,366	13,049	17,000
Total Expense	<u>3,324</u>	<u>25,854</u>	<u>67,050</u>
Net Ordinary Income	4,910	47,510	140,950
Other Income/Expense			
Other Income			
9000.02 · Interest Income SS			
9001.02 · State Street Interest SS	0	1	18,750
9005.02 · LGIP Interest SS	2,786	21,663	
Total 9000.02 · Interest Income SS	<u>2,786</u>	<u>21,664</u>	<u>18,750</u>
Total Other Income	2,786	21,664	18,750
Other Expense			
9600.02 · Capital Outlay SS			
9601.02 · Street Maint & Improvements SS	0	0	500,000
Total 9600.02 · Capital Outlay SS	<u>0</u>	<u>0</u>	<u>500,000</u>
Total Other Expense	0	0	500,000
Net Other Income	2,786	21,664	(481,250)
Net Income	<u>7,696</u>	<u>69,174</u>	<u>(340,300)</u>
Fund balance, July 1, 2023		577,038	568,400
Fund balance, March 31, 2024		<u>646,212</u>	
Fund balance, June 30, 2024			<u>228,100</u>

City of Island City
Profit & Loss Budget Performance - Water Fund
March 2024

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
6050.03 · Water Charges WF	37,282	378,784	495,000
6060.03 · New Water Fees WF	105	1,600	1,700
6070.03 · NSF Check Fees WF	0	140	200
6300.03 · Miscellaneous Income WF	0	5	50
Total Income	<u>37,387</u>	<u>380,529</u>	<u>496,950</u>
Gross Profit	37,387	380,529	496,950
Expense			
8200.03 · Office Expense WF	440	4,584	5,000
8215.03 · General Expense WF	13	69	350
8220.03 · Minor Equipment WF	41	2,837	1,000
8250.03 · Repairs & Maintenance WF	1,826	19,961	80,000
8255.03 · Bldg Repairs & Maintenance WF	0	154	10,000
8265.03 · Vehicle Expenses WF	804	9,574	13,000
8300.03 · Legal Services WF	0	0	200
8310.03 · Auditing Fees WF	125	7,513	8,100
8320.03 · Engineering WF	0	2,678	2,500
8325.03 · Contract Services WF	528	3,489	4,000
8330.03 · ICASD Public Works Services WF	11,089	95,271	135,400
8340.03 · Administrative Services WF	5,711	53,436	68,000
8350.03 · Water Testing WF	104	3,422	3,000
8450.03 · Education & Travel WF	0	1,925	3,000
8505.03 · Bank Charges WF	0	0	25
8510.03 · Bonds & Insurance WF	0	11,916	12,500
8520.03 · Council Meeting Expense WF	0	0	1,800
8525.03 · Dues & Publications WF	0	1,123	1,000
8526.03 · Licenses & Fees WF	0	1,225	1,800
8550.03 · Public Service WF	0	39	200
8700.03 · Utilities WF	1,794	19,707	29,000
8710.03 · Telephone WF	72	1,701	3,000
8799.03 · Contingency WF	0	0	10,000
8900.03 · Bad Debt Expense WF	0	0	2,000
Total Expense	<u>22,547</u>	<u>240,624</u>	<u>394,875</u>
Net Ordinary Income	14,840	139,905	102,075
Other Income/Expense			
Other Income			
9000.03 · Interest Income WF			
9002.03 · Water Checking Interest WF	4	65	
9005.03 · LGIP Interest WF	2,572	13,068	
9000.03 · Interest Income WF - Other	0	0	6,750
Total 9000.03 · Interest Income WF	<u>2,576</u>	<u>13,133</u>	<u>6,750</u>
Total Other Income	2,576	13,133	6,750

