ADAIR VILLAGE CITY COUNCIL-Final City Hall - 6030 Wm. R Carr Av.

****Tuesday, April 3, 2018 - 6:00 pm****

- 1. ROLL CALL Flag Salute
- 2. CONSENT CALENDAR: The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be discussed before the Consent Calendar is considered. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Calendar.
 - a. Minutes City Council Meeting March 6, 2018 (Attachment A)
 - b. Bills List through March 31, 2018 (Attachment B) \$87,428.05
- 3. PUBLIC COMMENT (Please limit comments to 3 minutes)
- 4. STAFF REPORTS:

a) Community Service Officer (CSO) Report (Attachment C)

b) Public Works (Attachment D)

c) City Administrator (Attachment E)

d) Sheriff's Report (Attachment F)

e) Financial Report-Through March 31, 2018 (Attachments G, G-1)

Pat Hare

- 5. OLD BUSINESS:
 - a) Sweet Taste Bakery Pat Hare
 Action: Discussion/Decision
- 6. NEW BUSINESS:
 - a) Appoint New City Councilor (Bret Ray)

 Action: Decision

 Bill Currier
 - b) Appoint Budget Committee Member (McKenna Edmaiston)

 Bill Currier

 Action: Decision
 - c) Appoint New Planning Commissioner (Susan Canfield) Bill Currier
 Action: Decision
 - d) Republic Service Rate Increase (Attachments H, H1)

Action: Discussion Pat Hare/Julie Jackson

- 7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:
 - a) N/A
 Action: N/A
- 8. EXECUTIVE SESSION ORS 192.660 (2):
 - (a) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
 - (f) To consider information or records that are exempt by law from public inspection.
- 9. COUNCIL and MAYOR COMMENTS:
- 10. ADJOURNMENT:

Next meetings -

City Council/Budget Committee—Tuesday, April 17, 2018 6:00 PM Planning Commission- Monday, March 19, 2018 6:00 PM

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail "kathy.edmaiston@adairvillage.org", or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.

The order in which items on the Agenda are addressed by the City Council may vary from the order shown on the Agenda.

ADAIR VILLAGE CITY COUNCIL MINUTES 6030 William R. Carr Avenue

****Tuesday, March 6, 2018 - 6:00 PM****

Agenda Item	Action
1. Roll Call: City Council Members present: Councilors Real, Rowe, King, and Mayor Currier were present. City Attorney Sean Kidd was present. CA (City Administrator) Hare was present. Minutes were taken by Utility Clerk Kathy Edmaiston.	Mayor Currier called the meeting to order at 6:04 PM and led the flag salute
2. Consent Calendar (Agenda Item 2). Minutes of February 20, 2018 City Council Meeting. Bills List through February 28, 2018, (\$53,662.53 total).	Councilor King moved to approve the Consent Calendar as presented. Councilor Rowe seconded. Unanimous Approval (4-0).
3. Public Comment (Agenda Item 3). None.	
4. Appointment to Budget Committee (No Agenda Item). Mayor Currier nominated Kristen Herzbrun to serve as a member of the Budget Committee.	Councilor King moved to accept the nomination of Kristen Herzbrun to the Budget Committee. Councilor Rowe seconded. Unanimous Approval (4-0).
5. Attachment C – Community Services Officer (Agenda Item 4a). Jerry Jackson, CSO, presented the report.	Council received the report.
6. Attachment D – Public Works (Agenda Item 4b). CA Hare presented the report.	Council received the report.
 7. Attachment E - City Administrator Report (Agenda Item 4c). CA Hare presented the report. Administration Barracks Loan - The funds should be coming from US Bank in the next few weeks. CSME Model Railroad - CA Hare met with them a few weeks ago and they seem to be excited about relocating to the barracks. Finance/Administrative Assistant - The position closes on March 16th. Property/Businesses Barracks - Public Works will be working on getting the west barracks building emptied over the next few weeks. Major Projects/Engineering ServPro - Civil West conducted curb and gutter inspections on 	Council received the report.

February 28. There was a large section that did not meet our code, so they have to redo it. • Water Plant – We are getting quotes for hooking electronic STATA systems up to all our chemicals. • Calloway Pump Station – Several comments have been received from customers on Calloway thanking us for siding and reroofing the pump house with green metal. • Calloway Creek – Brownstone has submitted their subdivision plans for review. Planning/Permits • Planning Commission – There is still one vacancy on the planning commission.	
8. Attachment F – Sheriff's Report (Agenda Item 4d). No report available. CA Hare will email report to Council as soon as it is received.	
9. Attachment G – Financial Report-through February 28, 2018 (Agenda Item 4e). CA Hare presented the report. Income is \$1,044,305.52 and expenses are \$785,213.36. The balance in the Local Government Investment Pool is approximately \$1,053,754192, last year the balance was \$1,434,510.66.	Council received the report.
10. Attachment H – Emergency Preparedness Plan (Agenda Item 5a). CA Hare provided an update. There are a few minor changes and it will submitted to the County.	
11. Attachment I, I1 – Planning Contract (Agenda Item 6b). CA Hare presented an overview of this Contract.	Councilor King moved to give CA Hare the authority to sign the Contract between Benton County and Adair Village engaging a Planner. Councilor Rowe seconded. Unanimous Approval (4-0).
12. Recognition of City Councilors (Agenda Item 6a). The Council acknowledged the service of Dusty Andrews and Susan Canfield as Councilors.	
 13. Council and Mayor Comments (Agenda Item 8): Mayor Currier – None. Councilor Real – None. Councilor Rowe – None. Councilor King – None. 	
17 Adjournment: Next meeting- Council meeting on Tuesday, April 3, 2018 at 6:00 PM.	Mayor adjourned the meeting at 6:45 PM.

