

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
******Tuesday, February 7, 2023 - 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 – December 6, 2022, January 3, 2023 (Attachment A, A1)
- b. Bills List through – January 31, 2023 (Attachment B) – \$120,320.52

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

4. STAFF REPORTS:

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

5. OLD BUSINESS:

- a) Trails Plan (Attachment H, H1, H2) Pat Hare
Action: Discussion/Decision

6. NEW BUSINESS:

- a) Budget Officer /Timeline (Attachment I) Pat Hare
Action: Decision

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Ordinance 2023 – 1 UGB Expansion (Attachment J) Pat Hare
Action: Decision

8. EXECUTIVE SESSION:

- a) N/A
Action: n/a

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council –Tuesday, March 7, 2023, 6:00 PM
Planning Commission – February 21, 2023, 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.

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MINUTES
Joint Meeting and Public Hearing of the
ADAIR VILLAGE CITY COUNCIL and the
BENTON COUNTY BOARD OF COMMISSIONERS

Tuesday, December 6, 2022, 6:00 PM

Present: Nancy Wyse, Benton Board Chair; Pat Malone, Benton Board Vice Chair; Xanthippe Augerot, Benton Commissioner; Bill Currier, Adair Mayor; Aaron Fuller, Adair Councilor; Dawson Officer, Adair Councilor; Bret Ray, Adair Councilor; Vance Cronney, Benton Counsel; Joe Kerby, Benton County Administrator; Pat Hare, Adair City Administrator; Darren Nichols, Greg Verret and Pat Depa, Benton Community Development; Maura Kwiatkowski, Benton Meeting Recorder; Jesse Ott, Benton Natural Areas, Parks and Events

Guests: Matthew Allard, Gary Ashbaugh, Ken Funk, Millie Funk, Joel Geier, Andree Phelps, Tim Rist, Kenny Werth, John Wilson, Carrie Wright, Sean Ziniker

1. Joint Public Hearing in the Matter of the Proposed Adair Village Urban Growth Boundary Amendment

The Joint Public Hearing in the Matter of the Proposed Adair Village Urban Growth Boundary Amendment opened at 6:07 PM.

The Pledge of Allegiance was recited, and introductions were made.

Depa presented the staff report, which included an overview of the process that began in May 2022. [Exhibit 1] Many opportunities for public participation were conducted, including events, the website, newsletters, etc. Hare believes the jurisdictions made extraordinary efforts to encourage participation with anyone or any organization that might be impacted by the expansion of the Urban Growth Boundary (UGB), including the public, Oregon Department of Transportation (ODOT), Oregon Department of Land Conservation and Development (DLCD), Oregon State University, and school districts. Through this process, important relationships were developed. ODOT has indicated further traffic impact analyses would be required, and the ODLCD provided a letter of support for the UGB Expansion.

Depa reviewed the basics of a UGB Expansion and displayed an image of the 55-acre proposed expansion, which included the buildable lands inventory and population information. Depa

also reviewed the Land Need, which indicates a total land deficit of 17.8 to 26.7 acres to meet the 20-year requirement. Hare discussed the buildable land available and issues associated with infrastructure costs. He indicated the state had reviewed and approved the acreage numbers proposed. The proposal does include land on the properties that is constrained, but there are specific reasons for the properties, including transportation connections and parks/open space.

In the past four years, in preparation for this possible UGB expansion, other measures were implemented, including Completed Comprehensive Plan Amendments; the adoption of a Transportation Systems Plan in 2019; development of a Trails Plan (Adair Village area) for completion in early 2023; creation of a new zoning district (R-4) for higher density housing projects (2021); ongoing upgrades the water treatment plant since 2009, and current construction of a new sewer treatment plant (2022).

Verret acknowledged Hare and Depa for their tremendous efforts, along with the consultant that supported the effort. Their work is reflected in the City and County Staff Reports. The Planning Commission held Work Sessions and Hearings. There was a fair amount of testimony received both written and orally; minutes and records are available. Verret reported that written testimony had been received within the last week. [Exhibit 2] Common issues in the public testimony include traffic safety both on Hibiscus and at the Highway 99W intersection; earthquake risk; impacts to wildlife and wetlands; and concern over the loss of farmlands.

The City and County Planning Commissions both deliberated separately, and the recommendation from both was to approve the UGB Amendment. A number of planning issues can be considered; minimum criteria (staff and Planning Commissions believe those have been met), as well as issues that still need to be addressed through other processes; for example, Highway 99W safety issues and the eventual need for a local elementary school.

Currier reviewed the process for questions and public comment and opened the floor for questions from the Benton Board and Adair Council.

Augerot noted the overwhelming amount of information. It is clear there is a significant demand for housing in Adair Village and huge demand for housing in this part of the valley. The UGB Expansion will not meet that need but will be a start. Augerot asked how quickly staff sees the start of actual development. Hare's goal is to see dirt moving by the spring or summer of 2024. This provides time for annexation; zoning; traffic analysis; wetland delineation; and working with fire, life, and safety staff. Augerot also asked about plans to address the Hibiscus Drive issues. Hare advised all current fire, life, and safety standards will be required. The fire chief is aware of these issues, and the required emergency access will occur. The city will ensure they will be working with professionals that design to today's standards for fire, life, and safety.

Currier invited public testimony.

Tim Rist: As a realtor, has seen many first time home buyers. Housing outside of Corvallis opens the opportunity for US Department of Agriculture financing, which supports home affordability. Rist supports the UGB Expansion and appreciates all of the efforts to date. Rist asked what consideration has been given to increased-density housing. Hare indicated that no zoning is associated with the UGB Expansion. The city has created various zones with varying densities; Hare looks forward to zoning that addresses the need for affordable housing.

Carrie Wright indicated a primary concern of annexation of the northeast property on Hibiscus, as there is one entry/exit on the property. Wright does not want people to get trapped there in an emergency, such as a wildfire. There was a fire on Newton Road caused by fireworks; worried about people who could have been trapped. The Fire Department arrived in time, and everything was okay; but Wright still worries about the potential danger.

Millie Funk asked about affordable housing plans; including the definition of affordable housing. Hare indicated the UGB Expansion is not an affordable housing plan; development is private land and market driven. Adair Village does not have funding for affordable housing, and the properties in question are private property. Funk noted that if the 31 acres are developed by 2024 or 2025, the city will need the additional 55 acres. Hare indicated that if all of the land were developed, the state would require Adair Village to conduct another UGB Expansion process. Funk asked about the source of the increased population projections that would require increased housing, since more people are dying and fewer are being born. What happens if the population projections are not realized? Hare noted that Benton County has one of the worst deficit of housing-to-population rates, and Adair must use the state's population projections. Funk asked about the number of housing units and lots; information is not available at this point. Hare reiterated that density will be defined with zoning and annexation; a model number is being used for the UGB Expansion process. Funk asked that if the process moves forward, will the public have any other opportunity input? Hare indicated yes; during the annexation and zoning process, as well as on the development proposal via the Planning Commission. Funk noted that affordable housing is not priced at \$400,000.

Ken Funk: asked where to find information; Hare indicated it is posted on the Adair Village and Benton County websites. Funk asked about the type of development (residential, commercial, or industrial) being envisioned. Hare indicated this is a residential UGB Expansion. Hare indicated that commercial or light industrial could be possibly be considered, perhaps along Highway 99 after some buffer. The downtown core is where the city is planning commercial, light industrial, and mixed use residential/retail. Funk asked about the recent construction of the SERVPRO; Hare cited this as downtown mixed use. Funk asked about a signal at Arnold and Highway 99. Hare said this is currently unknown, and a traffic analysis required. Funk indicated living on Tampico Road; how will the rural quality of the area be impacted? Funk is concerned about traffic noise, light, and other issues that could substantially change the rural character of the area.

Matt Allard expressed his concerns, including emergency vehicle turnarounds. Allard thought this would have been addressed at the Calloway Creek area. Hare indicated the turnaround was professionally designed to today's standards. Allard would like to trust what is being said, but previous experiences make this difficult. Allard said there is no one in Adair Village who supports this expansion. Allard moved here for the rural area; not for this expansion; it does not feel good to him. Allard said the Cornelius property will be a very difficult property to build on; it is wetlands. Development would be a terrible disservice to homebuyers. Allard indicated he has watched the area since 2002. Does not know much about the south property; but as to the Cornelius property, is the small amount of developable land worth it? Allard believes it makes no sense to go through an R2 neighborhood to go to an R3 or R4. Does not see the benefit of developing that property; sees many downsides. Allard described a personal experience and indicated a daughter who passed away due to the time it took for emergency personnel to execute the vehicle turnaround. Even if the property is annexed into Adair Village to meet the acreage requirement, Allard does not believe it should be built upon and indicated his contractor father agrees.

Joel Geier, geologist, expressed several concerns about the expansion, including traffic safety issues. His neighbors have also commented with their concerns. Speaking to Allard's comments and based on his own community engagement experiences, 100 people signing a petition is a very significant. Geier wanted to focus comments on earthquake risks. The Planning Commissions did not see his comments due to their submittal near the deadline; Geier's comments are first being seen by this group. Geier believes staff assessments are overly optimistic. If an earthquake was centered in King's Valley (not that far away), such as at Commissioner Malone's farm, it would send waves that would strike Adair Village. The intensity of the shaking would be controlled by the shaking of sediments. Adair Village is sited on old lakebed sediments and a documented history of surface rupture, which will cause additional problems. There is a need for a more careful look. Geier would like to see the County conduct a proper analysis of earthquake risk. Geier recommended Dr. Chris Goldfinger at OSU, as well as other seismic experts, be consulted before moving ahead with the UGB Expansion. Geier was disturbed about staff's comments on this issue. Past practice is not a good guide for the future earthquakes. Geier noted the county does a good job on flood risks, but it needs to do a better job on earthquake risks and not simply "kick the can down the road."

Verret distributed the written testimony received. [See Exhibit 2]

Wyse: asked about ingress and egress: is that a condition of a UGB expansion? Hare indicated it is not a condition; the issue is addressed at development. Wyse then asked whether there is any criteria for UGB expansion to address earthquake risk. Hare indicated no. Verret reminded that the expansion process is a legislative process; and the process must comply with minimum criteria set by state rules and statutes. It is an opportunity for governing bodies to consider in totality what is being brought forward. Important factors include how the expansion fits into regional housing, transportation, and other factors. There is criteria that must be met. Wyse then confirmed they have discretion to consider other factors such as character of the area.

Verret clarified this is a legislative process; there is no applicant before the bodies. Jurisdictions can decide on a particular path, but the expansion does not have to be black and white to be approved.

Wyse noted it seems many concerns raised in testimony will be addressed in the future through annexation and development. Hare indicated yes; including the property with wetlands; the city will protect wetlands during the development process. Hare noted the city does not have a process that considers fault lines and is not aware of any city that has such a process. Hare acknowledged it is an important issue for homeowners, lenders, and insurance companies.

Augerot understands the inclusion of these properties will allow for Adair to meet the needs of its transportation plan; allow for connectivity that is not car based. In terms of emergency egress, the county has been very creative about dealing with the many landlocked communities. Could such paths be considered for emergency egress? Hare indicated yes. The field will also have several fire hydrant services to help the fire department access the site. Hare pointed out the city attempted to urbanize Newton and install fire hydrants; however, the attempt was blocked by a private property owner located outside of Corvallis. Hare believes the city will address such issues in the process via state statutes and building codes. Augerot reported that as a commissioner, she hears from business owners and local governments that they are unable to hire employees because people cannot find affordable housing and lose employees on a regular basis due to this issue. Augerot believes the UGB Expansion will help address this problem. Hare noted there are currently two houses for sale in Adair village. The Calloway Creek development has a waiting list of 40 people who want to purchase a home now. There is a huge demand for housing in this area, and the Cities of Philomath and Monroe are in the same situation.

Officer noted the city is working toward a road to connect Calloway Creek to Adair Village and asked how the timeline for that lines up with the expansion. Hare indicated very well. Hare also noted the road discussed by Augerot is more confirmation of what the city is doing. A developer could have built 250 homes on Santium Christian property for the last five years; there has been no development there because the city required a road from Riles to Vandenburg to William R. Carr. This could not be done because Santium Christian located a baseball field right on the property line. Santium Christian is now moving that field. A through road to provide connectivity of road would be a circle. A landowner to the north has already expressed interest. Officer asked what a conservation easement would like. Hare indicated the easement stays with the company; it allows the city to require a path on the private property that would save users a two-mile walk to access a city park.

Collier asked about the process before this UGB Expansion work began. Hare indicated Adair village has 1940s infrastructure. For the two projects being built, if the city were to complete the two projects right now at a cost of \$10M each and passed that cost on current residents, the cost of water would be nearly \$1,000 per month. With just the one development, the city only had to raise rates by \$4 instead of \$22. The cost of infrastructure is a significant concern for the

community. Also, Hare has heard from individuals about the importance of creating a sense of community. There was a vision amongst the community, including a small downtown. This next step in population will allow Adair to have the mixed use and local businesses the community wants. This could also include apartments or duplexes for OSU students with partners or families. Smaller communities near cities such as Corvallis and Albany need more population to sustain the community's local businesses.

Collier noted that people want to maintain the rural feel of the area while still having access to the amenities of a small town. Collier has also heard a great deal about traffic and how it relates to safety; for example, Hibiscus and the three-point turn. City code change would require a significant change. Regarding the downtown concept, a square area is formed by Arnold, Vandenburg, William R. Carr, and a small street at the heart of the town. People want basic local amenities to make Adair more self-sufficient, but they also want a certain amount of growth.

Malone indicated traffic concerns are important for him, and these have also been raised at the county level. Malone expressed concern about more people having to drive to work individually in vehicles and hopes transit efforts will increase to connect Adair to Corvallis, including multimodal paths. The UGB Expansion could be helpful for this in the future. Hare noted that with the UGB Expansion, the multimodal path was moved to the east side of Highway 99. Anything developed down Highway 99 will require a multimodal path. Hare also noted Adair has a robust bus system for a city of its size.

Collier formally closed the public hearing at 7:38 PM.

2. Adair Village City Council Meeting

2.1 Call to Order and Roll Call

Collier opened the Adair City Council meeting at 7:39 PM.

2.2 Consent Calendar

In the matter of the Consent Calendar regarding approval of bills and the minutes of the last meeting: Ray moved to approve payment of bills in the amount of \$264,670.30 and minutes of the November 1, 2022 meeting; which was seconded by Officer and approved 4-0.

2.3 Proposed Amendment to the Adair Village Urban Growth Boundary

Ray moved to approve the Adair Village UGB Expansion, which was seconded by Officer and approved 4-0.

2.4 Adjourn/Recess

Collier recessed the Adair City Council meeting at 7:41 PM.

3. Benton County Board of Commissioners Meeting

3.1 Call to Order

Wyse called the Benton County Board of Commissioners meeting to order at 7:42 PM.

3.2 Direction as to Preparation of an Ordinance Regarding the Comprehensive Plan Amendment and Zoning Map Amendment Proposed in Legislative File No. LU-22-038

Wyse reviewed the options available to the Board: 1) direct staff to prepare an ordinance approving the UGB Amendment as proposed; or 2) direct staff to prepare an ordinance approving a modified UGB Amendment; or 3) reject the proposed UGB Amendment; or 4) choose to conduct deliberations at later date and make a decision at that time. Augerot and Malone indicated a desire to proceed with deliberations in the current meeting.

Wyse shared thoughts on the proposed UGB Amendment, with several questions to address. Is there a demonstrated need; yes. Is it warranted to expand around all 55 acres? Wyse expressed a preference for flexibility and strategic agility; it is unwise to have one landowner holding all options and prefers to include both parcels. Staff has indicated minimum criteria has been met. The Board of Commissioners' job is to take a regional approach and believes it can be argued this will help Benton County with housing needs. It is important, however to weigh the pros and cons of the potential loss of rural character.

Augerot agrees the Board must look countywide at economic, housing, environmental, and transportation systems. Regarding transportation and environmental, Augerot said there is a great deal to recommend in the proposal. There is a trail systems plan process and a recognition of the importance of adding park space, protecting open space for future generations, and a complete community thinking about a downtown. Augerot expressed support for bringing both properties into the UGB; the proposal presented is the right way to do it.

Malone appreciated thoroughness of the process and public input. Land use considerations should always be a factor; those considerations are evident in the information packet. Transportation systems, including alternative modes, is another important component. Malone believes the selected parcels make sense and that the necessary services have been considered.

Wyse cited housing and land use as important issues during her campaign for Commissioner. Although the county is not primarily responsible for housing, it is responsible for working with cities to position them to be able to address the need. Wyse expressed support of the ordinance.

Malone made a motion to direct staff to prepare an ordinance approving the Comprehensive Plan amendment and Zoning Map amendment proposed in legislative File

No. LU-22-038 with the two properties of approximately 55 acres total included. The motion was seconded by Augerot and approved by a vote of 3-0.

3.3 Adjourn

Wyse adjourned the Benton County Board of Commissioners meeting at 7:51 PM.

4. Adair Village City Council Meeting

The Adair City Council meeting resumed at 7:51 PM.

Depa and Hare advised that county staff would develop the ordinance as directed by the Board of Commissioners and have it brought back for approval.

Hare expressed thanks to Benton County staff for their years-long efforts, as well as those of the City Attorney and City Engineer, to make the UGB Expansion happen. Hare also thanked Benton County Administrator Joe Kerby.

Wyse thanked all the of community members who participated in the process. Collier also thanked everyone and noted the expansion document received positive response from various agencies. Collier also thanked all of the community members who participated in process.

Collier adjourned the Adair City Council meeting at 7:53 PM.

Nancy Wyse, Chair
Benton County Board of Commissioners

Bill Currier, Mayor
City of Adair Village

Maura Kwiatkowski
Benton County Recorder

**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
****Tuesday, January 3, 2023 – 6:00 PM******

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Officer, Ray, Fuller and Mayor Currier were present. City Attorney Sean Kidd was present. CA (City Administrator) Hare was present. Minutes were taken by CA Hare.</p>	<p>Mayor Currier called the meeting to order at 6:00 PM. and led the flag salute.</p>
<p>2. Consent Calendar (Agenda Item 2). Minutes of the Dec 6, 2022, City Council Meeting will be at the February Meeting. Bills List through January 31, 2023, (\$120,320.52 total).</p>	<p>Councilor Ray moved to approve the Consent Calendar. Councilor Fuller seconded. Unanimous Approval (4-0).</p>
<p>3. Public Comment (Agenda Item 3). None.</p>	
<p>4. Attachment C – Sheriff’s Report (Agenda Item 4a). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>5. Attachment D – Public Works Report (Agenda Item 4b). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>6. Attachment E – City Administrator Report (Agenda Item 4c). CA Hare presented the report. Administration</p> <ul style="list-style-type: none"> • Finance Clerk – Karla McGrath has accepted a full-time position with Corvallis. Barbara Melton came back to help until I can fill the position. • Utility Clerk – Kathy Edmaiston was in the hospital and will be out of the office for a while at minimum. We were able to get utility billing out and continue operations here at the city. • Tangent – The contract with Tangent is going well. Public Works staff has been doing a good job keeping up with both jurisdictions. 	<p>Council received the report.</p>

<ul style="list-style-type: none"> • Santiam – Santiam Christian is getting surveys done for the road by the baseball field. I talked with their new superintendent and they're trying to move forward. <p>Property/Businesses</p> <ul style="list-style-type: none"> • AVIS – I'm working with Knife River and republic to secure an easement from the National Forest Service. Once that is done, we will look at a long-term lease with them. • Good Grounds Coffee – The coffee shop is doing good, they paid their first month's rent and said that they were pleased with how things are going. • Store/Restaurant – There was some interest in the restaurant, I plan to start marketing the spot in the spring. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Water Plant – The city has gotten confirmation that the parts are in for the SCADA to run the chlorine generator. I hope that they will begin this month but if not, it will be the first of January. • Calloway Creek – The wetland delineation is complete; I will be meeting with Dennis to look at next steps for phase four next week. • Wastewater Plant – The headworks is complete, and the shop is built but still waiting for a generator, electrical vault, and a man door for the shop. • Main Transmission Line – Civil West is working on the design phase of the project. 	
<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 \$340,007.49. The balance in the Local Government Investment Pool is approximately \$3,045,945.21, last year the balance was \$3,554,040.44.</p>	<p>Council received the report.</p>
<p>10. Attachment H- UGB Expansion (Agenda Item 5a).</p>	

11. Attachment I – TDML (Agenda Item 5b)	
12. Attachment J – Justice System Improvement Program (Agenda Item 6a)	
13. Council and Mayor Comments (Agenda Item 9): <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor Officer - None. • Councilor Ray – None. • Councilor Fuller – None. 	
14. Adjournment: Next meeting- Council meeting on Tuesday, March 7, 2023, at 6:00 PM.	Mayor Currier adjourned the meeting at 6:56PM.

