

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
****Tuesday, November 1, 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 – October 4, 2022 (Attachment A)
- b. Bills List through – October 31, 2022 (Attachment B) – \$483,271.13

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) UGB Expansion (Attachment H) Pat Hare
Action: Discussion

- b) TMDL (Attachment I) Pat Hare
Action: Discussion

6. NEW BUSINESS:

- a) Justice System Improvement Program (Attachment J) Commissioner Xan Augerot
Action: Discussion Sheriff Jef Van Arsdall

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, December 6, 2022 6:00 PM
Planning Commission Tuesday, November 15, 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.

S:\Admin\City Council\Meetings\2022 Meetings\221101 CC Mtg\Agenda 221101.docx

**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
****Tuesday, October 4, 2022 – 6:00 PM******

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Officer, Ray, and Mayor Currier were present Councilor Fuller was absent. 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 September 6, 2022 City Council Meeting. Bills List through September 30, 2022, (\$49,948.89 total).</p>	<p>Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded. Unanimous Approval (3-0).</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. Administration</p> <ul style="list-style-type: none"> • 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. <p>Property/Businesses</p> <ul style="list-style-type: none"> • AVIS – There is some more testing that will be done in 	<p>Council received the report.</p>

<p>October which will hopefully be the last. Republic service has agreed to help the city clear some of the proposed testing areas.</p> <ul style="list-style-type: none"> • 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. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • 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 	
<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 \$301,397.24 and Expenses are \$287,056.28. The balance in the Local Government Investment Pool is approximately \$2,971,803.96, last year the balance was \$3,490,015.96.</p>	<p>Council received the report.</p>
<p>10. Attachment H- Engineering Scope of Services Addendum 2 (Agenda Item 5a).</p>	<p>Councilor Officer moved approve Engineering Addendum 2. Councilor Ray Seconded. Unanimous Approval (3-0)</p>
<p>11. Attachments I, I1 – Wastewater Change Order (Agenda Item 6a).</p>	<p>Council discussed the matter.</p>
<p>12. 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>13. Adjournment: Next meeting- Council meeting on Tuesday, November 1, 2022 at 6:00 PM.</p>	<p>Mayor Currier adjourned the meeting at 7:04 PM.</p>

Mayor's Approval

Date

October 2022 Bills	Date	Amount
	10/4/2022	\$29,096.36
	10/13/2022	\$80,950.11
	10/20/2022	\$270,197.42
	10/27/2022	\$103,027.24

Total		\$483,271.13
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*mailed
10/7/22*

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
7496 Aldrich CPAs and Advisors LLP									
717369	1	Non-Departmental	Invoice	09/30/2022	10/30/2022	3,600.00		3,600.00	100-900-52016
717369	2	Water	Invoice	09/30/2022	10/30/2022	5,700.00		5,700.00	500-420-52016
717369	3	Wastewater	Invoice	09/30/2022	10/30/2022	5,700.00		5,700.00	510-430-52016
Total 717369:						15,000.00	.00	15,000.00	
Total 7496 Aldrich CPAs and Advisors LLP:						15,000.00	.00	15,000.00	<i>25391</i>
690 Bank of America									
09232022	1	Credit Card Charges	Invoice	09/23/2022	10/23/2022	3,140.99		3,140.99	100-000-28000
Total 09232022:						3,140.99	.00	3,140.99	
Total 690 Bank of America:						3,140.99	.00	3,140.99	<i>25392</i>
890 Best Pots Inc									
A-482386	1	Rented Unit	Invoice	09/30/2022	10/30/2022	106.64		106.64	500-420-52019
Total A-482386:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	106.64	<i>25393</i>
1300 Cascade Columbia Distribution									
848399	1	Chemicals	Invoice	09/21/2022	10/21/2022	4,137.50		4,137.50	500-420-52001
Total 848399:						4,137.50	.00	4,137.50	
Total 1300 Cascade Columbia Distribution:						4,137.50	.00	4,137.50	<i>25394</i>
1410 Century Link									
09162022	1	5419288372054B	Invoice	09/16/2022	10/16/2022	99.49		99.49	500-420-52110
Total 09162022:						99.49	.00	99.49	
09252022	1	503T314410130B	Invoice	09/25/2022	10/25/2022	53.95		53.95	500-420-52110
Total 09252022:						53.95	.00	53.95	
Total 1410 Century Link:						153.44	.00	153.44	<i>25395</i>
1800 Consumers Power Inc.									
08182022	1	1152401	invoice	08/18/2022	10/01/2022	30.50		30.50	100-300-52109
Total 08182022:						30.50	.00	30.50	
09192022	1	1152400	Invoice	09/19/2022	10/19/2022	1,119.00		1,119.00	200-410-52109
09192022	2	1152401	Invoice	09/19/2022	10/19/2022	30.50		30.50	100-300-52109
09192022	3	1152406	Invoice	09/19/2022	10/19/2022	161.32		161.32	100-900-52109
09192022	4	1152409	Invoice	09/19/2022	10/19/2022	31.72		31.72	100-900-52109
09192022	5	1152410	Invoice	09/19/2022	10/19/2022	62.53		62.53	510-430-52109
09192022	6	1152411	Invoice	09/19/2022	10/19/2022	73.11		73.11	500-420-52109
09192022	7	1152412	Invoice	09/19/2022	10/19/2022	205.46		205.46	510-430-52109
09192022	8	1152413	Invoice	09/19/2022	10/19/2022	88.41		88.41	510-430-52109
09192022	9	1152414	Invoice	09/19/2022	10/19/2022	30.14		30.14	500-420-52109
09192022	10	1152415	Invoice	09/19/2022	10/19/2022	30.05		30.05	100-900-52109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
09192022	11	1152419	Invoice	09/19/2022	10/19/2022	30.05		✓ 30.05	500-420-53502
Total 09192022:						1,862.29	.00	1,862.29	
Total 1800 Consumers Power Inc.:						1,892.79	.00	✓ 1,892.79	25396
2300 Delapoer Kidd Attorneys at Law									
1928	1	General City matters	Invoice	10/03/2022	11/03/2022	2,012.50		2,012.50	100-900-52017
Total 1928:						2,012.50	.00	2,012.50	
Total 2300 Delapoer Kidd Attorneys at Law:						2,012.50	.00	✓ 2,012.50	25397
2520 Edge Analytical, Inc									
22-232481	1	Monthly Coliform	Invoice	09/30/2022	10/30/2022	38.11		38.11	500-420-52104
Total 22-232481:						38.11	.00	✓ 38.11	
22-29936	1	Quarterly TOC	Invoice	09/26/2022	10/26/2022	107.53		107.53	500-420-52104
Total 22-29936:						107.53	.00	✓ 107.53	
Total 2520 Edge Analytical, Inc:						145.64	.00	✓ 145.64	25398
7498 Hoyt Family Plumbing, Inc.									
1043	1	Work on Coffee Shop	Invoice	09/28/2022	10/28/2022	367.00		367.00	100-900-52012
Total 1043:						367.00	.00	367.00	
Total 7498 Hoyt Family Plumbing, Inc.:						367.00	.00	✓ 367.00	25399
4430 Mid-Valley Newspapers									
147892-1	1	Classified Packages for UGB Expa	Invoice	09/03/2022	10/03/2022	2,074.80		2,074.80	100-900-52010
Total 147892-1:						2,074.80	.00	2,074.80	
Total 4430 Mid-Valley Newspapers:						2,074.80	.00	✓ 2,074.80	25400
4670 NW Natural									
09272022	1	1407224-3	Invoice	09/27/2022	10/27/2022	16.06		16.06	100-900-52109
Total 09272022:						16.06	.00	16.06	
Total 4670 NW Natural:						16.06	.00	✓ 16.06	25401
4800 One Call Concepts Inc									
2090311	1	OR Utility Notification Center	Invoice	09/30/2022	10/30/2022	14.40		14.40	500-420-52109
2090311	2	OR Utility Notification Center	Invoice	09/30/2022	10/30/2022	14.40		14.40	510-430-52109
Total 2090311:						28.80	.00	28.80	
Total 4800 One Call Concepts Inc:						28.80	.00	✓ 28.80	25402
999 Utility Refund									
6664.01	1	Water	Invoice	10/04/2022	10/04/2022	12.12		12.12	500-420-52105
6664.01	2	Wastewater	Invoice	10/04/2022	10/04/2022	8.08		8.08	510-430-52105

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 6664.01:						20.20	.00	20.20	
Total 999 Utility Refund:						20.20	.00	✓ 20.20	25403
Total :						29,096.36	.00	29,096.36	
Grand Totals:						29,096.36	.00	29,096.36	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-000-28000	3,140.99	.00	3,140.99
100-300-52109	61.00	.00	61.00
100-900-52010	2,074.80	.00	2,074.80
100-900-52012	367.00	.00	367.00
100-900-52016	3,600.00	.00	3,600.00
100-900-52017	2,012.50	.00	2,012.50
100-900-52109	239.15	.00	239.15
200-410-52109	1,119.00	.00	1,119.00
500-420-52001	4,137.50	.00	4,137.50
500-420-52016	5,700.00	.00	5,700.00
500-420-52019	106.64	.00	106.64
500-420-52104	145.64	.00	145.64
500-420-52105	12.12	.00	12.12
500-420-52109	117.65	.00	117.65
500-420-52110	153.44	.00	153.44
500-420-53502	30.05	.00	30.05
510-430-52016	5,700.00	.00	5,700.00
510-430-52105	8.08	.00	8.08
510-430-52109	370.80	.00	370.80
Grand Totals:	29,096.36	.00	29,096.36

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/22	30.50	.00	30.50
09/22	27,033.16	.00	27,033.16
10/22	2,032.70	.00	2,032.70
Grand Totals:	29,096.36	.00	29,096.36

[Handwritten Signature]
10/4/22

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 57016	1	Tangent	Invoice	09/06/2022	10/06/2022	160.00		160.00	100-900-52115
Total 57016:						160.00	.00	✓ 160.00	
57017	1	Tangent	Invoice	09/06/2022	10/06/2022	160.00		160.00	100-900-52115
Total 57017:						160.00	.00	✓ 160.00	
57029	1	Tangent	Invoice	09/07/2022	10/07/2022	1,120.00		1,120.00	100-900-52115
Total 57029:						1,120.00	.00	✓ 1,120.00	
57121	1	Tangent	Invoice	09/15/2022	10/15/2022	160.00		160.00	100-900-52115
Total 57121:						160.00	.00	✓ 160.00	
57123	1	Tangent	Invoice	09/15/2022	10/15/2022	310.00		310.00	100-900-52115
Total 57123:						310.00	.00	✓ 310.00	
57129	1	Tangent	Invoice	09/15/2022	10/15/2022	160.00		160.00	100-900-52115
Total 57129:						160.00	.00	✓ 160.00	
57130	1	Tangent	Invoice	09/15/2022	10/15/2022	160.00		160.00	100-900-52115
Total 57130:						160.00	.00	✓ 160.00	
57131	1	Tangent	Invoice	09/15/2022	10/15/2022	160.00		160.00	100-900-52115
Total 57131:						160.00	.00	✓ 160.00	
57132	1	Tangent	Invoice	09/15/2022	10/15/2022	160.00		160.00	100-900-52115
Total 57132:						160.00	.00	✓ 160.00	
57133	1	Tangent	Invoice	09/15/2022	10/15/2022	175.00		175.00	100-900-52115
Total 57133:						175.00	.00	✓ 175.00	
57162	1	Tangent	Invoice	09/19/2022	10/19/2022	1,162.00		1,162.00	100-900-52115
Total 57162:						1,162.00	.00	✓ 1,162.00	
57207	1	Tangent	Invoice	09/21/2022	10/21/2022	160.00		160.00	100-900-52115
Total 57207:						160.00	.00	✓ 160.00	
57208	1	Tangent	Invoice	09/21/2022	10/21/2022	175.00		175.00	100-900-52115
Total 57208:						175.00	.00	✓ 175.00	
57220	1	Tangent	Invoice	09/22/2022	10/22/2022	355.00		355.00	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 57220:						355.00	.00	✓ 355.00	
57260	1	Tangent	Invoice	09/26/2022	10/26/2022	1,123.88		1,123.88	100-900-52115
Total 57260:						1,123.88	.00	✓ 1,123.88	
57261	1	Tangent	Invoice	09/26/2022	10/26/2022	160.00		160.00	100-900-52115
Total 57261:						160.00	.00	✓ 160.00	
57304	1	Tangent	Invoice	09/28/2022	10/28/2022	310.00		310.00	100-900-52115
Total 57304:						310.00	.00	✓ 310.00	
57314	1	Tangent	Invoice	09/29/2022	10/29/2022	1,945.00		1,945.00	100-900-52115
Total 57314:						1,945.00	.00	✓ 1,945.00	
Total 150 A & B Septic:						8,115.88	.00	✓ 8,115.88	25404
640 Auto Zone									
2217306701	1	Vehicle Maintenance	Invoice	09/16/2022	10/16/2022	69.98		69.98	500-420-52014
Total 2217306701:						69.98	.00	✓ 69.98	
2217317307	1	Vehicle Maintenance	Invoice	09/28/2022	10/28/2022	50.80		50.80	500-420-52014
Total 2217317307:						50.80	.00	✓ 50.80	
Total 640 Auto Zone:						120.78	.00	✓ 120.78	25405
830 Benton County Sheriff									
10032022	1	Law Enforcement Services	Invoice	10/03/2022	11/03/2022	8,357.00		8,357.00	100-200-52019
Total 10032022:						8,357.00	.00	8,357.00	
Total 830 Benton County Sheriff:						8,357.00	.00	✓ 8,357.00	25406
1340 Caselle Inc.									
120289	1	Monthly Software Hosting Fees	Invoice	10/01/2022	11/01/2022	600.75		600.75	500-420-52114
120289	2	Monthly Software Hosting Fee	Invoice	10/01/2022	11/01/2022	400.50		400.50	100-900-52114
120289	3	Monthly Software Hosting Fee	Invoice	10/01/2022	11/01/2022	200.25		200.25	510-430-52114
120289	4	Monthly Software Hosting Fee	Invoice	10/01/2022	11/01/2022	66.75		66.75	200-410-52114
120289	5	Monthly Software Hosting Fee	Invoice	10/01/2022	11/01/2022	66.75		66.75	520-440-52114
Total 120289:						1,335.00	.00	1,335.00	
Total 1340 Caselle Inc.:						1,335.00	.00	✓ 1,335.00	25407
1610 Civil West Engineering Services Inc									
1001.001A.009	1	General Services EOR Administrati	Invoice	10/03/2022	11/03/2022	412.50		412.50	100-900-52020
1001.001A.009	2	Misc Services Water	Invoice	10/03/2022	11/03/2022	7,676.35		7,676.35	500-420-52020
1001.001A.009	3	General Services Stormwater	Invoice	10/03/2022	11/03/2022	1,115.50		1,115.50	520-440-52020
Total 1001.001A.009:						9,204.35	.00	✓ 9,204.35	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1001.028.025	1	WWTP	Invoice	10/03/2022	11/03/2022	17,306.86		17,306.86	510-430-52020
Total 1001.028.025:						17,306.86	.00	✓ 17,306.86	
1001.031.015	1	HH and Calloway Creek Watermain	Invoice	10/03/2022	11/03/2022	3,693.50		3,693.50	500-420-53502
Total 1001.031.015:						3,693.50	.00	✓ 3,693.50	
1001.032.014	1	HMGP	Invoice	10/03/2022	11/03/2022	8,748.03		8,748.03	500-420-53503
Total 1001.032.014:						8,748.03	.00	✓ 8,748.03	
Total 1610 Civil West Engineering Services Inc:						38,952.74	.00	✓ 38,952.74	25408
2520 Edge Analytical, Inc									
22-29928	1	DBP's	Invoice	10/06/2022	11/06/2022	280.88		280.88	500-420-52104
Total 22-29928:						280.88	.00	✓ 280.88	
22-32481	1	Monthly Coliform	Invoice	09/30/2022	10/30/2022	38.11		38.11	500-420-52104
Total 22-32481: <i>was paid 10/4/22 v# 25398</i>						38.11	.00	38.11	
Total 2520 Edge Analytical, Inc:						318.99	.00	✓ 318.99	25409
<i>over payment to credit</i>									
<i>22-32481 - actual.</i>									
7499 Owens Pump & Equipment									
995962	1	pump parts	Invoice	09/13/2022	10/13/2022	5,746.10		5,746.10	500-420-52002 51043052011
Total 995962:						5,746.10	.00	5,746.10	
Total 7499 Owens Pump & Equipment:						5,746.10	.00	5,746.10	25410
<i>over paid by \$300 - c.m. Requested \$5743.10 inv.</i>									
5300 Pacific Power/PacificCorp									
10102022	1	Utilities	Invoice	10/13/2022	11/13/2022	2,025.16		2,025.16	500-420-52109
Total 10102022:						2,025.16	.00	2,025.16	
Total 5300 Pacific Power/PacificCorp:						2,025.16	.00	✓ 2,025.16	25411
5330 Pape Machinery									
5128328	1	Mower	Invoice	10/12/2022	11/12/2022	7,850.02		7,850.02	500-420-52022
5128328	2	Mower	Invoice	10/12/2022	11/12/2022	3,270.84		3,270.84	510-430-52022
5128328	3	Mower	Invoice	10/12/2022	11/12/2022	1,962.51		1,962.51	100-300-52022
Total 5128328:						13,083.37	.00	13,083.37	
Total 5330 Pape Machinery:						13,083.37	.00	✓ 13,083.37	25412
5780 Republic Services #452									
0452-00486450	1	Utilities	Invoice	10/11/2022	11/11/2022	121.66		121.66	510-430-52109
Total 0452-004864509:						121.66	.00	✓ 121.66	
0452-04852797	1	Utilities	Invoice	10/11/2022	11/11/2022	38.80		38.80	100-900-52109
Total 0452-04852797:						38.80	.00	✓ 38.80	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 5780 Republic Services #452:						160.46	.00	✓ 160.46	25413
6230 Simply Payroll									
17697	1	Payroll	Invoice	10/09/2022	11/09/2022	135.00		135.00	100-900-52019
Total 17697:						135.00	.00	135.00	
Total 6230 Simply Payroll:						135.00	.00	✓ 135.00	25414
7500 Superhero Cleaning Services LLC									
INV0533	1	Cleaning Coffee Shop	Invoice	10/07/2022	11/07/2022	2,600.50		2,600.50	100-900-52019
Total INV0533:						2,600.50	.00	2,600.50	
Total 7500 Superhero Cleaning Services LLC:						2,600.50	.00	✓ 2,600.50	25415
Total :						80,950.98	.00	80,950.98	
Grand Totals:						80,950.98	.00	80,950.98	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-200-52019	8,357.00	.00	8,357.00
100-300-52022	1,962.51	.00	1,962.51
100-900-52019	2,735.50	.00	2,735.50
100-900-52020	412.50	.00	412.50
100-900-52109	38.80	.00	38.80
100-900-52114	400.50	.00	400.50
100-900-52115	8,115.88	.00	8,115.88
200-410-52114	66.75	.00	66.75
500-420-52002	5,746.10	.00	5,746.10
500-420-52014	120.78	.00	120.78
500-420-52020	7,676.35	.00	7,676.35
500-420-52022	7,850.02	.00	7,850.02
500-420-52104	318.99	.00	318.99
500-420-52109	2,025.16	.00	2,025.16
500-420-52114	600.75	.00	600.75
500-420-53502	3,693.50	.00	3,693.50
500-420-53503	8,748.03	.00	8,748.03
510-430-52020	17,306.86	.00	17,306.86
510-430-52022	3,270.84	.00	3,270.84
510-430-52109	121.66	.00	121.66
510-430-52114	200.25	.00	200.25
520-440-52020	1,115.50	.00	1,115.50
520-440-52114	66.75	.00	66.75
Grand Totals:	80,950.98	.00	80,950.98

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/22	14,020.87	.00	14,020.87
10/22	66,930.11	.00	66,930.11
Grand Totals:	80,950.98	.00	80,950.98



10/13/22

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1410 Century Link									
10112022	1	Phone	Invoice	10/11/2022	11/11/2022	97.89		97.89	510-430-52110
Total 10112022:						97.89	.00	97.89	
Total 1410 Century Link:						97.89	.00	✓ 97.89	25416
1520 CIS TRUST									
NOVEMBER 20	1	Employee Health Ins	Invoice	10/15/2022	11/15/2022	1,067.11		1,067.11	100-100-51010
NOVEMBER 20	2	Employee Health Ins	Invoice	10/15/2022	11/15/2022	66.69		66.69	100-200-51010
NOVEMBER 20	3	Employee Health Ins	Invoice	10/15/2022	11/15/2022	400.17		400.17	100-300-51010
NOVEMBER 20	4	Employee Health Ins	Invoice	10/15/2022	11/15/2022	333.47		333.47	200-410-51010
NOVEMBER 20	5	Employee Health Ins	Invoice	10/15/2022	11/15/2022	3,201.33		3,201.33	500-420-51010
NOVEMBER 20	6	Employee Health Ins	Invoice	10/15/2022	11/15/2022	1,333.89		1,333.89	510-430-51010
NOVEMBER 20	7	Employee Health Insurance	Invoice	10/15/2022	11/15/2022	266.78		266.78	520-440-51010
Total NOVEMBER 2022 FINAL INVOICE:						6,669.44	.00	6,669.44	
Total 1520 CIS TRUST:						6,669.44	.00	✓ 6,669.44	25417
1800 Consumers Power Inc.									
10102022	1	1152418	Invoice	10/18/2022	11/01/2022	124.52		124.52	510-430-52109
Total 10102022:						124.52	.00	124.52	
Total 1800 Consumers Power Inc.:						124.52	.00	✓ 124.52	25418
7498 Hoyt Family Plumbing, Inc.									
1074	1	Replace filter system for the ice ma	Invoice	10/14/2022	11/14/2022	925.00		925.00	100-900-52012
Total 1074:						925.00	.00	925.00	
Total 7498 Hoyt Family Plumbing, Inc.:						925.00	.00	✓ 925.00	25419
4290 Measure-Tech Inc.									
17707	1	Annual calibration of influent and eff	Invoice	10/19/2022	11/19/2022	842.69		842.69	510-430-52011
Total 17707:						842.69	.00	✓ 842.69	
17708	1	Work for Tangent	Invoice	10/19/2022	11/19/2022	189.10		189.10	100-900-52115
Total 17708:						189.10	.00	✓ 189.10	
Total 4290 Measure-Tech Inc.:						1,031.79	.00	✓ 1,031.79	25420
7478 Northcore USA LLC									
C01A	1	Emergency Water Service Repair	Invoice	06/01/2022	11/18/2022	5,500.00		5,500.00	500-420-52011
Total C01A:						5,500.00	.00	✓ 5,500.00	
C02A	1	Emergency water service repair wit	Invoice	06/01/2022	11/18/2022	5,500.00		5,500.00	500-420-52011
Total C02A:						5,500.00	.00	✓ 5,500.00	
C03A	1	Sewer Station Repair	Invoice	06/01/2022	11/18/2022	5,500.00		5,500.00	510-430-52011

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total C03A:						5,500.00	.00	✓ 5,500.00	
C04A	1	Arboretum Dr water service bore/ba	Invoice	07/27/2022	11/18/2022	3,000.00		3,000.00	500-420-52011
Total C04A:						3,000.00	.00	✓ 3,000.00	
C05A	1	12" water line - Camp Adair Rd 500	Invoice	08/01/2022	11/18/2022	6,500.00		6,500.00	500-420-52011
Total C05A:						6,500.00	.00	✓ 6,500.00	
C06/TALENT	1	Sewer Valve repair for Tangent	Invoice	08/04/2022	11/08/2022	5,500.00		5,500.00	100-900-52115
Total C06/TALENT:						5,500.00	.00	✓ 5,500.00	
Total 7478 Northcore USA LLC:						31,500.00	.00	✓ 31,500.00	25421
6290 Smith-Wagar Brucker Consulting, LLC									
D1201	1	Financial Consulting	Invoice	10/12/2022	11/12/2022	2,447.50		2,447.50	100-900-52019
Total D1201:						2,447.50	.00	2,447.50	
Total 6290 Smith-Wagar Brucker Consulting, LLC:						2,447.50	.00	✓ 2,447.50	25422
7274 US Bank Equipment Finance									
484244967	1	Equipment finance	Invoice	10/18/2022	10/31/2022	144.10		144.10	100-900-52023
Total 484244967:						144.10	.00	144.10	
Total 7274 US Bank Equipment Finance:						144.10	.00	✓ 144.10	25423
7130 Verizon									
9917478779	1	Phone	Invoice	10/18/2022	10/29/2022	97.62		97.62	510-430-52110
9917478779	2	Phone	Invoice	10/18/2022	10/29/2022	97.62		97.62	500-420-52110
9917478779	3	Phone	Invoice	10/18/2022	10/29/2022	65.14		65.14	100-900-52110
Total 9917478779:						260.38	.00	260.38	
Total 7130 Verizon:						260.38	.00	✓ 260.38	25424
7484 Wildish Paving Co.									
ELEVEN	1	WWTP Improvements	Invoice	10/18/2022	11/18/2022	89,248.70		89,248.70	510-430-53005
Total ELEVEN:						89,248.70	.00	✓ 89,248.70	
THIRTEEN	1	WWTP Improvements	Invoice	10/18/2022	11/18/2022	10,571.60		10,571.60	510-430-53005
Total THIRTEEN:						10,571.60	.00	✓ 10,571.60	
TWELVE	1	WWTP Improvements	Invoice	10/18/2022	11/18/2022	127,176.50		127,176.50	510-430-53005
Total TWELVE:						127,176.50	.00	✓ 127,176.50	
Total 7484 Wildish Paving Co.:						226,996.80	.00	✓ 226,996.80	25425
Total :						270,197.42	.00	270,197.42	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Grand Totals:						<u>270,197.42</u>	<u>.00</u>	<u>270,197.42</u>	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,067.11	.00	1,067.11
100-200-51010	66.69	.00	66.69
100-300-51010	400.17	.00	400.17
100-900-52012	925.00	.00	925.00
100-900-52019	2,447.50	.00	2,447.50
100-900-52023	144.10	.00	144.10
100-900-52110	65.14	.00	65.14
100-900-52115	5,689.10	.00	5,689.10
200-410-51010	333.47	.00	333.47
500-420-51010	3,201.33	.00	3,201.33
500-420-52011	20,500.00	.00	20,500.00
500-420-52110	97.62	.00	97.62
510-430-51010	1,333.89	.00	1,333.89
510-430-52011	6,342.69	.00	6,342.69
510-430-52109	124.52	.00	124.52
510-430-52110	195.51	.00	195.51
510-430-53005	226,996.80	.00	226,996.80
520-440-51010	266.78	.00	266.78
Grand Totals:	<u>270,197.42</u>	<u>.00</u>	<u>270,197.42</u>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
06/22	16,500.00	.00	16,500.00
07/22	3,000.00	.00	3,000.00
08/22	12,000.00	.00	12,000.00
10/22	238,697.42	.00	238,697.42
Grand Totals:	<u>270,197.42</u>	<u>.00</u>	<u>270,197.42</u>

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10/20/22

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
860 BENTON COUNTY TAX COLLECTOR									
10252022	1	Property Tax	Invoice	10/25/2022	11/15/2022	2,452.81		2,452.81	100-900-52199
10252022	2	Property Taxes	Invoice	10/25/2022	11/15/2022	2,671.32		2,671.32	100-900-52199
10252022	3	Property Taxes	Invoice	10/25/2022	11/15/2022	200.68		200.68	100-900-52199
10252022	4	Property Taxes	Invoice	10/25/2022	11/15/2022	621.91		621.91	100-900-52199
10252022	5	Property Taxes	Invoice	10/25/2022	11/15/2022	2,433.90		2,433.90	100-900-52199
Total 10252022:						8,380.62	.00	8,380.62	
Total 860 BENTON COUNTY TAX COLLECTOR:						8,380.62	.00	8,380.62	
890 Best Pots Inc									
A-484603	1	Rented Unit	Invoice	10/26/2022	11/26/2022	106.64		106.64	500-420-52019
Total A-484603:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	106.64	
1410 Century Link									
10252022	1	Phone	Invoice	10/25/2022	11/25/2022	98.36		98.36	500-420-52110
Total 10252022:						98.36	.00	98.36	
Total 1410 Century Link:						98.36	.00	98.36	
1550 City of Corvallis									
4505544	1	Fuel	Invoice	08/15/2022	11/15/2022	1,137.86		1,137.86	500-420-52014
Total 4505544:						1,137.86	.00	1,137.86	
4505737	1	Fuel	Invoice	09/15/2022	11/15/2022	715.42		715.42	500-420-52014
Total 4505737:						715.42	.00	715.42	
4508451	1	Fuel	Invoice	10/15/2022	11/15/2022	792.04		792.04	500-420-52014
Total 4508451:						792.04	.00	792.04	
Total 1550 City of Corvallis:						2,645.32	.00	2,645.32	
1800 Consumers Power Inc.									
10192022	1	Utility	Invoice	10/19/2022	11/19/2022	30.50		30.50	100-300-52109
Total 10192022:						30.50	.00	30.50	
10252022	1	Utilities	Invoice	10/25/2022	11/15/2022	1,112.00		1,112.00	200-410-52109
10252022	2	Utilities	Invoice	10/25/2022	11/15/2022	138.26		138.26	100-900-52109
10252022	3	Utilities	Invoice	10/25/2022	11/15/2022	31.25		31.25	100-900-52109
10252022	4	Utilities	Invoice	10/25/2022	11/15/2022	61.46		61.46	510-430-52109
10252022	5	Utilities	Invoice	10/25/2022	11/15/2022	67.59		67.59	500-420-52109
10252022	6	Utilities	Invoice	10/25/2022	11/15/2022	231.60		231.60	510-430-52109
10252022	7	Utilities	Invoice	10/25/2022	11/15/2022	90.31		90.31	510-430-52109
10252022	8	Utilities	Invoice	10/25/2022	11/15/2022	30.33		30.33	500-420-52109
10252022	9	Utilities	Invoice	10/25/2022	11/15/2022	30.05		30.05	100-900-52109
10252022	10	Utilities	Invoice	10/25/2022	11/15/2022	30.05		30.05	500-420-53502

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 10252022:						1,822.90	.00	1,822.90	
17886	1	WW Project	Invoice	10/24/2022	11/24/2022	62,070.00		62,070.00	510-430-53005
Total 17886:						62,070.00	.00	62,070.00	
Total 1800 Consumers Power Inc.:						63,923.40	.00	63,923.40	
7484 Wildish Paving Co.									
NINE	1	WWTP Improvements	Invoice	06/30/2022	11/15/2022	27,873.00		27,873.00	510-430-53005
Total NINE:						27,873.00	.00	27,873.00	
Total 7484 Wildish Paving Co.:						27,873.00	.00	27,873.00	
Total :						103,027.34	.00	103,027.34	
Grand Totals:						103,027.34	.00	103,027.34	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52109	30.50	.00	30.50
100-900-52109	199.56	.00	199.56
100-900-52199	8,380.62	.00	8,380.62
200-410-52109	1,112.00	.00	1,112.00
500-420-52014	2,645.32	.00	2,645.32
500-420-52019	106.64	.00	106.64
500-420-52109	97.92	.00	97.92
500-420-52110	98.36	.00	98.36
500-420-53502	30.05	.00	30.05
510-430-52109	383.37	.00	383.37
510-430-53005	89,943.00	.00	89,943.00
Grand Totals:	103,027.34	.00	103,027.34

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10/27/22

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
06/22	27,873.00	.00	27,873.00
08/22	1,137.86	.00	1,137.86
09/22	715.42	.00	715.42
10/22	73,301.06	.00	73,301.06
Grand Totals:	103,027.34	.00	103,027.34

ADAIR VILLAGE PATROL

September 25, 2022 - October 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									
092522 00:57:28	2022170751	1:00:00	Heese						no activity
092522 06:17:32	2022170853	0:28:01	Moser						no activity
092622 06:01:12	2022171434	0:46:13	Moser						no activity
092722 08:21:00	2022172278	1:50:37	Glass						no activity
092722 13:51:39	2022172506	0:21:55	Glass						SRD SC NO STATUS CHECKS
092722 22:50:47	2022172837	0:59:37	Hardison		1				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL. ONE TRAFFIC STOP/ONE WARNING GIVEN.
092822 04:39:09	2022172927	2:00:15	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARK/BUSINESSES/ODFW/CALLOWAY CREEK NEIGHBORHOOD. NO ACTIVITY/RAINY CONDITIONS.
092822 14:40:46	2022173232	0:40:00	Blaser						no activity
092922 03:57:12	2022173579	2:05:28	Hardison		3	1			PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES. TWO TRAFFIC STOPS/ONE CITATION ISSUED/THREE WARNINGS GIVEN.
092922 18:50:15	2022174014	0:32:57	Vaughn						no activity
093022 00:38:21	2022174140	1:03:16	Hardison		2				ONE TRAFFIC STOP/TWO WARNINGS GIVEN.
093022 23:11:05	2022174734	0:59:45	Gevatosky						no activity
100122 05:55:34	2022174862	0:52:27	Young						no activity
100222 08:55:38	2022175605	1:01:04	Blaser						no activity
100322 04:38:00	2022176125	2:00:05	Hardison						CITY OF ADAIR VILLAGE EXTRA PATROL. PATROLLED HIGHWAY 99W/CITY STREETS/BUSINESSES/SCHOOL/ODFW/CALLOWAY CREEK NEIGHBORHOOD. NO ACTIVITY.
100422 11:41:00	2022177028	1:05:19	Davison						patrolled local school parking lot, parks, and city streets.
100422 11:59:47	2022177032	0:22:40	Glass						SANTIAM CHRISTIAN
100522 04:41:07	2022177461	1:08:36	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES. CALLED BCPW THROUGH DISPATCH FOR DOWNED/DAMAGED STOP/STREET SIGN AT WILLIAM R. CARR/ARNOLD FOR REPAIR.
100522 10:36:06	2022177635	0:30:08	Lundy						no activity
100622 04:51:16	2022178142	1:02:32	Hardison						PATROLLED CITY STREETS/GHWAY 99W/SCHOOL/ODFW/BUSINESSES. HEAVY FOG/NO ACTIVITY.
100722 01:13:44	2022178752	1:38:15	Moser			1			1 cite for speed
101022 04:53:35	2022180588	1:31:41	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/ODFW.
101022 07:50:39	2022180628	0:58:19	Blaser						no activity
101122 04:20:34	2022181250	1:02:50	Heese						no activity
101222 04:37:24	2022181866	1:06:48	Drongesen						no activity
101222 23:50:35	2022182517	0:56:25	Hesseling	1					1 vehicle contact
101322 02:25:32	2022182547	0:30:00	Gevatosky						no activity
101422 23:40:05	2022183944	3:00:09	Hardison		1	4			PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES. FIVE TRAFFIC STOPS/FOUR SPEEDING CITATIONS ISSUED.
101522 03:56:59	2022184034	2:01:34	Gevatosky			1			1 Traffic Stop: Citation issued for Driving While Suspended, Driving Uninsured, Expired Registration
101622 10:19:11	2022184850	0:57:08	Blaser						no activity
101722 05:15:16	2022185333	1:21:07	Heese						no activity
101822 00:00:52	2022185971	1:59:27	Hardison		2	2			FOUR TRAFFIC STOPS/TWO CITATIONS ISSUED.