Mayor's Approval	Date

City of Adair Village

Unpaid Bills Detail

As of March 28, 2018

Туре	Date	Num	Due Date	Aging	Open Balan
Best Pots Inc 222		15 10 170	125 150 10		777.00
Bill Total Best Pots Inc	3/26/2018	INV#	4/5/2018		77.28
Brittany Kennedy 2	3342				11.20
Bill	3/28/2018	Marc	4/7/2018		13.80
8ill Bill	3/28/2018 3/28/2018	Marc INV#	<i>4/7/2</i> 018 <i>4/7/2</i> 018		145.39 306.25
Total Brittany Kennedy					465.44
Century Link 22みん					A
Bill Bill	3/26/2018 3/26/2018	Marc 03/11	4/5/2018 4/5/2018		81.70 76.66
Total Century Link					158.36
CIS TRUST JAZA!	्र 3/28/2018	April	4/7/2018		5,656.16
Total CIS TRUST					5,656.16
Comcast 22227	2/20/2042	1.44E)	427/0040		400 OF
Bill Total Comcast	3/28/2018	MAR	4/7/2018		102.85
Consumers Power Inc	. 11278				102.50
Bill	3/28/2018	2/12/	4/7/2018		2,772.92
Total Consumers Power		** **	~~ <i>a</i>		2,772.92
De Lage Landen Finar Bill	icial Services, 1 3/28/2018	nc. 27 INV#	メング 4/1/2018		131.00
Total De Lage Landen F	Financial Service	es, Inc.			131.00
Edge Analytical Labor Bill	atories クス・ 3/28/2018	スラウ 18-06	4/7/2018		246.60
Bill	3/28/2018	16-08	4/7/2018		37.80
Bill Total Edge Analytical La	3/28/2018	18-06	4/7/2018		88.20 372.60
Eric Harvey (V) 223					372,00
Bill	3/28/2018	Draw	4/7/2018		500.00
Total Eric Harvey (V)					500.00
Ferguson Enterprises Bill	22232 3/28/2018	INV#	4/7/2018		2,331.60
Total Ferguson Enterpri	ses				2,331.60
I-5 Sports, LLC 22 Bill	ス 3 <i>3</i> 3/28/2018	2018	4/7/2018		669.01
Total I-5 Sports, LLC					669.01
Jessica II 22236 Bill	3/28/2018	Marc	4/7/2018		60.70
Total Jessica II	_				60.70
Pacific Power/PacificC Bill	orp タネスジ 3/26/2018	03/14	4/5/2018		2,344.49
Total Pacific Power/Pac	ificCorp				2,344.49
Santiam Tree Service Bill	22234 3/28/2018	INV#	4/7/2018		1,400.00
Total Santiam Tree Sen	vice				1,400.00
Security Alarm Corp. a	3/26/2018	INV#	4/5/2018		30.00
Total Security Alarm Co	rp.				30.00

City of Adair Village

Unpaid Bills Detail

As of March 28, 2018

Турс		Num	Due Date	Aging	Open Balan
Verizon スネ Bill		INV#	4/5/2018	Comment of Control of	225.49
Total Verizon					225.49
Willamette Val Bill	ley Processors 23 2 : 3/28/2018	3 G 1NV#	4/7/2018		1,750.00
Total Willamette	e Valley Processors				1,750.00
TOTAL					19,047.90

City of Adair Village Unpaid Bills Detail

As of March 19, 2018

	Туре	Date	Num	Due Date	Aging	Open Balan
2224	Edge Analytical Labor Bill	ratories 3/19/2018	ADA0	3/29/2018		37.80
*	Total Edge Analytical L	aboratories		37.80		
20215	/Engineering America, Bill	Inc. 3/19/2018	Paym	3/29/2018		51,144.42
L.	Total Engineering Ame	rica, Inc.				51,144.42
22216	/Jack and Jennifer Bai Bill	les 3/19/2018	Utility	3/29/2018		86.22
	Total Jack and Jennifer	Bailes				86.22
way.	Republic Services #4! Bill	5 2 3/19/2018	Feb s	3/29/2018		34.25
,	Total Republic Services	s #452				34.25
week 1	Simply Payroll Bill	3/19/2018	INV#	3/29/2018		93.80
•	Total Simply Payroll					93.80
DENAL	Smith-Wagar Consult Bill	ing 3/19/2018	INV#	3/29/2018		700.00
_	Total Smith-Wagar Cor	isulting				700.00
wil	Staples Credit Plan Bill	3/19/2018	2/28/	3/29/2018		147.50
√	Total Staples Credit Pla	an				147.50
TC	STAL					52,243.99
						3/19/18