Mayor's Approval

Date

January 2023 Bills	Date	Amount
	1/3/2023	\$12,488.17
	1/12/2023	\$79,141.61
	1/18/2023	\$28,690.74

Total \$120,320.52

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1410 Century Link									
12252022	1	Telephone Service	Invoice	12/25/2022	01/25/2023	53.95		53.95	500-420-52110
Total 12252022:						53.95	.00	53.95	
Total 1410 Century Link:						53.95	.00	53.95	25498
7468 Coles Sheet and Metal Fab, Inc.									
887013	1	Install New Deadbolt on Intake Bul	Invoice	12/29/2022	01/29/2023	218.00		218.00	500-420-52011
Total 887013:						218.00	.00	218.00	
Total 7468 Coles Sheet and Metal Fab, Inc.:						218.00	.00	218.00	25499
2520 Edge Analytical, Inc									
22-39498	1	Organic Carbon Analyses/inflationa	Invoice	12/30/2022	01/30/2023	107.53		107.53	500-420-52104
Total 22-39498:						107.53	.00	107.53	
Total 2520 Edge Analytical, Inc:						107.53	.00	107.53	25500
100 JCI Jones Chemicals, Inc.									
903305	1	Credit Memo	Invoice	12/21/2022	01/21/2023	500.00-		500.00-	510-430-52001
Total 903305:						500.00-	.00	500.00-	
Total 100 JCI Jones Chemicals, Inc.:						500.00-	.00	500.00-	
3390 JCI-Jones Chemicals Inc.									
12012022	1	Credit Memo	Invoice	12/01/2022	01/01/2023	500.00-		500.00-	500-420-52001
Total 12012022:						500.00-	.00	500.00-	
903279	1	chlorine	Invoice	12/21/2022	01/21/2023	3,246.20		3,246.20	500-420-52001
903279	2	chlorine	Invoice	12/21/2022	01/21/2023	3,246.19		3,246.19	510-430-52001
Total 903279:						6,492.39	.00	6,492.39	
Total 3390 JCI-Jones Chemicals Inc.:						5,992.39	.00	5,992.39	
3960 Linn-Benton Utilities Coordinating Council									
01032023	25504	1 Street Sweeping	Invoice	01/03/2023	01/31/2023	1,050.00		1,050.00	200-410-52024
01032023	25510	2 City Council Meeting	Invoice	01/03/2023	01/31/2023	393.75		393.75	100-900-52017
01032023	25511	3 Chromogenic Substrate Test/Inflatio	Invoice	01/03/2023	01/31/2023	38.11		38.11	500-420-52104
01032023		4 LBUCC Annual Membership Dues.	Invoice	01/03/2023	01/31/2023	125.00		125.00	100-900-52102
Total 01032023:						1,606.86	.00	1,606.86	
Total 3960 Linn-Benton Utilities Coordinating Council:						1,606.86	.00	1,606.86	1481.86
7362 US Bank									
2210040827	1	Principal & Interest Payment	Invoice	12/21/2022	01/05/2023	11,126.83		11,126.83	100-900-52023
Total 2210040827:						11,126.83	.00	11,126.83	25502

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Did not print

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 7362 US Bank:						11,126.83	.00	11,126.83	
Total :						18,605.56	.00	18,605.56	
Grand Totals:						18,605.56	.00	18,605.56	

~~12,693.17~~
12,488.17
2/8/23

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52017	393.75	.00	393.75
100-900-52023	11,126.83	.00	11,126.83
100-900-52102	125.00	.00	125.00
200-410-52024	1,050.00	.00	1,050.00
500-420-52001	3,246.20	500.00-	2,746.20
500-420-52011	218.00	.00	218.00
500-420-52104	145.64	.00	145.64
500-420-52110	53.95	.00	53.95
510-430-52001	3,246.19	500.00-	2,746.19
Grand Totals:	19,605.56	1,000.00-	18,605.56

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
12/22	17,998.70	1,000.00-	16,998.70
01/23	1,606.86	.00	1,606.86
Grand Totals:	19,605.56	1,000.00-	18,605.56

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									
58302	1	Wired and Installed New Splice Box	Invoice	12/22/2022	01/22/2023	630.00		630.00	100-900-52115 <i>25503</i>
58302	2	Replaced Pump and Motor/Fuel Su	Invoice	12/22/2022	01/22/2023	350.00		350.00	100-900-52115 <i>25503</i>
58302	3	Replace Discharge Assembly/Fuel	Invoice	12/22/2022	01/22/2023	350.00		350.00	100-900-52115 <i>25503</i>
58302	4	Pump Septic Tank/Fuel Surcharge	Invoice	12/22/2022	01/22/2023	375.00		375.00	100-900-52115 <i>25503</i>
58302	5	Pump Septic Tank/Fuel Surcharge	Invoice	12/22/2022	01/22/2023	375.00		375.00	100-900-52115 <i>25503</i>
58302	6	Pump Septic Tank/Fuel Surcharge	Invoice	12/22/2022	01/22/2023	1,320.00		1,320.00	100-900-52115 <i>25503</i>
58302	7	Pump Septic Tank/Fuel Surcharge	Invoice	12/22/2022	01/22/2023	1,320.00		1,320.00	100-900-52115 <i>25503</i>
58302	8	Commercial Pump Maintenance/Fu	Invoice	12/22/2022	01/22/2023	775.00		775.00	100-900-52115 <i>25503</i>
58302	9	Pump Septic Tank/Fuel Surcharge	Invoice	12/22/2022	01/22/2023	445.00		445.00	100-900-52115 <i>25503</i>
58302	10	Commercial Pump Maintenance/Fu	Invoice	12/22/2022	01/22/2023	2,070.00		2,070.00	100-900-52115 <i>25503</i>
58302	11	Commercial Pump Maintenance/Fu	Invoice	12/22/2022	01/22/2023	775.00		775.00	100-900-52115 <i>25503</i>
58302	12	Pump Septic/Restored Power/Fuel	Invoice	12/22/2022	01/22/2023	1,880.00		1,880.00	100-900-52115 <i>25503</i>
58302	13	Wired new Floats/Tested System/FI	Invoice	12/22/2022	01/22/2023	640.00		640.00	100-900-52115 <i>25503</i>
58302	14	Commercial Pump Maintenance/Fu	Invoice	12/22/2022	01/22/2023	775.00		775.00	100-900-52115 <i>25503</i>
Total 58302:						12,080.00	.00	12,080.00	
58305	1	Septic Tank: pumped and repaired	Invoice	12/28/2022	01/28/2023	1,705.00		1,705.00	100-900-52115 <i>25503</i>
58305	2	Commercial Pump Maintenance/Fu	Invoice	12/28/2022	01/28/2023	2,070.00		2,070.00	100-900-52115 <i>25503</i>
Total 58305:						3,775.00	.00	3,775.00	
Total 150 A & B Septic:						15,855.00	.00	15,855.00	<i>25503</i>
390 Al's Sweeping Service									
10749	1	Street Sweeping	Invoice	12/29/2022	01/29/2023	1,050.00		1,050.00	200-410-52024
Total 10749:						1,050.00	.00	1,050.00	
Total 390 Al's Sweeping Service:						1,050.00	.00	1,050.00	<i>25504</i>
690 Bank of America									
12/19/2022	1	Paper Products	Invoice	12/19/2022	01/19/2023	61.07		61.07	100-900-52030
12/19/2022	2	Farewell Gift and Card	Invoice	12/19/2022	01/19/2023	107.95		107.95	100-900-52030
12/19/2022	3	Telephone Services	Invoice	12/19/2022	01/19/2023	227.39		227.39	100-900-52110
12/19/2022	4	Paper Products	Invoice	12/19/2022	01/19/2023	26.44		26.44	100-900-52030
12/19/2022	5	Advertising, Help Wanted	Invoice	12/19/2022	01/19/2023	20.00		20.00	100-900-52030
12/19/2022	6	Office Supplies	Invoice	12/19/2022	01/19/2023	46.98		46.98	100-900-52030
12/19/2022	7	Oil Change, Prius	Invoice	12/19/2022	01/19/2023	72.55		72.55	500-420-52014
12/19/2022	8	Drain Bladder	Invoice	12/19/2022	01/19/2023	29.14		29.14	520-440-52011
12/19/2022	9	Auto Parts	Invoice	12/19/2022	01/19/2023	27.52		27.52	500-420-52014
12/19/2022	10	Door pull	Invoice	12/19/2022	01/19/2023	4.93		4.93	500-000-46057
12/19/2022	11	Trash Bags	Invoice	12/19/2022	01/19/2023	79.98		79.98	100-300-52002
12/19/2022	12	Keys	Invoice	12/19/2022	01/19/2023	5.97		5.97	500-420-52030
12/19/2022	13	Oil, File & Handle	Invoice	12/19/2022	01/19/2023	32.00		32.00	100-300-52012
12/19/2022	14	Employee Work Boots and Attire	Invoice	12/19/2022	01/19/2023	212.97		212.97	500-000-46057
12/19/2022	15	Emplyee Boots and Attire	Invoice	12/19/2022	01/19/2023	141.98		141.98	510-000-46057
Total 12/19/2022:						1,096.87	.00	1,096.87	<i>all</i>
Total 690 Bank of America:						1,096.87	.00	1,096.87	<i>25504</i>
7503 Barbara Melton									
12292022	1	Office Supplies	Invoice	12/29/2022	01/15/2023	25.67		25.67	100-900-52030

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 12292022:						25.67	.00	25.67	
Total 7503 Barbara Melton:						25.67	.00	25.67	25506
830 Benton County Sheriff									
01/03/2023	1	Law Enforcement Services	Invoice	01/03/2023	02/03/2023	8,357.00		8,357.00	100-200-52019
Total 01/03/2023:						8,357.00	.00	8,357.00	
Total 830 Benton County Sheriff:						8,357.00	.00	8,357.00	25507
1340 Caselle Inc.									
122223	1	Monthly Software Hosting Fees	Invoice	01/01/2023	01/25/2023	600.75		600.75	500-420-52114
122223	2	Monthly Software Hosting Fee	Invoice	01/01/2023	01/25/2023	400.50		400.50	100-900-52114
122223	3	Monthly Software Hosting Fee	Invoice	01/01/2023	01/25/2023	200.25		200.25	510-430-52114
122223	4	Monthly Software Hosting Fee	Invoice	01/01/2023	01/25/2023	66.75		66.75	200-410-52114
122223	5	Monthly Software Hosting Fee	Invoice	01/01/2023	01/25/2023	66.75		66.75	520-440-52114
Total 122223:						1,335.00	.00	1,335.00	
Total 1340 Caselle Inc.:						1,335.00	.00	1,335.00	25508
1610 Civil West Engineering Services Inc									
1001.001A.012	1	WWTP Headworks and Trickling Fil	Invoice	01/02/2023	02/02/2023	3,315.75	52209	3,315.75	510-430-53005 25509
1001.001A.012	2	Hospital Hill and Calloway Waterma	Invoice	01/02/2023	02/02/2023	549.50	52209	549.50	500-420-53502 25509
1001.001A.012	3	HMGP Waterline Replacement	Invoice	01/02/2023	02/02/2023	8,842.35	25509	8,842.35	500-420-53503 25509
1001.001A.012	4	2022 General Services	Invoice	01/02/2023	02/02/2023	247.50	52209	247.50	100-900-52020 25509
1001.001A.012	5	2022 General Services	Invoice	01/02/2023	02/02/2023	1,085.00	52209	1,085.00	500-420-53500 25509
1001.001A.012	6	2022 General Services	Invoice	01/02/2023	02/02/2023	2,356.75	52209	2,356.75	510-430-53005 25509
Total 1001.001A.012:						16,396.85	.00	16,396.85	
1001.032.015	1	HMGP Waterline Replacement Acti	Invoice	11/01/2022	01/17/2023	5,277.00		5,277.00	500-420-53503
Total 1001.032.015:						5,277.00	.00	5,277.00	25509
Total 1610 Civil West Engineering Services Inc:						21,673.85	.00	21,673.85	25509
2300 Delapoer Kidd Attorneys at Law									
1937	1	Prepare for and attend City Council	Invoice	01/02/2023	01/31/2023	393.75		393.75	100-900-52017
Total 1937:						393.75	.00	393.75	
Total 2300 Delapoer Kidd Attorneys at Law:						393.75	.00	393.75	25510
2520 Edge Analytical, Inc									
22-39480	1	Volatile Organics Lab/Inflationary S	Invoice	01/06/2023	02/06/2023	192.61		192.61	500-420-52104
Total 22-39480:						192.61	.00	192.61	25511
22-39494	1	Haloacetic Acids/THM/Inflationary	Invoice	01/05/2023	02/05/2023	280.88		280.88	500-420-52104
Total 22-39494:						280.88	.00	280.88	25511
22-41679	1	Chromogenic Substrate Test/Inflatio	Invoice	12/30/2022	01/30/2023	38.11		38.11	500-420-52104

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 22-41679:						38.11	.00	38.11	25511
Total 2520 Edge Analytical, Inc:						511.60	.00	511.60	25511
3390 JCI-Jones Chemicals Inc.									
903305	1	chlorine	Invoice	12/21/2022	01/21/2023	3,246.20		3,246.20	500-420-52001
903305	2	chlorine	Invoice	12/21/2022	01/21/2023	3,246.19		3,246.19	510-430-52001
903305	3	Credit Memo	Invoice	12/21/2022	01/21/2023	500.00-		500.00-	500-420-52001
903305	4	Credit Memo	Invoice	12/21/2022	01/21/2023	500.00-		500.00-	510-430-52001
Total 903305:						5,492.39	.00	5,492.39	
Total 3390 JCI-Jones Chemicals Inc.:						5,492.39	.00	5,492.39	25512
3960 Linn-Benton Utilities Coordinating Council									
01012023	1	LBUCC Annual Membership Dues,	Invoice	01/01/2023	02/01/2023	125.00-		125.00-	100-900-52102
Total 01012023:						125.00-	.00	125.00-	
Total 3960 Linn-Benton Utilities Coordinating Council:						125.00-	.00	125.00-	
4670 NW Natural									
12/29/2022	1	Natural Gas Service	Invoice	12/29/2022	01/19/2023	60.47		60.47	100-900-52109
Total 12/29/2022:						60.47	.00	60.47	
Total 4670 NW Natural:						60.47	.00	60.47	25513
4800 One Call Concepts Inc									
2120310	1	Regular Tickets, 8	Invoice	12/31/2022	01/31/2023	5.40		5.40	500-420-52109
2120310	2	Regular Tickets, 8	Invoice	12/31/2022	01/31/2023	5.40		5.40	510-430-52109
Total 2120310:						10.80	.00	10.80	
Total 4800 One Call Concepts Inc:						10.80	.00	10.80	25514
7502 Peterson Cat									
2964780	1	Equipment Maintenance	Invoice	01/03/2023	02/03/2023	977.46		977.46	500-420-52022
Total 2964780:						977.46	.00	977.46	
Total 7502 Peterson Cat:						977.46	.00	977.46	
<i>deleted, paid by credit card</i>									
5780 Republic Services #452									
12/31/2022 - B	1	Waste Removal	Invoice	12/31/2022	01/31/2023	38.80		38.80	100-900-52109
12/31/2022 - B	2	Waste Removal Water Treatment PI	Invoice	12/31/2022	01/31/2023	121.66		121.66	510-430-52109
Total 12/31/2022 - B:						160.46	.00	160.46	
Total 5780 Republic Services #452:						160.46	.00	160.46	25516
6230 Simply Payroll									
17844	1	Monthly Payroll, 4-7 employees	Invoice	01/05/2022	02/05/2023	135.00		135.00	100-900-52019
Total 17844:						135.00	.00	135.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 6230 Simply Payroll:						135.00	.00	135.00	25517
7484 Wildish Paving Co.									
12312022	1	Contracted Building Activities	Invoice	12/13/2022	01/31/2023	23,108.75		23,108.75	510-430-53005
Total 12312022:						23,108.75	.00	23,108.75	
Total 7484 Wildish Paving Co.:						23,108.75	.00	23,108.75	25518
Total :						80,119.07	.00	80,119.07	
Grand Totals:						80,119.07	.00	80,119.07	

79,141.61

 2/2/23

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-200-52019	8,357.00	.00	8,357.00
100-300-52002	79.98	.00	79.98
100-300-52012	32.00	.00	32.00
100-900-52017	393.75	.00	393.75
100-900-52019	135.00	.00	135.00
100-900-52020	247.50	.00	247.50
100-900-52030	288.11	.00	288.11
100-900-52102	.00	125.00-	125.00-
100-900-52109	99.27	.00	99.27
100-900-52110	227.39	.00	227.39
100-900-52114	400.50	.00	400.50
100-900-52115	15,855.00	.00	15,855.00
200-410-52024	1,050.00	.00	1,050.00
200-410-52114	66.75	.00	66.75
500-000-46057	217.90	.00	217.90
500-420-52001	3,246.20	500.00-	2,746.20
500-420-52014	100.07	.00	100.07
500-420-52022	977.46	.00	977.46
500-420-52030	5.97	.00	5.97
500-420-52104	511.60	.00	511.60
500-420-52109	5.40	.00	5.40
500-420-52114	600.75	.00	600.75
500-420-53500	1,085.00	.00	1,085.00
500-420-53502	549.50	.00	549.50
500-420-53503	14,119.35	.00	14,119.35
510-000-46057	141.98	.00	141.98
510-430-52001	3,246.19	500.00-	2,746.19
510-430-52109	127.06	.00	127.06
510-430-52114	200.25	.00	200.25
510-430-53005	28,781.25	.00	28,781.25
520-440-52011	29.14	.00	29.14
520-440-52114	66.75	.00	66.75
Grand Totals:	81,244.07	1,125.00-	80,119.07

