

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
****Tuesday, October 4, 2022 - 6:00pm****

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 – August 2, 2022 (Attachment A)
- b. Bills List through – September 30, 2022 (Attachment B) – \$49,948.89

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

4. STAFF REPORTS:

- a) Sheriff's Report (Attachment C) Pat Hare
- b) Public Works Report (Attachment D) Pat Hare
- c) City Administrator Report (Attachment E) Pat Hare
- d) CSO Report (Attachment F) Pat Hare
- e) Financial Report (Attachment G) Pat Hare

5. OLD BUSINESS:

- a) Engineering Scope of Services Addendum 2 (Attachment H) Pat Hare
Action: Discussion/Decision

6. NEW BUSINESS:

- a) Wastewater Change Order (Attachment I, 11) Pat Hare
Action: Decision

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) N/A
Action: n/a

8. EXECUTIVE SESSION ORS 192.660

- a) N/A
Action: n/a

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council –Tuesday, November 1, 2022 6:00 PM
Planning Commission Tuesday, October 11, 2022 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, September 6, 2022 – 6:00 PM******

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Officer, Ray, Fuller, and Mayor Currier were present. City Attorney Sean Kidd was present. CA (City Administrator) Hare was present. Minutes were taken by CA Hare.</p>	<p>Mayor Currier called the meeting to order at 6:00 PM. and led the flag salute.</p>
<p>2. Consent Calendar (Agenda Item 2). Minutes of the August 2, 2022 City Council Meeting. Bills List through August 31, 2022, (\$85,445.41 total).</p>	<p>Councilor Ray moved to approve the Consent Calendar. Councilor Officer seconded. Unanimous Approval (4-0).</p>
<p>3. Public Comment (Agenda Item 3). None.</p>	
<p>4. Attachment C – Sheriff’s Report (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> <ul style="list-style-type: none"> • Audit – The auditors did the first phase of the process last month and will be back in September to complete phase two with an expected completion date before November. • UGB Expansion – Update • Tangent – Update • ODFW/Santiam – Santiam is working on getting an easement on the ODFW property. Thy have a Developer working on a preliminary site plan for us to review. 	<p>Council received the report.</p>

<p>Property/Businesses</p> <ul style="list-style-type: none"> • AVIS – Sean Kid (City Attorney) and I had another meeting with the Office Max and Boise last month. The first draft has been sent to DEQ for their review. The partners are hoping to have some feedback from them quickly so that if there is any more testing we can do that work before the rains. • Barracks – The barracks can be used by any community group now so we will be putting that in next month’s newsletter. • Store/Restaurant – The store continues to do well and currently they are renting the entire building to utilize the kitchen in the restaurant. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Water Plant – Update • Wastewater Lagoon – The first pump has been installed and is working great. We will be purchasing another one over the next few months as a backup. • Calloway Creek – • Arboretum Waterline – The final meter has been put into place and the only thing left is to hook up two private services and shutdown an old section of line. • Wastewater Plant – The new headworks is in they are finishing the cover for it and waiting on a list of parts. • Main Transmission Line – Plans are about 80% complete and the environmental and delineation is complete. Now they will begin the biological assessment. 	
<p>7. Attachment E – Community Services Officer (Agenda Item 4d). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>8. Attachment G – Financial Report (Agenda Item 4e). CA Hare presented the report. Income shown for Fiscal Year 2022-2031 is \$185,272.45 and Expenses are \$198,997.55. The balance in the Local Government Investment Pool is approximately \$2,959,687.49, last year the balance was \$3,361,506.43.</p>	<p>Council received the report.</p>
<p>10. Attachments H- Amendment to IFA Loan (Agenda Item 5a).</p>	<p>Council discussed the matter.</p>

<p>11. Attachment I - Coffee Shop Proposals (Agenda Item 6a).</p>	<p>Council discussed the matter.</p>
<p>12. Attachments J and J1 – Potential Farm Land Sale (Agenda Item 6b). Council discussed the matter and Direct CA Hare to talk with the property owner about potential easement with sale.</p>	<p>Council discussed the matter.</p>
<p>13. Attachment K – Republic Service Sub Lease (Agenda Item 6c).</p>	<p>Council discussed the matter.</p>
<p>14. Attachment L – Resolution 2022-7 – IFA Loan Amendment (Agenda Item 7a).</p>	<p>Councilor Officer moved to approve Resolution 2022-7. Councilor Fuller seconded. Unanimous Approval (4-0).</p>
<p>15. Executive Session. (Agenda Item 8). ORS 192.660 (E): To conduct deliberations with persons designated by the governing body to negotiate real property transactions.</p>	<p>The Council discussed the matter in the public meeting.</p>
<p>16. Action from Executive Session.</p>	<p>No decisions were made</p>
<p>17. Council and Mayor Comments (Agenda Item 9):</p> <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor Officer - None. • Councilor Ray – None. • Councilor Fuller – None. 	
<p>19. Adjournment: Next meeting- Council meeting on Tuesday, October 4, 2022 at 6:00 PM.</p>	<p>Mayor Currier adjourned the meeting at 8:22pm.</p>

Mayor's Approval

Date

September 2022 Bills	Date	Amount
	9/6/2022	\$24,282.56
	9/20/2022	\$23,666.33

Total \$47,948.89

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 56596	1	Tangent	Invoice	08/03/2022	09/03/2022	542.00		542.00	100-900-52115
Total 56596:						542.00	.00	✓ 542.00	
56616	1	Tangent	Invoice	08/04/2022	09/04/2022	160.00		160.00	100-900-52115
Total 56616:						160.00	.00	✓ 160.00	
56634	1	Tangent	Invoice	08/05/2022	09/05/2022	1,263.00		1,263.00	100-900-52115
Total 56634:						1,263.00	.00	✓ 1,263.00	
56656	1	Tangent	Invoice	08/08/2022	09/08/2022	160.00		160.00	100-900-52115
Total 56656:						160.00	.00	✓ 160.00	
56692	1	Tangent	Invoice	08/10/2022	09/10/2022	160.00		160.00	100-900-52115
Total 56692:						160.00	.00	✓ 160.00	
56693	1	Tangent	Invoice	08/10/2022	09/09/2022	160.00		160.00	100-900-52115
Total 56693:						160.00	.00	✓ 160.00	
56694	1	Tangent	Invoice	08/10/2022	09/10/2022	160.00		160.00	100-900-52115
Total 56694:						160.00	.00	✓ 160.00	
56695	1	Tangent	Invoice	08/10/2022	09/10/2022	175.00		175.00	100-900-52115
Total 56695:						175.00	.00	✓ 175.00	
56780	1	Tangent	Invoice	08/17/2022	09/17/2022	1,195.00		1,195.00	100-900-52115
Total 56780:						1,195.00	.00	✓ 1,195.00	
56800	1	Tangent	Invoice	08/18/2022	09/18/2022	160.00		160.00	100-900-52115
Total 56800:						160.00	.00	✓ 160.00	
56823	1	Tangent	Invoice	08/19/2022	09/19/2022	210.00		210.00	100-900-52115
Total 56823:						210.00	.00	✓ 210.00	
56826	1	Tangent	Invoice	08/19/2022	09/19/2022	210.00		210.00	100-900-52115
Total 56826:						210.00	.00	✓ 210.00	
56827	1	Tangent	Invoice	08/19/2022	09/19/2022	210.00		210.00	100-900-52115
Total 56827:						210.00	.00	✓ 210.00	
56828	1	Tangent	Invoice	08/19/2022	09/19/2022	210.00		✓ 210.00	100-900-52115