City of Adair Village Unpaid Bills Detail

As of March 12, 2018

Type	Date	Num	Due Date	Aging	Open Balan
American Business S	oftware, Inc 3/12/2018	122 1 V	3/22/2018		60,60
Total American Busine	ss Software, Inc				60.60
Bank of America 2	2212/ 3/12/2018	1/24	3/22/2018		1,685.76
Total Bank of America		,			1,685.76
Cascade Columbia Di Bill	istribution 2, 2 3/12/2018	1213√ Inv#7	5/11/2018		3,024.50
Total Cascade Columb	ia Distribution				3,024.50
Century Link 2221	วช์√ 3/12/2018	2/25	3/22/2018		55.23
Total Century Link					55.23
Civil West Engineerin	ig Services, Inc 3/12/2018	: クユՁo' Febru	र् <i>√</i> 3/22/2018		4,818.75
Total Civil West Engine	sering Services,	Inc			4,818.75
Cornerstone Janitoria	3/12/2018	Inv# 2	3/22/2018		245.11
Total Cornerstone Jani	torial				245.11
Delapoer Kidd Attorn	eys at Law <i>Q*</i> 3/12/2018	2.2.Q.5 ½ Inv#1	3/22/2018		2,493.75
Total Delapoer Kidd At	torneys at Law				2,493.75
JCI-Jones Chemicals Bill	Inc. 2220	lnv#7	3/22/2018		2,342.56
Total JCI-Jones Chemi	icals Inc.				2,342.56
NW Natural 2220	7 √ 3/12/2018	1/29	3/22/2018		268.35
Total NW Natural	2				268.35
One Call Concepts of	3/12/2018	lnv#7	4/11/2018		9.45
Total One Call Concep	ts				9.45
Republic Services #4	52)2203 3/12/2018	/ inv# 0	3/22/2018		31.95
Total Republic Services	s #452				31 95
Todd McCann 222	,	2017	3/22/2018		681.90
Total Todd McCann					681.90
Wendie Lindsey 2 6	3/12/2018	2017	3/22/2018		418.25
Total Wendie Lindsey					418.25
TAL					16,136.16



Willamette Valley Processors, LLC

End of Month 2/27/18 through 3/26/18

CSO	Jerry Jackson
Hours Worked:	77 Hrs.
Complaint Total:	Monthly Case Load Citizen Complaints 1
	Grass/Vegetation Warnings - 1 Self-Initiated 10 Total Calls 11
Cases	0 old cases, 11 new cases, 11 closed 0 open

A18-021	2/27/18	8746 Box Elder	Left card on door reminding about Chicken Permit
A18-022	3/2/18	212 Azalea	Warning given about putting away the garbage cans
A18-023	3/9/18	City Lot off Arnold	Abandoned trailer – tagged for towing
A18-024	3/9/18	9101 Newton Rd	Verbal Warning – Solid Waste
A18-025	3/12/18	City Lot off Arnold	Dep. Gevatosky ran vin. on abandon trailer.
A18-026	3/12/18	Coffin Butte Landfill	Investigation
A18-027	3/12/18	3111 Willamette	Warning Letter sent for over-grown vegetation.
A18-028	3/12/18	4311 Holly	Solid Waste – stored in a commercial trailer
A18-029	3/19/18	9101 Hansen	Final Warning Letter sent to occupant and Property management company.

A18-030	3/19/18	8258 Hyacinth	Warning Letter sent for Chicken Permit
A18-031	3/19/18	3121 Willamette	Theft Investigation
A18-032	3/26/18	Columbia Ave	Commercial Food Trailer – Parking Warning Given

Parking Report Total 0

Animal Control Total

Wrong Way Driving 0

Noise

0

On yellow curb 0

Animal at large

Prohibited Parking 4

Livestock Violations 0

Citizen Assist Total 0

Trash Container 1

Information/Paperwork/Letters 2

Vacation assist/0

Animal Control: Continue to work with the Sheriff's Office Animal Control Officer

Parking: Yellow zones will be painted this year.

City Assist:

• Taking correspondence courses with FEMA online to prepare for CERT training.



PUBLIC WORKS OPERATIONS AND MAINTENANCE REPORT

PERIOD: 2/20/2017 TO 3/20/2018

WATER USE / DISTRIBUTION REPORT WATER USE REPORT

Water Produced: 4,497,678 Million Gallons

Average Usage per Day 146k

WATER DISTRIBUTION REPORT

Maintenance Activity: No leaks were reported in the last month. Two meters were replaced and sever meters were programed and added to the radio read system.

