

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
****Tuesday, April 6, 2021 - 6:00 pm****

1. ROLL CALL – Flag Salute

2. CONSENT CALENDAR: - *The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be discussed before the Consent Calendar is considered. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Calendar.*

- a. Minutes – City Council Meeting – March 2, 2021 (Attachment A)
- b. Bills List through – March 31, 2021 (Attachment B) – \$137,696.30

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

4. STAFF REPORTS:

- a) Community Service Officer (CSO) Report (Attachment C) Pat Hare
- 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 March 31, 2021 (G, G-1) Pat Hare

5. OLD BUSINESS:

- a) Water Line Arboretum Rd (Staff Report Attachment H) Pat Hare/Matt Wadlington
Action: Discussion

6. NEW BUSINESS:

- a) Water Line replacement (Attachment I) Matt Wadlington
Action: Discussion/Decision
- b) Appoint Planning Commission Member (Aaron Harris)
Action: Decision

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Resolution 2021 – 1 Designation of Agent (Attachment J) 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, May 4, 2021 6:00 PM
Planning Commission – April 20, 2021 6:00pm

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

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

**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
****Tuesday, March 2, 2021 – 6:00 PM******

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Officer, Ray, Rowe were present and Mayor Currier was present by phone. City Attorney Sean Kidd was present. CA (City Administrator) Hare was present. Minutes were taken by CA Hare.</p>	<p>Mayor Pro Temp Rowe called the meeting to order at 6:00 PM. and led the flag salute.</p>
<p>2. Consent Calendar (Agenda Item 2).</p> <p>Minutes of the February 2, 2021 City Council Meeting. Bills List through February 25, 2021, (\$53,844.04 total).</p>	<p>Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded. Unanimous Approval (4-0).</p>
<p>3. Public Comment (Agenda Item 3). None.</p>	
<p>4. Attachment C – Community Services Officer (Agenda Item 4a). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>5. Attachment D – Public Works Report (Agenda Item 4b). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>6. Attachment E – City Administrator Report (Agenda Item 4c). CA Hare presented the report.</p> <p>Administration</p> <ul style="list-style-type: none"> • UGB Expansion – If all the information lines up we will begin the first UGB hearing with the planning commission on April 20th and then the council would have a public hearing in May. • Budget – I will be presenting the first draft of the budget on April 7th. • Tangent – Update 	<p>Council received the report.</p>

<p>Property/Businesses</p> <ul style="list-style-type: none"> • Parks & Perpetuity – We are currently gathering information on the properties with • AVIS – Update • Bella’s Pizzeria –The pizzeria is open and they seem to be having a good start. • Sweet Taste Bakery – Linda is doing well the power outage hurt a little bit losing her ice cream and dairy products. We will be looking at getting bids to paint the building this summer. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Calloway Creek – Chad Davis just pulled 15 more permits for phase three. They are planning on ramping construction up as the weather gets better. • William R. Carr Subdivision – Brain Donne only has a few checklist items to complete and then they will be done. Once they are complete will install some more signage and begin to enforce the no parking. • Water Plant – I received the first quotes for a section of the hand rails and so we plan on starting that over the next few weeks. • Pump Station – The pump station is installed and ready to go online. The last part of the project is to get a check valve put in and then it will be fully operational. 	
<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 \$4,229,811.89 and expenses are \$1,447,538.79. The balance in the Local Government Investment Pool is approximately \$2,727,337.53; last year the balance was \$1,544,107.67.</p>	<p>Council received the report.</p>
<p>9. Wastewater Facilities Plan Update (Agenda Item 5a). Matt Wadlington of Civil West provided an update.</p>	<p>Council discussed the matter.</p>

<p>10. Attachment H - Trails Plan Introduction (Agenda Item 6a).</p>	<p>Council was presented with the project and they discussed it with staff.</p>
<p>11. Appoint Budget Committee Members (Agenda Item 6b). McKenna Ziegler, Jeff Snyder, Michael Packard and Kristen Herzbrun were appointed to the Budget Committee.</p>	<p>Councilor Ray moved to appoint McKenna Ziegler, Jeff Snyder, Michael Packard and Kristen Herzbrun to the Budget Committee. Councilor Officer seconded. Unanimous Approval (4-0).</p>
<p>12. 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>13 Adjournment: Next meeting- Council meeting on Tuesday, April 6, 2021 at 6:00 PM.</p>	<p>Mayor Pro Temp Rowe adjourned the meeting at 7:32 pm.</p>

Mayor's Approval

Date

Mar 2021 Bills	Date	Amount
	3/2/2021	\$57,750.25
	3/11/2021	\$47,028.89
	3/18/2021	\$16,047.39
	3/25/2021	\$16,869.77

Total		\$137,696.30
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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1410 Century Link									
0311201	1	541-745-5858 873B	Invoice	03/11/2021	04/11/2021	103.17		103.17	510-430-521
Total 0311201:						103.17	.00	103.17	
0316201	1	541-928-8372 054B	Invoice	03/16/2021	04/16/2021	85.91		85.91	500-420-521
Total 0316201:						85.91	.00	85.91	
Total 1410 Century Link:						189.08	.00	189.08	24680
7468 Coles Sheet and Metal Fab, Inc.									
886943	1	Fab and install expanded metal gua	Invoice	03/23/2021	04/23/2021	7,390.00		7,390.00	500-420-535
Total 886943:						7,390.00	.00	7,390.00	
Total 7468 Coles Sheet and Metal Fab, Inc.:						7,390.00	.00	7,390.00	24681
1800 Consumers Power Inc.									
0318201	1	1152401	Invoice	03/18/2021	04/18/2021	25.43		25.43	100-300-521
0318201	2	1152400	Invoice	03/18/2021	04/18/2021	1,060.00		1,060.00	200-410-521
0318201	3	1152406	Invoice	03/18/2021	04/18/2021	184.82		184.82	100-900-521
0318201	4	1152409	Invoice	03/18/2021	04/18/2021	25.43		25.43	100-900-521
0318201	5	1152410	Invoice	03/18/2021	04/18/2021	75.14		75.14	510-430-521
0318201	6	1152411	Invoice	03/18/2021	04/18/2021	47.96		47.96	500-420-521
0318201	7	1152412	Invoice	03/18/2021	04/18/2021	852.30		852.30	510-430-521
0318201	8	1152413	Invoice	03/18/2021	04/18/2021	111.33		111.33	510-430-521
0318201	9	1152414	Invoice	03/18/2021	04/18/2021	25.23		25.23	500-420-521
0318201	10	1152415	Invoice	03/18/2021	04/18/2021	25.05		25.05	100-900-521
Total 0318201:						2,432.69	.00	2,432.69	
Total 1800 Consumers Power Inc.:						2,432.69	.00	2,432.69	24682
5810 RG Smith Electric & Plumbing Inc									
19993	1	Installed Camera WW	Invoice	03/16/2021	04/16/2021	4,658.00		4,658.00	510-430-520
Total 19993:						4,658.00	.00	4,658.00	
Total 5810 RG Smith Electric & Plumbing Inc:						4,658.00	.00	4,658.00	24683
6290 Smith-Wagar Brucker Consulting, LLC									
D1115	1	Financial Consulting	Invoice	03/17/2021	04/17/2021	2,200.00		2,200.00	100-900-520
Total D1115:						2,200.00	.00	2,200.00	
Total 6290 Smith-Wagar Brucker Consulting, LLC:						2,200.00	.00	2,200.00	24684
Total :						16,869.77	.00	16,869.77	
Grand Totals:						16,869.77	.00	16,869.77	

GL Account Number	Debit	Credit	Net
100-300-52109	25.43	.00	25.43
100-900-52019	2,200.00	.00	2,200.00
100-900-52109	235.30	.00	235.30
200-410-52109	1,060.00	.00	1,060.00
500-420-52109	73.19	.00	73.19
500-420-52110	85.91	.00	85.91
500-420-53500	7,390.00	.00	7,390.00
510-430-52011	4,658.00	.00	4,658.00
510-430-52109	1,038.77	.00	1,038.77
510-430-52110	103.17	.00	103.17
Grand Totals:	16,869.77	.00	16,869.77

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
03/21	16,869.77	.00	16,869.77
Grand Totals:	16,869.77	.00	16,869.77