Summary by General Ledger Posting Period

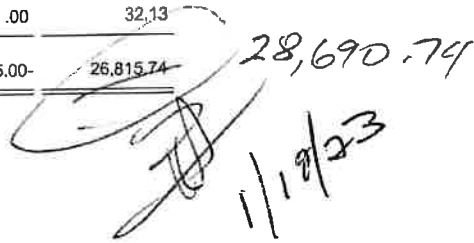
GL Posting Period	Debit	Credit	Net
01/22	135.00	.00	135.00
11/22	5,277.00	.00	5,277.00
12/22	47,898.52	1,000.00-	46,898.52
01/23	27,933.55	125.00-	27,808.55
Grand Totals:	81,244.07	1,125.00-	80,119.07

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1520 CIS TRUST									
01152023	1	Insurance	Invoice	01/15/2023	02/15/2023	1,070.08		1,070.08	100-100-51010
01152023	2	Insurance	Invoice	01/15/2023	02/15/2023	66.88		66.88	100-200-51010
01152023	3	Insurance	Invoice	01/15/2023	02/15/2023	401.28		401.28	100-300-51010
01152023	4	Insurance	Invoice	01/15/2023	02/15/2023	334.40		334.40	200-410-51010
01152023	5	Insurance	Invoice	01/15/2023	02/15/2023	3,210.22		3,210.22	500-420-51010
01152023	6	Insurance	Invoice	01/15/2023	02/15/2023	1,337.59		1,337.59	510-430-51010
01152023	7	Insurance	Invoice	01/15/2023	02/15/2023	267.52		267.52	520-440-51010
Total 01152023:						6,687.97	.00	6,687.97	
Total 1520 CIS TRUST:						6,687.97	.00	6,687.97	25520
1800 Consumers Power Inc.									
01092023	1	Security Lites/WW Pump	Invoice	01/09/2023	02/09/2023	158.25		158.25	510-430-52109
Total 01092023:						158.25	.00	158.25	
Total 1800 Consumers Power Inc.:						158.25	.00	158.25	25521
7488 Dave's Performance Hybrids LLC									
51043052014 5932	1	Vehicle Maintenance	Invoice	01/14/2023	02/14/2023	1,486.00		1,486.00	510-430-52014
51043052014 3932	2	Vehicle Maintenance	Invoice	01/14/2023	02/14/2023	2,229.00		2,229.00	500-420-52014
Total 51043052014:						3,715.00	.00	3,715.00	
Total 7488 Dave's Performance Hybrids LLC:						3,715.00	.00	3,715.00	25522
7467 LiftOff, LLC									
6940REN2023	1	Software Hosting Fees	Invoice	01/17/2023	02/17/2023	984.00		984.00	100-900-52114
Total 6940REN2023:						984.00	.00	984.00	
Total 7467 LiftOff, LLC:						984.00	.00	984.00	25523
3960 Linn-Benton Utilities Coordinating Council									
01012023	1	LBUCC Annual Membership Dues,	Invoice	01/01/2023	02/01/2023	125.00-		125.00-	100-900-52102
Total 01012023:						125.00-	.00	125.00-	
Total 3960 Linn-Benton Utilities Coordinating Council:						125.00-	.00	125.00-	Diadnot print
4980 Oregon DEQ									
01092023	1	CWSRF Loan Payment	Invoice	01/09/2023	02/01/2023	11,357.00		11,357.00	510-430-54004
Total 01092023:						11,357.00	.00	11,357.00	
Total 4980 Oregon DEQ:						11,357.00	.00	11,357.00	25524
5300 Pacific Power/PacificCorp									
01122023	1	Electric Usage	Invoice	01/12/2023	02/12/2023	1,962.00		1,962.00	500-420-52109
Total 01122023:						1,962.00	.00	1,962.00	
Total 5300 Pacific Power/PacificCorp:						1,962.00	.00	1,962.00	25525

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
5810 RG Smith Electric & Plumbing Inc									
25176	1	Troubleshoot Treatment Plant Pum	Invoice	01/13/2023	02/01/2023	114.00		114.00	500-420-52011
Total 25176:						114.00	.00	114.00	
Total 5810 RG Smith Electric & Plumbing Inc:						114.00	.00	114.00	25526
5940 SAIF Corporation									
1001161120	1	Admin	Invoice	01/01/2023	02/01/2023	128.53		128.53	100-100-52103
1001161120	2	PS	Invoice	01/01/2023	02/01/2023	8.03		8.03	100-200-52103
1001161120	3	Parks	Invoice	01/01/2023	02/01/2023	48.20		48.20	100-300-52103
1001161120	4	Streets	Invoice	01/01/2023	02/01/2023	40.17		40.17	200-410-52103
1001161120	5	Water	Invoice	01/01/2023	02/01/2023	385.59		385.59	500-420-52103
1001161120	6	WW	Invoice	01/01/2023	02/01/2023	160.66		160.66	510-430-52103
1001161120	7	SD	Invoice	01/01/2023	02/01/2023	32.13		32.13	520-440-52103
Total 1001161120:						803.31	.00	803.31	
Total 5940 SAIF Corporation:						803.31	.00	803.31	25527
6090 Security Alarm Corp.									
1291206	1	Alarm Monitoring Services	Invoice	01/05/2023	02/05/2023	638.72		638.72	100-900-52015
Total 1291206:						638.72	.00	638.72	
Total 6090 Security Alarm Corp.:						638.72	.00	638.72	25529
7362 US Bank									
491590568	1	Canon Copier Contract Payment	Invoice	01/17/2023	01/31/2023	131.00		131.00	100-900-52023
Total 491590568:						131.00	.00	131.00	
Total 7362 US Bank:						131.00	.00	131.00	25530
999 Utility Refund									
01142023	1	Water	Invoice	01/14/2023	01/21/2023	78.00		78.00	500-420-52105
01142023	2	Wastewater	Invoice	01/14/2023	01/21/2023	52.00		52.00	510-430-52105
Total 01142023:						130.00	.00	130.00	
Total 999 Utility Refund:						130.00	.00	130.00	25528
7130 Verizon									
9924622036	1	Telephone Service	Invoice	01/06/2023	01/29/2023	64.33		64.33	100-900-52110
9924622036	2	Telephone Service	Invoice	01/06/2023	01/29/2023	97.58		97.58	500-420-52110
9924622036	3	Telephone Service	Invoice	01/06/2023	01/29/2023	97.58		97.58	510-430-52110
Total 9924622036:						259.49	.00	259.49	
Total 7130 Verizon:						259.49	.00	259.49	25531
Total :						26,815.74	.00	26,815.74	
Grand Totals:						26,815.74	.00	26,815.74	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,070.08	.00	1,070.08
100-100-52103	128.53	.00	128.53
100-200-51010	66.88	.00	66.88
100-200-52103	8.03	.00	8.03
100-300-51010	401.28	.00	401.28
100-300-52103	48.20	.00	48.20
100-900-52015	638.72	.00	638.72
100-900-52023	131.00	.00	131.00
100-900-52102	.00	125.00-	125.00-
100-900-52110	64.33	.00	64.33
100-900-52114	984.00	.00	984.00
200-410-51010	334.40	.00	334.40
200-410-52103	40.17	.00	40.17
500-420-51010	3,210.22	.00	3,210.22
500-420-52011	114.00	.00	114.00
500-420-52014	2,229.00	.00	2,229.00
500-420-52103	385.59	.00	385.59
500-420-52105	78.00	.00	78.00
500-420-52109	1,962.00	.00	1,962.00
500-420-52110	97.58	.00	97.58
510-430-51010	1,337.59	.00	1,337.59
510-430-52014	1,486.00	.00	1,486.00
510-430-52103	160.66	.00	160.66
510-430-52105	52.00	.00	52.00
510-430-52109	158.25	.00	158.25
510-430-52110	97.58	.00	97.58
510-430-54004	11,357.00	.00	11,357.00
520-440-51010	267.52	.00	267.52
520-440-52103	32.13	.00	32.13
Grand Totals:	26,940.74	125.00-	26,815.74

Handwritten: 28,690.74

 1/19/23

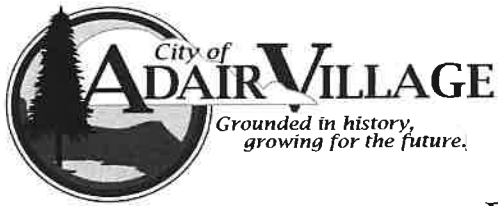
Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
01/23	26,940.74	125.00-	26,815.74
Grand Totals:	26,940.74	125.00-	26,815.74

ADAIR VILLAGE PATROL
December 25, 2022 - January 24, 2023

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									
122522 01:29:10	2022228262	1:27:09	Drongesen					No activity	
122522 20:55:31	2022228610	1:15:55	Ball	2				two contacts, no cites	
122622 01:30:06	2022228714	1:00:43	Young					No activity	
122722 13:33:21	2022229663	1:22:29	Bottoff					Approved reports, patrolled Adair Park, city streets.	No stops or cites.
122822 11:02:56	2022230177	0:55:37	Blaser		1			1 stop - warning for speed	
122822 18:51:00	2022230476	0:32:17	Tominey					Patrolled city streets, Aerodrome, City Park, Santiam Christian School, Frontage RD, ODFW Building, and HWY 99. No traffic stops. No citizen contacts.	
122822 22:36:15	2022230569	2:59:50	Drongesen					No activity	
122922 23:48:36	2022231203	0:50:00	Gevatosky					No activity	
123022 23:13:56	2022231873	1:50:58	Gevatosky		3			Contacted 3 people in the park after hours (warning issued). Responded to a vicious dog complaint	
123122 10:58:26	2022232083	0:24:10	Wacken					No cites/no citizen contact.	
010123 23:31:29	2023000525	1:08:09	Heese					No activity	
010223 00:36:12	2023000540	0:57:32	Young					No activity	
010323 05:34:55	2023001122	0:57:57	Young					No activity	
010323 12:53:10	2023001299	0:00:10	Bottoff	1	1			1 STOP/WARN, 1 CITIZEN CONTACT; NO CITES, OR CALLS. PATROLLED CITY.	
010423 09:38:33	2023001775	1:14:22	Blaser					No activity	
010623 00:17:19	2023002899	1:30:00	Gevatosky					No activity	
010623 04:34:24	2023002954	1:21:14	Drongesen					No activity	
010623 23:56:45	2023003544	0:59:51	Young					No activity	
010723 01:09:35	2023003567	0:57:20	Gevatosky		1			1 Traffic Stop (Warning for 72 in a 55 mph); Checked on a suspicious vehicle.	
010723 21:36:09	2023004057	0:54:04	Davison					checked local park and city streets, one vehicle contact.	
010723 23:18:25	2023004082	2:01:51	Gevatosky					No activity	
011023 05:26:29	2023005412	1:12:37	Young					No activity	
011123 09:50:52	2023006216	1:13:55	Blaser					No activity	
011323 00:18:02	2023007504	2:07:19	Hardison					PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/CALLOWAY CREEK.	
011323 20:10:12	2023008045	0:27:02	Ball					no activity to report.	
011323 23:50:17	2023008168	2:09:07	Hardison		1			PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK. ONE TRAFFIC STOP, ONE WARNING GIVEN.	
011423 17:28:42	2023008632	0:57:36	Ball					No activity to report.	
011623 09:21:11	2023009552	1:19:08	Bottoff					Approved reports, worked on computer. Patrolled Adair. No stops or cites.	
011623 17:07:31	2023009874	0:23:05	Lundy					SOLVED DOMESTIC DISTURBANCE 202300123	
011723 05:36:10	2023010112	1:01:14	Young					No activity	
011723 22:50:36	2023010751	3:31:30	Hardison		1			PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK. ONE TRAFFIC STOP/ONE SPEEDING CITATION ISSUED. ALSO ONE PUBLIC ASSIST/ATTEMPTED TO CONTACT RESIDENTS AT UNSECURE RESIDENCE (OPEN CONNECTED GARAGE).	
011823 08:34:12	2023010916	1:05:15	Blaser					No activity	



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT
PERIOD: 12/20/2022 to 1/20/2023

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 4,133,227

Average Usage per Day 150k

WATER DISTRIBUTION REPORT

Maintenance Activity: Staff worked with contractors installing internet fiber doing several locates and potholing of waterlines.

Collected quarterly; First quarter samples will be completed in February.

WASTEWATER TREATMENT REPORT

Flows into the WWTP have leveled off and are at normal winter flows. Staff repaired a broken tension arm on the trickling filter arms.

Total Monthly Influent: 3.7 million Gallons

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Storm drains remain clear with the increase of rain. Staff daily clears and monitors all storm drains.

STREETS MAINTENANCE REPORT

Maintenance Activity: Streets are in good shape.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Mowing is done for the year. Staff continues to clean up storm debris and blow off concrete at city facilities.

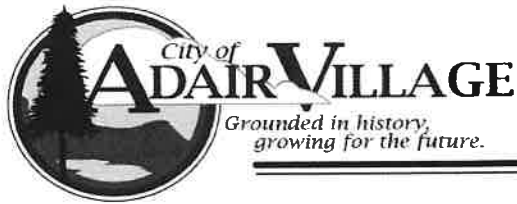
WATER TREATMENT PLANT

Maintenance Activity: The water plant is running three days a week for 8 hours on those days. Staff worked on cleaning one bay. Staff cleaned and replaced piping on half of the chemical tanks.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant is doing well. Staff continues to discharge to the river and lagoon levels are in good shape.

Completed by Matt Lydon, Public Works Supervisor



CITY ADMINISTRATOR'S REPORT February 7, 2023, Council Meeting

Administration

- **Finance Clerk** – Karla McGrath has come back to work for the City and will now be a full time employee.
- **Utility Clerk** – Kathy Edmaiston is out of the hospital and doing well.
- **Tangent** – The contract with Tangent is going well. Public Works staff has been doing a good job keeping up with both jurisdictions.
- **Santiam Christian** – Update

Property/Businesses

- **AVIS** – The county would not approve the use for a quarry, so Knife River is looking for a different location. Office Max and GP are working with DEQ to get an approved cleanup plan.
- **Good Grounds Coffee** – The coffee shop has slowed down a little bit over the last few months, Susan is going to try some new promotions over the next few months.
- **Store/Restaurant** – There was some interest in the restaurant, I plan to start marketing the spot in the spring.

Major Projects/Engineering

- **Water Plant** – We're looking at a rough start up on the 23rd of this month.
- **Calloway Creek** – Dennis Derby will be working on getting the bridge across the seasonal creek this year and hopes to be building new homes in 2024.
- **Wastewater Plant** – The headworks is complete, and the shop is built but still waiting for a generator, electrical vault, and a man door for the shop.
- **Main Transmission Line** – Civil west almost has the engineering on the project complete but we're still waiting on the environmental review.



January 2023
 Willamette Valley Processors, Inc.
 12/30/2022 to 1/25/2023
 Jerry Jackson

Case #	Date & Time	Action	Address	Memo	Notes
A22-329	12/30/22	Patrol City			
A22-330	12/30/22	Illegal Parking	William R Carr	Bike Lane	Verbal
A23-001	1/3/23	Patrol City			
A23-002	1/3/23	Illegal Parking	5700 block Willamette	utility trailer	
A23-003	1/3/23	Remove sign	Wm R Carr & Arnold		
A23-004	1/8/23	Patrol City			
A23-005	1/14/23	Patrol City			
A23-006	1/14/23	Illegal Parking	5176 Willamette	Gold Mustang	Jack Stands/oil pan
A23-007	1/17/23	Patrol City			
A23-008	1/17/23	Illegal Parking	5176 Willamette	Gold Mustang	Second written warning
A23-009	1/19/23	Patrol City			
A23-010	1/21/23	Patrol City			
A23-011	1/21/23	Illegal Parking	5176 Willamette	Gold Mustang	Had him remove oil
A23-012	1/24/23	Patrol City			

Prohibited Parking 5
 Tall Grass 0

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



STAFF REPORT
Attachment G – Financial Report
 February 7, 2023 Council Meeting

Totals - income shown for fiscal year 2022-2023 is \$1,963,722.60 and expenses are \$1,982,382.21 which shows a net income of -\$18,659.61 for all funds.

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

Fund	Income	Expenses	% of Budget	Difference
General	260,710.73	825,111.06	39.50%	-564,400.33
Streets	34,626.82	27,475.82	10.00%	7,151.00
Water	1,079,663.67	475,964.87	22.90%	603,698.80
Wastewater	568,811.09	638,911.01	20.02%	-70,099.92
Storm Drain	19,910.29	14,919.45	16.90%	4,990.84
SDC Fund	0.00	0.00	0.00%	0.00
Reserve	0.00	0.00	0.00%	0.00
TOTAL	\$1,963,722.60	\$1,982,382.21		-18,659.61

We have approximately **\$3,491,307.41** in the Local Government Investment Pool (LGIP). In January we had **\$3,476,924.09**. Last year in January, we had **\$3,362,484.53**. We also currently have approximately **\$76,859.85** 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	3,204.75	214,795.25	1.5%
100-000-40002	Property Taxes - Prior Year	500.00	.00	500.00	.00
100-000-41010	Revenue Sharing	14,000.00	3,490.07	10,509.93	24.9%
100-000-41020	Cigarette Taxes	1,000.00	360.72	639.28	36.1%
100-000-41030	Liquor Taxes	25,000.00	9,836.54	15,163.46	39.3%
100-000-41100	Tangent Contract	194,100.00	74,246.41	119,853.59	38.3%
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	35.00	35.00-	.00
100-000-42060	SDC Administrative Fees	10,000.00	.00	10,000.00	.00
100-000-43001	Utility Franchise Fees	63,000.00	24,479.86	38,520.14	38.9%
100-000-46020	Residential Rent Revenue	30,000.00	7,728.27	22,271.73	25.8%
100-000-46021	Property Lease or Rent	78,000.00	.00	78,000.00	.00
100-000-46023	Building Lease	32,000.00	5,712.38	26,287.62	17.9%
100-000-46024	Property Tax-Property Lease	4,900.00	.00	4,900.00	.00
100-000-46027	Utilities-Property Lease	14,000.00	.00	14,000.00	.00
100-000-46028	Room Rental	120.00	.00	120.00	.00
100-000-46031	Court Fees and Fines	.00	.00	.00	.00
100-000-46032	Ordinance Violation Fines	.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	97,064.22	935.78	99.0%
100-000-48000	Interest	15,000.00	17,132.51	2,132.51-	114.2%
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	260,710.73	1,178,109.27	18.1%
City Administration					
100-100-50010	City Administrator	79,200.00	36,915.12	42,284.88	46.6%
100-100-50016	Utility/Court Clerk	9,258.00	4,665.69	4,592.31	50.4%
100-100-50018	Finance Clerk	4,166.00	2,395.84	1,770.16	57.5%
100-100-51010	Employee Health Ins Benefits	17,395.00	7,680.63	9,714.37	44.2%
100-100-51020	Retirement Benefits	23,364.00	8,442.11	14,921.89	36.1%
100-100-51030	Employment Taxes	11,889.00	3,655.19	8,233.81	30.7%
100-100-52002	Materials & Supplies	250.00	.00	250.00	.00
100-100-52010	Miscellaneous	500.00	417.00	83.00	83.4%
100-100-52013	Travel and Training	2,000.00	.00	2,000.00	.00
100-100-52014	Vehicle Fuel & Maintenance	.00	.00	.00	.00
100-100-52016	Audit	.00	.00	.00	.00
100-100-52017	City Attorney	15,000.00	.00	15,000.00	.00