Collected Monthly, Bacterial Sample: Results were clean.

Collected quarterly, First quarter samples have been taken and results were good.

WASTEWATER TREATMENT REPORT

Flows into the WWTP are stable we will have one more moth of discharging to the river. Currently the lagoon level is at 4ft and will be drawn down to 2 ft. by the end of the April. At that time sampling will decrease and we will be holding effluent water till next fall. Removal of solids to Coffin Butte will begin in the next few weeks.

Total Monthly Influent: __5.9 Million Gallons

Discharged: Discharge from the holding pond continues along with increased winter sampling, all results have been excellent.

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Storm drains remain clear with no major issue to report.

STREETS MAINTENANCE REPORT

Maintenance Activity: Streets are in good shape. Staff will begin in April to pressure wash, edge and clean curbs for painting when the temperature warms up.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Mowing has begun again with focus at the Kiddy Park. Staff will continue to mow, weed and clean brush on dry days. We had a tree service company come in and clean up the dead trees and trim around city hall.

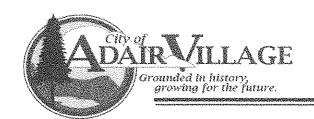
WATER TREATMENT PLANT

Maintenance Activity: Staff have completed all annual maintenance as the water. We will be starting cleaning of sedimentation bays the first week of April.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment continues to run great. Numbers and lab results have been very good and we have no issues or concerns to report.

Completed by Matt Lydon, Public Works Supervisor



CITY ADMINISTRATOR'S REPORT April 3, 2018 Council Meeting

Administration

- Barracks Loan We received the loan from US Bank for the Barracks. We will be cleaning out the barracks this month and begin to get quotes on the work.
- **CSME Model Railroad** CSME has requested to paint their side of the interior and to have their electrician install their electrical.
- **Finance/Administrative Assistant** Jessica II has excepted the position of Admin/Finance Assistant position. Jessica started two weeks ago and has been doing well.

Property/Businesses

- AV Market Paul and Randle have been working hard to get the store cleaned up. They are going to paint the building and they asked if the council had any input for them.
- AVIS It looks like work will begin this spring on cleanup efforts at the industrial site. DEQ has
 allowed the three partners to move forward with voluntary cleanup which should make the
 process a lot quicker.

Major Projects/Engineering

- Serve Pro Tim McGinnis has informed me that they will begin moving in this month.
- Water Plant We met with the company to install STATA at our water plant and we are hoping to begin work next month.
- Calloway Creek Brownstone homes has hired Pacific Excavation to do their dirt work and utilities. They are hoping to begin by the end of the month.
- William R. Carr Subdivision Brian Donne has been completing the civil engineering for the project and hopes for us to be reviewing it by next month.
- Benton County Property I have met with Senator Merkleys office and they are going to help us with getting the deed to the property. Benton County is also going to contact them to try and get things moving.

Planning/Permits

- City Planner -- We have got the agreement executed with the County and we are going to begin the search this month. The City will be a part of the hiring process and decision on the candidate.
- **Tim Cornelius** Tim is working with the County to figure out the conservation land that he wants to donate to the County. He is still moving forward with his UGB request at this time.
- Planning Commission We still have one vacancy on the planning commission.