City of Island City
Profit & Loss Budget Performance - Water Fund
 March 2024

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>	<u>Annual Budget</u>
Other Expense			
9500.03 · Interest Expense WF			
9502.03 · Well #5 Interest WF	0	0	105,277
Total 9500.03 · Interest Expense WF	<u>0</u>	<u>0</u>	<u>105,277</u>
9550.03 · Loan Principal Payments WF			
9552.03 · Well #5 Principal WF	0	0	37,424
Total 9550.03 · Loan Principal Payments WF	<u>0</u>	<u>0</u>	<u>37,424</u>
9600.03 · Capital Outlay WF			
9601.03 · Equipment and Improvements WF	0	0	25,000
Total 9600.03 · Capital Outlay WF	<u>0</u>	<u>0</u>	<u>25,000</u>
9904.03 · Transfers to Water Reserve WF	0	0	15,100
9905.03 · Transfers to Debt Reserve WF	0	0	15,000
Total Other Expense	<u>0</u>	<u>0</u>	<u>197,801</u>
Net Other Income	2,576	13,133	(191,051)
Net change in fund balance	<u>17,416</u>	<u>153,038</u>	<u>(88,976)</u>
Fund balance, July 1, 2023		504,239	503,049
Fund balance, March 31, 2024		<u>657,277</u>	
Fund balance, June 30, 2024			<u>414,073</u>

City of Island City
Profit & Loss Budget Performance - Water Reserve Fund
 March 2024

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Expense			
8505.04 · Bank Charges WR	0	2	
Total Expense	<u>0</u>	<u>2</u>	
Net Ordinary Income	0	(2)	
Other Income/Expense			
Other Income			
9000.04 · Interest Income WR			
9005.04 · LGIP Interest WR	877	6,970	7,240
Total 9000.04 · Interest Income WR	<u>877</u>	<u>6,970</u>	<u>7,240</u>
9403.04 · Transfers from Water Fund WR	0	0	15,100
Total Other Income	<u>877</u>	<u>6,970</u>	<u>22,340</u>
Other Expense			
9600.04 · Capital Outlay WR			
9601.04 · Equipment and Improvements WR	0	0	50,000
Total 9600.04 · Capital Outlay WR	<u>0</u>	<u>0</u>	<u>50,000</u>
Total Other Expense	<u>0</u>	<u>0</u>	<u>50,000</u>
Net Other Income	<u>877</u>	<u>6,970</u>	<u>(27,660)</u>
Net change in fund balance	<u><u>877</u></u>	<u><u>6,968</u></u>	<u><u>(27,660)</u></u>
Fund balance, July 1, 2023		<u>193,022</u>	<u>193,021</u>
Fund balance, March 31, 2024		<u><u>199,990</u></u>	
Fund balance, June 30, 2024			<u><u>165,361</u></u>

City of Island City

Profit & Loss Budget Performance - Well 5 Debt Reserve Fund

March 2024

	<u>Mar 24</u>	<u>Jul '23 - Mar 24</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Expense			
8505.05 · Bank Charges DR	0	47	
Total Expense	<u>0</u>	<u>47</u>	
Net Ordinary Income	0	(47)	
Other Income/Expense			
Other Income			
9000.05 · Interest Income DR			
9001.05 · Money Market Interest DR	0	3	0
9005.05 · LGIP Interest DR	<u>337</u>	<u>2,723</u>	<u>2,785</u>
Total 9000.05 · Interest Income DR	<u>337</u>	<u>2,726</u>	<u>2,785</u>
9403.05 · Transfers from Water Fund DR	<u>0</u>	<u>0</u>	<u>15,000</u>
Total Other Income	<u>337</u>	<u>2,726</u>	<u>17,785</u>
Net Other Income	<u>337</u>	<u>2,726</u>	<u>17,785</u>
Net change in fund balance	<u><u>337</u></u>	<u><u>2,679</u></u>	<u><u>17,785</u></u>
Fund balance, July 1, 2023		<u>74,266</u>	<u>74,264</u>
Fund balance, March 31, 2024		<u><u>76,945</u></u>	
Fund balance, June 30, 2024			<u><u>92,049</u></u>

