

Dunes City Council ~ Regular Session

June 4, 2025 ~ 6:00 pm

The meeting will adjourn not later than 9:00 pm. If agenda items are not completed, they will be addressed at the next scheduled meeting.



AGENDA

1. **Call to Order**..... Mayor Ed McGuire
2. **Roll Call** City Administrator
3. **Pledge of Allegiance to the Flag** Mayor Ed McGuire
4. **Consideration of the Agenda**..... **Action Item**
5. **Proclamation**
6. **Announcements / Correspondence**
 - A. ODART flight
 - B. LCOG Vehicle – 6/16/2025 from 10am-2pm
 - C. Ethics Training - 6/25/2025 at 10 am
7. **Public Hearings**
 - A. Possible Adoption of Resolution Series 2025, No. 3, Fiscal 2025-2026 Budget
 1. Consideration of Fiscal Year 2025-2026 Budget as
Approved by the Budget Committee on April 30, 2025 ...**Discussion/Action Item**
 2. Public Hearing on proposed Fiscal Year 2025-2026 Budget
 3. Fiscal Year 2025-2026 Budget Deliberation and
Discussion..... **Discussion/Action Item**
 - B. Possible Adoption of Ordinance No. 270
 1. First Reading of Ordinance No. 270
 2. Public Hearing
 3. Second Reading of Ordinance No. 270
 4. Deliberation and Discussion..... **Discussion/Action Item**
8. **Citizen Input**

*The public comment period is an essential part of local government meetings. Each person has **three** minutes to speak. Our governing body takes the input into consideration. However, in observance of Oregon open meeting laws, this isn't the time for dialogue, but rather a time for us to **listen** to you. The Council may choose not to respond to comments and lack of response does not indicate support or disagreement. Our City Administrator is taking notes of action, as needed.*
9. **Executive Session – None**
10. **For the Good of the Order**
11. **Adjournment**



CITY OF DUNES CITY

PROCLAMATION

WHEREAS, the State of Oregon has more than twenty thousand FCC-licensed Amateur Radio operators; and

WHEREAS, the Central Oregon Coast Amateur Radio Club (COCARC) has approximately one hundred active members from the Dunes City, Florence and surrounding area; and

WHEREAS, Amateur Radio operators are on alert for any emergency, local or worldwide, and have demonstrated their value in public assistance by providing emergency radio communications during storms, wildfires and other disasters; and

WHEREAS, Amateur Radio operators provide support and services to our local Emergency Response organizations, including the West Lane Emergency Operations Group; and

WHEREAS, Amateur Radio operators provide radio communications free of charge to our community for parades, fairs and other charitable public events; and

WHEREAS, the City of Dunes City recognizes and appreciates the diligence of these "hams" who readily respond in times of need and in service to our community; and

WHEREAS, Amateur Radio operators, local and nationwide, publicly practice and demonstrate their communication skills and ability to provide self-supporting communications during the American Radio Relay League's Field Day exercise; and

WHEREAS, ARRL is The National Association for Amateur Radio® in the USA; and

WHEREAS, the 85th ARRL Amateur Radio Field Day 24-hour exercise will take place June 28-29, 2025, at the Three Rivers Casino RV parking area.

NOW, THEREFORE, the City of Dunes City, in Lane County, Oregon, does hereby officially recognize the last week of June 2025 as Community of Local Amateur Radio Operators' Week.

Mayor, Dunes City

**AMATEUR RADIO FIELD DAY
JUNE 28-29
DISCOVER HAM RADIOS IN ACTION!**

Members of the Central Oregon Coast Amateur Radio Club will be participating in the national amateur radio Field Day exercise June 28-29 hosted by Three Rivers Casino in the parking area in front of the Events Center.

Since 1933, ham radio operators across North America have set up temporary ham radio stations in public locations during Field Day to showcase the science and benefits of amateur radio. Field Day is an annual event for amateur radio operators to showcase how their radios work under any conditions from almost any location to create an independent communications network. This 24-hour event is open to the public and all are invited to attend anytime between 11:00 am on Saturday and 10:00 am on Sunday.

Anyone can become a licensed amateur radio operator. There are more than 750,000 licensed hams in the United States, as young as 9 and as old as 100. COCARC is the Florence area's local non-profit club with over 100 members who provide emergency communications for West Lane County and support local events such as the Heceta Lighthouse Christmas Party free of charge to the community. Visit COCARC radio operators during Field Day!

<https://www.w7flo.com/>

<https://www.arrl.org/files/file/Field-Day>





LANE COUNCIL OF GOVERNMENTS *Senior & Disability Services*

**Are you or someone you know
in need of services?**

Senior & Disability Services will be on site with the Mobile Outreach Services Vehicle to help you with applying for and renewing Oregon Health Plan, SNAP Benefits, and much more!



WHEN: Every Third Monday
WHERE: Dunes City Hall
82877 Spruce St., Westlake, OR
TIME: 10am - 2pm

CITY OF DUNES CITY
LANE COUNTY, OREGON

RESOLUTION SERIES 2025, NO. 3 (06-04-2025)

RESOLUTION ADOPTING THE 2025-2026 FISCAL YEAR BUDGET

BE IT RESOLVED that the Budget Committee, the Mayor and the City Council of the City of Dunes City hereby adopts the budget for fiscal year 2025-2026 in the total of \$783,999. This budget is now on file at the Dunes City Hall, in Dunes City, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that Dunes City does not levy a property tax. Therefore, there are no taxes to levy and assess upon any property within the City of Dunes City as of 1:00 am, January 1, 2025 and that the amounts for the fiscal year beginning July 1, 2025 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Personal Services	\$ 93,500
Materials and Services	\$ 93,200
Capital Outlay	\$ 0
Contingencies.....	\$ 37,138
Interfund Transfers.....	\$ 0
TOTAL	\$ 223,838

BUILDING CODES FUND

Personal Services	\$ 48,500
Materials and Services	\$ 103,150
Capital Outlay	\$ 0
Contingencies.....	\$ 13,637
Interfund Transfers.....	\$ 0
TOTAL	\$ 165,287