ADAIR VILLAGE PATROL FEBRUARY 25, 2018 - MARCH 24, 2018

Benton County Sheriff's Office - Adair Patrol Activity Log

	Tagi ation with the	Other	bal Warning.	Deputy patrolled the town, parks and businesses with no stops or contacts, 10:00am to 12:00pm	ing Adair.	Sergeant stopped and help a couple whos car broke down at Amold Av and William R Carr St.		Jpm to 12:30am	Deputy patrolled parks, streets and businesses without incident. 12:15am to 1:15am	Deputy escorted the Santiam Christian basketball team out of town and into Corvallis.	Deputy issued 2 verbal warnings for minor lighting violations then patrolled the city without incident.	IV and DHS referral involving kids.	theck and he contacted 2 local citizens.	ure if in city of Adair.					Sergeant helped another Sergeant at a Weifare Check call. Everything was ok no police issues.	Deputy was dispatched to an abandoned vehicle at William R Carr and NE Arnold Ave.				e and issued some warnings. The did a K-9 demo at the school for and hour.	emo at school.	Deputy Fontaine went to the school during the K-9 Demo and handed out stickers and spoke with all the students.	call away for another call out of Adair.		residents while patrolling the streets.	nd soke with 2 males hitting golf balls in the park,	an Arnold approving reports.														
Case # Time "Shift Deputy Contacts Traffic Arrests Ord 643 2.0 Grave 446 1 1 Cite Cote Ord 649 2.0 Grave 448 1 1 0 0 0 0 649 2.0 Day 438 0	IOI ACIIVILY EOB	Other	varning.	esses with no stops or contacts, 10:00am to 12:00	Adair.	car broke down at Amold Av and William R Carr S		to 12:30am	sses without incident. 12:15am to 1:15am	ketball team out of town and into Corvallis.	lighting violations then patrolled the city without ind	and DHS referral involving kids.	k and he contacted 2 local citizens.	if in city of Adair.					ifare Check call. Everything was ok no police issu	ehicle at William R Carr and NE Amold Ave.				ome warnings.	at school.	the K-9 Demo and handed out stickers and spoke	away for another call out of Adair.		idents while patrolling the streets.	oke with 2 males hitting golf balls in the park,	rnold approving reports.		arter des un fermina de la decensión de mandre un un tender de la comité decidión in un des decidos de des decidos de la comite decido de la comite de la comite de la comite decido decido de la comite de la comite decido decido de la comite decido decido de la comite decido de la comit						онд менеровина потива и полицен дине евеняти от вельномительной динерований менерований выпатамент в население						
Case# Time "Shift Deputy Contacts Traffic Arrests Case# Time Case Time Case Cas			Deputy stopped 1 car and issued a verbal v	Deputy patrolled the town, parks and busin	Deputy issued one citation while patrolling	Sergeant stopped and help a couple whos	Warning issued for no license plate light.	1 traffic stop with verbal warning. 11:30pm	Deputy patrolled parks, streets and busines	Deputy escorted the Santiam Christian bas	Deputy issued 2 verbal warnings for minor	Deputy investigated a domestic assault IV.	Sergeant was dispatched to a welfare chec	1 citation issued while patrolling. Not sure	1 stop with 1 verbal warning.	11:55pm to 12:55am with no activity.	No activity at 1:30am to 2:30am.	1 warning for lighting violation.	Sergeant helped another Sergeant at a We	Deputy was dispatched to an abandoned v	1 traffic stop with verbal warning.	No activity at 10:45am to 11:15am	No activity at 11:00pm to 12:00am	Deputy worked traffic in the school zone ar	Deputy wore the bite suite for the K-9 demo	Deputy Fontaine went to the school during	Sergeant was in the city patrolling, but call	No activity per Deputy.	Deputy stopped and spoke with 3 Adair res	Reserve Deputy patrolled the streets and s	Sergeant patrolled streets and parked on A		ALONGANIAN AND MANAGEMPHANISH AND AND PARKANDER HIT SEE PARKANDAN AND AND AND AND AND AND AND AND AN												
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Case # 643 646 649 651 651 700 710 710 724 734 734 734 734 877 885 885 885 885 885 885 885 885 885			Grave	Day	Day	Swing	Swing	Swing	Grave	Day	Grave	Day	Swing	Day	Day	Swing	Grave	Grave	Swing	Day	Day	Day	Grave	Grave	Day	Day	Swing	Swing	Day	Day	Swing										***************************************				-
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		Case #	643	646	649	651	653	959	657	697	710	734	760	752	768	782	783	784	794	847	857	860	868	873	874	876	885	920	958	971	980		-				Ī				***************************************				-
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ADAIR VILLAGE PATROL FEBRUARY 25, 2018 - MARCH 24, 2018

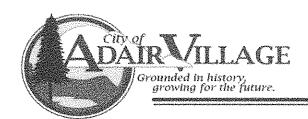
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City of Adair Village Profit & Loss Budget vs. Actual July 2017 through June 2018