**City of Island City
Account Balances Report
04/30/24**

	02/29/24 Balances	03/31/24 Balances	Monthly Increase (Decrease)	04/30/24 Balances
General Fund Accounts:				
General Fund Checking	\$ 46,813.94	\$ 19,443.22	\$ (27,370.72)	\$ 30,305.94
LGIP	832,645.64	836,312.87	\$ 3,667.23	826,312.87
Total General Fund Accounts	879,459.58	855,756.09	(23,703.49)	856,618.81
State Street Accounts:				
State Street Money Market	13,745.76	10,594.82	\$ (3,150.94)	8,637.32
LGIP	626,155.12	638,941.31	12,786.19	638,941.26
Total State Street Accounts	639,900.88	649,536.13	9,635.25	647,578.58
Water Fund Accounts:				
Water Fund Checking	60,535.95	71,510.35	10,974.40	90,378.43
LGIP	572,368.48	592,940.50	20,572.02	592,940.45
Total Water Fund Accounts	632,904.43	664,450.85	31,546.42	683,318.88
Water Reserve Accounts:				
LGIP	199,113.10	199,990.07	876.97	199,990.07
Total Water Reserve Accounts	199,113.10	199,990.07	876.97	199,990.07
Well 5 Debt Reserve Accounts:				
LGIP	76,608.01	76,945.42	337.41	76,945.42
Total Well 5 Debt Reserve Accounts	76,608.01	76,945.42	337.41	76,945.42
Total Bank Accounts	121,095.65	101,548.39	(19,547.26)	129,321.69
Total LGIP	2,306,890.35	2,345,130.17	38,239.82	2,335,130.07
Total City Account Balances	\$ 2,427,986.00	\$ 2,446,678.56	\$ 18,692.56	\$ 2,464,451.76

Mark Rhodes:
moved \$10,000 to
Checking on 4/10/24

LGIP #1 Balance 2/29/2024	\$ 2,031,169.24
Deposits	-
Withdrawals	28,000.00
Fees	(0.15)
Current Yield 5.20%	Interest Earned 9,025.59
Total LGIP #1 Balance 3/31/2024	\$ 2,068,194.68
LGIP #2 Balance 2/29/2024	\$ 275,721.11
Deposits	-
Withdrawals	-
Fees	-
Current Yield 5.20%	Interest Earned 1,214.38
Total LGIP #2 (Reserves) Balance 3/31/2024	\$ 276,935.49
Total LGIP Balance 3/31/2024	\$ 2,345,130.17

City of Island City
Expenses by Vendor Summary
March 2024

	Mar 24
Admiral Beverage Northwest	13.00
Advanced Control Systems	384.00
Anderson Perry & Associates, Inc.	1,292.50
Avista	105.08
Bateman Seidel	165.00
CAPS of La Grande	7.49
Charter Spectrum	64.98
CIS Trust	5,644.52
Hampton Paving, LLC	3,399.50
ICASD	12,385.84
Island City General Fund	10,016.69
Island City State Street Fund	750.00
Nexttech	240.13
NMC Law, LLC	70.00
Oregon Secretary of State	125.00
OTEC	174.88
RICOH (Copier Rent)	35.63
Ricoh (Copier Usage)	19.76
Tabetha Givens	3.68
Union County Sheriff's Office	5,126.15
US Bank/Elan Financial Services Consumer/	177.54
Waste Pro	51.74
Water Dynamics, LLC	104.00
Zipty Fiber	71.64
TOTAL	40,428.75