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT
PERIOD: 9/20/2022 to 10/20/2022

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 8,411,586

Average Usage per Day 280k

WATER DISTRIBUTION REPORT

Maintenance Activity: Staff replaced two meters and one-meter box.

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. Staff power washed the Imhoff and wasted sludge to the drying beds.

Total Monthly Influent: 1.5 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. Staff replaced two damaged stop signs.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Staff have kept up with all mowing and spraying of all city property. Mowing is finished for the year but some spot mowing may be needed in dryer weather.

WATER TREATMENT PLANT

Maintenance Activity: The water plant is still running 5 days a week for a total of 40 hours. We are no longer doing split shifts and in the beginning of November we will be doing three days a week for a total of 26 hours.

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 set new pump in the lagoon vault and we are ready for winter discharge.

Completed by Matt Lydon, Public Works Supervisor



CITY ADMINISTRATOR'S REPORT

November 1, 2022 Council Meeting

Administration

- **Audit** – Debbie is finishing the Audit and I will bring the findings to council when they're completed.
- **UGB Expansion** – Update
- **Tangent** – Update
- **ODFW/Santiam** – I talked with Santiam and they are looking at options for changing the baseball field around to accommodate for a road.

Property/Businesses

- **AVIS** – The testing was completed and the consultant is waiting on the Data. Once that is done we will begin proposing cleanup solutions to DEQ for their approval. I'm working with the National Forest Service on obtaining an easement for access off of Camp Adair Rd.
- **Good Grounds Coffee** – I've been working with Susan over the last few weeks and things look really good at the shop there grand opening is Saturday.
- **Store/Restaurant** – Things are going well at the store Paul is still wanting to pursue a gas station if and when the City is ready.

Major Projects/Engineering

- **Water Plant** – Update
- **Calloway Creek** – Update
- **Wastewater Plant** – They have completed most of the project but are waiting for a generator, man door to the shop, and consumers power for a transformer. The city is also working on getting rid of the extra vehicles and cleaning the rest of the facility.
- **Main Transmission Line** – Civil west is working on the application and the City is updating its hazard mitigation plan with Benton County to be eligible for the larger grant funding.

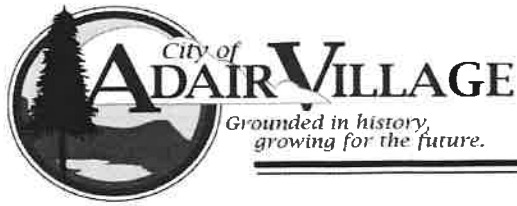


October 2022
Willamette Valley Processors, Inc.
10/1/2022 to 10/31/2022
Jerry Jackson

Case #	Date & Time	Action	Address	Memo	Notes
A22-286	9/30/22 11:35 AM	Patrol	City		
A22-287	9/30/2022 12:00 PM	Contact for Training	AVFD	Left Card	
A22-288	10/3/22 9:09 AM	Patrol	City		
A22-289	10/3/22 9:22 AM	Illegal Parking	3100 Bk Willamette	Warning Posted	Tow 70/70579
A22-290	10/3/22 9:26 AM	Tall Weeds			
A22-291	10/6/22 2:16 PM	Patrol	City		
A22-292	10/10/22 11:08 AM	ODFW	Adair	Dog Bite	BCSO
A22-293	10/10/22	Patrol	City		
A22-294	10/11/22 12:54 pm	Patrol	City		
A22-295	10/14/22 3:00 PM	Patrol	City		
A22-296	10/18/2022 3:02 PM	Patrol	City		
A22-297	10/19/22 5:15 PM	Patrol	City		
A22-298	10/19/22 5:50 PM	CERT	AVFD		

Prohibited Parking 1
 Tall Grass 1

- 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
 November 1, 2022 Council Meeting

Totals - income shown for fiscal year 2022-2023 is \$301,397.24 and expenses are \$340,007.49 which shows a net income of -\$38,610.25 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	99,013.25	4.70%	-30,699.27
Streets	9,069.31	13,303.47	4.80%	-4,234.16
Water	149,763.63	136,944.64	6.60%	12,818.99
Wastewater	67,570.41	84,223.22	2.70%	-16,652.81
Storm Drain	6,679.91	6,522.91	7.40%	157.00
SDC Fund	0.00	0.00	0.00%	0.00
Reserve	0.00	0.00	0.00%	0.00
TOTAL	\$301,397.24	\$340,007.49		-38,610.25

We have approximately **\$3,045,945.21** in the Local Government Investment Pool (LGIP). In September we had **\$2,971,803.96**. Last year in November, we had **\$3,554,040.44**. We also currently have approximately **\$55,673.95** 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	18,457.56	60,742.44	23.3%
100-100-50016	Utility/Court Clerk	9,258.00	2,350.66	6,907.34	25.4%
100-100-50018	Finance Clerk	4,166.00	1,115.56	3,050.44	26.8%
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	5,659.04	17,704.96	24.2%
100-100-51030	Employment Taxes	11,889.00	2,028.29	9,860.71	17.1%
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
100-100-52018	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	6,000.00	21,000.00	22.2%
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	39,020.33	296,251.67	11.6%
Public Safety					
100-200-50010	City Administrator	.00	1,677.96	1,677.96-	.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	402.49	1,390.51	22.4%
100-200-51030	Employment Taxes	912.00	184.38	727.62	20.2%
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	2,483.21	38,419.79	6.1%
Parks and Recreation					
100-300-50025	Summer Program Coordinator	.00	.00	.00	.00
100-300-50054	Utility Worker II	18,714.00	4,737.44	13,976.56	25.3%
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	2,783.82	2,299.18	54.8%
100-300-51030	Employment Taxes	2,586.00	460.98	2,125.02	17.8%
100-300-52002	Materials & Supplies	500.00	277.20	222.80	55.4%
100-300-52011	System Maintenance & Repair	.00	.00	.00	.00
100-300-52012	Maintenance - Bldg & Parks	1,000.00	.00	1,000.00	.00
100-300-52013	Travel and Training	500.00	.00	500.00	.00
100-300-52014	Vehicle Fuel & Maintenance	1,250.00	1,050.99	199.01	84.1%
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	3,676.79	1,676.79-	183.8%
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	18,316.52	45,580.48	28.7%

Account Number	Account Title	2022-23 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 Budget Used %
Non-departmental					
100-900-51030	Employment Taxes	.00	.00	.00	.00
100-900-52002	Materials & Supplies	3,500.00	2,790.92	709.08	79.7%
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	622.42	4,377.58	12.4%
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	1,246.50	1,753.50	41.6%
100-900-52109	Utilities	22,200.00	299.32	21,900.68	1.3%
100-900-52110	Telephones	4,600.00	749.12	3,850.88	16.3%
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	39,193.19	1,087,761.81	3.5%
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	99,013.25	1,989,806.75	4.7%
	Net Total General Fund:	650,000.00-	30,699.27-	619,300.73-	4.7%

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	371.85	1,017.15	26.8%
200-410-50050	Public Works Supervisor	7,732.00	1,956.79	5,775.21	25.3%
200-410-50052	Utility Worker III	.00	.00	.00	.00
200-410-50054	Utility Worker II	4,678.00	1,184.38	3,493.62	25.3%
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	1,282.81	2,465.19	34.2%
200-410-51030	Employment Taxes	1,907.00	368.79	1,538.21	19.3%
200-410-52002	Materials & Supplies	1,200.00	179.00	1,021.00	14.9%
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	13,303.47	57,491.53	18.8%
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	13,303.47	261,896.53	4.8%

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	4,234.16-	4,234.16	.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	10,067.76	29,532.24	25.4%
500-420-50016	Utility/Court Clerk	25,460.00	6,464.30	18,995.70	25.4%
500-420-50018	Finance Clerk	13,887.00	3,718.55	10,168.45	26.8%
500-420-50050	Public Works Supervisor	46,392.00	11,740.74	34,651.26	25.3%
500-420-50052	Utility Worker III	.00	.00	.00	.00
500-420-50054	Utility Worker II	51,463.00	13,027.90	38,435.10	25.3%
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	16,279.44	31,739.56	33.9%
500-420-51030	Employment Taxes	24,434.00	4,056.53	20,377.47	16.6%
500-420-52001	Chemicals	30,000.00	7,032.07	22,967.93	23.4%
500-420-52002	Materials & Supplies	6,600.00	724.43	5,875.57	11.0%
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	336.51	5,163.49	6.1%
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	1,608.25	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	136,944.64	1,783,784.36	7.1%
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	136,944.64	1,945,822.36	6.6%
Net Total Water Fund:		.00	12,818.99	12,818.99-	.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	2,516.94	7,383.06	25.4%
510-430-50016	Utility/Court Clerk	10,416.00	2,644.50	7,771.50	25.4%
510-430-50018	Finance Clerk	7,638.00	2,045.19	5,592.81	26.8%
510-430-50050	Public Works Supervisor	19,330.00	4,891.95	14,438.05	25.3%
510-430-50052	Utility Worker III	.00	3,000.00	3,000.00-	.00
510-430-50054	Utility Worker II	14,035.00	3,553.09	10,481.91	25.3%
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	5,538.56	11,114.44	33.3%
510-430-51030	Employment Taxes	10,133.00	1,751.70	8,381.30	17.3%
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	84,223.22	2,696,635.78	3.0%
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	84,223.22	3,071,776.78	2.7%
Net Total Wastewater Fund:		.00	16,652.81-	16,652.81	.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	838.98	2,461.02	25.4%
520-440-50016	Utility/Court Clerk	1,157.00	293.83	863.17	25.4%
520-440-50018	Finance Clerk	694.00	185.93	508.07	26.8%
520-440-50050	Public Works Supervisor	3,866.00	978.38	2,887.62	25.3%
520-440-50052	Utility Worker III	.00	.00	.00	.00
520-440-50054	Utility Worker II	4,678.00	1,184.38	3,493.62	25.3%
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	1,291.95	2,428.05	34.7%
520-440-51030	Employment Taxes	1,893.00	368.79	1,524.21	19.5%
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	19.65	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	6,522.91	23,836.09	21.5%
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	6,522.91	81,677.09	7.4%
	Net Total Storm Drain Fund:	.00	157.00	157.00-	.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-	38,610.25-	611,389.75-	5.9%

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

Adair Village & Benton County Comprehensive Plan and UGB Amendment

Justifications and Findings

September 2022

Draft Report

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1. Introduction

Background

Adair Village last completed a periodic review in 2006. Adair Village has grown considerably since then, from 870 people in 2006 to 1,416 people in 2022. This is an addition of 546 people or 63% growth. Between 2006 and 2022, 186 units have received certificate of occupancy in Adair Village, 90% of which were single-family detached housing and the remaining 10% were duplexes. This growth has been accommodated within Adair Village's existing urban growth boundary (UGB), which has not been amended since 2011.

For the past few years, the City of Adair Village has been the focal point of new residential development. The development of over 200 homes in the last three years has substantially depleted the city's 20-year supply of buildable land. In 2018, when two residential subdivisions were approved through the planned development process, the city started to monitor its residential buildable land inventory (BLI). Statewide Planning Goal 10 (Housing) requires, at a local level, that cities inventory their "buildable lands"-- this refers to land inside an urban growth boundary that is suitable and available for residential use. Furthermore, Goal 10 states:

- If a city has a deficit of housing supply for the next 20-years, the city must either expand its urban growth boundary (UGB), increase the amount of allowed housing development on lands already within the UGB, or combine these two alternatives.

In June 2021, Portland State University's Population Research Center (PRC)¹ released its latest twenty (20) year population forecast. After the city went through some reconciliation with PRC's current population numbers, the city's population was forecasted to grow to 2,541 or a 1,125-person increase.

Through monitoring the progress of two active housing projects building within the city's boundaries the city decided to re-examine its buildable residential land. As required by the State of Oregon, the City performed a Buildable Lands Inventory (BLI) where the conclusions confirmed the deficiency and compelled the City to find solutions for meeting the requirement. To meet this requirement cities usually annex land from within their urban growth boundaries (UGB); the Adair Village UGB, however, does not contain enough land to meet its housing need and the City has chosen to explore expanding its UGB.

To accomplish a UGB expansion, the City and the County have been meeting regularly with our State of Oregon Department of Land Conservation and Development (DLCD) representative to formulate a coordinated legislative UGB amendment. With the assistance of two property owners interested in bringing their property into the City's UGB, the city brought in a planning consultant (DOWL) to determine the extent of the deficiency. In addition to DOWL's analysis of buildable land within the City, they have assisted in the analysis of the proposed UGB expansion required by

¹ State of Oregon's population research official.

state rules, as necessary to accommodate the remaining unmet need.

The following is a summary of the two properties being considered for inclusion in the City's UGB.

The proposed UGB expansion will include the Cornelius property located adjacent to the City at the eastern stub of Northeast Hibiscus Drive and the Weigel property located adjacent to the City bordering OR 99W to its west and Northwest Ryals Avenue to the north. It is expected that after comprehensive plan amendments adopted by the County and City, the owners of these properties will request annexation into the city to allow residential development.

Property 1 – Cornelius Property

The Cornelius property is 12.97 acres total all of which is the subject of this legislative comprehensive plan amendment. The northern portion of the parcel (5.12 acres) is planned for future urban development whereas the southern portion of the parcel (7.85 acres) is encumbered by a conservation easement due to wetlands and is therefore not available for urban development. Tim Cornelius, the owner of the property, has had discussions with the Benton County Parks Department regarding transferring ownership of the conservation easement to the County and remains interested in partnering with the County to allow either a trail or other passive public use of that portion of the site. The Cornelius property is currently in Benton County's jurisdiction and is zoned Exclusive Farm Use (EFU). Properties surrounding the Cornelius property are a mix of City and County zoning and uses; see Table 1 below for details. See Figure 1 for site location and Figure 3 for the proposed UGB expansion area.

Figure 1: Property 1 -- Cornelius Property

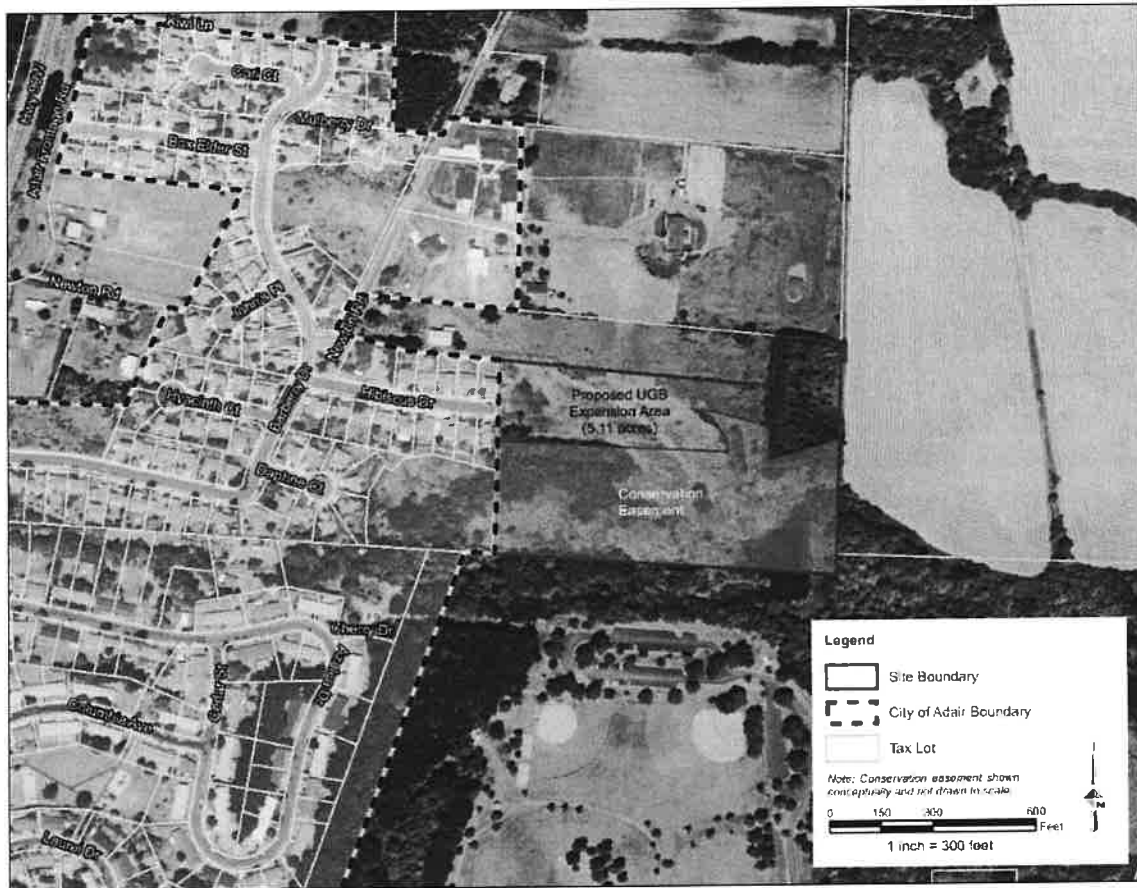


Table 1: Cornelius Property Surrounding Uses

<u>Area</u>	<u>Zoning</u>	<u>Land Uses</u>
North	EFU - Benton County	One single-family home
East	EFU - Benton County	Undeveloped farmland
South	EFU - Benton County	Adair County Park
West	R-2 – Adair Village	Single-family homes

Property 2 – Wiegel Property

The owner of the Weigel property anticipates future residential development to meet all the standards of both the Adair Village comprehensive plan and the Benton County comprehensive plan but has not presented a specific site development plan. The development would connect to available public infrastructure immediately adjacent to the site including public utilities and roads.

The Weigel property is approximately 42.4-acres and is surrounded by a mix of land uses and

zoning designations as noted in Table 2 below. See Figure 2 for site location and Figure 3 for the proposed UGB expansion area.

Figure 2: Weigel Property

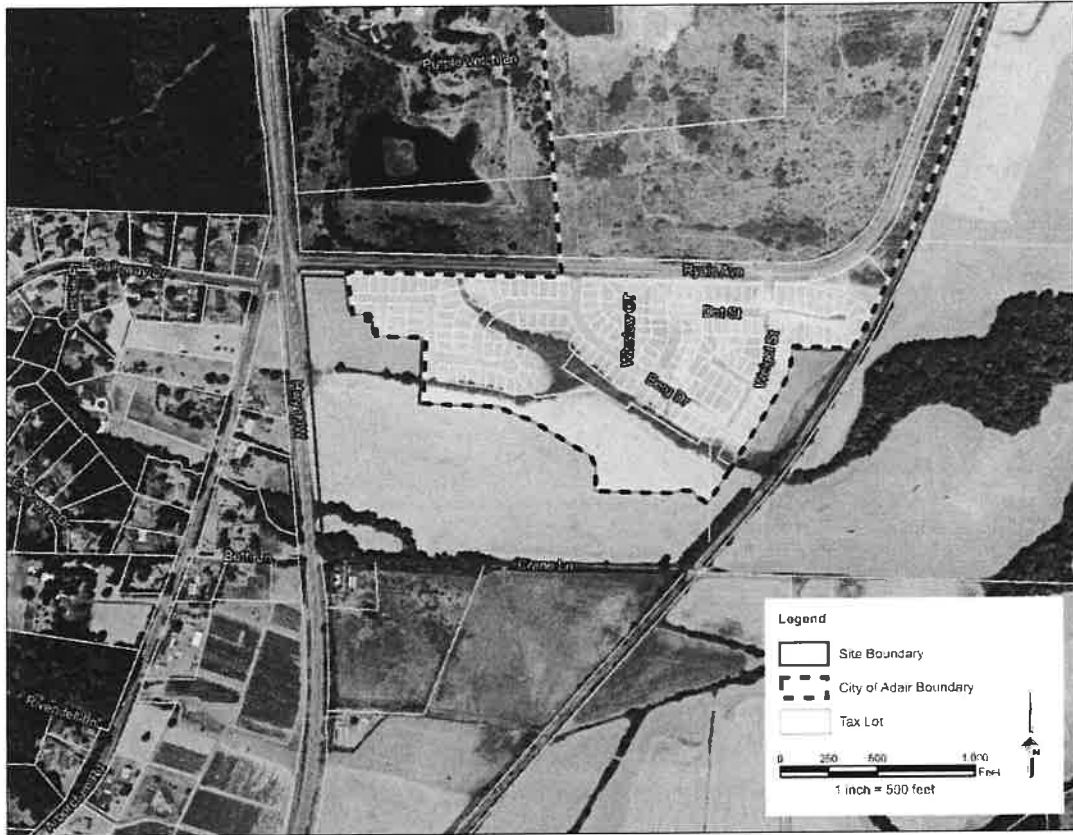
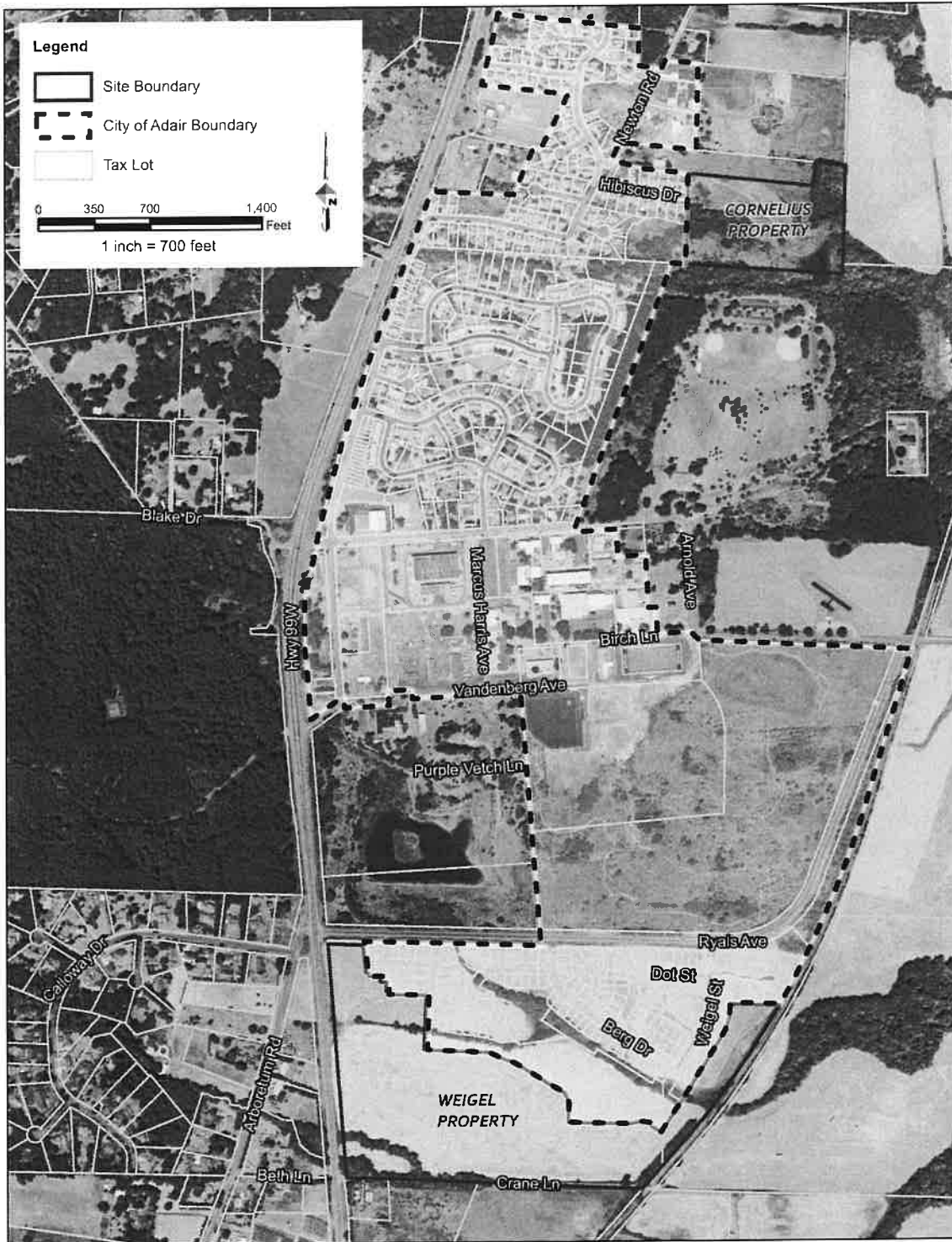


Table 2: Weigel Property Surrounding Uses

<u>Area</u>	<u>Zoning</u>	<u>Land Uses</u>
North	R-3 – Adair Village	Single-family homes
East	EFU - Benton County	Undeveloped farmland
South	EFU - Benton County	Undeveloped farmland
West	RR-2 – Benton County	Single-family homes

Figure 3. UGB Expansion Area Map, 2022

Proposed Expansion Areas



Organization of this Document

This document is organized as follows:

- **Chapter 2. Land Need** presents the land need from the technical analysis that supported the UGB expansion proposal.
- **Chapter 3. Alternatives Analysis for Establishment of the UGB Expansion Study Area** presents the process of establishing the study area and findings about inclusion of land in the final study area.
- **Chapter 4. Goal 14 Locational Factors** includes the evaluation and findings of each study subarea for the Goal 14 locational factors.
- **Chapter 5. City Requirements for UGB Amendment** presents findings for compliance with City of Adair Village's requirements for UGB expansion.
- **Chapter 6. County Requirements for UGB Amendment** presents findings for compliance with Benton County's requirements for UGB expansion.
- **Chapter 7. Statewide Goal Consistency Analysis** presents findings that demonstrate that the proposed UGB concept complies with applicable state planning requirements.

2. Land Need

This section summarizes the residential land needs for Adair Village, based on the results of the 2022 *Buildable Lands Inventory (BLI)*, contained in Appendix 1. This section addresses Goal 14 need factors 1 and 2 for residential lands.

Need Factor 1: Population Growth

Goal 14 Need Factor 1 requires cities to demonstrate need to accommodate population growth:

Factor 1: Demonstrated need to accommodate long range urban population, consistent with a 20-year population forecast coordinated with affected local governments, or for cities applying the simplified process under ORS chapter 197A, a 14-year forecast.

Goal 14, Factor 1 addresses the need for population growth and housing. Housing needs are a direct function of population growth, which are based on the official state population forecast from Portland State University (PSU) per OAR 660-032:

660-032-0020 Population Forecasts for Land Use Planning

(1) A local government with land use jurisdiction over land that is outside the Metro boundary shall apply the most recent final forecast issued by the PRC under OAR 577-050-0030 through 577-050-0060, when changing a comprehensive plan or land use regulation that concerns such land, when the change is based on or requires the use of a population forecast, except that a local government may apply an interim forecast as provided in 660-032-0040.

In 2021, Portland State University (PSU) released updated population forecasts for Adair Village, which includes Benton County and the cities in Benton County.² PSU shows the 20-year population forecast for Adair Village over the 2020 to 2040 period. The city extrapolated the PSU forecast to be from 2022 to 2042 based on the method of extrapolation consistent with the following requirements:

660-032-0020 Population Forecasts for Land Use Planning

(4) When applying a PRC forecast for a particular planning period, the local government shall use the annual increments provided in the applicable forecast, and shall not adjust the forecast for the start-year or for other years of the planning period except as provided in PRC's interpolation template described in OAR 577-050-0040.

² *Oregon Population Forecast Program, Portland State University, Population Research Center, June 2021.*

Exhibit 3 shows that Adair Village is expected to grow from 1,416 residents in 2022 to 2,541 residents in 2042, an increase of 1,125 new residents over the 20-year period.

Exhibit 3. Forecast of Population Growth, Adair Village UGB, 2022 to 2042

Source: Oregon Population Forecast Program, Portland State University, Population Research Center, June 2018.