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3/25/21

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
890 Best Pots Inc									
A-429745	1	Rented Unit	Invoice	03/12/2021	04/12/2021	82.60		82.60	500-420-520
Total A-429745:						82.60	.00	82.60	
Total 890 Best Pots Inc:						82.60	.00	✓ 82.60	24668
1520 CIS TRUST									
APRIL 2021	1	Employee Health Ins	Invoice	03/15/2021	04/15/2021	1,317.67		1,317.67	100-100-510
APRIL 2021	2	Employee Health Ins	Invoice	03/15/2021	04/15/2021	82.35		82.35	100-200-510
APRIL 2021	3	Employee Health Ins	Invoice	03/15/2021	04/15/2021	494.13		494.13	100-300-510
APRIL 2021	4	Employee Health Ins	Invoice	03/15/2021	04/15/2021	411.77		411.77	200-410-510
APRIL 2021	5	Employee Health Ins	Invoice	03/15/2021	04/15/2021	3,953.02		3,953.02	500-420-510
APRIL 2021	6	Employee Health Ins	Invoice	03/15/2021	04/15/2021	1,647.09		1,647.09	510-430-510
APRIL 2021	7	Employee Health Insurance	Invoice	03/15/2021	04/15/2021	329.42		329.42	520-440-510
Total APRIL 2021 FINAL INVOICE:						8,235.45	.00	8,235.45	
Total 1520 CIS TRUST:						8,235.45	.00	✓ 8,235.45	24669
1740 Comcast									
03102021	1	8778 10 607 0002520	Invoice	03/10/2021	04/10/2021	102.85		102.85	100-900-521
Total 03102021:						102.85	.00	102.85	
Total 1740 Comcast:						102.85	.00	✓ 102.85	24670
1800 Consumers Power Inc.									
03082021	1	1152418	Invoice	03/08/2021	04/08/2021	128.67		128.67	510-430-521
Total 03082021:						128.67	.00	128.67	
Total 1800 Consumers Power Inc.:						128.67	.00	✓ 128.67	24671
2270 De Lage Landen Financial Services Inc.									
71707663	1	financial services	Invoice	03/11/2021	04/01/2021	131.00		131.00	100-900-520
Total 71707663:						131.00	.00	131.00	
Total 2270 De Lage Landen Financial Services Inc.:						131.00	.00	✓ 131.00	24672
2670 Ferguson Enterprises Inc									
0968986	1	Parts	Invoice	03/17/2021	04/17/2021	48.00		48.00	500-420-520
Total 0968986:						48.00	.00	48.00	
Total 2670 Ferguson Enterprises Inc:						48.00	.00	✓ 48.00	24673
4830 Oregon Association of Water Utilities									
30417	1	Membership Renewal	Invoice	03/01/2021	03/19/2021	237.00		237.00	500-420-521
Total 30417:						237.00	.00	237.00	
Total 4830 Oregon Association of Water Utilities:						237.00	.00	237.00	24674

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
5300 Pacific Power/PacificCorp									
03122021	1	02099381-001 7	Invoice	03/12/2021	04/12/2021	1,990.59		1,990.59	500-420-521
Total 03122021:						1,990.59	.00	1,990.59	
Total 5300 Pacific Power/PacificCorp:						1,990.59	.00	✓ 1,990.59	24675
5630 R3 Engraving & Signs									
74005	1	Camp Adair Sign	Invoice	03/15/2021	04/15/2021	250.00		250.00	100-900-520
Total 74005:						250.00	.00	250.00	
Total 5630 R3 Engraving & Signs:						250.00	.00	✓ 250.00	24676
5810 RG Smith Electric & Plumbing Inc									
19922	1	Lift Station, Generator	Invoice	03/11/2021	04/11/2021	4,389.73		4,389.73	510-430-520
Total 19922:						4,389.73	.00	4,389.73	
Total 5810 RG Smith Electric & Plumbing Inc:						4,389.73	.00	✓ 4,389.73	24677
7274 US Bank Equipment Finance									
43786146	1	Canon Copier Finance	Invoice	03/16/2021	03/31/2021	131.00		131.00	100-900-520
Total 43786146:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	✓ 131.00	24678
7130 Verizon									
9874861336	1	Phone	Invoice	03/06/2021	04/06/2021	123.22		123.22	100-900-521
9874861336	2	Phone	Invoice	03/06/2021	04/06/2021	98.63		98.63	510-430-521
9874861336	3	Phone	Invoice	03/06/2021	04/06/2021	98.65		98.65	500-420-521
Total 9874861336:						320.50	.00	✓ 320.50	24679
Total 7130 Verizon:						320.50	.00	320.50	
Total :						16,047.39	.00	16,047.39	
Grand Totals:						16,047.39	.00	16,047.39	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,317.67	.00	1,317.67
100-200-51010	82.35	.00	82.35
100-300-51010	494.13	.00	494.13
100-900-52002	250.00	.00	250.00
100-900-52019	131.00	.00	131.00
100-900-52023	131.00	.00	131.00
100-900-52110	226.07	.00	226.07
200-410-51010	411.77	.00	411.77
500-420-51010	3,953.02	.00	3,953.02

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
500-420-52011	48.00	.00	48.00
500-420-52019	82.60	.00	82.60
500-420-52102	237.00	.00	237.00
500-420-52109	1,990.59	.00	1,990.59
500-420-52110	98.65	.00	98.65
510-430-51010	1,647.09	.00	1,647.09
510-430-52011	4,389.73	.00	4,389.73
510-430-52109	128.67	.00	128.67
510-430-52110	98.63	.00	98.63
520-440-51010	329.42	.00	329.42
Grand Totals:	16,047.39	.00	16,047.39

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
03/21	16,047.39	.00	16,047.39
Grand Totals:	16,047.39	.00	16,047.39

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3/18/21

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									
50942	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	1,590.00		1,590.00	100-900-520
Total 50942:						1,590.00	.00	✓ 1,590.00	
50964	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	1,440.00		1,440.00	100-900-520
Total 50964:						1,440.00	.00	✓ 1,440.00	
50965	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	1,320.00		1,320.00	100-900-520
Total 50965:						1,320.00	.00	✓ 1,320.00	
50966	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	300.00		300.00	100-900-520
Total 50966:						300.00	.00	✓ 300.00	
50999	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	1,110.00		1,110.00	100-900-520
Total 50999:						1,110.00	.00	✓ 1,110.00	
51105	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	65.00		65.00	100-900-520
Total 51105:						65.00	.00	✓ 65.00	
51126	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	65.00		65.00	100-900-520
Total 51126:						65.00	.00	✓ 65.00	
51135	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	65.00		65.00	100-900-520
Total 51135:						65.00	.00	✓ 65.00	
51155	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	315.00		315.00	100-900-520
Total 51155:						315.00	.00	✓ 315.00	
51156	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	65.00		65.00	100-900-520
Total 51156:						65.00	.00	✓ 65.00	
51157	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	115.00		115.00	100-900-520
Total 51157:						115.00	.00	✓ 115.00	
51158	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	115.00		115.00	100-900-520
Total 51158:						115.00	.00	✓ 115.00	
51159	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	115.00		115.00	100-900-520
Total 51159:						115.00	.00	✓ 115.00	
51198	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	330.00		330.00	100-900-520

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 51198:						330.00	.00	✓ 330.00	
51202	1	Work for Tangent	Invoice	03/01/2021	04/01/2021	419.90		419.90	100-900-520
Total 51202:						419.90	.00	✓ 419.90	
Total 150 A & B Septic:						7,429.90	.00	✓ 7,429.90	24647
640 Auto Zone									
2217787275	1	Public Works	Invoice	03/11/2021	03/11/2021	16.14		16.14	500-420-520
Total 2217787275:						16.14	.00	16.14	
Total 640 Auto Zone:						16.14	.00	✓ 16.14	24648
690 Bank of America									
02232021	1	Late Payment Fee	Invoice	03/01/2021	03/11/2021	39.00		39.00	100-900-521
02232021	2	Finance Charge	Invoice	03/01/2021	03/11/2021	34.50		34.50	100-900-521
02232021	3	Staples Direct	Invoice	03/01/2021	03/11/2021	131.40		131.40	100-900-520
02232021	4	USPS.com Postal Store	Invoice	03/01/2021	03/11/2021	276.85		276.85	100-900-521
02232021	5	Vision Medical for CERT	Invoice	03/01/2021	03/11/2021	134.50		134.50	100-900-520
02232021	6	8x8	Invoice	03/01/2021	03/11/2021	230.34		230.34	100-900-521
02232021	7	Amazon for CERT	Invoice	03/01/2021	03/11/2021	59.99		59.99	100-900-520
02232021	8	Staples Direct	Invoice	03/01/2021	03/11/2021	16.26		16.26	100-900-520
02232021	9	Amazon Marketplace	Invoice	03/01/2021	03/11/2021	16.76		16.76	100-900-520
02232021	10	BMI Cross-Track Software Upgrade	Invoice	03/01/2021	03/11/2021	690.00		690.00	500-420-521
02232021	11	Amazon Marketplace	Invoice	03/01/2021	03/11/2021	44.19		44.19	500-420-520
02232021	12	Amazon Marketplace	Invoice	03/01/2021	03/11/2021	19.99		19.99	100-900-520
02232021	13	Shell Oil	Invoice	03/01/2021	03/11/2021	38.04		38.04	510-430-520
02232021	14	Amazon Marketplace	Invoice	03/01/2021	03/11/2021	14.00		14.00	100-900-520
02232021	15	Amazon Marketplace	Invoice	03/01/2021	03/11/2021	65.89		65.89	100-900-520
02232021	16	Home Depot	Invoice	03/01/2021	03/11/2021	55.16		55.16	500-420-520
02232021	17	Home Depot	Invoice	03/01/2021	03/11/2021	29.09		29.09	500-420-520
02232021	18	Wilco	Invoice	03/01/2021	03/11/2021	17.98		17.98	500-420-520
02232021	19	Chevron	Invoice	03/01/2021	03/11/2021	20.00		20.00	500-420-520
02232021	20	Chevron	Invoice	03/01/2021	03/11/2021	11.03		11.03	500-420-520
02232021	21	Shell Oil	Invoice	03/01/2021	03/11/2021	39.08		39.08	500-420-520
02232021	22	Shell Oil	Invoice	03/01/2021	03/11/2021	37.60		37.60	500-420-520
02232021	23	Shell Oil	Invoice	03/01/2021	03/11/2021	21.70		21.70	500-420-520
02232021	24	Shell Oil	Invoice	03/01/2021	03/11/2021	60.24		60.24	500-420-520
02232021	25	Hilton Garden Inn	Invoice	03/01/2021	03/11/2021	415.85		415.85	500-420-520
02232021	26	Corvallis Power Equipment	Invoice	03/01/2021	03/11/2021	30.00		30.00	500-420-520
02232021	27	Chevron	Invoice	03/01/2021	03/11/2021	22.01		22.01	500-420-520
02232021	28	MCAFEE	Invoice	03/01/2021	03/11/2021	119.99		119.99	500-420-521
02232021	29	Amazon Marketplace	Invoice	03/01/2021	03/11/2021	195.59		195.59	100-900-520
02232021	30	Home Depot	Invoice	03/01/2021	03/11/2021	17.95		17.95	100-300-520
02232021	31	Amazon Marketplace	Invoice	03/01/2021	03/11/2021	33.12		33.12	100-900-520
02232021	32	Staples	Invoice	03/01/2021	03/11/2021	139.99		139.99	500-420-520
02232021	33	Staples	Invoice	03/01/2021	03/11/2021	139.99		139.99	510-430-520
Total 02232021:						3,218.08	.00	3,218.08	
Total 690 Bank of America:						3,218.08	.00	✓ 3,218.08	24649
1050 BRX Inc.									
21-016	1	Emergency Waterline Repair	Invoice	03/04/2021	03/11/2021	2,200.00		2,200.00	500-420-520