Account Number	Account Title	2022-23	2022-23	2022-23	2022-23
		Current year Budget	Current year Actual	Budget Remaining	Budget Used %
100-100-52018	Planning Consultant	30,000.00	.00	30,000.00	.00
100-100-52019	Contract Service	27,000.00	12,000.00	15,000.00	44.4%
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	382.54	382.54-	.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	76,554.12	258,717.88	22.8%
Public Safety					
100-200-50010	City Administrator	.00	3,355.92	3,355.92-	.00
100-200-51010	Employee Health Ins Benefits	1,198.00	485.33	712.67	40.5%
100-200-51020	Retirement Benefits	1,793.00	593.82	1,199.18	33.1%
100-200-51030	Employment Taxes	912.00	376.00	536.00	41.2%
100-200-52019	Contract Service	37,000.00	16,714.00	20,286.00	45.2%
100-200-52103	Insurance	.00	23.90	23.90-	.00
Total Public Safety:		40,903.00	21,548.97	19,354.03	52.7%
Parks and Recreation					
100-300-50025	Summer Program Coordinator	.00	.00	.00	.00
100-300-50054	Utility Worker II	18,714.00	9,402.92	9,311.08	50.2%
100-300-50058	Utility Worker I	.00	.00	.00	.00
100-300-51010	Employee Health Ins Benefits	9,514.00	3,082.13	6,431.87	32.4%
100-300-51020	Retirement Benefits	5,083.00	4,305.56	777.44	84.7%
100-300-51030	Employment Taxes	2,586.00	1,421.29	1,164.71	55.0%
100-300-52002	Materials & Supplies	500.00	357.18	142.82	71.4%
100-300-52011	System Maintenance & Repair	.00	.00	.00	.00
100-300-52012	Maintenance - Bldg & Parks	1,000.00	32.00	968.00	3.2%
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	2,455.88	1,455.88-	245.6%
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	1,559.28	134.28-	109.4%
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	183.00	567.00	24.4%
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	29,626.02	34,270.98	46.4%

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	5,769.42	2,269.42-	164.8%
100-900-52010	Legal Notices	1,500.00	2,624.64	1,124.64-	175.0%
100-900-52012	Maintenance - Bldg & Parks	9,000.00	4,379.02	4,620.98	48.7%
100-900-52013	Travel and Training	.00	.00	.00	.00
100-900-52014	Vehicle Fuel & Maintenance	200.00	687.40	487.40-	343.7%
100-900-52015	Security Alarm	.00	638.72	638.72-	.00
100-900-52016	Audit	9,000.00	5,400.00	3,600.00	60.0%
100-900-52017	City Attorney	.00	5,337.50	5,337.50-	.00
100-900-52019	Contract Service	40,000.00	8,500.50	31,499.50	21.3%
100-900-52020	Engineering Consultant	.00	3,131.25	3,131.25-	.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	12,155.71	11,155.71-	1215.6
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	288.42	2,211.58	11.5%
100-900-52031	CERT Expenditures	5,000.00	706.38	4,293.62	14.1%
100-900-52101	Banking Charges	750.00	25.34	724.66	3.4%
100-900-52102	Dues	7,000.00	5,423.36	1,576.64	77.5%
100-900-52103	Insurance	8,500.00	8,141.03	358.97	95.8%
100-900-52108	Postage	3,000.00	2,632.93	367.07	87.8%
100-900-52109	Utilities	22,200.00	1,856.20	20,343.80	8.4%
100-900-52110	Telephones	4,600.00	1,753.23	2,846.77	38.1%
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	2,403.00	4,097.00	37.0%
100-900-52115	Tangent Expenditures	75,000.00	55,912.36	19,087.64	74.5%
100-900-52197	Utilities - Rentals	.00	.00	.00	.00
100-900-52199	Property Taxes	8,367.00	8,380.62	13.62-	100.2%
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	560,663.00	89,337.00	86.3%
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	697,381.95	429,573.05	61.9%
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	260,710.73	1,178,109.27	18.1%
	General Fund Expenditure Total:	2,088,820.00	825,111.06	1,263,708.94	39.5%
	Net Total General Fund:	650,000.00-	564,400.33-	85,599.67-	86.8%

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	34,626.82	65,373.18	34.6%
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	34,626.82	240,573.18	12.6%
Public Works - Streets					
200-410-50010	City Administrator	.00	.00	.00	.00
200-410-50018	Finance Clerk	1,389.00	798.61	590.39	57.5%
200-410-50050	Public Works Supervisor	7,732.00	3,883.84	3,848.16	50.2%
200-410-50052	Utility Worker III	.00	.00	.00	.00
200-410-50054	Utility Worker II	4,678.00	2,350.76	2,327.24	50.3%
200-410-50058	Utility Worker I	.00	.00	.00	.00
200-410-51010	Employee Health Ins Benefits	4,191.00	2,341.75	1,849.25	55.9%
200-410-51020	Retirement Benefits	3,748.00	1,952.45	1,795.55	52.1%
200-410-51030	Employment Taxes	1,907.00	752.03	1,154.97	39.4%
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	2,550.00	3,450.00	42.5%
200-410-52027	Street Signs	.00	419.17	419.17	.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	5,074.96	74.96	101.5%
200-410-52109	Utilities	12,000.00	6,706.00	5,294.00	55.9%
200-410-52114	Software Hosting Fees	900.00	467.25	432.75	51.9%
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	27,475.82	43,319.18	38.8%
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	34,626.82	240,573.18	12.6%
Street Fund Expenditure Total:		275,200.00	27,475.82	247,724.18	10.0%

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	7,151.00	7,151.00-	.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	344,742.63	305,257.37	53.0%
500-000-42035	Reconnect Fees	500.00	.00	500.00	.00
500-000-42036	Water Outside Assessments	90,000.00	34,587.67	55,412.33	38.4%
500-000-42041	IFA Water Loan	.00	.00	.00	.00
500-000-42045	Utility Deposit	4,000.00	920.00	3,080.00	23.0%
500-000-46030	Fees - Other	.00	5,415.00	5,415.00-	.00
500-000-46055	Refunds	1,000.00	.00	1,000.00	.00
500-000-46057	Miscellaneous	500.00	700.37	200.37-	140.1%
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	693,298.00	37,608.00-	105.7%
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	1,079,663.67	1,003,103.33	51.8%
Public Works - Water					
500-420-50010	City Administrator	39,600.00	20,135.52	19,464.48	50.8%
500-420-50016	Utility/Court Clerk	25,460.00	12,830.65	12,629.35	50.4%
500-420-50018	Finance Clerk	13,887.00	7,986.12	5,900.88	57.5%
500-420-50050	Public Works Supervisor	46,392.00	23,303.06	23,088.94	50.2%
500-420-50052	Utility Worker III	.00	.00	.00	.00
500-420-50054	Utility Worker II	51,463.00	25,857.92	25,605.08	50.2%
500-420-50058	Utility Worker I	.00	.00	.00	.00
500-420-51010	Employee Health Ins Benefits	55,814.00	23,466.87	32,347.13	42.0%
500-420-51020	Retirement Benefits	48,019.00	25,209.74	22,809.26	52.5%
500-420-51030	Employment Taxes	24,434.00	8,272.69	16,161.31	33.9%
500-420-52001	Chemicals	30,000.00	14,327.79	15,672.21	47.8%
500-420-52002	Materials & Supplies	6,600.00	945.13	5,654.87	14.3%
500-420-52010	Publications-Legal Notices	100.00	.00	100.00	.00
500-420-52011	System Maintenance & Repair	45,000.00	28,931.44	16,068.56	64.3%
500-420-52013	Travel and Training	3,000.00	.00	3,000.00	.00
500-420-52014	Vehicle Fuel & Maintenance	5,500.00	4,903.30	596.70	89.2%
500-420-52016	Audit	12,000.00	8,550.00	3,450.00	71.3%
500-420-52017	City Attorney	.00	.00	.00	.00
500-420-52019	Contract Service	35,000.00	939.48	34,060.52	2.7%
500-420-52020	Engineering Consultant	20,000.00	10,030.10	9,969.90	50.2%
500-420-52022	Equipment Maintenance	5,000.00	9,660.22	4,660.22-	193.2%
500-420-52023	Equipment Rental/Lease	3,000.00	.00	3,000.00	.00
500-420-52025	Small Equipment Purchase	4,000.00	6,783.00	2,783.00-	169.6%
500-420-52030	Miscellaneous	2,000.00	2,132.01	132.01-	106.6%
500-420-52101	Banking Charges	200.00	1,020.10	820.10-	510.1%
500-420-52102	Dues	3,000.00	.00	3,000.00	.00
500-420-52103	Insurance	11,220.00	11,740.04	520.04-	104.6%
500-420-52104	Lab Analysis	5,000.00	1,792.29	3,207.71	35.8%
500-420-52105	Refunds-Utility Deposit	500.00	788.80	288.80-	157.8%
500-420-52106	Mileage	.00	.00	.00	.00
500-420-52107	Permits	1,000.00	885.00	115.00	88.5%
500-420-52108	Postage	600.00	.00	600.00	.00

Account Number	Account Title	2022-23	2022-23	2022-23	2022-23
		Current year Budget	Current year Actual	Budget Remaining	Budget Used %
500-420-52109	Utilities	33,000.00	14,369.47	18,630.53	43.5%
500-420-52110	Telephones	3,400.00	1,663.03	1,736.97	48.9%
500-420-52114	Software Hosting Fees	7,000.00	4,205.25	2,794.75	60.1%
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	2,765.00	97,235.00	2.8%
500-420-53501	New Pump Station	.00	.00	.00	.00
500-420-53502	Hospital Hill Line Replace	655,690.00	12,509.25	643,180.75	1.9%
500-420-53503	Transmission Line Upgrade	431,900.00	50,948.85	380,951.15	11.8%
500-420-54001	1980 Water P & I	.00	.00	.00	.00
500-420-54002	97 Water P & I	.00	.00	.00	.00
500-420-54005	IFA Loan Payment	140,000.00	139,012.75	987.25	99.3%
500-420-55100	Transfer to General Fund	.00	.00	.00	.00
500-420-55600	Transfer to Reserve Fund	3,200.00	.00	3,200.00	.00
Total Public Works - Water:		1,920,729.00	475,964.87	1,444,764.13	24.8%
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	1,079,663.67	1,003,103.33	51.8%
Water Fund Expenditure Total:		2,082,767.00	475,964.87	1,606,802.13	22.9%
Net Total Water Fund:		.00	603,698.80	603,698.80-	.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	200,058.07	224,941.93	47.1%
510-000-42041	OR DEQ Loan for WWFP	.00	512.00	512.00-	.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	141.98-	141.98	.00
510-000-49011	OR DEQ Loan for WWFP	.00	.00	.00	.00
510-000-49012	2020 Wastewater Loan	2,500,000.00	368,383.00	2,131,617.00	14.7%
510-000-49600	Transfer from Reserve Fund	.00	.00	.00	.00
Total Wastewater Fund:		3,156,000.00	568,811.09	2,587,188.91	18.0%
Public Works - Wastewater					
510-430-50010	City Administrator	9,900.00	5,033.88	4,866.12	50.8%
510-430-50016	Utility/Court Clerk	10,416.00	5,248.93	5,167.07	50.4%
510-430-50018	Finance Clerk	7,638.00	4,392.37	3,245.63	57.5%
510-430-50050	Public Works Supervisor	19,330.00	9,709.56	9,620.44	50.2%
510-430-50052	Utility Worker III	.00	6,000.00	6,000.00-	.00
510-430-50054	Utility Worker II	14,035.00	7,052.20	6,982.80	50.2%
510-430-50058	Utility Worker I	12,000.00	.00	12,000.00	.00
510-430-51010	Employee Health Ins Benefits	18,204.00	9,537.04	8,666.96	52.4%
510-430-51020	Retirement Benefits	16,653.00	8,450.95	8,202.05	50.7%
510-430-51030	Employment Taxes	10,133.00	3,572.31	6,560.69	35.3%
510-430-52001	Chemicals	19,800.00	4,782.07	15,017.93	24.2%
510-430-52002	Materials & Supplies	3,500.00	171.59	3,328.41	4.9%
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	34,691.90	4,691.90-	115.6%
510-430-52013	Travel and Training	1,000.00	.00	1,000.00	.00
510-430-52014	Vehicle Fuel & Maintenance	3,300.00	228.96	3,071.04	6.9%
510-430-52016	Audit	6,000.00	8,550.00	2,550.00-	142.5%
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	28,834.95	8,834.95-	144.2%
510-430-52022	Equipment Maintenance	2,000.00	3,270.84	1,270.84-	163.5%
510-430-52023	Equipment Rental/Lease	.00	.00	.00	.00
510-430-52030	Miscellaneous	1,000.00	.00	1,000.00	.00
510-430-52101	Banking Charges	500.00	584.17	84.17-	116.8%
510-430-52102	Dues	100.00	.00	100.00	.00
510-430-52103	Insurance	10,000.00	10,256.85	256.85-	102.6%
510-430-52104	Lab Analysis	4,000.00	316.27	3,683.73	7.9%
510-430-52105	Refunds-Utility Deposit	.00	525.85	525.85-	.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	4,500.79	3,999.21	53.0%
510-430-52110	Telephones	2,500.00	1,337.08	1,162.92	53.5%
510-430-52114	Software Hosting Fees	2,400.00	1,401.75	998.25	58.4%
510-430-53002	Equipment Purchase	11,250.00	.00	11,250.00	.00
510-430-53005	Wastewater System Improvements	2,500,000.00	457,746.70	2,042,253.30	18.3%

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	22,714.00	7,286.00	75.7%
510-430-55600	Transfer to Reserve Fund	1,000.00	.00	1,000.00	.00
Total Public Works - Wastewater:		2,780,859.00	638,911.01	2,141,947.99	23.0%
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	568,811.09	2,587,188.91	18.0%
Wastewater Fund Expenditure Total:		3,156,000.00	638,911.01	2,517,088.99	20.2%
Net Total Wastewater Fund:		.00	70,099.92-	70,099.92	.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	19,910.29	23,089.71	46.3%
520-000-46057	Miscellaneous	200.00	.00	200.00	.00
Total Storm Drain Fund:		88,200.00	19,910.29	68,289.71	22.6%
Public Works - Storm Drain					
520-440-50010	City Administrator	3,300.00	1,676.99	1,623.01	50.8%
520-440-50016	Utility/Court Clerk	1,157.00	583.20	573.80	50.4%
520-440-50018	Finance Clerk	694.00	399.31	294.69	57.5%
520-440-50050	Public Works Supervisor	3,866.00	1,942.87	1,923.13	50.3%
520-440-50052	Utility Worker III	.00	.00	.00	.00
520-440-50054	Utility Worker II	4,678.00	2,350.76	2,327.24	50.3%
520-440-50058	Utility Worker I	.00	.00	.00	.00
520-440-51010	Employee Health Ins Benefits	4,411.00	1,941.42	2,469.58	44.0%
520-440-51020	Retirement Benefits	3,720.00	1,998.79	1,721.21	53.7%
520-440-51030	Employment Taxes	1,893.00	752.09	1,140.91	39.7%
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	29.14	1,370.86	2.1%
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	2,110.50	2,110.50	.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	59.10	59.10	.00
520-440-52102	Dues	.00	.00	.00	.00
520-440-52103	Insurance	325.00	608.03	283.03	187.1%
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	467.25	277.75	62.7%
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	14,919.45	15,439.55	49.1%
Contingency					
520-998-58000	Contingency	25,000.00	.00	25,000.00	.00
Total Contingency:		25,000.00	.00	25,000.00	.00
Ending Fund Balance					
520-999-59000	Reserve for Future Expenditure	32,841.00	.00	32,841.00	.00
Total Ending Fund Balance:		32,841.00	.00	32,841.00	.00
Storm Drain Fund Revenue Total:		88,200.00	19,910.29	68,289.71	22.6%

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	14,919.45	73,280.55	16.9%
	Net Total Storm Drain Fund:	.00	4,990.84	4,990.84-	.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-	18,659.61-	631,340.39-	2.9%

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



STAFF REPORT

Date:	January 25, 2023
Applicant:	City of Adair Village
Nature of Application(s):	Comprehensive Plan Amendment – Adding the 2023 Adair Village Trails Plan as Appendix A of the City’s TSP
Applicable Criteria:	Sections 2.700, 3.300, 3.520 & 3.600
Property Location:	City Wide
Staff Contact	Patrick Depa, Associate Planner

BACKGROUND

The City of Adair Village adopted its Transportation Systems Plan (TSP) in 2019. OAR 660-012-0045 requires each local government amend its land use regulations to implement the TSP principles and adapt to new opportunities for growth and connect ability throughout the city and to surrounding amenities. In 2020, the city applied for and received a grant to development a Trail’s Plan for the city as an amendment to the existing TSP. The group got together in January 2021 to start the process which started with a survey sent out to the city’s residents.

The Adair Village Trails Plan was developed as a collaborative effort by the City of Adair Village; Benton County Natural Areas, Parks, and Events; Benton County Public Works; and the Corvallis Area Metropolitan Planning Organization (CAMPO). CAMPO staff took the lead on the development of the plan with direction and support from partner agencies.

A high-quality trail system is a marker of a community that is truly great to live, work, and play in. The Adair Village Trails Plan (referred to as the Plan) uses the term "trail" to describe shared use paths, multi-use trails, sidewalks, and hiking pedestrian paths designed for non-motorized usage. Sidewalks or paths directly adjacent to roadways are included when they provide a link between trails or between a trail and a destination. Trail users may include but are not limited to bicyclists, non-motorized scooters, in-line skaters, users of other wheeled devices like Segways or electric assist-bicycles, wheelchair users (both non-motorized and motorized), walkers and runners.

Adair Village has many opportunities to develop a quality trail system. Many of its parks and the very large Benton County Park (Adair Park) have their own internal trails. Some of them have been formally developed, and others have been created by user demand where people have simply walked and created a path. Many streets in newer developments and the older core neighborhoods have sidewalks. There are several opportunities to create a unique trail system on the Oregon Department of Fish &

Wildlife (ODF & W) property and to develop trails as larger plots of land are subdivided into smaller residential areas.

As part of the development of the Plan, project staff analyzed the existing trail system and street network. The Plan recommends improvements that will upgrade the existing system where needed, fill in the missing gaps, and connect to significant environmental features, schools, public facilities, local neighborhoods, and business districts in Adair Village and throughout the region.

These requirements are achieved through a variety of measures, including access control standards, robust pedestrian and bicycle circulation and connectivity provisions, standards to protect future road operations of roads, and coordinated review procedures for land use applications.

Measures in OAR 660-012-0060 address plan and land use regulation amendments to ensure that proposed land uses are consistent with the identified function and capacity of existing and planned transportation facilities. The following findings are consistent with the criteria in Division 12 of the Oregon Administrative Rules.

DECISION CRITERIA

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 the City Council in accordance with the following findings:

(a) The proposed amendments are consistent with the intent of the Comprehensive Plan.

These amendments are appropriate to various sections of the Development Code to address recent goals and policies outlined in the TSP.

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

These amendments directly follow and are updated based on the Transportation Planning Rule ("TPR," OAR 660, Division 12) and Goal 12 of Oregon's Statewide Planning Goals.

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

These amendments will have a positive impact on addressing transportation and land use decisions more accurately.

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

None of the proposed amendments intersect with or change any environmental policies or goals.

