

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
****Tuesday, November 10, 2020 - 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 – October 6, 2020 (Attachment A)
- b. Bills List through – October 30, 2020 (Attachment B) – \$85,731.76

3. PUBLIC COMMENT (Please limit comments to 3 minutes)

4. STAFF REPORTS:

- a) Community Service Officer (CSO) Report (Attachment C) Jerry Jackson
- b) Public Works (Attachment D) Pat Hare
- c) City Administrator (Attachment E) Pat Hare
- d) Sheriff's Report (Attachment F) Pat Hare
- e) Financial Report-Through October 30, 2020 (Attachments G, G-1) Pat Hare

5. OLD BUSINESS:

- a) Wastewater Rates (Attachment H) Civil West
Action: Discussion
- b) SCA Grant (Attachment I) Pat Hare
Action: Discussion

6. NEW BUSINESS:

- a) Adair Village Market (Attachment J) Pat Hare
Action: Discussion/Decision
- b) ECO Northwest Contract (attachments K, K1) Pat Hare
Action: Decision
- c) Supplemental Budget (Attachment L) Pat Hare
Action: Decision

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Resolution 2020 11 Supplemental Budget (Attachments M) Pat Hare
Action: Decision

8. EXECUTIVE SESSION ORS 192.660

- a) N/A
Action: n/a

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council –Tuesday, December 1, 2020 6:00 PM
Planning Commission- November 17, 2020 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, October 6, 2020 – 6:00 PM****

Agenda Item	Action
1. Roll Call: City Council Members present: Councilors Officer, Ray, Rowe and Mayor Currier were present. City Attorney Sean Kidd was present. CA (City Administrator) Hare was present. Minutes were taken by CA Hare.	Mayor Currier called the meeting to order at 6:00 PM. and led the flag salute.
2. Consent Calendar (Agenda Item 2). Minutes of the September 1, 2020 City Council Meeting. Bills List through September 29, 2020, (170,513.45 total).	Councilor Rowe moved to approve the Consent Calendar. Councilor Officer seconded. Unanimous Approval (4-0).
3. Public Comment (Agenda Item 3). None.	
4. Attachment C – Community Services Officer (Agenda Item 4a). Jerry Jackson presented the report.	Council received the report.
5. Attachment D – Public Works Report (Agenda Item 4b). CA Hare presented the report.	Council received the report.
6. Attachment E – City Administrator Report (Agenda Item 4c). CA Hare presented the report. Administration <ul style="list-style-type: none"> • IT – The Server at the City started failing and crashed at the beginning of the month so we are working with a consultant to get the data retrieved and to build a new server. • Facilities Cleaned – ServPro will begin at the water plant next week before we have our annual Oregon Health Authority (OHA) review. • Tangent – Update. • Pacific Power – The City received full reimbursement for the equipment that failed at the water plant due to the power outage. 	Council received the report.

<p>The total came to approximately \$9,000.00.</p> <ul style="list-style-type: none"> • Theft at wastewater – The City will be receiving full reimbursement for the items stolen. <p>Property/Businesses</p> <ul style="list-style-type: none"> • Parks and Perpetuity – The City received the initial environmental review and will now be submitting the application to the Federal Parks Service next week. • Farm Foods – Jim Jones will be out of the building on October 16th. Sean thanked Jim on behalf of the City and wished him well in future endeavors. • Republic Service – Sean and CA Hare met with them one last time to review the contract and we are just waiting for the signed copy back. • CSME – The railroad club has been hard at work to move all of their operations to the new barracks building. • ALH – They have a work day scheduled for October 3rd to remove the old paneling from the walls. They are still actively seeking funding for the overall project. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Calloway Creek – Update. • SCS Property – Update. • William R. Carr Subdivision – CA Hare talked with Brian Donne and he will be painting bike lane signs in the next few weeks. • UGB Expansion – CA Hare will be meeting with ECO Northwest, an engineering firm in Oregon that specializes in land use decisions, at the end of the week to review our population projections. We will be discussing not only the remainder of the Weigle property but the Cornelius property and ODFW. • Wastewater Plant – Staff and I met with Civil West and have come up with the layout of the new plant. They have begun the civil engineering and they are on track to go to bids after the new year. 	
<p>7. Attachment F – Sheriff’s Report (Agenda Item 4d). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>8. Attachment G & G1 – Financial Report (Agenda Item 4e). CA Hare presented the report. Income is \$518,079.66 and expenses are \$643,356.38. The balance in the Local Government Investment Pool is approximately \$2,293,999.21 last year the balance was \$1,361,287.18.</p>	<p>Council received the report.</p>
<p>9. Attachment J – Republic Service Rates and Updates (Agenda Item 6a).</p>	<p>Council discussed the matter.</p>

<p>10. November City Council Meeting (Agenda Item 6b).</p>	<p>Council discussed the matter.</p>
<p>11. Council and Mayor Comments (Agenda Item 9):</p> <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor Officer - None. • Councilor Rowe – None. • Councilor Ray – None. 	
<p>12 Adjournment: Next meeting- Council meeting on Tuesday, November 10, 2020 at 6:00 PM.</p>	<p>Mayor adjourned the meeting at 7:30pm</p>

Mayor's Approval

Date

OCT 2020 Bills	Date	Amount
	10/6/2020	\$9,233.68
	10/15/2020	\$17,829.18
	10/22/2020	\$47,249.68
	10/29/2020	\$11,419.22

Total \$85,731.76

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
150 A & B Septic									
49421	1	pump work for Tangent	Invoice	09/15/2020	10/15/2020	65.00		65.00	100-900-520
Total 49421:						65.00	.00	✓ 65.00	
49439	1	pump work for Tangent	Invoice	09/17/2020	10/17/2020	65.00		65.00	100-900-520
Total 49439:						65.00	.00	✓ 65.00	
49440	1	pump work for Tangent	Invoice	09/17/2020	10/17/2020	65.00		65.00	100-900-520
Total 49440:						65.00	.00	✓ 65.00	
49441	1	pump work for Tangent	Invoice	09/17/2020	10/17/2020	65.00		65.00	100-900-520
Total 49441:						65.00	.00	✓ 65.00	
49489	1	pump work for Tangent	Invoice	09/21/2020	10/21/2020	511.50		511.50	100-900-520
Total 49489:						511.50	.00	✓ 511.50	
49500	1	pump work for Tangent	Invoice	09/22/2020	10/22/2020	65.00		65.00	100-900-520
Total 49500:						65.00	.00	✓ 65.00	
49501	1	pump work for Tangent	Invoice	09/22/2020	10/22/2020	65.00		65.00	100-900-520
Total 49501:						65.00	.00	✓ 65.00	
49514	1	pump work for Tangent	Invoice	09/23/2020	10/23/2020	1,110.00		1,110.00	100-900-520
Total 49514:						1,110.00	.00	✓ 1,110.00	
49544	1	pump work for Tangent	Invoice	09/25/2020	10/25/2020	960.00		960.00	100-900-520
Total 49544:						960.00	.00	✓ 960.00	
49631	1	pump work for Tangent	Invoice	09/30/2020	10/30/2020	195.00		195.00	100-900-520
Total 49631:						195.00	.00	✓ 195.00	
Total 150 A & B Septic:						3,166.50	.00	✓ 3,166.50	2445
410 American Business Software Inc									
136283	1	Billing Software	Invoice	10/01/2020	10/15/2020	35.45		35.45	500-420-520
136283	2	Billing Software	Invoice	10/01/2020	10/15/2020	35.45		35.45	510-430-520
Total 136283:						70.90	.00	70.90	
Total 410 American Business Software Inc:						70.90	.00	✓ 70.90	24456
690 Bank of America									
09232020	1	CERT	Invoice	09/23/2020	10/23/2020	192.41		192.41	100-900-520
09232020	2	postage	Invoice	09/23/2020	10/23/2020	276.80		276.80	100-900-521
09232020	3	8x8	Invoice	09/23/2020	10/23/2020	226.92		226.92	100-900-521
09232020	4	Staples	Invoice	09/23/2020	10/23/2020	39.27		39.27	100-900-520

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
09232020	5	Staples	Invoice	09/23/2020	10/23/2020	15.24		15.24	100-900-520
09232020	6	CERT	Invoice	09/23/2020	10/23/2020	83.47		83.47	100-900-520
09232020	7	Staples	Invoice	09/23/2020	10/23/2020	43.06		43.06	100-900-520
09232020	8	Lowes wasp spray	Invoice	09/23/2020	10/23/2020	23.50		23.50	100-300-520
09232020	9	CERT	Invoice	09/23/2020	10/23/2020	121.95		121.95	100-900-520
09232020	10	HOME DEPOT	Invoice	09/23/2020	10/23/2020	56.89		56.89	100-300-520
09232020	11	les schwab tires	Invoice	09/23/2020	10/23/2020	286.74		286.74	500-420-520
Total 09232020:						1,366.25	.00	1,366.25	
Total 690 Bank of America:						1,366.25	.00	✓ 1,366.25	24457
890 Best Pots Inc									
A-416926	1	Rented Unit	Invoice	09/25/2020	10/24/2020	82.60		82.60	500-420-520
Total A-416926:						82.60	.00	82.60	
Total 890 Best Pots Inc:						82.60	.00	✓ 82.60	24458
1410 Century Link									
09162020	1	541-928-8372 054B	Invoice	09/16/2020	10/15/2020	83.49		✓ 83.49	500-420-521
Total 09162020:						83.49	.00	83.49	
09252020	1	503-T31-4410 130B	Invoice	09/25/2020	10/25/2020	55.23		55.23	500-420-521
Total 09252020:						55.23	.00	✓ 55.23	
Total 1410 Century Link:						138.72	.00	✓ 138.72	24459
1800 Consumers Power Inc.									
09212020	1	1152400	Invoice	09/21/2020	10/15/2020	1,039.00		✓ 1,039.00	200-410-521
09212020	2	1152401	Invoice	09/21/2020	10/15/2020	25.43		✓ 25.43	100-300-521
09212020	3	1152406	Invoice	09/21/2020	10/15/2020	138.13		✓ 138.13	100-900-521
09212020	4	1152408	Invoice	09/21/2020	10/15/2020	35.04		✓ 35.04	100-900-521
09212020	5	1152409	Invoice	09/21/2020	10/15/2020	25.43		✓ 25.43	100-900-521
09212020	6	1152410	Invoice	09/21/2020	10/15/2020	57.37		✓ 57.37	510-430-521
09212020	7	1152411	Invoice	09/21/2020	10/15/2020	70.33		✓ 70.33	500-420-521
09212020	8	1152412	Invoice	09/21/2020	10/15/2020	149.08		✓ 149.08	510-430-521
09212020	9	1152413	Invoice	09/21/2020	10/15/2020	86.25		✓ 86.25	510-430-521
09212020	10	1152414	Invoice	09/21/2020	10/15/2020	25.41		✓ 25.41	500-420-521
09212020	11	1152415	Invoice	09/21/2020	10/15/2020	25.05		✓ 25.05	100-900-521
09212020	12	1152417	Invoice	09/21/2020	10/15/2020	1,520.76		✓ 1,520.76	100-900-521
Total 09212020:						3,197.28	.00	3,197.28	
Total 1800 Consumers Power Inc.:						3,197.28	.00	✓ 3,197.28	24460
2300 Delapoer Kidd Attorneys at Law									
1834	1	General City matters	Invoice	10/01/2020	10/30/2020	875.00		875.00	100-900-520
Total 1834:						875.00	.00	875.00	
Total 2300 Delapoer Kidd Attorneys at Law:						875.00	.00	✓ 875.00	24461
2520 Edge Analytical, Inc									
20-34458	1	Monthly Coliform	Invoice	10/01/2020	10/20/2020	29.70		✓ 29.70	500-420-521

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 20-34458:						29.70	.00	29.70	
Total 2520 Edge Analytical, Inc:						29.70	.00	✓ 29.70	24462
4670 NW Natural									
09252020	1	1942119-7	Invoice	09/25/2020	10/13/2020	107.68		107.68	100-900-521
Total 09252020:						107.68	.00	✓ 107.68	
09252020.	1	1407224-3	Invoice	09/25/2020	10/13/2020	15.99		15.99	100-900-521
Total 09252020.:						15.99	.00	✓ 15.99	
Total 4670 NW Natural:						123.67	.00	✓ 123.67	24464
5240 Pace Heating & Air									
S-52469	1	Diagnostic and filter change for stor	Invoice	09/23/2020	10/22/2020	110.00		110.00	100-900-520
Total S-52469:						110.00	.00	110.00	
Total 5240 Pace Heating & Air:						110.00	.00	✓ 110.00	24465
999 Utility Refunds									
09302020	1	Water	Invoice	09/30/2020	10/20/2020	43.84		43.84	500-420-521
09302020	2	Wastewater	Invoice	09/30/2020	10/20/2020	29.22		29.22	510-430-521
Total 09302020:						73.06	.00	73.06	
Total 999 Utility Refunds:						73.06	.00	✓ 73.06	24463
Total :						9,233.68	.00	9,233.68	
Grand Totals:						9,233.68	.00	9,233.68	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52002	23.50	.00	23.50
100-300-52012	56.89	.00	56.89
100-300-52109	25.43	.00	25.43
100-900-52002	82.33	.00	82.33
100-900-52012	110.00	.00	110.00
100-900-52017	875.00	.00	875.00
100-900-52019	3,166.50	.00	3,166.50
100-900-52031	413.07	.00	413.07
100-900-52108	276.80	.00	276.80
100-900-52109	1,868.08	.00	1,868.08
100-900-52110	226.92	.00	226.92
200-410-52109	1,039.00	.00	1,039.00
500-420-52014	286.74	.00	286.74
500-420-52019	118.05	.00	118.05
500-420-52104	29.70	.00	29.70