STATE STREET FUND

Personal Services	\$ 12,478
Materials and Services	\$ 155,960
Capital Outlay	\$ 0
Operating Contingency	\$ 0
Interfund Transfers.....	\$ 0
TOTAL	\$ 168,438

MOTEL TAX FUND

Personal Services	\$ 18,100
Materials and Services	\$ 17,400
Capital Outlay	\$ 0
Operating Contingency	\$ 23,241
Interfund Transfers.....	\$ 0

TOTAL\$ 58,741

WATER RIGHTS COMPLIANCE FUND

Personal Services\$ 19,200
Materials and Services\$ 8,995
Capital Outlay\$10,000
Operating Contingency\$ 0
Interfund Transfers.....\$ 0
TOTAL\$ 38,195

SHORT-TERM RENTAL FUND

Personal Services.....\$ 81,000
Materials and Services\$33,000
Operating Contingency\$ 14,500
TOTAL\$ 128,500

TOTAL APPROPRIATIONS – ALL FUNDS.....\$ 177,356

TOTAL UNAPPROPRIATED – ALL FUNDS\$ 606,643

TOTAL ADOPTED BUDGET.....\$ 783,999

BE IT RESOLVED that the City Recorder certify to the County Clerk and County Assessor of Lane County, Oregon, the appropriations made by this resolution.

ADOPTED BY THE DUNES CITY COUNCIL THIS 4th DAY OF JUNE 2025.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____ Vacant: _____

Ed McGuire, Mayor

ATTEST:

Lila Timmons, City Administrator/Recorder

**FORM
OR-LB-1**

NOTICE OF BUDGET HEARING

Oregon Department of Revenue

A public meeting of the City of Dunes City will be held on June 4, 2025 at 6 ☐ a.m. at ☒ p.m.
(Governing body) (Date)

82877 Spruce St, Westlake, OR 97493

(Location)

, Oregon. The purpose of this meeting is to discuss the budget for the

fiscal year beginning July 1, 2025 as approved by the City of Dunes City Budget Committee. A summary of
(Municipal corporation)

the budget is presented below. A copy of the budget may be inspected or obtained at 82877 Spruce St, Westlake, OR 97493
(Street address)

between the hours of 10 a.m., and 4 p.m., or online at dunescity.gov This

budget is for an ☒ annual; ☐ biennial budget period. This budget was prepared on a basis of accounting that is: ☒ the same as; ☐

different than the preceding year. If different, the major changes and their effect on the budget are:

Contact Lila Timmons	Telephone number 541-997-3338	E-mail recorder@dunescity.gov
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FINANCIAL SUMMARY—RESOURCES

TOTAL OF ALL FUNDS	Actual Amounts	Adopted Budget	Approved Budget
	20 23 –20 24	This Year: 20 24 –20 25	Next Year: 20 25 –20 26
1. Beginning Fund Balance/Net Working Capital	361,099	396,873	184,188
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges...	281,993	484,192	367,455
3. Federal, State & all Other Grants, Gifts, Allocations & Donations	240,909	416,000	177,356
4. Revenue from Bonds & Other Debt	0	14,012	0
5. Interfund Transfers/Internal Service Reimbursements	150,000	50,000	0
6. All Other Resources Except Current Year Property Taxes.....	6,683	84,470	55,000
7. Current Year Property Taxes Estimated to be Received.....	0	0	0
8. Total Resources —add lines 1 through 7.....	1,040,684	1,445,547	783,999

FINANCIAL SUMMARY—REQUIREMENTS BY OBJECT CLASSIFICATION

9. Personnel Services	127,116	247,642	272,778
10. Materials and Services	214,523	956,810	409,065
11. Capital Outlay	89,211	3,900	10,000
12. Debt Service	0	0	0
13. Interfund Transfers.....	150,000	42,000	0
14. Contingencies.....	14,976	71,636	90,896
15. Special Payments.....	0	0	0
16. Unappropriated Ending Balance and Reserved for Future Expenditure ...	444,858	123,559	1,260
17. Total Requirements —add lines 9 through 16	1,040,684	1,445,547	783,999

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

Name of Organizational Unit or Program	FTE for Unit or Program		
Name General Fund	2	2	2
FTE			
Name Building Fund	1	1	1
FTE			
Name Short Term Rental	0	0	1
FTE			
Name Water Fund	1	1	1
FTE			

Resources

General Fund

(Fund)

City of Dunes City

(Name of Municipal Corporation)

Historical data			Budget for next year 20 25 _ 26			
Actual		Adopted budget this year year 20 24 _ 25	Resource description	Budget for next year 20 25 _ 26		
Second preceding year 20 22 _ 23	First preceding year 20 23 _ 24			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
1	62362	138000	83880	1 Available cash on hand* (cash basis), or	49938	1
2	0	0	2 Net working capital (accrual basis)	0	0	2
3	0	0	3 Previously levied taxes estimated to be received	0	0	3
4	0	506	4 Interest	0	0	4
5	0		5 Transferred in from other funds	0	0	5
6			6 Other resources			6
7	0	0	7 Short Term Rentals	0	0	7
8	75	75	8 Building Rental	100	100	8
9	5525	10450	9 Business License Fee	17750	17750	9
10	14538	0	10 TV Franchise Fee	14500	14500	10
11	909	1128	11 Cigarette Tax	1000		11
12	0	30	12 Donations	0	0	12
13	50	190	13 Events and Fundraisers	0	0	13
14	200	1107	14 Fines	2500	2500	14
15	0	2500	15 Garbage License Fees	2500	2500	15
16	1200	2025	16 Lien Search Fees	2100	2100	16
17	24121	27227	17 Liquor Tax	28000		17
18	2198	156642	18 Miscellaneous	2000	2000	18
19	443	431	19 Other City Fees	450	450	19
20	77103	81006	20 PUD Franchise	90000	90000	20
21	4200	5135	21 Septic Admin Fees	5500	5500	21
22	1372	28334	22 Telephone Franchise	7500	7500	22
23	158089	701	23 General Fund Revenue Other	0	0	23
24	0	2000	24 Grants	0	0	24
25	0	400	25 Conditional Use Permit	0	0	25
26	0	600	26 Prelim & Final Plat	0	0	26
27			27			27
28			28			28
29			29 Total resources, except taxes to be levied			29
30			30 Taxes estimated to be received			30
31			31 Taxes collected in year levied			31
32	352385	458487	32 Total resources	223838		32