Finance Officer Monthly Activity

1. Working on 2024-25 Budgets for City and ICASD
2. Working on process to start billing for reimbursement of City expenses in excess of development project application fees in accordance with the City's Development Code.
3. Prepare Financial Reports for May meetings – City and ICASD
4. Reconcile LGIP Accounts.
5. Reconcile bank accounts monthly.
6. Check daily that the Balance Sheets for all funds are in balance.
7. Review weekly Water/Sewer payments deposit report prepared by Administrative Assistant and enter into QuickBooks. Prepare transfer request to transfer sewer portion of payments to ICASD.
8. Process Accounts Payable
 - a. Code invoices with appropriate GL account # and enter into QuickBooks.
 - b. Update monthly Accounts Payable split spreadsheet to allocate bills paid by General Fund that are expensed proportionally to General Fund, Water Fund, State Street Fund and Sanitation.
 - c. Print checks and give to City Recorder for review and signatures.
 - d. Mail signed checks and file invoices.
9. Process Payroll for City and Sanitation District
 - a. Process direct deposits online.
 - b. Update Reportable Wages for Workers Comp Spreadsheets
 - c. Update Payroll Costs & Benefits by Employee spreadsheets for purposes of billing for administrative services and Public Works services.
 - i. Prepare invoices for Public Works services billed by ICASD to City.
 - ii. Prepare invoices for administrative services billed by the City General Fund to City Water Fund and ICASD.
 - d. Prepare Journal Entry to record payroll items and enter into QuickBooks.
 - e. Process retirement payments online and enter into QuickBooks.
 - f. Process check to ICASD for city share of AFLAC deductions paid by ICASD.
10. Record weekly deposits for credit card payments made through Municipay to QuickBooks.
11. Reconcile monthly Water/Sewer billing and make journal entries to Water Fund and ICASD updating accounts receivables and unapplied payments balances. Prepare bank transfer request for transfer of unapplied payments applied to Sewer (ICASD).
12. Prepare weekly deposits for the Administrative Assistant to take to the bank.

City of Island City, Oregon
STAFF REPORT

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: __E-1__

To: City Council

From: Karen Howton – City Recorder

Agenda Heading: Mayors Report

Agenda Item added for the Mayor to give update to the Council as to his activities for the month

City of Island City, Oregon

STAFF REPORT

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: ___F-1__

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Agenda Heading: Old Business

Old Business Items:

1. **Municipal Court.** A draft agreement between the Justice Court and Island City has been sent out for review. The Council will need to work on the Ordinances that they would like to see enforced. There will need to be some sort of procedure (complaint, ticketing, etc.) Ordinances would be a great thing to work on in the Council Retreat that needs to be rescheduled.
2. **Reconfiguration of Recorder Duties.** Recorder Howton is placing this one on “hold” until the planner situation is rectified. There is a lot of unknowns right now, and until things settle, there will be no way of knowing all of the duties that can or should be shifted.

**City of Island City, Oregon
STAFF REPORT**

Date: May 6, 2024

For Council Meeting of: May 13, 2024

Agenda Item #: ___F-1__

To: Honorable Mayor and Council

From: Karen Howton – City Recorder

Issue: Consideration of Resolution No. 229-2024

*La Grande School District Superintendent, George Mendoza, School Board Member Randy Shaw and Union County District Attorney Kelsey McDaniel presented the information last meeting for Resolution no. 229-2024: A Resolution Consenting to Union County Ordinance No. 2024-01 Implementing Measures to Reduce Incidents of Truancy from Union County Public Schools.
Information and copy of proposed resolution are in following pages*

BEFORE THE UNION COUNTY COMMISSION, OREGON

In the Matter of an Ordinance Implementing Measures)
To Reduce Incidents of Truancy from Union County Public) **Ordinance No. 2024-01**
Schools; and Declaring an Emergency)

This matter came before the Union County Commissioners on _____.

WHEREAS, Oregon state law requires all minors enrolled in Kindergarten through 12th grades to attend school on a regular basis; and

WHEREAS, the Oregon Department of Education in Oregon Administrative Rule 581-020-0631 defines Chronic Absenteeism as missing 10 percent or more of school days; and

WHEREAS, regular school attendance has been shown to dramatically increase Student academic achievement, increase graduation rates, decrease Student mental health issues and decrease incarceration rates; and

WHEREAS, as a metric, school districts are held accountable to maintain a high number of Students enrolled in school who are not considered Chronically Absent; and

WHEREAS, attendance at school is the necessary basis for the fundamental education for children and access to specialized services, and such education is necessary for the continuing growth and progress of a healthy society, economy and community; and

WHEREAS, the entities of Union County, La Grande School District No. 1, North Powder School District No. 8J, Elgin School District No. 23, Imbler School District No. 11, Union School District No. 5, and Cove School District No. 15, in conjunction with InterMountain Education Service District, desire to have a county-wide truancy program that endows Law Enforcement and School Officials with the authority to issue infraction citations and take other action with regard to Students and a Student's parent, guardian or other Responsible Adult who fails to comply with school attendance requirements of state laws and rules.