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 21-016:						2,200.00	.00	2,200.00	
Total 1050 BRX Inc.:						2,200.00	.00	✓ 2,200.00	24650
1340 Caselle Inc.									
108377	1	Monthly Software Hosting Fees	Invoice	03/01/2021	04/01/2021	583.20		583.20	500-420-521
108377	2	Monthly Software Hosting Fee	Invoice	03/01/2021	04/01/2021	388.80		388.80	100-900-521
108377	3	Monthly Software Hosting Fee	Invoice	03/01/2021	04/01/2021	194.40		194.40	510-430-521
108377	4	Monthly Software Hosting Fee	Invoice	03/01/2021	04/01/2021	64.80		64.80	200-410-521
108377	5	Monthly Software Hosting Fee	Invoice	03/01/2021	04/01/2021	64.80		64.80	520-440-521
Total 108377:						1,296.00	.00	1,296.00	
Total 1340 Caselle Inc.:						1,296.00	.00	✓ 1,296.00	24651
1410 Century Link									
02252021	1	503-T31-4410 130B	Invoice	03/05/2021	04/05/2021	53.45		53.45	500-420-521
Total 02252021:						53.45	.00	53.45	
Total 1410 Century Link:						53.45	.00	✓ 53.45	24652
1610 Civil West Engineering Services Inc									
1001.001.00	1	General Services	Invoice	03/01/2021	04/01/2021	3,625.00		3,625.00	100-900-520
Total 1001.001.007:						3,625.00	.00	✓ 3,625.00	
1001.028.01	1	WWTP Headworks & Trickling Filter	Invoice	03/01/2021	04/01/2021	11,944.00		11,944.00	510-430-520
Total 1001.028.010:						11,944.00	.00	✓ 11,944.00	
1001.030.00	1	Arnold Ave ODOT SCA Grant	Invoice	03/01/2021	04/01/2021	1,940.52		1,940.52	200-410-520
Total 1001.030.003:						1,940.52	.00	✓ 1,940.52	
Total 1610 Civil West Engineering Services Inc:						17,509.52	.00	✓ 17,509.52	24653
1910 Corvallis Power Equipment									
50579	1	Stihl Chainsaw	Invoice	03/01/2021	04/01/2021	449.99		449.99	100-300-520
Total 50579:						449.99	.00	449.99	
Total 1910 Corvallis Power Equipment:						449.99	.00	✓ 449.99	24654
2520 Edge Analytical, Inc									
21-06637	1	Lab Analysis	Invoice	03/05/2021	04/05/2021	190.80		190.80	510-430-521
Total 21-06637:						190.80	.00	✓ 190.80	
21-06638	1	Lab Analysis for Tangent	Invoice	03/05/2021	04/05/2021	190.80		190.80	100-900-520
Total 21-06638:						190.80	.00	✓ 190.80	
21-06836	1	Monthly Coliform	Invoice	03/04/2021	04/03/2021	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 21-06836:						29.70	.00	29.70	
Total 2520 Edge Analytical, Inc:						411.30	.00	✓ 411.30	24655
2670 Ferguson Enterprises Inc									
0963622	1	PVC parts	Invoice	03/03/2021	04/03/2021	1.53		1.53	500-420-520
Total 0963622:						1.53	.00	1.53	
Total 2670 Ferguson Enterprises Inc:						1.53	.00	✓ 1.53	24656
4480 Mission Communications									
1049435	1	Water system maintenance	Invoice	03/02/2021	04/02/2021	623.40		623.40	500-420-520
Total 1049435:						623.40	.00	623.40	
Total 4480 Mission Communications:						623.40	.00	623.40	24659 *
4670 NW Natural									
03012021	1	1407224-3	Invoice	03/05/2021	04/05/2021	38.13		38.13	100-900-521
Total 03012021:						38.13	.00	38.13	
Total 4670 NW Natural:						38.13	.00	✓ 38.13	24660
4800 One Call Concepts Inc									
0120317-N	1	Cleaning Services	Invoice	03/04/2021	03/11/2021	9.60		9.60	500-420-521
0120317-N	2	Cleaning Services	Invoice	03/04/2021	03/11/2021	9.60		9.60	510-430-521
Total 0120317-N:						19.20	.00	19.20	
Total 4800 One Call Concepts Inc:						19.20	.00	✓ 19.20	24661
5780 Republic Services #452									
0452-004464	1	3-0452-0023479	Invoice	03/01/2021	04/01/2021	36.65		36.65	100-900-521
Total 0452-004464773:						36.65	.00	✓ 36.65	
0452-004476	1	3-0452-0340655	Invoice	03/01/2021	04/01/2021	37.14		37.14	510-430-521
Total 0452-004476872:						37.14	.00	✓ 37.14	
Total 5780 Republic Services #452:						73.79	.00	✓ 73.79	24662
5810 RG Smith Electric & Plumbing Inc									
19818.	1	Installed new camera system water	Invoice	03/11/2021	03/11/2021	9,409.84		9,409.84	500-420-520 100-900
Total 19818.:						9,409.84	.00	9,409.84	
Total 5810 RG Smith Electric & Plumbing Inc:						9,409.84	.00	✓ 9,409.84	24663
5940 SAIF Corporation									
1000378730	1	Admin	Invoice	03/05/2021	03/05/2021	127.53		127.53	100-100-521
1000378730	2	PS	Invoice	03/05/2021	03/05/2021	5.80		5.80	100-200-521
1000378730	3	Parks	Invoice	03/05/2021	03/05/2021	46.37		46.37	100-300-521
1000378730	4	Streets	Invoice	03/05/2021	03/05/2021	23.19		23.19	200-410-521

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1000378730	5	Water	Invoice	03/05/2021	03/05/2021	255.05		255.05	510-430-521
1000378730	6	WW	Invoice	03/05/2021	03/05/2021	98.54		98.54	520-440-521
Total 1000378730:						556.48	.00	556.48	
Total 5940 SAIF Corporation:						556.48	.00	✓ 556.48	24664
6010 Santiam Tree Service									
1613	1	Tree work	Invoice	03/11/2021	03/11/2021	2,800.00		2,800.00	200-410-530
Total 1613:						2,800.00	.00	2,800.00	
Total 6010 Santiam Tree Service:						2,800.00	.00	✓ 2,800.00	24665
6230 Simply Payroll									
16779	1	Payroll	Invoice	03/10/2021	03/11/2021	93.80		93.80	100-900-520
Total 16779:						93.80	.00	93.80	
Total 6230 Simply Payroll:						93.80	.00	✓ 93.80	24666
7030 USA Blue Book									
476347	1	476347	Invoice	03/01/2021	03/11/2021	276.82		276.82	100-900-520
Total 476347:						276.82	.00	276.82	
Total 7030 USA Blue Book:						276.82	.00	✓ 276.82	24667
999 Utility Refunds									
03042021	1	Water	Invoice	03/04/2021	04/03/2021	65.10		65.10	500-420-521
03042021	2	Wastewater	Invoice	03/04/2021	04/03/2021	43.40		43.40	510-430-521
Total 03042021:						108.50	.00	✓ 108.50	24658
03042021.	1	Water	Invoice	03/04/2021	04/04/2021	265.81		265.81	500-420-521
03042021.	2	Wastewater	Invoice	03/04/2021	04/04/2021	177.21		177.21	510-430-521
Total 03042021.:						443.02	.00	443.02	24657
Total 999 Utility Refunds:						551.52	.00	551.52	
Total :						47,028.89	.00	47,028.89	
Grand Totals:						47,028.89	.00	47,028.89	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-52103	127.53	.00	127.53
100-200-52103	5.80	.00	5.80
100-300-52011	17.95	.00	17.95
100-300-52022	449.99	.00	449.99
100-300-52103	46.37	.00	46.37