		:	TOTAL			Total G	Total General Fund	
	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
Income								
4001 · Property TaxesCurrent	111,840.67	115,000.00	-3,159,33	97.25%	111,840.67	115,000.00	-3,159.33	97.25%
4002 - Property Taxes - Prior Year	756.28	1,650.00	-893.72	45,84%	755.28	1,650.00	-893.72	45,84%
Total 4010 - Government Sources	147,945.04	659,450.00	-511,504,96	22.44%	14,194.95	24,450,00	-10,255.05	\$8.06%
Total 4020 · Rental Income	54,170.70	108,920.00	-54,749.30	49.73%	54,170.70	108,920.00	-54,749.30	49.73%
Total 4030 · Fees	577,911.67	763,195.00	-185,283.33	75.72%	22,494.57	4,000.00	18,494,57	562.36%
Total 4050 · Other Income	145,952.09	158,400,00	.12,447.91	92.14%	145,951,48	155,500,00	-9,548.52	93.86%
4060 · Interest	7,032.73	3,200.00	3,832.73	219.77%	7,032.73	3,200,00	3,832.73	219.77%
Total 4080 · Transfers In	80,497.00	95,497.00	-15,000.00	84.29%	00:0			
4090 · Beginning Fund Balance	0.00	867,082.00	-867,082.00	0.0%	00:00	160,000,00	-169,000.00	%0.0
Total Income	1,126,106.18	2,772,394.00	-1,645,287.82	40.62%	356,441.38	572,720.00	-216,278.62	62.24%
	1,126,106.18	2,772,394.00	-1,646,287.32	40.62%	355,441.38	572,720,00	-216,278.62	62.24%
Expense								
Suspense BK	729.06	0.00	729.06	100.0%	0.00			
5000 · Personal Services								
5010 · City Administrator	55,820.00	75,500.00	-19,680.00	73.93%	19,203.00	26,425,00	-7,222.00	72.67%
5016 · Utility/Court Clerk	22,765.29	34,200.00	-11,434.71	68.57%	4,553.05	6,840,00	-2,286.95	66.57%
5018 · Finance Clerk	8.266.16	13,027.00	-4,760.84	63.45%	1,292.29	1,954,00	-661.71	66,14%
5025 · Summer Program Coordinator	4,350.84	12,904.00	-8,553,16	33,72%	4,350.84	12,904.00	-8,553,16	33.72%
5050 - Public Works Supervisor	35,491.39	53,352.00	-17,860.61	66,52%	4.17			
5054 · Utility Worker II	23,094,30	33,516.00	-10,421,70	68.91%	70.00			
5058 - Utility Worker!	5,199.98	6,396.00	-1,196.02	81.3%	1,560.00	1,919.00	-359.00	81.29%
5064 - Intern	1,217.19	6,396.00	-5,178.81	19.03%	1,217,19	6,396.00	-5,178.81	19.03%
5081 · Employee Health Ins Benefits	65,501,71	73,834.00	-8,332,29	88.72%	9,169.25	10,152.00	-982.75	90,32%
5082 · Retirement Benefits	29,919,84	45,175.00	-15,255.16	66.23%	6,641.97	10,836.00	-3,994.03	63.14%
5085 · Employment Taxes	16,408.35	32,516.00	-16,107.65	50,46%	2,225.57	7,800,00	-5,574,43	28.53%
Total 5000 - Personal Services	268,035.05	386,816.00	-118,780,95	69.29%	50,481.99	85,226.00	-34,744.01	59.23%
Total 5100 - Material & Services	389,282.96	1,141,100.00	-751,817.04	34.12%	133,101.28	209,450.00	-76,348.72	63.55%
Total 5300 · Capital Outlay	00'0	124,000.00	-124,000.00	0.0%	0.00	100,000.00	-100,000.00	9,0%
Total 5400 · Debt Service	111,836.66	235,327.00	-123,490.34	47.52%	00'0	11,279.00	-11,279,00	90.0%
5500 · Transfers								
Total 5508 · Transfors	80,497.00	95,497.00	-15,000.00	84.29%	50,210,00	65,210,00	+15,000.00	20.77
5760 · Contingency	00'0	133,500.00	-133,500.00	0.0%	0.00	35,000.00	-35,000.00	80'0
7777 · Unappropriated Fund Balance	0.00	655,154.00	-658,154.00	%0:0	00.00	66,555.00	-66,555.00	90.0%
Totał Expense	850,380.73	2,772,394.00	-1,922,013.27	30.67%	233,793.27	572,720.00	-338,926.73	40,82%
	275,725.45	00'0	275,725.45	100.0%	122,648.11	0.00	122,648.11	100.0%