1,416	2,541	1,125	80% increase
Residents in 2022	Residents in 2042	New residents 2022 to 2042	4.0% AAGR

Need Factor 1 Findings

The City finds that Adair Village will grow by 1,125 new residents between 2022 and 2042 based on PSU’s Population Research Center coordinated population forecast for Adair Village, consistent with the requirements in OAR 660-032-0020 (1), OAR 660-032-0020 (4), OAR 660-032-0020 (5), and OAR 660-024-0040(2)(a).

Need Factor 2: Land Need

Goal 14 Need Factor 2 requires that cities demonstrate need for lands proposed for inclusion in a UGB:

Factor 2: Demonstrated need for housing, employment opportunities, livability or uses such as public facilities, streets and roads, schools, parks or open space, or any combination of the need categories in this subsection (2). In determining need, local government may specify characteristics, such as parcel size, topography or proximity, necessary for land to be suitable for an identified need. Prior to expanding an urban growth boundary, local governments shall demonstrate that needs cannot reasonably be accommodated on land already inside the urban growth boundary.

This section documents land need for housing to be included in the Adair Village UGB expansion proposal. It begins with a discussion of land supply in Adair Village’s UGB based on the Buildable Land Inventory report.

Adair Village Land Supply

The report presents an inventory of the buildable lands within the existing Urban Growth Boundary (UGB) of the City of Adair Village as shown in Figure 4. The purpose of a Buildable Lands Inventory (BLI) is to document and determine the supply of land available as it relates to the long-term growth needs of the community. The inventory addresses residential land needs within the UGB. As referenced throughout this report, “UGB” refers to land within the city growth boundary, including land outside of the current City limits.

The BLI analysis structure is based on the State of Oregon Department of Land Conservation and Development (DLCD) HB 2709 workbook entitled, *Planning for Residential Growth: A Workbook for Oregon's Urban Areas*. Task 1 of the workbook is the basis for this analysis as it lays out the steps to prepare a BLI:

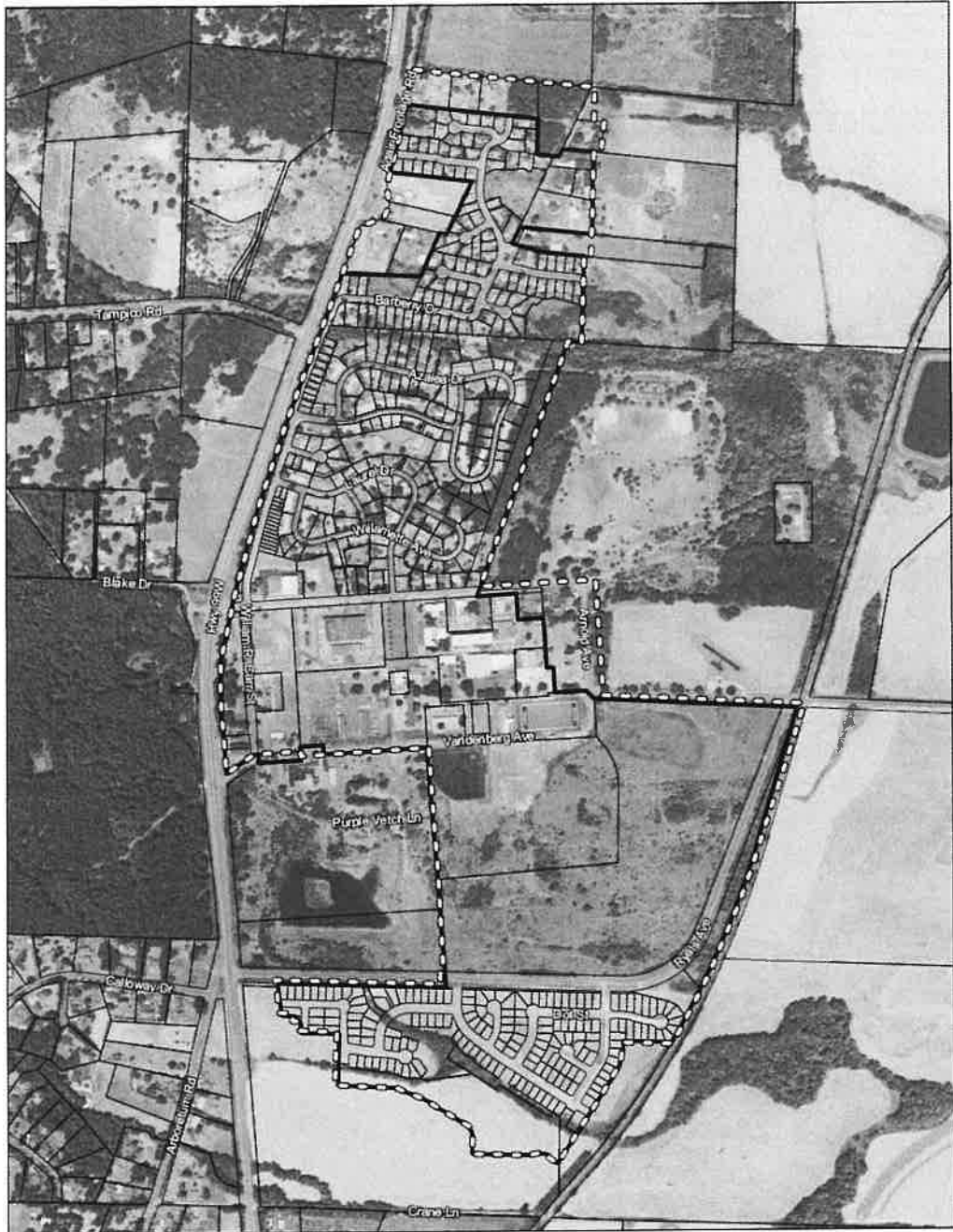
1. Calculate the gross vacant acres by plan designation, including fully vacant and partially vacant parcels.
2. Calculate gross buildable vacant acres by plan designation by subtracting unbuildable acres from total vacant acres.
3. Calculate net buildable vacant acres by plan designation by subtracting land for future facilities from gross buildable vacant acres.
4. Calculate total net buildable acres by plan designation by adding redevelopable acres to net buildable vacant acres.³




DOWL's analysis of buildable land included all residentially designated land in the Adair Village Comprehensive Plan within the City Urban Growth Boundary. DOWL used the most up to date Benton County tax lot data for the BLI. The analysis builds off of the tax lot data, identifying all land within tax lots that fall within the UGB to estimate the amount of buildable land by residential plan designation.

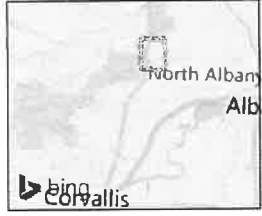
This report contains two separate analyses. First, is a Buildable Lands Inventory of all parcels within the City's current UGB to determine available buildable acreage. Second, is an analysis of the most recent population forecasts from Portland State University Population Research Center (PRC). DOWL has used the population forecast to estimate the City's residential land need.

³ State of Oregon DLCD, *Planning for Residential Growth: A Workbook for Oregon's Urban Areas*. DLCD Urban Planning Documents, June 1997. https://www.oregon.gov/lcd/UP/Documents/planning_for_residential_growth.pdf

Figure 4. Adair Village Urban Growth Boundary



- Legend**
-  Urban Growth Boundary (UGB)
 -  City of Adair Boundary
 -  Tax Lot



Adair Village Buildable Lands

Benton County, OR

BLI Methodology

The Simplified Urban Growth Boundary Methodology is identified in Oregon Administrative Rule (OAR) 660-038-0060 – Buildable Lands Inventory (BLI) for Residential Land within the UGB (see Figure 5 – Zoning Map). The rules list the following requirements:

- Classification of residential districts into low-density (8 dwelling units per acre or less); medium density (between 8 and 16 dwelling units per acre); and high density (greater than 16 dwelling units per acre). (660-038-0060(1)(B))
- For residential district parcels:
 - o Identify vacant land as any parcel at least 3,000 square feet in size with an improvement value of less than \$10,000. (660-038-0060(2))
 - o For lots at least one-half acre in size that contain a single-family residence, subtract one-quarter acre for the residence and count the rest of the lot as vacant land. For lots that contain more than one single family residence, or other uses, use aerial photography or other method to identify vacant land. These lots are classified as “partially vacant.” (660-038-0060(3))
 - o The following lots are excluded: dedicated open space, private streets, common areas, utility areas, conservation easements, schools and other public facilities, rights of way, and other institutions. (660-038-0060(3))
- Determine the amount and location of vacant and partially vacant land at all density levels. (660-038-0060(4))

The City of Adair Village sets forth density allowances for residential low-density (R-1), residential medium density (R-2), and residential high density (R-3). The R-1 Zone allows dwelling units on a 10,000 square foot minimum lot size which equates to approximately 4.4 dwelling units per acre. The R-2 Zone allows dwelling units on an 8,000 square foot minimum lot size which equates to approximately 5.4 housing units per acre. Finally, the R-3 Zone allows dwelling units on a 6,500 square foot minimum lot size which equates to approximately 6.7 dwelling units per acre. Additionally, OAR 660-038-0070 describes reductions of buildable land for natural resources.

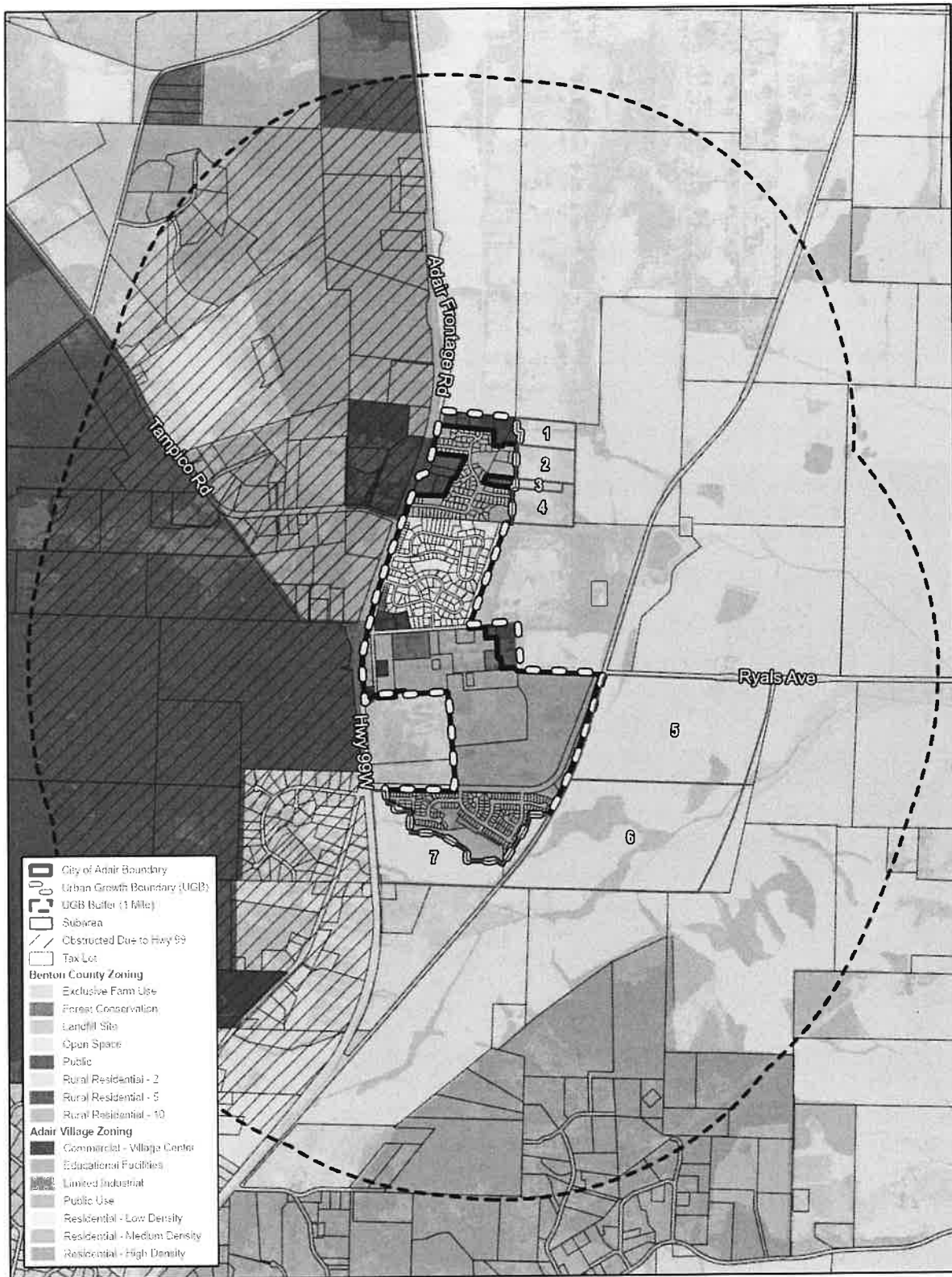
Identify Residential Land

Residential land must meet one of the following criteria for the BLI analysis:

- Land with a comprehensive plan designation of “Residential” within city limits.
- Land with a county residential zoning designation within the City’s UGB.

Other land (Commercial, Limited Industrial, Public Use, Educational Facilities) is generally excluded as it is not intended for residential purposes. The City’s code (Section 4.121) allows for second story residences above commercial in the C-1 Commercial – Village Center zone. However, all properties designated C-1 are developed. Therefore, for purposes of this analysis, DOWL omitted all C-1 zoned properties.

Figure 5. Adair Village and Benton County Zoning Map



Identify Environmental Constraints and Natural Hazards

DOWL conducted an analysis of Benton County GIS data in order to remove lands where development is constrained due to environmental resources, hazards, or topography. The constraints listed below have been included in the BLI and are shown below in Figure 6:

- LWI Wetlands
- LWI Stream Buffer (25')
- Floodplain: Areas within the 100-year FEMA floodplain

The environmentally constrained areas, identified on the following page, were deducted from the total area of the parcel to estimate the total buildable potential of each parcel of land.

Figure 6. Adair Village Environmental Constraints



Legend

○ ○ ○ Urban Growth Boundary (UGB)

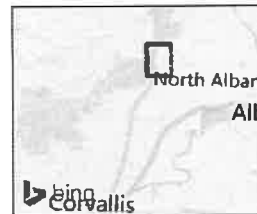
□ Tax Lot

Constraints within UGB

■ LWI Wetland*

▨ LWI Stream Buffer (25')*

*Local Wetland Inventory; Oregon Department of State Lands



Adair Village Buildable Lands

Benton County, OR

04/05/22

Classify Parcels by Development Status and Estimate Housing Unit Capacity

Parcel classification is used to separate parcels into developable and non-developable categories. Each parcel in the City of Adair Village and its adjacent UGB was classified based on its potential for accommodating new residential development. The classification is based on potentially buildable area on the parcel and the valuation of improvements. The GIS analysis and figures in this report are limited to residential zones only. Improvement values are sourced from Benton County Tax Assessment data. All relevant parcels were classified into four categories. These categories are:

- **Developed:** Improvement value of more than \$10,000, but do not meet Partially Vacant or Constrained criteria.
- **Constrained:** Parcels with less than 3,000 square of unconstrained land. Constrained assumes that the area of the lot is too small to be developable.
- **Partially Vacant:** Parcels that meet the definition of partially vacant under OAR provision 660-038-0060(3). These parcels have an existing dwelling, an improvement value greater than \$10,000, and are at least a half-acre in size. As determined in state provisions, a quarter-acre was removed from the unconstrained area of these parcels.
- **Vacant:** Parcels that are vacant with sufficient area for development and a minimum of 3,000 square feet of unconstrained land. They must also have an improvement value of less than \$10,000 or tax assessor code that identifies the parcel as residentially zoned and vacant.

Aerial imagery was used in some cases to determine development status. Land classification was reviewed by City of Adair Village staff. After consultation with City staff and the City engineering consultant, multiple parcels were removed from consideration in this analysis (See Appendix 1). To estimate housing unit capacity, each parcel's capacity was estimated based on the City's zoning designation. For each zone, a projected density was calculated based on the minimum lot size standards of the zone. Then, that projected density was applied to the buildable acres on each parcel to estimate housing capacity measured in units. The housing unit capacity was rounded to the nearest whole number to reflect the actual maximum amount of permitted units.

- Legend**
- Buildable Lands (Vacant)
 - Buildable Lands (Partially Vacant)
 - Property Removed from BLU
 - Urban Growth Boundary (UGB)
 - Taxlot within UG3
 - Constraints within UG3



Map ID / Taxlot	OWNER	Buildable Acres	Notes
1	AMANDI ANTONIO & ELIZABETH C. TR	2.72	
2	DEMERS DENNIS L AG	0.48	
3	AMANDI ANTONIO & ELIZABETH C. TR	0.34	
4	CHEEKSIDE AT ADAIR HOMEOWNERS	0.18	Property eliminated due to stream and wetland limitations
5	WIEGEL RONALD C	7.22	
6	ALLOWAY CREEK HOMEOWNERS ASSOCIATION	1.59	Property eliminated as dedicated open space within Calloway Creek Subdivision
7	ALLOWAY CREEK HOMEOWNERS ASSOCIATION	0.62	Property eliminated as dedicated open space within Calloway Creek Subdivision
8	CHEEKSIDE AT ADAIR HOMEOWNERS	0.10	Property eliminated due to stream and wetland limitations
9	WRIGHT MARY L F	0.48	
10	SANTIAM CHRISTIAN SCHOOLS INC	44.58	
11	SANTIAM CHRISTIAN SCHOOLS INC	2.37	Property eliminated due to not enough room for alternate access off of arterial
12	YANEZ ERIC & BETHANY J	1.22	
13	LOPEZ OMAR GENARO	0.84	
14	SWARRICK DAVID & MEGAN	1.35	
15	NEVILLE STUART E & CORLISS J TR	1.10	
16	JONES ALMOND III J F	2.02	
17	WRIGHT THOMAS E & CAROLINE C	1.04	
18	HUBBLE CURTIS J & UKANNA H	0.31	Property eliminated due to stream and wetland limitations
19	AMANDI ANTONIO & ELIZABETH C. TR	1.90	
20	DICKSON CALEB P & MARIANNE	0.75	
21	AMANDI ANTONIO & ELIZABETH C. TR	0.75	
22	BULLARD SOPHIE J	0.26	Property eliminated due to stream and wetland limitations
23	LOWDEN IRONA S	0.76	
24	LOWDEN IRONA S	1.67	
25	THAYER ROBERT F & KUNA K. TR	0.66	Property eliminated due to stream and wetland limitations

Figure 7: Vacant and Partially Vacant Property

Key Findings and Results

- As noted in Tables 1 and 2 below, a total of 71.98 gross acres of vacant and partially vacant, residentially zoned, land exist within the City’s UGB. After applying the required one-quarter acre deduction of land area from each partially vacant lot pursuant to OAR 660-038-0060(3) and a further deduction of 25 percent for required infrastructure per Adair Village Comprehensive Plan Section 9.800 Growth Management, DOWL determined that the total net buildable land area in the City’s UGB is 51.92 acres.
- The majority of Adair Village’s current developable residential land is located within the approximately 44.58-acre Santiam Christian Schools, Inc. parcel in the southern part of the City. This parcel is currently zoned R-3 (Residential – High Density). DOWL is aware that this site contains a large wetland complex, identified in the March 22, 2012, Department of State Lands Local Wetlands Inventory as an Emergent Seasonally Flooded (PEMC) wetland. DOWL is aware that there is a preliminary development proposal on the property that includes a more current delineation that does not conform to the DSL LWI mapped wetland. It should be noted that if development plans for the Santiam Christian Schools site reveal that the wetland is greater than mapped and/or preserves a larger area due to protected buffers and/or updated mapping, additional residential land may be needed to satisfy the City’s 20-year land need.
- Many parcels identified as vacant through GIS research and review of aerial photography were determined to be undevelopable due to stream and wetland limitations, commitments to open space, and access limitations.
- The approximately 7.22-acre parcel of land along the south boundary of the City, owned by Calloway Creek LLC, was included as it is still undeveloped but there are currently plans to develop. Once developed, this will lead to a reduction in the amount of developable residential land.

Table 1: Development Status

Parcel Status	Vacant Acres (Gross)
Partially Vacant*	16.15
Vacant	55.83
Total	71.98

Source: Calculations using Benton County GIS Data

**For Partially Vacant, 0.25 acres is removed from each parcel as part of the gross-to-net calculation in Table 2.*

Table 2: Potentially Buildable Acres by Zoning Designation

Zoning Designation	Gross Vacant Acres			Net Vacant Acres ⁴
	Partially Vacant	Vacant	Total	
R-1	13.55	4.03	17.58	11.49
R-2	2.60	0	2.60	1.57
R-3	0	51.80	51.80	38.85
Subtotal	16.15	55.83	71.98	51.92
Net Buildable Acres	10.05	41.87	51.92	--

Source: Calculations using Benton County GIS Data

Forecast for Housing Growth

Per ORS 195.033(3) and OAR 660-032-0020, the City of Adair Village is required to use the official population forecast issued by PRC for comprehensive urban growth planning. DOWL used PRC's 2022 forecast to estimate the Residential Land Need for the 20-year forecast window.⁵

Table 3: City of Adair Village Population Growth 2022-2042

PSU Population Forecast		Change 2022-2042 (number)	Change 2022-2042 (percent)	Average Annual Growth Rate (AAGR)
2022	2042			
1,416	2,541	1,125	79.4	4.0%

Source: Population Research Center, Portland State University, June 30, 2021, DOWL calculations

DOWL then calculated the projected housing unit capacity for the City of Adair Village based on current density (units per acre) permitted in the residential zoning designation of the respective parcels.

⁴After subtracting 25% of acreage to account for public infrastructure .25 acres for each partially vacant lot
⁵PRC's population estimate for Adair Village, provided in 2021, estimated a population of 2,279 city residents in 2040. PRC's population interpolation template which applies an average annualized growth rate to estimate population in future years, estimates that the 2042 city population will be 2,541 residents.

Table 4: Housing Unit Capacity by Zone

Zoning Designation	Estimated Housing Unit Capacity		
	Net Buildable Acres	Projected DU/Net Acre	Projected Housing Capacity
R-1	11.49	4.4	50
R-2	1.57	5.4	8
R-3	38.85	6.7	260
Total	51.92	--	318

Source: Calculations using Benton County GIS Data

Summary

As noted in Table 5 below, this study finds that the City of Adair Village has buildable residential acreage within its UGB to accommodate 318 units, leaving a deficit of residential land to accommodate the additional 73 units needed to meet the 2042 population forecast.

Following an initial screen for vacant and partially vacant properties using GIS, DOWL conducted a site-by-site assessment of the GIS-generated list of vacant and partially vacant properties to determine if any of these sites should be eliminated from the buildable land assessment by applying the buildable criteria found in OAR 660-038-0060(3)(c). Specifically, OAR 660-038-0060(3)(c) states that the City *shall* exclude the following lots and parcels from the BLI:

(A) Lots and parcels, or portions of a lot or parcel, that are designated on a recorded final plat as open space, common area, utility area, conservation easement, private street, or other similar designation without any additional residential capacity.

(B) Lots and parcels, or portions of a lot or parcel, that are in use as a school, utility, or other public facility, or are dedicated as public right of way.

(C) Lots and parcels, or portions of a lot or parcel, which are in use as a non-public institution or facility, including but not limited to private schools and religious institutions. The excluded lots and parcels or portions of lots and parcels may not include vacant or unimproved lands that are owned by the non-public institution or facility.

Based on applying the above criteria, approximately eight parcels of residential land totaling 6.10-acres were eliminated from the BLI.

As discussed above, the City’s engineering consultant, Civil West, provided DOWL with a memorandum, dated March 15, 2022, that details the various reasons why particular vacant and partially vacant properties should be considered unbuildable (See Appendix A: Buildable Lands Inventory & Assessment Memorandum). While many of these reasons directly address criteria in OAR 660-038-0060(3)(c) other reasons included practical impediments to development such as high cost of utility and roadway improvements, necessary demolition, reluctance of ownership to annex and access limitations. While DOWL is in agreement that, as a practical matter, these constraints inhibit the development of these parcels, DOWL determined that these limitations do not expressly require their elimination per 660-038-0060(3)(c). At their discretion, the City could seek to pursue a more nuanced review of these additional parcels and, through discussions with Benton County and the state, to determine if these properties could be eliminated from consideration as buildable.

Additionally, should further permitting on the Santiam Christian Schools site reveal a lesser capacity than the assumed 260 housing units, a near-term need for more buildable residential land could be required.

In summary, DOWL’s technical review of lands within the City’s UGB has revealed a deficit of housing capacity within the City’s UGB and that lands are needed to accommodate 73 additional units.

Table 5: Residential Land Need

Combined Projected Housing Capacity ⁶	Projected Housing Need ⁷	Housing Deficit
318 units	391 units	73 units

Source: Calculations using Benton County GIS Data, PSU Population Research Center Data, and 2020 Census Data

FINDING:

To calculate the number of deficient acreages in the city’s residential inventory, the housing deficit (73 dwelling units) was divided by the average of all three residential zones dwelling units per acre (5.5 units). The result is that the city will need to add approximately 13.25 acres to accommodate 20-years of residential growth.

⁶ Projected Housing Capacity calculated by zone from Table 4.

⁷ Projected Housing Need calculated from PSU Population forecasted growth of 1,125 at 2.87 people per household per the 2020 Census data.

REVISED NEED BASED ON LAND USE EFFICIENCY MEASURES

As determined in Table 5, Adair Village does not have sufficient development capacity within its UGB to accommodate 20-years of residential growth. OAR 660-024-0050 requires Adair Village to consider land use efficiency measures prior to expanding the UGB.

660-024-0050 Land Inventory and Response to Deficiency

(4) If the inventory demonstrates that the development capacity of land inside the UGB is inadequate to accommodate the estimated 20-year needs determined under OAR 660-024-0040, the local government must amend the plan to satisfy the need deficiency, either by increasing the development capacity of land already inside the city or by expanding the UGB, or both, and in accordance with ORS 197.296 where applicable. Prior to expanding the UGB, a local government must demonstrate that the estimated needs cannot reasonably be accommodated on land already inside the UGB. If the local government determines there is a need to expand the UGB, changes to the UGB must be determined by evaluating alternative boundary locations consistent with Goal 14 and applicable rules at OAR 660-024-0060 or 660-024-0065 and 660-024-0067.

The City has implemented several policies to increase development capacity of land already inside the UGB.

DOWNTOWN CORE

The city has been exploring efficiency measures long before this UGB amendment was needed. The city has envisioned designing and developing a walkable downtown core, a key part of developing a sustainable small city in north Benton County. To successfully accomplish this vision, it will require a critical mass of residences to support any form of a vibrant downtown.

For over 10 years the city has worked towards making this vision a reality. The city held multiple charettes and downtown planning workshops put on by professionals where citizens and stakeholders participated. The city adopted the results of these planning sessions as their downtown master plan. Out of these sessions came specific measures consisting of new growth management policies, a new commercial zoning district and development codes to implement the vision. The city has also been in negotiation with Oregon Department of Fish & Wildlife (ODFW) for years to create connections between its southern neighborhoods and the future downtown core.

In 2018, the city purchased a 5-acre piece of property directly in the center of town from the county to become its downtown. The city spent four years working with the Department of Interior to remove a parks in perpetuity classification left over from when the property was a

former military base. After that, the city purchased a one-acre piece of property directly in the middle of where the downtown core is to be established. Today the city has clear title and owns all six acres of property between Arnold and Vandenberg Avenues that fronts along William R. Carr Street for its downtown.

During this time the city approved and adopted a new mixed use commercial zone to begin the transformation. Across the street the city moved two old historic barracks buildings for public use and a museum and built a veteran's memorial plaza to solidify their intentions. The city is now in a position to be a full-service compact city. Their efforts will continue to bring in development that supports mixed-use principles which includes commercial services, higher density residential, live work design all of which support walkable neighborhoods and a climate friendly environment.

PLANNED UNIT DEVELOPMENT (PUD) CODE

For further efficiency measures the City of Adair Village adopted a Planned Development Section to Article 7, Special Area Standards, in their 2015 development code (ORD 2010-005 (Amended ORD 2013-03)).

The Planned Unit Development (PUD) is intended as a development option to provide a degree of flexibility in the regulation of land development and the arrangement of uses. Through this option, more creative approaches to development can be utilized which take better advantage of the special characteristics of the land than would be possible through the strict enforcement of this ordinance. The specific objectives of this article are to:

- (a) Encourage innovation in land use and variety in design, layout and type of structures constructed
- (b) Achieve economy and efficiency in the use of land, natural resources, energy, and the provision of public services and utilities.
- (c) Permit flexibility in the placement, lot area and building type regulations, and combination of uses while assuring the application of sound site planning standards.
- (d) Encourage the provision of useful open space and more extensive landscaping.

In review of the two most recent residential developments, Calloway Creek and the William R. Carr Subdivision, the city agreed to allow an increase in density for both projects using the PUD approach. Calloway Creek is in an R-3 zoning district that allows for a 6.7 unit per acre density which was allowed to increase to just over 9 units per acre. This development is entirely built out.

William R. Carr Subdivision, which was a one-acre infill project, is in a R-1 zoning district that allows for 4.4 units per acre. The city allowed the developer to increase the density to 16

units per acre per the PUD code. This development is entirely built out.

NEW R-4 RESIDENTIAL DISTRICT

On September 7, 2021, the city adopted an ordinance creating the R-4 district that allows for 4,000 square foot minimum lot sizes. The R-4 district can provide for middle housing developments in areas zoned for residential use that allow for the development of detached single-family dwellings, du-plexes, row housing and cottage clusters and to provide areas suitable and desirable for higher density single-family residential use at a density of sixteen (16) dwelling units per net residential acre. As higher densities may be provided under the provisions of a Planned Development that can include a mixture of housing types and densities, the city also updated its multiple family standards and adopted a new section that outlines cottage cluster use standards based on the state's middle housing model code.

FINDINGS

The City of Adair Village growth management policies demonstrate their commitment to higher density projects by the implementation of their Downtown Village Plan, their PUD section of their development code and the recently adopted R-4 residential district. This approach coincides with the provisions in **197.296 (9), factors to establish a sufficiency of buildable lands within urban growth boundary.**

(9) In establishing that actions and measures adopted under subsections (6) and (7) of this section demonstrably increase the likelihood of higher density residential development, the local government shall at a minimum ensure that land zoned for needed housing is in locations appropriate for the housing types identified under subsection (3) of this section, is zoned at density ranges that are likely to be achieved by the housing market using the analysis in subsection (3) of this section and is in areas where sufficient urban services are planned to enable the higher density development to occur over the 20-year period. Actions or measures, or both, may include but are not limited to:

- (a) Increases in the permitted density on existing residential land;*
- (b) Financial incentives for higher density housing;*
- (c) Provisions permitting additional density beyond that generally allowed in the zoning district in exchange for amenities and features provided by the developer;*
- (d) Removal or easing of approval standards or procedures;*
- (e) Minimum density ranges;*
- (f) Redevelopment and infill strategies;*
- (g) Authorization of housing types not previously allowed by the plan or regulations;*
- (h) Adoption of an average residential density standard; and*
- (i) Rezoning or redesignation of nonresidential land.*

GOAL 14 – LAND NEED

Land Need Establishment and change of urban growth boundaries shall be based on the following:

1. Demonstrated need to accommodate long range urban population, consistent with a 20 year population forecast coordinated with affected local governments, or for cities applying the simplified process under ORS chapter 197A, a 14-year forecast; and

2. Demonstrated need for housing, employment opportunities, livability or uses such as public facilities, streets and roads, schools, parks or open space, or any combination of the need categories in this subsection 2. In determining need, local government may specify characteristics, such as parcel size, topography or proximity, necessary for land to be suitable for an identified need. Prior to expanding an urban growth boundary, local governments shall demonstrate that needs cannot reasonably be accommodated on land already inside the urban growth boundary.