150-504-020 (Rev. 11-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

Detailed Requirements

General Fund

(Fund)

Historical data			Requirements for General Fund (Name of program or organizational unit)	Budget for next year 20__-26		
Actual Second preceding year 20__-23	First preceding year 20__-24	Adopted budget this year 20__-25		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
1	110738	60386	1 Administrative Services	70000		1
2	14021	5319	2 PERS	15000		2
3	8473	11506	3 Employment Taxes	8500		3
4	133252	77211	4 Total Personal Services	93500		4
5			5			5
6	5458	7287	6 City Hall Maintenance and Repairs	5000		6
7	363	0	7 Community Services/Events	1000		7
8	3967	11482	8 Dues and Miscellaneous	3000		8
9	10671	6424	9 Office Supplies and Postage	3500		9
10	8467	15444	10 Fiduciary Bond and Insurance	7000		10
11	0	0	11 Codification	3000		11
12	4369	0	12 Newsletter	100		12
13	4346	5864	13 Office equipment lease/copier	5000		13
14	84	2251	14 Publishing	2300		14
15	1280	4684	15 Telephone & Utilities	4800		15
16	2082	2459	16 Credit Card Bank Service Charges	4000		16
17	2855	4415	17 Video Programming/Planner	5000		17
18	0	55289	18 Water Quality Committee			18
19	0	2000	19 Travel and Training	1000		19
20	2635	3275	20 Contracted Services/Abatements	5000		20
21	8500	0	21 Audit	20000		21
22	1663	1663	22 Fire Protection & Western Lane Emery Ops	2000		22
23	5076	8104	23 Legal	10000		23
24	1403	5165	24 Consulting and Engineering	8000		24
25	628	505	25 Custodial	1500		25
26	500	0	26 Website/SP Services/Apps	1000		26
27	1853	0	27 Office Equipment	1000		27
28	30000	150000	28 Transfers Out	0		28
29	0	0	29 Operating Contingency	37138		29
30			30 Total full time equivalent (FTE)*	2		30
31	64347		31 Ending balance (prior years)			31
32			32 Unappropriated ending fund balance			32
33	197599	361522	33 Total requirements	223838		33

150-504-031 (Rev. 11-16)

*When budgeting for personnel services expenditures, include number of related FTE positions.

Resources

Building Fund

(Fund)

City of Dunes City

(Name of Municipal Corporation)

	Historical data			Resource description	Budget for next year 20 25 - 26		
	Actual Second preceding year 20 22 - 23	First preceding year 20 23 - 24	Adopted budget this year year 20 24 - 25		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
1	11358	5558	32396	1 Available cash on hand* (cash basis), or	13637		1
2	0	0		2 Net working capital (accrual basis)	0		2
3	0	0		3 Previously levied taxes estimated to be received	0		3
4	0	0		4 Interest	0		4
5	0	0		5 Transferred in from other funds	0		5
6				6 Other resources			6
7	0	175	200	7 Ins., Investigation & Site Review	200		7
8	16076	15207	15000	8 Plan Check Fee	20000		8
9	23964	20381	20000	9 Structural Fees & Demolition	32000		9
10	6934	6191	7000	10 Publishing Fees	7000		10
11	3400	2953	3000	11 Mechanical Fees	3500		11
12	0	0	800	12 Manufactured Home Fees	800		12
13	0	0	15000	13 Final Plat Application	15000		13
14	9155	11406	10000	14 Electrical Fees	12000		14
15	3095	3710	3200	15 Planning & LUCS Fees	5000		15
16	0	0	500	16 Stove/Fireplace Fees	500		16
17	492	3662	1300	17 Excavating/Grading & Driveway	4700		17
18	5161	4780	6000	18 State Surcharge Fees	6000		18
19	0	0	800	19 City Admin. Fees/Erosion Control	2000		19
20	312	609	1000	20 Grant/Misc. Fees	750		20
21	0	0	0	21 Fines	0		21
22	0	0	1200	22 Permit Contingency	1000		22
23	0	0	1000	23 Planning Grant	1000		23
24	0	0	1200	24 Deposits and Refunds	1200		24
25	6968	5563	5000	25 Building Surcharge Fees	6000		25
26	225	275	500	26 CUP/Vegetation Removal	1000		26
27	30533	23854	30000	27 School Tax	30000		27
28	0	949	0	28 Fund Revenue/Demolition	2000		28
29	117673	105273	155096	29 Total resources, except taxes to be levied	165287		29
30				30 Taxes estimated to be received			30
31				31 Taxes collected in year levied			31
32	117673	105273	155096	32 Total resources	165287		32

150-504-020 (Rev. 11-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

Detailed Requirements

Building Fund

(Fund)