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52002	458.47	.00	458.47
100-900-52019	7,714.50	.00	7,714.50
100-900-52020	3,625.00	.00	3,625.00
100-900-52031	505.85	.00	505.85
100-900-52101	73.50	.00	73.50
100-900-52108	276.85	.00	276.85
100-900-52109	74.78	.00	74.78
100-900-52110	230.34	.00	230.34
100-900-52114	388.80	.00	388.80
200-410-52020	1,940.52	.00	1,940.52
200-410-52103	23.19	.00	23.19
200-410-52114	64.80	.00	64.80
200-410-53001	2,800.00	.00	2,800.00
500-420-52002	9,726.25	.00	9,726.25
500-420-52011	2,201.53	.00	2,201.53
500-420-52014	227.80	.00	227.80
500-420-52022	623.40	.00	623.40
500-420-52030	415.85	.00	415.85
500-420-52104	29.70	.00	29.70
500-420-52105	330.91	.00	330.91
500-420-52109	9.60	.00	9.60
500-420-52110	53.45	.00	53.45
500-420-52114	1,393.19	.00	1,393.19
510-430-52002	139.99	.00	139.99
510-430-52011	38.04	.00	38.04
510-430-52020	11,944.00	.00	11,944.00
510-430-52103	255.05	.00	255.05
510-430-52104	190.80	.00	190.80
510-430-52105	220.61	.00	220.61
510-430-52109	46.74	.00	46.74
510-430-52114	194.40	.00	194.40
520-440-52103	98.54	.00	98.54
520-440-52114	64.80	.00	64.80
Grand Totals:	47,028.89	.00	47,028.89

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
03/21	47,028.89	.00	47,028.89
Grand Totals:	47,028.89	.00	47,028.89

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3/11/21

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1410 Century Link									
02112021	1	5417455858873B	Invoice	02/11/2021	03/11/2021	84.06		✓ 84.06	510-430-521
Total 02112021:						84.06	.00	84.06	
02162021	1	541-928-8372 054B	Invoice	02/16/2021	03/16/2021	84.78		84.78	500-420-521
Total 02162021:						84.78	.00	✓ 84.78	
Total 1410 Century Link:						168.84	.00	✓ 168.84	24637
1740 Comcast									
02102021	1	8778 10 607 0002520	Invoice	02/10/2021	03/10/2021	102.85		102.85	100-900-521
Total 02102021:						102.85	.00	102.85	
Total 1740 Comcast:						102.85	.00	✓ 102.85	24638
1800 Consumers Power Inc.									
02182021	1	1152401	Invoice	02/18/2021	03/18/2021	25.43		25.43	100-300-521
Total 02182021:						25.43	.00	✓ 25.43	
03022021	1	1152400	Invoice	03/02/2021	03/02/2021	2,129.00		✓ 2,129.00	200-410-521
03022021	2	1152406	Invoice	03/02/2021	03/02/2021	440.69		✓ 440.69	100-900-521
03022021	3	1152409	Invoice	03/02/2021	03/02/2021	50.86		✓ 50.86	100-900-521
03022021	4	1152410	Invoice	03/02/2021	03/02/2021	163.11		✓ 163.11	510-430-521
03022021	5	1152411	Invoice	03/02/2021	03/02/2021	100.79		✓ 100.79	500-420-521
03022021	6	1152412	Invoice	03/02/2021	03/02/2021	1,787.47		✓ 1,787.47	510-430-521
03022021	7	1152413	Invoice	03/02/2021	03/02/2021	440.59		✓ 440.59	510-430-521
03022021	8	1152414	Invoice	03/02/2021	03/02/2021	50.64		✓ 50.64	500-420-521
03022021	9	1152415	Invoice	03/02/2021	03/02/2021	50.10		✓ 50.10	100-900-521
Total 03022021:						5,213.25	.00	5,213.25	
Total 1800 Consumers Power Inc.:						5,238.68	.00	✓ 5,238.68	24639
7474 Corporate Warehouse Supply									
64949	1	Toner	Invoice	02/12/2021	03/02/2021	1,469.65		1,469.65	100-900-520
Total 64949:						1,469.65	.00	1,469.65	
Total 7474 Corporate Warehouse Supply:						1,469.65	.00	✓ 1,469.65	24640
2300 Delapoer Kidd Attorneys at Law									
1852	1	General City matters	Invoice	03/01/2021	03/31/2021	787.50		787.50	100-900-520
Total 1852:						787.50	.00	787.50	
Total 2300 Delapoer Kidd Attorneys at Law:						787.50	.00	✓ 787.50	24641
7478 Northcore USA LLC									
2002-001	1	Mobilization, Excavation, Potholing,	Invoice	03/02/2021	03/02/2021	46,013.17		46,013.17	500-420- 520 53501
Total 2002-001:						46,013.17	.00	✓ 46,013.17	24643

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 7478 Northcore USA LLC:						46,013.17	.00	46,013.17	
5190 Oregon Water Resources Department									
134503	1	Dam Safety Fee	Invoice	02/25/2021	08/25/2021	100.00		100.00	500-420-521
Total 134503:						100.00	.00	100.00	
Total 5190 Oregon Water Resources Department:						100.00	.00	✓ 100.00	24644
6010 Santiam Tree Service									
1492	1	Tree Removal Along Roadway	Invoice	03/02/2021	03/02/2021	2,800.00		✓ 2,800.00	200-410-530
Total 1492:						2,800.00	.00	2,800.00	
1580	1	Tree Removal for Tangent	Invoice	03/02/2021	03/02/2021	675.00		675.00	100-900-520
Total 1580:						675.00	.00	✓ 675.00	
Total 6010 Santiam Tree Service:						3,475.00	.00	✓ 3,475.00	24645
999 Utility Refunds									
02172021	1	Water	Invoice	02/18/2021	03/18/2021	79.27		79.27	500-420-521
02172021	2	Wastewater	Invoice	02/18/2021	03/18/2021	52.85		52.85	510-430-521
Total 02172021:						132.12	.00	132.12	
Total 999 Utility Refunds:						132.12	.00	✓ 132.12	24642
7130 Verizon									
9872739826	1	Phone	Invoice	02/26/2021	03/26/2021	98.63		98.63	500-420-521
9872739826	2	Phone	Invoice	02/26/2021	03/26/2021	98.63		98.63	510-430-521
9872739826	3	Phone	Invoice	02/26/2021	03/26/2021	65.18		65.18	100-900-521
Total 9872739826:						262.44	.00	✓ 262.44	24646
Total 7130 Verizon:						262.44	.00	262.44	
Total :						57,750.25	.00	57,750.25	
Grand Totals:						57,750.25	.00	57,750.25	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52109	25.43	.00	25.43
100-900-52002	1,469.65	.00	1,469.65
100-900-52017	787.50	.00	787.50
100-900-52019	675.00	.00	675.00
100-900-52109	541.65	.00	541.65
100-900-52110	168.03	.00	168.03
200-410-52109	2,129.00	.00	2,129.00
200-410-53001	2,800.00	.00	2,800.00
500-420-52011	46,013.17	.00	46,013.17

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
500-420-52102	100.00	.00	100.00
500-420-52105	79.27	.00	79.27
500-420-52109	151.43	.00	151.43
500-420-52110	183.41	.00	183.41
510-430-52105	52.85	.00	52.85
510-430-52109	2,391.17	.00	2,391.17
510-430-52110	182.69	.00	182.69
Grand Totals:	57,750.25	.00	57,750.25

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
02/21	2,261.33	.00	2,261.33
03/21	55,488.92	.00	55,488.92
Grand Totals:	57,750.25	.00	57,750.25

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3/2/21



CODE COMPLIANCE

Willamette Valley Processors, LLC

End of Month - March

2/24/21 through 3/31/21

CSO	Jerry Jackson
Hours Worked:	Hrs. - 88
Complaint Total:	Monthly Case Load
	Citizen Complaints 5 Self-Initiated 10 Total Calls 15

Case ID	Date	Time	Description	Complaint	Address	Notes
A21-007	3/1/21	8:55 AM	Dog complaint/Poop	Complaint	8037 Barberry	Complaints me a ring video of the dogs and the owner.
A21-008	3/2/21	9:13 AM	Basketball hoop in street	Observed	8773 Box Elder	
A21-009	3/2/21	9:25 AM	Utility Trailer Parked in the street	Observed	8300 Block Hibiscus	Storm Landscape Services
A21-010	3/3/21	11:33 AM	Tree limbs on fence	Complaint	3134 NE Willamette Ave	Occupant said he would check it out.
A21-011	3/5/21	9:00 AM	Helped stuff envelopes for water survey		City Hall	
A21-012	3/10/21	9:45 AM	Non-registered vehicle parked on the street	Observed	100 Block Columbia	4x4 Toyota XKH706
A21-013	3/10/21	9:51 AM	Vehicle parked on the street w/o license	Complaint	5000 block Willamette	Blue Jeep has valid paper plate