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 56828:						210.00	.00	210.00	
56851	1	Tangent	Invoice	08/23/2022	09/23/2022	430.00		430.00	100-900-52115
Total 56851:						430.00	.00	430.00	
56865	1	Tangent	Invoice	08/23/2022	09/23/2022	340.00		340.00	100-900-52115
Total 56865:						340.00	.00	340.00	
56877	1	Tangent	Invoice	08/24/2022	09/24/2022	1,140.00		1,140.00	100-900-52115
Total 56877:						1,140.00	.00	1,140.00	
56912	1	Tangent	Invoice	08/26/2022	09/26/2022	1,612.00		1,612.00	100-900-52115
Total 56912:						1,612.00	.00	1,612.00	
56918	1	Tangent	Invoice	08/26/2022	09/26/2022	160.00		160.00	100-900-52115
Total 56918:						160.00	.00	160.00	
Total 150 A & B Septic:						8,657.00	.00	8,657.00	25362
690 Bank of America									
08232022	1	Various Credit Card Charges	Invoice	08/23/2022	09/23/2022	2,949.72		2,949.72	100-000-28000
Total 08232022:						2,949.72	.00	2,949.72	
Total 690 Bank of America:						2,949.72	.00	2,949.72	25363
1410 Century Link									
08252022	1	Phone	Invoice	08/25/2022	09/25/2022	53.95		53.95	500-420-52110
Total 08252022:						53.95	.00	53.95	
Total 1410 Century Link:						53.95	.00	53.95	25364
1610 Civil West Engineering Services Inc									
1001.001A.008	1	EOR Administration	Invoice	09/01/2022	10/01/2022	165.00		165.00	100-900-52020
1001.001A.008	2	Misc. Services Stormwater	Invoice	09/01/2022	10/01/2022	250.00		250.00	520-440-52020
1001.001A.008	3	Misc. Services - Transportation	Invoice	09/01/2022	10/01/2022	515.00		515.00	100-900-52020
1001.001A.008	4	Misc. Services - Development Revi	Invoice	09/01/2022	10/01/2022	82.50		82.50	100-900-52020
Total 1001.001A.008:						1,012.50	.00	1,012.50	
1001.007A.007	1	Misc. Services - Water	Invoice	08/01/2022	09/10/2022	1,606.25		1,606.25	500-420-52020
1001.007A.007	2	Misc. Services Transportation	Invoice	08/01/2022	09/10/2022	1,090.00		1,090.00	100-900-52020
1001.007A.007	3	Misc. Services - Development Revi	Invoice	08/01/2022	09/10/2022	371.25		371.25	100-900-52020
Total 1001.007A.007:						3,067.50	.00	3,067.50	
1001.031.014	1	Hospital Hill and Calloway Waterma	Invoice	09/01/2022	10/01/2022	2,920.25		2,920.25	500-420-53502
Total 1001.031.014:						2,920.25	.00	2,920.25	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1001.032.013	1	HMGP	Invoice	09/01/2022	10/01/2022	4,635.30		4,635.30	500-420-53503
Total 1001.032.013:						4,635.30	.00	✓ 4,635.30	
Total 1610 Civil West Engineering Services Inc:						11,635.55	.00	✓ 11,635.55	25366
2300 Delapoer Kidd Attorneys at Law									
1925	1	General City matters	Invoice	09/01/2022	10/01/2022	875.00		875.00	100-900-52017
Total 1925:						875.00	.00	875.00	
Total 2300 Delapoer Kidd Attorneys at Law:						875.00	.00	✓ 875.00	25366
2670 Ferguson Enterprises Inc									
1133177	1	Parts	Invoice	08/25/2022	09/25/2022	73.68		73.68	500-420-52011
Total 1133177:						73.68	.00	73.68	
Total 2670 Ferguson Enterprises Inc:						73.68	.00	✓ 73.68	25367
4670 NW Natural									
08262022	1	1407224-3	Invoice	08/26/2022	09/26/2022	16.06		16.06	100-900-52109
Total 08262022:						16.06	.00	16.06	
Total 4670 NW Natural:						16.06	.00	✓ 16.06	25368
4800 One Call Concepts Inc									
2080318	1	OR Utility Notification Center	Invoice	08/31/2022	09/30/2022	10.80		10.80	500-420-52109
2080318	2	OR Utility Notification Center	Invoice	08/31/2022	09/30/2022	10.80		10.80	510-430-52109
Total 2080318:						21.60	.00	✓ 21.60	25369
Total 4800 One Call Concepts Inc:						21.60	.00	21.60	
Total :						24,282.56	.00	24,282.56	
Grand Totals:						24,282.56	.00	24,282.56	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-000-28000	2,949.72	.00	2,949.72
100-900-52017	875.00	.00	875.00
100-900-52020	2,223.75	.00	2,223.75
100-900-52109	16.06	.00	16.06
100-900-52115	8,657.00	.00	8,657.00
500-420-52011	73.68	.00	73.68
500-420-52020	1,606.25	.00	1,606.25
500-420-52109	10.80	.00	10.80
500-420-52110	53.95	.00	53.95
500-420-53502	2,920.25	.00	2,920.25
500-420-53503	4,635.30	.00	4,635.30

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
510-430-52109	10.80	.00	10.80
520-440-52020	250.00	.00	250.00
Grand Totals:	24,282.56	.00	24,282.56

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/22	14,839.51	.00	14,839.51
09/22	9,443.05	.00	9,443.05
Grand Totals:	24,282.56	.00	24,282.56

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9/6/22

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9/23/22*

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
640 Auto Zone									
2217268062	1	Oil	Invoice	08/04/2022	09/10/2022	21.84		21.84	500-420-52014
Total 2217268062:						21.84	.00	21.84	
Total 640 Auto Zone:						21.84	.00	✓ 21.84	25370
1340 Caselle Inc.									
119649	1	Monthly Software Hosting Fees	Invoice	09/01/2022	10/01/2022	600.75		600.75	500-420-52114
119649	2	Monthly Software Hosting Fee	Invoice	09/01/2022	10/01/2022	400.50		400.50	100-900-52114
119649	3	Monthly Software Hosting Fee	Invoice	09/01/2022	10/01/2022	200.25		200.25	510-430-52114
119649	4	Monthly Software Hosting Fee	Invoice	09/01/2022	10/01/2022	66.75		66.75	200-410-52114
119649	5	Monthly Software Hosting Fee	Invoice	09/01/2022	10/01/2022	66.75		66.75	520-440-52114
Total 119649:						1,335.00	.00	1,335.00	
Total 1340 Caselle Inc.:						1,335.00	.00	✓ 1,335.00	25371
1410 Century Link									
09112022	1	Phone	Invoice	09/11/2022	10/11/2022	99.21		99.21	510-430-52110
Total 09112022:						99.21	.00	99.21	
Total 1410 Century Link:						99.21	.00	✓ 99.21	25372
1520 CIS TRUST									
OCTOBER 202	1	Employee Health Ins	Invoice	09/15/2022	10/15/2022	1,067.11		1,067.11	100-100-51010
OCTOBER 202	2	Employee Health Ins	Invoice	09/15/2022	10/15/2022	66.69		66.69	100-200-51010
OCTOBER 202	3	Employee Health Ins	Invoice	09/15/2022	10/15/2022	400.17		400.17	100-300-51010
OCTOBER 202	4	Employee Health Ins	Invoice	09/15/2022	10/15/2022	333.47		333.47	200-410-51010
OCTOBER 202	5	Employee Health Ins	Invoice	09/15/2022	10/15/2022	3,201.33		3,201.33	500-420-51010
OCTOBER 202	6	Employee Health Ins	Invoice	09/15/2022	10/15/2022	1,333.89		1,333.89	510-430-51010
OCTOBER 202	7	Employee Health Insurance	Invoice	09/15/2022	10/15/2022	266.78		266.78	520-440-51010
Total OCTOBER 2022 FINAL INVOICE:						6,669.44	.00	6,669.44	
Total 1520 CIS TRUST:						6,669.44	.00	✓ 6,669.44	25373
1800 Consumers Power Inc.									
09082022	1	1152418	Invoice	09/08/2022	10/08/2022	118.79		118.79	510-430-52109
Total 09082022:						118.79	.00	118.79	
Total 1800 Consumers Power Inc.:						118.79	.00	✓ 118.79	25374
7474 Corporate Warehouse Supply									
65718	1	Toner	Invoice	09/08/2022	10/08/2022	1,929.35		1,929.35	100-900-52002
Total 65718:						1,929.35	.00	1,929.35	
Total 7474 Corporate Warehouse Supply:						1,929.35	.00	✓ 1,929.35	25375
1910 Corvallis Power Equipment									
53074	1	Replacement Spring	Invoice	08/10/2022	09/20/2022	15.49		15.49	100-300-52022