Historical data				Requirements for Building Fund (Name of program or organizational unit)				Budget for next year 20__-__							
Actual		Adopted budget this year						Proposed by Budget Officer		Approved by Budget Committee		Adopted by Governing Body			
Second preceding year 20__-__	First preceding year 20__-__	20__-__													
1	8973	18189	34944	1	Administrative Services	38000						1			
2	0		6290	2	PERS	7000						2			
3	919		2745	3	Employment Taxes	3500						3			
4	9892	18189	43979	4	Total Personal Services	48500						4			
5				5								5			
6	1247		1000	6	City Hall Maintenance & Repairs	1000						6			
7	355		1000	7	Equipment Maintenance & Repairs	1000						7			
8	0		500	8	Permit Contingency	1000						8			
9	0	470	1000	9	Insurance	1000						9			
10	1310	557	2400	10	Office Equipment Lease/Copier	1000						10			
11	724	101	1000	11	Office Supplies & Postage	500						11			
12	132		0	12	Publishing	0						12			
13	853	428	1000	13	Telephone & Utilities	1000						13			
14	608	91	1000	14	Credit Card Bank Service Charges	2000						14			
15	9081	7064	7000	15	State Surcharges/DCBS	8000						15			
16	9081	13975	15000	16	School Tax	20000						16			
17	0		2000	17	Travel and Training	3000						17			
18	43436	45069	51000	18	Inspector (Building Dept. Services)	50000						18			
19	0		15000	19	Audit	12000						19			
20	0		2000	20	Legal	1000						20			
21	0	135	1300	21	Consulting and Engineering	150						21			
22	374		500	22	Custodial	500						22			
23	0		3417	23	General Operating Contingency	13637						23			
24	0		12000	24	Transfers Out	0						24			
25				25								25			
26				26								26			
27				27								27			
28				28								28			
29				29								29			
30				30								30			
31				31	Total full time equivalent (FTE)*	1						31			
32				32	Ending balance (prior years)							32			
33	77093	86079	162096	33	Unappropriated ending fund balance	165287						33			
								Total requirements							

150-504-031 (Rev. 11-16)

*When budgeting for personnel services expenditures, include number of related FTE positions.

Resources

Motel Fund

(Fund)

City of Dunes City

(Name of Municipal Corporation)

	Historical data			Resource description	Budget for next year 20 <u>25</u> - <u>26</u>		
	Actual Second preceding year 20 <u>22</u> - <u>23</u>	First preceding year 20 <u>23</u> - <u>24</u>	Adopted budget this year year 20 <u>24</u> - <u>25</u>		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
1	124552	0	157134	1 Available cash on hand* (cash basis), or	26985		1
2	0	0	0	2 Net working capital (accrual basis)	0		2
3	0	0	0	3 Previously levied taxes estimated to be received	0		3
4	181	207	26	4 Interest	0		4
5	0	0	0	5 Transferred in from other funds	0		5
6				6 Other resources			6
7	24725	2568	2355	7 Lane County Motel Tax	2600		7
8	0	0	0	8 Parks & Recreation	0		8
9	19252	33957	33957	9 RTMP	29156		9
10	0	0	0	10 Kiosk Advertising/Promotions	0		10
11	0	0	0	11 Grant	0		11
12				12			12
13				13			13
14				14			14
15				15			15
16				16			16
17				17			17
18				18			18
19				19			19
20				20			20
21				21			21
22				22			22
23				23			23
24				24			24
25				25			25
26				26			26
27				27			27
28				28			28
29				29 Total resources, except taxes to be levied			29
30				30 Taxes estimated to be received			30
31				31 Taxes collected in year levied			31
32	168710	36732	193472	32 Total resources	58741		32

150-504-020 (Rev. 11-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

Detailed Requirements

Motel Fund

(Fund)

Historical data				Requirements for Motel Fund (Name of program or organizational unit)	Budget for next year 20__-26			
Actual Second preceding year 20__-23	First preceding year 20__-24	Adopted budget this year 20__-25			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
1	3174	4274	14800	1 Administrative Services	15000			1
2	0	0	1638	2 PERS	1800			2
3	417	0	1669	3 Employment Taxes	1300			3
4	3591	4274	18107	4 Total Personnel Services	18100			4
5				5				5
6	146	2078	4000	6 City Hall Maintenance & Repairs	1000			6
7	267		2000	7 Equipment Maintenance & Repairs	2000			7
8	195		900	8 Miscellaneous	500			8
9	0		1000	9 Insurance	1000			9
10	390	780	1400	10 Video Programming				10
11	0		10000	11 Signs/Brochures/Newsletter	1000			11
12	655	1186	2000	12 Office Equipment Lease/Copier	1000			12
13	523	114	1000	13 Office Supplies & Postage	1000			13
14	0		1000	14 Publishing				14
15	1413	850	1500	15 Telephone & Utilities	1000			15
16	2087		25000	16 County Tourism/RTMP	0			16
17	0		257000	17 Recreational Asset Preservation	900			17
18	715	470	50000	18 Contracted Services & Consulting	1000			18
19	0		10000	19 Website, ISP Service; Software/Apps	0			19
20	0			20 Park Maintenance	2000			20
21	0		2000	21 Audit	5000			21
22				22				22
23				23				23
24	0			24 Capital Outlay				24
25	0		15000	25 General Operating Contingency	23241			25
26	0			26 Transfers Out				26
27				27				27
28				28				28
29				29				29
30				30				30
31				31				31
32				32				32
33	9982	9752	399907	33				33
				Unappropriated ending fund balance	58741			
				Total requirements				

150-504-031 (Rev. 11-16)

When budgeting for personnel services expenditures, include number of related FTE positions.

Resources

Street Fund

(Fund)

City of Dunes City

(Name of Municipal Corporation)

Historical data				Resource description	Budget for next year 20 25 - 26			
Actual Second preceding year 20 22 - 23	First preceding year 20 23 - 24	Adopted budget this year year 20 24 - 25			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
1	201345	0	137475	1 Available cash on hand* (cash basis), or	51238			1
2	0	0	0	2 Net working capital (accrual basis)	0			2
3	0	0	0	3 Previously levied taxes estimated to be received	0			3
4	807	2571	600	4 Interest	600			4
5	60000	0	0	5 Transferred in from other funds	0			5
6				6 Other resources				6
7	113480	114045	100000	7 ODOT Apportionment	116600			7
8	0	0	0	8 No Brushing	0			8
9	0	0	0	9 Permits & Fines	0			9
10	100000	0	100000	10 ODOT Grant	0			10
11	0	0	50000	11 Other Grants	0			11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29				29 Total resources, except taxes to be levied				29
30				30 Taxes estimated to be received				30
31				31 Taxes collected in year levied				31
32	475632	116616	388075	32 Total resources	168438			32