Under land need paragraph 2, the city is required to address schools and parks.

SCHOOLS

In June 2022, the city invited the Corvallis School District to participate in a round table discussion with a number of other agencies such as ODOT, ODFW, Oregon Forestry Department and Oregon State University. At this meeting we made them aware of our application to expand the city's UGB for the purposes of new housing to address the city's deficit of the required 20-year residential land supply.

Topics that came up were that Mountain View Elementary School, that services Adair Village, would be close to capacity if the estimated 105 new students from the proposed housing being proposed in the expansion area were to be built. However, they stated, to reach a critical mass where a new school would be warranted in this area the district would need to see an increase of 450 new students on top of the 105 new students that may possibly be added.

Their intentions are to always keep elementary kids at a neighborhood school that is within walking distance. They believe the need to set aside land for a future school would be one that is centrally located within the Adair community and not on the outskirts of town.

They also informed us that they were going to embark on a master plan assessment of the region next year for their entire district. Subsequently, to the school district meeting we understand that the district officials reached out to the DLCD to continue to look at their options for citing a school in the future.

FINDINGS

Even though the current proposed UGB expansion will not trigger the need for a new school, identifying now that a school will likely be needed at some time in the future is valuable for effective long-term planning. Adding land for a new school fits in with the city being a full-service city with the perspective of having walkable neighborhoods and safe routes to school based on climate friendly rule making. The city values compactness and agrees a school should be close to a majority of its students and not on the other side of 99W.

We understand that any expansion due to housing needs contributes to a capacity issue the school district must deal with and that this area will need a school and Adair Village is the perfect place to put one. However, it would be pre-mature at this point to set aside land right now based on informal discussions where further studies have not been completed or derived. Within this analysis we understand that the next time the city considers a UGB amendment we are probably going to have to set aside land for a new school.

PARKS

Adair Village is one of few cities in Oregon that has an abundance of recreational land right outside its boundary. Directly adjacent to its west boundary is over 1,000 acres of pristine forest owned by the Oregon State University and managed in conjunction with the Oregon Department of Forestry. ODFW owns 43 acres directly in the middle of the city with a stocked lake and hiking trails. There is a 113-acre Benton County Park just to the east of town that has baseball fields, disc golf, and aerodrome and multiple picnicking shelters. To the north, the Department of State Lands owns over 1,000 acres of recreation and hunting land.

The city and the Corvallis Area Metropolitan Planning Organization (CAMPO) have been collaborating to develop a city-wide trails plan. The Adair Village Trails Plan serves as a blueprint for creating an accessible, all-ages and abilities network of paved multiuse paths, walking trails, and separated bike lanes throughout the Adair Village community. This document provides details on future trail improvements as a means to help prioritize local investment in Adair Village's multi-modal network of trails.

FINDINGS

In general, the city has fairly good access to all of these parks despite certain restrictions such as 99W. Recently the city vacated Cherry Drive and retained an easement to upgrade the trail from Azalea Drive to Adair Park. Realistically, the city doesn't have a need for any other areas of open space or recreation land except for pocket parks in their newer neighborhoods. One exception is the northern neighborhood from NE Barberry Drive north that has the longest

distance to travel to reach Adair Park. By adding the Cornelius property to the city's UGB, the northern neighborhood will have an opportunity to create a connection through the conservation easement to Adair Park via a well-designed environmentally friendly trail.

HOUSING

In 2019, the State passed new law called the Regional Housing Production Strategy. The State and the Department of Land Conservation and Development (DLCD) are still developing the rules to implement to law. Adair Village and all cities are going to have to report to the DLCD on doing their fair share of providing housing for the full spectrum of income and disabilities. Every city will have to show that they have the policies and ability in place to build an array of housing types including small units.

Section 2, chapter 640, Oregon Laws 2019, provide:

(2) (b) How a regional housing needs analysis and housing shortage analysis may compare to existing assessments of housing need and capacity conducted by local governments under **ORS 197.296 (Factors to establish sufficiency of buildable lands within urban growth boundary)** in terms of:

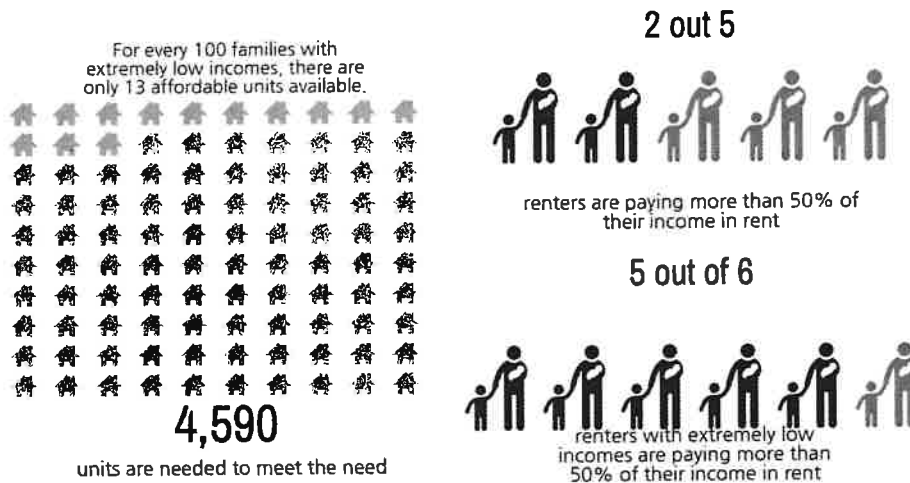
- (A) Cost and cost effectiveness.
 - **Adair Village has built 200 dwelling units in the past three years that were well below the region's average price point.**
- (B) Reliability and accuracy.
 - **All 200 dwelling have been sold and occupied and there is a waiting list for any new home as they become built.**
- (C) Repeatability; and
 - **The city plans to support the developers of Calloway Creek to duplicate the success of the first three phases of their project.**
- (D) Predictability.
 - **The city recognizes the need for new housing and hopes that after the UGB amendment is approved that the additional population will drive new mixed-use development in their downtown core.**

Benton County and Adair Village look forward to being a strong partner with the state as it moves forward on its regional production strategies. Adair Village has and will continue to promote higher density development using their PUD approach that supports duplexes, four-plexes and cottage cluster projects. This UGB amendment reflects Adair Village's commitment to the region's housing needs to provide livable opportunities to all Oregonians.

A Place to Call Home: Benton County

Homes give people an opportunity to build better lives and communities. But how do Benton County residents fare?

We have a serious shortage of affordable housing



Source: Oregon Housing Alliance (2020)

GOAL 14 - GUIDELINES

A. PLANNING

1. Plans should designate sufficient amounts of urbanizable land to accommodate the need for further urban expansion, taking into account (1) the growth policy of the area; (2) the needs of the forecast population; (3) the carrying capacity of the planning area; and (4) open space and recreational needs.
2. The size of the parcels of urbanizable land that are converted to urban land should be of adequate dimension so as to maximize the utility of the land resource and enable the logical and efficient extension of services to such parcels.
3. Plans providing for the transition from rural to urban land use should take into consideration as to a major determinant the carrying capacity of the air, land and water resources of the planning area. The land conservation and development actions provided for by such plans should not exceed the carrying capacity of such resources.

4. *Comprehensive plans and implementing measures for land inside urban growth boundaries should encourage the efficient use of land and the development of livable communities.*

B. IMPLEMENTATION

1. *The type, location and phasing of public facilities and services are factors which should be utilized to direct urban expansion.*

4. *Local land use controls and ordinances should be mutually supporting, adopted and enforced to integrate the type, timing and location of public facilities and services in a manner to accommodate increased public demands as urbanizable lands become more urbanized.*

CONTINUATION OF NEED FACTOR USING GUIDELINES

The following analysis addresses barriers to urbanization for certain parcels included in the BLI for various impediments such as cost of receiving utilities, under sized infrastructure to deliver services, age of the system to deliver utilities or encumbrances to access a parcel.

When exploring the development potential outlined in Appendix 1, Buildable Lands Assessment Memorandum, the following parcels show development is not feasible due to cost prohibitive improvements and should be considered for removal from the net buildable acres. These properties remained as net buildable land after the Simplified Urban Growth Boundary Methodology was applied per the Oregon Administrative Rule (OAR) 660-038-0060.

The following parcels are identified in Figure 7: Vacant and partially vacant property, on Page 18. The analysis has been done by Civil West Engineering Services Inc. which has been the city's engineer for over 20 years and knows the capacities and limitations of the city's current infrastructure.

Map ID #s 1, 3 & 21 (2.72, 0.34, and 0.75 acres respectively):

These properties are outside of the City Limits but within the UGB. Considerations for the development of this parcel includes access, water service and sewer service. Access to the property would be via Newton Road, which is an undeveloped private road. Roadway improvements, including ROW dedication, water and sewer service would all need to be extended up Newton Road at a cost of approximately \$600,000. For the development of a total of 3 acres, this is not feasible.

Map ID #2 (0.48 acres):

This property is landlocked (no public access) and is therefore undevelopable. Residential buildings surround the property making future access impossible without the demolition of existing residences. Development of this property is not feasible.

Map ID #s 4, 18, 22, & 25 (0.18, 0.31, 0.26, and 0.66 acres respectively):

These properties are part of larger properties and are limited by water (streams & wetlands). The cost to develop these small properties would necessarily include the demolition of the residences currently on the lots. Development of these properties is not feasible.

Map ID #s 6, &7 (1.59 & 0.62 acres respectively):

These properties are dedicated open space within the Calloway Creek Subdivision and are owned and maintained by the home-owner association. Development of these properties is not feasible.

Map ID #8 (0.10 acres):

This property is surrounded by wetlands and dense residential. It is landlocked and is too small to effectively develop. Development of this property is not feasible.

Map ID #9 (0.48 acres):

Although this property technically has frontage onto a public street, the frontage is all encumbered by drainage facilities effectively land-locking this parcel. Development of this property is not feasible.

Map ID #11 (2.37 acres):

This property is wedged in between Ryals Avenue and the Railroad. Because Ryals Avenue is an arterial roadway, fronting development onto the road is not allowed. There is not enough room for alternate access. This parcel is not developable.

Map ID #s 12, 13, 19, & 20 (1.22, 0.84, 1.90 & 0.75 acres respectively):

These properties lie on the north side of the City. These properties all have residences on the property with values at or over \$500,000. Development of these properties would require the demolition of the existing structures and would be prohibitively expensive. There is also limited sewer and water service to these properties without extensive off-site extensions. These parcels are not developable.

Map ID #s 14 & 17 (1.35 and 1.04 acres respectively):

These properties are on the northeast side of the City and would front off of Newton Road, which is an undeveloped private road. Sewer and Water service would need to be extended up Newton Road. Cost estimates for offsite work, including ROW acquisition is \$250,000. In addition to offsite work, these properties slope to the east, requiring a sewer lift station to provide sewer service. These parcels are not developable.

FINDINGS

Although the BLI already shows that the city has a deficit of land inside the UGB, additional analysis shows further deficit when applying Statewide Planning Goal 14 due to barriers to urbanization for numerous impediments such as cost of receiving utilities, under sized

infrastructure to deliver services, age of the system to deliver utilities or encumbrances to access a parcel.

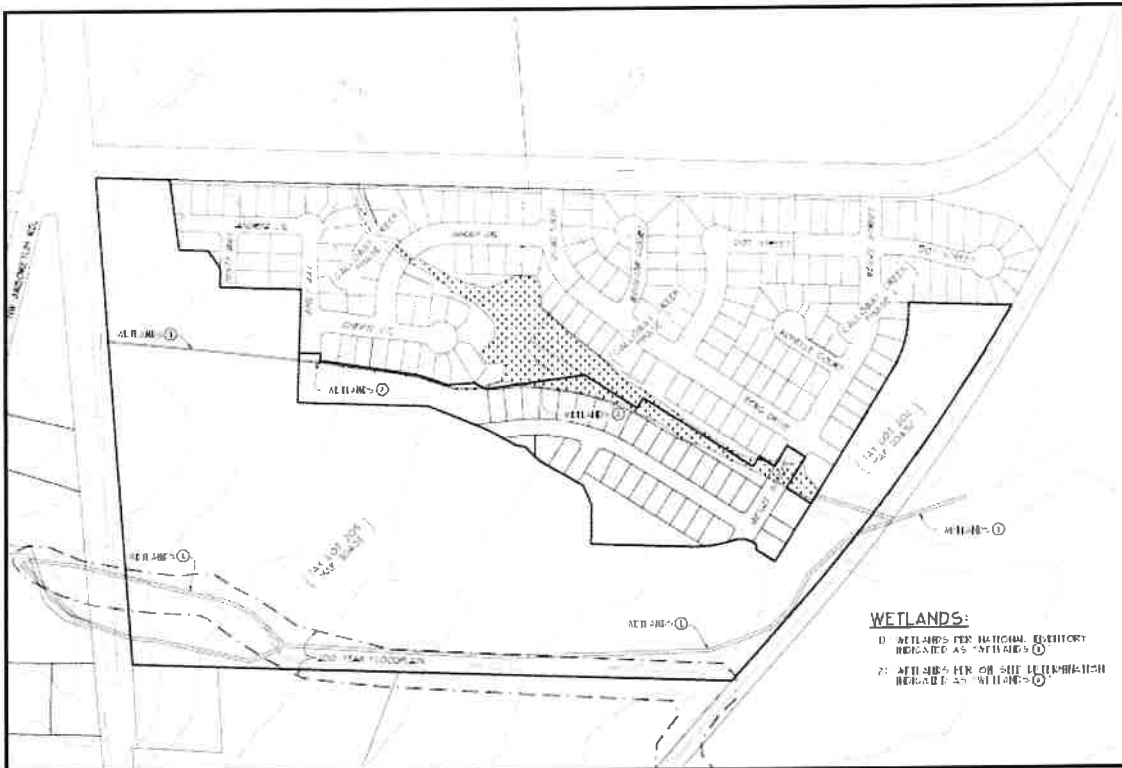
Looking to residentially zoned lands on the fringe of the current UGB that are very difficult to develop at urban densities is not consistent with the City's vision of compact, livable, walkable neighborhoods, particularly when other lands, currently zoned EFU, are well-suited to support that community vision.

The proposed UGB expansion areas are contiguous to the current city limits. Existing and adjacent infrastructure (roads, utilities, etc.) has been sized and installed anticipating and accounting for future growth in these areas. Installing new, or upgrading existing, infrastructure in semi-developed areas is inherently less efficient (roadways torn up for new utilities, procuring ROW or easements from multiple property owners, etc.) than development in open area on a single property.

Based on applying Goal 14 guidelines the city is proposing that the above properties be subtracted from the net buildable acres. The land conservation and development actions provided for by such plans should not exceed the carrying capacity of such resources. The total acreage of the above listed properties proposed for removal from the net buildable acres is **17.96 acres.**

Calloway Creek

Calloway Creek was approved in 2018 as a four (4) phase subdivision development. Three of those phases have been completed and entirely sold out. Phase 4, although already approved was delayed by the department of state land (DSL) for a wetland permit. The developer submitted for a .2 acre wetland mitigation (a minor application) to install a culvert that allows passage over the creek leading from phase 3 to phase 4 of the project. The permit was approved earlier this year. Phase 4 is planned with one street from the finished development stubbed to continue into Phase 4 and future phases. Phase 4 consists of 7.22 acres and has a preliminary layout for 29 new home sites that are identified in an Urban Conversion Plan filed with the County as a condition of a partition approval (Land Use File LU-21-050).



Urban Conversion Plan – Calloway Creek Phase IV - Weigel; Derby; Partition

FINDINGS

Goal 14 states that the urbanization of land should be of adequate dimension so as to maximize the utility of the land resource and enable the logical and efficient extension of services to such parcels. The size of the parcel is only relevant as urbanizable land in conjunction with the existing phases and the probability of development is based on the UGB expansion approval.

The 7.22 acres is identified as Map ID 5 in figure 7 on page 18. Although Calloway Creek Phase IV has preliminary PUD approval and its DSL permit to build over the stream bed it remains in the BLI net buildable acres.

CONCLUSION: Need Factor 2 Findings

The city identified land use deficiencies consistent with the requirements of OAR 660-024-0050. These measures allowed a wider range of housing constraints in residential districts. By expanding the BLI methodology based on ORS 197.296 and Goal 14, the city found that it has an additional 17.96 acres of land that can be removed from the gross buildable acres. Staying consistent with the BLI methodology, a 25 percent deduction for required infrastructure per Adair Village Comprehensive Plan Section 9.800 Growth Management is removed. The remaining amount of land that can be deducted from the net buildable acres is 13.47 acres.

By adding the 13.47 acres to the 13.25 acres initially found as the deficient acreage in the city's residential inventory, these measures increased Adair Village's residential deficit of land to 26.72 acres.

3. Alternatives Analysis for Establishment of the UGB Expansion Study Area

Chapter 2 concluded that Adair Village has insufficient land to accommodate projected growth for residential land. This chapter presents the alternatives analysis required by OAR 660-024-0060 as well as findings related to the prioritization described in ORS 197A.320.

Establishment of Study Area for UGB Expansion

Preliminary Study Area

ORS 197A.320 presents a priority list of lands to be included within an urban growth boundary for evaluating alternative boundary locations.

197A.320 Priority of land to be included within urban growth boundaries outside Metro; rules.

(1) Notwithstanding the priority in ORS 197.298 for inclusion of land within an urban growth boundary, a city outside of Metro shall comply with this section when determining which lands to include within the urban growth boundary of the city pursuant to ORS 197.286 to 197.314, 197A.310 or 197A.312.

(2) The Land Conservation and Development Commission shall provide, by rule, that:

(a) When evaluating lands for inclusion within the urban growth boundary, the city shall establish a study area that includes all land that is contiguous to the urban growth boundary and within a distance specified by commission.

(b) The city shall evaluate all land in the study area for inclusion in the urban growth boundary as provided in subsection (4) of this section, except for land excluded from the study area because:

(A) It is impracticable, as provided in subsection (3) of this section, to provide necessary public facilities or services to the land.

(B) The land is subject to significant development hazards, including a risk of landslides, a risk of flooding because the land is within the 100-year floodplain or is subject to inundation during storm surges or tsunamis, and other risks determined by the commission.

(C) The long-term preservation of significant scenic, natural, cultural or recreational resources requires limiting or prohibiting urban development of the land that contains the resources.

(D) The land is owned by the federal government and managed primarily for rural uses.

(c) When evaluating the priority of land for inclusion under paragraph(b) of this subsection:

(A) The city shall evaluate the land within the study area that is designated as an urban reserve under ORS 195.145 in an acknowledged comprehensive plan, land that is subject to an acknowledged exception under ORS 197.732 or land that is non-resource land and select as much of the land as necessary to satisfy the need for land using criteria established by the commission and criteria in an acknowledged comprehensive plan and land use regulations.

(B) If the amount of land appropriate for selection under subparagraph(A) of this paragraph is not sufficient to satisfy the need for land, the city shall evaluate the land within the study area that is designated as marginal land under ORS 197.247(1991 Edition) in the acknowledged comprehensive plan and select as much of the land as necessary to satisfy the need for land using criteria established by the commission and criteria in an acknowledged comprehensive plan and land use regulations.

(C) If the amount of land appropriate for selection under subparagraphs(A) and(B) of this paragraph is not sufficient to satisfy the amount of land needed, the city shall evaluate land within the study area that is designated for agriculture or forest uses in the acknowledged comprehensive plan that is not predominantly high-value farmland, as defined in ORS 195.300, or does not consist predominantly of prime or unique soils, as determined by the United States Department of Agriculture Natural Resources Conservation Service, and select as much of that land as necessary to satisfy the need for land:

(i) Using criteria established by the commission and criteria in an acknowledged comprehensive plan and land use regulations; and

(ii) Using the predominant capability classification system or the predominant cubic site class, as appropriate for the acknowledged comprehensive plan designation, to select lower capability or cubic site class lands first.

(D) If the amount of land appropriate for selection under subparagraphs(A) to(C) of this paragraph is not sufficient to satisfy the need for land, the city shall evaluate land within the study area that is designated as agricultural land in an acknowledged comprehensive plan and is predominantly high value farmland and select as much of that land as necessary to satisfy the need for land. A local government may not select land that is predominantly made up

of prime or unique farm soils, as defined by the United States Department of Agriculture Natural Resources Conservation Service, unless there is an insufficient amount of other land to satisfy its land need.

(3) For purposes of subsection (2)(b)(A) of this section, the commission shall determine impracticability by rule, considering the likely amount of development that could occur on the lands within the planning period, the likely cost of facilities and services, physical, topographical or other impediments to service provision and whether urban development has occurred on similarly situated lands such that it is likely that the lands will be developed at an urban level during the planning period. When impracticability is primarily a result of existing development patterns, the rules of the commission shall require that the lands be included within the study area, but may allow the development capacity forecast for the lands to be specified at a lower level over the planning period. The rules of the commission must be based on an evaluation of how similarly situated lands have, or have not, developed over time.

(4) For purposes of subsection (2)(b)(C) of this section, the commission by rule shall determine the circumstances in which and the resources to which this exclusion will apply.

(5) Notwithstanding subsection(2)(c)(D) of this section, the rules must allow land that would otherwise be excluded from an urban growth boundary to be included if:

(a) The land contains a small amount of resource land that is not important to the commercial agricultural enterprise in the area and the land must be included to connect a nearby and significantly larger area of land of higher priority for inclusion within the urban growth boundary; or

(b) The land contains a small amount of resource land that is not predominantly high-value farmland or predominantly made up of prime or unique farm soils and the land is completely surrounded by land of higher priority for inclusion into the urban growth boundary.

(6) When the primary purpose for expansion of the urban growth boundary is to accommodate a particular industry use that requires specific site characteristics, or to accommodate a public facility that requires specific site characteristics and the site characteristics may be found in only a small number of locations, the city may limit the study area to land that has, or could be improved to provide, the required site characteristics. Lands included within an urban growth boundary for a particular industrial use, or a particular public facility, must remain planned and zoned for the intended use:

(a) Except as allowed by rule of the commission that is based on a

significant change in circumstance or the passage of time; or

(b) Unless the city removes the land from within the urban growth boundary.

(7) Notwithstanding any other provision of this section, the commission may adopt rules that specify circumstances under which a city may exchange land within the urban growth boundary of the city for land that is outside of the urban growth boundary and that is designed to avoid adverse effects of an exchange on agricultural or forest operations in the surrounding area.

Consistent with ORS 197A.320 (2), OAR 660-024 provides direction on establishing the UGB study area, which includes all land within one-half mile of the Adair Village UGB and all exceptions area within one mile of the Adair Village UGB.

RULE 660-024-0065 ESTABLISHMENT OF STUDY AREA TO EVALUATE LAND FOR INCLUSION IN THE UGB

(1) When considering a UGB amendment to accommodate a need deficit identified in OAR 660-024-0050(4), a city outside of Metro must determine which land to add to the UGB by evaluating alternative locations within a “study area” established pursuant to this rule. To establish the study area, the city must first identify a “preliminary study area” which shall not include land within a different UGB or the corporate limits of a city within a different UGB. The preliminary study area shall include:

(a) All lands in the city’s acknowledged urban reserve, if any;

(b) All lands that are within the following distance from the acknowledged UGB:

(A) For cities with a UGB population less than 10,000: one-half mile;

(c) All exception areas contiguous to an exception area that includes land within the distance specified in subsection (b) and that are within the following distance from the acknowledged UGB:

(A) For cities with a UGB population less than 10,000: one mile;

Response:

The City of Adair Village is outside of Metro and has a UGB population of less than 10,000. Benton County has not adopted urban reserve areas, therefore no urban reserve areas are available for UGB expansion. However, there are identified exception areas contiguous to exception areas within the one-half mile radius. Therefore, in accordance with OAR 660-024-0065(1)(c)(A), a study area radius of one mile has been considered.

While exception lands west of Highway 99 could be considered for UGB expansion, the City of Adair Village and the Oregon Department of Transportation (ODOT) have, as a matter of policy, determined that the City should not expand west of Highway 99 in order to maintain a cohesive form, provide efficient public infrastructure, minimize access conflicts on Highway 99 and avoid UGB expansions along non-freeway highways consistent with the Oregon Highway Plan (1999). Specifically, Action 1B.8 of ODOT's Oregon Highway Plan addresses UGB expansion and states: "Avoid the expansion of urban growth boundaries along Interstate and Statewide Highways and around interchanges unless ODOT and the appropriate local governments agree to an interchange management plan to protect interchange operation or an access management plan along non-freeway highways." In this case, no such access management plan exists and the governing agencies of Adair Village, Benton County and ODOT are in agreement that an access management plan to enable UGB expansion to the west is neither practical nor consistent with agency policies.

Given the fact that Highway 99 has been determined to be the westward limit of urban growth for the city, exception lands adjacent to the existing City UGB available for expansion are deemed ineligible due to this barrier of urban expansion.

(4) The city may exclude land from the preliminary study area if it determines that:

(a) Based on the standards in section (7) of this rule, it is impracticable to provide necessary public facilities or services to the land;

Response: The ability to provide necessary public facilities or services was not used as a determination to exclude land from the preliminary study area. Therefore, this subsection is not applicable.

(b) The land is subject to significant development hazards, due to a risk of:

(A) Landslides: The land consists of a landslide deposit or scarp flank that is described and mapped on the Statewide Landslide Information Database for Oregon (SLIDO) Release 3.2 Geodatabase published by the Oregon Department of Geology and Mineral Industries (DOGAMI) December 2014, provided that the deposit or scarp flank in the data source is mapped at a scale of 1:40,000 or finer. If the owner of a lot or parcel provides the city with a site-specific analysis by a certified engineering geologist demonstrating that development of the property

would not be subject to significant landslide risk, the city may not exclude the lot or parcel under this paragraph;

Response: A reduction in study area is not proposed due to identified landslide areas as there are no identified landslide areas within the potential study area.

(B) Flooding, including inundation during storm surges: the land is within the Special Flood Hazard Area (SFHA) identified on the applicable Flood Insurance Rate Map (FIRM);

Response: A reduction in study area is not proposed due to Special Flood Hazard Areas.

(C) Tsunamis: the land is within a tsunami inundation zone established pursuant to ORS 455.446;

Response: A reduction in study area is not proposed due to tsunami inundation zones as there are no identified tsunami inundation zones within the potential study area.

(c) The land consists of a significant scenic, natural, cultural or recreational resource described in this subsection:

(A) Land that is designated in an acknowledged comprehensive plan prior to initiation of the UGB amendment, or that is mapped on a published state or federal inventory at a scale sufficient to determine its location for purposes of this rule, as:

(i) Critical or essential habitat for a species listed by a state or federal agency as threatened or endangered;

Response: A reduction in study area is not proposed for threatened or endangered species habitat as there is no identified threatened or endangered species habitat within the potential study area.

(ii) Core habitat for Greater Sage Grouse; or

Response: A reduction in study area is not proposed for Great Sage Grouse core habitat as there is no identified Great Sage Grouse core habitat within the potential study area.

(iii) Big game migration corridors or winter range, except where located on lands designated as urban reserves or exception areas;

Response: A reduction in study area is not proposed for big game migration corridors or winter range as there are no identified big game migration corridors or winter range within the potential study area.

(B) Federal Wild and Scenic Rivers and State Scenic Waterways, including Related Adjacent Lands described by ORS 390.805, as mapped by the applicable state or federal agency responsible for the scenic program;

Response: A reduction in study area is not proposed for mapped Federal Wild and Scenic Rivers and State Scenic Waterways as there are no Wild and Scenic Rivers or State Scenic Waterways within the potential study area.

(C) Designated Natural Areas on the Oregon State Register of Natural Heritage Resources;

Response: A reduction in study area is not proposed for Oregon State Register-designated Natural Areas as there are no designated Natural Areas within the potential study area.

(D) Wellhead protection areas described under OAR 660-023-0140 and delineated on a local comprehensive plan;

Response: A reduction in study area is not proposed for wellhead protection areas as there are no designated wellhead protection areas within the potential study area.

(E) Aquatic areas subject to Statewide Planning Goal 16 that are in a Natural or Conservation management unit designated in an acknowledged comprehensive plan;

Response: A reduction in study area is not proposed for aquatic areas in a Natural or Conservation management unit as there are no estuaries within the potential study area.

(F) Lands subject to acknowledged comprehensive plan or land use regulations that implement Statewide Planning Goal 17, Coastal Shoreland, Use Requirement 1;

Response: A reduction in study area is not proposed for lands subject to Statewide Planning Goal 17, Use Requirement 1 as coastal shorelands do not exist in the potential study area.

(G) Lands subject to acknowledged comprehensive plan or land use regulations that implement Statewide Planning Goal 18, Implementation Requirement 2;

Response: A reduction in study area is not proposed for lands subject to Statewide Planning Goal 18, Implementation Requirement 2, which relates to beaches and dunes which do not exist in the potential study area.

(d) The land is owned by the federal government and managed primarily for rural uses.

Response: A reduction in study area is not proposed for lands owned by the federal government and managed primarily for rural uses as there are no federally owned lands within the potential study area.

(7) For purposes of subsection (4)(a), the city may consider it impracticable to provide necessary public facilities or services to the following lands:

(a) Contiguous areas of at least five acres where 75 percent or more of the land has a slope of 25 percent or greater, provided that contiguous areas 20 acres or more that are less than 25 percent slope may not be excluded under this subsection. Slope shall be measured as the increase in elevation divided by the horizontal distance at maximum ten-foot contour intervals;

Response: The preliminary study area does not contain any areas of land where 75 percent or more of the land has a slope of 25 percent or greater. Therefore, this section is not applicable.

(b) Land that is isolated from existing service networks by physical, topographic, or other impediments to service provision such that it is impracticable to provide necessary facilities or services to the land within the planning period. The city's determination shall be based on an evaluation of:

(A) The likely amount of development that could occur on the land within the planning period;

Response: A designation of the amount of development likely to occur on the land was not used as part of the determination of the preliminary study area. Therefore, this subsection is not applicable.

(B) The likely cost of facilities and services; and,

Response: The preliminary study area did not factor in the likely cost of facilities and services as part of the determination of a preliminary study area. Therefore, this subsection is not applicable.

(C) Any substantial evidence collected by or presented to the city regarding how similarly situated land in the region has, or has not, developed over time.

Response: No lands were considered unserviceable due to the development of other lands over time. Therefore, this subsection is not applicable.

(c) As used in this section, "impediments to service provision" may include but are not limited to:

(A) Major rivers or other water bodies that would require new bridge crossings to serve planned urban development;

Response: No lands have been eliminated from the study area due to the presence of major rivers or other water bodies that could be an impediment to service provision. Therefore, this subsection is not applicable.

(B) Topographic features such as canyons or ridges with slopes exceeding 40 percent and vertical relief of greater than 80 feet;

Response: No lands have been eliminated from the study area due to slopes exceeding 40 percent and/or vertical relief of greater than 80 feet. Therefore, this subsection is not applicable.

(C) Freeways, rail lines, or other restricted access corridors that would require new grade separated crossings to serve planned urban development;

Response: Based on the aforementioned policies stated in the Benton County Comprehensive Plan and the Oregon Highway Plan, Highway 99, a restricted access corridor, was deemed an impediment to service provisions. Furthermore, it was determined that it was not in the best interest of Adair Village to expand to the west of Highway 99. The City of Adair Village Comprehensive Plan (2015), in Section 9.890 – Growth Management Goals and Policies, calls for a local street network "without relying on Hwy 99W for intra-city trips." This policy is consistent with ODOT desires to minimize access points along Highway 99 and ensure that the facility is used for regional trips and not for local travel. Thus, expansion to the west would inherently isolate these properties from the

rest of the City, creating an impediment to utility and public services and a cohesive urban form.