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 53074:						15.49	.00	15.49	
62322CA	1	Weed Eater Repair	Invoice	08/01/2022	09/20/2022	174.25		174.25	100-300-52022
Total 62322CA:						174.25	.00	174.25	
Total 1910 Corvallis Power Equipment:						189.74	.00	✓ 189.74	25377
2520 Edge Analytical, Inc									
22-29943	1	Lead and Copper	Invoice	09/20/2022	10/20/2022	509.85		509.85	500-420-52104
Total 22-29943:						509.85	.00	509.85	
Total 2520 Edge Analytical, Inc:						509.85	.00	✓ 509.85	25377
2670 Ferguson Enterprises Inc									
1134449	1	Software Support	Invoice	09/02/2022	10/02/2022	2,635.05		2,635.05	500-420-52011
Total 1134449:						2,635.05	.00	2,635.05	
Total 2670 Ferguson Enterprises Inc:						2,635.05	.00	✓ 2,635.05	25378
7489 M L Houck Construction Co									
914	1	Materials for 2" Service	Invoice	09/01/2022	09/30/2022	784.85		784.85	500-420-53502
Total 914:						784.85	.00	784.85	
Total 7489 M L Houck Construction Co:						784.85	.00	✓ 784.85	25379
5030 Oregon Government Ethics Commission									
AIE16618	1	Annual Billing	Invoice	09/11/2022	10/11/2022	548.82		548.82	100-900-52102
Total AIE16618:						548.82	.00	548.82	
Total 5030 Oregon Government Ethics Commission:						548.82	.00	✓ 548.82	25380
5300 Pacific Power/PacificCorp									
09092022	1	02099381-001 7	Invoice	09/09/2022	10/09/2022	2,196.05		2,196.05	500-420-52109
Total 09092022:						2,196.05	.00	2,196.05	
Total 5300 Pacific Power/PacificCorp:						2,196.05	.00	2,196.05	25381
7497 Prestige Worldwide Technologies, LLC									
1420	1	Parts for Water System	Invoice	08/30/2022	08/30/2022	3,360.36		3,360.36	500-420-52011
Total 1420:						3,360.36	.00	3,360.36	
Total 7497 Prestige Worldwide Technologies, LLC:						3,360.36	.00	3,360.36	25383
5780 Republic Services #452									
0452-00483072	1	Waste Collection	Invoice	08/31/2022	09/30/2022	38.80		38.80	100-900-52109
Total 0452-00483072:						38.80	.00	✓ 38.80	
0452-00484402	1	Waste Collection	Invoice	08/31/2022	09/30/2022	121.66		121.66	510-430-52109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 0452-004844027:						121.66	.00	✓ 121.66	
Total 5780 Republic Services #452:						160.46	.00	✓ 160.46	25384
5810 RG Smith Electric & Plumbing Inc									
24097	1	Replaced Women's Restroom Toilet	Invoice	09/02/2022	10/02/2022	504.84		504.84	100-900-52012
Total 24097:						504.84	.00	504.84	
Total 5810 RG Smith Electric & Plumbing Inc:						504.84	.00	✓ 504.84	25385
5940 SAIF Corporation									
1000763351	1	Admin	Invoice	09/01/2022	10/01/2022	126.75		126.75	100-100-52103
1000763351	2	PS	Invoice	09/01/2022	10/01/2022	7.92		7.92	100-200-52103
1000763351	3	Parks	Invoice	09/01/2022	10/01/2022	47.53		47.53	100-300-52103
1000763351	4	Streets	Invoice	09/01/2022	10/01/2022	39.61		39.61	200-410-52103
1000763351	5	Water	Invoice	09/01/2022	10/01/2022	380.26		380.26	510-430-52103
1000763351	6	WW	Invoice	09/01/2022	10/01/2022	158.44		158.44	520-440-52103
1000763351	7	SD	Invoice	09/01/2022	10/01/2022	31.69		31.69	520-440-52103
Total 1000763351:						792.20	.00	792.20	
Total 5940 SAIF Corporation:						792.20	.00	✓ 792.20	25386
6230 Simply Payroll									
17647	1	Payroll	Invoice	09/07/2022	10/07/2022	135.00		135.00	100-900-52019
Total 17647:						135.00	.00	135.00	
Total 6230 Simply Payroll:						135.00	.00	✓ 135.00	25387
6290 Smith-Wagar Brucker Consulting, LLC									
D1198	1	Financial Consulting	Invoice	09/06/2022	10/06/2022	1,155.00		1,155.00	100-900-52019
Total D1198:						1,155.00	.00	1,155.00	
Total 6290 Smith-Wagar Brucker Consulting, LLC:						1,155.00	.00	✓ 1,155.00	25388
7274 US Bank Equipment Finance									
481608776	1	Equipment Finance	Invoice	09/02/2022	09/30/2022	131.00		131.00	100-900-52023
Total 481608776:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	✓ 131.00	25389
999 Utility Refund									
1490.02	1	Water	Invoice	09/06/2022	10/06/2022	78.00		78.00	500-420-52105
1490.02	2	Wastewater	Invoice	09/06/2022	10/06/2022	52.00		52.00	510-430-52105
Total 1490.02:						130.00	.00	130.00	
Total 999 Utility Refund:						130.00	.00	✓ 130.00	25382
7130 Verizon									
9915115140	1	Phone	Invoice	09/06/2022	10/05/2022	64.14		64.14	100-900-52110
9915115140	2	Phone	Invoice	09/06/2022	10/05/2022	97.67		97.67	500-420-52110


Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
9915115140	3	Phone	Invoice	09/06/2022	10/05/2022	97.67		97.67	510-430-52110
Total 9915115140:						259.48	00	259.48	
Total 7130 Verizon:						259.48	.00	259.48	25390
Total :						23,666.33	.00	23,666.33	
Grand Totals:						23,666.33	.00	23,666.33	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,067.11	.00	1,067.11
100-100-52103	126.75	.00	126.75
100-200-51010	66.69	.00	66.69
100-200-52103	7.92	.00	7.92
100-300-51010	400.17	.00	400.17
100-300-52022	189.74	.00	189.74
100-300-52103	47.53	.00	47.53
100-900-52002	1,929.35	.00	1,929.35
100-900-52012	504.84	.00	504.84
100-900-52019	1,290.00	.00	1,290.00
100-900-52023	131.00	.00	131.00
100-900-52102	548.82	.00	548.82
100-900-52109	38.80	.00	38.80
100-900-52110	64.14	.00	64.14
100-900-52114	400.50	.00	400.50
200-410-51010	333.47	.00	333.47
200-410-52103	39.61	.00	39.61
200-410-52114	66.75	.00	66.75
500-420-51010	3,201.33	.00	3,201.33
500-420-52011	5,995.41	.00	5,995.41
500-420-52014	21.84	.00	21.84
500-420-52104	509.85	.00	509.85
500-420-52105	78.00	.00	78.00
500-420-52109	2,196.05	.00	2,196.05
500-420-52110	97.67	.00	97.67
500-420-52114	600.75	.00	600.75
500-420-53502	784.85	.00	784.85
510-430-51010	1,333.89	.00	1,333.89
510-430-52103	380.26	.00	380.26
510-430-52105	52.00	.00	52.00
510-430-52109	240.45	.00	240.45
510-430-52110	196.88	.00	196.88
510-430-52114	200.25	.00	200.25
520-440-51010	266.78	.00	266.78
520-440-52103	190.13	.00	190.13
520-440-52114	66.75	.00	66.75
Grand Totals:	23,666.33	.00	23,666.33

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/22	3,732.40	.00	3,732.40
09/22	19,933.93	.00	19,933.93
Grand Totals:	23,666.33	.00	23,666.33


9/20/22

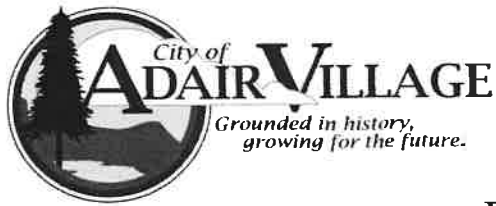
ADAIR VILLAGE PATROL
August 25, 2022 - September 24, 2022

Benton County Sheriff's Office - Adair Patrol Activity Log

Date/Time	Call #	Total Time	Deputy	Con- tacts	Traffic		Arrests		Notes
					Warn	Cite	Cite	Cust	
Patrol									
082622 00:01:25	2022150569	2:00:01	Weikel						no activity
082622 04:54:43	2022150646	1:58:30	Hardison		2				1 TRAFFIC STOP/2 WARNINGS GIVEN.
082722 03:44:25	2022151318	2:01:03	Hardison		3	1			PATROLLED CITY STREETS/HIGHWAY 99W/ODFW/SCHOOL/BUSINESSES/CALLOWAY CREEK. THREE TRAFFIC STOPS/ONE CITATION/THREE WARNINGS.
082822 10:28:01	2022152023	1:01:26	Horn						1 Hour
082922 05:24:50	2022152481	1:11:08	Moser						no activity
082922 08:38:34	2022152542	1:14:04	Blaser						no activity
082922 19:41:13	2022152947	1:03:24	Lundy						PATROLLED CITY STREETS, PARKS AND SCHOOLS. NO ACTIVITY
082922 23:50:31	2022153066	0:53:33	Heese						no activity
083022 04:50:20	2022153134	1:35:55	Young						no activity
083022 10:15:38	2022153267	1:02:21	Glass						MC from 837 pursuit skirted around Adair on NW Ryals then continued N on Independence Hwy. MC was well over 100 mph.
083122 02:46:34	2022153774	1:59:22	Heese						no activity
083122 03:42:00	2022153784	2:01:54	Hardison		3				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK NEIGHBORHOOD. ONE TRAFFIC STOP/THREE WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
083122 09:00:31	2022153880	2:23:49	Glass						Patrolled city streets, Santiam Christian school event, reports.
083122 20:10:01	2022154390	1:36:01	Bottoff						Patrolled city park, city streets, ran stationary radar. No vehicles worth stopping/citing. No contacts or cites.
090122 05:18:47	2022154578	0:44:55	Gordon						no activity
090122 10:35:03	2022154731	1:08:25	Lowik						Handled crash
090122 23:57:26	2022155193	2:16:48	Hardison		3	1			THREE TRAFFIC STOPS/ONE CITATION ISSUED/THREE WARNINGS GIVEN.
090222 05:06:48	2022155268	1:03:04	Hardison						STOOD BY AT ADAIR FIRE DEPARTMENT DUE TO 911 OUTAGE.
090322 01:54:29	2022156035	1:00:00	Gevatosky		1				1 Traffic Stop (warning for no headlights)
090322 04:04:13	2022156069	2:03:11	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/ODFW/BUSINESSES/CALLOWAY CREEK NEIGHBORHOOD.
090322 12:20:56	2022156245	2:37:27	Bottoff	1	3	1			1 cite 65/55, warn 80/55 and illegal display registration sticker. Warn speed x3. 1 other citizen contact at adair market
090422 00:58:03	2022156700	0:37:21	Young						no activity
090422 08:27:40	2022156804	1:01:27	Blaser						no activity
090522 10:23:55	2022157508	0:58:29	Tominey	2	1				Patrolled city streets, City Park, Santiam Christian School, Aerodrome, ODFW Building, HWY 99, and Adair Frontage RD. 1 Traffic Stop (Warning). 2 Citizen Contacts (Bicyclists asking for directions).
090622 02:09:08	2022158000	0:49:28	Young						no activity
090622 23:52:13	2022158682	1:46:17	Drongesen						no activity
090822 04:39:48	2022159443	0:56:11	Drongesen						no activity
090822 04:44:03	2022159446	1:24:49	Gevatosky						Checked on a suspicious vehicle parked at ODFW
090822 08:02:16	2022159495	0:33:44	Glass						Santiam Christian
090822 23:49:33	2022160052	2:10:56	Hardison		2				PATROLLED CITY STREETS/ODFW/HIGHWAY 99W/SCHOOL/BUSINESSES/CALLOWAY CREEK NEIGHBORHOOD. ONE TRAFFIC STOP/TWO WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.