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
500-420-52105	43.84	.00	43.84
500-420-52109	95.74	.00	95.74
500-420-52110	138.72	.00	138.72
510-430-52019	35.45	.00	35.45
510-430-52105	29.22	.00	29.22
510-430-52109	292.70	.00	292.70
Grand Totals:	9,233.68	.00	9,233.68

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/20	8,258.08	.00	8,258.08
10/20	975.60	.00	975.60
Grand Totals:	9,233.68	.00	9,233.68

[Handwritten Signature]
10/6/20

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
830 Benton County Sheriff									
09302020	1	Law Enforcement Services	Invoice	09/30/2020	10/30/2020	8,113.50		8,113.50	100-200-520
Total 09302020:						8,113.50	.00	8,113.50	
Total 830 Benton County Sheriff:						8,113.50	.00	✓ 8,113.50	24466
1330 Cascades West Regional Consortium									
CWRC2019-	1	Annual Membership Dues	Invoice	10/05/2020	11/05/2020	500.00		500.00	100-900-521
Total CWRC2019-2020:						500.00	.00	500.00	
Total 1330 Cascades West Regional Consortium:						500.00	.00	✓ 500.00	24467
1340 Caselle Inc.									
105274	1	Monthly Software Hosting Fees	Invoice	10/01/2020	11/01/2020	583.20		583.20	500-420-521
105274	2	Monthly Software Hosting Fee	Invoice	10/01/2020	11/01/2020	388.80		388.80	100-900-521
105274	3	Monthly Software Hosting Fee	Invoice	10/01/2020	11/01/2020	194.40		194.40	510-430-521
105274	4	Monthly Software Hosting Fee	Invoice	10/01/2020	11/01/2020	64.80		64.80	200-410-521
105274	5	Monthly Software Hosting Fee	Invoice	10/01/2020	11/01/2020	64.80		64.80	520-440-521
Total 105274:						1,296.00	.00	✓ 1,296.00	24468
Total 1340 Caselle Inc.:						1,296.00	.00	1,296.00	
1520 CIS TRUST									
PO-ADR-120	1	Property/Liability	Invoice	10/13/2020	11/27/2020	26.18		26.18	100-300-521
PO-ADR-120	2	property/liability	Invoice	10/13/2020	11/27/2020	160.97		160.97	100-900-521
PO-ADR-120	3	Property/liability	Invoice	10/13/2020	11/27/2020	99.41		99.41	200-410-521
PO-ADR-120	4	Porperty/liability	Invoice	10/13/2020	11/27/2020	222.45		222.45	500-420-521
PO-ADR-120	5	Property/liability	Invoice	10/13/2020	11/27/2020	162.24		162.24	510-430-521
Total PO-ADR-12020-01:						671.25	.00	671.25	
Total 1520 CIS TRUST:						671.25	.00	✓ 671.25	24469
1610 Civil West Engineering Services Inc									
1001.001.07.	1	Misc Services Development Revie	Invoice	10/01/2020	11/01/2020	1,138.00		✓ 1,138.00	100-900-520
Total 1001.001.07.033:						1,138.00	.00	1,138.00	
1001-001.02-	1	Misc Services Water	Invoice	10/01/2020	11/01/2020	1,064.00		1,064.00	500-420-520
Total 1001-001.02-81:						1,064.00	.00	✓ 1,064.00	
1001-001.04-	1	Misc Services Stormwater	Invoice	10/01/2020	11/01/2020	334.00		334.00	520-440-520
Total 1001-001.04-33:						334.00	.00	✓ 334.00	
1001-001.06-	1	Misc services other	Invoice	10/01/2020	11/01/2020	150.00		150.00	100-900-520
Total 1001-001.06-55:						150.00	.00	✓ 150.00	
Total 1610 Civil West Engineering Services Inc:						2,686.00	.00	2,686.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1800 Consumers Power Inc.									
10082020	1	1152418	Invoice	10/08/2020	11/01/2020	109.18		109.18	510-430-521
Total 10082020:						109.18	.00	109.18	
Total 1800 Consumers Power Inc.:						109.18	.00	✓ 109.18	24471
7474 Corporate Warehouse Supply									
30321	1	Toner for Canon Copier	Invoice	10/01/2020	11/01/2020	489.85		489.85	100-900-520
Total 30321:						489.85	.00	489.85	
Total 7474 Corporate Warehouse Supply:						489.85	.00	✓ 489.85	24472
1910 Corvallis Power Equipment									
49891	1	10' Rope	Invoice	09/23/2020	10/23/2020	7.00		7.00	100-300-520
Total 49891:						7.00	.00	7.00	
Total 1910 Corvallis Power Equipment:						7.00	.00	✓ 7.00	24473
2520 Edge Analytical, Inc									
20-33708	1	Influent-Headworks	Invoice	10/07/2020	11/07/2020	76.50		✓ 76.50	510-430-521
Total 20-33708:						76.50	.00	76.50	
20-33709	1	Tangent Influent-Headworks	Invoice	10/07/2020	11/07/2020	76.50		✓ 76.50	100-900-520
Total 20-33709:						76.50	.00	76.50	
20-34469	1	Quarterly TOC	Invoice	10/13/2020	11/13/2020	88.20		✓ 88.20	500-420-521
Total 20-34469:						88.20	.00	88.20	
Total 2520 Edge Analytical, Inc:						241.20	.00	✓ 241.20	24474
4800 One Call Concepts Inc									
0090318	1	Cleaning Services	Invoice	09/30/2020	10/30/2020	7.20		7.20	500-420-521
0090318	2	Cleaning Services	Invoice	09/30/2020	10/30/2020	7.20		7.20	510-430-521
Total 0090318:						14.40	.00	14.40	
Total 4800 One Call Concepts Inc:						14.40	.00	14.40	24475
5300 Pacific Power/PacificCorp									
10072020	1	02099381-001 7	Invoice	10/07/2020	11/07/2020	1,996.01		1,996.01	500-420-521
Total 10072020:						1,996.01	.00	1,996.01	
Total 5300 Pacific Power/PacificCorp:						1,996.01	.00	1,996.01	24476
5360 Pat Hare									
10152020	1	Admin	Invoice	10/15/2020	10/15/2020	825.00		825.00	100-100-500
10152020	2	PS	Invoice	10/15/2020	10/15/2020	75.00		75.00	100-200-500
10152020	3	Water	Invoice	10/15/2020	10/15/2020	450.00		450.00	500-420-500
10152020	4	WW	Invoice	10/15/2020	10/15/2020	120.00		120.00	510-430-500
10152020	5	SD	Invoice	10/15/2020	10/15/2020	30.00		30.00	520-440-500

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 10152020:						1,500.00	.00	1,500.00	
Total 5360 Pat Hare:						1,500.00	.00	1,500.00	24477
5780 Republic Services #452									
09302020	1	3-0452-0023479	Invoice	09/30/2020	10/20/2020	36.65		36.65	100-900-521
Total 09302020:						36.65	.00	✓ 36.65	
09302020.	1	3-0452-0340655	Invoice	09/30/2020	10/20/2020	37.14		37.14	510-430-521
Total 09302020.:						37.14	.00	✓ 37.14	
Total 5780 Republic Services #452:						73.79	.00	✓ 73.79	24478
7274 US Bank Equipment Finance									
425812880	1	canon copier	Invoice	10/13/2020	10/31/2020	131.00		131.00	100-900-520
Total 425812880:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	✓ 131.00	24479
Total :						17,829.18	.00	17,829.18	
Grand Totals:						17,829.18	.00	17,829.18	

Summary by General Ledger Account Number

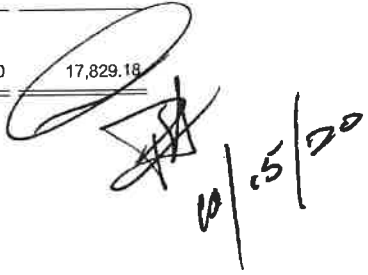
GL Account Number	Debit	Credit	Net
100-100-50010	825.00	.00	825.00
100-200-50010	75.00	.00	75.00
100-200-52019	8,113.50	.00	8,113.50
100-300-52022	7.00	.00	7.00
100-300-52103	26.18	.00	26.18
100-900-52002	489.85	.00	489.85
100-900-52019	76.50	.00	76.50
100-900-52020	1,288.00	.00	1,288.00
100-900-52023	131.00	.00	131.00
100-900-52102	500.00	.00	500.00
100-900-52103	160.97	.00	160.97
100-900-52109	36.65	.00	36.65
100-900-52114	388.80	.00	388.80
200-410-52103	99.41	.00	99.41
200-410-52114	64.80	.00	64.80
500-420-50010	450.00	.00	450.00
500-420-52011	1,064.00	.00	1,064.00
500-420-52103	222.45	.00	222.45
500-420-52104	88.20	.00	88.20
500-420-52109	2,003.21	.00	2,003.21
500-420-52114	583.20	.00	583.20
510-430-50010	120.00	.00	120.00
510-430-52103	162.24	.00	162.24

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
510-430-52104	76.50	00	76.50
510-430-52109	153.52	00	153.52
510-430-52114	194.40	00	194.40
520-440-50010	30.00	00	30.00
520-440-52020	334.00	00	334.00
520-440-52114	64.80	.00	64.80
Grand Totals:	17,829.18	.00	17,829.18

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/20	8,208.69	.00	8,208.69
10/20	9,620.49	00	9,620.49
Grand Totals:	17,829.18	.00	17,829.18


10/15/20

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1410 Century Link									
10112020	1	541-747-5858 873B	Invoice	10/11/2020	11/11/2020	84.11		84.11	510-430-521
Total 10112020:						84.11	.00	84.11	
Total 1410 Century Link:						84.11	.00	84.11	24480
1520 CIS TRUST									
NOVEMBER	1	Employee Health Ins	Invoice	10/16/2020	11/08/2020	1,283.60		1,283.60	100-100-510
NOVEMBER	2	Employee Health Ins	Invoice	10/16/2020	11/08/2020	80.23		80.23	100-200-510
NOVEMBER	3	Employee Health Ins	Invoice	10/16/2020	11/08/2020	481.35		481.35	100-300-510
NOVEMBER	4	Employee Health Ins	Invoice	10/16/2020	11/08/2020	401.13		401.13	200-410-510
NOVEMBER	5	Employee Health Ins	Invoice	10/16/2020	11/08/2020	3,850.80		3,850.80	500-420-510
NOVEMBER	6	Employee Health Ins	Invoice	10/16/2020	11/08/2020	1,604.50		1,604.50	510-430-510
NOVEMBER	7	Employee Health Insurance	Invoice	10/16/2020	11/08/2020	320.90		320.90	520-440-510
Total NOVEMBER 2020 FINAL INVOICE:						8,022.51	.00	8,022.51	
Total 1520 CIS TRUST:						8,022.51	.00	8,022.51	24481
1610 Civil West Engineering Services Inc									
1001.001.07.	1	Misc Services Development Revie	Invoice	09/01/2020	10/22/2020	1,206.00		1,206.00	100-900-520
Total 1001.001.07.030:						1,206.00	.00	1,206.00	
1001.001.07.	1	Misc Services Development Revie	Invoice	09/01/2020	10/22/2020	335.00		335.00	100-900-520
Total 1001.001.07.032:						335.00	.00	335.00	
1001.028.00	1	WWTP Headworks & Trickling Filter	Invoice	09/01/2020	10/22/2020	12,565.30		12,565.30	510-430-520
Total 1001.028.004:						12,565.30	.00	12,565.30	
1001.028.00	1	WWTP Headworks & Trickling Filter	Invoice	10/01/2020	10/22/2020	13,483.60		13,483.60	510-430-520
Total 1001.028.005:						13,483.60	.00	13,483.60	
1001.029.00	1	WWTP Improvements Predesign	Invoice	10/01/2020	10/22/2020	9,270.30		9,270.30	510-430-520
Total 1001.029.005:						9,270.30	.00	9,270.30	
1001-001.01.	1	Misc Services EOR Administration	Invoice	09/01/2020	10/22/2020	181.05		181.05	100-900-520
Total 1001-001.01.005:						181.05	.00	181.05	
1001-001.06-	1	Misc Services Water	Invoice	09/01/2020	10/22/2020	159.00		159.00	500-420-520
Total 1001-001.06-54:						159.00	.00	159.00	
Total 1610 Civil West Engineering Services Inc:						37,200.25	.00	37,200.25	22482
1740 Comcast									
10102020	1	8778 10 607 0002520	Invoice	10/10/2020	11/10/2020	102.85		102.85	100-900-521
Total 10102020:						102.85	.00	102.85	24483

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1740 Comcast:						102.85	.00	102.85	24484
2270 De Lage Landen Financial Services Inc.									
69806244	1	monthly service	Invoice	10/15/2020	11/01/2020	131.00		131.00	100-900-520
Total 69806244:						131.00	.00	131.00	
Total 2270 De Lage Landen Financial Services Inc.:						131.00	.00	131.00	24484
2520 Edge Analytical, Inc									
20-35656	1	Influent	Invoice	10/16/2020	11/16/2020	76.50		76.50	510-430-521
Total 20-35656:						76.50	.00	76.50	
20-35657	1	tangent WW	Invoice	10/16/2020	11/06/2020	76.50		76.50	100-900-520
Total 20-35657:						76.50	.00	76.50	
Total 2520 Edge Analytical, Inc:						153.00	.00	153.00	24485
2960 GSI Water Solutions Inc									
0400.003-1	1	2020 Water Mgmt Consvrtn Plan Pr	Invoice	10/07/2020	11/07/2020	795.00		795.00	500-420-521
Total 0400.003-1:						795.00	.00	795.00	
Total 2960 GSI Water Solutions Inc:						795.00	.00	795.00	24486
6290 Smith-Wagar Brucker Consulting, LLC									
D1087	1	Financial Consulting	Invoice	10/14/2020	11/14/2020	450.00		450.00	100-900-520
Total D1087:						450.00	.00	450.00	
Total 6290 Smith-Wagar Brucker Consulting, LLC:						450.00	.00	450.00	24487
7130 Verizon									
9864298678	1	Phone	Invoice	10/15/2020	10/29/2020	94.67		94.67	510-430-521
9864298678	2	Phone	Invoice	10/15/2020	10/29/2020	134.70		134.70	500-420-521
9864298678	3	Phone	Invoice	10/15/2020	10/29/2020	81.59		81.59	100-900-521
Total 9864298678:						310.96	.00	310.96	
Total 7130 Verizon:						310.96	.00	310.96	24488
Total :						47,249.68	.00	47,249.68	
Grand Totals:						47,249.68	.00	47,249.68	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,283.60	.00	1,283.60
100-200-51010	80.23	.00	80.23
100-300-51010	481.35	.00	481.35