150-504-020 (Rev. 11-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

Detailed Requirements

Street Fund

(Fund)

Historical data				Requirements for Street Fund (Name of program or organizational unit)	Budget for next year 20__-26			
Actual Second preceding year 20__-__	First preceding year 20__-__	Adopted budget this year 20__-__			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
1	9437	10678	9100	1 Administrative Services	9878			1
2	0	0	1638	2 PERS	1600			2
3	841	0	1033	3 Employment Taxes	1000			3
4	10278	10678	11771	4 Total Personal Services	12478			4
5				5				5
6	1119	1380	8000	6 Building Repair & Maintenance	0			6
7	0		1000	7 Insurance	0			7
8	559		200	8 Custodial	0			8
9	.		0	9 Dues	0			9
10	4448		30000	10 Eng/Contract Services	0			10
11	0		0	11 Inspector of Roads Travel	0			11
12	0		2000	12 Legal	5000			12
13	0	1700	5000	13 Limbing	25000			13
14	18		500	14 Miscellaneous	500			14
15	655	593	1200	15 Office Equipment Lease - copier	1800			15
16	100	67	1000	16 Office Supplies and Postage	800			16
17	13532	16186	20000	17 Street Brushing	33686			17
18	19375	18127	20000	18 Street Lights	30000			18
19	221554	5291	125000	19 Street Maintenance	51238			19
20	30		1000	20 Street Signs	1000			20
21	261	4071	300	21 Utilities				21
22	0	3247	20000	22 Engineering/Supervision				22
23	0		0	23 Storm Sewer Construction Study				23
24	844		50000	24 Footpaths & Bike Trails				24
25	600	4050	40000	25 Emergency Road Fund	936			25
26			0	26 Park Maintenance				26
27			2000	27 Audit	6000			27
28				28				28
29				29				29
30				30				30
31				31 Ending balance (prior years)	.5			31
32				32				32
33	273373	65390	338971	33 Unappropriated ending fund balance Total requirements	168438			33

150-504-031 (Rev. 11-16)

*When budgeting for personnel services expenditures, include number of related FTE positions.

Resources

Water Rights Enterprise Fund
(Fund)

City of Dunes City
(Name of Municipal Corporation)

	Historical data			Resource description	Budget for next year 2025 - 26			
	Actual Second preceding year 2022 - 23	First preceding year 2023 - 24	Adopted budget this year year 2024 - 25		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
1	15464	0	-14012	1 Available cash on hand* (cash basis), or	2390			1
2	0	0	0	2 Net working capital (accrual basis)	0			2
3	0	0	0	3 Previously levied taxes estimated to be received	0			3
4	0	0	0	4 Interest	0			4
5	0	0	0	5 Transferred in from other funds	0			5
6				6 Other resources				6
7	10376	4318	62160	7 Administrative Fees	34505			7
8	0	600	650	8 Application Fees	1300			8
9	10891	-2202	770	9 Fish Screens	0			9
10	0	0	0	10 Water Hookup Fees	0			10
11	0	0	0	11 Water Usage Fees	0			11
12		134	0	12 Fines	0			12
13		899	0	13 General Fund - Other	0			13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29				29 Total resources, except taxes to be levied				29
30				30 Taxes estimated to be received				30
31				31 Taxes collected in year levied				31
32	36731	3749	49568	32 Total resources	39195			32

ISO-504-020 (Rev. 11-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

Detailed Requirements

Water Fund

(Fund)

Historical data				Requirements for Water Fund (Name of program or organizational unit)	Budget for next year 20__-26			
Actual Second preceding year 20__-23	First preceding year 20__-24	Adopted budget this year 20__-25			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
1	905	60	14500	1 Administrative Services	15000			1
2	0		1638	2 PERS	2000			2
3	23		1647	3 Employment Taxes	2200			3
4	928	60	17785	4 Total Personal Services	19200			4
5				5				5
6	0	47	0	6 Legal	500			6
7	1528		0	7 Office Supplies/Postage	0			7
8	0		0	8 Copier Expense	0			8
9	0		0	9 Publishing/Newsletter	0			9
10	87		0	10 Miscellaneous	115			10
11	1980	2275	3000	11 Meter Readings	4500			11
12	3534		1800	12 Water Meter Installation	0			12
13	27071	2496	10000	13 Water Rights Preservation	0			13
14	0		0	14 Custodial & Utilities	500			14
15	0		0	15 Audit	1000			15
16	0		30000	16 Transfer to Water Fund	0			16
17				17				17
18	0		0	18 Software				18
19	13863	322	1400	19 Meters - Capital Outlay	10000			19
20	0		0	20 Weir Repair	0			20
21	0		0	21 Equipment Maintenance	0			21
22	0		0	22 Other	0			22
23		6919	0	23 Depreciation				23
24				24				24
25	0		0	25 General Operating Contingency	2380			25
26				26				26
27				27				27
28				28				28
29				29				29
30				30				30
31				31				31
32				32				32
33	48991	12119	63985	33				33

150-504-031 (Rev. 11-16)

When budgeting for personnel services expenditures, include number of related FTE positions.