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

All of the proposed amendments will provide a better and more positive guide and analysis of the city's transportation grid and not adversely impact future needs.

- (f) The amendment will be consistent with the adopted Transportation System Plan (TSP) and will conform to Subsection (i).**

All the amendments address data and areas of development that are specific to transportation goals outlined to accommodate future growth.

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

All of the proposed amendments will have a positive impact on the City's economy by addressing current transportation needs and improvements allowing the City to make better informed land use decisions on its residential and commercially zoned lands.

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

The amendments are addressing new data pertaining to existing and proposed trails in the city obtained through a joint transportation study by CAMPO, the City of Adair Village and Benton County. These amendments follow statewide planning Goal 12: Transportation when addressing the future needs of the community's transportation system. These amendments address inventory and alternative courses on how to implement design standards outlined in the TSP.

- (i) Proposals to amend the Comprehensive Plan or Zoning Map shall be reviewed to determine whether they significantly affect a transportation facility pursuant to Oregon Administrative Rule (OAR) 660-012-0060 (Transportation Planning Rule - TPR). Where the City, in consultation with the applicable roadway authority, finds that a proposed amendment would have a significant effect on a transportation facility, the City shall work with the roadway authority and applicant to modify the request or mitigate the impacts in accordance with the TPR and applicable law.**

This amendment is a direct result from the adoption of the 2019 Transportation System Plan (TSP) and will reflect positively on the City's transportation system. This plan will further complete the city Of Adair Village's commitment to providing a safe and usable trail system throughout the city.

- (j) **A Traffic Impact Analysis (TIA) per Section 7.150, may be required to determine current and future impacts on adjacent and regional road systems based on type of land use. The Planning Official will determine if a TIA is required.**

No TIA is required for the adoption of this amendments. The Trail Plan will be an appendix to the existing TSP.

CONCLUSIONS

The Comprehensive Plan is intended to be a responsive document that sets policy and regulates land use proposals and guides the growth of the City of Adair Village while also responding to necessary change through amendment and refinement. The Trail's Plan will set a good foundation how to integrate pedestrian and bicycle routes into all future growth in the city.



The transportation principles begin with a primary goal to ensure that all implementing ordinances established through the Comprehensive Plan are in full compliance with all State policies and rules. We believe that all of the proposed amendments are in full compliance with all state policies and rules.


RECOMMENDED MOTION

"I move that the findings under the decision criteria in the staff report be adopted as presented and we approve the proposed 2023 City of Adair Village Trail's Plan – an Appendix of the City's Transportation System Plan (TSP) and direct staff to prepare an amending ordinance to the City's Comprehensive Plan."


 Transit Stops

Community POI

 Place of Worship
 City Hall & Community Center

 Fire Station

 Park

 School

 OR Fish & Wildlife

 Future Roadway


 Railroad

 Ped/Bike Only (Proposed Road Closure)


 Park Access / Parking

 Wetlands

Improvements

 Trailhead Improvement

 Intersection Improvement

 Crossing Improvement

Trails

 Primary Trail

 Natural Trail

 Intercommunity Trail

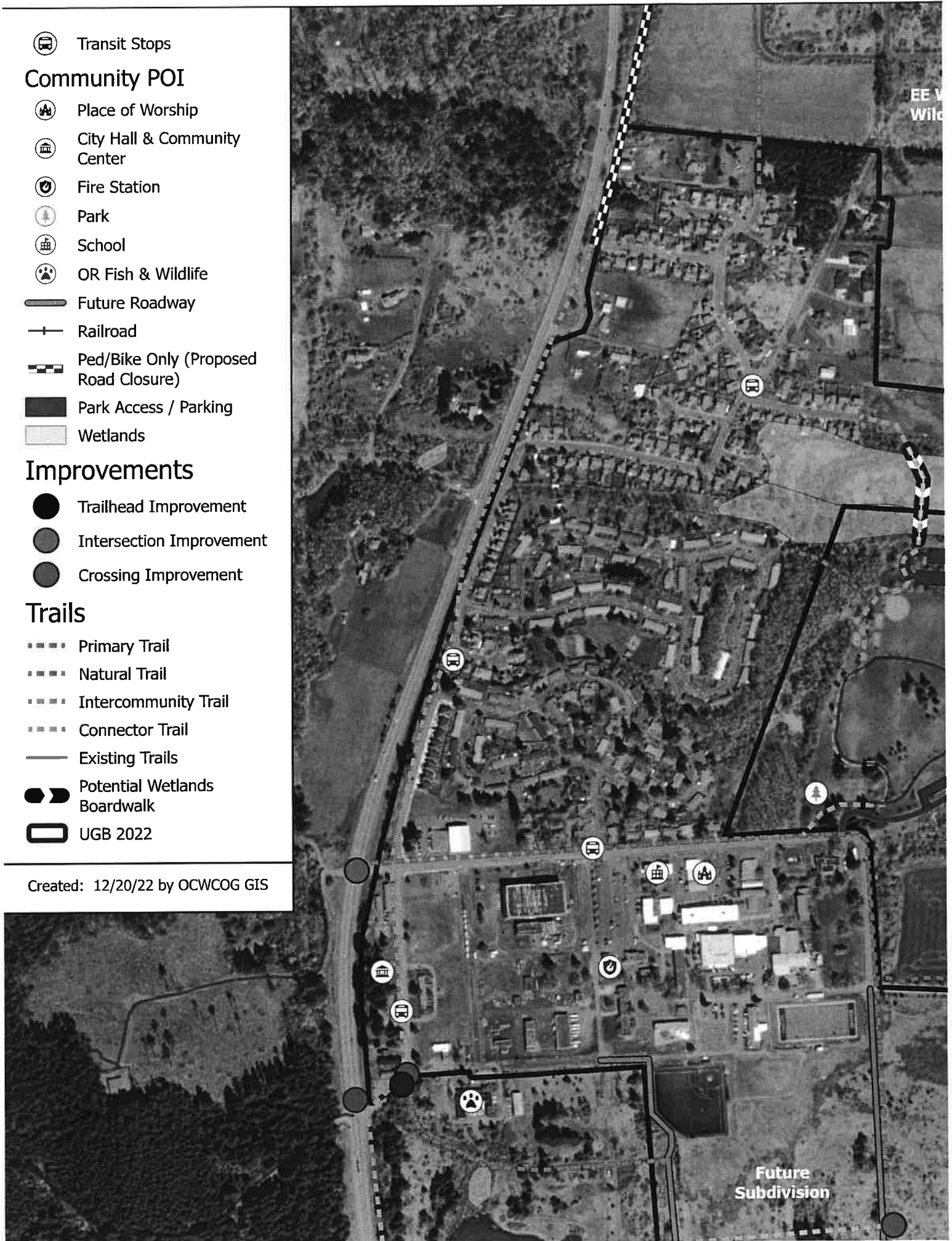
 Connector Trail

 Existing Trails

 Potential Wetlands Boardwalk

 UGB 2022

Created: 12/20/22 by OCWCOG GIS



Adair Village Trails Plan

Appendix A to the Adair Village Transportation System Plan



Prepared by:

The Corvallis Area Metropolitan
Planning Organization (CAMPO)
on behalf of the City of Adair Village



Adopting Ordinance

Acknowledgements

Adair Village City Council

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Aaron Fuller	Councilor
Dawson Officer	Councilor
Bret Ray	Councilor

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About CAMPO

The Corvallis Area Metropolitan Planning Organization (CAMPO) serves as the metropolitan planning organization for the Corvallis Urbanized Area, as designated by the Oregon Governor in December 2002. CAMPO is comprised of the Cities of Adair Village, Corvallis, Philomath, parts of Benton County, and the Oregon Department of Transportation (ODOT). CAMPO is governed by a five-member Policy Board consisting of elected representatives from each city or county, as well as a staff person from ODOT. The Oregon Cascades West Council of Governments (OCWCOG), under a contract with the CAMPO Policy Board, provides administrative services and staffing to CAMPO.

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Chapter 1: Project Purpose and Background

Project Purpose and Background

As Adair Village grows, the need for improved community connectivity, including safe and comfortable bicycle and pedestrian connections, becomes increasingly important. With anticipated development of an expanded downtown and outstanding natural resources close by Adair Village is uniquely positioned as a balanced and livable community. Nevertheless, key gaps in the local network of multi-use paths and walking trails remain as barriers to safety and comfort.

The Adair Village Trails Plan serves as a blueprint for creating an accessible, all-ages and abilities network of paved multi-use paths, walking trails, and separated bike lanes throughout the 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. The Adair Village Trails Plan draws on work completed as part of the 2017 Adair Village Transportation System Plan (TSP) to provide a definitive vision for a far-reaching multi-modal network that is safe and comfortable for all users. This Plan is integrated into the Adair Village TSP as an adopted appendix.

Community Context

In 1976, the City of Adair Village was incorporated at a location rich in military history. It occupies acreage that once supported two military bases. During World War II the United States Army constructed 1,700 buildings including barracks, machine shops, stores, dining halls, theaters, post office, hospitals, and chapels. Eventually, after the war ended, the military vacated these locations leaving a legacy and some remaining infrastructure behind.

Over the past two decades Adair Village has experienced steady population growth. Between 2000 and 2017 Adair Village grew by 73%, more than four times the rate of growth for Benton County. In 2000, Adair Village was home to 536 residents. By 2017 that number had grown to 928 residents, and with additional development currently underway, Adair Village is expected to grow to over 2,000 residents by 2040.¹ Future growth will result in demand for improved connections to regional employment areas, commercial centers, schools, services, and recreation opportunities.

The City of Adair Village is centrally located in the Mid-Willamette Valley on the east side of Highway 99W approximately seven miles north of Corvallis city limits. Adair Village is largely a bedroom community with many residents commuting to work at major job centers in Corvallis, Monmouth, Albany, and Independence. Adair Village is uniquely surrounded by publicly accessible natural areas with diverse habitats and numerous recreation opportunities. The largest natural areas include:

McDonald and Dunn Forests

The McDonald and Dunn Forests, owned and managed by Oregon State University are located directly to the west of Adair Village. The forests boast oak woodlands, forest plantations, riparian areas, and old growth reserves accessible to the general public. The forests are a living laboratory actively managed by the OSU College of Forestry offering extensive recreation opportunities including 26 miles of well-maintained trails and more than 100 miles of forest roads.

While the McDonald and Dunn forests are in close proximity to Adair Village, Highway 99W represents a major barrier to community members accessing them using non-motorized modes of

¹ 2017 Adair Village Transportation System Plan

travel. High volumes and high-speed vehicles along Highway 99W create a major safety risk to community members seeking to recreate in this beautiful natural area. The Calloway Creek Trailhead is located on Highway 99W directly adjacent to Adair Village and serves as a natural location for improved connections into the Adair community. Enhanced crossings including a signal for people walking and riding bikes, a pedestrian bridge or other connection should be considered.

EE Wilson Wildlife Area

North of Adair Village City limits is the EE Wilson Wildlife Area which was the primary site of the area's World War II military bases. The EE Wilson Wildlife Area is managed by the Oregon Department of Fish and Wildlife (ODFW) and offers miles of roadways stretching into what has become a dynamic and diverse natural area. Many of the roadways inside the Wildlife Area are narrow giving visitors the opportunity to observe a variety of habitats. This area is frequented by nature photographers, equestrians, bird watchers, and fishermen. Hunting is another popular activity at the EE Wilson Wildlife Area.

Adair County Park

Adair County Park sits directly adjacent to Adair Village and serves as much of the community's eastern boundary. Adair County Park offers spacious fields of grass and open areas popular for large groups and parties. The park can accommodate groups of up to 800 people for picnics or barbecues. Adair County Park has two softball fields, two volleyball courts, a playground and an expansive 18-hole disc golf course. A kitchen area and covered seating offers a sink, an electric cooktop stove, electrical outlets and counter space for serving large meals.

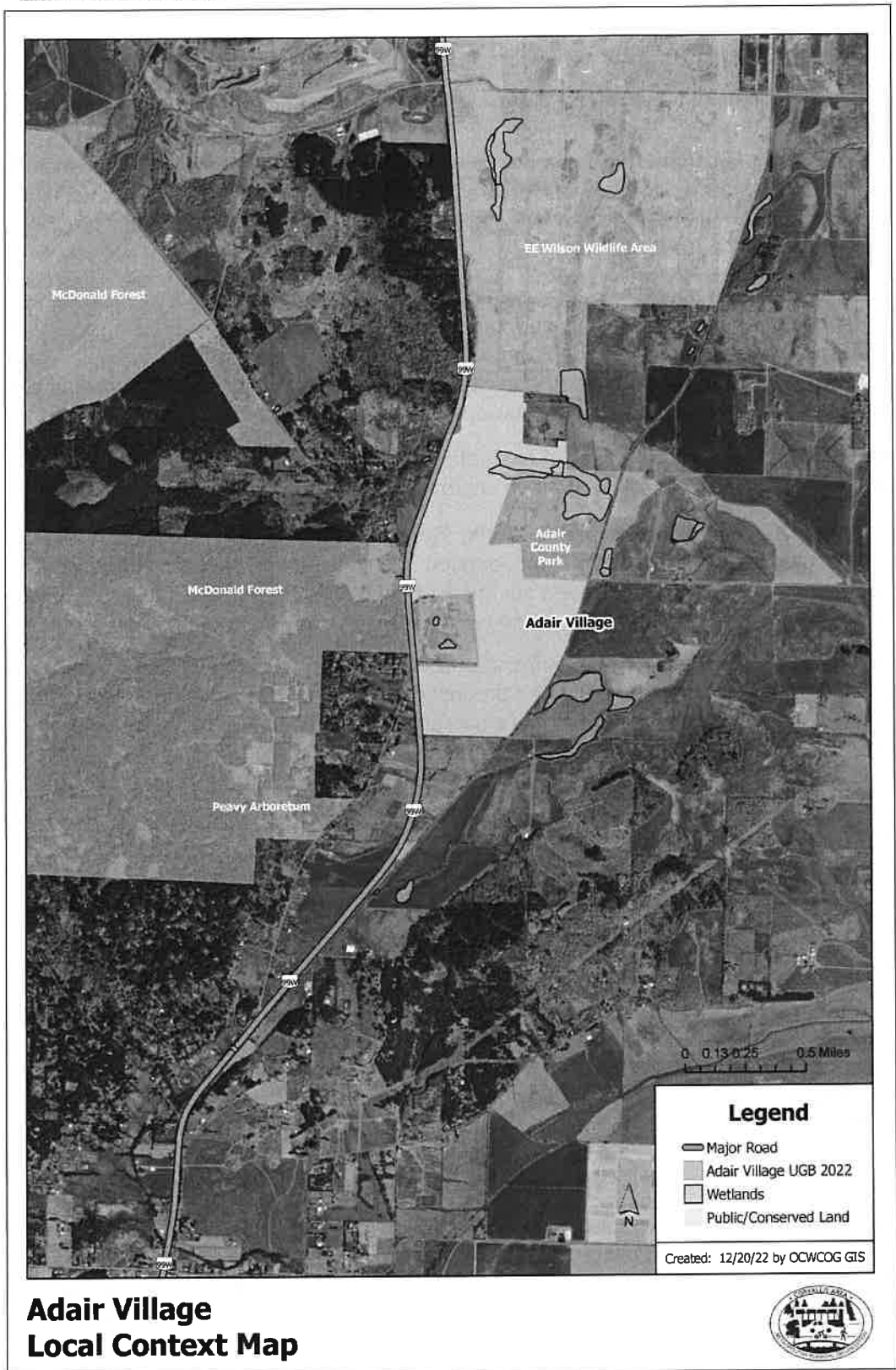
The Local Context Map (**Figure 1**) on the following page shows Adair Village in proximity to natural areas discussed above.

Regional Context

Other key natural areas located near Adair Village include:

- **Peavy Arboretum** (approximately 2 miles south of Adair Village) a popular destination for hiking and walking in the McDonald Forest. Peavy Arboretum features beginner level hiking trails as well as native and non-native tree and plant species.
- The **Jackson Frazier Wetland** and **Owens Farm & Natural Area** sit on the northern edge of the City of Corvallis. A group of public and non-profit agencies including the Greenbelt Land Trust, City of Corvallis, Benton County, Samaritan Health Services, the Willamette Partnership, Oregon Department of Transportation, and more have collaborated on a vision of native and hard surface trails connecting the two sites including a bridge over Highway 99W for people walking and riding bikes.
- **Bowers Rock State Park** and **Hyak County Park** are located a short distance from Adair Village along Highway 20 near North Albany. Benton County and the Oregon Department of Transportation are currently working to obtain funding for a paved multi-use path between Albany and Corvallis along Highway 20.

Figure 1: Local Context Map



Why Invest in Trails?

As Adair Village continues to develop, non-motorized connections and opportunities for recreation are at risk of being lost or not fully realized. The development of the Adair Village Trails Plan is an opportunity to develop a comprehensive multi-use trail system in areas of growth while implementing neighborhood connections where they don't currently exist. Many of the improvements discussed in this document have been on the City's radar, however, to this point no definitive blueprint has been developed to help guide future connections.

The development of the Adair trail system will provide outdoor amenities and access to parks, open space and other key points of interest throughout the community. Existing amenities such as picnic areas, playgrounds, playing fields, and others will be made more accessible for people walking and riding bikes. Parts of Adair Village are growing rapidly and an opportunity exists to partner with developers to set aside public right-of-way and open space for neighborhood travel and recreation.

Improvements to trail facilities will result in expanded recreation and mobility options throughout Adair Village and into Benton County. Making these improvements will have a broad range of benefits:

- **Establish Key Community Connections:** The proposed trail system outlined in this plan has the potential to create important transportation connections and shortcuts to destination points that make travel by foot or bicycle safe, pleasant and convenient. These improvements will reinforce connections between existing neighborhoods and developing areas.
- **Provide Links to the Natural Environment:** Given the scenic beauty of the area, and proximity to existing parks and open space, the proposed trail system envisions connections to popular destinations located at the community's doorstep. This means that relatively small investments have the potential to improve access to vast natural resource areas such as the McDonald Forest, E.E. Wilson Wildlife Area, and Adair County Park. Much of this work will be contingent on partnership with other entities beyond the City of Adair Village, however, this document serves as the vision for achieving those goals.
- **Improve Community Health:** A safe and connected biking and walking network increases opportunities for exercise. Community members can incorporate exercise into their routine by using sidewalks, bike ways, and trails to access nearby destinations or visit neighbors. Alternatively, people can utilize trails for recreation and exercise purposes without a specific destination in mind. No matter the purpose of the trip, increasing physical activity can help improve overall physical and mental health.
- **Community Building and Sense of Place:** Walking and bicycling are good choices for families and neighbors. A bicycle enables a young person to explore his or her neighborhood, visit places without being driven by their parents, and experience the freedom of personal decision-making. When residents in other communities have been asked to identify civic places that they are most proud of, residents frequently cite locations where walking and bicycling is popular.
- **Safety:** The vision for a robust and cohesive trails network outlined in this Plan also includes the creation of more road crossings, bike lanes, sidewalks, and signage. Pedestrians and bicyclists are among the most vulnerable roadway users and, as such, providing safe and convenient infrastructure is imperative to the successful implementation of this Plan. Locations where trails cross roadways should be examined carefully to ensure appropriate safety solutions are implemented. Trail use also provides more opportunities for residents to speak with neighbors and more "eyes on the street" to discourage crime and violence.