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52019	657.50	.00	657.50
100-900-52020	1,722.05	.00	1,722.05
100-900-52110	184.44	.00	184.44
200-410-51010	401.13	.00	401.13
500-420-51010	3,850.80	.00	3,850.80
500-420-52020	159.00	.00	159.00
500-420-52109	795.00	.00	795.00
500-420-52110	134.70	.00	134.70
510-430-51010	1,604.50	.00	1,604.50
510-430-52020	35,319.20	.00	35,319.20
510-430-52104	76.50	.00	76.50
510-430-52110	178.78	.00	178.78
520-440-51010	320.90	.00	320.90
Grand Totals:	47,249.68	.00	47,249.68

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/20	14,446.35	.00	14,446.35
10/20	32,803.33	.00	32,803.33
Grand Totals:	47,249.68	.00	47,249.68

[Handwritten signature]
10/22/20

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
860 BENTON COUNTY TAX COLLECTOR									
07012020-06	1	270532	Invoice	10/27/2020	11/16/2020	197.60		197.60	100-900-521
07012020-06	2	005052	Invoice	10/27/2020	11/16/2020	613.50		613.50	100-900-521
07012020-06	3	419615	Invoice	10/27/2020	11/16/2020	2,285.40		2,285.40	100-900-521
07012020-06	4	014898	Invoice	10/27/2020	11/16/2020	2,267.78		2,267.78	100-900-521
07012020-06	5	014906	Invoice	10/27/2020	11/16/2020	2,488.99		2,488.99	100-900-521
Total 07012020-06302021:						7,853.27	.00	7,853.27	
Total 860 BENTON COUNTY TAX COLLECTOR:						7,853.27	.00	7,853.27	
890 Best Pots Inc									
A-419158	1	Rented Unit	Invoice	10/23/2020	11/23/2020	82.60		82.60	500-420-520
Total A-419158:						82.60	.00	82.60	
Total 890 Best Pots Inc:						82.60	.00	82.60	
1410 Century Link									
10162020	1	541-928-8372 054B	Invoice	10/16/2020	11/16/2020	168.87		168.87	500-420-521
Total 10162020:						168.87	.00	168.87	
Total 1410 Century Link:						168.87	.00	168.87	
1800 Consumers Power Inc.									
10202020	1	1152400	Invoice	10/20/2020	11/20/2020	1,040.00		1,040.00	200-410-521
10202020	2	1152401	Invoice	10/20/2020	11/20/2020	25.43		25.43	100-300-521
10202020	3	1152406	Invoice	10/20/2020	11/20/2020	126.50		126.50	100-900-521
10202020	4	1152408	Invoice	10/20/2020	11/20/2020	31.92		31.92	100-900-521
10202020	5	1152409	Invoice	10/20/2020	11/20/2020	25.43		25.43	100-900-521
10202020	6	1152410	Invoice	10/20/2020	11/20/2020	57.45		57.45	510-430-521
10202020	7	1152411	Invoice	10/20/2020	11/20/2020	55.54		55.54	500-420-521
10202020	8	1152412	Invoice	10/20/2020	11/20/2020	190.69		190.69	510-430-521
10202020	9	1152413	Invoice	10/20/2020	11/20/2020	88.05		88.05	510-430-521
10202020	10	1152414	Invoice	10/20/2020	11/20/2020	25.32		25.32	500-420-521
10202020	11	1152415	Invoice	10/20/2020	11/20/2020	25.05		25.05	100-900-521
10202020	12	1152417	Invoice	10/20/2020	11/20/2020	1,376.50		1,376.50	100-900-521
Total 10202020:						3,067.88	.00	3,067.88	
Total 1800 Consumers Power Inc.:						3,067.88	.00	3,067.88	
2520 Edge Analytical, Inc									
20-34467	1	Labs	Invoice	10/27/2020	11/27/2020	246.60		246.60	500-420-521
Total 20-34467:						246.60	.00	246.60	
Total 2520 Edge Analytical, Inc:						246.60	.00	246.60	
Total :						11,419.22	.00	11,419.22	
Grand Totals:						11,419.22	.00	11,419.22	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52109	25.43	.00	25.43
100-900-52109	1,585.40	.00	1,585.40
100-900-52199	7,853.27	.00	7,853.27
200-410-52109	1,040.00	.00	1,040.00
500-420-52019	82.60	.00	82.60
500-420-52104	246.60	.00	246.60
500-420-52109	80.86	.00	80.86
500-420-52110	168.87	.00	168.87
510-430-52109	336.19	.00	336.19
Grand Totals:	11,419.22	.00	11,419.22

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
10/20	11,419.22	.00	11,419.22
Grand Totals:	11,419.22	.00	11,419.22

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10/29/20



**CODE
COMPLIANCE**

Willamette Valley Processors, LLC

9/29/20 through 10/28/20

End of Month – October

Hrs. - 90 hrs

A20-155	9/29/20 9:05 AM	Illegal Parking	Observed	122 NE Columbia Ave	Heavy Vehicle parked on sidewalk and lawn - 0539 Warning given
A20-156	10/6/20 9:09 AM	RV Parked Over the limit	Observed	8802 Cori Ct	Left card on the door
A20-157	10/9/20 9:23 AM	Trailer parked on the street over four days	Observed	8802 Cori Ct	Left a second card on door

A20-158	10/12/20 09:25 AM	Parking Permit Issued	Requested	8802 Cori Ct	Posted
A20-159	10/28/20 09:20 AM	Construction blocks the Fire Truck turnaround	Observed	Mulberry Fire Turn-Around	Verbal Warning to workers

Wrong Way Driving 0

Yellow Zone 0

Prohibited Parking 4

Grass/Vegetation Warnings 0

Criminal 0

Trash Container 0

Solid Waste/Littering 0

Vacation/Citizen Assist 0

Animal Control:

City Assist:

- Emergency Management – Monthly CERT Training - CERT CLASS 20-001 will be done 11/14/20
- Daily Patrol

Noise 0

Animal at large 0

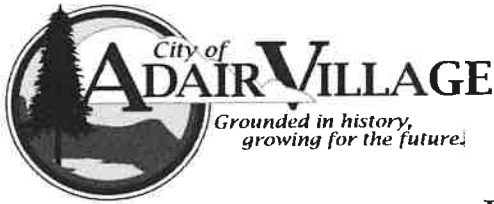
Livestock/Dog Violations 0

2019 Chicken Permits 0

Basketball Hoop on sidewalk 0

Traffic Violation Warning 0

Permit for Parking 1



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT
PERIOD: 9/20/2019 TO 10/20/2020

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 7,543,128 Million Gallons

Average Usage per Day 243k

WATER DISTRIBUTION REPORT

Maintenance Activity: Water demand has begun to drop with cooler and wetter weather. Staff reported no leaks for the month. One meter was replaced. Staff worked on updating new meter lists for the Calloway Creek subdivision.

Collected quarterly samples, fourth quarter samples will be taken the first part of November.

WASTEWATER TREATMENT REPORT

Flows into the WWTP are slowly picking up with wetter weather. Staff has begun getting ready to start discharge to the river. All pumps, valves and instruments seem to be working correctly.
Total Monthly Influent: 1.6 Million Gallons

Discharged: Discharge to the river concluded on April 20th.

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Leaves continue to fall and with leaf pick up in the streets Jeremy checks and cleans all storm drains daily.

STREETS MAINTENANCE REPORT

Maintenance Activity: Streets are in good shape a few more potholes will be filling this month.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Mowing is about done for the year. Staff will continue to remove limbs and debris from winter weather.

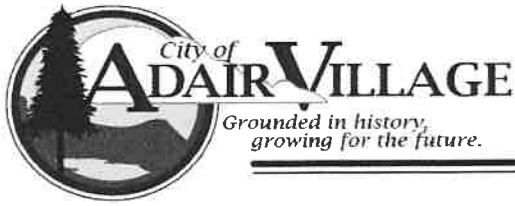
WATER TREATMENT PLANT

Maintenance Activity: The water plant is running well. We just started running 3 days a week. Staff spent a lot of time working with Serv Pro and painters at the water plant.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant is doing good. Staff continues to monitor, report and complete all sampling and labs. Staff will start winter discharge November first and all labs and testing will increase.

Completed by Matt Lydon, Public Works Supervisor



CITY ADMINISTRATOR'S REPORT November 10, 2020 Council Meeting

Administration

- **IT** – We are still working on getting the new server in place but hope to have that done this month.
- **Facilities Cleaned** – Serve Pro completed the cleanup at the water plant and has started working at the wastewater plant.
- **Tangent** – Update
- **Water Management and Conservation Plan** – We have completed all the work on the WMCP update. The city has accomplished almost every goal from 2015.

Property/Businesses

- **Parks & Perpetuity** -We have submitted the final application to the Federal Parks. We requested a response from them within 30 days but have not heard anything yet.
- **Farm Foods** – Sean and I walked through the building and Jim has gotten everything out.
- **Republic Service** – I reached out to David Reid the attorney representing Republic service and I have not heard anything back yet.
- **Sweet Taste Bakery** – Linda is wanting to revamp sweet taste bakery over the next year and she was wondering if the City had plans to paint the building.
- **Barracks** – The appliances for the new community center should be in by the end of the month. The only thing we will have left is to get internet ran to the building.

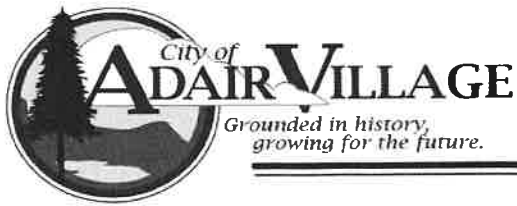
Major Projects/Engineering

- **Calloway Creek** – Update
- **SCS Property** – Update
- **William R. Carr Subdivision** –The bike lanes were painted in the correct spot and they are hoping to get finals on the rest of the buildings by January.
- **Water Plant** – The building is being painted now that it has been cleaned and we have some plumbing work being scheduled for the next few weeks. The last thing we will do this year is replace all the railings on the outside of the plant.

ADAIR VILLAGE PATROL
Sept 25, 2020 - Oct 24, 2020

Benton County Sheriff's Office - Adair Patrol Activity Log

Date/Time	Call #	Total Time	Deputy	shift	Con- tacts	Traffic		Arrests		Notes
						Warn	Cite	Cite	Cust	
Patrol										
092520 04:27:23	2020150203	1:36:51	Drongesel	grave						no activity
092520 08:33:21	2020150256	1:04:07	Halahuni	day						no activity
092620 02:05:00	2020150798	1:47:57	Gordon	swing						no activity
092720 09:35:23	2020151404	6:03:30	Blaser	day	1					1 contact about lost dog
092720 23:40:04	2020151755	1:07:23	Hesseling	swing						2 vehicle stops
092820 17:24:29	2020152182	1:00:01	Fricke	swing						patrolled the school, park and neighborhoods.
092820 23:24:36	2020152352	1:00:32	Williams	swing		1				1 traffic stop, warning, lighting, patrolled streets, parks and new construction
092920 05:50:27	2020152445	0:53:33	Young	grave	1					no traffic stops; 1 public contact (asking about park hours); no calls for services; patrolled parks, city streets, county roads, and highway 99w
093020 09:38:11	2020153161	1:02:57	Bowers	day						no calls for service; drove through parks and neighborhoods.
100120 11:13:19	2020153845	0:01:00	Bowers	day						ASSIST 422 WITH WARRANT ARREST. SPOKE WITH SANTIAM CHRISTIAN STAFF. ☐
100220 00:17:59	2020154211	0:31:46	Gordon	swing						0 activity
100220 10:55:34	2020154382	0:30:46	Halahuni	day						no activity
100320 00:15:42	2020154811	0:34:33	Gordon	swing						no activity
100420 01:19:05	2020155402	1:02:55	Drongesel	grave						no activity
100420 09:03:52	2020155507	0:52:42	Weikel	day						no activity
100420 10:51:27	2020155561	0:50:18	Blaser	day		1				1 stop warning for speed
100420 18:09:03	2020155772	1:00:11	Gordon	swing						0 activity
100520 09:48:03	2020156085	1:02:02	Horn	day						no activity
100520 16:41:00	2020156345	1:02:48	Lancaster	swing						Did follow up for 435. Patrolled school, neighborhoods
100520 23:36:33	2020156555	1:08:39	Vaughn	swing						no activity
100620 05:19:07	2020156625	0:43:32	Young	grave						no activity
100620 09:51:52	2020156704	0:28:06	Blaser	day		1				1 stop-warning for speed
100620 13:35:16	2020156831	0:59:17	Bowers	day	3					3 citizen contacts; 1 non-compliant sex offender check
100620 13:38:57	2020156832	1:00:31	Horn	day	1					1 contact; ATL out of compliance sex offender
100620 19:22:42	2020157042	0:51:19	Seirup	swing						no activity
100620 23:17:34	2020157151	1:03:49	Hesseling	swing						2 vehicle stops
100720 11:52:20	2020157381	0:20:38	Lundy	day						PATROLLED CITY STREETS, PARKS & SCHOOLS
100820 05:36:24	2020157851	1:02:04	Young	grave						no traffic stops; checked parks and county roads; no public contacts; no calls for service
100820 13:42:42	2020158095	0:59:55	Halahuni	day		1				1 stop; 1 warning; 0 contacts
100820 17:34:55	2020158238	1:00:06	Gevatoski	swing		1				1 traffic stop; warning for speed/ vbr
101020 04:41:47	2020159083	1:47:33	Drongesel	grave						no activity
101020 13:11:35	2020159226	1:08:22	Blaser	day						no activity
101120 01:59:15	2020159523	1:01:19	Gordon	swing						no activity
101120 11:07:58	2020159633	1:05:33	Weikel	day						no activity
101120 19:28:50	2020159854	1:05:20	Lancaster	swing		2				Two traffic stops two warnings. Patrolled the park, school, and neighborhoods.
101120 22:28:45	2020159925	0:37:55	Hesseling	swing						no activity
101220 04:09:36	2020159995	1:14:29	Lovik	grave	1					2020-02571 Welfare check from 9-1-1 hangup on Willamette. Mental health/medical.
101320 00:28:28	2020160503	0:23:12	Lovik	grave						no activity
101320 04:55:34	2020160572	0:56:02	Lovik	grave						no activity



STAFF REPORT
Attachment G – Financial Report
 November 11, 2020 Council Meeting

Totals - Income shown for Fiscal Year 2020-2021 is \$708,113.28 and Expenses are \$705,074.41 which shows a Net Income of \$3,038.87 for all funds.