(D) Significant scenic, natural, cultural or recreational resources on an acknowledged plan inventory and subject to protection measures under the plan or implementing regulations, or on a published state or federal inventory, that would prohibit or substantially impede the placement or construction of necessary public facilities and services.

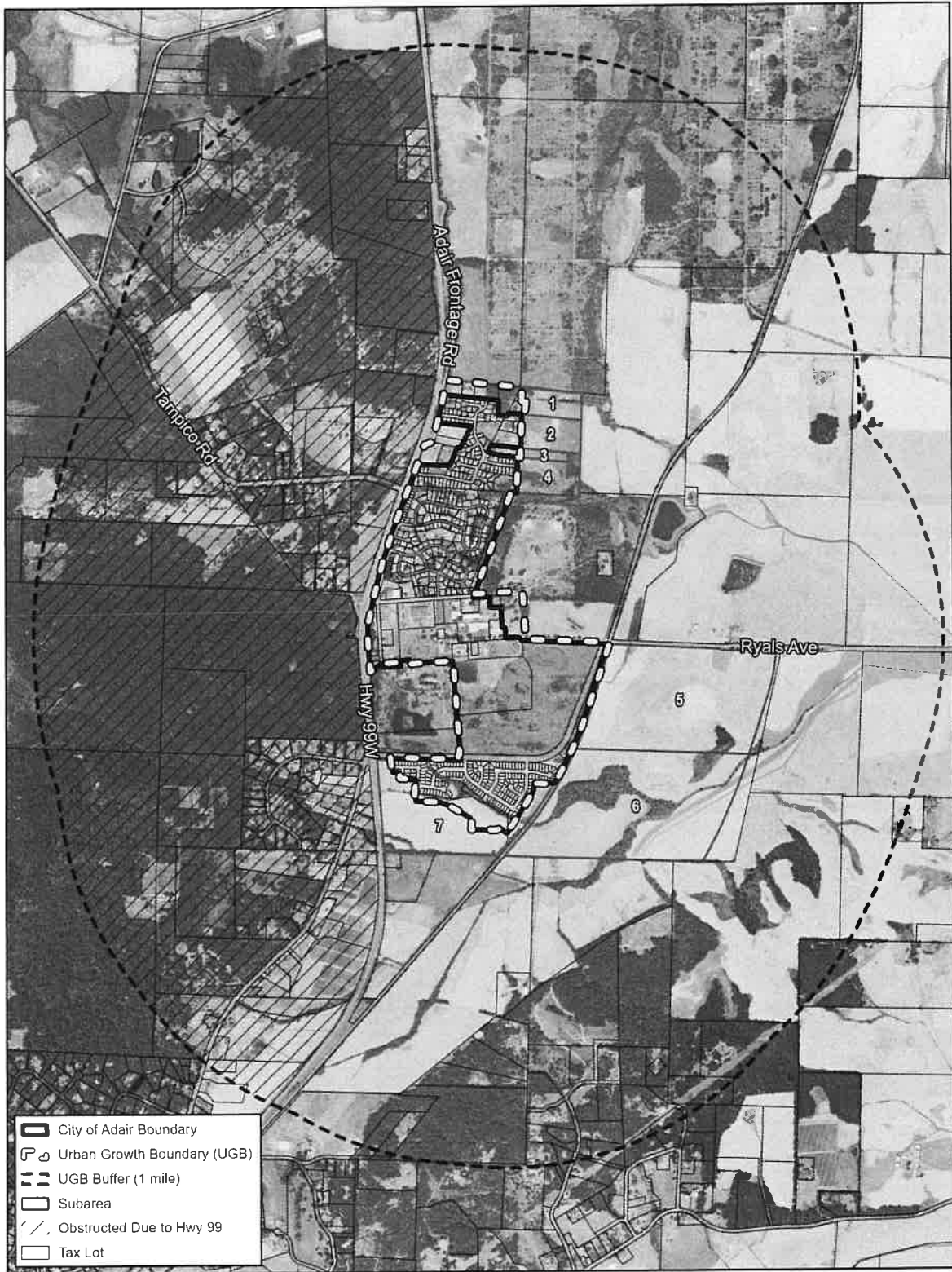
Response: Significant scenic, natural, cultural, or recreational resources were not used as a justification of an impediment to service provisions in the preliminary study area. Therefore, this subsection is not applicable.

(8) Land may not be excluded from the preliminary study area based on a finding of impracticability that is primarily a result of existing development patterns. However, a city may forecast development capacity for such land as provided in OAR 660-024-0067(1)(d).

Response: The identified preliminary study area, as shown in the Comparative Analysis, dated July 20, 2022, did not exclude any land based on existing development patterns.

Based on these requirements, the city evaluated all lands adjacent to the Adair Village UGB for suitability for residential uses. For purposes of the Alternatives Analysis, the city reviewed land in the preliminary study area within the one-mile buffer of the Adair Village UGB, as shown in Figure 8.

Figure 8: Comparative Analysis Study Area Map



Study Area

Per OAR 660-24-0065(a)(A), cities within a UGB population of less than 10,000 people, such as Adair Village, shall use a one-half mile radius to establish a study area for the comparative analysis. The selection of potential comparison sites is discussed in more detail in Appendix A at the end of this memo and in Chapter 4, pages 52-62. As shown on the attached Comparative Analysis Study Area map (Figure 8), properties within one-half mile were grouped into specific subareas based on common zoning, ownership, and physical site characteristics. For purposes of this analysis, subareas are groups of contiguous properties, adjacent to the UGB and zoned Exclusive Farm Use (EFU) by Benton County. EFU zones are considered resource zones and apply to lands classified by the U.S. Soil Conservation Service as predominantly Class I-IV soils, per Benton County Development Code 55.015. The following seven subareas are included in the study area:

- Subarea 1 - 8.7 acres
- Subarea 2 - 11.6 acres
- Subarea 3 - 2.51 acres
- Subarea 4 - 12.9 acres
- Subarea 5 - 103.2 acres
- Subarea 6 - 115.1 acres
- Subarea 7 - 41.7 acres

ORS 197.298 Prioritization

The provisions in ORS 197.298(1) require that land to be included within a UGB be prioritized using the following general hierarchy:

First	Land designated as urban reserve
Second	Land adjacent to the UGB and designated as exception or non-resource
Third	Land designated as marginal land
Fourth	Land designated as agriculture or forest land

As shown in Figure 8 and Figure 10, none of the subareas are designated as urban reserves; therefore, there are no “first priority” lands within the study area.

Second priority is given to land that is adjacent to a UGB and designated as exception or non-resource land. With the study area, there are no properties adjacent to the UGB and designated as exception or non-resource land. Second priority may also include resource lands that are completely surrounded by exception lands; however, none of the EFU subareas meet that threshold. Therefore, the study area does not include any second priority lands.

Third priority is given to lands that are defined as marginal pursuant to ORS 197.247 (1991 Edition). Benton County has not adopted marginal lands provisions and, therefore, the third

level of prioritization does not apply here.

If lands identified as high priority under the first, second, and third tiers of prioritization are inadequate to accommodate the amount of land needed, then fourth priority can be given to lands designated for agriculture or farm use (resource lands). Since there are no identified first, second or third priority lands inside the study area, the seven EFU subareas can be included as fourth priority lands per this rule.

Under ORS 197.298(2), the lands that can be considered for UGB expansion per the prioritization evaluation in subsection (1) must be further evaluated and prioritized based on capability of the land. Capability is measured by soil classification ranging from Class I to Class XIII; Class I soils have the most capability for agricultural use and are therefore considered lowest priority for UGB inclusion. Class XIII soils have very limited capability for agricultural use and would be given highest priority. As shown on the soil classification map in Figure 9, each subarea was ranked based on the relative proportion of high soil capability. Per the soil map, the subareas have the following soil classifications:

- Subarea 1: approximately 90% Class II soils
- Subarea 2: approximately 100% Class II soils
- Subarea 3: approximately 100% Class II soils
- Subarea 4: approximately 54% Class II soils
- Subarea 5: approximately 77% Class II soils
- Subarea 6: approximately 48% Class II soils
- Subarea 7: approximately 67% Class II soils

Subareas 4, 6, and 7 were given higher priority due to the higher levels of Class III and IV soils. Other subareas in the analysis had greater proportions of Class I and II soils, which are more productive and therefore, a lower priority.

Finally, ORS 197.298(3) states that land of lower priority under subsection (1) of the rule can be included in a UGB if land of higher priority is found to be inadequate based on one or more of several factors. However, those factors do not apply here because all lands identified are fourth priority lands; land of higher priority was not identified within the study area.

To summarize the prioritization analysis under ORS 197.298, there are no lands of first, second or third priority within the study area. Therefore, the EFU subareas 1-7 can be included as fourth priority lands. Under ORS 197.298(2), subareas 4, 6, and 7 are considered higher priority due to the higher levels of less productive soils.

Figure 9: Soil Classification Map

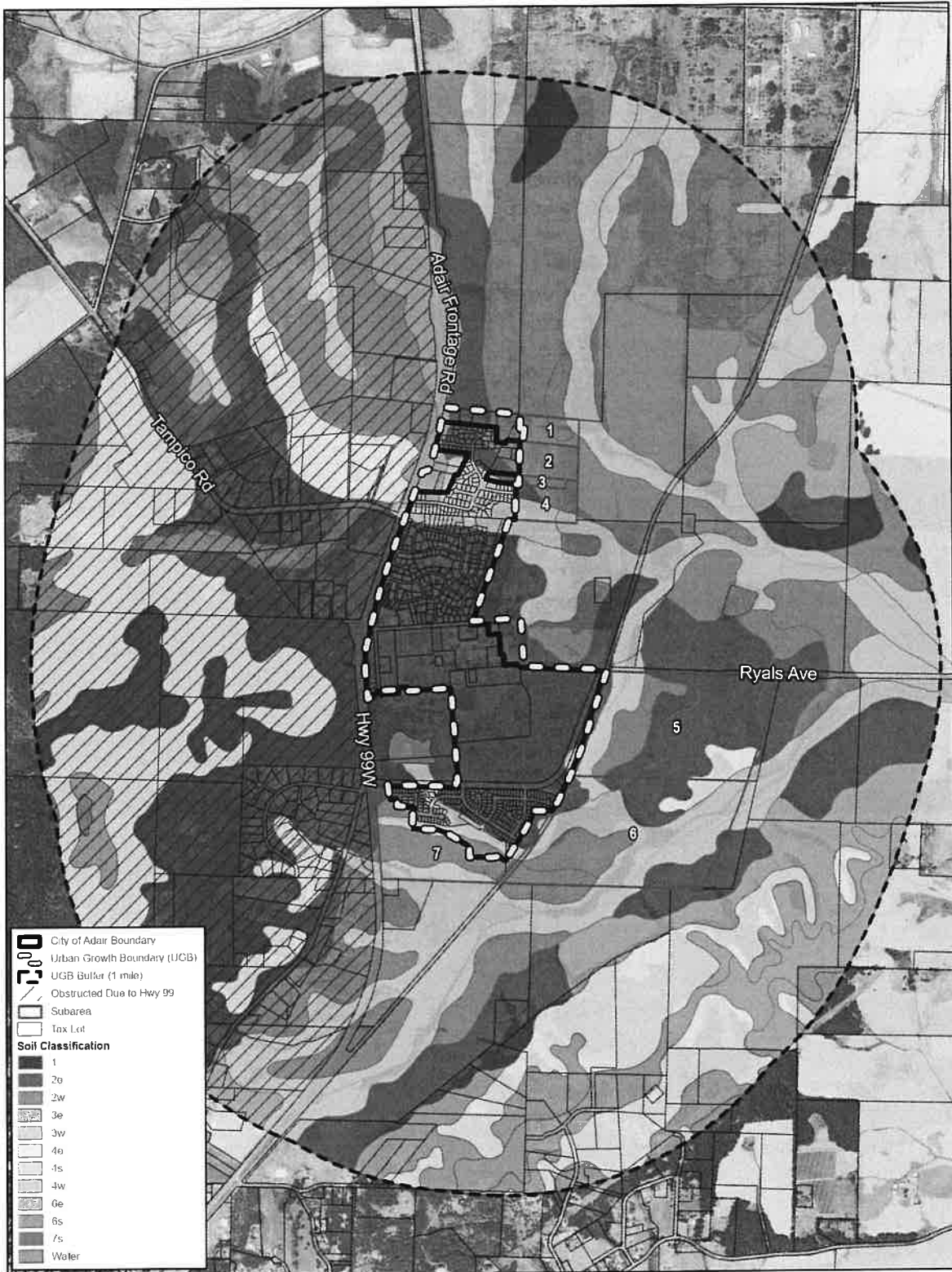
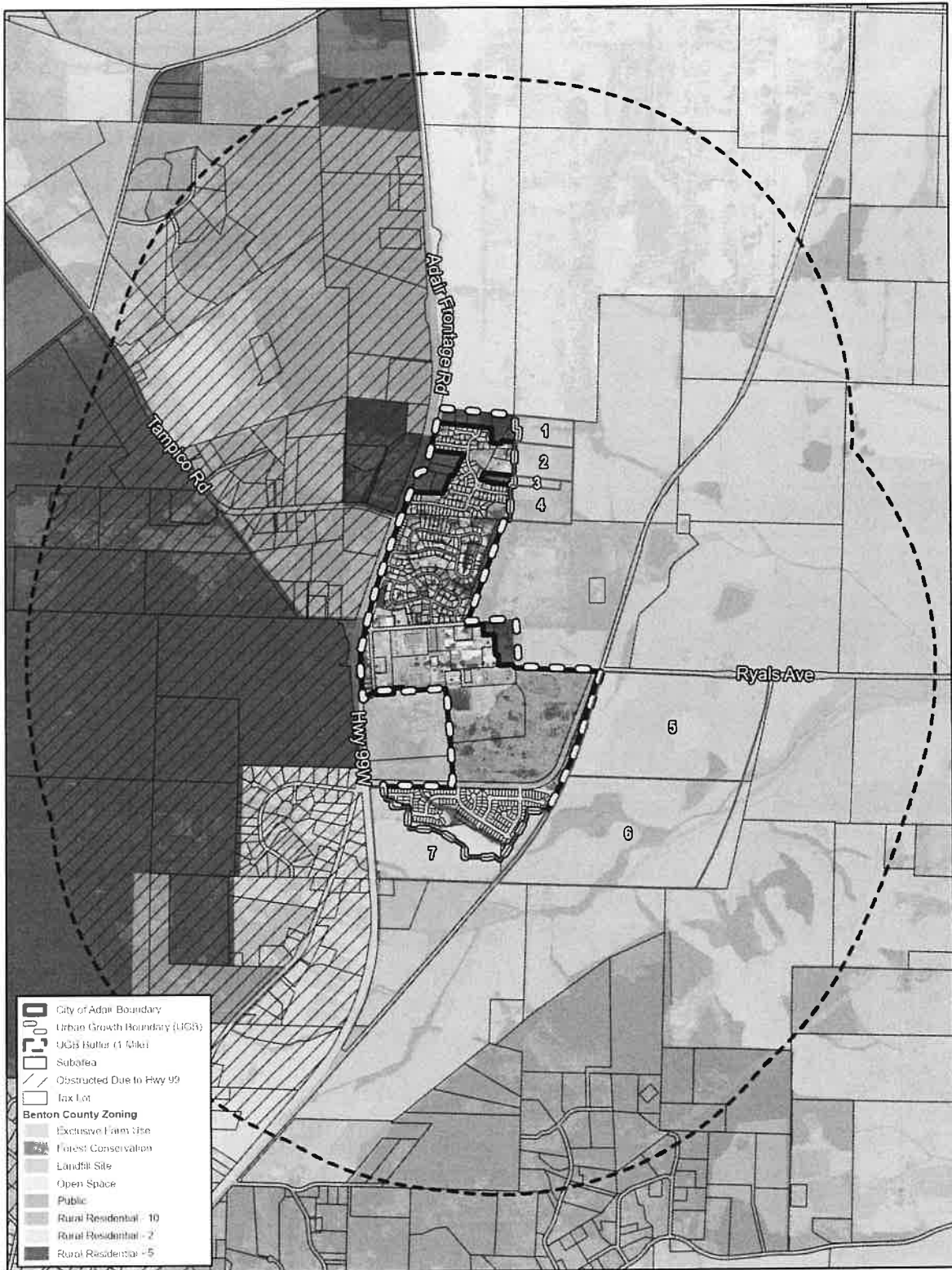


Figure 10: Comparative Analysis Zoning Map



4. Goal 14 Locational Factors

The findings and analysis in Chapters 2 and 3 of these findings demonstrate that insufficient land exists in the UGB to meet identified residential land needs.

Chapter 4 includes additional findings demonstrating compliance Goal 14 locational factors.

Goal 14 establishes four boundary location factors that must be considered when reviewing alternative boundaries:

The location of the urban growth boundary and changes to the boundary shall be determined by evaluating alternative boundary locations consistent with ORS 197A.320 and with consideration of the following factors:

- a. Efficient accommodation of identified land needs;*
- b. Orderly and economic provision of public facilities and services;*
- c. Comparative environmental, energy, economic and social consequences; and*
- d. Compatibility of the proposed urban uses with nearby agricultural and forest activities occurring on farm and forest land outside the UGB.*

Findings demonstrating consistency with Goal 14 Location Factors 1–4

The four Goal 14 location factors are: (1) Efficient accommodation of identified land needs; (2) Orderly and economic provision of public facilities and services; (3) Comparative environmental, energy, economic and social consequences; and (4) Compatibility of the proposed urban uses with nearby agricultural and forest activities occurring on farm and forest land outside the UGB.

The following sections provide findings showing consideration of the Goal 14 locational factors.

Goal 14 Comparison

Based on the above analysis of the ORS 197.298 prioritization requirements, EFU subareas within the study area can be considered for inclusion within the UGB. Upon making this conclusion, the county must then consider which sites are most eligible for expansion based on Statewide Planning Goal 14 urbanization factors. These factors are listed below along with a discussion of how the seven EFU subareas compare within each factor.

- 1. *Efficient accommodation of identified land needs.***

The June 14, 2022 DOWL BLI analysis identifies the need for land to accommodate additional housing units in the City to accommodate 20-year population growth in the City. Section 9.440 of the comprehensive plan states also recognizes this shortage and states that, "The only other area capable of supporting future urban expansion is the area immediately east of the existing City UGB that contains portions of some of the same tax lots already in the UGB. This area contains 36 acres that is zoned EFU in the County and is the only other contiguous property available to the City." The parcels referenced in that statement are subareas 1-4 in the study area. Section 9.840 of the comprehensive plan further notes that these lands represent the only remaining lands east of Highway 99 West that can be urbanized without encroaching on the larger parcels of agricultural land northeast, east and south of the city. As such, these parcels "should be given early consideration for inclusion within the City's UGB..."

Subarea 7 is likely the subarea that is most able to efficiently accommodate the land need because it is about 42 acres under one ownership. This property (called the Weigel property in the comprehensive plan) was considered for a previous UGB expansion and roughly half of the property is already in the UGB.

Subareas 5 and 6 are relatively large parcels, each under single ownership, and could accommodate the identified land need. However, development of those subareas would represent a more significant encroachment into agricultural lands. Those subareas are not identified for long-range urban expansion per the comprehensive plan.

Subareas 1-4 are smaller parcels and could not individually accommodate the identified land need.

- 2. *Orderly and economic provision of public facilities and services.*** Public facilities and services include public utilities such as water and sewer, along with transportation facilities, parks, and schools. Currently, none of the EFU subareas have public services or facilities. The southern-most EFU subareas (subareas 5-7) are located away from existing public services (water and sewer) and have limited transportation facilities. Subareas 5 and 6 have proximity to NW Ryals Avenue but are separated from the roadway by the Southern Pacific Railroad line that runs north-south through that area. Subarea 7 does not have frontage on NW Ryals Avenue but could connect to the roadway through the northern portion of the Weigel property that is already inside the UGB. The northern portion of the Weigel property has now developed. For these southern EFU subareas, extension of public services and facilities to serve subareas 5 and 6 would be a significant effort. However, with the development of the northern portion of the Weigel property, subarea 7 is now in close proximity to existing services.

The northern EFU subareas (1 through 4) have greater proximity to existing public services and facilities. The Cornelius property (subarea 4) provides the most efficiency for extension of services because NE Hibiscus Drive stubs to the property and was intended to ultimately extend into subarea 4. Water and sewer connections are available in NE Hibiscus Drive. Subareas 1-3 are north of subarea 4 and do not currently have stubs at their property lines. Infrastructure extensions into the Cornelius site could

easily occur from NE Hibiscus Drive. As such, subarea 4 provides the most orderly and economic extension of public facilities and services relative to the other EFU subareas. (See additional analysis starting on page 53)

3. **Comparative environmental, energy, economic and social consequences.** Including subareas 1-4 in the UGB would have fewer environmental consequences when compared with subareas 5-7. Subareas 1-4 are smaller lots and, per the comprehensive plan, could be developed without encroaching on larger and more productive EFU lands. In addition, subareas 6 and 7 are encumbered by waterways (Calloway Creek) and associated riparian areas. Development on those subareas could have impacts to the natural areas. There are no identified waterways on subareas 1-4. Subareas 1-4 also have energy and economic advantages over the other EFU subareas because they are in closer proximity to existing development and provide more efficient extension of public services and facilities. Subarea 4 also has a lower proportion of productive soils, which makes it a higher priority for UGB inclusion and minimizes environmental impacts of development in that location.
4. **Compatibility of the proposed urban uses with nearby agricultural and forest activities occurring on farm and forest land outside the UGB.** Similar to the discussion under (3) above, the comprehensive plan notes that subareas 1-4 are some of the only remaining lands east of the highway that could be urbanized without encroaching on major agricultural parcels northeast, east and south of the city. These are relatively small parcels in terms of agricultural operations and some of the parcels in these subareas are already inside the UGB (portions of subareas 1 and 3 are inside the UGB). They are close to existing development and could serve as a buffer between the larger agricultural uses to the east and more dense development to the west. Subarea 7 could also serve in a similar capacity; it is naturally separated from other agricultural lands by Calloway Creek to the south and the railroad to the east. By comparison, subareas 5 and 6 are large parcels of EFU land with the potential to support larger, more productive agricultural operations. Fragmenting those large parcels for urbanization would likely reduce their productivity. The comprehensive plan does not identify these subareas for future inclusion into the UGB.

The table below summarizes the evaluation under Goal 14.

EFU Subarea	Ranking under Goal 14 Factors*				
	Factor 1	Factor 2	Factor 3	Factor 4	Total
1	0	0	1	1	2
2	0	0	1	1	2
3	0	0	1	1	2
4	0	1	1	1	3
5	1	0	0	0	1
6	1	0	0	0	1
7	1	1	0	1	3

*A score of 1 means the subarea generally fulfills the urbanization factors described above.

CONCLUSION

As indicated in the above summary, subarea 4 (Cornelius property) and subarea 7 (Weigel property) best meet the criteria for urban growth expansion when compared with other subareas relative to the four urbanization factors. While subarea 7 is identified in the comprehensive plan as a logical location for UGB expansion, efficient provision of public facilities to subarea 7 relies heavily on development directly to the north (the portion of the Weigel property already inside the UGB) which has now taken place. Subarea 4 is directly adjacent to existing development and road and utility stubs are in place on Hibiscus Drive to serve the Cornelius property.

For the selection of sites used in the comparative analysis for the Adair Village UGB amendment, a study area of one-half mile around the existing UGB was used.

While within one-half mile of the UGB, the following properties were excluded from this analysis:

- *Properties non-contiguous with the UGB*
It is unlikely that land not adjacent to the UGB would receive priority for expansion, given the inefficiencies in public service provision. Tax lots excluded for this reason are:
 - 10431C000200
 - 104310000700
 - 104310000600
 - 104310000500
 - 104320000300
 - 104310000502
 - 104320000100
 - 104290000700
 - 104200000400

- *Properties under public ownership*
Sites that are owned by a public agency such as Benton County, the City of Adair Village, or the Oregon State Game Commission are excluded from this analysis.
 - 104190000100
 - 104200000300
 - 104290000301
 - 104290000300
 - 104290000800
 - 10430D000400

- 10430D001500

- *Properties located west of Oregon Route 99W*
Expanding west across Highway 99W is impractical due to steep slopes, issues related to serviceability, and transportation safety. Properties west of Highway 99W are excluded from this analysis.

ADDITIONAL ANALYSIS: Civil West Subarea Infrastructure Cost Estimates

FACTOR 2: Orderly and economic provision of public facilities and services.

Infrastructure Methodology

This analysis presents construction cost estimates for public infrastructure necessary to access and serve the subject areas. These infrastructure projects do not include any on-site costs, except those necessary for any development of the area. Cost estimates rely on recent construction costs in the area when applicable, and existing facility and master plans where more recent work is not available.

Sewer Methodology: The City of Adair Village completed a Wastewater Facilities Plan update in 2019. Based on ENR index increases since 2019, unit costs have been increased 6% from those determined in the report. Sewer work for the subareas included in this analysis primarily include lift stations, gravity main, force mains, and railroad crossings when necessary. Costs associated with work which is not included in the WWFP (railroad crossing), are estimated based on recent similar work in the region.

Water Methodology: Water needs associated with each subarea include extending service to the boundary of the property. Costs used for water cost estimates are based on recent water infrastructure improvements in, and around, the City of Adair Village.

Transportation Methodology: Many of the subareas evaluated herein do not have legal public access to the properties. Cost for transportation infrastructure include the procurement of right-of-way, development of a public street to current City standards, and when necessary, railroad crossings. Costs used for roadway work are estimated using recent roadway costs for development in the City of Adair Village and include dry utility conduit.

Stormwater Methodology: Most of the subareas evaluated do not need offsite stormwater infrastructure. Only one requires offsite work. The estimated costs for that infrastructure are determined using recent development cost in the City of Adair Village.

Subarea 1

Subarea consists of 8.66 acres of agriculturally zoned (EFU) land. The owners, Antonio &

Elizabeth Amandi, own 6.09 acres of rural residential land already inside the UGB, directly adjacent to their holdings within subarea 1. While subarea 1 does not directly abut the UGB, the subarea is included in this analysis due to contiguous ownership.



Source: Benton County GIS

Subarea 1

Taxlot	Ownership	Acreage
10420000600	ANTONIO & ELIZABETH AMANDI REVOCABLE LIV	8.66

Infrastructure analysis:

Transportation: Access to Subarea 1 is only available by way of Newton Road. Newton Rd is an unimproved PRIVATE road across 5 different properties. Development of Subarea 1 will require 1000 lf of ROW dedication and roadway improvements. Cost to develop: \$450,000

Sewer: The closest sewer available is at the south end of Newton Road, approximately 1000 feet away from the west side of the property. However, the property topography slopes from west to east, so the low point of the property is approximately 20' below the grade of the nearest sewer, meaning a wastewater lift station would be required to serve this property. Wastewater would be pumped to the west side of the property and then south along Newton Road to a point approximately 200' north of the end of Newton Road where it would transition to a gravity sewer for the remaining 200'. Costs include upgrade of existing lift station in Adair County Park. Cost to develop: \$760,000

Water: Public water extends approximately 500 north from the intersection of Newton Road, however the waterline is only a 6" main. In order to serve a multi-unit development, the entire

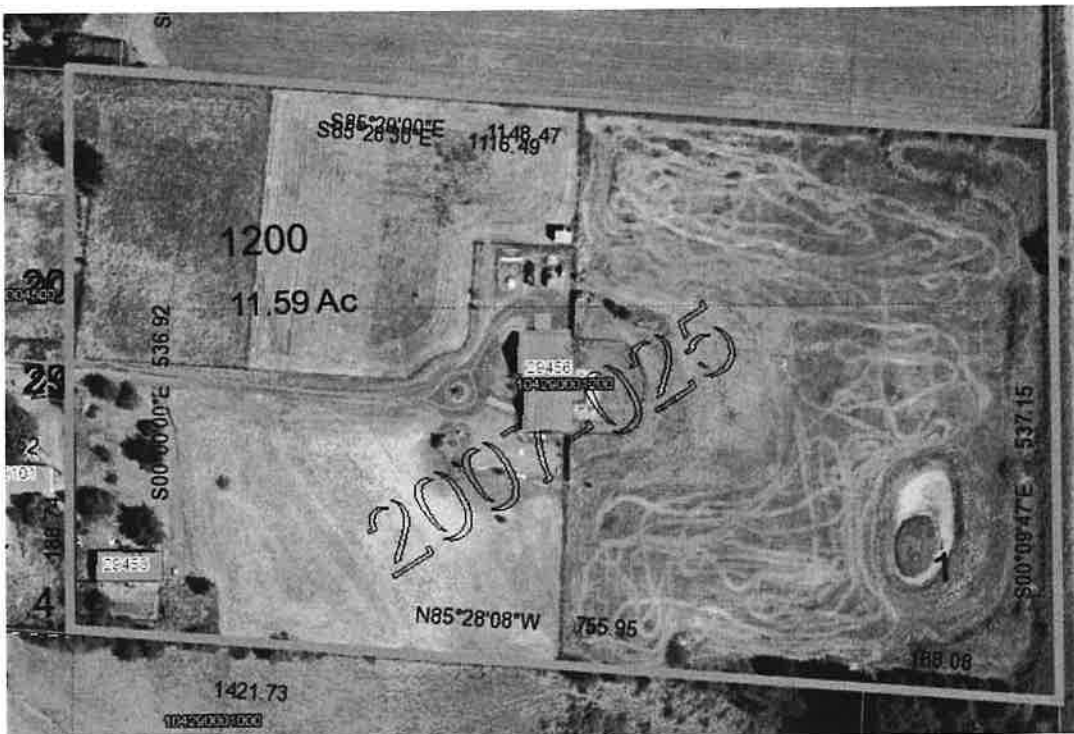
watermain (1000 lf) would have to be increased in size to an 8" or 10" pipe. Cost to develop: \$120,000

Stormwater: There are no stormwater facilities near the property. Stormwater would be required to be captured, detained, and treated on-site prior to discharge along the east property boundary. No offsite stormwater facilities would be required. Cost to develop: \$0

TOTAL COST TO EXTEND INFRASTRUCTURE TO SUBAREA 1: \$1,330,000 (\$153,580/acre)

Subarea 2

Subarea 2 consists of a single 11.59-acre property. There is an existing residential structure on the site, which is accessible to Newton Road to the west via a private driveway. The site is surrounded by residential areas to the west, agricultural lands to the east, subarea 1 to the north, and subarea 3 to the south.