ADAIR VILLAGE PATROL
August 25, 2022 - September 24, 2022

Time	Date	Officer	Count	Notes
090922 23:29:13	2022160845	1:02:50 Gevatosky	1	1 Traffic Stop for speeding
091022 05:04:14	2022160952	1:29:59 Hardison	6	FOUR TRAFFIC STOPS. SIX WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
091022 17:34:03	2022161342	1:46:11 Lochner		no activity
091022 21:54:42	2022161490	0:38:25 Bottorff	2	2 stops, 2 warnings. Speed, and fail to drive within lane.Ⓜ
091222 00:40:38	2022162087	1:56:13 Drongesen		no activity
091222 05:05:49	2022162125	1:15:15 Young		no activity
091222 09:14:14	2022162211	1:04:42 Blaser		no activity
091222 22:31:37	2022162685	1:41:11 Lundy		no activity
091322 04:59:22	2022162776	1:29:56 Heese		no activity
091422 00:34:18	2022163400	2:02:13 Drongesen		no activity
091422 03:56:24	2022163452	2:00:03 Hardison		PATROLLED CITY STREETS/HIGHWAY 99W/ODFW/SCHOOL/BUSINESSES/CALLOWAY CREEK NEIGHBORHOOD. NO ACTIVITY.
091522 03:46:03	2022164150	3:00:03 Hardison		PATROLLED CITY STREETS/HIGHWAY 99W/BUSINESSES/ODFW.
091622 04:55:02	2022164773	1:30:44 Hardison	1	ONE TRAFFIC STOP/ONE CITATION ISSUED/ONE WARNING GIVEN.
091722 05:00:06	2022165507	1:00:25 Gordon		no activity
091922 00:11:37	2022166632	1:29:09 Heese		no activity
091922 05:59:26	2022166713	0:45:52 Moser		no activity
092022 13:43:03	2022167637	1:52:45 Bottorff		Worked School zone, no speeders. Worked on computer work.ⓂNo stops or cites. Waved at passerbies. Patrolled Adair County Park.
092022 17:32:45	2022167813	2:01:02 Bottorff	3	Dispatched to 200 block Azalea Drive area for 15 year old with DD issues asking neighbor kids who wants to get stabbed while walking on the street with a knife. This happened hours before the call. No crime, male was warned.ⓂContacted 2 other neighbors.Ⓜ No cites or stops.Ⓜ
092022 23:25:34	2022167975	2:59:42 Hardison	6	PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK NEIGHBORHOOD. TWO TRAFFIC STOPS/SIX WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
092122 00:51:18	2022168005	0:19:28 Drongesen		no activity
092122 23:21:25	2022168651	1:23:26 Drongesen		no activity
092222 04:30:10	2022168717	1:30:11 Hardison		PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/ODFW/CALLOWAY CREEK NEIGHBORHOOD. NO ACTIVITY.
092322 03:52:38	2022169370	1:59:57 Hardison		PATROLLED CITY STREETS/HIGHWAY 99W/ODFW/SCHOOL/BUSINESSES/CALLOWAY CREEK NEIGHBORHOOD. NO ACTIVITY.
092422 01:55:54	2022170059	1:23:36 Moser		no activity
Reports Taken				
8/29/2022 0:00	202202163	Glass		Other agency assist in the 8300 block of Hibiscus Dr
9/10/2022 0:00	202202283	Lochner		Fail to Perform Duties of a driver offense in the 29300 block of Kiwi Ln after a hit and run.
9/10/2022 0:00	202202285	Lochner		Disorderly Conduct in the 29300 block of Kiwi Ln. fight at a wedding between a neighbor and a member of the party. No arrests made.
9/19/2022 0:00	202202359	Tominey		Suspicious Circumstances in the 5100 block of NE Willamette Ave. Resident having a psychiatric crisis. Benton Co Health will follow up with him.
9/20/2022 0:00	202202373	Bottorff		Child and Family info report in the 200 block of Azalea Dr. A juvenile was counseled about his behavior.



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT

PERIOD: 8/20/2022 to 9/20/2022

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 10,542,169

Average Usage per Day 351

WATER DISTRIBUTION REPORT

Maintenance Activity: Staff replace one broken meter box lid. Staff worked with contractor on maintenance of our pressure reducing valve at Voss Hill tanks.

Collected quarterly; 3rd quarter samples have been taken.

WASTEWATER TREATMENT REPORT

Flows into the WWTP are still low with very dry and hot days. Staff assisted contractors with construction of the new head works.

Total Monthly Influent: 1.3 million Gallons

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Storm drains remain clear. Staff have begun cleaning the insides of storm drains repairing for the upcoming rains.

STREETS MAINTENANCE REPORT

Maintenance Activity: Streets are in good shape. Spraying for weeds is done for the year for the most part. Some spot spraying may be necessary when weather permits.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Staff have kept up with all mowing spraying a weeding of city property. Mowing has slowed some with this dry weather.

WATER TREATMENT PLANT

Maintenance Activity: The water plant is still running 5 days a week for a total of 60 hours. We have continued the split shift and it is working very well. Split shifts will stop the first week in October because of shorter cooler days and less water use we will be down to 40 hours a week.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant is doing very well. Flows are low with no issues. Staff are keeping up with maintenance. Staff cleaned the Imhoff and are preparing all components for the upcoming winter months.

Completed by Matt Lydon, Public Works Supervisor



CITY ADMINISTRATOR'S REPORT October 4, 2022 Council Meeting

Administration

- **Audit** – The target for completing the Audit this year is November 1st and that should not be a problem.
- **UGB Expansion** – Update
- **Tangent** – Update
- **ODFW/Santiam** – Santiam Christian is looking into an easement on ODFW property and ODFW has asked if the City would like the smoke stack to be in that easement as well.

Property/Businesses

- **AVIS** – There is some more testing that will be done in October which will hopefully be the last. Republic service has agreed to help the city clear some of the proposed testing areas.
- **Good Grounds Coffee** – Susan (Owner of Good Grounds) will be opening on November 1st. The city has helped get the place cleaned and Susan will be painting the red portion over the next week.
- **Store/Restaurant** – I spoke with Paul and they will rent the kitchen until the spring and then the City can decide if we want to market it the space again.

Major Projects/Engineering

- **Water Plant** – Update
- **Calloway Creek** – The wetland delineation has been complete and they're waiting on the UGB process.
- **Wastewater Plant** – The city has an opportunity to change the plans a little bit to include upsizing the line going from the plant to the wastewater lagoon now and push off some of the engineering until the next phase.
- **Main Transmission Line** – Civil West is still working on the engineering and the City is focusing on updating our Hazard Mitigation Plan with the County.

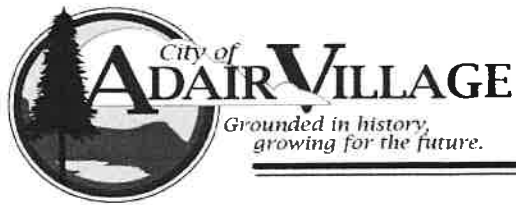


September 2022
 Willamette Valley Processors, Inc.
 9/1/2022 to 9/30/2022
 Jerry Jackson

Case #	Date & Time	Action	Address	Memo	Notes
A22-259	8/30/22	Patrol			
A22-260	8/30/22	Travel Trailer parked on street	Sarah & Cheryl	Notes for four day rule	
A22-261	9/1/22	Patrol			
A22-262	9/2/22	Patrol			
A22-263	9/6/2022 2:00 p.m.	Patrol			
A22-264	9/6/2022 2:09 p.m.	Trailer on Roadway	5100 Bl Willamette		
A22-265	9/6/22 2:16 p.m.	Acc Solid Waste, Weeds, Parking	5224 NE Laurel Dr		Utility Trailer on the Lawn
A22-266	9/6/2022 2:17 p.m.	Weeds	5227 Laurel	Notice	
A22-267	9/7/2022 4:06 p.m.	Patrol			
A22-268	9/10/2022	Patrol			
A22-269	9/12/2022	Patrol			
A22-270	9/15/2022 3:09 p.m.	Patrol			
A22-271	9/15/2022 3:10 p.m.	Weeds and Trailer	8746 Box Elder	Notice	
A22-272	9/15/2022 3:14 p.m.	Weeds	8838 Cori Ct	Notice	
A22-273	9/15/2022	Weeds	8046 NE Barberry		Fined
A22-274	9/15/2022 3:16 p.m.	Weeds	8808 Cori Ct	Notice	
A22-275	9/15/2022 3:18 p.m.	Weeds	6405 Wm R Carr	Notice	
A22-276	9/19/2022 4:47 p.m.	Patrol			
A22-277	9/19/2022 4:50 p.m.	Couch	5158 Willamette	Notice	
A22-278	9/19/2022 4:56 p.m.	Trailer on Lawn	236 Azalea	Notice	
A22-279	9/19/2022 4:58 p.m.	Tag 0577	100 Bl Azalea		
A22-280	9/20/2022 5:13 p.m.	Patrol			
A22-281	9/20/2022 5:16 p.m.	Parked in Bike Lane	6100 Bl Wm R Carr	Warned	
A22-282	9/20/2022 5:21 p.m.	Couch	521 Willamette	Left Card	
A22-283	9/21/22 5- 8:00 p.m.	CERT			
A22-284	9/23/2022 2:28 p.m.	Patrol			
A22-285	9/27/2022 1:45 p.m.	Patrol			