Totals by Fund – Income and Expenses for each Fund are shown below.

Fund	Income	Expenses	% of Budget	Difference
General	103,901.22	188,820.02	26.52%	-84,918.80
Streets	12,630.64	16,888.21	10.22%	-4,257.57
Water	193,725.18	233,189.17	18.23%	-39,463.99
Wastewater	278,988.88	258,295.58	9.14%	20,693.30
Storm Drain	8,755.36	7,881.43	25.26%	873.93
SDC Fund	110,112.00	0.00	0.00%	110,112.00
Reserve	0.00	0.00	0.00%	0.00
TOTAL	\$708,113.28	\$705,074.41		3,038.87

We have approximately **\$2,303,778.07** in the Local Government Investment Pool (LGIP). In October we had **\$2,293,999.21**. Last year at this time we had **\$969,993.65**.

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Total by Department
- All Segments Tested for Total Breaks

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
General Fund					
General Fund					
100-000-40000	Beginning Fund Balance	150,000.00	.00	150,000.00	.00
100-000-40001	Property Taxes - Current	140,000.00	695.77	139,304.23	0.5%
100-000-40002	Property Taxes - Prior Year	2,500.00	.00	2,500.00	.00
100-000-41010	Revenue Sharing	9,500.00	2,435.04	7,064.96	25.6%
100-000-41020	Cigarette Taxes	1,100.00	254.91	845.09	23.2%
100-000-41030	Liquor Taxes	16,500.00	7,089.83	9,410.17	43.0%
100-000-41100	Tangent Contract	119,100.00	21,730.16	97,369.84	18.2%
100-000-41200	Transient Lodging Tax	.00	5,000.00	5,000.00-	.00
100-000-42001	Planning Fees	10,000.00	.00	10,000.00	.00
100-000-42050	Fees - Other	4,000.00	3,955.00	45.00	98.9%
100-000-42060	SDC Administrative Fees	.00	4,620.00	4,620.00-	.00
100-000-43001	Utility Franchise Fees	50,000.00	24,692.28	25,307.72	49.4%
100-000-46020	Residential Rent Revenue	21,600.00	6,529.80	15,070.20	30.2%
100-000-46021	Property Lease or Rent	58,000.00	4,288.25	53,711.75	7.4%
100-000-46023	Building Lease	32,000.00	.00	32,000.00	.00
100-000-46024	Property Tax-Property Lease	4,900.00	.00	4,900.00	.00
100-000-46027	Utilities-Property Lease	14,000.00	.00	14,000.00	.00
100-000-46028	Room Rental	120.00	.00	120.00	.00
100-000-46031	Court Fees and Fines	.00	.00	.00	.00
100-000-46032	Ordinance Violation Fines	1,500.00	.00	1,500.00	.00
100-000-46055	Refunds	200.00	.00	200.00	.00
100-000-46057	Miscellaneous	.00	.20	.20-	.00
100-000-47300	Parks Grant	.00	.00	.00	.00
100-000-47900	COVID-19 Reimbursements	50,000.00	17,048.63	32,951.37	34.1%
100-000-48000	Interest	12,000.00	5,561.35	6,438.65	46.3%
100-000-49500	Transfer from Water Fund	.00	.00	.00	.00
100-000-49530	Transfer from SDC Fund	.00	.00	.00	.00
100-000-49600	Transfer from Reserve Fund	14,996.00	.00	14,996.00	.00
Total General Fund:		712,016.00	103,901.22	608,114.78	14.6%
City Administration					
100-100-50010	City Administrator	64,020.00	23,426.83	40,593.17	36.6%
100-100-50016	Utility/Court Clerk	7,918.00	3,349.30	4,568.70	42.3%
100-100-50018	Finance Clerk	3,393.00	1,481.18	1,911.82	43.7%
100-100-51010	Employee Health Ins Benefits	17,395.00	3,849.62	13,545.38	22.1%
100-100-51020	Retirement Benefits	18,893.00	4,941.17	13,951.83	26.2%
100-100-51030	Employment Taxes	10,411.00	1,997.93	8,413.07	19.2%
100-100-52002	Materials & Supplies	200.00	.00	200.00	.00
100-100-52010	Miscellaneous	.00	.00	.00	.00
100-100-52013	Travel and Training	2,500.00	.00	2,500.00	.00
100-100-52014	Vehicle Fuel & Maintenance	.00	.00	.00	.00
100-100-52016	Audit	.00	.00	.00	.00
100-100-52017	City Attorney	15,000.00	.00	15,000.00	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
100-100-52018	Planning Consultant	30,000.00	.00	30,000.00	.00
100-100-52019	Contract Service	24,000.00	10,000.00	14,000.00	41.7%
100-100-52030	Miscellaneous	250.00	.00	250.00	.00
100-100-52101	Banking Charges	.00	.00	.00	.00
100-100-52102	Dues	.00	.00	.00	.00
100-100-52103	Insurance	.00	921.29	921.29-	.00
100-100-52106	Mileage	250.00	.00	250.00	.00
100-100-52107	Permits	.00	.00	.00	.00
100-100-52108	Postage	.00	.00	.00	.00
100-100-53002	Equipment Purchase	.00	.00	.00	.00
Total City Administration:		194,230.00	49,967.32	144,262.68	25.7%
Public Safety					
100-200-50010	City Administrator	5,820.00	2,315.75	3,504.25	39.8%
100-200-51010	Employee Health Ins Benefits	1,198.00	240.60	957.40	20.1%
100-200-51020	Retirement Benefits	1,460.00	403.81	1,056.19	27.7%
100-200-51030	Employment Taxes	804.00	153.34	650.66	19.1%
100-200-52019	Contract Service	36,000.00	8,113.50	27,886.50	22.5%
100-200-52103	Insurance	.00	71.08	71.08-	.00
Total Public Safety:		45,282.00	11,298.08	33,983.92	25.0%
Parks and Recreation					
100-300-50025	Summer Program Coordinator	13,549.00	.00	13,549.00	.00
100-300-50054	Utility Worker II	12,620.00	4,259.19	8,360.81	33.7%
100-300-50058	Utility Worker I	.00	.00	.00	.00
100-300-51010	Employee Health Ins Benefits	7,136.00	1,443.61	5,692.39	20.2%
100-300-51020	Retirement Benefits	6,563.00	1,633.36	4,929.64	24.9%
100-300-51030	Employment Taxes	3,617.00	820.39	2,796.61	22.7%
100-300-52002	Materials & Supplies	400.00	81.54	318.46	20.4%
100-300-52011	System Maintenance & Repair	.00	.00	.00	.00
100-300-52012	Maintenance - Bldg & Parks	1,000.00	.00	1,000.00	.00
100-300-52013	Travel and Training	500.00	.00	500.00	.00
100-300-52014	Vehicle Fuel & Maintenance	.00	.00	.00	.00
100-300-52019	Contract Service	800.00	.00	800.00	.00
100-300-52022	Equipment Maintenance	200.00	1,032.16	832.16-	516.1%
100-300-52023	Equipment Rental/Lease	100.00	.00	100.00	.00
100-300-52025	Small Equipment Purchase	200.00	3,663.23	3,463.23-	1831.6%
100-300-52026	Non-capital Improvements	.00	.00	.00	.00
100-300-52030	Miscellaneous	500.00	.00	500.00	.00
100-300-52103	Insurance	1,000.00	1,084.73	84.73-	108.5%
100-300-52106	Mileage	100.00	.00	100.00	.00
100-300-52108	Postage	75.00	.00	75.00	.00
100-300-52109	Utilities	750.00	76.29	673.71	10.2%
100-300-52111	Parks-Events	2,000.00	.00	2,000.00	.00
100-300-52112	Parks - Youth Activities	6,000.00	.00	6,000.00	.00
100-300-53001	Improvements - Bldg & Parks	1,500.00	.00	1,500.00	.00
100-300-53002	Equipment Purchase	1,250.00	.00	1,250.00	.00
100-300-55600	Transfer to Reserve Fund	5,000.00	.00	5,000.00	.00
Total Parks and Recreation:		64,860.00	14,094.50	50,765.50	21.7%
Non-departmental					
100-900-51030	Employment Taxes	.00	.00	.00	.00
100-900-52002	Materials & Supplies	3,500.00	3,049.30	450.70	87.1%

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
100-900-52010	Legal Notices	1,500.00	719.00	781.00	47.9%
100-900-52012	Maintenance - Bldg & Parks	5,000.00	5,826.19	826.19-	116.5%
100-900-52013	Travel and Training	.00	.00	.00	.00
100-900-52014	Vehicle Fuel & Maintenance	200.00	14.72	185.28	7.4%
100-900-52015	Security Alarm	.00	.00	.00	.00
100-900-52016	Audit	2,850.00	1,140.00	1,710.00	40.0%
100-900-52017	City Attorney	.00	2,318.75	2,318.75-	.00
100-900-52019	Contract Service	30,000.00	24,542.34	5,457.66	81.8%
100-900-52020	Engineering Consultant	.00	4,361.00	4,361.00-	.00
100-900-52021	Transit	20,000.00	3,133.87	16,866.13	15.7%
100-900-52022	Equipment Maintenance	4,500.00	602.00	3,898.00	13.4%
100-900-52023	Equipment Rental/Lease	500.00	.00	500.00	.00
100-900-52024	Security Alarm	800.00	.00	800.00	.00
100-900-52025	Small Equipment Purchase	1,200.00	.00	1,200.00	.00
100-900-52026	Non-capital Improvements	.00	.00	.00	.00
100-900-52030	Miscellaneous	2,500.00	7.38	2,492.62	0.3%
100-900-52031	CERT Expenditures	.00	2,718.57	2,718.57-	.00
100-900-52101	Banking Charges	750.00	.25	749.75	.00
100-900-52102	Dues	5,250.00	2,098.42	3,151.58	40.0%
100-900-52103	Insurance	6,150.00	6,613.72	463.72-	107.5%
100-900-52108	Postage	2,500.00	641.60	1,858.40	25.7%
100-900-52109	Utilities	22,200.00	5,544.42	16,655.58	25.0%
100-900-52110	Telephones	4,600.00	921.96	3,678.04	20.0%
100-900-52111	Mayor & Council Expenses	1,000.00	.00	1,000.00	.00
100-900-52113	Election Fees	1,000.00	.00	1,000.00	.00
100-900-52114	Software Hosting Fees	4,824.00	1,166.40	3,657.60	24.2%
100-900-52115	Tangent Expenditures	12,000.00	.00	12,000.00	.00
100-900-52197	Utilities - Rentals	.00	.00	.00	.00
100-900-52199	Property Taxes	6,000.00	.00	6,000.00	.00
100-900-52220	Residential Rental-related Exp	.00	.00	.00	.00
100-900-52800	COVID-19 Expenses	50,000.00	37,388.48	12,611.52	74.8%
100-900-52900	Insurance Reimbursed Expense	.00	6,570.03	6,570.03-	.00
100-900-53001	Improvements - Bldg & Parks	4,000.00	.00	4,000.00	.00
100-900-53002	Equipment Purchase	.00	.00	.00	.00
100-900-53003	Barracks Improvements	.00	2,610.50	2,610.50-	.00
100-900-53004	Land Purchase	.00	.00	.00	.00
100-900-54006	Barracks Loan Payment	22,254.00	11,126.83	11,127.17	50.0%
100-900-55500	Transfer to Water Fund	9,577.00	.00	9,577.00	.00
100-900-55510	Transfer to Wastewater Fund	.00	.00	.00	.00
100-900-55530	Transfer to SDC Fund	38,307.00	.00	38,307.00	.00
100-900-55600	Transfer to Reserve Fund	.00	.00	.00	.00
Total Non-departmental:		262,962.00	123,115.73	139,846.27	46.8%
Contingency					
100-998-58000	Contingency	74,000.00	.00	74,000.00	.00
Total Contingency:		74,000.00	.00	74,000.00	.00
Ending Fund Balance					
100-999-59000	Reserve for Future Expenditure	70,682.00	.00	70,682.00	.00
Total Ending Fund Balance:		70,682.00	.00	70,682.00	.00
General Fund Revenue Total:		712,016.00	103,901.22	608,114.78	14.6%
General Fund Expenditure Total:		712,016.00	198,475.63	513,540.37	27.9%