		Storr	Storm Drain Fund			Stre	Street Fund	
	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
Income								
4001 · Property Taxes-Current	0.00				00'0			
4062 · Property Taxes - Prior Year	0.00				0.00			
Total 4010 · Government Sources	0.00				26,022,85	52,000.00	-25,977.15	50.04%
Total 4020 · Rental Income	0.00				000			
Total 4030 · Fees	12,530.74	18,000.00	-5,469.26	69.62%	0.00			
Total 4050 · Other Income	0.00	200.00	-200.00	0.0%	0.00	200.00	-200.00	%0.0
4050 · Interest	00:0				0.00			
Total 4080 - Transfers In	000				0.00			
4090 - Beginning Fund Balance	0.00	15,000.00	-15,000.00	%0.0	00'0	75,000.00	-75,000.00	%0.0
Total Income	12,530,74	33,200.00	-20,689,26	37.74%	26,022.85	127,200.00	-101,177.15	20.46%
	12,530.74	33,200.00	-20,669.26	37.74%	26,022.85	127,200.00	-101,177.15	20,46%
Expense								
Suspense BK	0.00				0.00			
5000 · Personal Services								
5010 - City Administrator	2,791.70	3,775.00	-983.30	73.95%	3,116.40	3,775.00	-658.60	82.55%
5016 · Utility/Court Clerk	1,138.27	1,710.00	-571,73	86.57%	0.00			
5018 · Finance Clerk	410.54	651.00	-240,46	63.06%	410.54	651.00	-240,46	63.06%
5025 · Summer Program Coordinator	00'0				00'0			
5050 - Public Works Supervisor	1,774,65	2,668.00	-893,35	66.52%	3,549.55	5,335.00	-1,785,45	66.53%
5054 · Utility Worker II	1,154.71	1,676.00	-521.29	68.9%	2,289,44	3,352.00	-1,062.56	68.3%
5058 · Utility Worker I	260.00	320,00	-60.00	81.25%	260.00	320.00	-60.00	81.25%
5054 · Intern	0.00				0.00			
5081 · Employee Health ins Benefits	3,275,14	3,692,00	-416.86	88.71%	3,930,22	4,615.00	-684.78	85.16%
5082 - Retirement Benefits	1,493,39	2,073.00	-579.61	72.04%	1,801.08	2,579.00	26.777-	69.84%
5085 · Employment Taxes	814.79	1,492.00	-677.21	54.61%	1,080,17	1,856.00	-775.23	98.23%
Total 5000 · Personal Services	13,113.19	18,057.00	-4,943,81	72.62%	16,438.00	22,483.00	-6,045.00	73.11%
Total 5100 - Material & Services	1,004.74	6,500.00	-5,495.26	15.46%	12,898.31	29,450.00	-16,551.69	43,8%
Total 5300 · Capital Outlay	0.00				0.00	24,000.00	-24,000,00	%0'0
Total 5400 · Debt Service	0.00				0.00			
5700 - Contingency	0.00	4,500.00	-4,500.00	0.0%	0.00	15,000,00	-15,000.00	%0°0
7777 - Unappropriated Fund Balance	0.00	2,473.00	-2,473.00	0.0%	0.00	33,065.00	-33,065.00	%0.0
Total Expense	15,787,93	33,200.00	-17,412.07	47,55%	32,538.31	127,200.00	-84,651.69	25.58%
	3,257,19	0.00	-3,257.19	100.0%	-8,515,46	0.00	-6,515.46	100,0%
				***************************************	***************************************	***************************************		

		Was	Wastewater Fund			Wat	Water Fund	
	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
income								
4001 - Property Taxes-Current	0.00				0.00			
4062 - Property Taxes - Prior Year	0.00				00:0			
Total 4010 · Government Sources	0.00	33,000.00	-33,000,00	0.0%	107,727.24	550,000.00	-442,272.76	19.59%
Total 4020 - Rental income	0.00				00:00			
Total 4030 · Fees	143,507.45	206,395.00	-62,887.55	69.53%	399,393,91	534,800.00	-135,406.09	74.68%
Total 4050 · Other Income	0.00	1,000.00	-1,000.00	0.0%	0.61	1,500.00	-1,499.39	0.04%
4060 · Interest	0.00				00:0			
4080 · Transfers In								
10-4080 · General Fund	0.00	15,000.00	·15,000.00	%0'0	00:00			
60-4080 · Street Fund	00'0				00'0			
70-4080 · Water Fund	00'0				00'0			
80-4080 · Wastewater	0.00				00'0			
99-4080 · Transfer Storm Drain Fund	0.00				00.00			
Total 4080 · Transfers in	0.00	15,000.00	-15,000.00	%0'0	00'0			
4090 - Beginning Fund Balance	00.0				00:00	315,000.00	-315,000.00	0.0%
Total Income	143,507.45	255,395.00	-111,887.55	56.19%	507,121.76	1,401,300.00	-894,178.24	36.19%
	143,507.45	255,395.00	-111,887.55	56.19%	507,121,76	1,401,300.00	-894,178.24	36,19%
Expense								
Suspense BK	00:0				00:00			
5008 - Personal Services								
5010 · City Administrator	8,375.40	11,325.00	-2,949.60	73.96%	22,333.50	30,200.00	-7,866,50	73.95%
5016 · Utility/Court Clerk	5,691.32	8,550.00	-2,858.68	66.57%	11,382.65	17,100,00	-5,717,35	68.57%
5018 · Finance Clerk	2,463.13	3,908.00	-1,444.87	63.03%	3,689,56	5,863.00	-2,173.34	62.93%
5025 · Summer Program Coordinator	0.00				00.00			
5050 · Public Works Supervisor	8,872.88	13,339.00	-4,466.12	66.52%	21,295,48	32,010.00	-10,714.52	66.53%
\$054 · Utility Worker II	6,903.29	10,055.00	-3,151,71	68,66%	12,676.86	18,433,00	-5,758,14	%2.2%
\$058 · Utility Worker I	1,039.99	1,279.00	-239.01	81,31%	2,079.99	2,558.00	-478.01	81,31%
5064 · Intern	0.00				0000			
5081 · Employee Health ins Benefits	18,375.71	17,535.00	-1,159.29	93.39%	32,751.39	37,840.00	-5,088.61	86,55%
5082 · Retirement Benefits	6,454.73	9,303.00	-2,848.27	%86.69	13,328.67	20,384,00	-7,055.33	65.39%
5085 · Employment Taxes	3,987,88	6,698,00	-2,708.12	59,56%	8,299.34	14,672.00	-6,372.66	56.57%
Total 5006 · Personal Services	60,164.33	81,990.00	-21,825.87	73.38%	127,837.54	179,050.00	-51,222.46	71.39%
Total 5106 - Material & Services	38,379.68	92,450.00	-54,070.32	41,51%	203,652.35	803,250,00	-599,597,65	25.35%
Total 5300 - Capital Outlay	00'0				00:00			
Total 5400 · Debt Service	49,842,00	62,048.00	-12,206.00	80.33%	61,994.86	162,000.00	-100,005.34	38,27%
Total 5500 · Transfers	8,059,00	8,059.00	0.00	100.0%	17,356,00	17,356.00	00'0	100.0%
5700 · Contingency	0.00	4,000.00	-4,000.00	0.0%	00'0	75,000.00	-75,000.00	%0.0
7777 · Unappropriated Fund Balance	0.00	6,848.00	-6,848.00	%0.0	0.00	164,634.00	-164,634.00	0.0%
Total Expense	156,445.01	255,395.00	-98,949,99	61,26%	410,840,55	1,401,300.00	-990,459.45	29,32%
	-12,937.58	0.00	-12,937.56	100.0%	96,281.21	0,00	95,281,21	105.0%