Prohibited Parking 5
 Tall Grass 5
 Solid Waste 3

- Emergency Management – University of Utah online training for CERT
- Daily Patrol
- Working with CERT Team/Emergency Management
- Training – Karla is teaching CPR/First Aid/AED
- Monthly CERT Training when needed



STAFF REPORT
Attachment G – Financial Report
 October 4, 2022 Council Meeting

Totals - income shown for fiscal year 2022-2023 is \$301,397.24 and expenses are \$287,056.28 which shows a net income of \$14,340.96 for all funds.

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

Fund	Income	Expenses	% of Budget	Difference
General	68,313.98	78,996.05	3.80%	-10,682.07
Streets	9,069.31	11,497.11	4.20%	-2,427.80
Water	149,763.63	115,706.15	5.60%	34,057.48
Wastewater	67,570.41	75,966.24	2.40%	-8,395.83
Storm Drain	6,679.91	4,890.73	5.50%	1,789.18
SDC Fund	0.00	0.00	0.00%	0.00
Reserve	0.00	0.00	0.00%	0.00
TOTAL	\$301,397.24	\$287,056.28		14,340.96

We have approximately **\$2,971,803.96** in the Local Government Investment Pool (LGIP). In September we had **\$2,959,687.49**. Last year in October, we had **\$3,490,015.96**. We also currently have approximately **\$121,949.44** in Citizens Bank.

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	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
General Fund					
General Fund					
100-000-40000	Beginning Fund Balance	600,000.00	.00	600,000.00	.00
100-000-40001	Property Taxes - Current	218,000.00	2,081.32	215,918.68	1.0%
100-000-40002	Property Taxes - Prior Year	500.00	.00	500.00	.00
100-000-41010	Revenue Sharing	14,000.00	.00	14,000.00	.00
100-000-41020	Cigarette Taxes	1,000.00	79.87	920.13	8.0%
100-000-41030	Liquor Taxes	25,000.00	3,024.07	21,975.93	12.1%
100-000-41100	Tangent Contract	194,100.00	17,875.26	176,224.74	9.2%
100-000-41200	Transient Lodging Tax	5,000.00	5,000.00	.00	100.0%
100-000-42001	Planning Fees	10,000.00	.00	10,000.00	.00
100-000-42050	Fees - Other	.00	15.00	15.00-	.00
100-000-42060	SDC Administrative Fees	10,000.00	.00	10,000.00	.00
100-000-43001	Utility Franchise Fees	63,000.00	20,184.21	42,815.79	32.0%
100-000-46020	Residential Rent Revenue	30,000.00	1,883.07	28,116.93	6.3%
100-000-46021	Property Lease or Rent	78,000.00	.00	78,000.00	.00
100-000-46023	Building Lease	32,000.00	2,686.00	29,314.00	8.4%
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	.00	.00	.00	.00
100-000-46055	Refunds	25,200.00	12,420.00	12,780.00	49.3%
100-000-46057	Miscellaneous	1,000.00	.00	1,000.00	.00
100-000-47300	Parks Grant	.00	.00	.00	.00
100-000-47900	COVID-19 Reimbursements	98,000.00	.00	98,000.00	.00
100-000-48000	Interest	15,000.00	3,065.18	11,934.82	20.4%
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	.00	.00	.00	.00
Total General Fund:		1,438,820.00	68,313.98	1,370,506.02	4.7%
City Administration					
100-100-50010	City Administrator	79,200.00	12,305.04	66,894.96	15.5%
100-100-50016	Utility/Court Clerk	9,258.00	1,567.11	7,690.89	16.9%
100-100-50018	Finance Clerk	4,166.00	725.56	3,440.44	17.4%
100-100-51010	Employee Health Ins Benefits	17,395.00	3,409.22	13,985.78	19.6%
100-100-51020	Retirement Benefits	23,364.00	4,286.14	19,077.86	18.3%
100-100-51030	Employment Taxes	11,889.00	1,368.52	10,520.48	11.5%
100-100-52002	Materials & Supplies	250.00	.00	250.00	.00
100-100-52010	Miscellaneous	500.00	.00	500.00	.00
100-100-52013	Travel and Training	2,000.00	.00	2,000.00	.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	2022-23	2022-23	2022-23	2022-23
		Current year Budget	Current year Actual	Budget Remaining	Budget Used %
100-100-52018	Planning Consultant	30,000.00	.00	30,000.00	.00
100-100-52019	Contract Service	27,000.00	4,000.00	23,000.00	14.8%
100-100-52020	Development Engineering	30,000.00	.00	30,000.00	.00
100-100-52030	Miscellaneous	.00	.00	.00	.00
100-100-52031	Urban Renewal Development	85,000.00	.00	85,000.00	.00
100-100-52101	Banking Charges	.00	.00	.00	.00
100-100-52102	Dues	.00	.00	.00	.00
100-100-52103	Insurance	.00	.00	.00	.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:		335,272.00	27,661.59	307,610.41	8.3%
Public Safety					
100-200-50010	City Administrator	.00	1,118.64	1,118.64	.00
100-200-51010	Employee Health Ins Benefits	1,198.00	218.38	979.62	18.2%
100-200-51020	Retirement Benefits	1,793.00	308.11	1,484.89	17.2%
100-200-51030	Employment Taxes	912.00	124.41	787.59	13.6%
100-200-52019	Contract Service	37,000.00	.00	37,000.00	.00
100-200-52103	Insurance	.00	.00	.00	.00
Total Public Safety:		40,903.00	1,769.54	39,133.46	4.3%
Parks and Recreation					
100-300-50025	Summer Program Coordinator	.00	.00	.00	.00
100-300-50054	Utility Worker II	18,714.00	3,158.29	15,555.71	16.9%
100-300-50058	Utility Worker I	.00	.00	.00	.00
100-300-51010	Employee Health Ins Benefits	9,514.00	1,480.34	8,033.66	15.6%
100-300-51020	Retirement Benefits	5,083.00	2,033.13	3,049.87	40.0%
100-300-51030	Employment Taxes	2,586.00	311.02	2,274.98	12.0%
100-300-52002	Materials & Supplies	500.00	58.31	441.69	11.7%
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	1,250.00	.00	1,250.00	.00
100-300-52019	Contract Service	800.00	.00	800.00	.00
100-300-52022	Equipment Maintenance	1,000.00	303.63	696.37	30.4%
100-300-52023	Equipment Rental/Lease	100.00	.00	100.00	.00
100-300-52025	Small Equipment Purchase	500.00	2,099.00	1,599.00	419.8%
100-300-52026	Non-capital Improvements	.00	.00	.00	.00
100-300-52030	Miscellaneous	500.00	.00	500.00	.00
100-300-52103	Insurance	1,425.00	1,415.83	9.17	99.4%
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	30.50	719.50	4.1%
100-300-52111	Parks-Events	2,000.00	2,496.75	496.75	124.8%
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	5,000.00	.00	5,000.00	.00
100-300-55600	Transfer to Reserve Fund	5,000.00	.00	5,000.00	.00
Total Parks and Recreation:		63,897.00	13,386.80	50,510.20	21.0%