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
Street Fund					
Street Fund					
200-000-40000	Beginning Fund Balance	105,000.00	.00	105,000.00	.00
200-000-41040	Highway Apportionment	60,000.00	12,630.64	47,369.36	21.1%
200-000-46057	Miscellaneous	200.00	.00	200.00	.00
200-000-48000	Interest	.00	.00	.00	.00
Total Street Fund:		165,200.00	12,630.64	152,569.36	7.6%
Public Works - Streets					
200-410-50010	City Administrator	.00	409.33	409.33-	.00
200-410-50018	Finance Clerk	1,131.00	493.73	637.27	43.7%
200-410-50050	Public Works Supervisor	6,176.00	2,644.50	3,531.50	42.8%
200-410-50052	Utility Worker III	4,890.00	2,067.54	2,822.46	42.3%
200-410-50054	Utility Worker II	2,103.00	823.16	1,279.84	39.1%
200-410-50058	Utility Worker I	.00	.00	.00	.00
200-410-51010	Employee Health Ins Benefits	5,380.00	1,203.01	4,176.99	22.4%
200-410-51020	Retirement Benefits	3,586.00	1,126.30	2,459.70	31.4%
200-410-51030	Employment Taxes	1,976.00	624.39	1,351.61	31.6%
200-410-52002	Materials & Supplies	.00	.00	.00	.00
200-410-52011	System Maintenance & Repair	.00	.00	.00	.00
200-410-52016	Audit	950.00	.00	950.00	.00
200-410-52017	City Attorney	.00	.00	.00	.00
200-410-52019	Contract Service	1,500.00	.00	1,500.00	.00
200-410-52020	Engineering Consultant	.00	.00	.00	.00
200-410-52022	Equipment Maintenance	.00	.00	.00	.00
200-410-52023	Equipment Rental/Lease	250.00	.00	250.00	.00
200-410-52024	Street Sweeping	6,000.00	1,050.00	4,950.00	17.5%
200-410-52027	Street Signs	.00	.00	.00	.00
200-410-52030	Miscellaneous	100.00	.00	100.00	.00
200-410-52102	Dues	.00	.00	.00	.00
200-410-52103	Insurance	3,800.00	4,500.39	700.39-	118.4%
200-410-52109	Utilities	11,000.00	3,117.00	7,883.00	28.3%
200-410-52114	Software Hosting Fees	804.00	194.40	609.60	24.2%
200-410-53001	Street Maintenance	.00	.00	.00	.00
200-410-53002	Equipment Purchase	.00	.00	.00	.00
200-410-55600	Transfer to Reserve Fund	200.00	.00	200.00	.00
Total Public Works - Streets:		49,846.00	18,253.75	31,592.25	36.6%
Contingency					
200-998-58000	Contingency	8,600.00	.00	8,600.00	.00
Total Contingency:		8,600.00	.00	8,600.00	.00
Ending Fund Balance					
200-999-59000	Reserve for Future Expenditure	106,754.00	.00	106,754.00	.00
Total Ending Fund Balance:		106,754.00	.00	106,754.00	.00
Street Fund Revenue Total:		165,200.00	12,630.64	152,569.36	7.6%
Street Fund Expenditure Total:		165,200.00	18,253.75	146,946.25	11.0%

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
	Net Total Street Fund:	.00	5,623.11-	5,623.11	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
Water Fund					
Water Fund					
500-000-40000	Beginning Fund Balance	680,000.00	.00	680,000.00	.00
500-000-42010	New Accounts	.00	.00	.00	.00
500-000-42020	New Connections	2,000.00	.00	2,000.00	.00
500-000-42032	Water Metered Fees	330,000.00	191,121.11	138,878.89	57.9%
500-000-42035	Reconnect Fees	2,000.00	.00	2,000.00	.00
500-000-42036	Water Outside Assessments	250,000.00	.00	250,000.00	.00
500-000-42045	Utility Deposit	4,000.00	1,950.00	2,050.00	48.8%
500-000-46030	Fees - Other	500.00	.00	500.00	.00
500-000-46055	Refunds	1,000.00	.00	1,000.00	.00
500-000-46057	Miscellaneous	.00	654.07	654.07-	.00
500-000-48000	Interest	.00	.00	.00	.00
500-000-49010	IFA Water Loan	.00	.00	.00	.00
500-000-49100	Transfer in from General Fund	9,577.00	.00	9,577.00	.00
500-000-49600	Transfer from Reserve	.00	.00	.00	.00
Total Water Fund:		1,279,077.00	193,725.18	1,085,351.82	15.1%
Public Works - Water					
500-420-50010	City Administrator	34,920.00	14,713.39	20,206.61	42.1%
500-420-50016	Utility/Court Clerk	21,774.00	9,043.06	12,730.94	41.5%
500-420-50018	Finance Clerk	11,311.00	4,937.25	6,373.75	43.6%
500-420-50050	Public Works Supervisor	37,055.00	14,804.88	22,250.12	40.0%
500-420-50052	Utility Worker III	26,893.00	11,371.54	15,521.46	42.3%
500-420-50054	Utility Worker II	18,931.00	7,011.91	11,919.09	37.0%
500-420-50058	Utility Worker I	.00	.00	.00	.00
500-420-51010	Employee Health Ins Benefits	53,435.00	11,548.85	41,886.15	21.6%
500-420-51020	Retirement Benefits	37,842.00	10,845.44	26,996.56	28.7%
500-420-51030	Employment Taxes	20,852.00	5,993.89	14,858.11	28.7%
500-420-52001	Chemicals	30,000.00	3,847.27	26,152.73	12.8%
500-420-52002	Materials & Supplies	1,000.00	.00	1,000.00	.00
500-420-52010	Publications-Legal Notices	100.00	.00	100.00	.00
500-420-52011	System Maintenance & Repair	45,000.00	36,245.58	8,754.42	80.5%
500-420-52013	Travel and Training	3,000.00	.00	3,000.00	.00
500-420-52014	Vehicle Fuel & Maintenance	5,500.00	1,051.71	4,448.29	19.1%
500-420-52016	Audit	4,275.00	1,805.00	2,470.00	42.2%
500-420-52017	City Attorney	.00	.00	.00	.00
500-420-52019	Contract Service	35,000.00	1,286.75	33,713.25	3.7%
500-420-52020	Engineering Consultant	20,000.00	4,722.00	15,278.00	23.6%
500-420-52022	Equipment Maintenance	2,000.00	1,758.27	241.73	87.9%
500-420-52023	Equipment Rental/Lease	3,000.00	.00	3,000.00	.00
500-420-52025	Small Equipment Purchase	4,000.00	450.00	3,550.00	11.3%
500-420-52030	Miscellaneous	2,000.00	81,729.00	79,729.00-	4086.5
500-420-52101	Banking Charges	200.00	733.89	533.89-	366.9%
500-420-52102	Dues	3,000.00	.00	3,000.00	.00
500-420-52103	Insurance	8,500.00	12,661.03	4,161.03-	149.0%
500-420-52104	Lab Analysis	5,000.00	423.90	4,576.10	8.5%
500-420-52105	Refunds-Utility Deposit	500.00	193.84	306.16	38.8%
500-420-52106	Mileage	.00	.00	.00	.00
500-420-52107	Permits	1,000.00	305.00	695.00	30.5%
500-420-52108	Postage	600.00	.00	600.00	.00
500-420-52109	Utilities	33,000.00	6,601.60	26,398.40	20.0%
500-420-52110	Telephones	3,400.00	820.38	2,579.62	24.1%
500-420-52114	Software Hosting Fees	7,236.00	1,749.60	5,486.40	24.2%

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
500-420-53001	Equipment Purchase	.00	.00	.00	.00
500-420-53002	Equipment Purchase	.00	.00	.00	.00
500-420-53003	Capital Outlay	.00	.00	.00	.00
500-420-53500	Water System Improvements	100,000.00	.00	100,000.00	.00
500-420-53501	New Pump Station	100,000.00	.00	100,000.00	.00
500-420-54001	1980 Water P & I	.00	.00	.00	.00
500-420-54002	97 Water P & I	.00	.00	.00	.00
500-420-54005	IFA Loan Payment	140,000.00	.00	140,000.00	.00
500-420-55100	Transfer to General Fund	.00	.00	.00	.00
500-420-55600	Transfer to Reserve Fund	3,200.00	.00	3,200.00	.00
Total Public Works - Water:		823,524.00	246,655.03	576,868.97	30.0%
Contingency					
500-998-58000	Contingency	85,000.00	.00	85,000.00	.00
Total Contingency:		85,000.00	.00	85,000.00	.00
Ending Fund Balance					
500-999-59000	Reserve for Future Expenditure	370,553.00	.00	370,553.00	.00
Total Ending Fund Balance:		370,553.00	.00	370,553.00	.00
Water Fund Revenue Total:		1,279,077.00	193,725.18	1,085,351.82	15.1%
Water Fund Expenditure Total:		1,279,077.00	246,655.03	1,032,421.97	19.3%
Net Total Water Fund:		.00	52,929.85-	52,929.85	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
Wastewater Fund					
Wastewater Fund					
510-000-40000	Beginning Fund Balance	10,000.00	.00	10,000.00	.00
510-000-41100	Tangent Contract	30,000.00	.00	30,000.00	.00
510-000-42039	Wastewater Fees	285,600.00	77,630.32	207,969.68	27.2%
510-000-42041	OR DEQ Loan for WWFP	.00	394.56	394.56-	.00
510-000-42045	Utility Deposit	.00	.00	.00	.00
510-000-46030	Fees - Other	.00	.00	.00	.00
510-000-46055	Refunds	.00	.00	.00	.00
510-000-46057	Miscellaneous	1,000.00	.00	1,000.00	.00
510-000-49011	OR DEQ Loan for WWFP	.00	83,849.00	83,849.00-	.00
510-000-49012	2020 Wastewater Loan	2,500,000.00	117,115.00	2,382,885.00	4.7%
Total Wastewater Fund:		2,826,600.00	278,988.88	2,547,611.12	9.9%
Public Works - Wastewater					
510-430-50010	City Administrator	8,730.00	4,278.07	4,451.93	49.0%
510-430-50016	Utility/Court Clerk	8,908.00	3,918.67	4,989.33	44.0%
510-430-50018	Finance Clerk	6,221.00	2,755.43	3,465.57	44.3%
510-430-50050	Public Works Supervisor	15,440.00	7,673.35	7,766.65	49.7%
510-430-50052	Utility Worker III	14,669.00	6,202.64	8,466.36	42.3%
510-430-50054	Utility Worker II	6,310.00	2,469.45	3,840.55	39.1%
510-430-50058	Utility Worker I	.00	.00	.00	.00
510-430-51010	Employee Health Ins Benefits	21,771.00	4,812.02	16,958.98	22.1%
510-430-51020	Retirement Benefits	15,118.00	4,489.87	10,628.13	29.7%
510-430-51030	Employment Taxes	8,330.00	2,497.41	5,832.59	30.0%
510-430-52001	Chemicals	4,500.00	3,957.20	542.80	87.9%
510-430-52002	Materials & Supplies	500.00	.00	500.00	.00
510-430-52003	Janitorial Supplies	.00	.00	.00	.00
510-430-52009	Uniforms	.00	.00	.00	.00
510-430-52010	Publications-Legal Notices	250.00	.00	250.00	.00
510-430-52011	System Maintenance & Repair	75,000.00	7,791.53	67,208.47	10.4%
510-430-52013	Travel and Training	1,000.00	.00	1,000.00	.00
510-430-52014	Vehicle Fuel & Maintenance	3,300.00	.00	3,300.00	.00
510-430-52016	Audit	1,425.00	1,805.00	380.00-	126.7%
510-430-52017	City Attorney	.00	.00	.00	.00
510-430-52019	Contract Service	2,200.00	106.35	2,093.65	4.8%
510-430-52020	Engineering Consultant	.00	151,517.59	151,517.59-	.00
510-430-52022	Equipment Maintenance	1,500.00	.00	1,500.00	.00
510-430-52023	Equipment Rental/Lease	.00	.00	.00	.00
510-430-52030	Miscellaneous	1,000.00	.00	1,000.00	.00
510-430-52101	Banking Charges	500.00	.00	500.00	.00
510-430-52102	Dues	100.00	.00	100.00	.00
510-430-52103	Insurance	6,200.00	8,426.63	2,226.63-	135.9%
510-430-52104	Lab Analysis	4,000.00	306.00	3,694.00	7.7%
510-430-52105	Refunds-Utility Deposit	.00	129.22	129.22-	.00
510-430-52106	Mileage	500.00	.00	500.00	.00
510-430-52107	Permits	2,200.00	.00	2,200.00	.00
510-430-52108	Postage	550.00	.00	550.00	.00
510-430-52109	Utilities	8,200.00	1,336.39	6,863.61	16.3%
510-430-52110	Telephones	2,500.00	496.03	2,003.97	19.8%
510-430-52114	Software Hosting Fees	2,412.00	583.20	1,828.80	24.2%
510-430-53002	Equipment Purchase	.00	.00	.00	.00
510-430-53005	Wastewater System Improvements	2,500,000.00	37,315.25	2,462,684.75	1.5%
510-430-54003	97 Wastewater P & I	.00	.00	.00	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
510-430-54004	OR DEQ Loan Repayment	30,000.00	11,357.00	18,643.00	37.9%
510-430-55600	Transfer to Reserve Fund	400.00	.00	400.00	.00
Total Public Works - Wastewater:		2,753,734.00	264,224.30	2,489,509.70	9.6%
Contingency					
510-998-58000	Contingency	38,000.00	.00	38,000.00	.00
Total Contingency:		38,000.00	.00	38,000.00	.00
Ending Fund Balance					
510-999-59000	Reserve for Future Expenditure	34,866.00	.00	34,866.00	.00
Total Ending Fund Balance:		34,866.00	.00	34,866.00	.00
Wastewater Fund Revenue Total:		2,826,600.00	278,988.88	2,547,611.12	9.9%
Wastewater Fund Expenditure Total:		2,826,600.00	264,224.30	2,562,375.70	9.3%
Net Total Wastewater Fund:		.00	14,764.58	14,764.58-	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
Storm Drain Fund					
Storm Drain Fund					
520-000-40000	Beginning Fund Balance	6,000.00	.00	6,000.00	.00
520-000-42040	Storm Drain Fees	25,000.00	8,755.36	16,244.64	35.0%
520-000-46057	Miscellaneous	200.00	.00	200.00	.00
Total Storm Drain Fund:		31,200.00	8,755.36	22,444.64	28.1%
Public Works - Storm Drain					
520-440-50010	City Administrator	2,910.00	1,172.14	1,737.86	40.3%
520-440-50016	Utility/Court Clerk	990.00	435.41	554.59	44.0%
520-440-50018	Finance Clerk	566.00	206.92	359.08	36.6%
520-440-50050	Public Works Supervisor	3,088.00	1,322.25	1,765.75	42.8%
520-440-50052	Utility Worker III	2,445.00	1,033.79	1,411.21	42.3%
520-440-50054	Utility Worker II	2,102.00	766.51	1,335.49	36.5%
520-440-50058	Utility Worker I	.00	.00	.00	.00
520-440-51010	Employee Health Ins Benefits	4,411.00	962.40	3,448.60	21.8%
520-440-51020	Retirement Benefits	3,035.00	948.16	2,086.84	31.2%
520-440-51030	Employment Taxes	1,672.00	499.49	1,172.51	29.9%
520-440-52002	Materials & Supplies	70.00	.00	70.00	.00
520-440-52010	Publications-Legal Notices	.00	.00	.00	.00
520-440-52011	System Maintenance & Repair	1,400.00	.00	1,400.00	.00
520-440-52013	Travel and Training	.00	.00	.00	.00
520-440-52014	Vehicle Fuel & Maintenance	200.00	.00	200.00	.00
520-440-52016	Audit	.00	.00	.00	.00
520-440-52017	City Attorney	.00	.00	.00	.00
520-440-52019	Contract Service	1,929.00	1,000.00	929.00	51.8%
520-440-52020	Engineering Consultant	.00	25.00	25.00-	.00
520-440-52022	Equipment Maintenance	.00	.00	.00	.00
520-440-52023	Equipment Rental/Lease	200.00	.00	200.00	.00
520-440-52101	Banking Charges	.00	.00	.00	.00
520-440-52102	Dues	.00	.00	.00	.00
520-440-52103	Insurance	.00	348.97	348.97-	.00
520-440-52105	Refunds-Utility Deposit	.00	.00	.00	.00
520-440-52106	Mileage	.00	.00	.00	.00
520-440-52107	Permits	.00	.00	.00	.00
520-440-52108	Postage	.00	.00	.00	.00
520-440-52109	Utilities	.00	.00	.00	.00
520-440-52110	Telephones	.00	.00	.00	.00
520-440-52114	Software Hosting Fees	804.00	194.40	609.60	24.2%
520-440-53002	Equipment Purchase	.00	.00	.00	.00
520-440-55600	Transfer to Reserve Fund	.00	.00	.00	.00
Total Public Works - Storm Drain:		25,822.00	8,915.44	16,906.56	34.5%
Contingency					
520-998-58000	Contingency	.00	.00	.00	.00
Total Contingency:		.00	.00	.00	.00
Ending Fund Balance					
520-999-59000	Reserve for Future Expenditure	5,378.00	.00	5,378.00	.00
Total Ending Fund Balance:		5,378.00	.00	5,378.00	.00
Storm Drain Fund Revenue Total:		31,200.00	8,755.36	22,444.64	28.1%