Source: Benton County GIS

Subarea 2

Taxlot	Ownership	Acreage
104290001200	CHAD MORSE	11.59

Infrastructure analysis:

Transportation: Access to Subarea 2 is only available by way of Newton Road. Newton Rd is an unimproved PRIVATE road across 3 different properties. In addition to Newton Road, access would also have to cross on additional property adjacent to Subarea 2 on the west side. Development of Subarea 2 will require 1000 lf of ROW dedication and roadway improvements. Cost to develop: \$450,000

Sewer: The closest sewer available is at the south end of Newton Road, approximately 1000 feet away from the west side of the property. However, the property topography slopes from west to east, so the low point of the property is approximately 20' below the grade of the nearest sewer, meaning a wastewater lift station would be required to serve this property. Costs include upgrade of existing lift station in Adair County Park. Cost to develop: \$730,000

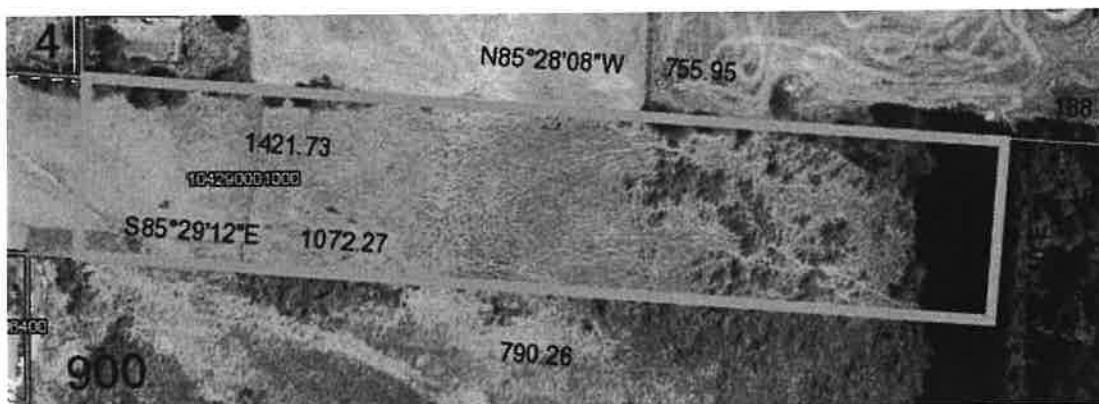
Water: Public water extends approximately 500 north from the intersection of Newton Road, however the waterline is only a 6" main. In order to serve a multi-unit development, the entire watermain (850 lf) would have to be increased in size to an 8" or 10" pipe. Cost to develop: \$475,000

Stormwater: There are no stormwater facilities near the property. Stormwater would be required to be captured, detained, and treated on-site prior to discharge along the east property boundary. No offsite stormwater facilities would be required. Cost to develop: \$0

TOTAL COST TO EXTEND INFRASTRUCTURE TO SUBAREA 2: \$1,282,000 (\$110,610/acre)

Subarea 3

Subarea 3 is the agriculturally zoned, western portion of tax lot 1000. The 2.51-acre subarea is located immediately north of the Cornelius property.



Source: Benton County GIS

Subarea 3

Taxlot	Ownership	Acreage
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Infrastructure analysis:

Transportation: Access to Subarea 3 is only available by way of Newton Road and through the western portion of the tax lot. Newton Rd is public up to the western portion of the property. Development of this parcel would include the portion currently within the UGB. The only transportation improvements would along the 150' frontage of the property along Newton Road. Cost to develop: \$67,500

Sewer: The closest sewer available is at the south end of Newton Road, adjacent to the west side of the property. However, the property topography slopes from west to east, so the low point of the property is approximately 15' below the grade of the nearest sewer, meaning a wastewater lift station would be required to serve this property, or a gravity line may be able to run south, directly into the County Park and the City's lift station in the park. Costs include upgrade of existing lift station in Adair County Park. Cost to develop: \$475,000

Water: Public water extends approximately 500 north from the intersection of Newton Road, however the waterline is only a 6" main. In order to serve a multi-unit development, the entire watermain (150 lf) would have to be increased in size to an 8" or 10" pipe. Cost to develop: \$18,000

Stormwater: There are no stormwater facilities near the property. Stormwater would be required to be captured, detained, and treated on-site prior to discharge along the east property boundary. No offsite stormwater facilities would be required. Cost to develop: \$0

TOTAL COST TO EXTEND INFRASTRUCTURE TO SUBAREA 3: \$560,500 (\$223,310/acre)

Subarea 4

Subarea 4, the Cornelius property, consists of 12.97 acres. The eastern 5.12 acres of the property are unencumbered by wetlands. The site is accessible from the west via NE Hibiscus Drive and would be proposed for residential development subject to UGB expansion and annexation into Adair Village. Adair County Park abuts the property to the south.



Source: Benton County GIS

Subarea 4

Taxlot	Ownership	Acreage
10429000900	CORNELIUS TIMOTHY W	12.97

Infrastructure analysis:

Transportation: Access to Subarea 4 is available by way of NE Hibiscus Dr which is a publicly owned street within the City of Adair Village. No additional roadway improvements will be necessary to develop Subarea 4. Cost to develop: \$0

Sewer: Public Sewer currently extends down Hibiscus Drive and turns and runs south at the end of the existing street to the Benton County Park. Because the land slopes from west to east, future development in Subarea 4 will likely require a new connection to the collection system in the park to the south. Costs include upgrade of existing lift station in Adair County Park. Cost to develop: \$197,500

Water: An 8" public watermain extends down Hibiscus Drive. This is likely adequate to serve development of this parcel Cost to develop: \$0

Stormwater: Stormwater facilities currently run west to east down Hibiscus Drive and discharge stormwater into Subarea 4. Development of Subarea 4 will need to account for drainage of upstream existing development. Cost to develop: \$150,000 .

TOTAL COST TO EXTEND INFRASTRUCTURE TO SUBAREA 4: \$347,500 (\$26,310/acre)

Subarea 5

Subarea 5 consists of 103.21 acres and abuts the eastern edge of the UGB. The property is adjacent to Adair County Park, separated by the Southern Pacific Railroad.



Source: Benton County GIS

Subarea 5

Taxlot	Ownership	Acreage
104290000500	METGE CHARLES W	103.21

Infrastructure analysis:

Transportation: Access to Subarea 5 would only be available by way of Ryals Avenue. Ryals Avenue is a two-lane Benton County Road. Access from Ryals is assumed to require half street improvements to meet City requirements (Curb, bike path, sidewalk). This would also include adding pedestrian and bicycle improvements to the railroad crossing. Cost to develop: \$805,000

Sewer: No existing Public Sewer collection system exists near this development. The closest system is currently in the Calloway Creek subdivision which is approximately 700 feet southwest. This sewer system is higher than Subarea 5 however, so a lift station would be required. Since a lift station is required, it would be best to pump sewage directly to the

treatment plant approximately 1500 feet away, including a railroad crossing. Cost to develop: \$800,000

Water: A 10" public watermain runs through the property (from Voss Hill Reservoir to the City center). In order for this property to be developed, that watermain (approximately 2700 lf) would have to be replaced so that the property could be graded and the waterline alignment could line up with proposed streets/easements. Cost to develop: \$324,000

Stormwater: There are no stormwater facilities near the property. Stormwater would be required to be captured, detained, and treated on-site prior to discharge along the northwest and southeast property boundaries. No offsite stormwater facilities would be required. Cost to develop: \$0

TOTAL COST TO EXTEND INFRASTRUCTURE TO SUBAREA 5: \$1,929,000 (\$18,690/acre)

Subarea 6

Subarea 6 is adjacent to the UGB and Adair County Park along its northwest portion, separated by the Southern Pacific Railroad. The subarea is large, consisting of 115.12 acres.



Source: Benton County GIS

Subarea 6

Taxlot	Ownership	Acreage
10432000200	GRAHAM ROBERT E	115.12

Infrastructure analysis:

Transportation: Access to Subarea 6 would only be available by way of Crane Lane. Crane Lane is an undedicated and unimproved road in Benton County. An easement is assumed across the south portion of Subarea 7, but the grantor and grantee have been in legal battles to determine ownership. This analysis assumes that the easement would be acquired and made into public

right-of-way and improved from Hwy 99W. This access would also require a railroad crossing at the east end of crane lane/southwest corner of the subject property. Cost to develop: \$1,700,000

Sewer: No existing Public Sewer collection system exists near this development. The closest system is currently in the Calloway Creek subdivision which is across the railroad tracks to the west. This sewer system is higher than Subarea 6 however, so a lift station would be required. The forcemain would have to go under the railroad tracks. Cost to develop: \$700,000

Water: A 10" public watermain actually runs very close to the northeast corner of the property (from Voss Hill Reservoir to the City center). Connecting to this existing line would be relatively low cost. Cost to develop: \$30,000

Stormwater: There are no stormwater facilities near the property. Stormwater would be required to be captured, detained, and treated on-site prior to discharge along the northeast property boundaries. No offsite stormwater facilities would be required. Cost to develop: \$0

TOTAL COST TO EXTEND INFRASTRUCTURE TO SUBAREA 6: \$2,430,000 (\$21,110/acre)

Subarea 7

Subarea 7, also referred to as the Weigel property, consists of two properties under common ownership that abut the UGB. The parcel is accessible via Highway 99W to the west and NE Crane Lane to the south. The smaller parcel is narrow property along the Southern Pacific Railroad.



Source: Benton County GIS

Subarea 7

Taxlot	Ownership	Acreage
10431000205	RST WEIGEL LLC	36.5

104320000201	WEIGEL RONALD C	5.22
		total 41.72

Infrastructure analysis:

Transportation: Access to Subarea 7 would only be available by way of Ryals Avenue, through the Calloway Creek Subdivision and by Crane Lane. Crane Lane is an undedicated and unimproved road in Benton County. An easement is assumed across the south portion of Subarea 7, but the grantor and grantee have been in legal battles to determine ownership. This analysis assumes that property acquisition would not be required, but that 1000 lf of roadway improvements to Crane Ln would be required. Cost to develop: \$300,000

Sewer: Public Sewer is in the Calloway Creek subdivision which is the abutting property to the north. A lift station in Calloway Creek was constructed which has excess capacity and will be able to accommodate this additional flow with no additional improvements. No offsite sewer improvements are necessary. Cost to develop: \$0

Water: A 10" public watermain exists within the Calloway Creek development. Connection to the existing watermain in a minimum of two locations would be required. Cost to develop: \$42,000

Stormwater: There are no stormwater facilities near the property. Stormwater would be required to be captured, detained, and treated on-site prior to discharge along the east property boundary. No offsite stormwater facilities would be required Cost to develop: \$0

TOTAL COST TO EXTEND INFRASTRUCTURE TO SUBAREA 7: \$342,000 (\$8,200/acre)

SUMMARY

The table below provides a summary of the different subareas with the acreage, cost, and cost per acre of each area.

	Acres	Cost	Cost/acre
Subarea 1	8.66	\$1,330,000	\$153,580
Subarea 2	11.59	\$1,282,000	\$110,610
Subarea 3	2.51	\$560,500	\$223,310
Subarea 4	12.97	\$347,500	\$26,790
Subarea 5	103.21	\$1,929,000	\$18,690
Subarea 6	115.12	\$2,430,000	\$21,110
Subarea 7	41.72	\$342,000	\$8,200

Subareas 4 and 7 have lowest overall costs to develop, followed by Subarea 3. Other than the lowest three, costs for offsite development of the others are all in excess of \$1 million, with

subareas 5 and 6 being near or above \$2 million. Subarea 7 also has the lowest cost/acre to develop at \$8,200/acre, with the next two being subareas 5 and 6 near \$20,000/acre. Subarea 4 has a cost/acre of \$26,790. Subareas 1-3 are all above \$100,000 per acre.

Based on this analysis, Subareas 4 and 7 provide the lowest cost and are the easiest sites to develop. These two subareas would provide an additional 54+ acres of buildable acreage for the city.

5. City Requirements for UGB Expansion

I. Compliance with City of Adair Village Land Use Development Code

Section VI of this narrative contains sections of the Adair Village Development Code along with responses to demonstrate how the proposed project meets the applicable standards and criteria for a comprehensive plan amendment and zone change. Sections of the code that are not applicable are generally not included here unless necessary for context.

ARTICLE 2 APPLICATION PROCEDURES

SECTION 2.700 AMENDMENTS

It is recognized that this Code or the Comprehensive Plan, may require amendments to adjust to changing circumstances. Amendments may be a Text change or addition or a Map change or addition. A Zone Change is an example of a Map Amendment. An amendment shall require a Legislative Decision as defined in Section 3.200 (2) if it applies to the Code or Plan in general, or a Quasi-judicial Decision as defined in Section 3.200 (3) if it applies to a specific property or use.

(1) Amendment Application. An Amendment may be initiated by the City Administrator, the City Council, the City Planning Commission or by an Applicant. A request by an Applicant for an amendment shall be accomplished by filing an application with the City using forms prescribed in Section 2.130.

Response: The proposed amendment is being initiated by the City Administrator and is being processed as a legislative comprehensive plan amendment.

(2) Decision Criteria. All requests for an amendment to the text or to the Zoning/ Comprehensive Plan Map of this Code may be permitted upon authorization by City Council in accordance with the following findings:

(a) The proposed amendment is consistent with the intent of the Comprehensive Plan.

Response: Applicable Comprehensive Plan goals and policies are addressed in Section II of this narrative.

(b) There is a need for the proposed amendment to comply with changing conditions or new laws.

Response: The proposed amendment will facilitate annexation of the sites into the city for future residential development. The BLI, identifies a need for an additional 26 acres of buildable residential land in the city to accommodate projected housing demand over the next 20 years. As the population of Adair Village continues to

grow, the city will need additional residential land to accommodate new homes. The 2022 PRC population forecast data estimated the population of Adair Village to be 1,416 people. The proposed UGB expansion would add 50 new acres of residential land to the city to help ensure the city is able to accommodate additional growth and provide ample housing opportunities for its residents.

(c) *The amendment will not have an undue adverse impact on adjacent areas or the land use plan of the city.*

Response: Areas adjacent to the sites include residential developments, Adair County Park, and undeveloped county farmland to the north, south, and east. The proposed amendment will expand the UGB to include an additional approximately 50 acres of R-3 and R-4 zoned land. The Cornelius and Weigel properties are adjacent to existing roads and developed subdivisions and therefore will not impinge on or threaten any nearby agricultural uses or any incompatible uses. Further, the proposed amendment will not result in any fragmentation of land that could interfere with access of any existing uses.

The Cornelius property will be accessed from an extension of Hibiscus Drive that will be built as part of future development. The Weigel property will be accessed from an extension of current residential streets that connect to Ryals Avenue. The land use plan for the city anticipates the need to bring more residential land into the UGB to accommodate future housing demand (Comprehensive Plan Sections 9.400 and 9.800) and the proposed comprehensive plan amendment is consistent with that plan.

(d) *The amendment will not have an undue adverse environmental impact.*

Response: Wetlands have been identified on the Cornelius property. These wetlands have been evaluated per the criteria of OAR 141-086-0350 and have been determined not to be significant wetlands. The owner of the property has prepared a preliminary site plan for the site that illustrates an intent to minimize potential wetland impacts through the use of a cottage cluster design concept. Furthermore, approximately 7.85-acres of the Cornelius property would be retained in a conservation easement when brought inside the UGB and preserved in perpetuity.

Both the Cornelius and Weigel properties are immediately accessible from existing access roads, which will minimize the potential for environmental impacts to occur from road and infrastructure extensions into the sites. The Weigel property includes an approximately 5.4 acre area containing a FEMA-mapped floodplain associated with Calloway Creek which runs through the very southern portion of the property. While impacts to the floodplain are not anticipated, if future development were to propose any fill in this area, the applicant would be required to apply for the necessary permits and demonstrate

that the proposed development would not result in a net rise of the 100-year base flood elevation.

(e) The amendment will not have an undue adverse impact on public facilities.

Response: Road and utility stubs are readily available to both the Cornelius and Weigel properties making extension of public infrastructure very easy to the properties without an undue adverse impact on the local system.

Public parks will also not be adversely impacted by development on the annexation site. Adair County Park, directly north and south of the sites, is a large regional park and can accommodate additional use by residents of the future development. In addition, the applicants envision open space integrated into final development plans for both the Cornelius property and the Weigel property.

The impact on local schools will also be minimal. Per the U.S. Census Bureau Fact Finder data⁸, approximately 32 percent of the Adair Village population is between the ages of 5 and 17 years. Extrapolating that data to the future residents of the annexation sites (approximately 640 residents), approximately 205 residents will be of school age. If those students are evenly distributed among the elementary, middle and high schools, it would result in about 68 or 69 new students per school. This increase would occur over time as the projects build out, thereby providing time for the school district to plan for the incremental increase in students. Section 9.620 of the City's Comprehensive Plan (updated 2015) indicates that local schools have adequate capacity to serve the population and can currently accommodate additional demand.

(f) The amendment will not have an undue adverse impact on transportation.

Response: The proposed comprehensive plan amendment would change the zoning to FD-50, a large lot holding designation that is intended to limit future development until such time as a site is incorporated into a city and up-zoned to allow for residential development. As a consequence, no direct impacts to transportation would result from this request. It is anticipated that with the future annexation and zone changes of the sites, a complete Transportation Planning Rule-compliant traffic impact assessment will be conducted to determine specific mitigation measures required with future development.

The existing segment of Hibiscus Drive that extends to the Cornelius site is built to the Local Street standard with a 50-foot right-of-way, two travel lanes and sidewalks on both sides. Future extension of the street will match the existing cross section. The existing segment of Ryals Avenue that connects to the

⁸https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_17_5YR_DP05&prodType=table

Calloway Creek subdivision serves as a Minor Collector and is expected to provide ample capacity for future development of the Weigel property to the south of Calloway Creek subdivision.

(g) The amendment will not have an undue adverse impact on the economy of the area.

Response: The proposed comprehensive plan amendment will allow for new residential areas that can be developed with minimal new public infrastructure and will generate new tax revenues to augment the existing tax base. The new residents will also have additional retail needs and bring additional market demand to support planned City efforts to develop a downtown core. As a result, it is expected that the proposed comprehensive plan amendment will have a positive effect on the economy of the area.

(h) The amendment is consistent with the intent of the applicable Statewide Planning Goals.

Response: Applicable Statewide Planning Goals are addressed in Chapter 6 of this document.

(3) Decision Process.

(a) Text amendments or map amendments that affect a group or class of properties within the City requires a "Legislative Decision" by the City Council with recommendation by the Planning Commission in conformance with the Legislative Public Hearing procedures of Section 3.520.

Response: The proposed comprehensive plan amendment affects multiple properties in the City and is being processed as a legislative update.

(b) Map amendments initiated by an Applicant for a specific property within the City requires a "Quasi-judicial Decision" by the City Council with recommendation by the Planning Commission in conformance with the Quasi-judicial Public Hearing procedures of Section 3.510.

Response: As noted above, the proposed comprehensive plan amendment involves multiple properties and is being processed as a legislative update.

(c) The City Council upon recommendation of the Planning Commission may approve, deny or approve with conditions to attain compliance with the intent of this Code or with the applicable standards of the zoning district.

(d) The City is not required to justify denial of a proposed legislative change.

(e) A written record of the findings and action of the Planning Commission and City Council shall be maintained by the City in a Record File of the Application as

specified in Section 2.150. Notice of Decision shall be given the Applicant together with any conditions of approval for the proposed Amendment as specified in Section 3.600.

Response: All decisions will follow the above process and a permanent record will be kept.

II. Compliance with City of Adair Village Comprehensive Plan

SECTION 9.290 ENVIRONMENTAL GOALS & POLICIES

GOALS & OBJECTIVES

- 1. To recognize the opportunities and constraints posed by the natural environment.*
- 2. To protect the unique resources of the Adair Village area.*
- 3. To ensure that future development will complement the City's natural resource base.*

Response: The proposed amendment will allow approximately 50 acres of land to be brought into the city and used for residential development. As described in detail in the Site Selection Analysis included with Exhibit C, the subject areas are proposed for UGB inclusion because of their relatively minimal extent of productive soils and their enhanced access to public infrastructure. Non-significant wetlands have been identified on the Cornelius property. However, the owner has prepared a preliminary site plan for the site that illustrates that the property can be developed in a cottage-cluster style development (See Exhibit B) that would minimize impacts to wetlands and provide for 19 residences.

Further, the portion of the Cornelius property that is not proposed for UGB inclusion is in a conservation easement that was established for wetland mitigation as part of a previous development approval. That portion of the property and its associated natural resources will remain outside of the UGB, preserved in a conservation easement and will not be impacted by future development. Additionally, the Weigel property contains a FEMA-mapped floodplain on Calloway Creek which runs through the very southern portion of the property. It is expected that this portion of the property will remain largely undeveloped and will likely be incorporated into open space within the future residential neighborhood on the site.

POLICIES & RECOMMENDATIONS

General

- 1. Any expansion of the Adair Village Urban Growth Boundary shall identify and classify existing natural features including wetland and riparian areas that may require preservation, protection or restoration.*

Response: Wetlands have been identified and delineated on the Cornelius property and

have been determined to be non-significant pursuant to the criteria of OAR 141-086-0350. The owner of the property has prepared a preliminary site plan for the property that would leave large areas of the site undeveloped and retained in open space.

Similarly, the Weigel property contains a FEMA-mapped 100-year floodplain along Calloway Creek which runs through the very southern portion of the property. It is expected that this portion of the property will remain largely undeveloped and will likely be incorporated into open space within the future residential neighborhood on the site.

Geology & Soils

1. *As additional land is needed to accommodate the City's growth needs the Urban Growth Boundary may be expanded. Preservation of the most productive agricultural soils shall be a factor in determining the Urban Growth Boundary expansion area*

Response: Under ORS 197.298(2), lands that can be considered for UGB expansion must be evaluated and prioritized based on the soil capability to support agriculture. Capability is measured by soil classification ranging from Class I to Class XIII; Class I soils have the most capability for agricultural use and are therefore considered lowest priority for UGB inclusion. Class XIII soils have very limited capability for agricultural use and would be given highest priority. Per the analysis provided in the DOWL July 20, 2022 memorandum, the subject sites were found to rank higher for UGB inclusion than other EFU lands due to the fact that other sites on the UGB fringe generally had a higher percentage of Class II soils throughout the site.

SECTION 9.490 HOUSING GOALS & POLICIES

GOALS & OBJECTIVES

1. *To provide a housing policy plan that seeks to increase opportunities for all citizens to enjoy affordable, safe, energy efficient housing.*
2. *The city recognizes the need for an adequate supply of housing that includes a variety of types and designs that are responsive to community needs.*

Response: Consistent with these goals and objectives, this proposal supports the city's housing goals and policies by removing barriers to allow new residential development in the City. Consistent with Policy 2 above, it is expected that various housing types will be developed on the properties, including a higher density development on the Cornelius property.

SECTION 9.590 LAND USE GOALS & POLICIES

POLICIES & RECOMMENDATIONS

Residential Land Use

1. *The City shall maintain an adequate availability of residential buildable lands that provides locational choices for each housing type.*

Response: This proposal supports this policy by increasing the amount of buildable residential land within the city.

SECTION 9.890 GROWTH MANAGEMENT GOALS & POLICIES

GOALS & OBJECTIVES

1. *To provide for an orderly and efficient transition from rural to urban land use.*
2. *To provide conservation and development policies for the orderly and efficient development of the community.*
3. *To ensure that the overall plan, policies and recommendations help conserve energy.*

Response: The subject sites are adjacent to existing residential development and public utilities are available to serve the site without significant infrastructure improvements. Hibiscus Drive was stubbed at the western boundary of the Cornelius property in anticipation of future residential development. Development on the site will provide an incremental transition from rural to urban uses while conserving the larger and more productive agricultural lands to the north and east of the site. The Calloway Creek subdivision, currently in development, provides an incremental transition from rural to urban uses on the Weigel property to the south. The development to the south conserves more productive agricultural lands to the east of the Weigel property.

POLICIES & RECOMMENDATIONS

Urban Growth

3. *The Exclusive Farm Use parcels abutting the easterly Urban Growth Boundary shall be maintained until urban development occurs within the existing Urban Growth Area.*

Response: All EFU parcels abutting the existing UGB will be maintained, with the exception of the Cornelius and Weigel properties. Urban development is occurring in Adair Village; the Calloway Creek development is currently underway and will ultimately cover 41 acres south of Ryals Avenue (with approximately 198 homes). As demonstrated in the Site Selection Analysis included in Exhibit C, the Cornelius and Weigel properties are appropriate for UGB expansion and will help the city meet its goals of providing adequate housing opportunities and appropriate amounts of buildable land within the city.

-
6. *An urbanized development or annexation request outside the Urban Growth Boundary shall be considered a request for an amendment to the boundary and shall follow the procedures and requirements of the statewide Goals #2 and #14.*

Response: As demonstrated in the responses to the Statewide Planning Goals in Section 6 of this narrative, and the UGB expansion analysis provided in this request for UGB expansion and annexation is consistent with Goals 2 and 14.

III. Conclusion

As established in the above responses and in the attached Buildable Land Inventory and Site Selection Analysis, the proposed Comprehensive Plan amendment is consistent with City goals and policies and applicable Statewide Planning Goals to warrant the expansion of the Adair Village UGB and the proposed rezoning of the sites from EFU to UR-50.

6. County Requirements for UGB Amendment

Benton County Comprehensive Plan (BCCP)

Criteria for Amending the Comprehensive Plan. (Section 17(3), BCCP)

Criteria for Amendments:

Text Amendments:

Amendment to the text may be considered to correct an error, improve the accuracy of information, expand the data contained in the Plan, bring the Plan into compliance or more into compliance with statewide land use planning goals, or to reflect a public need in compliance with the State goals.

Map Amendments:

Amendments to the Plan map may be approved when compliance with all elements of the Comprehensive Plan and with statewide land use planning goals can be shown. Map amendments requiring goal exceptions shall comply with procedure and standards of OAR 660 Division 4 and State goals.

Findings:

The amendment under consideration is to the Comprehensive Plan Map. Compliance with all elements of the Comprehensive Plan is analyzed below. Compliance with statewide planning goals is evaluated in Section 7. Pursuant to OAR 660-024-0020(1)(a), the amendment of a UGB does not require a goal exception.

Consistency with the Benton County Comprehensive Plan

Comprehensive Plan Policies

Goal 2 – Land Use Planning

2.1.5 Benton County shall consider coordinated future population projections when undertaking long range planning efforts.

Findings: This legislative amendment is based on the population projections coordinated by Portland State University's Population Research Center, as prescribed by state law.

Goal 3 – Agricultural Lands

3.1.1 Agricultural lands as defined by Statewide Planning Goal 3, which are not developed or committed to non-farm uses, shall be protected with appropriate resource designations on the Comprehensive Plan and Zoning Maps. Comprehensive Plan Map amendments from "Agriculture" to a non-resource designation shall require an exception to Goal 3.

Findings: The comprehensive plan amendment under consideration would change the designation of the subject properties from Agriculture to a non-resource designation (residential). However, a goal exceptions process is not applicable to a UGB amendment "unless the local jurisdiction chooses to take an exception to a particular goal requirement

....”⁹ Staff’s assessment of the goal exception process is that it will not add meaningfully to the analysis and consideration of this UGB amendment and would require significant additional work; therefore, staff recommends that the County not elect to take an exception to Goal 3.

3.1.4 *Benton County shall minimize conflicts between residential development and agricultural lands by requiring setbacks for residences adjacent to agricultural lands.*

Findings: The Development Code provisions implementing this policy do not apply to lands inside UGBs.

3.1.10 *For agricultural lands, soil capability shall be a prime factor used by Benton County in making land use decisions.*

Findings: The soil classification system runs from Class I (best agricultural soils) to Class XIII; however, most soils in the Willamette Valley are Class I through Class IV. Class I and Class II soils, along with some Class III and Class IV soils, are defined as “high-value agricultural soils” for land use planning purposes. Property 1 is mapped as approximately 54% Class II agricultural soils with the remainder being high-value Class III and Class IV soils. (Note that the Class III and IV soils correspond approximately with the conservation easement on this property.) Property 2 is mapped as approximately 67% Class II agricultural soils with the remainder being non-high-value Class III soils. As identified in Section 3 of this report, most of the other potentially available properties for UGB expansion contain higher percentages of Class II soils than the subject properties contain.

Goal 4 – Forest Lands

4.1.5 *Benton County shall ensure that conflicts between residential development and forest lands are minimized by requiring setbacks for residences adjacent to resource lands.*

Findings: As with Policy 3.1.4, the Development Code provisions implementing this policy do not apply to lands inside UGBs.

Goal 5 – Natural Resources

5.3.3 *Benton County shall recognize the scenic and natural values of greenspace surrounding rural and urban communities, and encourage, with community input, protection of these important community assets.*

Findings: Adair Village is bordered by E.E. Wilson Wildlife Refuge to the north, McDonald Forest to the west, Adair County Park and farmland to the east.

5.6.3 *Benton County shall require land development and transportation projects to be designed to minimize incursions and other impacts to floodplains, wetlands, and riparian areas. When no reasonable option exists, roads, bridges, and access ways may be allowed, provided fish passage is assured, channel capacity is maintained, and removal of riparian*

⁹ OAR 660-024-0020(1)(a).

vegetation is minimized.

Findings: Property 1 contains wetlands which will be protected through a conservation easement. Property 2 includes two stream corridors with associated riparian vegetation (which are also considered wetlands) and the southerly corridor has a regulatory floodplain identified. The UGB amendment is not a development project and so the County is not in a position to potential impacts and mitigations at this time; however, the presence of these natural resources has been noted and will be a consideration in subsequent review of development projects.

5.7.1 Benton County shall protect wetlands that have been identified as significant pursuant to the Goal 5 process, utilizing federal and state inventories and other available information.

Findings: No wetlands on the subject properties have been designated “significant” by Benton County through the Goal 5 process.

5.7.2 Benton County shall utilize federal, state, and local inventories and other available information to determine if a proposed development is located in a wetland. The Division of State Lands will be notified when development is proposed in wetland areas.

Findings: No development is proposed at this time; nonetheless, the Department of State Lands has been notified of this UGB amendment.

5.9.4 In making land use decisions, Benton County shall protect identified sensitive wildlife habitat types and wildlife corridors from adverse impacts.

Findings: The sensitive habitat that Benton County is aware of on Property 1 is the wetland area, which is protected by conservation easement. On Property 2, the riparian corridor of Calloway Creek near the southern property line is a sensitive riparian habitat and may serve as a wildlife corridor. There is no development proposed at this time. The riparian corridor potentially could be adversely impacted if it is added into the UGB and zoned for development; likewise, the riparian corridor could be adversely impacted by agricultural use if the land is not added to the UGB. The regulations regarding protection of riparian corridors are more clearly defined for residentially zoned lands inside the City of Adair Village than they are for agricultural lands; therefore, it may be that the riparian corridor is better protected if brought into the UGB than if left outside.

Goal 7 – Natural Hazards

7.2.4 Benton County shall strive to maximize open and undeveloped land in the 100-year floodplain to achieve flood mitigation, fish and wildlife habitat, and water quality objectives.

Findings: The only floodplain in the proposed UGB expansion area is the narrow corridor along Calloway Creek. This corridor is likely to be avoided by subsequent development due to regulations and risk. However, that is a determination that would be made during review of a specific development proposal after annexation.

Goal 10 -- Housing

Benton County Goal: *To work with the cities within Benton County and other entities to meet the housing needs of County residents.*

Findings: The Benton County Comprehensive Plan section for Goal 10 (Housing) has no policies relevant to the proposed UGB amendment. However, the overall goal of the County stated above is relevant to the UGB amendment. Adding residential development capacity in the City of Adair Village will help address a shortage in available housing in the area.

Goal 11 – Public Facilities

11.8.1 *Benton County and the school districts shall collaborate as part of any land use decision that impacts the districts.*

11.8.3 *Benton County shall encourage schools serving primarily urban areas to be located within urban growth boundaries.*

11.8.4 *Benton County shall encourage the utilization of schools, especially in rural areas, as community centers for activities such as public meetings, continuing education, recreation, and cultural events.*

Findings: Staff have engaged with Corvallis School District staff regarding the proposed UGB expansion. The school district has determined that the proposed expansion will not lead to a need for public school facilities within Adair Village. However, through these conversations the district stated that a campus for an elementary school would be needed at some time in the future within Adair Village. It will be valuable to identify a potential location in the near term so that the future school can be factored in to additional land use planning and development. The school district foresees this facility as serving several community functions in addition to educating children. A central location would be best, for school children and for the facility to serve the broader community.