A21-014	3/10/21 9:54 AM	Vehicle parked on city property	Observed	William R Carr new housing	Silver Ford sedan UNE404
A21-015	3/11/21 8:53 AM	Vehicle parked on city property	Observed	William R Carr new housing	Blue Kia 951ELA
A21-016	3/16/21 8:28 an	Vehicle parked for over a month in the same location	Complaint	5000 block Willamette	Blue Jeep has valid paper plate
A21-017	3/22/21 10:51 AM	Vehicle parked blocking sidewalk	Complaint	5116 NE Willamette	Sent letter 3/22/21
A21-018	3/22/21 10:54 AM	Utility Trailer Parked in the lawn	Observed	3100 NE Willamette	Observe
A21-019	3/24/21 9:26 AM	Vehicle parked in a no parking zone	Observed	William R Carr new housing	Pat emailed a Deputy to cite vehicle
A21-020	3/24/21 10:05 AM	Utility Trailer Parked on the lawn	Observed	3100 NE Willamette	Left my card on the door
A21-021	3/26/21 10:00 AM	Vehicle parked blocking sidewalk	Observed	5116 NE Willamette	Warning Notice 0541
A21-022	3/26/21 10:10 AM	Utility Trailer Parked in the lawn	Observed	3100 NE Willamette	Administrative Citation

Parking Report Total

Wrong Way Driving 0

On yellow curb 0

Prohibited Parking 12

Grass/Vegetation Warnings 0

Citizen Assist Total 0

Trash Container 0

Solid Waste/Littering 0

Vacation/Citizen Assist 1

Animal Control Total 0

Basketball Hoop Violations: 1

Animal at large 0

Livestock/Dog Violations 1

2021 Chicken Permits 6 renewed, 4 outstanding

City Assist:

- Emergency Management – Teaching new CERT Class 21-001/Monthly Regular CERT Training
- Daily Patrol
- Weed/Grass Season started 4/1/21
- Working with CERT Team to update Emergency Preparedness Plan
- Monthly Water Bill Stuffing



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT

PERIOD: 2/20/2020 TO 3/20/2021

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 4,345,983 Million Gallons

Average Usage per Day 120

WATER DISTRIBUTION REPORT

Maintenance Activity: Water demand is increasing with warmer weather. The new pump station at City Hall is complete and official start up is scheduled for April 14th. The new check valve was installed at Voss Hill.

Collected quarterly samples 1st quarter are done.

WASTEWATER TREATMENT REPORT

Flows into the WWTP have decreased. Staff removed solids from the Imhoff collection cone and turned over sludge in the basins. Staff also repaired a circulation pump.

Total Monthly Influent: 8.2 Million Gallons

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Leaves have not been an issue this year. Jeremy has done a very good job keeping storm drains clear. Jeremy is marking all storm drains with stickers warning of dumping hazardous materials into the drains.

STREETS MAINTENANCE REPORT

Maintenance Activity: Streets are in good shape.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Mowing has started on dry days and will increase rapidly in the next few weeks. Staff continue to remove limbs on city properties from the recent ice storm.

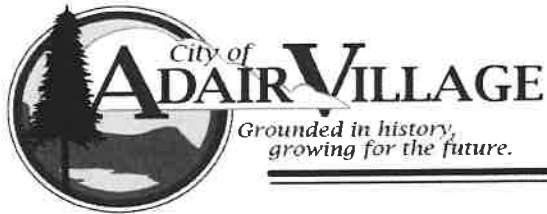
WATER TREATMENT PLANT

Maintenance Activity: The water plant is currently running 4 days a week PRC has begun using more water and will increase in the coming weeks. Staff worked with contractors to install new safety covering for flock paddle gears. Staff fixed a leaking valve in the north sed basin.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant is doing good. Staff continues to monitor, report and complete all sampling and labs. We will be done pumping to the river at the end of April. The lagoon is very low and will have no issues being close to empty by our deadline.

Completed by Matt Lydon, Public Works Supervisor



CITY ADMINISTRATOR'S REPORT April 6, 2021 Council Meeting

Administration

- **UGB Expansion** – We are hoping to be ready to have the first hearing by May or June. The PSU population projections came out and it shows that Adair Village has a need for land. We will be looking at bringing the Cornelius property in as well as the Weigel piece.
- **Audit** – The Audit is in its final review with the Auditors and will be completed this month. There is nothing left for staff to do.
- **Tangent** – Update
- **Alyrica** – They will be making the first connections to the city this month and they have begun installing lines to Santiam Christian and residents on Arnold AVE.
- **Meetings** – Just a reminder we have the budget committee meeting on April 13th and the joint planning commission meeting on the 20th.

Property/Businesses

- **Parks & Perpetuity** – Civil West and I are working on going through the application process including rezoning the property.
- **AVIS** – Update
- **Store/Bella's Pizzeria** – They have been doing well and will be looking at repainting the building this spring.
- **Sweet Taste Bakery** – I will be getting quotes to repaint the building and we will be installing the pergola over the next few months.

Major Projects/Engineering

- **Calloway Creek** – They have begun finishing some of the houses in phase three and have pulled almost all the permits.
- **William R. Carr Subdivision** – The project is complete and we've been working with Benton County Sheriffs to keep parking out of the ride of way.
- **Water Plant** – The cage around the motor, chain and sprocket assembly is complete. The contractor has removed some of the railing and are getting it redone this month.
- **Pump Station** – The project is now complete which will allow us to utilize all of our water storage on Hospital Hill.

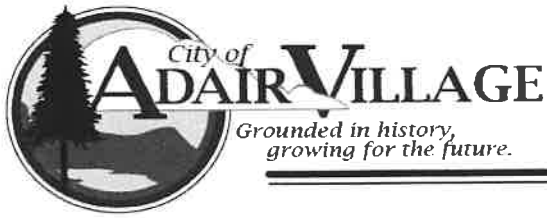
ADAIR VILLAGE PATROL
Feb 25, 2020 - Mar 24, 2020

Benton County Sheriff's Office - Adair Patrol Activity Log

Date/Time	Call #	Total Time	Deputy	shift	Con- tacts	Traffic		Arrests		Other
						Warn	Cite	Cite	Cust	
Calls for Service										
022521 21:08:08	2021034154	1:27:26	Lancaster	swing	1					One stop one warning. Assisted 424 with Farm Home runaway. Took the suspicious vehicle call on Knollwood.
022621 13:10:58	2021034533	1:05:09	Bowers	day						No calls
022621 22:30:25	2021034874	0:55:11	Hesseling	swing	3					Patrolled streets and parks vehicle stops.
022721 22:41:23	2021035535	1:50:33	Blaser	grave	1					1 warning for speed, 1 call for service-911 hangup.
022821 12:08:35	2021035810	3:23:16	Hesse	swing	2			1		2 contacts@dulli arrest-202100577
030121 03:46:31	2021036197	2:08:32	Seirup	grave						NO ACTIVITY
030121 12:47:23	2021036403	3:13:28	Bottorff	day	3					2 CITIZENS CONTACTS SO FAR. 1 AT SCHOOL, 1 AT PARK. NO CITES SO FAR, NO TRAFFIC STOPS OR VIOLATIONS. Worked on computer stuff. 1 more citizen contact, plus other contacts listed before.Ⓜ
030121 19:45:08	2021036684	1:01:01	Horn	swing						no activity
030221 06:34:08	2021036886	0:36:52	Bottorff	day						no activity
030221 10:43:24	2021037016	1:04:47	Young	day						no activity
030221 14:21:58	2021037147	2:35:18	Bottorff	day	2					2 citizen contacts, Worked on typing and approving reports. Also did online training during stationary patrol.
030321 10:28:38	2021037646	1:00:24	Bowers	day						2021-00612 UEMV FOLLOW UP INTERVIEW @ SC
030321 17:25:34	2021037914	1:05:46	Lancaster	swing						NO ACTIVITY
030321 23:53:56	2021038095	1:20:44	Drongesen	grave						no activity
030421 04:06:19	2021038159	2:01:39	Gevatosky	grave						no activity
030421 04:07:02	2021038160	2:08:36	Hardison	grave						PATROLLED SCHOOL/CITY STREETS/NEW HOME CONSTRUCTION PROJECT ON RYALS. NO ACTIVITY.
030421 20:23:20	2021038691	1:06:17	Hesseling	swing						Patrolled city streets, parks, and open areas
030521 22:04:02	2021039297	1:17:41	Hesseling	swing	2					2 vehicle stops
030621 15:08:11	2021039666	0:47:26	Gordon	day	2					2 contacts in closed park, 0 stops, 0 calls for service
030921 00:35:28	2021041123	0:55:34	Blaser	grave						no activity
030921 05:04:35	2021041170	0:54:03	Seirup	grave						no activity
030921 13:32:19	2021041394	0:49:37	Young	day						no activity
031021 08:43:56	2021041840	1:00:01	Bowers	day	1					no calls. one citizen contact.
031221 12:56:33	2021043219	0:01:29	Vaughn	day						no activity
031221 12:58:30	2021043222	0:29:54	Vaughn	day						no activity
031321 13:56:39	2021043877	0:28:25	Vaughn	day						no activity
031321 22:29:06	2021044153	0:45:45	Blaser	grave						no activity
031521 17:10:56	2021045119	1:30:00	Bottorff	day	4					Contacted 4 citizens. Adair County Park, Adair City Hall, patrolled city streets, worked on computer stuff. No cites, warns or arrests.
031621 19:47:37	2021045890	1:42:08	Drongesen	grave						no activity
031721 00:47:21	2021045999	0:17:52	Weikel	grave						no activity
031821 05:45:44	2021046730	0:29:40	Gevatosky	grave						no activity
031821 06:45:50	2021046741	1:00:21	Miller	day						INTERRUPTED TURF WAR BETWEEN THREE FELINES AT LAUREL DR & WILLAMETTE AVE. PERPS SCATTERED ON SIGHT. PATROLLED STREETS, ROADS, AND PARK. NO (HUMAN) CRIMINAL ACTIVITY OBSERVED.
031821 13:35:35	2021046950	2:18:26	Bottorff	day						Looked for illegal parking based on e-mail complaint and from speaking with Pat (AV City Manager). The ongoing complaint is illegal parking in no parking area off William R Carr by new town houses. Now there is illegal parking (usually after 5pm) in the bike lane by the town houses between Laurel or Carmen and Arnold. Checked today, and did not see any illegal parking. But will e-mail patrol about the complaint. No stops, cites or contacts. Only patrol, and work on reports.Ⓜ
031821 16:53:22	2021047058	1:03:42	Lancaster	swing						no activity
032021 23:02:53	2021048365	0:53:19	Hesseling	swing						Patrolled village streets and parks