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
	Storm Drain Fund Expenditure Total:	31,200.00	8,915.44	22,284.56	28.6%
	Net Total Storm Drain Fund:	.00	160.08-	160.08	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
System Development Fund					
System Development Fund					
530-000-40000	Beginning Fund Balance	238,613.00	.00	238,613.00	.00
530-000-42140	SDC Fees	4,373.00	.00	4,373.00	.00
530-000-42141	Park	1,585.00	5,952.00	4,367.00-	375.5%
530-000-42142	Street Imp.	5,480.00	34,590.00	29,110.00-	631.2%
530-000-42143	Water Imp.	30,265.00	47,130.00	16,865.00-	155.7%
530-000-42144	WW Imp.	15,675.00	20,610.00	4,935.00-	131.5%
530-000-42145	Storm Drain Fees	1,855.00	1,830.00	25.00	98.7%
530-000-42243	Water Reimbursement	85.00	.00	85.00	.00
530-000-42244	WW Reimbursement	220.00	.00	220.00	.00
530-000-46030	Fees - Other	.00	.00	.00	.00
530-000-49100	Transfer in from General Fund	38,307.00	.00	38,307.00	.00
Total System Development Fund:		336,458.00	110,112.00	226,346.00	32.7%
Department: 100					
530-100-55100	Transfer to General Fund	.00	.00	.00	.00
Total Department: 100:		.00	.00	.00	.00
Parks					
530-300-53003	Capital Outlay	.00	.00	.00	.00
Total Parks:		.00	.00	.00	.00
Streets					
530-410-53003	Capital Outlay	.00	.00	.00	.00
Total Streets:		.00	.00	.00	.00
Water					
530-420-52020	Engineering Consultant	.00	.00	.00	.00
530-420-53003	Capital Outlay	.00	.00	.00	.00
Total Water:		.00	.00	.00	.00
Wastewater					
530-430-53003	Capital Outlay	.00	.00	.00	.00
Total Wastewater:		.00	.00	.00	.00
Storm Drain					
530-440-53003	Capital Outlay	.00	.00	.00	.00
Total Storm Drain:		.00	.00	.00	.00
Contingency					
530-998-58000	Contingency	.00	.00	.00	.00
Total Contingency:		.00	.00	.00	.00
Ending Fund Balance					
530-999-59000	Reserve for Future Expenditure	336,458.00	.00	336,458.00	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
	Total Ending Fund Balance:	336,458.00	.00	336,458.00	.00
	System Development Fund Revenue Total:	336,458.00	110,112.00	226,346.00	32.7%
	System Development Fund Expenditure Total:	336,458.00	.00	336,458.00	.00
	Net Total System Development Fund:	.00	110,112.00	110,112.00-	.00

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
Reserve Fund					
Reserve Fund					
600-000-40000	Beginning Fund Balance	99,496.00	.00	99,496.00	.00
600-000-49100	Transfer from General Fund	5,000.00	.00	5,000.00	.00
600-000-49200	Transfer from Street Fund	200.00	.00	200.00	.00
600-000-49500	Transfer from Water Fund	3,200.00	.00	3,200.00	.00
600-000-49510	Transfer from Wastewater	400.00	.00	400.00	.00
600-000-49520	Transfer from Storm Drain Fund	.00	.00	.00	.00
Total Reserve Fund:		108,296.00	.00	108,296.00	.00
Non-departmental					
600-900-55100	Transfer to General Fund	14,996.00	.00	14,996.00	.00
600-900-55200	Transfer to Street Fund	.00	.00	.00	.00
600-900-55500	Transfer to Water Fund	.00	.00	.00	.00
600-900-55510	Transfer to Wastewater Fund	.00	.00	.00	.00
600-900-55520	Transfer to Storm Drain Fund	.00	.00	.00	.00
Total Non-departmental:		14,996.00	.00	14,996.00	.00
Contingency					
600-998-58000	Contingency	.00	.00	.00	.00
Total Contingency:		.00	.00	.00	.00
Ending Fund Balance					
600-999-59000	Reserve for Future Expenditure	93,300.00	.00	93,300.00	.00
Total Ending Fund Balance:		93,300.00	.00	93,300.00	.00
Reserve Fund Revenue Total:		108,296.00	.00	108,296.00	.00
Reserve Fund Expenditure Total:		108,296.00	.00	108,296.00	.00
Net Total Reserve Fund:		.00	.00	.00	.00
Net Grand Totals:		.00	28,410.87-	28,410.87	.00

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Print Source Titles
- Total by Source
- Print Department Titles
- Total by Department
- All Segments Tested for Total Breaks



Oregon

Kate Brown, Governor

Department of Transportation
Transportation Development Division
555 13th Street NE, Suite 2
Salem, OR 97301
Phone: (503) 986-3420
Fax: (503) 986-4173

November 4, 2020

City of Adair Village
6030 NE William R Carr Avenue
Adair Village OR 97330

Subject: 2021 Small City Allotments Program Awards Announcement

Project Name : ARNOLD AVENUE PEDESTRIAN IMPROVEMENTS

In accordance with ORS 366.805 and the recommendation of the Advisory Committee, I am pleased to announce your project was one of 54 selected to be funded. ODOT received 90 eligible applications requesting a total of \$8,793,378 with funding limited to \$5,243,378 it was a very competitive selection process.

The SCA award amount for your project is \$98,700.00

In the next few weeks you will receive materials that are time sensitive and will require a prompt response. We have learned from previous experience that many small cities, eligible for these awards, have limited staff resulting in delayed responses due to vacations, illness, staff turnover, etc. To ensure your responses are timely we ask that you provide us an updated contact list of who should be the primary contact and those that should be copied on correspondence. Please provide names, titles, phone #'s and email addresses. Note, though we recognize that cities may engage an outside entity to perform Project Management duties, for our purposes we request that all contact information provided is for City Staff members.

Please be advised that only work that begins after the effective date of the executed Agreement will be eligible for reimbursement with SCA funds.

Your participation in the program is appreciated and we look forward to seeing your completed project. If you have questions regarding the SCA program please contact me at the number or email address provided below.

Best regards,

Deanna Edgar
SCA Program Manager
503.986.3441
deanna.edgar@odot.state.or.us

PIZZAS

PEPPERONI

LOADED TO THE EDGE WITH PEPPERONI AND EXTRA CHEESE SPRINKLED WITH ITALIAN SEASONINGS

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$7.99	\$11.99	\$17.99	\$22.95

SMOKEY HAWAIIAN

SMOKED CANADIAN BACON AND PINEAPPLE CHUNKS

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$7.99	\$11.99	\$17.99	\$22.95

PIZZA MARGHERITA

MOZZARELLA CHEESE AND ROMA TOMATOES WITH FRESH BASIL AND DRIZZLED WITH OLIVE OIL AFTER BAKING

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$7.99	\$11.99	\$17.99	\$22.95

MEAT FEAST

PEPPERONI, ITALIAN SAUSAGE, SALAMI, CANADIAN BACON, GROUND BEEF AND BACON.

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.99	\$27.95

PIZZAS CONTINUED

NEW YORK STYLE

ITALIAN SAUSAGE, PEPPERONI, GREEN PEPPERS, ONION AND BLACK OLIVES

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.99	\$27.95

BELLA'S SPECIAL

ITALIAN SAUSAGE, PEPPERONI, MUSHROOMS, RED ONION, FRESH GARLIC, ROASTED RED PEPPERS, PEPPERONCINIS AND SPRINKLED WITH ITALIAN SEASONINGS.

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.99	\$27.95

LOADED COMBO

ITALIAN SAUSAGE, PEPPERONI, CANADIAN BACON, SALAMI, BACON, MUSHROOMS, BLACK OLIVES, GREEN PEPPERS AND ONIONS

MINI 7'	SMALL 10"	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.99	\$27.99

VEGITARIANA

ROMA TOMATOES, MUSHROOMS, SPINACH, BLACK OLIVES, RED ONION, GREEN PEPPERS AND ITALIAN SEASONING. YOUR CHOICE OF MARINARA OR ALFREDO SAUCE.

MINI 7"	SMALL 10'	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.95	\$27.99

PIZZAS CONTINUED

BBQ CHICKEN SUPREMA

BBQ SAUCE, CHICKEN, ONION, BACON CRUMBLES, PEPPERONCINIS, AND CILANTRO

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.99	\$27.95

TUSCAN POLLO

GRILLED CHICKEN, FRESH GARLIC, RED ONION, BACON CRUMBLES ON ALFREDO SAUCE.

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.99	\$27.95

THE VENUS

FRESH SPINACH, ARTICHOKE HEARTS, FRESH GARLIC, RED ONION AND ITALIAN HERBS ON ALFREDO SAUCE.