The school district will begin long-range facilities planning in 2023, and would like to explore potential future sites in Adair Village as part of that process. District staff were not concerned that the current proposed UGB expansion would conflict with identification of and planning for a future school site.

11.8.2 *Benton County and colleges and universities shall collaborate as part of any land use activities that impact these institutions.*

Findings: Oregon State University owns land, managed by OSU Research Forests, located directly to the west from Property 2, across Highway 99W. OSU Research Forests staff was invited to participate in the meeting staff held for interested agencies in June and they were notified of the Planning Commission hearing. To date, the County has received no comments from OSU.

Goal 12 -- Transportation

12.1.15 *Land use actions affecting state highways shall be consistent with the Oregon Highway Plan.*

Findings: The proposed UGB amendment affects land adjacent to a state highway. OAR 660-024-0020(1)(d) states that the state transportation planning rule requirements need not be applied to a UGB amendment if the land added to the UGB will be zoned in such a way that, prior to annexation, the land could not be developed in a manner that would generate more vehicle trips than would be allowed by the zoning prior to inclusion within the UGB. Currently, the subject properties are zoned EFU and could generate the vehicle trips associated with farm use including a primary farm dwelling and accessory farm-related dwellings. The proposed zoning for the subject properties, UR-50, which would allow establishment of a single dwelling on the property. The inclusion of the properties within the UGB will not allow development that would generate vehicle trips beyond what is allowed by the current zoning.

12.3.5 *Comprehensive Plan amendments affecting land use designations, densities and design standards shall be consistent with capacities and levels of service of facilities identified in the Benton County TSP.*

Findings: As discussed above, the comprehensive plan amendment will not enable development that would generate increased vehicle trips; therefore, it will not affect capacities and levels of service in the area. Specific development proposals subsequent to annexation will be reviewed for impacts on the transportation system.

Goal 13 – Energy Conservation

13.1.6 *When developing long-range plans, Benton County shall consider the energy consequences of the resulting land development patterns.*

Findings: Most people who live in Adair Village commute to other cities to work or to shop. Additional residential development by itself will increase the number of people commuting from Adair Village to other locations. However, the question of whether the proposed UGB amendment will lead to increased energy consumption is not a simple one to answer. It is not possible to know where the additional population would live if the UGB is not expanded, nor what their commuting patterns would be. Also, a critical mass of population is needed in order to support additional development of commercial or jobs-producing land uses, and so in theory at some point of population there will be less need for residents of Adair Village to commute. There are many variables that contribute to each of these considerations; without extensive data and modeling it is not possible to know with any certainty the effect on energy consumption or greenhouse gas emissions of this UGB amendment.

Because the state population projections combined with state administrative rules regarding UGBs *require* an expansion of the Adair Village UGB, staff recommends focusing on the potential energy implications of the proposed locations for the UGB expansion (the “where” rather than the “whether”). In this regard, the proposed locations do not seem inconsistent with energy conservation. Property 1 could result in a pedestrian and bike connection between northern Adair Village and Adair County Park where the current lack of connection

requires many people to drive to Adair County Park. Property 2 is located near Ryals Road and Highway 99W, facilitating access to those major roads to Corvallis, Albany and Salem.

Goal 14 -- Urbanization

14.1.1 *Benton County shall coordinate planning efforts with the cities to ensure that lands within urban growth boundaries (UGB) are efficiently and effectively developed so that urban densities will ultimately result. Urban fringe management agreements will be developed and maintained to clarify implementation roles and responsibilities.*

Findings: This joint legislative process is an example of coordinated planning between the County and a city. The current analysis of the need for and options to accommodate an expansion of the Adair Village UGB is toward the purpose of ensuring efficient and effective development of urban lands.

14.1.2 *Benton County shall periodically allocate county-wide population forecasts to all of its cities and unincorporated areas, in coordination with the cities. Such allocated forecasts shall be adopted in accordance with the applicable State statutes and administrative rules.*

Findings: Population forecasts are now allocated by the Population Research Center at Portland State University.

14.1.3 *Benton County shall require all new lands added to an urban growth boundary to be designated with a minimum lot size of at least 10 acres in order to preserve the land for future urbanization.*

Findings: Property 1 and Property 2 would be re-zoned to UR-50: Urban Residential zoning with a 50-acre minimum parcel size, which will prevent further division of the parcels prior to annexation.

14.1.4 *Benton County shall work with municipalities to contain future urban development within the geographical limits of a mutually adopted urban growth boundary.*

Findings: The current joint legislative process will ensure that the UGB is mutually adopted.

14.1.5 *Benton County shall base establishment and change of urban growth boundaries on the following factors:*

Demonstrated need to accommodate long range urban population, consistent with a 20-year population forecast coordinated with affected local governments; and

Demonstrated need for housing, employment opportunities, livability or uses such as public facilities, streets and roads, schools, parks or open space, or any combination of these categories.

Findings: These factors are addressed in prior sections of this report.

14.1.6 *Benton County shall require local governments to demonstrate that needs cannot reasonably be accommodated on land already inside the urban growth boundary, prior to*

expanding an urban growth boundary.

Findings: As discussed in Section 2, development of vacant lands and redevelopment of partially vacant lands within the existing UGB can accommodate only a portion of the projected population increase.

14.1.7 *Benton County shall evaluate changes to urban growth boundaries by considering alternative boundary locations, consistent with ORS 197.298, and with consideration of the following factors:*

- *Efficient accommodation of identified land needs;*
- *Orderly and economic provision of public facilities and services;*
- *Comparative environmental, energy, economic and social consequences; and*
- *Compatibility of the proposed urban uses with nearby agricultural and forest activities occurring on farm and forest land outside the UGB.*
- *Protection of productive resource lands.*

Findings: The factors listed here derive from Statewide Planning Goal 14 and are addressed in Sections 3 and 4 of this report, with the exception of the last factor which was added to this policy by Benton County. With regard to protection of productive resource lands, Property 1 contains only seven acres outside of the conservation easement and does not appear to be actively farmed.

Property 2 is currently farmed and as noted earlier is composed of Class II and III agricultural soils. Farming of the property is constrained by the awkward shape of the property and by the riparian corridors that cross the property. The property is separated from other farmland by the railroad and Crane Lane.

Properties 1 and 2 are not highly productive resource lands. This conclusion, along with the results of the alternatives analysis in Sections 3 and 4, lead to the overall conclusion that of the potential sites for UGB expansion, the proposed properties are the best suited.

Conclusion: The analysis of Benton County Comprehensive Plan policies raises several relevant considerations relative to the proposed UGB amendment and, overall, staff concludes that the amendment is consistent with these policies.

Benton County Development Code (BCC)

ZONE CHANGE

53.505 Zone Change Criteria. The Official Zoning Map may be amended if:

(1) The proposed zoning for the property is more appropriate than the current zoning, when considering existing uses, changes in circumstances since the current zoning was applied, or information that indicates that the current zoning was not properly applied;

Findings: If the Comprehensive Plan amendment is approved, bringing the subject properties into the Adair Village UGB, then that would be a change in circumstance since the current EFU zoning was applied. At that point, with the lands located inside the UGB, Urban Residential zoning would be more appropriate than EFU zoning.

(2) The impact on adjacent properties will be minimal;

Findings: The change in zoning from EFU to Urban Residential with a 50-acre minimum parcel size would allow a single dwelling to be established on each subject property, along with the accessory uses or other land use that are allowed in the UR zone. As both properties are adjacent to urban density development and are buffered from adjacent resource uses it staff's conclusion that the zone change would result in minimal impact on adjacent properties. Subsequent annexation and residential development has the potential for much greater impact on adjacent properties.

(3) Any significant increase in the level of public services which would be demanded as a result of the proposed zone change can be made available to the area; and

Findings: Similar to the findings regarding the prior criterion, the minimal level of development allowable under the proposed UR-50 zoning would not require a significant increase in the level of public services.

(4) The proposed zone change is consistent with the policies of the Comprehensive Plan.

Findings: This criterion is addressed in preceding section.

Conclusion: The proposed zone change to UR-50 meets the criteria from the Development Code, provided the UGB amendment is approved to add the subject properties to the UGB.

7. Statewide Goal Consistency Analysis

Each chapter of the Adair Village Comprehensive Plan corresponds with a Statewide Planning Goal. Therefore, the responses in this section are intended to demonstrate compliance with both the Comprehensive Plan goals and policies and the corresponding Statewide Planning Goal.

Goal 1 - Citizen Involvement. *To ensure opportunities for citizens to be involved in the development of public policies and all phases of the planning process.*

Response: The procedure for a Comprehensive Plan map amendment includes a public notice and review period as well as two public hearings (one before the Planning Commission and one before the Board of Commissioners). The public was provided the opportunity to be involved in the decision-making process regarding the expansion of the UGB through public meetings (in-person and by video conference), including: (1) two open house presentations for the citizens of Adair Village at city hall, (2) two work sessions with the planning commissions of both the city and the county about the UGB process and analysis, and (3) the public hearings with both planning commissions, the City Council and the Board of Commissioners. Goal 1 has been properly addressed.

Goal 2 - Land Use Planning. *To maintain a transparent land use planning process in which decisions are based on factual information.*

Response: Goal 2 outlines the basic procedures of Oregon's statewide planning program, stating that land use decisions must be made in accordance with comprehensive plans and that effective implementation ordinances must be adopted. The procedure for a Comprehensive Plan map amendment requires the demonstration of consistency with City's goals and policies and the Statewide Planning Goals so that the Planning Commission and Board of Commissioners may make their decisions based on findings of fact.

In the process of developing buildable land inventory, the city inventoried existing residential land uses, projected suitable land needs, and compared these needs with potentially suitable land within and outside the Adair Village urban growth area. The resolution of land need and supply is found in the buildable land inventory and Chapter 2 of this document.

The process includes public notice and review in addition to at least two public hearings and opportunity for appeal, all of which help to ensure transparency in

the decision-making process. Consistent with Goal 2, the proposed legislative comprehensive plan amendment addresses the Goal 14 rules, as demonstrated under the Goal 14 section of this narrative.

Goal 2 also requires the consideration of alternatives. The City Council considered a range of alternatives for accommodating growth, both within the existing UGB and through expansion of the UGB. Goal 2 has been properly addressed.

Goal 3 - Agricultural Lands. *To preserve and maintain agricultural lands and to support agriculture for production and conservation.*

Response: The subject sites are currently zoned EFU and are protected under Goal 3. The purpose of the proposed comprehensive plan amendment is to ensure a sufficient 20-year supply of residential land and to allow for the Weigel and Cornelius sites to ultimately be annexed into the City of Adair Village for residential development.

As stated in 660-024-0020(1)(b), Goals 3 and 4 are not applicable when establishing or amending an urban growth boundary. No further analysis is required.

Goal 4 - Forest Lands. *To preserve and maintain forest lands for growing and harvesting trees and other forest products, watershed functions, conservation, recreation, and agriculture.*

Response: The proposed amendment does not impact forest lands. No further analysis is required.

Goal 5 - Natural Resources, Scenic & Historic Areas, Open Spaces. *Goal 5 requires local governments to inventory and protect natural resources.*

Response: The proposed Comprehensive Plan amendment will facilitate the Adair Village UGB expansion and bring approximately 50 acres of land into the city to be used for residential development. The Cornelius property does not contain any FEMA-mapped floodplain or identified historic or scenic resources. Wetlands have been identified on the site. If it is determined that future site development will conflict with any wetlands, the project applicant will be required to apply for the necessary state and federal permits and mitigate any wetland impacts. The owner of the Cornelius property also had a certified wetland biologist evaluate the wetlands on the site per the criteria of OAR 141-086-0350 and determined that no significant wetlands exist on the site.

The portion of the Cornelius property that is being proposed for UGB inclusion is in a conservation easement that was established for wetland mitigation as part of a previous development approval. That portion of the property and its

associated natural resources will be preserved through the conservation easement and will not be impacted by future development on the annexed portion.

The Weigel property contains FEMA-mapped floodplain areas. Preliminary development plans call for development up to but to the north of the FEMA-mapped floodplain area. If it is determined that future site development will encroach on FEMA-mapped floodplain, the applicant will be required to apply for the necessary permits and mitigate any impacts that could create a net rise in the 100-year base flood elevation. No significant wetlands are known to exist on the property.

Goal 6 - Air, Water & Land Resource Quality. *To maintain and improve the quality of air, land, and water resources in a manner that will meet current needs and preserve resources for future generations.*

Response: Goal 6 requires local comprehensive plans and implementing measures to be consistent with state and federal regulations. By complying with applicable air, water and land resource quality policies in the Adair Village Comprehensive Plan, Goal 6 will be properly addressed.

The subject sites do not contain high-value farmland. As noted in the Site Selection Analysis, the Cornelius and Weigel properties were of the lowest ranked properties within potential UGB expansion sites based on the relative lack of Class II soils on the site properties.

Wetlands have been identified on the Cornelius property and the southern edge of the Weigel property contains FEMA-mapped floodplain areas. The owner of the Cornelius property has prepared a preliminary site plan that indicates that slightly over 5 acres can be developed after preserving a wetland area tract on the site. If it is determined that future site development will conflict with any wetlands, the applicant will apply for the necessary state and federal permits and mitigate any wetland impacts as required. The remaining portion of the Cornelius property that is proposed for UGB inclusion is in a conservation easement that was established for wetland mitigation as part of a previous development approval. That portion of the property and its associated natural resources will be preserved through the conservation easement and will not be impacted by future development on the annexed portion.

As noted, approximately 5.4 acres of the 42.40-acre Weigel property proposed for inclusion in the UGB includes FEMA-mapped 100-year floodplain areas. Preliminary development plans have not been presented by the owner of the Weigel property at this time. However, it is expected that, if any future development is proposed within the site's 100-year floodplain, that the

owner/developer will apply for all required local, state and federal approvals for such actions.

Goal 7 – Natural Hazards. *To protect Benton County citizens, critical public facilities and infrastructure, private property, and the environment from natural hazards, and to guide the county toward building a safer, more sustainable community.*

Response: Goal 7 requires that jurisdictions apply appropriate safeguards when planning development in areas that are subject to natural hazards such as steep slopes or flood hazards.

There are no natural hazards (steep slopes or floodplain) identified on the Cornelius property. The Weigel property contains approximately 5.4-acres of FEMA-mapped 100-year floodplain area along Calloway Creek near the southern edge of the site. Any future development in that area, if proposed, would be required to obtain all necessary local, state and federal approvals prior to development. Lands included within the UGB expansion proposal have minimal areas within these constraints. Thus, Goal 7 has been properly addressed.

Goal 8 – Recreational Needs. *To maintain a park and open space system that represents the heritage and natural and scenic qualities of Benton County and provides outdoor recreation opportunities that contribute to healthy individuals, children, and families.*

Response: Adair County Park, a regional park with more than 114 acres of recreational land; is located immediately south of the Cornelius property. Any future development on the Cornelius property will be buffered from the park area by the existing conservation easement-protected wetlands. that will remain in the County and outside the City UGB. The owner of the property has expressed an interest in conveying these wetland areas to County parks to allow pier-supported trails or other low impact passive recreation use of this area to augment existing open space at the park. For this reason, it is not expected that the requested plan amendment will impact the Adair County Park or the greater park and open space system in Benton County.

The Weigel property is approximately 0.7-miles northeast of the Adair County Park and just south of a 32-acre ODF & W natural preserve. The ODFW property will be separated from any new development by Ryals Avenue and is not likely to directly impact the preserve.

The city currently is working on a “Trails Plan” with the Corvallis Area Metropolitan Planning Organization. The Adair Village Trails Plan will serve as a blueprint for creating an accessible, all-ages and abilities network of paved multiuse paths, walking trails, and separated bike lanes throughout the Adair Village community. The document will also provide details on future trail improvements as a means to help prioritize local investment in Adair Village’s

multi-modal network of trails. Goal 8 has been properly addressed.

Goal 9 - Economic Development. *To support a stable and sustainable local economy, vital to the health, welfare, and prosperity of County residents.*

Response: Provision of housing to ensure a 20-year housing supply is critical to establishing a stable and sustainable local economy and ensuring that workers in the county can find housing that is affordable and convenient to their place of employment. Without addressing the lack of a proportional commercial district, Goal 9 requires jurisdictions to plan for an adequate supply of land for employment uses to further goals for economic development. Adair Village is not seeking a UGB expansion for employment land, thus Goal 9 is not applicable.

Goal 10 - Housing. *To work with the cities within Benton County and other entities to meet the housing needs of County residents.*

Response: The proposed amendment will facilitate annexation of the sites into the city for future residential development. The BLI, identifies a need for additional lands to accommodate projected housing demand over the next 20 years. Consistent with the intent of Goal 10, the proposed comprehensive plan amendment is critical to ensure that the City of Adair Village establishes a 20-year supply of available residential land for housing to serve projected population growth. Goal 10 has been properly addressed.

Goal 11 - Public Facilities & Services. *To plan, develop, and maintain public facilities and services that serve the needs of Benton County in an orderly and efficient manner.*

Response: Both the Weigel and Cornelius sites are immediately adjacent to existing urban development with public roads and utilities available for extension to serve these sites. As such, the proposed Comprehensive Plan Amendment represents an orderly and efficient expansion of public facilities and services consistent with Goal 11.

Goal 12 - Transportation. *The County seeks to preserve, protect, and promote the county's livability, sustainability, and vitality by:*

- *Providing choices of alternative travel modes,*
- *Maximizing the efficiency of existing facilities,*
- *Intertwining quality of life, land use, and transportation decision-making, and*
- *Providing equitably funded, safe, efficient, cost-effective mobility and accessibility to all county residents, businesses, and emergency services within and across county boundaries.*

Response: An expansion of the City's UGB is not anticipated to create impacts to the

mobility and accessibility of residents within the community. Future development on the Cornelius property will take access from an extension of Hibiscus Drive, a local street. Future development on the Weigel property will take access from local streets within the Calloway Creek subdivision that connect to Ryals Avenue, an Adair Village minor collector. Because both of these properties are readily accessible to existing transportation facilities, they can be efficiently developed and offer immediate connectivity to the existing City and County Road network for all modes of transportation.

For the purposes of the proposed amendments, the Transportation Planning Rule (TPR) requires additional analysis if the proposed amendments would significantly affect an existing or planned transportation facility, as defined in OAR 660-001-0060(1). A TPR analysis of transportation facility impacts caused by urban growth boundary expansions may be deferred by administrative rule. OAR 660-024-0020(d), specifically states:

“the transportation planning rule requirements under OAR 660-012-0060 need not be applied to an urban growth boundary amendment if the land added to the urban growth area is zoned as urbanizable land, either by retaining the zoning that was assigned prior to inclusion in the area or by assigning interim zoning that does not allow development that would generate more vehicle trips than development allowed by the zoning assigned prior to inclusion in the boundary.”

The city chooses to apply this deferral option for land that is proposed to be added to the UGB and has informed ODOT of its choice. The 55 acres of land proposed to be added to the UGB is not proposed for annexation into the City of Adair Village. As such, the existing Exclusive Farm Use (EFU) zoning will be retained. Benton County expects to re-zone the expansion area from EFU to the Urban Residential zone (UR-50).

Goal 12 has been met for the 55 acres of land proposed to be added to the Adair Village UGB.

Goal 13 - Energy Conservation. *To conserve energy through sound planning and pursuit of sustainability.*

Response: The proposed Comprehensive Plan amendment will expand the UGB in areas that are readily accessible by public roads and utilities, thereby avoiding leap-frog development and the inefficiencies associated with it. Both the Weigel and the Cornelius properties are adjacent to public roads and utilities that will allow

for the sites to develop with maximum efficiency. The sites' adjacency to existing development also ensures that safe routes of travel via other modes of transportation such as bicycle and pedestrian routes are available, minimizing dependency on vehicular transportation. In addition, the Cornelius property will retain a large conservation easement protecting the wetland complex as part of the UGB expansion. As such, the proposed comprehensive plan amendment will provide opportunities for the conservation of energy through sound planning and for the pursuit of sustainability. Goal 13 has been adequately addressed.

Goal 14 - Urbanization. *To provide for an orderly and efficient transition from rural to urban land use; to accommodate urban populations and employment inside urban growth boundaries, to preserve rural character outside urban growth boundaries, and to preserve small town character.*

SECTION 9.890 GROWTH MANAGEMENT GOALS & POLICIES

Urban Growth Management

1. The City and County shall utilize the Urban Growth Management Agreement for administration of land development within the Urban Growth Area and the Planning Area.
2. The City shall ensure an orderly and efficient transition from rural to urban land use within the Urban Growth Area.

Response: Goal 14 has been complied with as demonstrated in Chapters 2 through 4 of this report, which includes an analysis of properties on the periphery of the existing Adair Village UGB and evaluates and ranks potential UGB expansion sites according to the Goal 14 prioritization factors found in ORS 197.298. A summary of the analysis is provided below.

- The study area for the comparative analysis was established consistent with OAR 660-24-0065(a)(A), which requires that a one-half mile radius be used. Therefore, the area within a one-half mile radius of the subject site was used in the evaluation, with the exception of those lands that are not contiguous with the current UGB, are under public ownership, or are west of Highway 99W.
- The evaluation under ORS 197.298 requires that land considered for inclusion in a UGB be prioritized using a four-tiered hierarchy based on land designations and capability. Generally, land zoned EFU is a low priority for UGB inclusion. However, the analysis concluded that the Cornelius property and the Weigel property, although zoned EFU, can be considered for UGB inclusion because higher priority lands are not available within the study area. In addition, the agricultural capability of the subject sites (expressed by

soil classification) is low relative to other lands in the study area. Lands with lower agricultural capability are a higher priority for urbanization.

- The evaluation under the Goal 14 factors (as listed above) concluded that the subject sites generally rank higher, or equally as high, when compared with the other EFU lands in the study area. The sites are directly adjacent to existing development; road and utility stubs are in place on Hibiscus Drive and the Calloway Creek subdivision to serve future development in these locations.

Based on the analysis provided in Chapters 2-4, the requested UGB amendment is consistent with the City and County policies and the Goal 14 rules for

Goal 15-19 Willamette River Greenway and Coastal Resources. *To protect, conserve, restore, enhance and maintain the ecological, natural, scenic, historical, agricultural, economic, and recreational qualities and resources along the Willamette River.*

Response: Goals 15 through 19 are related to the Willamette Greenway and coastal resources. As such, these goals do not apply to the subject sites and therefore, these sections are not applicable.

ADDENDUM TO THE 9.20.22 STAFF REPORT:

Below are responses to questions and comments raised at the September 20, 2022, UGB Expansion public hearing

Each response is reflective of direction given to the city by the DLCD or by the Planning Commission's need for further clarification. The responses are in no particular order.

1. Documents on the City and County Website.

- Q. Can the city put the "Preliminary Adair Village Trails Map" up on their website?
- A. The Trail Map has been added to the website along with the recommendation letters from the Department of Land Conservation and Development (DLCD) and Oregon Department of Transportation (ODOT) in response to the UGB expansion legislative action.

2. Clarification on Transportation:

- Q. Commissioner Whitcomb expressed concerns about wildfire and wanted to know if there have been any discussions about putting a traffic light on Hwy 99W.
- A. The city will work with ODOT and forward any development proposal submitted or upon annexation for review and comment before the development is approved. A majority of times this will require a traffic study. Through most of the conversions we had with ODOT, they do not see a need for a traffic signal or have plans to do a traffic study at this time. (See ODOT letter).
The County's Transportation System Plan (TSP) identifies, for both the Arnold Avenue and the Ryals Avenue intersections with Hwy 99W: "Intersection improvement; project may install traffic signal or roundabout, if feasible, when warranted, this project should be coordinated with the OR 99W Streetscape Study, [TSP Project Number] CC-179, project is subject to ODOT approval." The TSP also identifies Project No. CC-179 on Hwy 99W between Ryals and Tampico Roads: "Streetscape Study; study to investigate potential to reduce traffic speeds and improve the environment for residents and businesses along the OR 99W corridor, project is subject to ODOT approval." The current UGB amendment does not trigger these improvements.

3. New Urbanism:

- Q. Commissioner Whitcomb urged the city to develop live/work units in the city and consider new urbanism principles even before Adair develops additional areas in the works.
- A. The city has been looking at creative development designs for a live, work, play community. The new cluster zone and the mixed-use downtown are good examples of creative development to achieve that goal.

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4. Housing

Q. Explain price points/affordable housing?

A. Adair Village is providing necessary housing in an area of the state that is in the most need. The type of housing that has been provided helps relieve strain on every level of housing. This happens as people take the next step in home ownership opening up lower-level homes and reducing the cost for everyone.

We have reached out to a housing specialist that hopefully will provide some data prior to the October 11th meeting.

5. Critical Mass or a Population to support a central business district

Q. Commissioner Lee is asked it possible that Adair Village has reached critical mass already and how does the city know that they have grown enough to justify a UGB.

A. Mr. Hare responded that most studies show that a population of 3,000 community members will help sustain local businesses, if the community is more than 5 miles from another city.

Each city is unique due to particularities of size, demographics, existing businesses and other land uses, transportation options and relationship to other cities. Therefore, it is not possible to draw absolutes about the point at which a given city reaches the critical mass needed to support an active and sustainable commercial district.

6. Buildable Land Inventory

Q. There was a request for clarification about how the density ranges in the BLI were determined, in comparison to the actual densities seen in developed portions of Adair Village.

A. **The densities described in the BLI are based on the minimum lot sizes for each residential zone established in 2013 when the city updated and adopted a new development code.**

The City of Adair Village set forth density allowances for residential low-density (R-1), residential medium density (R-2), and residential high density (R-3). The R-1 Zone allows dwelling units on a 10,000 square foot minimum lot size which equates to approximately 4.4 dwelling units per acre. The R-2 Zone allows dwelling units on an 8,000 square foot minimum lot size which equates to approximately 5.4 housing units per acre. Finally, the R-3 Zone allows dwelling units on a 6,500 square foot minimum lot size which equates to approximately 6.7 dwelling units per acre. Additionally, OAR 660-038-0070 describes reductions of buildable land for natural resources. This includes 25% of all land be developed for infrastructure improvements.

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The actual densities seen in developed portions of Adair Village was not part of the BLI and other than the Calloway Creek subdivision and the William R. Carr duplexes, pre-existed the adoption of the 2013 development code. Creekside at Adair Village Phase I & II are zoned R-2 (Medium Density Residential) and were approved and built in 2000-02. The subdivision plat is approximately 27 acres with 106 dwelling units (DU). Some of the land was set aside for storm detention or wetland preservation. The approximate density of both phases is 3.9 DU/acre.

The Adair Meadows subdivision is zoned R-1 (Low Density Residential) is left over from when the city was a military base and were built in the 1950's. It has an even lower density than Creekside at Adair Village.

Calloway Creek and William R. Carr Subdivisions were approved through the Planned Unit Development (PUD) process. Calloway Creek sub is zoned R-3 (High Density Residential) and William R. Carr is zoned R-1. Calloway Creek Phases I, II & III have a total of 174 lots on 34.5 acres or approximately 4.8 DU/acre. William R Carr Sub has 16 units on one acre or 16 DU/acre.

7. Population Numbers

Q. Commissioner Lee asked why the expansion forecast was done for 2022-2042 instead of 2020-2040.

A. The city is required to show a 20-year supply of available residential land and to do so we needed to use the City's most current up to date population and then an extrapolated population projection (see below). Both numbers were derived by using the interpolation template found on the Portland Research Center's website.

8. Annexation Process

Q. Is annexation in Oregon any longer a public process? Basically, can the residents of Adair vote on an annexation request? Is the City Council decision a public process, presumably? So people get the opportunity to testify?

A. Cities in Oregon are precluded from requiring voter approval of annexations. This is a result of a change in state law a few years ago. The process to annex property into the city boundary is a legislative one. A change in the UGB requires an Amendment to the Adair Village Comprehensive Plan in conformance with Statewide Planning Goal 14 and an Amendment to the Urban Growth Boundary and Policy Agreement between the City of Adair Village and Benton County.

A proposal for annexation may be initiated by the City Council or by a petition to the City Council by owners of real property located in the territory to be annexed. Both are considered the applicant. The City shall request a staff review together with other public or private agencies which may be affected by the proposed annexation. Upon receipt of the application, plans and accompanying narrative, staff shall conduct an evaluation listing their findings based on the criteria and comprehensive

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plan policies. The applicant shall be advised of any recommended changes or conditions for approval. The City shall incorporate all staff comments into a report to the Planning Commission and City Council. The report shall include an analysis of the impacts of the proposed annexation, a review of applicable City and State policies and standards, and a recommendation as to the appropriateness of the proposed development and the annexation itself.

9. Safety Concerns

- Q. Commissioner Gervais expressed concerns about the safety factors raised by the public. What role do potential natural or other hazards play in the recommendation for rezoning of land into the UGB?
- A. Referring to the Benton County Development Code criteria for re-zoning, the proposed zoning must be “more appropriate than the current zoning.” If natural hazards were such that residential development was inappropriate, then the current zoning (EFU, in this case) might be the more appropriate zoning. The criteria also require that “any significant increase in the level of public services which would be demanded as a result of the proposed zone change can be made available to the area.” If the new zoning resulted in development that could not be adequately served by streets or by emergency response vehicles, then this criterion would not be met.

In the current case, the concerns raised about natural hazards, particularly the Corvallis Fault, are, in staff’s view, important to consider but difficult to evaluate. Past evaluations of the Corvallis Fault, including a fairly thorough examination of all natural hazards as part of the Corvallis Natural Features Project in the early to mid 2000s, determined that the risk of seismic activity associated with the fault was not certain enough to warrant development limitations. For example, the City of Corvallis chose not to adopt development restrictions or requirements for further investigation prior to development of property in the vicinity of the fault. Legacy development (such as Crescent Valley High School) as well as more recent development (such as portions of the Timberhill Subdivision have been constructed over the Corvallis Fault. Past practice is not proof of good practice, but it is an indication of how relative risks and costs have been evaluated in the past. Staff’s recommendation is that the level of risk known about the Corvallis Fault does not warrant exclusion of these areas from the UGB, but that seismic issues should be considered in subsequent, increasingly specific, land use decisions; namely, annexation, re-zoning for development, and subdivision review.

Regarding transportation safety and emergency services, in staff’s assessment, the areas proposed for addition to the UGB do not on their face present insurmountable challenges for safety. They can be developed safely. The determinations about the specifics of what it takes to develop these areas safely requires a level of detailed analysis that is not possible (nor appropriate) at this stage.

10. Acreage Calculations

ADDENDUM TO THE 9.20.22 STAFF REPORT:

A slide in the staff presentation at the 9/20/22 hearing contained a calculation error (Greg owns it; appreciation to John Steeves for pointing it out).¹ Below are the corrected calculations.

Category	Acres	Acres (low end)
Partially Vacant Acres (gross)	16.15	
Vacant Acres (gross)	55.83	
Net Vacant Acres: a) Subtract 0.25 ac from each “partially vacant” parcel b) Add to gross vacant acres c) Subtract 25% for infrastructure Result is Net Vacant Acres	51.92	
Constrained Acres (high end) Up to this amount can be removed from Net Vacant Acres based on access, infrastructure, ownership and other constraints on development.	13.47	
Constrained acres (low end) Counting only the parcels that are fully prevented from being residentially developed.		4.58
Available acres for residential development Net Vacant Acres minus Constrained Acres	38.45	47.34
Acres Needed To meet 20-year demand	65.17	65.17
Deficit Available Acres minus Acres Needed	-26.72	-17.83
Net Acres in Property 1 and Property 2 Gross acreage of the two properties minus conservation easement and riparian corridor, minus 25% for infrastructure.	31.6	31.6
Difference between Proposed UGB additions and quantified Deficit	4.88	13.77

The following three items are amendments to the “Justification and Findings” document.