Account Number	Account Title	2022-23	2022-23	2022-23	2022-23
		Current year Budget	Current year Actual	Budget Remaining	Budget Used %
Non-departmental					
100-900-51030	Employment Taxes	.00	.00	.00	.00
100-900-52002	Materials & Supplies	3,500.00	2,170.29	1,329.71	62.0%
100-900-52010	Legal Notices	1,500.00	.00	1,500.00	.00
100-900-52012	Maintenance - Bldg & Parks	9,000.00	150.00	8,850.00	1.7%
100-900-52013	Travel and Training	.00	.00	.00	.00
100-900-52014	Vehicle Fuel & Maintenance	200.00	.00	200.00	.00
100-900-52015	Security Alarm	.00	.00	.00	.00
100-900-52016	Audit	9,000.00	1,800.00	7,200.00	20.0%
100-900-52017	City Attorney	.00	656.25	656.25	.00
100-900-52019	Contract Service	40,000.00	1,757.50	38,242.50	4.4%
100-900-52020	Engineering Consultant	.00	1,461.25	1,461.25	.00
100-900-52021	Transit	25,000.00	.00	25,000.00	.00
100-900-52022	Equipment Maintenance	4,500.00	571.92	3,928.08	12.7%
100-900-52023	Equipment Rental/Lease	1,000.00	262.00	738.00	26.2%
100-900-52024	Security Alarm	1,500.00	.00	1,500.00	.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	18.79	2,518.79	-0.8%
100-900-52031	CERT Expenditures	5,000.00	68.94	5,068.94	-1.4%
100-900-52101	Banking Charges	750.00	25.34	724.66	3.4%
100-900-52102	Dues	7,000.00	4,999.54	2,000.46	71.4%
100-900-52103	Insurance	8,500.00	8,141.03	358.97	95.8%
100-900-52108	Postage	3,000.00	.00	3,000.00	.00
100-900-52109	Utilities	22,200.00	299.32	21,900.68	1.3%
100-900-52110	Telephones	4,600.00	292.54	4,307.46	6.4%
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	6,500.00	801.00	5,699.00	12.3%
100-900-52115	Tangent Expenditures	75,000.00	12,877.87	62,122.13	17.2%
100-900-52197	Utilities - Rentals	.00	.00	.00	.00
100-900-52199	Property Taxes	8,367.00	.00	8,367.00	.00
100-900-52220	Residential Rental-related Exp	.00	.00	.00	.00
100-900-52800	COVID-19 Expenses	98,000.00	.00	98,000.00	.00
100-900-52900	Insurance Reimbursed Expense	.00	.00	.00	.00
100-900-53001	Improvements - Bldg & Parks	.00	.00	.00	.00
100-900-53002	Equipment Purchase	60,000.00	.00	60,000.00	.00
100-900-53003	Barracks Improvements	.00	.00	.00	.00
100-900-53004	Land Purchase	650,000.00	.00	650,000.00	.00
100-900-54006	Barracks Loan Payment	22,254.00	.00	22,254.00	.00
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	45,307.00	.00	45,307.00	.00
100-900-55600	Transfer to Reserve Fund	.00	.00	.00	.00
Total Non-departmental:		1,126,955.00	36,178.12	1,090,776.88	3.2%
Contingency					
100-998-58000	Contingency	250,000.00	.00	250,000.00	.00
Total Contingency:		250,000.00	.00	250,000.00	.00
Ending Fund Balance					
100-999-59000	Reserve for Future Expenditure	271,793.00	.00	271,793.00	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
	Total Ending Fund Balance:	271,793.00	.00	271,793.00	.00
	General Fund Revenue Total:	1,438,820.00	68,313.98	1,370,506.02	4.7%
	General Fund Expenditure Total:	2,088,820.00	78,996.05	2,009,823.95	3.8%
	Net Total General Fund:	650,000.00-	10,682.07-	639,317.93-	1.6%

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
Street Fund					
Street Fund					
200-000-40000	Beginning Fund Balance	175,000.00	.00	175,000.00	.00
200-000-41040	Highway Apportionment	100,000.00	9,069.31	90,930.69	9.1%
200-000-41070	Small Cities Allotment	.00	.00	.00	.00
200-000-46057	Miscellaneous	200.00	.00	200.00	.00
200-000-47900	COVID-19 Federal Funds	.00	.00	.00	.00
200-000-48000	Interest	.00	.00	.00	.00
Total Street Fund:		275,200.00	9,069.31	266,130.69	3.3%
Public Works - Streets					
200-410-50010	City Administrator	.00	.00	.00	.00
200-410-50018	Finance Clerk	1,389.00	241.85	1,147.15	17.4%
200-410-50050	Public Works Supervisor	7,732.00	1,304.53	6,427.47	16.9%
200-410-50052	Utility Worker III	.00	.00	.00	.00
200-410-50054	Utility Worker II	4,678.00	789.59	3,888.41	16.9%
200-410-50058	Utility Worker I	.00	.00	.00	.00
200-410-51010	Employee Health Ins Benefits	4,191.00	1,006.94	3,184.06	24.0%
200-410-51020	Retirement Benefits	3,748.00	952.47	2,795.53	25.4%
200-410-51030	Employment Taxes	1,907.00	248.82	1,658.18	13.0%
200-410-52002	Materials & Supplies	1,200.00	.00	1,200.00	.00
200-410-52011	System Maintenance & Repair	10,000.00	.00	10,000.00	.00
200-410-52016	Audit	1,500.00	.00	1,500.00	.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	6,000.00	.00	6,000.00	.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	750.00	5,250.00	12.5%
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	5,000.00	4,955.41	44.59	99.1%
200-410-52109	Utilities	12,000.00	1,114.00	10,886.00	9.3%
200-410-52114	Software Hosting Fees	900.00	133.50	766.50	14.8%
200-410-53001	Street Improvements	.00	.00	.00	.00
200-410-53002	Equipment Purchase	2,500.00	.00	2,500.00	.00
200-410-55600	Transfer to Reserve Fund	200.00	.00	200.00	.00
Total Public Works - Streets:		70,795.00	11,497.11	59,297.89	16.2%
Contingency					
200-998-58000	Contingency	100,000.00	.00	100,000.00	.00
Total Contingency:		100,000.00	.00	100,000.00	.00
Ending Fund Balance					
200-999-59000	Reserve for Future Expenditure	104,405.00	.00	104,405.00	.00
Total Ending Fund Balance:		104,405.00	.00	104,405.00	.00
Street Fund Revenue Total:		275,200.00	9,069.31	266,130.69	3.3%
Street Fund Expenditure Total:		275,200.00	11,497.11	263,702.89	4.2%

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
	Net Total Street Fund:	.00	2,427.80-	2,427.80	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
Water Fund					
Water Fund					
500-000-40000	Beginning Fund Balance	410,000.00	.00	410,000.00	.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	650,000.00	132,971.62	517,028.38	20.5%
500-000-42035	Reconnect Fees	500.00	.00	500.00	.00
500-000-42036	Water Outside Assessments	90,000.00	14,329.45	75,670.55	15.9%
500-000-42041	IFA Water Loan	.00	.00	.00	.00
500-000-42045	Utility Deposit	4,000.00	130.00	3,870.00	3.3%
500-000-46030	Fees - Other	.00	2,040.00	2,040.00	.00
500-000-46055	Refunds	1,000.00	.00	1,000.00	.00
500-000-46057	Miscellaneous	500.00	292.56	207.44	58.5%
500-000-47100	FEMA Grant	259,500.00	.00	259,500.00	.00
500-000-47420	FEMA Water Grant	.00	.00	.00	.00
500-000-48000	Interest	.00	.00	.00	.00
500-000-49010	IFA Water Loan	655,690.00	.00	655,690.00	.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:		2,082,767.00	149,763.63	1,933,003.37	7.2%
Public Works - Water					
500-420-50010	City Administrator	39,600.00	6,711.84	32,888.16	16.9%
500-420-50016	Utility/Court Clerk	25,460.00	4,309.53	21,150.47	16.9%
500-420-50018	Finance Clerk	13,887.00	2,418.56	11,468.44	17.4%
500-420-50050	Public Works Supervisor	46,392.00	7,827.16	38,564.84	16.9%
500-420-50052	Utility Worker III	.00	.00	.00	.00
500-420-50054	Utility Worker II	51,463.00	8,685.26	42,777.74	16.9%
500-420-50058	Utility Worker I	.00	.00	.00	.00
500-420-51010	Employee Health Ins Benefits	55,814.00	10,652.66	45,161.34	19.1%
500-420-51020	Retirement Benefits	48,019.00	11,874.09	36,144.91	24.7%
500-420-51030	Employment Taxes	24,434.00	2,737.01	21,696.99	11.2%
500-420-52001	Chemicals	30,000.00	7,032.07	22,967.93	23.4%
500-420-52002	Materials & Supplies	6,600.00	328.00	6,272.00	5.0%
500-420-52010	Publications-Legal Notices	100.00	.00	100.00	.00
500-420-52011	System Maintenance & Repair	45,000.00	7,879.03	37,120.97	17.5%
500-420-52013	Travel and Training	3,000.00	.00	3,000.00	.00
500-420-52014	Vehicle Fuel & Maintenance	5,500.00	286.22	5,213.78	5.2%
500-420-52016	Audit	12,000.00	2,850.00	9,150.00	23.8%
500-420-52017	City Attorney	.00	.00	.00	.00
500-420-52019	Contract Service	35,000.00	211.28	34,788.72	0.6%
500-420-52020	Engineering Consultant	20,000.00	1,606.25	18,393.75	8.0%
500-420-52022	Equipment Maintenance	5,000.00	1,810.20	3,189.80	36.2%
500-420-52023	Equipment Rental/Lease	3,000.00	.00	3,000.00	.00
500-420-52025	Small Equipment Purchase	4,000.00	3,000.00	1,000.00	75.0%
500-420-52030	Miscellaneous	2,000.00	2,000.00	.00	100.0%
500-420-52101	Banking Charges	200.00	341.13	141.13	170.6%
500-420-52102	Dues	3,000.00	.00	3,000.00	.00
500-420-52103	Insurance	11,220.00	10,972.68	247.32	97.8%
500-420-52104	Lab Analysis	5,000.00	76.11	4,923.89	1.5%
500-420-52105	Refunds-Utility Deposit	500.00	590.81	90.81	118.2%
500-420-52106	Mileage	.00	.00	.00	.00
500-420-52107	Permits	1,000.00	.00	1,000.00	.00
500-420-52108	Postage	600.00	.00	600.00	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
500-420-52109	Utilities	33,000.00	4,054.18	28,945.82	12.3%
500-420-52110	Telephones	3,400.00	404.66	2,995.34	11.9%
500-420-52114	Software Hosting Fees	7,000.00	1,201.50	5,798.50	17.2%
500-420-53001	Equipment Purchase	.00	.00	.00	.00
500-420-53002	Equipment Purchase	48,750.00	.00	48,750.00	.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	.00	.00	.00	.00
500-420-53502	Hospital Hill Line Replace	655,690.00	3,984.40	651,705.60	0.6%
500-420-53503	Transmission Line Upgrade	431,900.00	11,861.52	420,038.48	2.7%
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:		1,920,729.00	115,706.15	1,805,022.85	6.0%
Contingency					
500-998-58000	Contingency	100,000.00	.00	100,000.00	.00
Total Contingency:		100,000.00	.00	100,000.00	.00
Ending Fund Balance					
500-999-59000	Reserve for Future Expenditure	62,038.00	.00	62,038.00	.00
Total Ending Fund Balance:		62,038.00	.00	62,038.00	.00
Water Fund Revenue Total:		2,082,767.00	149,763.63	1,933,003.37	7.2%
Water Fund Expenditure Total:		2,082,767.00	115,706.15	1,967,060.85	5.6%
Net Total Water Fund:		.00	34,057.48	34,057.48-	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
Wastewater Fund					
Wastewater Fund					
510-000-40000	Beginning Fund Balance	200,000.00	.00	200,000.00	.00
510-000-41100	Tangent Contract	30,000.00	.00	30,000.00	.00
510-000-42039	Wastewater Fees	425,000.00	67,394.41	357,605.59	15.9%
510-000-42041	OR DEQ Loan for WWFP	.00	176.00	176.00-	.00
510-000-42045	Utility Deposit	.00	.00	.00	.00
510-000-46030	Fees - Other	1,000.00	.00	1,000.00	.00
510-000-46055	Refunds	.00	.00	.00	.00
510-000-46057	Miscellaneous	.00	.00	.00	.00
510-000-49011	OR DEQ Loan for WWFP	.00	.00	.00	.00
510-000-49012	2020 Wastewater Loan	2,500,000.00	.00	2,500,000.00	.00
510-000-49600	Transfer from Reserve Fund	.00	.00	.00	.00
Total Wastewater Fund:		3,156,000.00	67,570.41	3,088,429.59	2.1%