- **Cost Savings and Benefits to the Economy:** An integrated and cohesive trail system can result in significant economic benefits to the city and individual households. Benefits include increases in property values for homes near high-quality trail facilities; retention and attraction of residents and businesses; and expenditures from visitors exploring the area on expanded pedestrian and bicycle routes.

Biking and walking improvements are much less expensive than vehicle roadway improvements, allowing tax dollars to be used in other ways. Some studies have shown that trails projects employ more people on a per cost basis than other transportation projects.

- **Greenhouse Gas Reduction:** Improving biking and walking facilities increases opportunities to travel without a vehicle. Substituting an automobile trip with a walking or biking trip reduces greenhouse gas emission, improving local air quality. Since bicycling and walking contribute no pollution, require no external energy source, and use land efficiently, they effectively move people from one place to another without adverse environmental impacts.
- **Low Impact and Educational:** The proposed trails outlined in this plan would have relatively low impacts to the natural environment. Direct access to trail systems and natural environments provides opportunities for environmental education and cultivating a conservation ethic.

How Was this Plan Developed?

The Adair Village Trails Plan was developed as a collaborative effort by the City of Adair Village; Benton County Natural Areas, Parks, and Events; Benton County Public Works; Benton County Community Development and the Corvallis Area Metropolitan Planning Organization (CAMPO). CAMPO staff took the lead on the development of the plan with direction and support from partner agencies.

Oversight for the project was provided by a Project Management Team including:

- Pat Hare, City of Adair Village
- Matt Lydon, City of Adair Village
- Matt Wadlington, Civil West Engineering
- Laurel Byer, Benton County Public Works
- Patrick Depa, Benton County Community Development
- Lynne McKee, Benton County Natural Areas, Parks and Events
- Jesse Ott, Benton County Natural Areas, Parks and Events
- Shane Galloway, Benton County Natural Areas, Parks and Events


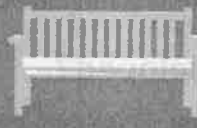


In January, 2021 the Project Management Team held a kick-off meeting to launch the trails planning effort. During the kick-off meeting the Project Team discussed partner roles, project goals and public engagement strategies. In the spring of 2021, CAMPO staff provided an overview presentation on the trails planning effort to Adair Village City Council and Benton County Natural Areas & Parks Advisory Board.

During this time, CAMPO staff began reviewing the Adair Village Transportation System Plan (TSP) and identifying elements suitable for inclusion in the Trails Plan. Much of the work done as part of the TSP development was directly utilized as part of this Plan. CAMPO staff went on to review example trails plans including local trail planning efforts at the Owen's Farm Natural Area outside Corvallis.

CAMPO and the City of Adair Village collaborated to launch the Trails Plan Outreach Survey. Surveys were distributed to households in Adair Village through utility bill mailings in May 2021. Respondents were asked to answer questions about their experience walking and bicycling in Adair Village, discuss barriers to safety and comfort, and prioritize potential improvements to the local system of sidewalks and trails. A total of 42 surveys were returned and while this does not represent a statistically significant assessment, comments and priorities helped the Project Team evaluate community input. Survey responses, balanced with Project Team input were used to guide project development.

Emphasis Areas

The Adair Village Trails Plan focuses on solutions which prioritize safety and accessibility for bicycle and pedestrian travel within the community and connections to key amenities adjacent to City limits. Early in the planning process, CAMPO staff identified four emphasis areas to help guide the project. The framework below was used throughout the planning process and helped influence development of the final document.

 <p>Emphasis Area 1: Identifying safe routes to school</p>	 <p>Emphasis Area 2: Accessibility to parks, future downtown, and other amenities</p>
 <p>Emphasis Area 3: Improved wayfinding including historic Adair Village plaques</p>	 <p>Emphasis Area 4: Opportunities for new bike and pedestrian paths and regional connections</p>

What is in this Document?

The remainder of this plan is broken into the following chapters:

- **Chapter 2: Analysis of Existing Conditions**— This chapter discusses existing conditions in the study area including demographic data as well as needs and opportunities within the local network of roadways, paved multi-use paths, walking trails and separated bike lanes.
- **Chapter 3: Partner Input and Community Survey**— Provides details on collaboration with key partners and input received through the community survey.
- **Chapter 4: Trail Standards and Design Guidelines**— This chapter provides details on how future trails should be built including recommended trail types, trail amenities, and roadway crossings.
- **Chapter 5: Recommended Trail Network**— Lays out recommended trail routes and discusses regional trail connections
- **Chapter 6: Project Implementation**— Provides information on potential funding sources and project delivery options.

- **Trails Plan Appendices:**

- *Appendix A: Level of Stress Analysis (From Benton County/Adair Village TSP)*
- *Appendix B: Transportation Acronyms*
- *Appendix C: Transportation Glossary*

Chapter 2: Analysis of Existing Conditions

This chapter serves as a baseline analysis of demographic information and existing conditions relevant to the Adair Village Trails Plan. The sections below discuss current conditions, deficiencies and needs of the local network of roadways, paved multi-use paths, walking trails and separated bike lanes. Site data and observations are summarized throughout the chapter.

Key Takeaways

Key takeaways related to the existing conditions discussed in this chapter include:

- Adair Village is growing rapidly which means greater demand for safe infrastructure for people walking and biking
- Nearly one in every three people living in Adair Village is under the age of 18 (30.8% of total population)
- Several road facilities are not built to city standards or lack adequate bicycle and pedestrian facilities
- Recreation sites located in and around Adair Village are not well connected with city transportation facilities, bicycle and pedestrian connections are especially missing
- A lack of identified crossings on OR 99W creates a safety hazard for people walking or riding bikes to access the Calloway Creek trailhead from Adair Village
- Level of stress analysis found that walking and biking in Adair Village places a high level of stress on pedestrians due to missing sidewalks and lack of existing multi-use paths

Demographic Profile

Rapid Population Growth

Adair Village grew by 79% between 2000 and 2020, while Benton County grew by 21%. In 2000, Adair Village was home to 536 residents. By 2020 that number had grown to 994 residents, and with additional development currently underway, Adair Village is expected to grow to over 2,000 residents by 2030.² Continued growth will result in increased demand for improved connections to regional employment centers and recreation areas as well as improvements to infrastructure for internal trips in Adair Village.

Figure 2: Adair Village Population Growth History and Forecast

Year	2000	2010	2020	2030	2040
Adair Village	536	840	994	2,068*	2,472*
Benton County	78,153	85,579	94,665	108,881	120,481

*Source: 2000 and 2010 data from PSU Population Research Center via the Adair Village Transportation System Plan (TSP). 2020 from 2020 US Census via PSU Population Research Center. *2030 and 2040 Adair Village population numbers include areas within Urban Growth Boundary.*

² 2020 data PSU Population Research Center 2020 Census Summary.

Housing Growth

Between 2010 and 2020 the total number of housing units in Adair Village grew from 293 to 359, a 22.5% increase. Based on current construction, as well as population projections, this number is expected to continue growing over the coming years. The average household size in Adair Village for 2020 was 2.87 people per unit. This is larger than the 2020 household sizes for Albany (2.51/unit) and Corvallis (2.25/unit).

Age

As of 2019, nearly one in every three people living in Adair Village was under the age of 18 (30.8%). This is a considerably higher rate than the state and national averages. Not surprisingly, Adair Village also had a larger proportion of residents in age cohorts likely to have children (35 to 44 and 45 to 54) than the state of Oregon and country as a whole. Adair Village was also home to fewer people in the 55 to 64 and 65 plus age cohorts.

Figure 3: Age Distribution Comparison (Total Population)

Age Cohort	Adair Village	Oregon	United States
65 plus	7.5%	17.2%	15.6%
55 to 64	6.7%	13.2%	12.9%
45 to 54	17.2%	12.4%	13.0%
35 to 44	17.3%	13.3%	12.6%
25 to 34	11.9%	14.1%	13.9%
18 to 24	8.5%	8.8%	9.4%
Under 18	30.8%	21.0%	22.6%

Source: 2015-2019 5-Year ACS, Table B01001

Income

In 2019, Adair Village had a higher median household income compared to the county, state, and rest of the country (see **Figure 4**). Adair Village also had fewer individuals living below the poverty level.

Figure 4: Median Annual Household Income

Statistic	Adair Village	Corvallis	Philomath	Benton County	Oregon	United States
Median Annual Household Income	\$75,000	\$52,942	\$72,564	\$62,077	\$62,818	\$62,843

Source: 2015-2019 5-Year ACS, S1901

Race and Ethnicity

The 2020 United States Census found that 90.9% of the Adair Village population identify as White and 2.7% identify as Black or African American. Residents of Asian origin made up 4.7% of the population while residents of American Indian or Alaska Native represented 4.3%, and Native Hawaiian and other of Pacific Islanders represented 1.5% of the population. Approximately 8.9% of respondents identified as some other race.³ A separate Census question found that 10.8% of residents identify as Hispanic or Latino.

Local Transportation Network

Street Functional Classification

Functional classification is the grouping of highways, roads and streets based on the type of service they provide. Basic to this concept is the recognition that individual road segments do not serve travel independently in any major way. Instead, most travel trips involve movement through a network of interconnected roadways. In transportation planning, functional classification helps define the role individual road segments should play in the flow of trips through the larger network. As such, all roadways in a transportation system must balance network mobility (i.e. through trips over long distances) and land access (i.e. direct links to individual parcels of land).

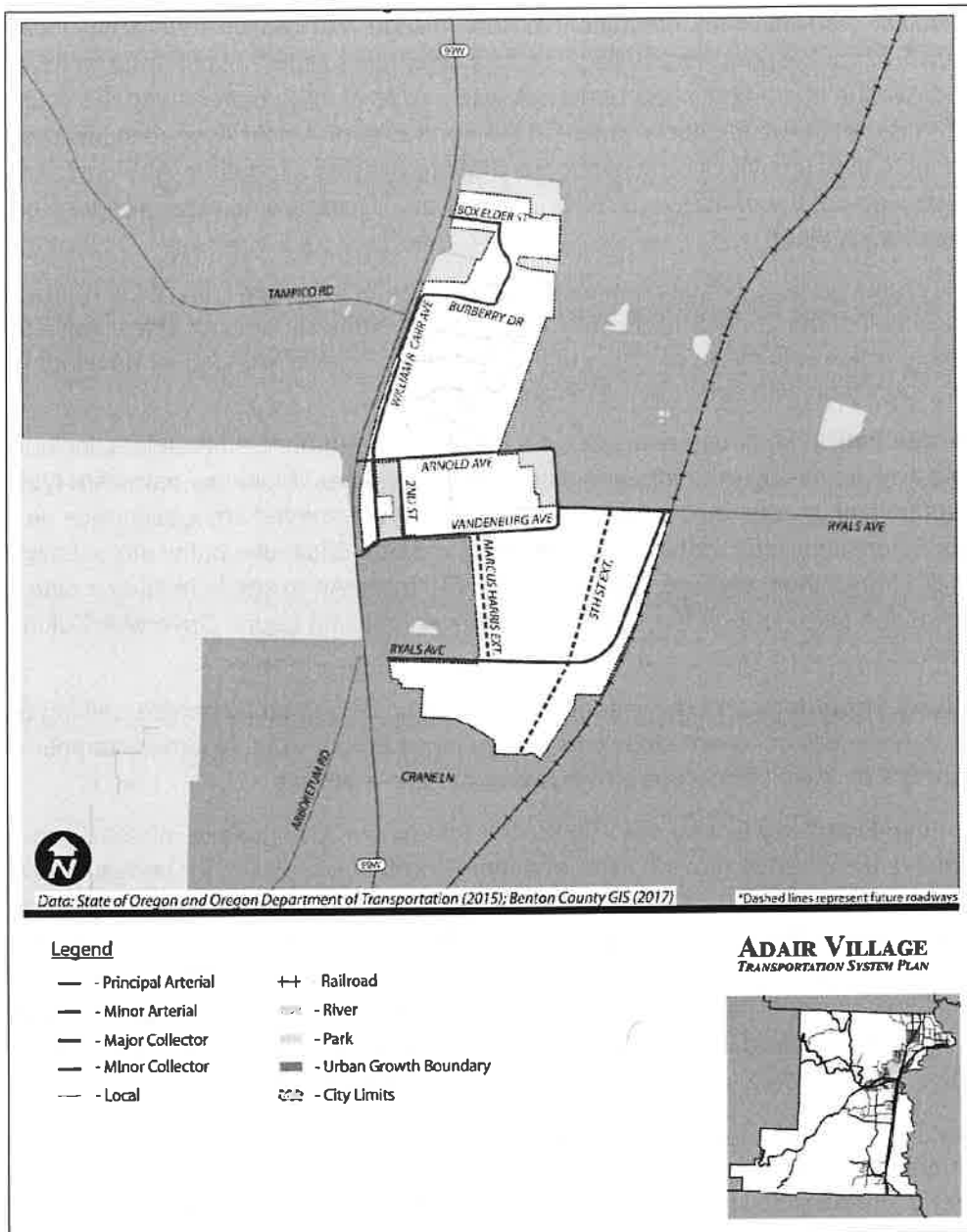
The Adair Village Transportation System Plan (TSP) utilizes the federal functional classification system for categorizing roadways as follows:

- **Principal Arterials** carry regional traffic with origins and destinations outside the area. There are no Principal Arterials located in Adair Village. Highway 99W, which runs adjacent to Adair city limits, is considered a Principal Arterial by the federal functional classification system.
- **Minor Arterials** carry major local traffic between communities or nearby areas, or between community districts. There are no Minor Arterials located in the vicinity of Adair Village.
- **Major Collectors** carry major local traffic between communities or nearby areas, or between community districts. Major Collectors typically carry higher traffic volume than Minor Collectors but lower traffic volume than Minor Arterials. There are no Major Collectors located in the vicinity of Adair Village.
- **Minor Collectors** carry local traffic between communities or nearby areas, or between community districts. Minor Collectors typically carry lower traffic volume than Major Collectors. There are several Minor Collectors located in Adair Village including those captured in *Figure 5*.
- **Local Streets** primarily carry local traffic seeking access to adjacent property. Local Streets typically have lower speeds and traffic volumes than other segments in the transportation network. *Figure 5* illustrates the network of Local Streets in Adair Village.

³ Note, the total of the Race and Ethnicity statistics presented is greater than 100 percent because the numbers were taken from questions which looked at "Race alone or in combination with one or more other races" which means respondents may fall into more than one category.

Existing Road Network

Figure 5: Functional Street Classification



Map source: Adair Village Transportation System Plan

Existing Pedestrian and Bicycle Infrastructure

In Adair Village, the following bike and pedestrian infrastructure is available.

- **Sidewalks:** Sidewalks are intermittent in Adair Village with gaps in several key locations. William R. Carr Avenue, Adair Village's future downtown, does not currently have sidewalks. Arnold Avenue has a continuous sidewalk with a wide planted buffer along the south side from 2nd Street to Adair County Park. On the north side of Arnold Avenue sidewalks are adjacent to the curb with intermittent gaps that are missing altogether. All sidewalks and shoulders end at the entrance to Adair County Park. There are no sidewalks located along Vandenberg Avenue.

Local Streets generally have continuous sidewalk on at least one side of the roadway. Roughly half of the Local Streets have a continuous sidewalk on both sides, while the other half have a sidewalk along one side of the road only. Sidewalks in newer developments are in good condition with consistent ADA accessibility.

- **Multi-use Paths:** Multi-use paths serve a variety of non-motorized travelers, including people walking, biking, running, and using mobility devices. Multi-use paths are typically paved (asphalt or concrete) but may also consist of an unpaved smooth surface as long as it meets Americans with Disabilities Act (ADA) standards. Multi-use paths are usually wider (e.g., 8-14 feet) than average sidewalks (e.g., 5-6 feet). An example multi-use path in Adair Village is the path through a neighborhood park connecting Laurel Drive with Columbia Avenue.
- **Roadway shoulders:** Roadway shoulders are commonly used by people walking and riding bikes in Adair Village where sidewalks or bike lanes do not exist. Notable examples include William R Carr Ave, Vandenberg Ave, and a few minor streets.
- **Enhanced Roadway Crossings:** Enhanced Roadway Crossings are infrastructure treatments designed to provide safer and more comfortable places for pedestrians and cyclists to cross high-volume and high-speed roadways. Common examples of enhanced crossings include Rectangular Rapid Flashing Beacons (RRFBs), Pedestrian Hybrid Beacons (PHBs), pedestrian islands, curb extensions, and more. Adair Village does not currently have any enhanced roadway crossing, however, there are key locations where these treatments could improve safety and enhance walkability (e.g. crossing OR 99W at Vandenberg Avenue to access the McDonald Forest trailhead).

Although they do not include dedicated facilities, two very low volume roadways are commonly used as informal multi-use paths. Purple Vetch Lane, located on Oregon Department of Fish and Wildlife property, provides access to a fishing pond and natural areas south of Vandenberg Ave. ODOT's Adair Frontage Road is used to access the EE Wilson Wildlife Area north of the city limits. Within the Wildlife Area, a network of paved and gravel roads, from the land's previous US Government use, provides multimodal access to the area.

Pedestrian System Performance -Level of Stress Analysis

Memorandum #4: Existing Transportation System Conditions and Deficiencies, developed in support of the Benton County Transportation System Plan (TSP), includes a Level of Traffic Stress (LTS) analysis for pedestrian travel in Adair Village. The LTS pedestrian analysis ranks road segments and intersections on scale of 1 (low stress) to 4 (high stress) based on design as a tool for evaluating walkability. Key findings from the LTS pedestrian analysis include:

- Roadway segments in Adair Village had an average level of traffic stress of 3.3 for pedestrians (moderate to high stress)
 - Less than 25% of segments had an LTS of 2 or less, indicating a deficit of adequate pedestrian facilities overall
 - Roads that had a pedestrian LTS at or above 3 include William R Carr Avenue, Laurel Avenue, Arnold Avenue, and Vandenburg Avenue
- When evaluating intersections, the average pedestrian LTS was scored at 1.2, indicating a low level of exposure
 - As a result, the LTS analysis recommends focusing pedestrian improvements on segment connections rather than intersections
- A recommendation to utilize shared used pathways (also referred to as multi-use paths) as connections between looping residential streets

A summary table and map capturing the results of the LTS pedestrian analysis can be found in **Appendix A**. For additional information see **memorandum #4** on the [Benton County TSP Project Library Page](#). Discussion on the Adair Village pedestrian LTS begins on page 78.

Bicycle System Performance -Level of Stress Analysis

Memorandum #4 from the Benton County TSP also includes a Level of Traffic Stress (LTS) analysis for bicycle travel in Adair Village. The LTS bicycle analysis ranks road segments and intersections on scale of 1 (low stress) to 4 (high stress) as a tool for evaluating the community's bicycle network. The analysis notes that Adair Village's small geographic size is conducive to travel by bicycle. Key findings from the LTS bicycle analysis include:

- The majority of Adair Village's bicycle system is located on local streets
- Most of the roads do not have a separate bike lane or accessible shoulder but traffic speeds and volumes are generally low
- As of 2017, only about 0.6% of Adair Village residents travel by bicycle for work trips
- The average LTS for the system was 1.3, indicating low exposure to traffic stress
- About 93% of studied roadway segments provide an LTS of 2 or lower
- Ryals Avenue is the longest stretch of roadway with a high bicycle LTS. Ongoing development provides opportunity to reconstruct the roadway to include bike lanes and a paved multi-use path.