ADAIR VILLAGE PATROL
Feb 25, 2020 - Mar 24, 2020

032121 10:35:55	2021048565	1:00:57	Young	day					no activity	
032121 22:23:59	2021048913	1:27:47	Blaser	grave	2				2 stops-warning for speed, no front plate 1 call for service-atl vehicle.	
032221 00:41:56	2021048971	0:58:27	Seirup	grave					PATROLLED LOCAL NEIGHBORHOODS, BUSINESSES, AND ADAIR COUNTY PARK. NO ACTIVITY.	
032321 13:59:13	2021049875	0:51:38	Young	day					no activity	
032321 19:28:23	2021050095	1:09:35	Drongesen	grave					no activity	
032421 14:17:18	2021050513	0:39:47	Bottoff	day					Checked Adair Park, city streets, no violations seen; Checked for illegal parking (none seen), after earlier today I received e-mail about illegal parking happening today, that was reported by citizen or person in Adair.	
Reports										
022621 00:00:00	202100549		Bowers	day					Unlaw Dissemination Intimate image on 8300 block of NE Hibiscus Dr. Mother reported an unknown person convinced her son to send a nude photograph to them in return for a photograph. She said her son sent a photo of himself; then the unknown person requested money or they would send the photo to her sons friends. Her son refused to pay and the photo was sent to a few of his friends. Doesn't want action taken.	
022721 00:00:00	202100573		Blaser	grave					Verbal Disturbance on 7200 block of SE Berg Dr. Deputies contacted the residents, both intoxicated. Female was crying and reported getting into a verbal argument with male. She stated she was scared of him, but did not want to leave the residence or provide details of the events surrounding the argument. The male also claimed the argument was only verbal. Deputies gave the male a ride to Comfort Suites in Corvallis.	
030321 00:00:00	202100611		Lovik	day					Identity Theft on the 8300 NE Hibiscus Dr. Resident received a fraudulent entitlement determination in the mail from the Kentucky Unemployment Office. He contacted them and advised them it was a fraudulent filing and was told to file a police report.	
030521 00:00:00	202100636		O'Neill	day					Dog bite on the 7200 block of NE Arnold Ave. A man reported a dog bite which he occurred in May 2020 at the Adair City Park.	
030721 00:00:00	202100663		Heese	swing					Theft 2 on the 4300 block of NE Holly Ln. The resident reported that \$620.00 was stolen out of her purse on 03/05/2021.	
031221 00:00:00	202100709		Pratt	day					Welfare Check on the 100 block of NE Columbia Ave. Deputies responded to a report of a suicidal subject. The male spoke with Benton County Mental Health and a plan was put in place for the male to receive the help needed.	
031621 00:00:00	202100751		Weikel	grave					Child and Family info on the 6000 block of NE WRC St. A caller nearby observed a mother and daughter yelling at each other outside. Deputies contacted the mother who said her 13 year old daughter started screaming at her little brother then started yelling at her inside the living room of their small apartment.	
031621 00:00:00	202100753		Weikel	grave					Suspicious Subject on the 7200 block of NE Arnold. Santiam Employee reported a transient male in the parking lot saying he was cold and wanted to be let inside the building. The employee later found a door open near the gymnasium and wanted a Deputy to help clear the inside of the school. Deputies checked the inside of the school with and did not find anyone inside. Deputy Nowak told Weikel me he had dealt with Daniel Flaming earlier in the day and it was possible Flaming may be hanging around the Adair Village area.	
031821 00:00:00	202100782		Gevatosky	grave					Verbal Disturbance on the 6000 block of NE WRC St. A couple got into an argument. Both agreed to call it a night and deputies left.	
					14	9	0	1	0	
					50:58:33					



STAFF REPORT
Attachment G – Financial Report
April 6, 2021 Council Meeting

Totals - Income shown for Fiscal Year 2020-2021 is \$4,270,962.40 and Expenses are \$1,605,736.64 which shows a Net Income of \$2,665,225.76 for all funds.

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

Fund	Income	Expenses	% of Budget	Difference
General	858,829.18	448,909.08	58.90%	409,920.10
Streets	129,801.99	48,371.96	29.30%	81,430.03
Water	1,278,479.02	626,666.56	46.90%	651,812.46
Wastewater	518,086.08	448,635.73	15.80%	69,450.35
Storm Drain	35,972.67	18,157.31	58.20%	17,815.36
SDC Fund	1,326,497.00	0.00	0.00%	1,326,497.00
Reserve	123,296.46	14,996.00	13.80%	108,300.46
TOTAL	\$4,270,962.40	\$1,605,736.64		2,665,225.76

We have approximately **\$2,744,229.08** in the Local Government Investment Pool (LGIP). In January we had **\$2,727,337.53**. Last year at this time we had **\$1,557,364.07**.

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	200,500.00	400,000.00	199,500.00-	199.5%
100-000-40001	Property Taxes - Current	140,000.00	171,371.12	31,371.12-	122.4%
100-000-40002	Property Taxes - Prior Year	2,500.00	181.61	2,318.39	7.3%
100-000-41010	Revenue Sharing	9,500.00	5,102.51	4,397.49	53.7%
100-000-41020	Cigarette Taxes	1,100.00	513.75	586.25	46.7%
100-000-41030	Liquor Taxes	16,500.00	11,291.59	5,208.41	68.4%
100-000-41100	Tangent Contract	119,100.00	76,709.82	42,390.18	64.4%
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	9,205.00	5,205.00-	230.1%
100-000-42060	SDC Administrative Fees	.00	19,250.00	19,250.00-	.00
100-000-43001	Utility Franchise Fees	50,000.00	32,744.67	17,255.33	65.5%
100-000-46020	Residential Rent Revenue	21,600.00	19,286.43	2,313.57	89.3%
100-000-46021	Property Lease or Rent	58,000.00	17,731.43	40,268.57	30.6%
100-000-46023	Building Lease	32,000.00	6,034.00	25,966.00	18.9%
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	5,895.42	5,695.42-	2947.7
100-000-46057	Miscellaneous	.00	3,098.30	3,098.30-	.00
100-000-47300	Parks Grant	.00	.00	.00	.00
100-000-47900	COVID-19 Reimbursements	50,000.00	50,000.00	.00	100.0%
100-000-48000	Interest	12,000.00	10,417.53	1,582.47	86.8%
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	14,996.00	.00	100.0%
Total General Fund:		762,516.00	858,829.18	96,313.18-	112.6%
City Administration					
100-100-50010	City Administrator	64,020.00	46,011.03	18,008.97	71.9%
100-100-50016	Utility/Court Clerk	7,918.00	5,937.38	1,980.62	75.0%
100-100-50018	Finance Clerk	3,393.00	2,595.09	797.91	76.5%
100-100-50025	Summer Program Coordinator	.00	.00	.00	.00
100-100-51010	Employee Health Ins Benefits	17,395.00	11,687.50	5,707.50	67.2%
100-100-51020	Retirement Benefits	18,893.00	11,931.99	6,961.01	63.2%
100-100-51030	Employment Taxes	10,411.00	3,561.08	6,849.92	34.2%
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