Public Works - Wastewater

510-430-50010	City Administrator	9,900.00	1,677.96	8,222.04	16.9%
510-430-50016	Utility/Court Clerk	10,416.00	1,763.00	8,653.00	16.9%
510-430-50018	Finance Clerk	7,638.00	1,330.20	6,307.80	17.4%
510-430-50050	Public Works Supervisor	19,330.00	3,261.30	16,068.70	16.9%
510-430-50052	Utility Worker III	.00	2,000.00	2,000.00-	.00
510-430-50054	Utility Worker II	14,035.00	2,368.73	11,666.27	16.9%
510-430-50058	Utility Worker I	12,000.00	.00	12,000.00	.00
510-430-51010	Employee Health Ins Benefits	18,204.00	4,197.78	14,006.22	23.1%
510-430-51020	Retirement Benefits	16,653.00	4,101.86	12,551.14	24.6%
510-430-51030	Employment Taxes	10,133.00	1,181.90	8,951.10	11.7%
510-430-52001	Chemicals	19,800.00	2,035.88	17,764.12	10.3%
510-430-52002	Materials & Supplies	3,500.00	24.97	3,475.03	0.7%
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	30,000.00	26,324.33	3,675.67	87.7%
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	6,000.00	2,850.00	3,150.00	47.5%
510-430-52017	City Attorney	.00	.00	.00	.00
510-430-52019	Contract Service	2,200.00	.00	2,200.00	.00
510-430-52020	Engineering Consultant	20,000.00	.00	20,000.00	.00
510-430-52022	Equipment Maintenance	2,000.00	.00	2,000.00	.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	194.22	305.78	38.8%
510-430-52102	Dues	100.00	.00	100.00	.00
510-430-52103	Insurance	10,000.00	9,556.86	443.14	95.6%
510-430-52104	Lab Analysis	4,000.00	90.00	3,910.00	2.3%
510-430-52105	Refunds-Utility Deposit	.00	393.86	393.86-	.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	8,500.00	559.69	7,940.31	6.6%
510-430-52110	Telephones	2,500.00	296.20	2,203.80	11.8%
510-430-52114	Software Hosting Fees	2,400.00	400.50	1,999.50	16.7%
510-430-53002	Equipment Purchase	11,250.00	.00	11,250.00	.00
510-430-53005	Wastewater System Improvements	2,500,000.00	.00	2,500,000.00	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
510-430-54003	97 Wastewater P & I	.00	.00	.00	.00
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	1,000.00	.00	1,000.00	.00
Total Public Works - Wastewater:		2,780,859.00	75,966.24	2,704,892.76	2.7%
Contingency					
510-998-58000	Contingency	150,000.00	.00	150,000.00	.00
Total Contingency:		150,000.00	00	150,000.00	.00
Ending Fund Balance					
510-999-59000	Reserve for Future Expenditure	225,141.00	.00	225,141.00	.00
Total Ending Fund Balance:		225,141.00	.00	225,141.00	.00
Wastewater Fund Revenue Total:		3,156,000.00	67,570.41	3,088,429.59	2.1%
Wastewater Fund Expenditure Total:		3,156,000.00	75,966.24	3,080,033.76	2.4%
Net Total Wastewater Fund:		.00	8,395.83-	8,395.83	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
Storm Drain Fund					
Storm Drain Fund					
520-000-40000	Beginning Fund Balance	45,000.00	.00	45,000.00	.00
520-000-42040	Storm Drain Fees	43,000.00	6,679.91	36,320.09	15.5%
520-000-46057	Miscellaneous	200.00	.00	200.00	.00
Total Storm Drain Fund:		88,200.00	6,679.91	81,520.09	7.6%
Public Works - Storm Drain					
520-440-50010	City Administrator	3,300.00	559.32	2,740.68	16.9%
520-440-50016	Utility/Court Clerk	1,157.00	195.89	961.11	16.9%
520-440-50018	Finance Clerk	694.00	120.93	573.07	17.4%
520-440-50050	Public Works Supervisor	3,866.00	652.25	3,213.75	16.9%
520-440-50052	Utility Worker III	.00	.00	.00	.00
520-440-50054	Utility Worker II	4,678.00	789.59	3,888.41	16.9%
520-440-50058	Utility Worker I	.00	.00	.00	.00
520-440-51010	Employee Health Ins Benefits	4,411.00	873.56	3,537.44	19.8%
520-440-51020	Retirement Benefits	3,720.00	943.26	2,776.74	25.4%
520-440-51030	Employment Taxes	1,893.00	248.82	1,644.18	13.1%
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	1,500.00	.00	1,500.00	.00
520-440-52017	City Attorney	.00	.00	.00	.00
520-440-52019	Contract Service	2,000.00	.00	2,000.00	.00
520-440-52020	Engineering Consultant	.00	.00	.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	19.85	19.65	.00
520-440-52102	Dues	.00	.00	.00	.00
520-440-52103	Insurance	325.00	353.96	28.96	108.9%
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	745.00	133.50	611.50	17.9%
520-440-53002	Equipment Purchase	.00	.00	.00	.00
520-440-55600	Transfer to Reserve Fund	200.00	.00	200.00	.00
Total Public Works - Storm Drain:		30,359.00	4,890.73	25,468.27	16.1%
Contingency					
520-998-58000	Contingency	25,000.00	.00	25,000.00	.00
Total Contingency:		25,000.00	.00	25,000.00	.00
Ending Fund Balance					
520-999-59000	Reserve for Future Expenditure	32,841.00	.00	32,841.00	.00
Total Ending Fund Balance:		32,841.00	.00	32,841.00	.00
Storm Drain Fund Revenue Total:		88,200.00	6,679.91	81,520.09	7.6%

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
	Storm Drain Fund Expenditure Total:	88,200.00	4,890.73	83,309.27	5.5%
	Net Total Storm Drain Fund:	.00	1,789.18	1,789.18-	00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
System Development Fund					
System Development Fund					
530-000-40000	Beginning Fund Balance	1,310,952.00	.00	1,310,952.00	.00
530-000-42140	SDC Fees	.00	.00	.00	.00
530-000-42141	Park	5,480.00	.00	5,480.00	.00
530-000-42142	Street Imp.	30,265.00	.00	30,265.00	.00
530-000-42143	Water Imp.	15,675.00	.00	15,675.00	.00
530-000-42144	WW Imp.	1,855.00	.00	1,855.00	.00
530-000-42145	Storm Drain Fees	1,585.00	.00	1,585.00	.00
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	4,373.00	.00	4,373.00	.00
530-000-49100	Transfer in from General Fund	45,307.00	.00	45,307.00	.00
Total System Development Fund:		1,415,797.00	.00	1,415,797.00	.00
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	1,415,797.00	.00	1,415,797.00	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
	Total Ending Fund Balance:	1,415,797.00	.00	1,415,797.00	.00
	System Development Fund Revenue Total:	1,415,797.00	.00	1,415,797.00	.00
	System Development Fund Expenditure Total:	1,415,797.00	.00	1,415,797.00	.00
	Net Total System Development Fund:	.00	.00	.00	.00