A summary table and map capturing the results of the LTS bicycle analysis can be found in **Appendix A**. For additional information see **memorandum #4** on the [Benton County TSP Project Library Page](#). Discussion on the Adair Village bicycle system LTS begins on page 82.

Key Destinations

The small geographic size of Adair Village creates excellent conditions for residents to complete many trips by walking or biking, provided there is adequate safe infrastructure. The Points of Interest and Trail Constraints Map (**Figure 6**) on the following page depicts local destinations likely to be frequented by people using trails for regular travel. Additionally, the map identifies major barriers to local travel, namely high speed traffic on Highway 99W and the Portland & Western Railroad railroad line known as the Western Branch.

Connections to Transit

Successful transit systems rely on safe and accessible pedestrian and bicycle networks connecting riders to access points for boarding and alighting. This means transit riders (and potential riders) need suitable infrastructure to arrive safely at bus stops. Adair Village is served by the 99 Express, a free commuter bus service between Corvallis and Adair Village operated by Benton Area Transit (BAT). The service provides 4 loops per day, Monday - Friday (except certain holidays). BAT riders traveling from Adair Village can transfer to several other transit options in Corvallis including the Corvallis Transit System (CTS), Linn-Benton Loop, Philomath Connection, Oregon State University Beaver Bus, and the Coast to Valley Express (also operated by BAT). The Linn Benton Loop connects to the Albany Transit System, Linn Shuttle and Amtrak in Albany. Other private transit options are available in Corvallis and Albany.

The route for the 99 Express makes a loop through Adair Village and includes stops in residential neighborhoods for convenient access. There are five stops located throughout the community. The bus route and transit stop locations captured in (**Figure 7**) below.

Figure 6: Points of Interest and Trail Related Constraints

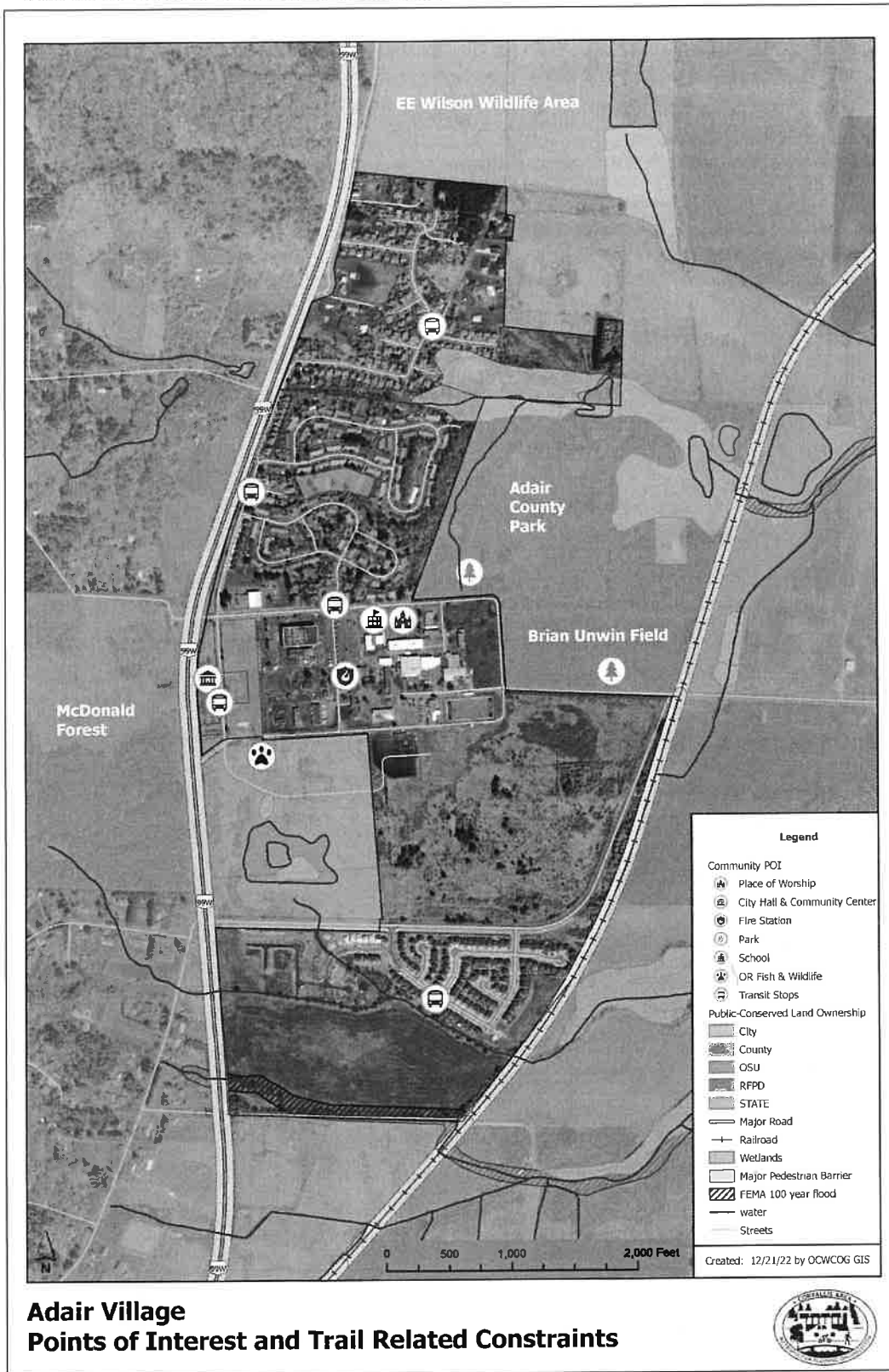
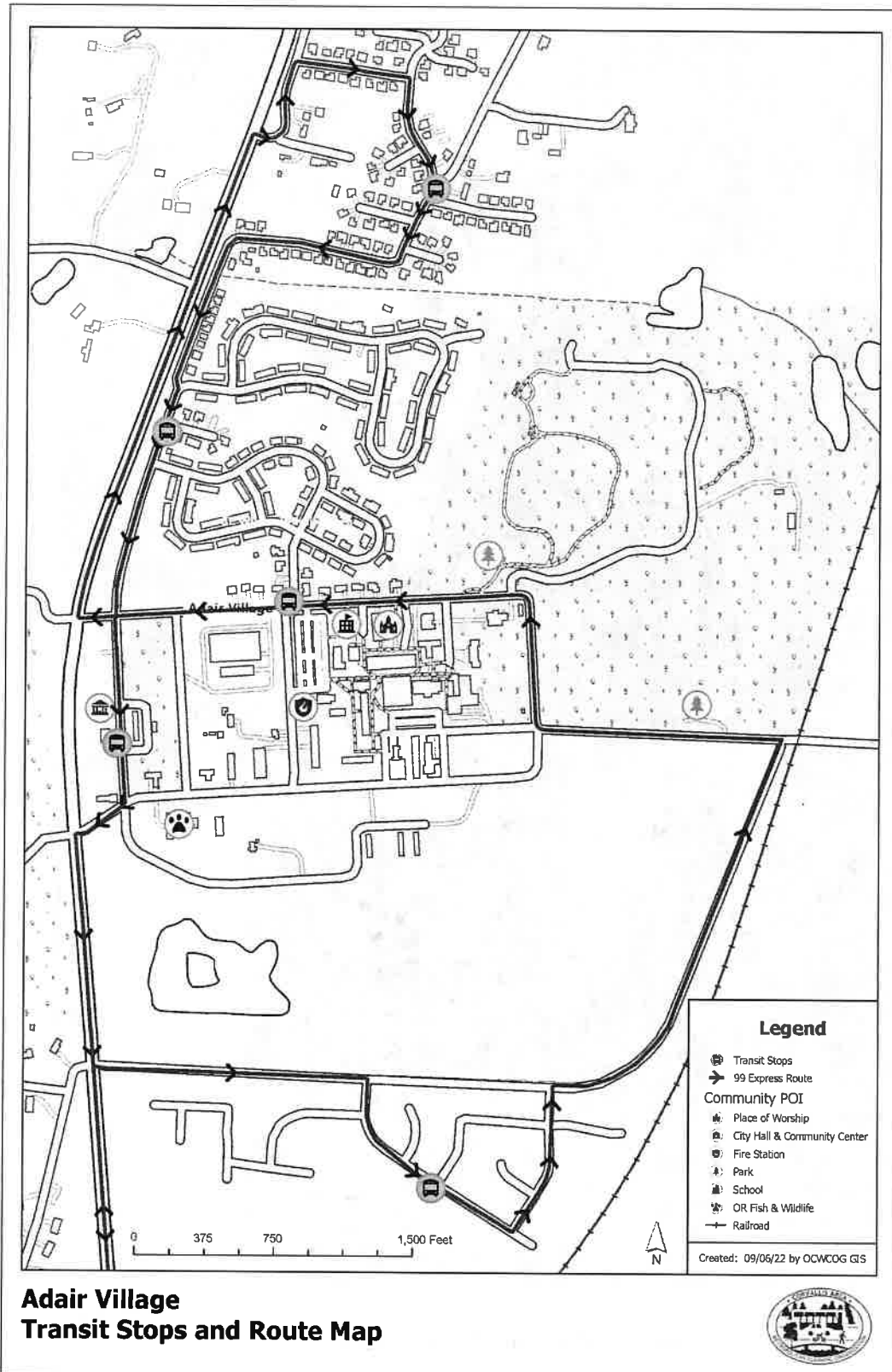


Figure 7: Transit Stops and Route Map



Chapter 3: Partner Input and Community Survey

Planning Team Overview and Coordination

This project was undertaken as a collaborative effort by the City of Adair Village, Benton County Community Development, Benton County Public Works, Benton County Natural Areas and Parks, and the Corvallis Area Metropolitan Planning Organization (CAMPO). CAMPO staff took the lead on the development of the plan with direction and support from partner agencies.

Oversight for the project was provided by a Project Management Team including:

- Pat Hare, City of Adair Village
- Matt Lydon, City of Adair Village
- Matt Wadlington, Civil West Engineering
- Laurel Byer, Benton County Public Works
- Patrick Depa, Benton County Community Development
- Lynne McKee, Benton County Natural Areas, Parks and Events
- Jesse Ott, Benton County Natural Areas, Parks and Events
- Shane Galloway, Benton County Natural Areas, Parks and Events

In January, 2021 the Project Management Team held a kick-off meeting to launch the trails planning effort. During the kick-off meeting the Project Team discussed partner roles, project goals and public engagement strategies. In the spring of 2021, CAMPO staff provided an overview presentation on the trails planning effort to Adair Village City Council and Benton County Natural Areas & Parks Advisory Board.

During this time, CAMPO staff began reviewing the Adair Village Transportation System Plan (TSP) and identifying elements suitable for inclusion in the Trails Plan. Much of the work done as part of the TSP development was directly utilized as part of this Plan. CAMPO staff went on to review example trails plans including local trail planning efforts at the Owen's Farm Natural Area outside Corvallis.

Local and Regional Plan Support

Implementation of the Trails Plan will provide new recreational opportunities and access to park amenities, while preserving public right-of-way and open space throughout the community. Projects identified in the Plan will advance many of the Goals and Objectives identified in the Adair Village Transportation System Plan (TSP), namely:

- **Goal 3 – Health:** The transportation system should encourage healthy lifestyles.
- **Goal 4 – Mobility and Circulation:** The transportation system should efficiently connect people with where they want to go.
- **Goal 6 – Financial Stewardship:** Investments in transportation should manage assets efficiently and responsibly.
- **Goal 7 - Environment:** The transportation system should allow a community to live harmoniously with the environment.

Investment in multi-use trails is further supported by the Benton County Natural Areas, Parks and Events Department which oversees operations and maintenance at Adair County Parks. Benton County

has indicated interest in investing in trails through the Park which will help complete the trail network envisioned in this document. The City of Adair Village's City Manager's Office, Public Works, and Planning Teams have also expressed enthusiastic support for this effort.

The path system will be primarily managed and maintained by the City of Adair Village with additional support from the Benton County Natural Areas, Parks and Events Department. Benton County Public Works may be involved with implementation and maintenance at locations where trails cross County owned roadways. If bicycle and pedestrian crossings along Highway 99W are completed the Oregon Department of Transportation would likely be the agency on point for improvements and maintenance. All of these identified agencies have administrative and maintenance staff experienced in managing and maintaining infrastructure described.

Finally, this project has received a tremendous amount of support through expressed approval by developers willing to integrate trail connections into new development including Calloway Creek Homes and other future projects. A native trail is already being integrated into the Calloway Creek Homes development and future investments are expected as new residential construction takes place moving forward.

Community Engagement Survey

CAMPO and the City of Adair Village collaborated to launch the Trails Plan Outreach Survey. Surveys were distributed to households in Adair Village through utility bill mailings in May 2021. Respondents were asked to answer questions about their experience walking and bicycling in Adair Village, discuss barriers to safety and comfort, and prioritize potential improvements to the local system of sidewalks and trails.

Overview of Survey Responses

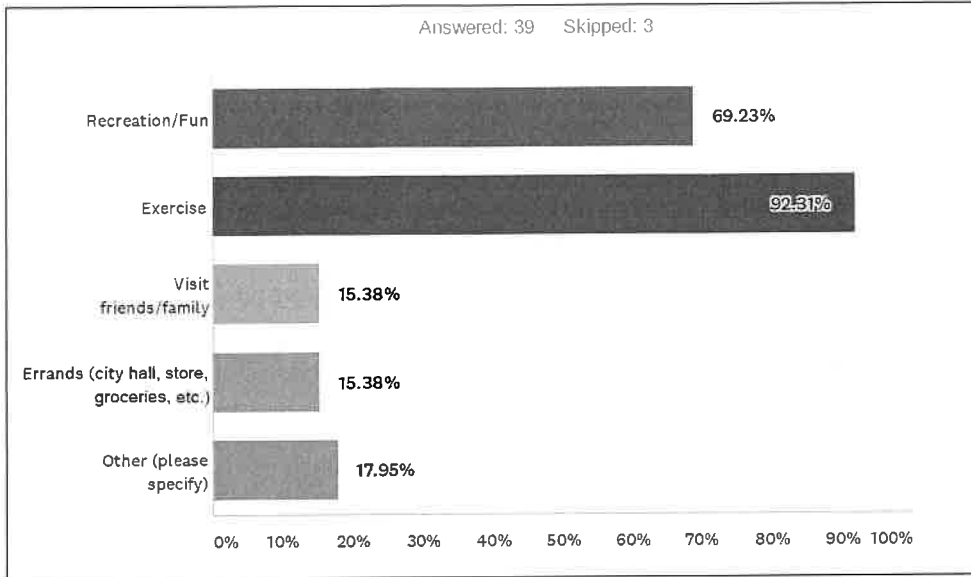
- A total of 42 surveys were returned; while this does not represent a statistically significant assessment, comments and priorities helped the Project Team evaluate community input
- Sixty-three percent of survey respondents were female; 37% were male
- The age of survey respondents was varied with birth years distributed across five decades (1940s through 1980s)
- Approximately 89% of respondents own their home, while 5.4% rent and 5.4% own and rent
- Two person households were most common among survey respondents (48.6%)

Purpose and Frequency of Walking and Bicycling Trips

Approximately **76% of respondents** indicated that they walk or ride a bicycle in or around Adair Village at least three days per week. Additionally, 32% walk or ride a bicycle "Most every day (six or more days per week)" and 44% walk or ride a bicycle "Three to five days per week").

As seen in **Figure 8, Exercise (92%)** followed by **Recreation/Fun (70%)** are the most common reasons survey respondents walk or bike in Adair Village.

Figure 8: Why do you currently walk or bike in Adair Village? (check all that apply)

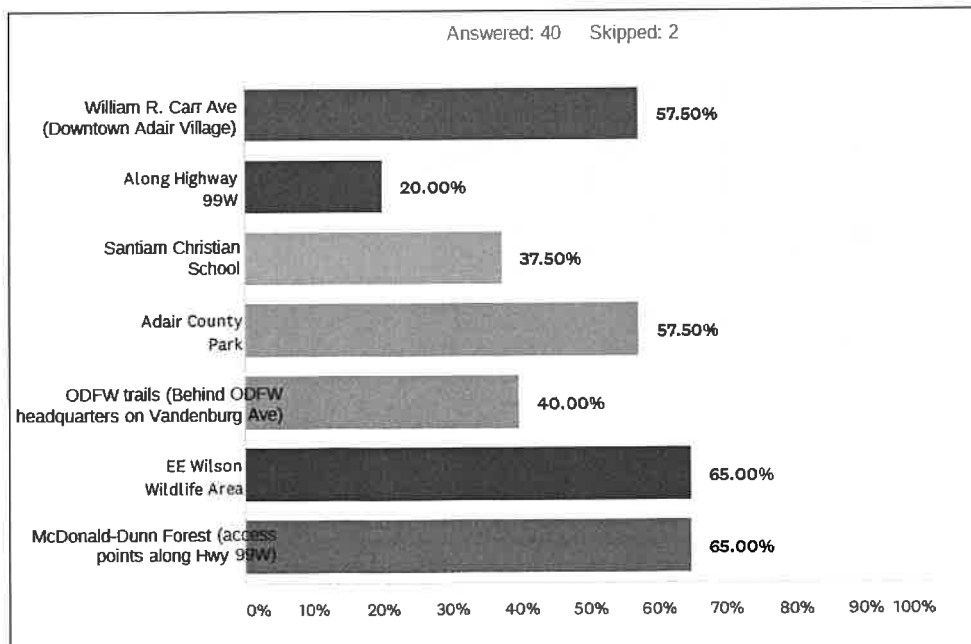


Most Common Walking and Bicycling Destinations

Survey respondents walk and bike to a broad range of locations, most notably (See Figure 9):

- EE Wilson Wildlife Area (65% of respondents walk or bike to this location)
- McDonald-Dunn Forest (65% of respondents walk or bike to this location)
- Adair County Park (57.5% of respondents walk or bike to this location)
- William R. Carr Ave/Downtown (57.5% of respondents walk or bike to this location)

Figure 9: Where in the community do you currently walk or ride a bicycle to? (check all that apply)



Desired Walking and Bicycling Destinations

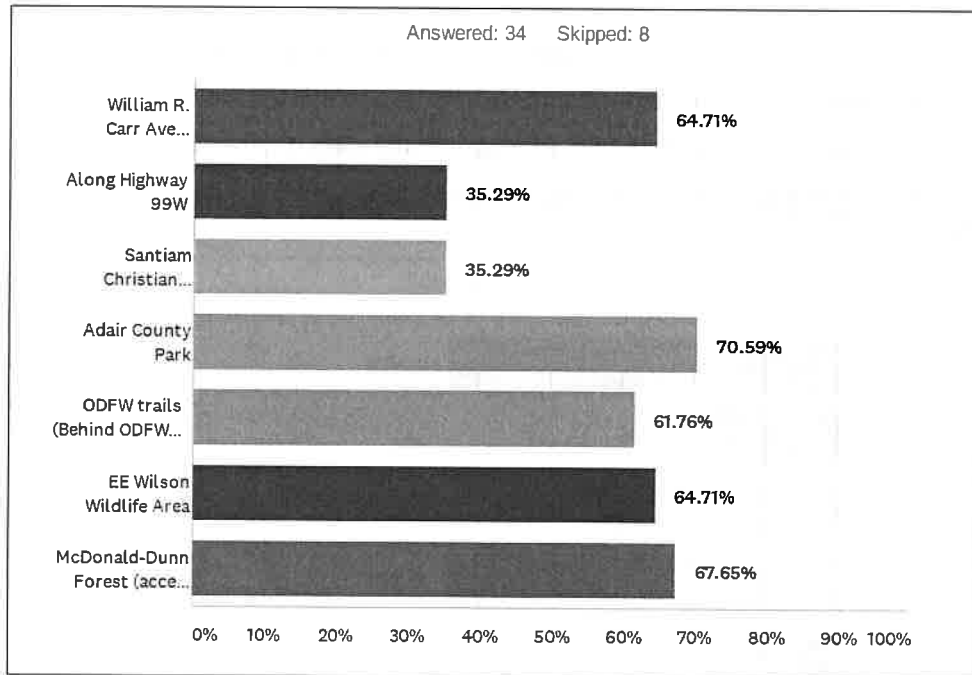
The top destinations in or adjacent to Adair Village survey respondents would like to walk or bike to include (**Figure 10**):