STAFF REPORT Attachment G – Financial Report

April 03, 2018 Council Meeting

Totals - Income shown for Fiscal Year 2018 is \$1,126,106.18. (40.62% of budget) and Expenses are \$850,380.73 (30.67% of budget), which shows a Net Income of 275,725.45 for all funds.

	Category	Expenses	Percent of Budget
8	Personal Services	268,035.05	69.29
0	Materials & Services	389,282.96	34.12
٠	Capital Outlay	0.00	0.00
۵	Debt Service	111,836.66	47.52

Totals by Fund – Income and Expenses for each Fund (Reserve and System Development Charges funds are not included, because they are basically in stasis with no expenses) are shown below.

	Fund	Income	Expenses	Difference
69	General	356,441.38	233,793.27	122,648.11
•	Storm Drain	12,530.74	15,737.96	-3,207.22
0	Streets	26,022.85	32,538.31	-6,560.46
0	Wastewater	143,507.45	156,445.01	-12,937.56
•	Water	507,121.76	410,840.55	96,281.21
•	TOTAL	\$1,126,106.18	\$850,380.73	\$275,725.45

We have approximately \$1,053,754.92 in the Local Government Investment Pool (LGIP). Last month we had \$1,053,754.92. Last year on 3/31/17 we had \$1,106,365.91.



March 8, 2018

City of Adair Village,

As you may be hearing, there have been significant changes in processing of all curbside recycled materials. This is due to changes made in China, where 60% of the world and nearly all of the West Coast recyclables are processed. We have been fortunate in Oregon to be a leader in waste recovery and have had plentiful markets for the material collected. This is all changing and what and how we recycle must adapt too. China has severely restricted what is being accepted, causing problems for the sorting facilities in Oregon, across the country and around the world. In the past 2% or more contamination was allowed. The standard is now 0.5% for contamination. Bales of material are randomly searched at Chinese ports and entire ship loads have been rejected as a result of too much contamination. As you can imagine, there is great cost associated with this process and many shippers are hesitant to send material to market.

Locally, we work with a sorting facility in Clackamas called Pioneer Recycling. Pioneer has made changes to the way and speed at which they are able to sort to meet contamination specifications from Asian markets. This means they must slow down the sorting line significantly to remove undesirable material. At the same time, they are looking for and have been able to find new markets in places like Vietnam.

At a meeting held at Republic Services on March 7, 2018, City and County representatives from our area were presented with this situation and recommended continued recycling as usual with the increased cost of \$2.00. In addition, we will all need to work together to educate the public and endeavor to remove as much contamination as possible.

Best Regards,

Julie Jackson Municipal Manager Republic Services Jiackson6@republicservices.com

RS of Corvallis Commingle Analysis

March 2017 Commingle Rate	\$	47.68
March 2018 Commingle Rate	\$	(51.80)
Change in Price	\$	(99.48)
Estimated Annual Commingle Volume		7,500
Annual Lost Revenue	\$	(746,100)
Customer Count		27,898
Annual Per Customer Lost Revenue	\$	(26.74)
Monthly Per Gustomer Lost Revenue	5	

What can we do to insure continued recycling?

Recycle as usual, following the suggestions below.

- Remember Empty, Clean & Dry. All materials in the cart should be rinsed of food and liquid residue and be dry. This prevents mold growth and food contamination on paper products.
- Be aware of the correct materials for recycling and don't be a wishful recycler. Anything
 you put in the cart that can't be recycling is considered contamination.
- Make choices when you purchase products. Consider the amount of packaging and whether or not it is truly recyclable.



Empty. Clean. Dry.

Be sure your recyclables are empty, clean & dry before you toss them in the blue container.