Resources

Short-Term Rental Fund
(Fund)

City of Dunes City
(Name of Municipal Corporation)

	Historical data			Resource description	Budget for next year 20__ - __			
	Actual Second preceding year 20__ - __	First preceding year 20__ - __	Adopted budget this year year 20__ - __		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
1	0	0	0	1 Available cash on hand* (cash basis), or	40000			1
2	0	0	0	2 Net working capital (accrual basis)				2
3	0	0	0	3 Previously levied taxes estimated to be received				3
4	0	0	0	4 Interest				4
5	0	0	0	5 Transferred in from other funds				5
6				6 Other resources				6
7	0	0	0	7 Administrative Fees	32000			7
8	0	0	0	8 Application Fees	1500			8
9	0	0	0	9 5% Income	55000			9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29				29 Total resources, except taxes to be levied				29
30				30 Taxes estimated to be received				30
31				31 Taxes collected in year levied				31
32	0	0	0	32 Total resources	128500			32

150-504-020 (Rev. 11-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

Detailed Requirements

Short Term Rental Fund

(Fund)

Historical data				Requirements for Short Term Rental (Name of program or organizational unit)	Budget for next year 20__25__26			
Actual		Adopted budget this year 20__24__25__	Proposed by Budget Officer		Approved by Budget Committee	Adopted by Governing Body		
Second preceding year 20__22__23__	First preceding year 20__23__24__							
1	0	0	0	1 Administrative Services	70000			1
2	0	0	0	2 PERS	5000			2
3	0	0	0	3 Employment Taxes	6000			3
4	0	0	0	4 Total Personnel Services	81000			4
5				5				5
6	0	0	0	6 Legal	500			6
7	0	0	0	7 Office equipment lease/copier	2500			7
8	0	0	0	8 Office supplies and postage	1000			8
9	0	0	0	9 Publishing	0			9
10	0	0	0	10 Utilities	7000			10
11	0	0	0	11 Miscellaneous	10000			11
12	0	0	0	12 Custodial	1000			12
13	0	0	0	13 Audit	10000			13
14	0	0	0	14 Insurance	1000			14
15	0	0	0	15 Contingency	14500			15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29				29				29
30				30				30
31				31	Ending balance (prior years)	1		31
32				32	Unappropriated ending fund balance			32
33	0	0	0	33	Total requirements	128500		33

150-504-031 (Rev. 11-16)

*When budgeting for personnel services expenditures, include number of related FTE positions.

Public Notice – Ordinance No. 270
June 4, 2025 ~ Dunes City, Oregon



Contact:
Lila Timmons
City Recorder
recorder@dunescityor.com

PUBLICATION DATE: May 28, 2025

NOTICE IS HEREBY GIVEN that the Dunes City Council will be possibly adopting Ordinance 270 at their regularly scheduled meeting on Wednesday, June 4, 2025 at 6:00 pm at Dunes City Hall, located at 82877 Spruce Street in the Westlake area. Ordinance No. 270 is an Ordinance possibly adopting an amended Dunes City Code regarding Nuisances, repealing Ordinance 252, and repealing all other Dunes City ordinances entitled “Nuisances”, and other matters properly relating thereto.

Ordinance No. 270 is available for viewing at no cost at Dunes City Hall, 82877 Spruce Street, Westlake, Oregon, Monday through Thursday, 10:00 am – 4:00 pm. Copies will be provided at a reasonable cost. Ordinance No. 270 is also available on the Dunes City web site at www.dunescity.gov.

Ordinance No. 270

AN ORDINANCE AMENDING CHAPTER 91 OF THE DUNES CITY CODE OF ORDINANCES REGARDING NUISANCES; REPEALING ORDINANCE NO. 252; AND OTHER MATTERS RELATING THERETO.

WHEREAS, on December 15, 1986, the City Council of Dunes City adopted Ordinance No. 108, which established Chapter 91 within the Dunes City Code of Ordinances entitled "Nuisances" and;

WHEREAS, on May 12, 2005, the City Council of Dunes City adopted Ordinance No. 176, amending Ordinance No. 108 in various ways; and

WHEREAS, on May 8, 2019, the City Council of Dunes City adopted Ordinance No. 252, amending Ordinances 220 and 251 in various ways; and

WHEREAS, the City Council of Dunes City adopted Ordinance No. 219, entitled "Code Enforcement" which, among other things, establishes an abatement process to be used by the City under Chapter 36 of Dunes City Code; and

WHEREAS, the City Council of Dunes City wishes to amend its nuisance provisions to make them less restrictive on Dunes City residents and easier to administer;

NOW, THEREFORE, THE CITY OF DUNES CITY ORDAINS AS FOLLOWS:

Section 1. Chapter 91 of the Dunes City Code is hereby amended to read as follows:

TITLE IX – GENERAL PROVISIONS

CHAPTER 91 – NUISANCES

Section

§ 91.01 Purpose and Process

§ 91.02 Definitions

§ 91.03 Nuisances Declared

§ 91.04 Animals

§ 91.05 Nuisances Affecting Public Health & Safety

§ 91.06 Vegetation and Vision Obstructions

§ 91.07 Fences

§ 91.08 Buildings and Structures

§ 91.09 Dangerous Excavations

§ 91.10 Nuisances Affecting the Public Peace

§ 91.11 Chronic Nuisance Property

§ 91.12 Code Enforcement

§91.01 Purpose and Process

The purpose of this chapter is to protect the public health and safety and to improve the aesthetics of the City by eliminating health and safety hazards and prohibiting or restricting conditions and actions that adversely impact the beauty and livability of the City. The nuisance process described in this Chapter is intended to abate ongoing conditions, which is to lessen, reduce, or remove such conditions. But some nuisances may be of short duration, and the civil infraction process may be used to impose sanctions on those responsible for the nuisance, whether or not the nuisance abatement process is also used.

§ 91.02 Definitions

- A. Fence means a barrier intended to prevent escape or intrusion or to mark a boundary. A fence may consist of wood, metal, masonry, plastic, or similar materials, or a hedge or other planting arranged to form a visual or physical barrier.
- B. Inoperable Vehicle means any vehicle which has no current valid state vehicle registration, or which cannot be moved without being repaired or dismantled, or which is no longer usable for the purposes for which it was manufactured.
- C. Person Responsible means the person responsible for abating a nuisance includes the owner, the person in charge of property as defined in this section, and the person who caused a nuisance, as defined in this Chapter or another ordinance of the City, to come into or continue in existence.
- D. Public Place means a building, place, or accommodation, whether publicly or privately owned, open and available to the general public.
- E. Screened and Fenced means surrounded by a fence to prevent unauthorized entry into an area and effectively screened from view from public rights-of-way and adjacent properties.
- F. Street means the area within the right-of-way improved for vehicular travel, including bike lanes and motor vehicle travel lanes.
- G. Vermin means wild or feral animals normally considered to be pests such as rats, mice, feral cats, raccoons, and possums.