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
\$10.99	\$16.99	\$22.99	\$27.95

EXTRA TOPPINGS

MINI 7"	SMALL 10"	LARGE 13"	GIANT 16"
.95	1.35	1.95	2.20

APPITIZERS

CHICKEN WINGS 8 FOR \$7.99

BUFFALO BBQ SWEET CHILI HONEY GARLIC WING ZINGS

MOZZARELLA STICKS 8 FOR 5.99

SERVED WITH MARINARA

GARLIC KNOTS 8 FOR \$6.99

SERVED WITH MARINARA OR ALFREDO SAUCE

CHEESY GARLIC BREAD 8 FOR \$7.99

SERVED WITH MARINARA OR ALFREDO SAUCE

ITALIAN FRENCH FRIES SM. \$4.99 LG. \$8.99

CRISPY FRIES TOPPED WITH MARINARA AND MELTED CHEESE

FRENCH FRIES SM. \$2.69 LG. 3.59

LEANING TOWER OF ONION RINGS \$7.99

JALAPENO POPPERS 8 FOR \$6.99

APPITIZER PLATTER ANY FOUR ITEMS FOR \$15.99

SANDWICHES

MANZO ITALIANO \$13.99

ROAST BEEF CREAM CHEESE PROVOLONE RED ONIONS PEPPERONCINIS ON TOASTED ITALIAN BREAD

MEATBALL PARMIGIANO \$12.99

MEATBALLS WITH MARINARA SAUCE MOZZARELLA AND FRESH PARMESAN ON ITALIAN BREAD

CAPRESE \$10.99

ROMA TOMATOES, MOZZARELLA FRESH BASIL DRIZZLED WITH OLIVE OIL

BUILD YOUR OWN SANDWICH \$6.99 EXTRA MEAT \$1.00

BREADS: WHITE WHEAT WHOLE GRAIN ITALIAN

MEATS: ROAST BEEF HAM TURKEY SMOKED TURKEY

CHEESE: CHEDDAR SWISS PROVOLONE

VEGGIES: LETTUCE TOMATOE RED ONION PICKLES PEPPERONCINIS

SAUCES: MAYO MUSTARD

CALZONES & PANINIS

VEGGIE CALZONE

\$13.99

MUSHROOMS, SPINACH, ONIONS, ROMA TOMATOES, RED PEPPERS, MOZZARELLA CHEESE, PARMESAN CHEESE AND ITALIAN HERBS. SERVED WITH A SIDE OF MARINARA.

THE BEAST

\$14.99

SAUSAGE, PEPPERONI, CANADIAN BACON, AMERICAN BACON, CHEDDAR CHEESE, MOZZARELLA CHEESE, PARMESAN CHEESE, ITALIAN HERBS. SERVED WITH A SIDE OF MARINARA SAUCE.

FORMAGGIO (CHEESE)

\$11.99

MOZZARELLA CHEESE, PARMESAN CHEESE, FETA CHEESE WITH ITALIAN HERBS AND A SIDE OF MARINARA SAUCE.

BUILD YOUR OWN CALZONE

\$10.99

2 CHEESES AND UP TO THREE TOPPINGS

CAPRESE PANINI

ITALIAN BREAD BRUSHED WITH OLIVE OIL, FILLED WITH MOZZARELLA, TOMATOES AND BASIL LEAVES, GRILLED TO A GOLDEN, CRISPY PERFECTION.

PANINIS CONT.

ITALIAN MELT

\$9.99

ITALIAN BREAD DRIZZLED WITH OLIVE OIL AND RED WINE VINEGAR, LAYERED PROVOLONE, SALAMI, SMOKED HAM, TURKEY AND PEPPERONCINIS, GRILLED UNTIL GOLDEN AND CRISPY.

BEEFY MUSHROOM MELT

\$10.99

ITALIAN SEASONED ROAST BEEF, MUSHROOMS, ONION AND MOZZARELLA GRILLED ON ITALIAN BREAD UNTIL GOLDEN BROWN.

ULTIMATE PANINI

\$9.99

ITALIAN BREAD BRUSHED WITH GARLIC BUTTER, LAYERED WITH SMOKED HAM, BACON, PROVOLONE TOMATOES AND ITALIAN HERBS, GRILLED UNTIL GOLDEN AND TOASTY.

KIDS MENU

CHEESY MINI PIZZA \$6.99

7 INCH PIZZA , ADD 1 TOPPING FOR .95

GRILLED CHEESE \$5.49

PANINI STYLE SANDWICH WITH FRIES, ADD 1 TOPPING FOR .95

MAC N CHEESE \$3.59

CORN DOG WITH FRIES \$3.99

CHICKEN TENDERS WITH FRIES \$5.49

ALA CARTE

GRILLED CHEESE \$3.99

CORN DOG \$1.39

CHICKEN TENDERS (2) \$3.99

PRICES INCLUDE DRINK

SODA MILK OR APPLE JUICE

DRINK MENU

SODA

\$3.00

PEPSI, DIET PEPSI, MT. DEW,
DR. PEPPER, ROOT BEER AND
SIERRA MIST

LEMONADE

\$2.59

STRAWBERRY LEMONADE

\$3.29

ICED TEA

\$2.75

MILK/JUICE

\$1.59

WINE

HOUSE RED/WHITE \$4.00

WHITE \$5.50

CHARDONNAY

PINOT GRIGIO

MOSCATO

RED \$5.50

MERLOT

PINOT NOIR

DRAFT BEER

COORS LIGHT \$3.69

BUD LIGHT \$3.69

PABST \$3.20

HEFEWEIZEN \$5.00

PELICAN BREWING BEAK BREAKER
\$5.50

NINKASI BREWING COMPANY

PRISMATIC \$5.00

HOP VALLEY BREWING CO.

CITRUS MISTRESS \$5.00

2 TOWNS CIDERHOUSE

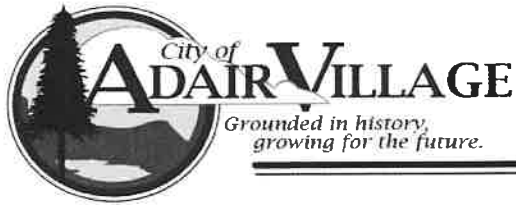
THE BAD APPLE \$7.80

BOTTLES

CORONA, MODELO, MICHELOB ULTRA,

HENRY WEINHARD'S \$4.00

PYRAMID OUTBURST, 10 BARREL
BREWING APOCALYPSE, DESCHUTES
BREWERY BLACK BUTTE PORTER,
SAM SMITH \$4.59



STAFF REPORT
ECO Northwest

The city will be working through a UGB expansion process over the next few years and the past population forecast for the City are a barrier to accomplishing that. Every few years Portland State University does a population forecast for all of the cities in Oregon, that forecast is what the state requires to be used for the justification for needed land. Adair Village has had some varying numbers over the last ten years due to miss reporting. ECO Northwest is an engineering and planning firm in Oregon that has a lot of experience in this area. We have a contract written up to solicit their services to help the City with the population forecast. The contract would be for not to exceed \$5,000.00. ECO Northwest would help the city get the population forecast right for the upcoming process. Once the city has gotten through that process we will then be able to decide if it is the right time to go after a UGB expansion.

Professional Services Agreement

This Professional Services Agreement (the "**Agreement**"), effective as of October 19, 2020 (the "**Effective Date**"), is by and between Economic Consultants Oregon, Ltd., dba ECONorthwest ("**ECONW**"), and City of Adair Village ("**Client**"). ECONW and Client will be referred to individually as a "**Party**" and collectively as the "**Parties**."

WHEREAS, ECONW is engaged in the business of providing consultations on economic analysis; and

WHEREAS, Client wishes to retain ECONW to provide the services described in this Agreement and from time to time in separately executed statements of work, and ECONW is willing to provide the same to Client, each on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Services. ECONW will provide to Client the services (the "**Services**") set out in one or more statements of work to be agreed to in writing by the Parties (each, a "**Statement of Work**"). The initial accepted Statement of Work is attached to this Agreement as Exhibit A. Any additions or changes to the scope of the Services will be detailed in additional Statements of Work and will be deemed issued and accepted only if signed by an ECONW authorized signer and the Client Contract Manager, appointed pursuant to Section 2.1(a) and Section 3.1, respectively. The details of the method and manner for performance of the Services by ECONW are specified in the Statement(s) of Work and will be under its own control, Client being interested only in the results thereof.

2. ECONW Obligations. ECONW will:

2.1 Designate employees that it determines, in its sole discretion, to be capable of filling the following positions:

(a) Cindy O'Connell is the primary contact to act as ECONW's authorized representative with respect to all matters pertaining to this Agreement and will serve as liaison for ECONW authorized signer(s).

(b) A number of employees or contractors that it deems sufficient to perform the Services set out in each Statement of Work.

2.2 Maintain complete and accurate records relating to the provision of the Services under this Agreement, including records of the time spent, expenses incurred, and materials used by ECONW in providing the Services.

3. Client Obligations. Client will:

3.1 Designate one of its employees to serve as its primary contact with respect to this Agreement and to act as its authorized representative with respect to matters pertaining to this Agreement (the "**Client Contract Manager**"), with such designation to remain in force unless and until a successor Client Contract Manager is appointed.

3.2 Require that the Client Contract Manager respond promptly to any reasonable requests from ECONW for instructions, information, or approvals required by ECONW to provide the Services.

3.3 Cooperate with ECONW in its performance of the Services and provide access to Client's premises, employees, contractors, and equipment as required to enable ECONW to provide the Services.

3.4 Take all steps necessary, including obtaining any required licenses or consents, to prevent Client-caused delays in ECONW's provision of the Services.

3.5 Provide ECONW full and timely information and data, make timely decisions to ensure orderly progress of the Services, and give ECONW prompt written notice if Client becomes aware of any fault, error, or defect in the Services.

3.6 Not attempt to prejudice the outcome of the analysis performed by ECONW.

4. Fees and Expenses.

4.1 In consideration of the provision of the Services by ECONW and the rights granted to Client under this Agreement, Client will pay the fees set out in the applicable Statement of Work.

4.2 Client will reimburse ECONW for all reasonable expenses, at cost, incurred in accordance with the Statement of Work within thirty (30) days of receipt by Client of an invoice from ECONW accompanied by receipts and reasonable supporting documentation, including, but not limited to, postage, telephone, photocopies, reports, data, computer search, travel, and meals.

4.3 ECONW will submit a statement to Client monthly detailing the amount due. Client will notify ECONW of the reasons for disapproval within five (5) business days of the date of the statement. If Client does not notify ECONW within five (5) business days, the statement will be deemed approved and Client will pay the amount due to ECONW in full within 30 days of the date of the statement. Payment to ECONW of such fees and the reimbursement of expenses pursuant to this Section 4 will constitute payment in full for the performance of the Services.

4.4 Client will be responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental entity on any amounts payable by Client under this Agreement; provided, that, in no event will Client pay or be responsible for any taxes imposed on, or with respect to, ECONW's income, revenues, gross receipts, personnel, or real or personal property or other assets.

4.5 All late payments will bear interest at the lesser of the rate of 1.25% per month or the highest rate permissible under applicable law, calculated daily and compounded monthly. Client will also reimburse ECONW for all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.

4.6 In addition to all other remedies available under this Agreement or at law (which ECONW does not waive by the exercise of any rights hereunder), If Client has an unpaid balance more than thirty (30) days overdue, ECONW may require a deposit of ten thousand dollars (\$10,000), in addition to the balance owed, which will be placed in an account under the control of ECONW. ECONW may stop work at any time if Client does not pay the deposit and overdue balance within ten (10) days of the date it is requested.

4.7 If during the course of work ECONW determines the amount in the deposit account is unlikely to approximate the balance due on the final statement, ECONW may require Client to make an additional deposit to the deposit account sufficient to bring the balance up to the level of the expected final

statement. ECONW may stop work at any time if Client does not make the additional deposit within ten (10) days of the date it is requested.

4.8 The balance in the account at the time of ECONW's final statement in this matter will be withdrawn by ECONW and applied to any balance due or past due including any finance charge. If after applying the balance in the deposit account there is still a balance due ECONW, Client will pay it per paragraph A above. However, if after applying the deposit balance to the final statement, there is still a balance in the deposit account ECONW will promptly return said balance to Client.

5. Limited Warranty and Limitation of Liability.

5.1 ECONW warrants that it will perform the Services:

(a) In accordance with the terms and subject to the conditions set out in the respective Statement of Work and this Agreement.

(b) In a timely, workmanlike, and professional manner in accordance with generally recognized industry standards for similar services.

5.2 ECONW's sole and exclusive liability and Client's sole and exclusive remedy for breach of this warranty will be as follows:

(a) ECONW will use reasonable commercial efforts to promptly cure any such breach; provided, that if ECONW cannot cure such breach within a reasonable time (but no more than thirty (30) days) after Client's written notice of such breach, Client may, at its option, terminate the Agreement by serving written notice of termination in accordance with Section 8.2.

(b) The foregoing remedy will not be available unless Client provides written notice of such breach within thirty (30) days of such breach.

5.3 EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN SECTION 5.1, ALL SERVICES ARE PROVIDED "AS IS" AND ECONW HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHER, AND ECONW SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE.

6. Intellectual Property.

6.1 All data or materials that are proprietary to Client must be designated and clearly marked as such ("**Customer Materials**"). Client retains sole ownership of, and copyright in, the Customer Materials, but will grant to ECONW a nonexclusive license to use the same solely for the matter that is the subject of the analysis or report.

6.2 All intellectual property rights, including copyrights, patents, patent disclosures and inventions (whether patentable or not), trademarks, service marks, trade secrets, know-how and other confidential information, trade dress, trade names, logos, corporate names and domain names, together with all of the goodwill associated therewith, derivative works and all other rights (collectively, "**Intellectual Property Rights**") in and to all documents, work product, and other materials that are delivered to Client under this Agreement or prepared by or on behalf of the ECONW in the course of performing the Services, including any items identified as such in the

Statement of Work (collectively, the "**Deliverables**"), except for Customer Materials, will be owned by ECONW.

6.3 ECONW hereby grants Client a license to use all Intellectual Property Rights in the Deliverables free of additional charge and on a non-exclusive, non-transferable, non-sublicenseable, fully paid-up, royalty-free, and perpetual basis to the extent necessary for Client to publish the final reports produced by ECONW in any media or by any means, provided that all publications include clear and visible notice of copyright by ECONW and provided that any alteration to or omission of any portion of the complete report is approved in writing by ECONW.