NOW, THEREFORE, THE UNION COUNTY COMMISSION ORDAINS AS FOLLOWS

Section _____

Truancy from Union County Schools

1. Title
2. Authority and Purpose
3. Jurisdiction
4. Definitions
5. Prohibited Conduct
6. Proceedings
7. Penalties
8. Separate Offense
9. Severance

10. Emergency

1. Authority and Purpose

- (1) The Union County Commission has authority to regulate matters of County concern within the County, under the provisions of the Constitution of the State of Oregon and the revised statutes of the State of Oregon.
- (2) This ordinance applies to Students in Kindergarten (K) through 12th grades, enrolled in public school located within Union County, including within the incorporated cities of North Powder, La Grande, Island City, Summerville, Union, Cove, Elgin and Imbler, the city councils of which have consented pursuant to ORS 203.040.
- (3) This ordinance does not apply to Students attending private Schools located within Union County.
- (4) The purpose of this ordinance is to create rules for enforcement procedures intended to reduce the incidents of truancy within Public Schools in Union County. It is in the best interest of a Student to attend school regularly and complete the educational courses of study.

2. Jurisdiction

The Union County Circuit Court has jurisdiction and venue over infractions and proceedings in this ordinance.

3. Definitions

- (1) “Chronically Absent” or “Chronic Absenteeism” means a Student is not attending school for 10 percent or more school days in a school year
- (2) “Law Enforcement Official” means Union County Sheriff Deputy, city police officer, School Resource Officer/Deputy, or any other person that meets the definition of Peace Officer under ORS 161.015(4).
- (3) “Public School in Union County” or “School” means a school operated by: La Grande School District No. 1, North Powder School District No. 8J, Elgin School District No. 23, Imbler School District No. 11, Union School District No. 5, and Cove School District No. 15
- (4) “Responsible Adult” means a person at least eighteen (18) years of age, who is the parent, guardian or other authorized adult to have the care or custody of a Student.
- (5) “School Official” means any personnel appointed or designated by a School or School District, including but not limited to principal, vice-principal, superintendent or designee.
- (6) “Student” means a minor between the ages of 5-17 or an 18-year-old person who has not completed the 12th grade, and is enrolled in a Public School in Union County.

4. Prohibited Conduct

- (1) Except as otherwise provided herein, Students are required to attend School regularly. It is unlawful for a Student to be Chronically Absent from School as described in this ordinance.
- (2) Every Responsible Adult having the custody or care of a Student shall make every reasonable effort to assist the Student to comply with this ordinance, and shall send the Student to School and maintain the Student in School so that the Student is not Chronically Absent.
- (3) This ordinance does not limit or supersede any provisions of Oregon law, which exempts certain children from compulsory school attendance (ORS 339.030); neither does this ordinance limit the duties, powers and responsibilities of public School Officials.

5. Proceedings

- (1) A Law Enforcement Official or School Official may issue a citation to a Student and Responsible Adult for violating this ordinance as set out in section 4, above.
- (2) Prior to issuing a citation, a School Official shall provide the Student and Responsible Adult with written notification to include the following:
 - a. The Student is required to attend School, and the Student is deemed Chronically Absent in violation of board policy, this ordinance, Oregon Administrative Rule, and ORS 339.010 & 339.065.
 - b. The failure of a Responsible Adult to send the Student to School and maintain the Student in School so that the Student does not miss 10 percent or more of School days is a violation of this ordinance.
 - c. The Student and Responsible Adult must attend a conference with a designated School Official on a specified date and time where expectations for the Student's regular attendance at School will be outlined.
 - d. The Student and Responsible Adult have the right to request an evaluation if the Student is not on an individualized education program (IEP). If the Student is on an IEP, the right to request a review of the IEP.
 - e. The Student and Responsible Adult may be cited to Union County Circuit Court for Chronic Absenteeism under this Ordinance.
- (3) Following the notification and process in section (2), above, if the Student remains Chronically Absent in violation of this ordinance or the Student or Responsible Adult fails to attend the conference in section (2)(c), an infraction citation may be issued. The citation will direct the Student, if the Student is in grades 6 through 12, and the Responsible Adult to appear at the Union County Circuit Court on a date and time certain.