§ 91.03 Nuisances Declared

The following actions or omissions are declared to be nuisances.

- A. The acts, conditions, or objects specifically enumerated in this Chapter or designated a nuisance by City code or ordinance.
- B. Violations of the zoning ordinance and any failure to comply with a condition of a land use approval.

- C. Violation of any ordinance imposing health, safety, or sanitary standards for housing.
- D. Real property where chronic unlawful activities occur, or where those chronic unlawful activities result from the use of the real property.

§ 91.04 Animals

- A. No person may permit an animal or bird owned or controlled by the person to be at large if the animal or bird is known to be afflicted with a communicable disease or is a dangerous animal.
- B. No person may permit livestock or poultry to run at large within the City nor permit any barn, stable, chicken coop or other similar structure to cause an odor noticeable at the property line of the property.
- C. No person may permit any fowl or animal carcass owned by him or under his control to remain upon the public streets or places, or to be exposed on private property, for a period of time longer than is reasonably necessary to remove or dispose of such carcass.
- D. No person shall scatter or deposit any food or other attractants on public or private property with the intent of attracting and/or feeding wild animals. This subsection does not apply to birdseed held in receptacles that are reasonably designed to avoid access by wild animals.

§ 91.05 Nuisances Affecting Public Health and Safety

No person may permit or cause a nuisance affecting public health or safety.
Nuisances affecting public health or safety include, but are not limited to:

- A. Privies and Improperly Functioning Septic System.
An open vault or privy, cesspool, or improperly maintained septic tank that causes odor or improper disposal of wastes. Portable privies placed on a temporary basis in connection with construction projects or temporary events in accordance with the State Board of Health regulations are not nuisances, and portable privies placed with City approval are not nuisances.
- B. Debris
 - 1. Accumulations of debris, rubbish, manure, junk, and other refuse located on private property or right-of-way that is not removed within a reasonable time. A reasonable time for materials that can be disposed of through normal solid waste collection is one week. A reasonable time for other materials is 30 days.
 - 2. Unprotected garbage or refuse. Garbage or refuse stored or allowed to remain outdoors other than in receptacle that provides protection from weather and animals, including garbage or refuse that overflow from trashcans or dumpsters. A trashcan or dumpster will be considered to be overflowing if the lid cannot be fully closed because due to the accumulation of garbage. For purpose of this section, construction waste is not considered garbage or refuse.

- C. Junk Machinery, Junk Vehicles, and Inoperable Vehicles.
More than one piece of Junk machinery, junk vehicle, and/or inoperable vehicle that are not removed within 30 days. Junk machinery, junk vehicles, and inoperable vehicles within an enclosed building and those that are screened and fenced on the premises are exempt from this section.
- D. Stagnant Water.
Stagnant water which affords a breeding place or drinking source for mosquitoes, insects, and other insect pests on private property.
- E. Water Pollution.
Pollution of a body of water, surface water, groundwater, well, spring, stream or drainage ditch by sewage, industrial wastes or other hazardous substances placed in or near such water without necessary permits in a manner that will cause harmful material to pollute the water.
- F. Odor.
Premises that are not properly maintained so that they are in a state or condition that causes an offensive odor.
- G. Smoke, Fumes, Cinders, and Dust.
Dense smoke, noxious fumes, gas, soot, cinders, or dust in unreasonable quantities and not associated with cooking. Reasonableness shall take into account the purpose of the action resulting in the smoke, fumes, soot or cinders and the availability of alternatives.
- H. Properties Declared "Unfit for Use."
Property placed on the Oregon Health Division "unfit for use list" because it has been used for the manufacture of illegal drugs and that has not been issued a "Certificate of Fitness" by the Oregon Health Division.
- I. Unsafe Buildings.
No person shall permit a building owned by the person to be in an unsafe condition, as defined in the building code of the State.
- J. Appliances and Containers.
No person may leave an abandoned, unattended or discarded appliance or similar container which has a door with a snap lock or lock or other mechanism which may not be released for opening from the inside, without first removing the lock or door.
- K. Littering.
1. Discarding or depositing any rubbish, trash, garbage, debris, litter or other refuse upon the land of another without permission of the owner, or upon any right-of-way, park, or other public property, other than in a receptacle intended for refuse collection, and then only if the receptacle is intended for public use or with the permission of the person in charge of the receptacle.
 2. Draining, or causing or permitting to be drained, sewage or the drainage from a cesspool, septic tank, recreational or camping vehicle waste holding tank, or other contaminated source, upon the land of another without permission of the owner, or upon any public way.
 3. Discarding any lighted tobacco product, matches, or other lighted material.

§91.06 Vegetation and Vision Obstructions

The following things, practices, or conditions on any property are nuisances

- A. Grass, thistles, cockleburrs, weeds, or scotch broom greater than eight inches in height or taller are a fire hazard. The City shall have discretion to not enforce this section based on the totality of circumstances, including the type and location of the property, whether the property is appropriately left in a natural state, whether the property has even been cleared without appropriate measure to prevent invasive plant species, and other similar factors.
- B. Dead, decaying, or unsafe trees or tree limbs that present a safety hazard to the public or adjacent property.

§91.07 Fences

- A. No person may construct or maintain a barbed-wire fence or allow barbed wire to remain as a part of a fence along a public way. Fences that include barbed wire above a level at least six feet above ground level and placed and maintained by a governmental entity for the purpose of public safety or security are exempt from this section.
- B. No person may install, maintain, or operate an electric fence along a street, or along the adjoining property line of another person.
- C. Improperly maintained fences are nuisances. A fence is improperly maintained if components are missing or loose, or the fence is sagging, leaning or otherwise not in good repair.