6.4 All or any part of the Deliverables may be published by ECONW in any media by any means.

7. Confidentiality. The Parties acknowledge that, in connection with this Agreement, each Party (the "**Receiving Party**") may obtain Confidential Information of the other Party (the "**Disclosing Party**"). "**Confidential Information**" means any information that is treated as confidential by either party, including trade secrets, technology, information pertaining to business operations and strategies, and information pertaining to customers, pricing, and marketing. Confidential Information does not include information that the Receiving Party can demonstrate by documentation: (w) was already known to the Receiving Party without restriction on use or disclosure prior to receipt of such information directly or indirectly from or on behalf of the Disclosing Party; (x) was or is independently developed by the Receiving Party without reference to or use of any of the Disclosing Party's Confidential Information; (y) was or becomes generally known by the public other than by breach of this Agreement by, or other wrongful act of, the Receiving Party or any of its Representatives; or (z) was received by the Receiving Party from a Third Party who was not, at the time, under any obligation to the Disclosing Party or any other Person to maintain the confidentiality of such information.

Such Confidential Information will not be used or disclosed by the Receiving Party except as specifically authorized, or as necessary to perform the Services. The Receiving Party agrees to keep such Confidential Information confidential and to accord such Confidential Information the same standards and procedures it uses to protect its own confidential business information (but not less than reasonable care), including limiting access to employees on a need-to-know basis and only after such persons have been informed of and bound to maintain confidentiality. Nothing in this Agreement will prohibit or restrict Receiving Party's right to develop, use, or market products or services similar to or competitive with those of the Disclosing Party as disclosed in the Confidential Information as long as it will not thereby breach this Agreement. Additionally, each Party acknowledges that the other may already possess or have developed products or services similar to or competitive with those of the other Party to be disclosed in the Confidential Information.

If the Receiving Party is required by applicable law or legal process to disclose any Confidential Information, it will, prior to making such disclosure, use commercially reasonable efforts to notify Disclosing Party of such requirements to afford Disclosing Party the opportunity to seek, at Disclosing Party's sole cost and expense, a protective order or other remedy.

8. Term, Termination, and Survival.

8.1 This Agreement will commence as of the Effective Date, provided Client executes and returns the Agreement within 21 days of ECONW's execution of the Agreement, and will continue thereafter until

the completion of the Services under all Statements of Work, unless sooner terminated pursuant to Section 8.2 or Section 8.3.

8.2 Either Party may terminate this Agreement and/or any Statement of Work upon written notice, effective immediately, if: (a) a petition under any bankruptcy law is filed by or against the other Party; (b) a receiver is appointed for the other Party's assets; (c) the other Party becomes insolvent or takes advantage of any insolvency or any similar statute; or (d) the other Party is in material breach of this Agreement or such Statement of Work, and such breach remains uncured for thirty (30) days after written notice of the breach.

8.3 Notwithstanding anything to the contrary in Section 8.2, ECONW may terminate this Agreement before the expiration date of the Term on written notice if Client fails to pay any amount when due hereunder: (a) and such failure continues for thirty (30) days after Client's receipt of written notice of nonpayment; or (b) more than once in any twelve (12) month period.

8.4 Notwithstanding anything to the contrary in Sections 8.2 and 8.3, either Party may terminate the Agreement by giving at least thirty (30) days written notice of intent to terminate, specifying the reason, and effective termination date.

8.5 If this Agreement is terminated pursuant to Sections 8.2, 8.3, or 8.4, ECONW will receive compensation as specified in Section 4 for all work completed up to the effective date of the termination.

8.6 The rights and obligations of the parties set forth in this Section 8 and in Sections 5.3, 6, 7, 9, 10, 11, and any right or obligation of the parties in this Agreement which, by its nature, should survive termination or expiration of this Agreement, will survive any such termination or expiration of this Agreement.

9. Limitation of Liability.

9.1 IN NO EVENT WILL ECONW BE LIABLE TO CLIENT OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT ECONW HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

9.2 IN NO EVENT WILL ECONW'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO ECONW PURSUANT TO THE APPLICABLE STATEMENT OF WORK GIVING RISE TO THE CLAIM.

10. Employee Protection. Client agrees that it will not directly or indirectly solicit for employment or independent consulting employees of ECONW during the Term of this Agreement and for a period of 6 months after the termination of this Agreement. If Client does improperly recruit or solicit an employee during such period and as a result the employee becomes a direct employee or independent contractor for Client, Client agrees to pay ECONW a sum equal to 100% of that employee's full base annual salary as of the date of the employee's departure from ECONW.

11. Miscellaneous.

11.1 Entire Agreement. This Agreement, together with all Statements of Work and any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties to this Agreement with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter. In the event of any inconsistency between the statements made in the body of this Agreement, the Statements of Work and any other document, this Agreement will govern except that if a Statement of Work specifically identifies a section of this Agreement that to be amended, that amendment will govern with respect to that Statement of Work but will not apply to any other Statement of Work.

11.2 Notices. All notices, requests, consents, claims, demands, waivers, and other communications hereunder will be in writing and addressed to the Parties as follows (or as otherwise specified by a Party in a notice given in accordance with this Section):

Notice to Client:

Adair Village City Hall
6030 NE William R. Carr Ave.
Adair Village, OR 97330
E-mail: pat.hare@adairvillage.org
Attention: Pat Hare

Notice to ECONW:

222 SW Columbia Avenue, Suite 1600
Portland, OR 97201
E-mail: oconnell@econw.com
Attention: Cindy O'Connell

Notices sent in accordance with this Section will be deemed effectively given: (a) when received, if delivered by hand (with written confirmation of receipt); (b) when received, if sent by a nationally recognized overnight courier (receipt requested); (c) on the date sent by e-mail, if sent during normal business hours of the recipient with confirmed receipt, and on the next business day, if sent after normal business hours of the recipient with confirmed receipt.

11.3 Severability. If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

11.4 Amendments and Modifications; Waiver. No amendment to or modification of this Agreement is effective unless it is in writing, identified as an amendment to this Agreement, and signed by an authorized representative of both parties.

11.5 Waiver. No waiver by any Party of any of the provisions of this Agreement will be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power or privilege arising from this Agreement will operate or be construed as a waiver thereof, nor will any single or

partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

11.6 Assignment. Neither Party may assign or otherwise transfer any of its rights, or delegate or otherwise transfer any of its obligations or performance, under this Agreement, in each case whether voluntarily, involuntarily, by operation of law or otherwise, without the other Party's prior written consent. ECONW may, without Client's consent, assign this Agreement to an Affiliate or as part of a change of control.

11.7 No Third-Party Beneficiaries. This Agreement does not confer any rights or remedies upon any person other than the Parties and their respective successors and permitted assigns.

11.8 Relationship of the Parties. The relationship between the Parties is that of independent contractors. Nothing contained in this Agreement will be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the Parties, and neither Party will have authority to contract for or bind the other Party in any manner whatsoever. ECONW retains absolute discretion in the manner and means of carrying out the Services, and Client will have no obligation to direct or control the working conditions of ECONW's employees or subcontractors.

11.9 No Exclusivity. Subject to its obligations under this Agreement, nothing in this Agreement will be interpreted as preventing ECONW from performing services or creating deliverables for third parties even if they are similar to the services provided to Client under this Agreement.

11.10 Choice of Law.

(a) This Agreement and all related documents are governed by, and construed in accordance with, the laws of the State of Oregon, without regard to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Oregon.

(b) Any legal suit, action, or proceeding arising out of this Agreement or the licenses granted hereunder will be instituted exclusively in the federal courts of the United States or the courts of the State of Oregon in each case located in the city of Portland and County of Multnomah, and each party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action or proceeding. Service of process, summons, notice or other document by mail to such party's address set forth herein will be effective service of process for any suit, action, or other proceeding brought in any such court.

11.11 Counterparts. This Agreement may be executed in counterparts, each of which will be deemed an original, but all of which together will be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of electronic transmission will be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

11.12 Force Majeure. Neither Party will be liable or responsible to the other Party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, when and to the extent such failure or delay is caused by acts of God, flood, fire, explosion, war, terrorism, invasion, riot, other civil unrest, embargoes or blockades in

effect on or after the date of this Agreement, or national or regional emergency, in each case, provided that such event is outside the reasonable control of the affected Party.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date by their respective duly authorized officers.

**Economic Consultants Oregon, Ltd., dba
ECONorthwest**

By _____

Name: _____

Title: _____

City of Adair Village

By _____

Name: _____

Title: _____

EXHIBIT A

INITIAL STATEMENT OF WORK

1. Services See attached Scope of Work
2. Schedule. See attached Scope of Work
3. Fees.
 - a. Cost Estimate: ECONW will bill CLIENT on a time-and-expenses basis for labor as detailed in the rate table below. ECONW will bill CLIENT for direct expenses at cost, including but not limited to, postage, telephone, photocopies, reports, data, computer search, travel, and meals. The total of time and expenses will not exceed \$5,000 (Five Thousand dollars) without written authorization.
 - b. Rate Table: The hourly labor rates for performing the Services are as follows:

i. Senior Project Director	\$240 - 275/hr
ii. Project Director	\$165 - 250/hr
iii. Project Manager	\$140 - 190/hr
iv. Technical Manager	\$135 – 165/hr
v. Associate	\$120 - 140/hr
vi. Senior Analyst	\$95 - \$105/hr
vii. Analyst	\$85/hr
viii. Administrative	\$55/hr
 - c. ECONW reserves the right to increase the hourly labor rates for staff annually.
 - d. The preceding budget estimate provided to Client by ECONW is based on the information available to ECONW at the time the estimate is prepared. Such information includes, but is not limited to, Client's initial description of the required analysis, Client's representations concerning the availability of necessary supporting material or information, Client's proposed schedule for making information available to ECONW, and the deadlines initially proposed by Client for ECONW's report. Variation or change in any of these factors will materially impact ECONW's actual time and expenditures. The actual time and expenditures spent on the work by ECONW may be less than or greater than the figures in ECONW's estimate. Client acknowledges that ECONW's budget estimate is not a commitment or a bid to perform the work for the amount of the estimate.

DATE: October 15, 2020
TO: Pat Hare
FROM: Beth Goodman
SUBJECT: Adair Village Population Forecast: Scope of work

The City of Adair Village needs assistance to ensure its population forecast from Portland State University's Population Research Center is based on the correct information. In addition, the City needs assistance to review the draft forecast and provide feedback on areas of concern with the draft forecast. This memorandum presents a scope of work for providing the necessary assistance with the population forecast.

Task 1: Population Forecast Assistance

ECONorthwest will provide the following assistance with this task:

- Review materials sent to the City by PSU. These materials should focus on the information needed by PSU for developing Adair Villages' population forecast.
- Participate in a discussion with PSU about updating Adair Village's annual population estimate for the city limits.
- Assisting Adair Village in organizing information necessary for the population forecast, as well as the update to the annual population estimate.
- Review the draft population forecast issued by PSU in March 2021. If necessary, draft a memorandum describing the issues and concerns about the draft forecast. The memorandum may also request additional information about the forecast, to better interpret the results.
- Answer questions and participate in calls with City staff, as needed.

This scope of work does *not* include providing the City with assistance in appealing the population forecasts after they are issued in June 2021. An appeal would likely require additional assistance beyond the scope and budget of this scope of work. ECONorthwest will discuss this issue with the City if it becomes an issue.

Schedule and Budget

ECONorthwest will complete the work in the scope of work based on the population forecasting process, providing assistance as needed.

ECONorthwest will complete the work in Task 1 for a time-and-expense budget of \$5,000. The hourly rates for ECONorthwest most likely to assist in the project are:

- Beth Goodman, Project Director: \$165
- Bob Parker, Senior Advisor: \$210
- Margaret Raimann, Technical Manager: \$135
- Research Analyst: \$75 to \$105

	<u>Current Budget</u>	<u>This Change</u>	<u>New Budget</u>	
General Fund:				
Non-departmental	<u>192,826</u>	<u>50,500</u>	<u>243,326</u>	\$40,000 f
Water Fund:				
Water Operations	480,325	7,500	487,825	\$7,500 fo
Water Capital Outlay	<u>200,000</u>	<u>50,000</u>	<u>250,000</u>	\$50,000 f
Wastewater Fund:				
Wastewater Operations	<u>223,334</u>	<u>7,500</u>	<u>230,834</u>	\$7,500 fo

for UR; \$7,500 for Security; \$3,000 for rental complex property taxes

BEFORE THE CITY COUNCIL OF THE
CITY OF ADAIR VILLAGE, OREGON

IN THE MATTER OF INCREASING APPROPRIATIONS)
TO ACCOUNT FOR UNANTICIPATED EXPENDITURES)

RESOLUTION NO. 2020 11

WHEREAS, the City of Adair Village has identified various projects that are carryovers from last fiscal year; and,

WHEREAS, the City has been budgeting conservatively and beginning fund balance in all operating funds is higher than the current-year budget anticipated; and,

WHEREAS, supplemental budget adjustments are allowed when items were unknown at the time the fiscal 2020-21 budget was adopted;

NOW, THEREFORE, BE IT RESOLVED by the City of Adair Village City Council that:

SECTION 1: The FY 2020-21 Budget is hereby amended as follows:

	<u>Current Budget</u>	<u>This Change</u>	<u>New Budget</u>
General Fund:			
Non-departmental	<u>192,826</u>	<u>50,500</u>	<u>243,326</u>
Water Fund:			
Water Operations	<u>480,325</u>	<u>7,500</u>	<u>487,825</u>
Water Capital Outlay	<u>200,000</u>	<u>50,000</u>	<u>250,000</u>
Wastewater Fund:			
Wastewater Operations	<u>223,334</u>	<u>7,500</u>	<u>230,834</u>

SECTION 2: This resolution is effective immediately upon passage.

DATED: The 10th day of November, 2020.

Mayor

City Administrator