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
Reserve Fund					
Reserve Fund					
600-000-40000	Beginning Fund Balance	117,300.00	.00	117,300.00	.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	1,000.00	.00	1,000.00	.00
600-000-49520	Transfer from Storm Drain Fund	200.00	.00	200.00	.00
Total Reserve Fund:		126,900.00	.00	126,900.00	.00
Non-departmental					
600-900-55100	Transfer to General Fund	.00	.00	.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:		.00	.00	.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	126,900.00	.00	126,900.00	.00
Total Ending Fund Balance:		126,900.00	.00	126,900.00	.00
Reserve Fund Revenue Total:		126,900.00	.00	126,900.00	.00
Reserve Fund Expenditure Total:		126,900.00	.00	126,900.00	.00
Net Total Reserve Fund:		.00	.00	.00	.00
Net Grand Totals:		650,000.00-	14,340.96	664,340.96-	-2.2%

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



South Coast Office
486 E Street
Coos Bay, OR 97420

Willamette Valley Office
200 SW Ferry Street
Albany, OR 97321

Rogue Valley Office
830 O'Hare Parkway, Suite 102
Medford, OR 97501

North Coast Office
609 SW Hubert Street
Newport, OR 97365

ENGINEERING SCOPE OF SERVICES **ADDENDUM # 2**

Date: Sept 6, 2022 Work Order Number: _____
To: Mr. Pat Hare, City Administrator _____
From: Matt Wadlington, PE, Regional Manager, Civil West Engineering Services, Inc. _____
RE: **City of Adair Village – Wastewater Headworks Improvements** _____
Scope of Services Addendum #2 _____
Civil West Project Number: 1001-028 _____

The purpose of this scope of services is to describe the proposed approach, costs, and schedule proposed by Civil West to coordinate the completion of the Headworks and Lift Station improvements at the City's Wastewater Treatment Plant.

Background Summary

The City of Adair Village approved the original Scope of Services for Civil West to prepare a preliminary engineering report, final design documents, and construction monitoring of a new headworks. During the original scoping, it was anticipated that the construction would last just a few months. With construction authorized in August of 2021, it has been over 12 months of activities, and it is anticipated that it will continue through January of 2023. In order to provide continued construction observation and facilitating and reviewing contractor pay applications, we are proposing this addendum to provide the funding necessary to complete our portion of this work.

Part A: Scope of Work

The following tasks have been identified to track the project's progress. Each task will be assigned a certain number of engineering hours for completion. While there may be many subtasks included within these major task areas, only the major tasks will be discussed below.

Task AD2-1 – Project Management and Administrative Services – Under this task, we will provide the necessary project management and administrative services to conduct an orderly and well-managed project. This will include organizational issues, financial, and other administrative requirements. This will also include coordination with the City, funding agency, regulatory agencies, and others, as applicable.

Task AD2-2 – Construction Phase Services – Lift Station - This task includes an allowance of hours for engineering support and inspections during construction. The hours estimate includes hours already spent and anticipated hours prior to completion in January. Construction phase services may include the following:

- Coordination, clarification, and field engineering support for the Contractor

Adair Village – WWTP Headworks – Engineering Scope of Services Addendum – Lift Station

- Review of Contractor payment requests
- Review and processing of Change Order Requests
- Tracking of project budget and schedule
- Inspection of constructed facilities to verify compliance with the Contract Documents, Engineering Drawings, and Technical Specifications.

Part B: Project Fee Proposal

A summary of the proposed fee schedule is provided below:

Task	Summary of Proposed Engineering Budget:	Budget
AD2-1	Project Management and Administrative Services	\$1,458
AD2-2	Construction Phase Services	\$29,888
	Total Proposed Engineering Budget	\$31,346

We propose that the project will proceed on a time and materials basis and, if completed under budget, the City will enjoy the savings. If, additional support is required beyond these allowances, we will coordinate with the City on an amendment to the agreement, as required.

We are grateful for this opportunity to continue to provide these services to the City of Adair Village. Please let me know if you have any questions or if you wish to see any alterations to our proposed approach. If this proposed approach is acceptable, please sign below and return a copy to our office for our records.

Sincerely,
Civil West Engineering Services, Inc.



Matt Wadlington, PE
Regional Manager

Authorized Representative Signature Accepting Scope of Services

Date



STAFF REPORT
Wastewater Change Order

During the process of building the first phase of the Wastewater plant city engineers and I noticed that we could increase the size of our outfall pipe to the lagoon which would give the city more capacity now rather than later. The budget for phase one has enough funds for us to make this change however that would mean that the rest of the engineering would be put off until the next phase. This would allow the city to grow and secure funding for phase 2.

Below is a rough estimate from Wildish (Contractor Working on Phase One):

Attached is a budgetary price we received for boring in the 14” pipe. They include their exclusions on the list. Some quick numbers without markup:

- \$250,000 Downings cost to bore and install the pipe
- \$26,000 HDPE pipe materials cost
- \$10,000 Fusion machine rental
- \$40,000 Misc. costs including PM and PS

We would have to excavate a hole on both ends for Downings. On the lagoon end, we would then have to do the install via trenching pipe from there into the lagoon.

These prices do not account for site restoration of the hole at the WWTP (paved road and fence crossings) or how we connect to the existing building. Depending on what needs to be done for these, more cost could be added.

It is Civil West and my opinion that this will come in around \$450,000.00.



406 Porter Way, Milton WA 98354
Phone: 360.673.4433
Fax: 360.673.4466

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Company: Wildish Building Co.
Attention: Spencer Lemmon
Ph: 541.913.8594
Email: spencerl@wildish.com
Job Name: Adair Village Budget HDD

Date: 9/22/2022
Quote is valid for 30 days from above date

Quote the following HDD installation with standard jetter /dirt tooling:

- Install (1) 14" HDPE SDR 11 approximately 775' (minimum 2% guaranteed fall) @ \$310/lf
- Plus Mobilization of \$ 10,000.00 invoiced upon arrival

Downing Responsibilities: Shoot/pull, pull head, (1) round trip mobilization, bore profile on completion, vac/haul bore slurry to general supplied dump site within 5 miles of project.

Customer Responsibilities: Materials, fusion/handling, mud dump site within 5 miles of project, expose existing infrastructure/utilities prior to boring operations for verification, water source, private locates, excavation, access, plating, saw cutting, entry/exit pits, restoration, traffic control, arrow boards, shoring, de-watering, permits, tie-ins, sweeps, testing, grouting, calculations if necessary, engineering, surveying/staking of running line, full assist as needed and all other items not listed as part of the above DD inclusions.

Rock Clause: Rock/Heavy Cobble/Boulders/Wood or any man-made obstructions that may cause failure of installation with standard jet cutter tooling will result in a renegotiation of the pricing or possible cause for failure to complete bore. Bid price will be increased accordingly to the total length of the bore. Bid based on ground conditions conducive to Horizontal Directional Drilling. Downing Diversified a Cannon Company does not include extra costs/delays due to the encountering of unknown springs or aquifer/artesian.

NOTE: SIGN AND RETURN THIS BID PRIOR TO ANY SCHEDULING. Bid based on standard walk over locating system (excludes wireline/true-track or comparable locating systems.). Notice to proceed is acceptance of this quote's values, terms and conditions. Bid based on private wage, daytime work hours.

Contract Price: Based on lump sum & lf prices listed above.

Terms: Net 30 from date of invoice. No Retainage. A late fee of 1.5% of the invoiced amount will be charged and payable if payment is not made within 30 days of date of a Cannon Companies invoice. Interest on past due amounts shall accrue and be payable at 1 1/2% per month. If Cannon Companies refers this matter to an attorney for collection of unpaid amounts it shall be entitled to recover its reasonable attorney fees, costs, and expenses, including at trial, on appeal and for collection efforts to satisfy or partially satisfy the judgment.

We appreciate the opportunity to quote you on this project. I can be reached at (360) 200-2659.

Best Regards, Jimmy Downing

NOTE: THIS BID SUPERSEDES ANY CUSTOMER AGREEMENT THAT MAY FOLLOW. THIS QUOTE IS AN INTEGRATED AGREEMENT AND CAN ONLY BE MODIFIED, IN WRITING, AND SIGNED BY THE PARTY TO BE CHARGED. THIS PROPOSAL MUST BE MADE AN EXHIBIT TO ANY MASTER SUBCONTRACT AGREEMENT.

Customer agrees that bid is based off minimum billable footage listed above, regardless of footage wheeled in the field.

Customer Signature

Date

Downing Diversified (Cannon Companies)

Date