- (4) If a Responsible Adult fails to appear at the date and time on the citation, the Circuit Court shall continue the matter and issue an order to show cause for the Responsible Adult to appear. A warrant may be issued for the Responsible Adult who fails to appear at the show cause proceeding.

6. Penalties

- (1) Order to attend School. Upon finding a violation of this ordinance, the Circuit Court shall order the Student to regularly attend School; and order the Responsible Adult to send the Student to School and maintain regular attendance.
- (2) Conditions. A representative for the School may give recommendations to the Circuit Court as to appropriate conditions. In addition to the order to attend School, the Circuit Court may impose conditions the Student, Responsible Adult, or both must meet or comply with for violating this ordinance. Conditions imposed by the Circuit Court may include, but are not limited to:
- a. Set future dates and times for the Student and Responsible Adult to personally appear and provide progress reports demonstrating the Student's proof of attendance, current grades, other school related information requested by the Circuit Court, and compliance with other conditions, if any. The School may provide this information to the Circuit Court in writing, in lieu of a future court hearing.
 - b. At the expense of the Responsible Adult, order the Student, the Responsible Adult or both, to complete age-appropriate and relevant classes, groups, services or programs in Union County or online which the Circuit Court and/or School deems as appropriate.
- (3) Fine. The Circuit Court may impose a civil penalty on the Responsible Adult for an initial infraction up to \$500 for the first offense, and up to \$1,000 for each subsequent offense. The fine may be suspended and then subsequently dismissed if the Student and/or Responsible Adult completes the order under 2(a) and (b) under this section to the satisfaction of the Circuit Court. There may be only one suspension of the fine under this subsection with respect to a Responsible Adult.
- (4) The Circuit Court, School Official, or a Law Enforcement Official will, when the circumstances warrant, refer a Responsible Adult to the Union County District Attorney's Office for prosecution in Union County Circuit Court under ORS163.577(1)(c).

7. Separate Offenses

Each violation of this ordinance shall be deemed a separate offense.

8. Severance

In the event that any part of this ordinance shall be held by a court of competent jurisdiction to be invalid or unenforceable, the remaining portions will continue in full force and effect.

9. Emergency

This ordinance is immediately necessary for the preservation of the public peace, health and safety; an emergency is hereby declared to exist and this ordinance shall take effect immediately/30 days from passage.

First Reading: _____

Second Reading: _____

Dated this _____ day of _____ 2024.

RESOLUTION 229-2024
ISLAND CITY, OREGON

**A RESOLUTION CONSENTING TO UNION COUNTY ORDINANCE 2024-01
IMPLEMENTING MEASURES TO REDUCE INCIDENTS OF TRUANCY FROM
UNION COUNTY PUBLIC SCHOOLS**

Whereas, the Union County Commissioners will consider passage of Ordinance No. 2024-01, an Ordinance Implementing Measures to Reduce Incidents of Truancy from Union County Public Schools (“Ordinance”).

Whereas, to be applicable within the City of Island City, Ordinance must be consented to by the City Council pursuant to ORS 203.040.

Now, Therefore, the City of Island City Resolves as follows:

1. The City Council of Island City hereby consents to Ordinance 2024-01, attached to this Resolution and incorporated herein, allowing Union County jurisdiction regarding students in Kindergarten through 12th grades, enrolled in a full-time public school located within the incorporated City of Island City.

Approved by the City Council this _____ day of _____, 2024.

David Comfort, Mayor

Attest:

Karen Howton, City Recorder