1. **DIRECTION:** Patrick Wingard (DLCD) asked the city to explain how DOWL arrived at the current population number of 1,416 for 2022.

Forecast for Housing Growth

Per ORS 195.033(3) and OAR 660-032-0020, the City of Adair Village is required to use the official population forecast issued by PRC for comprehensive urban growth planning. DOWL used PRC’s 2022 forecast to estimate the Residential Land Need for the 20-year forecast

¹ The error in the “low end” column had resulted in a “difference” (bottom line of the table) of 9.46 acres when it should have been 13.77 acres. This error demonstrates the risk of using a Word table instead of an Excel worksheet.

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window.²

The current population estimate of 1,416 residents was derived using PRC’s population interpolation template found on their website. Because the PRC forecasts are only published every three years and the last report was in 2021, Adair Village’s population had to be estimated using the PRC’s five-year interval numbers.

DOWL inserted the forecasted 2025 and 2030 population estimates into the interpolation template to arrive at an estimated population number for 2026. Then DOWL used the same template, inserting the 2021 and 2026 population estimates to obtain the 2022 population estimate (1,416) used in this report.

Table 1: City of Adair Village Population Growth 2022-2042

PSU Population Forecast		Change 2022-2042 (number)	Change 2022-2042 (percent)	Average Annual Growth Rate (AAGR)
2022	2042			
1,416	2,541	1,125	79.4	4.0%

Source: Population Research Center, Portland State University, June 30, 2021, DOWL calculations

- 2. **DIRECTION:** Kevin Young (DLCD) identified that the city citations to statute ORS 197.298 need to be changed to 197A.320.

Chapter 3 presents the alternatives analysis required by OAR 660-024-0060 as well as findings related to the prioritization described in **ORS 197A.320**.

For cities outside Metro, ORS 197A.320 replaces ORS 197.298; however, our analysis references ORS 197.298 in a few locations in the report. It’s confusing, because the context of ORS 197A.320 is in relation to the “simplified UGB process,” but this particular section (.320) applies to all UGB expansions under OAR 660-024 (“regular” UGB) and OAR 660-038 (“simplified” UGB). Nevertheless, when you look at the fundamentals, the prioritization scheme is the same.

After cross referencing and discussing the issue with DLCD, our analysis is consistent with those rules, but DLCD recommended we change any citations to statute from ORS 197.298 to 197A.320 which has been done.

ACTION: All references to ORS 197.298 have been changed to ORS 197A.320.

- 3. **DIRECTION:** Fair Housing Council of Oregon Letter to the City

²PRC’s population estimate for Adair Village, provided in 2021, estimated a population of 2,279 city residents in 2040. PRC’s population interpolation template which applies an average annualized growth rate to estimate population in future years, estimates that the 2042 city population will be 2,541 residents.

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Hello Pat,

I am the coordinator for a collaborative project between Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO) which reviews housing-related PAPAs. We were appreciative of the extensive information on the City's 20-year housing and land needs found on pages 17-20. However, we believe that the summary data should also be included in the Goal 10 findings on page 83. Citing the number of needed acres and units, as well as the potential acres and units resulting from the proposed change, would easily and transparently establish compliance with Goal 10. We request that the findings are amended before the City Council hearing.

Thank you.

Samuel Goldberg
Education & Outreach Specialist
Fair Housing Council of Oregon
1221 SW Yamhill St. #305
Portland, Oregon 97205
(503) 223-8197 ext. 104
Preferred Pronouns: He/Him/His



ACTION: The Goal 10 findings in Chapter 7. Statewide Goal Consistency Analysis of the “Justification and Findings” document has been updated to reflect the City’s 20-year housing and land needs as request by the Fair Housing Council.

City of Adair Village TMDL Implementation Plan (2019 - 2024)
Receiving Waterbody: Willamette River

Pollutant	Source	Strategy	Actions	Measure	Timeline	Milestones	Fiscal Analysis	Status
What pollutants the TMDL addresses	Source of pollutant.	What we are doing and will do to reduce pollution from this source.	Specific ways to implement strategy.	How we will track successful implementation or completion of strategy.	When strategy will begin and be completed.	Intermediate Indicators.	What resources will be necessary? Are those resources already budgeted? If not, how will the City attempt to procure those resources?	What was completed during the 2021-2022 reporting year?
Bacteria	1. Pet and Animal Waste	a. Reduce the amount of improperly disposed pet waste.	<p>1. Maintain City-owned pet waste stations by regularly restocking bags and maintaining educational signs.</p> <p>2. Increase public awareness and enforcement of existing pet waste pick-up ordinance Chapter 41 Animal Control 41.240 Scoop Law.</p>	<p>Monitor the number of boxes of waste bags that are consumed.</p> <p>Track the number of notices provided each year.</p> <p>Track the number of citations issued for pet waste.</p>	<p>Ongoing. The Community Service officer will be responsible for checking each of the four pet waste disposal stations once every two weeks.</p> <p>Public notices about proper pet waste management and ordinance included at least once per year in City newsletter.</p>	<p>1. Distribute reminder about pet waste pickup ordinance to City residents.</p> <p>2. Discuss increased enforcement effort with community service officer.</p>	<p>General fund and totaled \$243.92 for FY 2018.</p> <p>Community Enforcement.</p>	<p>The City-maintained pet waste stations consumed 8 boxes of pet waste bags at a cost of \$80 last year.</p> <p>Reminder was sent in newsletter. No enforcement actions were noted.</p>
Bacteria	2. Erosion and Sedimentation	a. Decrease sedimentation and erosion from new construction.	<p>1. Require and track 1200-C permits for new large developments and inform single lot developers of erosion control plan. Include fact sheet from DEQ with building permits. Educate developers of less than 1-acre parcels of the importance of meeting 1200-C requirements.</p> <p>2. Enforce stormwater detention requirements for new development.</p> <p>3. Mitigation for trees cut with public property used for replanting.</p>	<p>Fact sheet included in all building packets.</p> <p>Demonstrate that 100% of new large developments obtain 1200-C permits from DEQ.</p> <p>Demonstrate that 100% of new developments comply with the City's stormwater detention requirements.</p> <p>Track number of trees planted annually. Mitigate so that trees planted will meet or exceed services provided by removed vegetation.</p>	<p>Ongoing. Annual Review.</p> <p>Ongoing. Tree planting will occur when mitigation is necessary.</p>	<p>1. Include 1200-C fact sheets at planning counter.</p> <p>2. Track number of 1200-C permits issued.</p> <p>City Engineer continues to review all new development stormwater measures.</p> <p>Year 1 - City Administrator to prepare written internal memo describing method for determining when tree cut mitigation occurs.</p> <p>Annually (to occur when tree cuts have occurred):</p> <ol style="list-style-type: none"> 1. Track annual tree cuts. 2. Identify potential locations for replanting. 	<p>Application fees.</p> <p>Costs associated with the City Engineer's review of development plans are the responsibility of the developer. Therefore, this task will not require additional City funds to complete.</p> <p>Year 1 - City Administrator to prepare written internal memo describing method for determining when tree cut mitigation occurs.</p> <p>Internal Management Directive was prepared by City.</p>	<p>The City received 0 applications for development review that would require 1200-C permits from DEQ.</p> <p>The City received 0 applications for development review during the previous reporting year.</p>

City of Adair Village TMDL Implementation Plan (2019 - 2024)
 Receiving Waterbody: Willamette River

Pollutant	Source	Strategy	Actions	Measure	Timeline	Milestones	Fiscal Analysis	Status
What pollutants the TMDL addresses.	Source of pollutant.	What we are doing and will do to reduce pollution from this source.	Specific ways to implement strategy.	How we will track successful implementation or completion of strategy.	When strategy will begin and be completed.	Intermediate Indicators.	What resources will be necessary? Are those resources already budgeted? If not, how will the City attempt to procure those resources?	What was completed during the 2021-2022 reporting year?
Bacteria	2. Erosion and Sedimentation	b. Sweep streets and paved parking areas to remove small particles,	1. Sweep city streets and paved parking lots annually. Schedule street sweeping events to occur when they will be impactful for removing debris.	Number of times streets and parking lots are swept per year.	Ongoing, Annual Review.	Annually: 1. Schedule at least 4 street sweeping events per year. 2. Coordinate some street sweeping events with leaf pick-up. 3. Provide notice to the community about scheduled street sweepings on the City website.	Street sweeping costs approximately \$800.00 per sweeping. The City budgets \$4,800.00 per year.	The City completed 6 street sweeping events during the previous 12 months.
			1. Include stormwater detention and treatment requirements in Development Code.	Code revision adopted by City Council and all new developments comply with stormwater detention and treatment requirements.	Process to begin during spring 2020 and be completed by fall 2024.	1. Review existing stormwater requirements in the City's Development Code. 2. Engage with City leaders about the potential to require stormwater treatment. 3. Evaluate costs/benefits associated with Development Code revision versus alternative enforcement method such as the development of a formal Internal Policy requiring the City Administrator to require stormwater treatment under the latitude granted to him/her under Section 5.126 of the Development Code. 4. If revision to include stormwater treatment provision is pursued, begin considering to what extent treatment should be required and how treatment effectiveness will be evaluated. 5. Draft revised language to Development Code and present revised language to City Council for review and approval. 6. If a formal revision to the Development Code is not viewed favorably, reconsider other approaches from step 3.	Revisions to the Development Code will require a significant amount of time of staff time from the City Administrator and City Engineering team and these costs need to be evaluated further during this action. Evaluating these costs has been included as a milestone for this action.	City Engineer has prepared a scope of work for Development Code review and recommended revisions. In addition, City prepared Internal management Directive related to development stormwater runoff quality control.
Bacteria	3. Stormwater Discharge	a. Increase the detention time and treatment facilities for stormwater to allow for infiltration and sediment deposition.						

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			2. Work with car wash owners and "charity" car wash participants to install stormwater treatment facilities.	Confirm that 100% of car washes have stormwater treatment facilities installed. For charity car washes, this can be limited to silt control, oil booms, and absorbent pads around catch basins. The City does not currently have permanent car washes; however, any permanent car wash would be required to provide stormwater treatment facilities onsite.	Charity car washes: Ongoing. Confirmation that stormwater treatment requirements will occur when events are scheduled. Commercial car washes: Requirements for stormwater treatment will be implemented if a commercial car wash proposes to open within the City.	City will find/provide educational materials related to car wash runoff management to groups interested in hosting charity car washes.	Charity car washes will be responsible for providing all necessary materials for controlling runoff from the car wash. City costs will include time associated with identifying educational materials related to runoff control, printing costs, and time for monitoring events.	0 charity car washes were held in town. The City still does not have any commercial car washes, therefore, implementing requirements for commercial car washes was not necessary this year.
			1. Annually review/update materials on stormwater to City website and make available at City Hall.	Maintain at least five pieces of relevant stormwater information on the City website, and at least two provided in print at City Hall.	Ongoing. Annual update complete by September 30.	1. Annually review the stormwater materials provided on the City website. 2. Identify additional materials for inclusion.	Task is expected to take up to four hours of time annually. Funding for the time associated with this task will come from non-departmental general funds.	The City has developed a specific stormwater page (http://adairvillage.org/departments-services/public-works/storm-water/). The City Engineering team has reviewed this information and believes that it is still relevant. Additionally, stormwater information packets are still available at City Hall.
Bacteria	3. Stormwater Discharge	b. Raise awareness of actions that individuals can take to minimize stormwater impacts.	2. Host/promote educational programs related to water quality.	Track the number of educational initiatives undertaken and people involved. Goal is to be reached with one event per year beginning in 2021.	Begin identifying projects by July 2020. Discuss projects with potential partners by September 2020.	1. Identify potential projects. 2. Identify potential partner organizations. 3. Engage outside organizations to develop project proposals/plans. 4. Identify funding sources (as needed).	Coordination and planning with outside organizations will require staff time paid for by the general fund and stormwater fund.	City Administrator has reached out to ODFW to offer potential partnership of educational programs to raise awareness of actions that individuals can take to minimize stormwater impacts.

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Bacteria	3. Stormwater Discharge	c. Develop a planning document that identifies City's immediate and long-term stormwater infrastructure needs.	1. Revise the City's Land Use Development Code to ensure that development adequately addresses stormwater quality issues. 2. Digitize stormwater system map and identify areas where water quality protection actions would have the greatest benefit.	City Council adopts revisions to Land Use Development Code and Design Standards. Digital map and incorporated into future planning efforts. Digital map available for reference by developers.	Year 1- Milestones 1, 2, and 3 achieved. Year 2- Milestones 4 and 5 achieved. Year 3- Milestone 6 and 7 achieved.	1. Develop formal project scope and budget. 2. Identify funding source. 3. Authorize City Engineering Team to begin working on the project. 4. City Engineering Team completes review of stormwater development code issues and develops recommendations for development code and design standard revisions. 5. City Engineering Team presents recommendations from Milestone 4 to City Council. 6. City Council authorizes formal drafting of stormwater development code and design standard revisions. 7. City Council votes to adopt development code and design standards revisions.	Funding source(s) to be identified during Year 1 of implementation. Cost for project to be covered by Stormwater fees.	Task 1 has been completed. The cost for completion of this work has been estimated at ~\$46,000. City will work with engineer to complete work by 9/1/2023. City is transferring GIS responsibility to EOR, away from OCW COG. Task 1 complete.
Bacteria	4. Wastewater Treatment Plant	a. Maintain low effluent bacterial levels (monitoring indicates compliance).	1. Maintain compliance with NPDES permit requirements.	Monitor effluent bacteria concentrations as a condition of DEQ discharge permit.	Ongoing, Annual Review.	1. Undertake monthly DMR reporting process. 2. Track permit violations for bacteria to verify that treatment facilities are achieving adequate disinfection.	Costs associated with effluent bacteria monitoring are covered under the operating budget for the wastewater system.	The City has continued to monitor and report wastewater effluent bacteria measurements to DEQ as required under its NPDES permit. The City had one NPDES permit violation last year; however, the violation for an unauthorized discharge of TREATED AND DISINFECTED wastewater. City is currently upgrading Wastewater Treatment Plant to minimize potential for future violations.
Bacteria	5. Illegal Discharge	a. Provide porta potties in parks with no facilities during activities and during other public events to minimize improper human waste disposal.	1. Maintain and enforce an illegal dumping ordinance.	Track number of violations. Monitor public facilities for evidence of illegal dumping.	Ongoing, Annual Review.	1. Review ordinance. 2. Request enforcement focus by community service officer.	Costs included as part of the Community Service officer costs.	No instances of illegal dumping were identified last year.

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		What we are doing and will do to reduce pollution from this source.	Specific ways to implement strategy.	How we will track successful implementation or completion of strategy.	When strategy will begin and be completed.	Intermediate Indicators.	What resources will be necessary? Are those resources already budgeted? If not, how will the City attempt to procure those resources?	What was completed during the 2021-2022 reporting year?
Mercury	1. Natural background in soil and rock	a. Decrease soil disturbance in areas sensitive to erosion.	1. Ensure compliance with Section 2.400 which requires that steep slopes are identified in development applications. All plans and calculations are signed by licensed Engineer.	100% of applications include site maps that show steep slopes. City Engineer shall review all plans and calculations submitted on the project.	Ongoing, Annual Review.	1. Review code requirements every two years or more frequently depending on the rate of development near steep slopes. 2. Consider strengthening steep slope limitations based on potential impacts.	Costs associated with the development of site plans indicating steep slopes and costs for the City Engineer to review the plans and calculations are the responsibility of the developer and do not require City funding. Reviewing the code will require time of the City Administrator and potential costs associated with seeking the opinion of the City Engineer.	Development applications were submitted last year.
Mercury	2. Municipal Services	a. Minimize the use of mercury-containing chemicals in maintenance operations.	1. Implement policies to reduce quantities of applied mercury-containing chemicals.	Mercury-containing chemical application performed in accordance with applicable laws by certified sprayers.	Chemical usage review to begin during FY 2020. Goal is to phase out mercury-containing chemicals (when possible) by the end of FY 2022.	1. Public works staff to review chemical usage to verify whether any contain mercury. 2. If any mercury-containing chemicals are used, City staff will work to identify alternative chemicals that do not contain mercury and can achieve the necessary result.	Public works staff time will be required to review the content of regularly used chemicals. This is estimated to require 20 hours given that chemicals may be stored at multiple public facilities. If chemicals are found to contain mercury, additional staff time will be necessary to identify replacements. No estimate can be given for time necessary for this to occur without knowing the number of chemicals that may need to be investigated. For planning purposes, it was assumed that 8 hours per chemical would be necessary to research potential alternatives, obtain a small quantity of the alternative chemical for testing purposes, and test the alternative chemical to confirm comparable effectiveness.	Task previously completed. Public works staff reviewed all commonly-used chemicals during reporting year 2019-2020. No mercury-containing chemicals were identified.
Mercury	2. Municipal Services	b. Decrease atmospheric emissions from city-owned vehicles.	1. Incorporate energy-efficient vehicles into the transportation fleet.	Vehicles meet DMV requirements for vehicle emissions.	Ongoing.	NA. Action is only triggered at the time of vehicle purchase.	Costs for energy-efficient vehicles will be borne by the funding source used for the purchase of the vehicle. Typically, City vehicle purchases have been made from the various utility enterprise funds.	City purchased a used Toyota Prius. DMV requirements for vehicle emissions were met.

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Mercury	2. Municipal Services	c. Prevent pollution by maintaining in compliance with applicable permits.	1. City-owned or operated facilities with industrial activity identified in DEQ's 1200-Z Industrial Stormwater General Permit have coverage under this permit.	Verify that all City facilities requiring 1200-Z permits have updated permit coverage. Regularly review practices to confirm that City facilities subject to 1200-Z permit coverage are operating in accordance with the permit requirements. Demonstrate that 100% of new developments over one acre obtained 1200-C permits from DEQ.	The City has no known DMA-owned or operated facilities subject to coverage under a 1200-Z permit. If a City facility is subject to coverage under the 1200-Z permit the City will seek coverage according to the permit requirements. Ongoing, Annual Review.	As the City acquires new facilities, the City will check for permit coverage requirements and seek coverage if necessary.	No financial impact at this time since the City does not have any known facilities subject to 1200-Z permitting. Costs for providing 1200-C permit fact sheets to developers is minimal and covered in their application fees. The current number of development applications is low enough that tracking of projects can be done with current staffing.	No 1200-Z facilities within the City
		a. Decrease sedimentation and erosion from new construction. b. Sweep streets and paved parking areas to remove small particles.	1. Require and track 1200-C permits for new large developments. City staff or City Engineer will verify 1200-C permit has been obtained for all projects where one is required. 1. See Bacteria 2.b. above			1. Include 1200-C fact sheets at planning counter. 2. Review number of 1200-C permits issued.		0 development applications were submitted last year.

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Mercury	3. Erosion and Sedimentation	c. Enhance requirements for erosion and sediment control during construction.	1. Develop recommended erosion and sediment control requirements for construction.	Revised development code language to address erosion and sediment control during construction is proposed to City Council for adoption.	Tasks 1, 2, and 3- anticipated completion by end of calendar 2023. Tasks 4, 5, and 6- anticipated completion by end of calendar 2025.	1. Identify and secure financial resources necessary to complete code review and revision. 2. Authorize City Engineering Team to begin working on the review and development of revised requirements. 3. City Engineering Team completes review of existing erosion control and develops recommendations for development code and design standard revisions. 4. City Engineering Team presents recommendations from Milestone 3 to City. 5. City Council authorizes formal drafting of stormwater development code and design standard revisions. 6. City Council meeting to discuss and vote to adopt development code and design standards revisions.	Revisions to the Development Code will require a significant amount of time of staff time from the City Administrator and City Engineering team. The City Engineering team has developed a preliminary cost estimate of approximately ~\$46,000 to complete a larger review/revision of the development code which would include this work. The project is described further in Bacteria 3.c.	The cost for completion of this work has been estimated at ~\$46,000. City will work with engineer to complete task 3 by 9/1/2023
			1. Educate residents on existing City Code requirements, the impacts of illicit discharges (specifically tailored to mercury), and what they should do if they observe an illicit discharge.	Demonstrate that one piece of educational info on this issue is provided to each household annually. Track the number of reported illicit discharge complaints and confirm that all complaints are investigated and resolved.	Educational information prepared and published by end of 2024. Annual review of reported complaints and how they were addressed.	1. Educational information written. 2. Educational information published in newsletter and available on City website. 3. Contact info for reporting suspected violations available on the City website.	Approximately 3 hours of staff time are expected to prepare educational information and update the website.	City will include mailings with all utility billing in 2023 to include the impacts of illicit discharges (specifically tailored to mercury)
Mercury	4. Illicit Discharges	a. Improve public awareness of existing requirements and emphasize community monitoring. b. Improve ability to monitor stormwater conveyance system for illicit discharges.	1. Develop map of stormwater conveyance system infrastructure. 2. Develop and field verify inventory of stormwater conveyance system outfall locations.	Digital map prepared. Digital map available for reference by developers. Outfall inventory prepared.	Digital map produced by 2024.	Refer to Bacteria 3.c.2 for implementation of the map development. Preparation of the outfall inventory will occur once digital map has been prepared and field verification has occurred.	Fiscal analysis detailed in Bacteria 3.c.2.	GIS Mapping responsibility moved to EOR.

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Pollutant	Source	Strategy	Actions	Measure	Timeline	Milestones	Fiscal Analysis	Status
Mercury	5. New Development	<p>What we are doing and will do to reduce pollution from this source.</p> <p>What pollutants the TMDL addresses.</p>	<p>What we are doing and will do to reduce pollution from this source.</p> <p>Specific ways to implement strategy.</p>	<p>How we will track successful implementation or completion of strategy.</p>	<p>When strategy will begin and be completed.</p>	<p>Intermediate indicators.</p>	<p>What resources will be necessary? Are those resources already budgeted? If not, how will the City attempt to procure those resources?</p>	<p>What was completed during the 2021-2022 reporting year?</p>
			<p>c. Establish requirements for stormwater quality measures and stormwater quantity control used in the design and construction of new facilities.</p> <p>c. Update City's existing development code and design standards to explicitly require the implementation of stormwater quality and quantity control measures.</p>	<p>Revised development code language to address stormwater quality and quantity control is proposed to City Council for adoption.</p>	<p>Work will be included in the same project described in Mercury 3.c. Refer to that strategy for timeline.</p>	<p>Work will be included in the same project described in Mercury 3.c. Refer to that strategy for outline of milestones.</p>	<p>Work will be included in the same project described in Mercury 3.c. Refer to that strategy for fiscal analysis.</p>	<p>Internal Management Directive was prepared by City for stormwater quality. Development standards will be updated prior to 9/1/2023</p>
Temperature	1. Solar Radiation Input	<p>a. Improve tree coverage in riparian areas and in other areas near drainage ways.</p>	<p>1. Partner with ODF, local watershed councils, or other organizations to purchase and plant trees in riparian areas or near other drainageways.</p>	<p>Monitor new growth in riparian areas by visiting planting sites regularly.</p> <p>At least one riparian tree planting project completed every two years. Formal support by City Council provided for watershed council projects.</p>	<p>Contact ODF and watershed council to discuss project in 2020. Attempt to schedule first collaborative project for 2021.</p>	<p>1. Contact ODF and watershed council to discuss project. 2. Develop agreement between project parties. 3. Secure funding and schedule planting.</p>	<p>The identification of a funding source for this action is included as one of the action milestones.</p>	<p>No work was completed on this action.</p>
			<p>b. Protect existing tree canopy.</p>	<p>1. Enforce tree protection ordinance that protects existing trees within the city.</p> <p>Monitor changes in riparian area tree canopy.</p>	<p>Ongoing. Tree protection incorporated into Development Code Section 5.134(1)(d)- Ordinance 2013-3.</p> <p>Aerial imagery assessment occurring in 2018. Update to assessment to occur no later than 2024.</p>	<p>1. Review existing ordinance. 2. Compare aerial photographs at five-year intervals to determine the state of and changes to riparian area tree canopy or riparian areas (when observable in imagery).</p>	<p>No work was completed on this action. Monitoring work for this action is not expected until near the end of the 5-year reporting cycle for this Implementation Plan.</p>	
Temperature	1. Solar Radiation Input	<p>c. Wetland information provided to all City residents.</p>	<p>1. Provide relevant information directly to all residents to help improve visibility of the issue.</p>	<p>Wetland information will be distributed to all residents through the City's newsletter at least once per year.</p>	<p>Begin spring of 2020. Repeated annually.</p>	<p>1. Identify wetland information relevant to the residents of Adair Village. 2. Draft mini information article for inclusion in the City newsletter. 3. Publish the information in the City newsletter that is distributed to all residents.</p>	<p>No additional costs will be incurred for printing. Newsletter is distributed with utility bills. Only costs incurred will be limited to staff time to research and prepare information for publication.</p>	<p>The City developed a collection of brief write-ups related to stormwater quality and published those in the monthly community newsletter during the previous year (2021). Copies of the newsletters can be found at http://adairvillage.org/community/882-2/.</p>
			<p>a. Maintain low effluent temperatures.</p>	<p>1. Maintain compliance with NPDES permit requirements.</p>	<p>Monitor effluent temperatures as a condition of DEQ discharge permit.</p>	<p>In progress and ongoing.</p>	<p>Meet all regulations.</p>	<p>Costs associated with effluent temperature monitoring are covered under the operating budget for the wastewater system.</p>

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All Pollutants		a. Educate local policy makers, city employees, and the public about city plans and methods for public engagement.	1. Educate City Council members on TMDL issues. 2. Train employees about the importance of maintenance and construction practices for protecting water quality.	Track frequency that TMDL or water quality issues are discussed by City Council. Document in meeting minutes when TMDL is discussed. Track that all public works employees receive continuing education through annual attendance at Public Works Continuing Education Forum or alternate source that discusses water quality issues.	Ongoing. Present TMDL annual or 5-year report to City Council each year. Ongoing. Annual Review.	1. City Council Meetings scheduled and held. 2. Provide copies of TMDL documents to City Council prior to meeting for review. 1. Identify training that each public works employee will participate in. 2. Register employees to attend. 3. Employees attend training.	No additional costs incurred. Enterprise funds are used to pay for public works staff attendance at training events.	TMDL compliance was discussed at the City's October 2022 meeting. The discussion was not included on the agenda; however, it is listed in the meeting minutes. City staff attended Public Works Continuing Educational Forum.
All Pollutants		b. Protect headwaters, wetlands, riparian corridors, and groundwater sources from the impacts of land development.	3. Use mailing list (City newsletter) to improve education, outreach, and public involvement. Distribute information related to TMDL water quality issues at least two times per year.	Track number of instances in which TMDL water quality issues were mentioned in the City newsletter.	Ongoing. The City publishes its newsletter on a monthly basis.	1. Continually update mailing list based on utility accounts. 2. Identify relevant water quality issues to mention in the newsletter. 3. Prepare "blurbs" about the identified issues. 4. Publish info in the newsletter.	No additional costs will be incurred for printing. Newsletter is distributed with utility bills.	The City developed a collection of brief write-ups related to stormwater quality and published those in the monthly community newsletter during the previous year (2021). Copies of the newsletters can be found at http://adairvillage.org/our-community/882-2/
All Pollutants		c. Secure funding for stormwater system upgrades.	1. Enforce Wetland and Riparian Area standards established in the Land Use Development Code (Article 7). 1. Collect stormwater system development charges.	Track number of ordinance violations and follow-up actions Document all stormwater SDCs collected.	Ongoing. Annual Review. Ongoing. Annual review.	1. Review Land Use Development Code Article 7. 2. For new developments, review projects to verify compliance with Land Use Development Code. 1. Track amount of SDC's collected annually. 2. Adjust SDC annually using ENR CCI to ensure charge collection keeps pace with increasing construction costs.	SDC administration costs are recovered under a fee charged during the collection of the SDCs.	No violations of the City's wetlands ordinance were identified last year.
All Pollutants		d. Make the TMDL implementation plan available for public review and comments.	1. Increase public access and involvement with the TMDL plan by making it available to the public at City Hall and on the City website.	Copy of plan printed and available at City Hall. PDF version of the plan posted in the Stormwater section of the City website.	Print and digital copy to be available within 60 days of receipt of plan approval from DEQ.		Minimal costs associated with staff time to upload IP to the website and to print copies for reference at City Hall.	The City's TMDL Implementation Matrix can be viewed in the stormwater section of the City's website at http://adairvillage.org/departments-services/public-works/storm-water/ . A printed copy of the TMDL Implementation Plan Matrix is available at City Hall.

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All Pollutants		e. Adopt stormwater best management practices (BMPs) for water quality.	1. Integrate stormwater BMPs into the City's Development Code.	Best management practices adopted.	Engineer to provide list of recommended BMPs by fall 2022. Draft revisions to the Development Code prepared in 2023. City Council to review recommended revisions no later than fall 2024.	1. Authorize City Engineer to review stormwater BMPs for other cities in the region. 2. City Engineer should recommend BMPs for inclusion in the City's Development Code. 3. Revisions drafted to the Development Code. 4. Revisions to the Development Code approved by City Council.	Costs for engineering fees associated with this work would be paid for from stormwater fees.	Development Code will be updated prior to 9/1/2023
All Pollutants		f. Minimize the impact of land development on the existing site hydrology.	1. Enforce requirement that development not impact existing site hydrology by requiring new development to submit drainage studies showing that post-development runoff rates do not exceed pre-development conditions.	100% of development drainage studies reviewed and approved by City Engineer.	Ongoing. City Engineer to develop verification checklist in 2020. Review compliance verification annually.	1. Review Development Code regarding drainage requirements (Section 5.126). 2. Instruct City Engineer to prepare checklist for tracking drainage study review for projects.	Costs associated with review and approval of the development drainage reports are the responsibility of the developer. This action should have no direct financial impact on the City.	The City Engineer received and reviewed 0 storm drainage studies during the reporting year (no development applications). The City Engineer did not develop a formal review checklist during the reporting year.
All Pollutants		g. Comply with all State TMDL reporting requirements to document stormwater quality efforts and costs.	1. City Engineering team to monitor progress on engineering related tasks and advise City Administrator on outreach tasks. City Engineering team to take lead for completing and submitting required documentation.	All annual reports and the five-year report submitted to DEQ in accordance with required schedule.	Ongoing. Report preparation and submittal cycle repeated annually.	1. All annual reports submitted on time and approved by DEQ. 2. Five-year report submitted to DEQ on time (2024) and approved by DEQ. 3. New five-year TMDL Implementation Plan drafted and submitted to DEQ in accordance with the required plan revision schedule (2024).	Engineering fees related to TMDL activities has totaled approximately \$10,000 since July 1, 2016. Engineering support has been used to assist with the completion of the 5-year report (2016), development of revised IP matrices (2016, 2019), prepare annual reporting documents, and provide guidance to City staff on TMDL-related issues.	City continues to comply with reporting requirements associated with its status as a DMA. The City completed and submitted its 5-year report in 2019 and updated its 5-year implementation plan matrix. The completion of this report meets the City's annual reporting requirement for this year. Along with this Annual Report, the City is submitting its proposed TMDL Implementation Plan changes to comply with the Willamette Basin Mercury TMDL.