§ 91.08 Buildings and Structures

- A. An improperly maintained building or structure is a nuisance. An improperly maintained building is one that is in an obviously dilapidated state, such as a building or structure that has:
 - 1. A substantial amount of missing siding, roofing or other component. A building with a temporary covering such as a tarp or plywood for more than 30 days is considered to have missing siding or roofing.
 - 2. Has missing windows, doors, or screens that are not properly attached or that do not properly close.
- B. The purpose of the outdoor lighting standards are intended to produce efficient, effective, attractive outdoor lighting that is appropriate to the need and prevents glare. The standards are designed to:
 - 1. Provide for nighttime safety, utility, security and productivity while conserving energy and other resources.
 - 2. Minimize glare, light trespass and light pollution.

3. Curtail the degradation of the nighttime environment to enhance citizens' enjoyment and protect the natural cycles of plants and animals that require darkness at night in order to thrive.

4. *Applicability of Outdoor Lighting Standards.* The installation of outdoor lighting fixtures shall be subject to these lighting standards.

5. *Shielding.* All lighting fixtures shall be "cutoff" and additional shielding shall be required, as necessary, to direct the light within the boundaries of the development site. Fixtures for exterior illumination of signs, including signs attached to a building, shall be top-mounted as well as shielded to aim the light downward on the sign only.

6. *Prohibited Types of Lights.* Decorative lasers, continuously flashing lights and searchlights are prohibited. Dunes City is an Intrinsically Dark Area and Low Ambient Light Area, high pressure sodium lights, mercury vapor lights, and flood lights are prohibited, except when used to illuminate walkways and bike paths in compliance with applicable standards.

7. *Exemptions to Lighting Standards.* The following lighting fixtures are exempt from meeting these lighting standards:

- a. Lighting on Public Streets owned and operated by Lincoln PUD.
- b. A lighting fixture that does not exceed 1,500 lumens when the light is directed within the boundaries of the development site.
- c. Emergency lighting.
- d. Lighting fixtures that must conform with federal or state regulations, such as airport runway lights, TV and radio transmission towers, telecommunication towers and railroad lights.
- e. Holiday lights and decorations in place shall not cause excessive glare.
- f. Temporary lighting installed for permitted temporary activities.
- g. Lighting for governmental flags.
- h. Temporary lighting necessary for construction sites.

Low Ambient Light Areas shall consist of land zoned R-1 Residential, C-C Community Commercial, or Open Space, unless determined to have a high level of nighttime activity and any other zone not specifically listed. These areas are discouraged from providing lighting except where it is desirable to illuminate walkways, bike paths, parking lots or other areas to be used after dark. Where lighting is to be provided for all areas except parking lots, the following standards shall apply:

1. Walkways or pathways shall be illuminated to a minimum average maintained luminance of .3 foot-candle and not to exceed a maximum average-maintained luminance of .9 foot-candle.
2. Any other lighting fixtures not illuminating walkways, bike paths, or parking lots shall be designed to direct light downward, and light sources shall have an initial output of no more than 1,500 lumens.
3. *Parking Lot Lighting.* Parking lot lighting shall be designed to provide the minimum lighting necessary to ensure adequate vision and comfort in parking areas, and not to cause glare or direct illumination onto adjacent properties or streets. Parking lot lighting shall comply with the following standards:

- a. All lighting fixtures serving parking lots shall be cut-off fixtures as defined by the Illuminating Engineering Society of North America (IESNA) and as defined in this land use code.
- b. Areas designated as parking or passive vehicle storage areas shall be illuminated in accordance with the requirements for parking areas suggested elsewhere in this section.
- c. Light fixtures shall include cut-off fixtures, and shall be located, mounted, aimed, and
- d. To the extent practicable, lighting fixtures shall be directed downward (i.e. below the horizontal) rather than upward.

§91.09 Dangerous Excavations

No owner or person in charge of property shall allow an excavation with a depth of four (4) feet or more and a top width of twelve (12) inches or more to be unguarded in the absence of suitable barriers, with warning lights or area lighting to be provided during hours of darkness.

§ 91.10 Nuisances Affecting The Public Peace.

No person shall produce or permit to be produced, with a sound producing device, sound which:

- 1. When measured at the boundary of the adjacent property, the source of the sound exceeds:
 - a. 50 dBA between the hours of 10 p.m. and 7 a.m.
 - b. 80 dBA between the hours of 7 a.m. and 10 p.m.
 - c. 90 dBA between the hours of 7 a.m. and 6 p.m. for construction, and landscaping companies.
 - d. Except during storm cleanup, power outages, disaster response or any other emergency response.

§ 91.11 Chronic Nuisance Property

Any real property within the City that becomes a chronic nuisance property is in violation of the Chapter and subject to remedies.

A. Chronic nuisance property means:

- 1. Property upon which the owner or person in charge of property permits three or more separate incidents listed below to occur within any 30-day period, or five or more separate incidents listed below within any 90-day period, at least one of which separate incidents must have resulted in a fine;
- 2. Property, the use of which has a causal relation to three or more separate incidents listed below occurring within any 30-day period, or five or more

separate incidents listed below within any 90-day period, at least one of which separate incidents must have resulted in a fine, and all of which occurred within 100 feet of the boundary line of the subject property; or

3. Any combination of separate incidents as specified in Subsection (A)(1) or (A)(2) above which amounts to three or more separate incidents listed below occurring within any 30-day period, or five or more separate incidents listed below within any 90-day period, at least one of which separate incidents must have resulted in a fine.

§ 91.12 Code Enforcement

See Code Enforcement Chapter 36 of Dunes City Code.

The first reading of this Ordinance was conducted in a regular meeting of the City Council of Dunes City, Oregon, on the _____ day of _____, 2025.

The second reading of this Ordinance was conducted in a regular meeting and adopted by the City Council of Dunes City, Oregon on this _____ day of _____, 2025.

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____ Vacant: _____

ADOPTED BY THE DUNES CITY COUNCIL THIS _____ DAY OF _____, 2025.

Ed McGuire, Mayor

ATTEST: _____

Lila Timmons, City Administrator/Recorder