Account Number	Account Title	2020-21	2020-21	2020-21	2020-21
		Current year Budget	Current year Actual	Budget Remaining	Budget Used %
100-100-52017	City Attorney	15,000.00	.00	15,000.00	.00
100-100-52018	Planning Consultant	30,000.00	.00	30,000.00	.00
100-100-52019	Contract Service	24,000.00	18,000.00	6,000.00	75.0%
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	2,354.46	2,354.46-	.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	102,078.53	92,151.47	52.6%
Public Safety					
100-200-50010	City Administrator	5,820.00	4,368.85	1,451.15	75.1%
100-200-51010	Employee Health Ins Benefits	1,198.00	730.46	467.54	61.0%
100-200-51020	Retirement Benefits	1,460.00	944.76	515.24	64.7%
100-200-51030	Employment Taxes	804.00	251.05	552.95	31.2%
100-200-52019	Contract Service	36,000.00	16,227.00	19,773.00	45.1%
100-200-52103	Insurance	.00	171.00	171.00-	.00
Total Public Safety:		45,282.00	22,693.12	22,586.88	50.1%
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	8,368.27	4,251.73	66.3%
100-300-50058	Utility Worker I	.00	.00	.00	.00
100-300-51010	Employee Health Ins Benefits	7,136.00	4,382.83	2,753.17	61.4%
100-300-51020	Retirement Benefits	6,563.00	4,062.84	2,500.16	61.9%
100-300-51030	Employment Taxes	3,617.00	1,406.57	2,210.43	38.9%
100-300-52002	Materials & Supplies	400.00	1,141.67	741.67-	285.4%
100-300-52011	System Maintenance & Repair	.00	17.95	17.95-	.00
100-300-52012	Maintenance - Bldg & Parks	1,000.00	906.89	93.11	90.7%
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	1,489.15	1,289.15-	744.6%
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	1,230.25	230.25-	123.0%
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	203.44	546.56	27.1%
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	5,000.00	.00	100.0%
Total Parks and Recreation:		64,860.00	31,873.09	32,986.91	49.1%
Non-departmental					
100-900-51030	Employment Taxes	.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 %
100-900-52002	Materials & Supplies	3,500.00	20,241.01	16,741.01-	578.3%
100-900-52010	Legal Notices	1,500.00	719.00	781.00	47.9%
100-900-52012	Maintenance - Bldg & Parks	5,000.00	6,275.85	1,275.85-	125.5%
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	6,409.70	6,409.70-	.00
100-900-52019	Contract Service	70,000.00	64,023.79	5,976.21	91.5%
100-900-52020	Engineering Consultant	.00	19,841.82	19,841.82-	.00
100-900-52021	Transit	20,000.00	3,133.87	16,866.13	15.7%
100-900-52022	Equipment Maintenance	4,500.00	733.00	3,767.00	16.3%
100-900-52023	Equipment Rental/Lease	500.00	11,781.83	11,281.83-	2356.4
100-900-52024	Security Alarm	800.00	552.54	247.46	69.1%
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	4,399.41	1,899.41-	176.0%
100-900-52031	CERT Expenditures	.00	4,216.78	4,216.78-	.00
100-900-52101	Banking Charges	750.00	74.05	675.95	9.9%
100-900-52102	Dues	5,250.00	5,390.42	140.42-	102.7%
100-900-52103	Insurance	6,150.00	6,774.69	624.69-	110.2%
100-900-52108	Postage	2,500.00	1,970.65	529.35	78.8%
100-900-52109	Utilities	22,200.00	10,869.13	11,330.87	49.0%
100-900-52110	Telephones	4,600.00	3,152.28	1,447.72	68.5%
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	4,411.20	412.80	91.4%
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	9,000.00	7,853.27	1,146.73	87.3%
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	7,500.00	.00	7,500.00	.00
100-900-53003	Barracks Improvements	.00	5,315.99	5,315.99-	.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	9,577.00	.00	100.0%
100-900-55510	Transfer to Wastewater Fund	.00	.00	.00	.00
100-900-55530	Transfer to SDC Fund	38,307.00	38,307.00	.00	100.0%
100-900-55600	Transfer to Reserve Fund	.00	.00	.00	.00
Total Non-departmental:		313,462.00	292,264.34	21,197.66	93.2%
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:		762,516.00	858,829.18	96,313.18-	112.6%

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
	General Fund Expenditure Total:	762,516.00	448,909.08	313,606.92	58.9%
	Net Total General Fund:	.00	409,920.10	409,920.10-	.00

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	100,000.00	5,000.00	95.2%
200-000-41040	Highway Apportionment	60,000.00	29,801.99	30,198.01	49.7%
200-000-46057	Miscellaneous	200.00	.00	200.00	.00
200-000-48000	Interest	.00	.00	.00	.00
Total Street Fund:		165,200.00	129,801.99	35,398.01	78.6%
Public Works - Streets					
200-410-50010	City Administrator	.00	409.33	409.33-	.00
200-410-50018	Finance Clerk	1,131.00	865.04	265.96	76.5%
200-410-50050	Public Works Supervisor	6,176.00	4,653.44	1,522.56	75.3%
200-410-50052	Utility Worker III	4,890.00	3,665.14	1,224.86	75.0%
200-410-50054	Utility Worker II	2,103.00	1,508.02	594.98	71.7%
200-410-50058	Utility Worker I	.00	.00	.00	.00
200-410-51010	Employee Health Ins Benefits	5,380.00	3,652.35	1,727.65	67.9%
200-410-51020	Retirement Benefits	3,586.00	2,454.68	1,131.32	68.5%
200-410-51030	Employment Taxes	1,976.00	1,112.86	863.14	56.3%
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	1,940.52	1,940.52-	.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	1,800.00	4,200.00	30.0%
200-410-52027	Street Signs	.00	.00	.00	.00
200-410-52030	Miscellaneous	100.00	6,362.91	6,262.91-	6362.9
200-410-52102	Dues	.00	.00	.00	.00
200-410-52103	Insurance	3,800.00	5,169.47	1,369.47-	136.0%
200-410-52109	Utilities	11,000.00	8,395.00	2,605.00	76.3%
200-410-52114	Software Hosting Fees	804.00	583.20	220.80	72.5%
200-410-53001	Street Maintenance	.00	5,600.00	5,600.00-	.00
200-410-53002	Equipment Purchase	.00	.00	.00	.00
200-410-55600	Transfer to Reserve Fund	200.00	200.00	.00	100.0%
Total Public Works - Streets:		49,846.00	48,371.96	1,474.04	97.0%
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	129,801.99	35,398.01	78.6%
Street Fund Expenditure Total:		165,200.00	48,371.96	116,828.04	29.3%

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	81,430.03	81,430.03-	.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	737,500.00	825,000.00	87,500.00-	111.9%
500-000-42010	New Accounts	.00	.00	.00	.00
500-000-42020	New Connections	2,000.00	8,800.00	6,800.00-	440.0%
500-000-42032	Water Metered Fees	330,000.00	424,751.11	94,751.11-	128.7%
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	6,390.00	2,390.00-	159.8%
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	3,960.91	3,960.91-	.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	9,577.00	.00	100.0%
500-000-49600	Transfer from Reserve	.00	.00	.00	.00
Total Water Fund:		1,336,577.00	1,278,479.02	58,097.98	95.7%
Public Works - Water					
500-420-50010	City Administrator	34,920.00	27,032.07	7,887.93	77.4%
500-420-50016	Utility/Court Clerk	21,774.00	16,160.29	5,613.71	74.2%
500-420-50018	Finance Clerk	11,311.00	8,650.27	2,660.73	76.5%
500-420-50050	Public Works Supervisor	37,055.00	25,854.04	11,200.96	69.8%
500-420-50052	Utility Worker III	26,893.00	20,158.45	6,734.55	75.0%
500-420-50054	Utility Worker II	18,931.00	13,175.52	5,755.48	69.6%
500-420-50058	Utility Worker I	.00	.00	.00	.00
500-420-51010	Employee Health Ins Benefits	53,435.00	35,062.53	18,372.47	65.6%
500-420-51020	Retirement Benefits	37,842.00	24,846.30	12,995.70	65.7%
500-420-51030	Employment Taxes	20,852.00	10,683.34	10,168.66	51.2%
500-420-52001	Chemicals	30,000.00	6,971.79	23,028.21	23.2%
500-420-52002	Materials & Supplies	1,000.00	22,511.61	21,511.61-	2251.2
500-420-52010	Publications-Legal Notices	100.00	.00	100.00	.00
500-420-52011	System Maintenance & Repair	45,000.00	45,311.67	311.67-	100.7%
500-420-52013	Travel and Training	3,000.00	.00	3,000.00	.00
500-420-52014	Vehicle Fuel & Maintenance	5,500.00	2,752.81	2,747.19	50.1%
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	2,170.75	32,829.25	6.2%
500-420-52020	Engineering Consultant	20,000.00	6,424.50	13,575.50	32.1%
500-420-52022	Equipment Maintenance	2,000.00	2,381.67	381.67-	119.1%
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	86,685.35	84,685.35-	4334.3
500-420-52101	Banking Charges	200.00	1,702.23	1,502.23-	851.1%
500-420-52102	Dues	3,000.00	337.00	2,663.00	11.2%
500-420-52103	Insurance	8,500.00	17,133.48	8,633.48-	201.6%
500-420-52104	Lab Analysis	5,000.00	1,218.60	3,781.40	24.4%
500-420-52105	Refunds-Utility Deposit	500.00	717.06	217.06-	143.4%
500-420-52106	Mileage	.00	.00	.00	.00
500-420-52107	Permits	1,000.00	380.00	620.00	38.0%
500-420-52108	Postage	600.00	.00	600.00	.00
500-420-52109	Utilities	33,000.00	23,415.85	9,584.15	71.0%
500-420-52110	Telephones	3,400.00	2,089.27	1,310.73	61.4%
500-420-52114	Software Hosting Fees	7,235.00	6,558.79	677.21	90.6%

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	7,500.00	.00	7,500.00	.00
500-420-53003	Capital Outlay	.00	.00	.00	.00
500-420-53500	Water System Improvements	100,000.00	2,000.00	98,000.00	2.0%
500-420-53501	New Pump Station	150,000.00	69,813.57	80,186.43	46.5%
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	139,012.75	987.25	99.3%
500-420-55100	Transfer to General Fund	.00	.00	.00	.00
500-420-55600	Transfer to Reserve Fund	3,200.00	3,200.00	.00	100.0%
Total Public Works - Water:		881,024.00	626,666.56	254,357.44	71.1%
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:		1,336,577.00	1,278,479.02	58,097.98	95.7%
Water Fund Expenditure Total:		1,336,577.00	626,666.56	709,910.44	46.9%
Net Total Water Fund:		.00	651,812.46	651,812.46-	.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	17,500.00	94,000.00	76,500.00-	537.1%
510-000-41100	Tangent Contract	30,000.00	5,928.78	24,071.22	19.8%
510-000-42039	Wastewater Fees	285,600.00	216,415.19	69,184.81	75.8%
510-000-42041	OR DEQ Loan for WWFP	.00	778.11	778.11-	.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%
510-000-49600	Transfer from Reserve Fund	.00	.00	.00	.00
Total Wastewater Fund:		2,834,100.00	518,086.08	2,316,013.92	18.3%
Public Works - Wastewater					
510-430-50010	City Administrator	8,730.00	7,563.05	1,166.95	86.6%
510-430-50016	Utility/Court Clerk	8,908.00	6,894.97	2,013.03	77.4%
510-430-50018	Finance Clerk	6,221.00	4,834.72	1,386.28	77.7%
510-430-50050	Public Works Supervisor	15,440.00	13,700.18	1,739.82	88.7%
510-430-50052	Utility Worker III	14,669.00	10,995.47	3,673.53	75.0%
510-430-50054	Utility Worker II	6,310.00	4,524.00	1,786.00	71.7%
510-430-50058	Utility Worker I	.00	.00	.00	.00
510-430-51010	Employee Health Ins Benefits	21,771.00	14,609.38	7,161.62	67.1%
510-430-51020	Retirement Benefits	15,118.00	10,085.09	5,032.91	66.7%
510-430-51030	Employment Taxes	8,330.00	4,451.35	3,878.65	53.4%
510-430-52001	Chemicals	4,500.00	6,812.79	2,312.79-	151.4%
510-430-52002	Materials & Supplies	500.00	161.16	338.84	32.2%
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	13,761.86	61,238.14	18.3%
510-430-52013	Travel and Training	1,000.00	199.00	801.00	19.9%
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	248.15	1,951.85	11.3%
510-430-52020	Engineering Consultant	.00	262,409.42	262,409.42-	.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	584.13	84.13-	116.8%
510-430-52102	Dues	100.00	280.00	180.00-	280.0%
510-430-52103	Insurance	6,200.00	11,370.22	5,170.22-	183.4%
510-430-52104	Lab Analysis	4,000.00	1,603.80	2,396.20	40.1%
510-430-52105	Refunds-Utility Deposit	.00	478.04	478.04-	.00
510-430-52106	Mileage	500.00	.00	500.00	.00
510-430-52107	Permits	2,200.00	714.00	1,486.00	32.5%
510-430-52108	Postage	550.00	.00	550.00	.00
510-430-52109	Utilities	6,200.00	6,863.96	1,336.04	83.7%
510-430-52110	Telephones	2,500.00	1,507.14	992.86	60.3%
510-430-52114	Software Hosting Fees	2,412.00	1,749.60	662.40	72.5%
510-430-53002	Equipment Purchase	7,500.00	.00	7,500.00	.00
510-430-53005	Wastewater System Improvements	2,500,000.00	37,315.25	2,462,684.75	1.5%

Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
510-430-54003	97 Wastewater P & I	.00	.00	.00	.00
510-430-54004	OR DEQ Loan Repayment	30,000.00	22,714.00	7,286.00	75.7%
510-430-55600	Transfer to Reserve Fund	400.00	400.00	.00	100.0%
Total Public Works - Wastewater:		2,761,234.00	448,635.73	2,312,598.27	16.2%
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:		2,834,100.00	518,086.08	2,316,013.92	18.3%
Wastewater Fund Expenditure Total:		2,834,100.00	448,635.73	2,385,464.27	15.8%
Net Total Wastewater Fund:		.00	69,450.35	69,450.35-	.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	12,000.00	6,000.00-	200.0%
520-000-42040	Storm Drain Fees	25,000.00	23,972.67	1,027.33	95.9%
520-000-46057	Miscellaneous	200.00	.00	200.00	.00
Total Storm Drain Fund:		31,200.00	35,972.67	4,772.67-	115.3%
Public Works - Storm Drain					
520-440-50010	City Administrator	2,910.00	1,993.38	916.62	68.5%
520-440-50016	Utility/Court Clerk	990.00	694.22	295.78	70.1%
520-440-50018	Finance Clerk	566.00	355.44	210.56	62.8%
520-440-50050	Public Works Supervisor	3,088.00	2,326.72	761.28	75.3%
520-440-50052	Utility Worker III	2,445.00	1,832.60	612.40	75.0%
520-440-50054	Utility Worker II	2,102.00	1,451.37	650.63	69.0%
520-440-50058	Utility Worker I	.00	.00	.00	.00
520-440-51010	Employee Health Ins Benefits	4,411.00	2,921.88	1,489.12	66.2%
520-440-51020	Retirement Benefits	3,035.00	2,071.68	963.32	68.3%
520-440-51030	Employment Taxes	1,672.00	890.27	781.73	53.2%
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	1,009.00	1,009.00-	.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	1,027.55	1,027.55-	.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	583.20	220.80	72.5%
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	18,157.31	7,664.69	70.3%
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	35,972.67	4,772.67-	115.3%

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	18,157.31	13,042.69	58.2%
	Net Total Storm Drain Fund:	.00	17,815.36	17,815.36-	.00

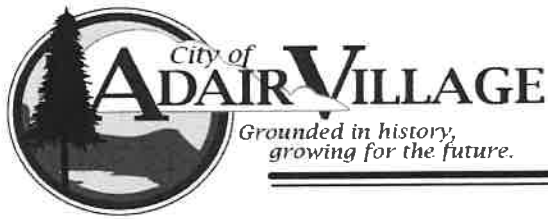
Account Number	Account Title	2020-21 Current year Budget	2020-21 Current year Actual	2020-21 Budget Remaining	2020-21 Budget Used %
System Development Fund					
System Development Fund					
530-000-40000	Beginning Fund Balance	238,613.00	850,000.00	611,387.00-	356.2%
530-000-42140	SDC Fees	4,373.00	.00	4,373.00	.00
530-000-42141	Park	1,585.00	24,800.00	23,215.00-	1564.7
530-000-42142	Street Imp.	5,480.00	144,125.00	138,645.00-	2630.0
530-000-42143	Water Imp.	30,265.00	180,665.00	150,400.00-	596.9%
530-000-42144	WW Imp.	15,675.00	80,975.00	65,300.00-	516.6%
530-000-42145	Storm Drain Fees	1,855.00	7,625.00	5,770.00-	411.1%
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	38,307.00	.00	100.0%
Total System Development Fund:		336,458.00	1,326,497.00	990,039.00-	394.3%
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	1,326,497.00	990,039.00-	394.3%
	System Development Fund Expenditure Total:	336,458.00	.00	336,458.00	.00
	Net Total System Development Fund:	.00	1,326,497.00	1,326,497.00-	.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	114,496.46	15,000.46-	115.1%
600-000-49100	Transfer from General Fund	5,000.00	5,000.00	.00	100.0%
600-000-49200	Transfer from Street Fund	200.00	200.00	.00	100.0%
600-000-49500	Transfer from Water Fund	3,200.00	3,200.00	.00	100.0%
600-000-49510	Transfer from Wastewater	400.00	400.00	.00	100.0%
600-000-49520	Transfer from Storm Drain Fund	.00	.00	.00	.00
Total Reserve Fund:		108,296.00	123,296.46	15,000.46-	113.9%
Non-departmental					
600-900-55100	Transfer to General Fund	14,996.00	14,996.00	.00	100.0%
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	14,996.00	.00	100.0%
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	123,296.46	15,000.46-	113.9%
Reserve Fund Expenditure Total:		108,296.00	14,996.00	93,300.00	13.8%
Net Total Reserve Fund:		.00	108,300.46	108,300.46-	.00
Net Grand Totals:		.00	2,665,225.76	2,665,225.76-	.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



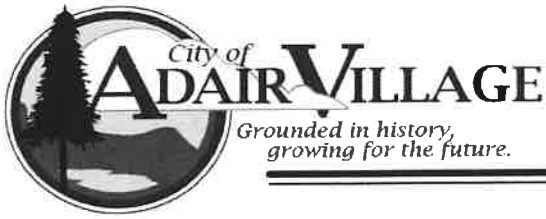
STAFF REPORT

Water Line Extension/Replacement

Civil West and I are working with the developer for the Anderson Blueberry farm to extend service down Arboretum. We have also been approached by a development on the West side of Arboretum to hook up to our water system as well. I have put the two of them in touch to see if there is some cost sharing they can do.

The next steps are continuing to pursue funding from Business Oregon and Civil West will begin engineering the City's portion of the line from Hospital Hill to Calloway pump station. I'm also working with the County to pre plan the water line extending down to Lewisburg.

I will prepare a supplemental budget for May that will include the funding for this project.



STAFF REPORT

Water Line Replacement (FEMA Grant)

Civil West has prepared an application for an Advanced Assistance (AA) grant from FEME (through Oregon Emergency Management) which will help fund the development of an application for a grant for the replacement of the waterline between the WTP and the City.

The AA grant will include the tasks of design of the waterline, environmental coordination, development of the Benefit/Cost Analysis (BCA), and the actual application. All of the information developed in this advanced stage will go into the application for the construction project.

The grant will be for \$259,500 (75%) and the City will need to fund the other \$86,500 (25%). The pre-application for this grant has already been sent to OEM, and the money has been "reserved". The last step prior to getting this AA grant is for the City to sign the "Assurance" that the City will share the cost (25%).