- Adair County Park (71%)
- McDonald-Dunn Forest (access points along Hwy 99W) (68%)
- EE Wilson Wildlife Area (65%)
- William R Carr Ave (Downtown Adair Village) (65%)
- ODFW trails (Behind ODFW headquarters on Vandenburg Ave) (62%)

When asked about destinations further away from Adair Village survey respondents indicated interest in walking or biking to the following locations:

- Corvallis
- North Albany
- Lewisburg
- Peavy Arboretum
- Monmouth/Independence

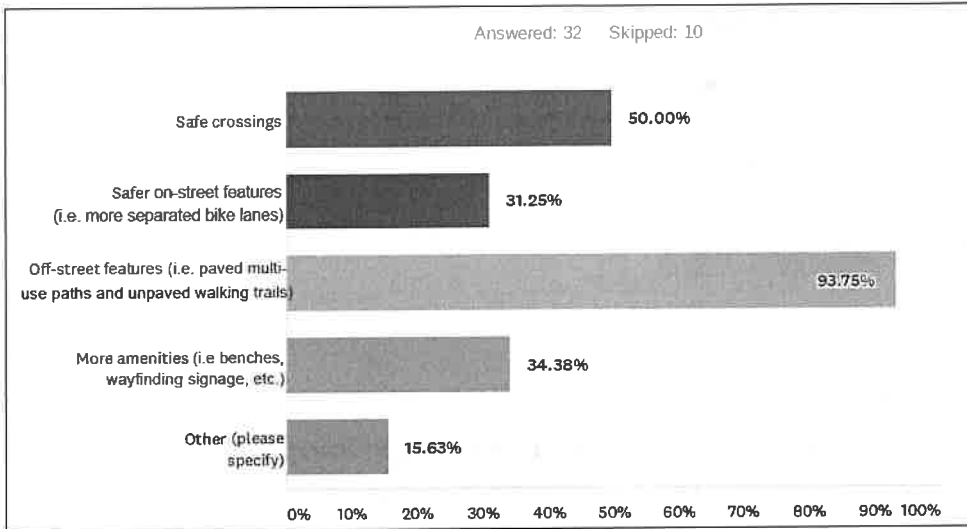
Figure 10: Where in the community would you like to walk or ride a bicycle to? (check all that apply)



What Would Cause you to Walk or Bike in Adair Village More?

When asked “What would cause you to walk or bike around Adair Village more?” approximately **94% of respondents** selected “**Off-street features (i.e. paved multi-use paths and unpaved walking trails)**” (Figure 11).

Figure 11: What would cause you to walk or bike around Adair Village more? (check all that apply)

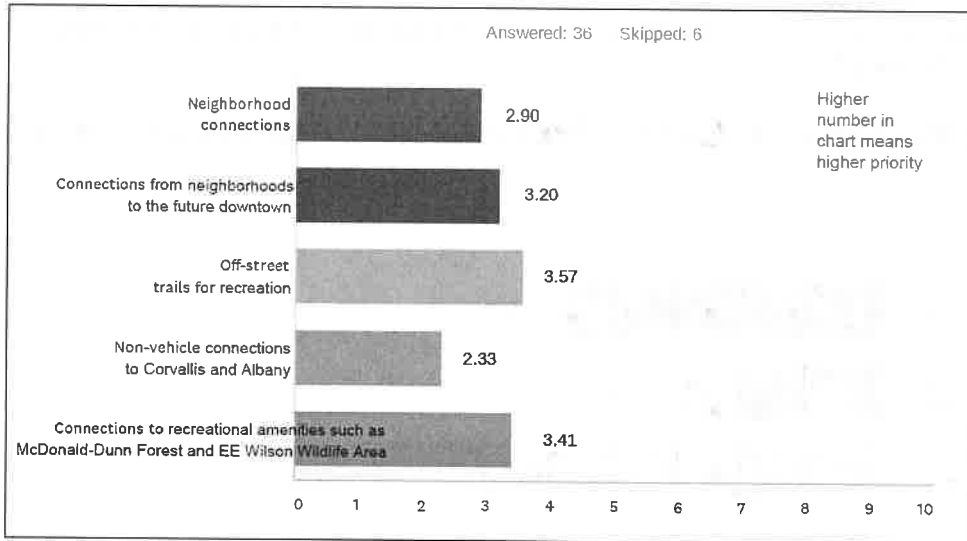


Input on Future Improvements

When asked if there are specific locations that need improvement for people walking and biking the most common response was the **addition of a pedestrian crossing along Highway 99W**. Other common suggestions were improved lighting and better connections between the Calloway Creek development and other parts of Adair Village.

When asked to prioritize a list of potential walking and biking improvements **survey respondents favored “Off-street trails for recreation” and “Connections to recreational amenities such as McDonald-Dunn Forest and EE Wilson Wildlife Area” (Figure 12).**

Figure 12: How would you prioritize walking and biking improvements in Adair Village? (1 being highest priority and 5 being lowest)



Other comments related to future improvements included:

- A desire for a trail connection from the end of NE Hibiscus Drive to the County Park in Adair
- Concern about speeding vehicles on neighborhood streets
- A need for more lighting along sidewalks, including near Calloway Creek on Ryals

Chapter 4: Trail Standards & Design Guidelines

Recommended Trail Types

There are four main trail types identified as part of this plan as well as several additional variations which can be made to each trail type. The four main trail types outlined in this plan include:

- Intercommunity Trails
- Primary Trails
- Connector Trails
- Natural Trails

A brief overview of each trail type is discussed below.

Intercommunity Trails

Intercommunity Trails are longer-distance routes which connect Adair Village with unincorporated areas in Benton County, and other nearby communities including Lewisburg, Corvallis, and Albany. While many of the Intercommunity Trail segments located in the area will likely be constructed by other agencies, such as Benton County or the Oregon Department of Transportation, Adair Village may play an active role in designing, funding and constructing some segments.

Intercommunity Trails can be used for commuting and recreation purposes and all segments should be constructed to accommodate two-way bicycle and pedestrian traffic. To maximize access for all users, these trails should be paved with poured concrete, concrete pavers, asphalt, or other smooth-rolling surface materials and should meet the standards of the Americans with Disabilities Act (ADA) of 1990.

Primary Trails

Primary Trails outlined in this document are designated to facilitate key connections in the local trail network, linking important land uses, including parks, schools, retail areas, transit stops, churches, employment areas, and other points of interest within Adair Village. The Primary Trails designated in this plan are designed to serve as the backbone of the Adair trail system with other trail types (i.e. Connector and Natural Trails) supporting and extending the overall reach of the network.

Similar to Intercommunity Trails addressed above, all segments of Primary Trail should be designed to accommodate two-way bicycle and pedestrian traffic. Because Primary Trails play such an important role in establishing a comprehensive network for people walking and riding bikes they are likely to see greater user volumes than Connector and Natural Trails. As with Intercommunity Trails, hard surface paving such as asphalt, poured concrete or concrete pavers are recommended for these trails. Aggregate surface treatments may be used in place of pavers, however, all Primary Trails should be constructed to meet ADA standards. Wider gravel or soft surface shoulders for runners/joggers may be included if space allows.

Connector Trails

Connector Trails will play an important role in the Adair Village trail network. The purpose of these trails is to provide linkages between neighborhoods, popular areas of interest, and connections to Primary and Intercommunity trails. Connector Trails are similar to other trails in that they typically

have their own right-of-way or easement and allow only non-motorized users. In some instances, it may be appropriate to follow local roads where a separated right-of-way does not exist.

Connector Trails are normally less than a few hundred feet long although some trails may be significantly longer. Typically these trails are 5 to 6 feet wide with paved surfacing, although some can be natural or aggregate surfaced.

Natural Trails

Natural Trails are soft-surface trails generally appropriate for segments that are expected to experience lower use, are in close proximity to natural resource areas, or located on the edge of the community. Natural trails can also be used in higher traffic areas and may be deployed for their cost effectiveness. The surface of these trails are typically organic materials such as earth, bark mulch, wood chips, or even filbert shells.

Natural Trails are usually for pedestrians only but may also allow mountain bikers. Most often, areas with natural trails are not ADA accessible and, therefore, should not be relied upon as key network connections. If Natural Trails are sited along key linkages in the trail network, they should be built alongside a complimentary route that meets ADA standards.

Trail width will vary depending on topographic and environmental conditions. When building natural trails factors impacting longevity like drainage, erosion, compaction and sensitive riparian and habitat areas should be considered. The City of Adair Village is striving to build natural trails that are between five and six feet in width but narrower trails may be used in constrained areas.

Trail Standards and Design Details

Trail standards set forth in this plan are included to help ensure that the proposed trail network is integrated and consistent. In constructing new trails it is important to refer to any guidelines developed by the jurisdiction with governing authority for the land where the trail is located. The table below includes an overview of trail types and basic dimensions.

Figure 13: Trail Standards

Trail Type	Standard Width	Surfacing	Vertical Clearance	Notes
Intercommunity Trails	12' with 2' gravel shoulders	Paved or other smooth-rolling surface to accommodate all trail users	Minimum 10'	Guided by Benton County standards. County Engineer may reduce width to 8' if necessary.
Primary Trails	10' with 2' gravel shoulders	Paved or other smooth-rolling surface to accommodate all trail users	Minimum 10'	Guided by Adair Village standards. If narrowed, minimum suggested width is 8'.
Connector Trails	5'6' to 8'+	Paved or aggregate surface to accommodate most trail users	Minimum 7'	Could be served by a sidewalk in some instances
Natural Trails	Varies	Earth, gravel, bark mulch, wood chips or other soft surface materials	Minimum 7'	More recreational focus

Recommended Trail Standards

Adair Village and Benton County identify standard cross sections in their respective Transportation System Plans for multi-use paths. The Oregon Department of Transportation Highway Design Manual, Appendix L includes detailed guidance on developing and designing shared use paths, or multi-use paths (terms are interchangeable). The Federal Highway Administration (FHWA) *Small Town and Rural Multimodal Networks* publication also provides detailed guidance on designing multi-use paths, including width guidance based on known or project user volumes, integrating crossings with roads, and case studies from across the country.

In general, path design should consider:

- A minimum width of 8' only suggested for pinch points or constrained areas
- General widths of 10' – 12' or more, depending on known or projected volumes and user types
- A 10' vertical clear distance, which can be lowered to 7' if constrained
- Shoulders of 2' on each side to be kept clear of vertical elements or obstructions
- Maximum grade of 5%, with maximum cross slope grade of 2%
- A typical section (i.e. depth of pavement and subbase) equivalent to local street standards
- In lack of typical section guidance, 2" of pavement or 4" of aggregate on top of 6" - 8" of subbase is recommended. This follows the Vermont Agency of Transportation's Shared Use Path Typical Detail (link below).

All design resources mentioned above are linked below for use.

Design Resource Links (2022):

[ODOT Highway Design Manual Section 900, Bikeway Design](#)

[ODOT Highway Design Manual Appendix L, Chapter 7: Shared Use Paths](#)

[FHWA Small Town and Rural Multimodal Network Guidelines](#)

[VTrans Shared Use Path Typical Detail](#)

[ODOT Shared Use Path Typical Section](#)

Trail Amenities

Incorporating a variety of amenities can help make a trail system more inviting to potential users. The sections below discuss common amenities that can make trail systems stand out. As new trail segments are developed, City officials should plan to include trail amenities at key locations. Whenever possible, it is advisable to use vandal resistant materials when adding amenities. Ongoing maintenance and upkeep should be considered as well.

Interpretive Signage and Historic Markers

Comprehensive interpretive signage with maps and site information should be located at key access points and parking areas throughout the trail network. These installations help visitors orient with their surroundings and learn more about nearby destinations and local ecology. Interpretive signage can also include historical information linking Adair Village to its rich history. A historic marker from Adair Village (**Figure 14**) is depicted below along with an example of general interpretive signage incorporating a site map (**Figure 15**).

Figure 14: Adair Village Historic Marker



Figure 15: Interpretive Signage with Trails Map



Wayfinding Signage

Figure 16: Wayfinding Signage Examples –Ruth Bascom Riverfront Path System Eugene, Oregon



Wayfinding signage designed to help visitors navigate the proposed trail network should be strategically placed at key locations including trail intersections and road crossings. Wayfinding signage helps people on trails keep from getting lost and can incorporate information about how far they have traveled. Estimated travel times to nearby destinations can be included as well. Example wayfinding signage is captured in the images below.

Benches and Trash Receptacles

Placing benches at defined rest areas encourages people of all ages and abilities to use a trail system by providing comfortable places to take a break along the way. Since people may choose to eat a snack while they rest including trash cans at these locations is advisable. Trash cans help keep trails clean and discourages littering. Bag dispensers for picking up after dogs may be included at these locations as well.

Figure 17: Example Bench



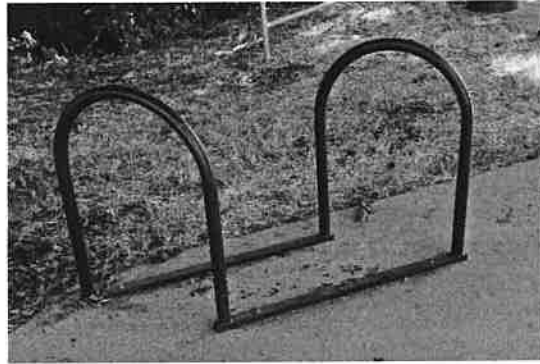
Lighting, Bicycle Parking and Water Fountains

Lighting can be incorporated at high traffic locations such as trail intersections and key trail access points. Ample lighting adds to the overall feeling of safety and can help visitors navigate signage and other amenities. Water fountains provide drinking water for people and pets and bicycle parking allows visitors to safely store their bikes when stopping along the trail.

Figure 18: Example Trail Lighting



Figure 19: Example Bicycle Rack



Trail Access

Generally, all new public facilities must be built to meet the requirements of the Americans with Disabilities Act of 1990 (ADA). The ADA was established to prohibit discrimination on the basis of disability and requires places of public accommodation and commercial facilities to be designed, constructed, and altered in compliance with the accessibility standards established by the ADA. ADA design standards establish criteria to support universal access. Generally, all paths and ramps are to be designed with the least possible slope. Local officials in Adair Village should work closely with contractors and other entities to ensure ADA standards are met with all new construction projects.

Trail-Roadway Crossings

There are several locations where the proposed network of trails will need to cross roadways. While at-grade crossings create points of potential conflict between trail users and motorists, well-designed crossings which incorporate evidence based best practices can work well in a variety of settings. In most instances, properly designed at-grade crossings create a reasonable degree of safety and meet existing traffic and safety standards. Grade separated crossings are recommended in certain situations, however, grade-separated crossings are often substantially more expensive and should therefore be considered only when other traffic control measures have been deemed inadequate.

Trail-roadway crossings should comply with the Association of American State Highway and Transportation Officials (AASHTO), Oregon Department of Transportation (ODOT), and Manual of Uniform Traffic Control Devices (MUTCD) standards. The subsections below explore crossing options and other features available as part of the proposed trail network.

Unmarked/ Unsignalized Crossings

While unmarked and unsignalized crossings are commonly found in locations where bicycle and pedestrian traffic cross general travel lanes, they are **not recommended as part of this plan**. The City of Adair Village should strive to mark all unsignalized trail crossings and incorporate advance warning signage for motorists (“Trail Xing”) and trail users (“Road Xing”).

Marked/ Unsignalized Crossings

A marked crosswalk is any portion of a roadway at an intersection or elsewhere that is distinctly indicated for pedestrian crossing by lines or other markings on the surface. Marked crosswalks are critical components that support the creation of a comprehensive trail network. Typically, a marked and unsignalized crossing consists of a crosswalk and signage but no other devices to slow or stop traffic. Marked crosswalks may be located at either intersections or at mid-block locations between intersections. The approach to designing crossings at mid-block locations depends on an evaluation of vehicular traffic, sight lines, trail traffic, use patterns, vehicle speed, road type and width and other safety issues such as proximity to schools. As noted above, it is recommended that the City of Adair Village strive to, at minimum, mark all trail crossing and deploy advanced warning signage.

Curves in trails that cause trail users to face oncoming traffic before entering a crossing is helpful in slowing users and making them aware of oncoming traffic. Similarly, bollards and other geometry changes may be effective mitigation strategies on the trail approach.

Vegetation and other obstructions should be kept out of the sight line for motorists and trail users. In some instances, a flashing yellow beacon may be used in certain instances to alert drivers they are approaching a trail crossing. When using this feature, it is preferable to have a flashing beacon that is activated by the trail user rather than operated continuously.

Raised Crosswalks

A raised crosswalk is any portion of a roadway that is designated for pedestrian crossing which is elevated above surrounding roadway pavement. Raised crosswalks provide more visibility for pedestrians (especially those in wheelchairs or other mobility devices) and help slow automobile traffic. Raised crosswalks may be sited at intersections or at mid-block crossings between intersections.

Pedestrian Safety Islands

Pedestrian safety islands are raised sections within the roadway that serve as protected space for people walking and bicycling to pause while crossing a street with multiple travel lanes. Median pedestrian and bicycle refuge islands make roadway crossings easier and safer by 1) limiting exposure to through moving vehicles; 2) enabling crossings to commence when there are gaps in traffic from one direction at a time; and 3) providing a safe stopping place in the middle of the roadway for pedestrians who are not able to make the complete street crossing during a pedestrian signal phase. They may be used at signalized and unsignalized intersections or mid-block.

Pedestrian Hybrid Beacons (PHB)

PHBs, also known as a High-intensity Activated Crosswalk (HAWK), were developed to enhance pedestrian crossings along major streets. These devices consist of a signal-head with two red lenses over a single yellow lens, and pedestrian and/or bicycle signal heads for the crosswalk. When a pedestrian activates the PHB the device moves through several stages, including steady red lights facing the roadway. Pedestrians and bicyclists are able to cross the road while vehicular traffic is stopped.

Rectangular Rapid Flashing Beacon (RRFB)

RRFBs are devices which use LED flashing beacons in combination with pedestrian and bicycle warning signs to provide a high-visibility strobe-like warning to drivers when pedestrians and bicyclists use a crosswalk. RRFBs can be used when a signal is not warranted at an unsignalized crossing. They are not appropriate at intersections with signals or "STOP" signs. RRFBs can be found along South 3rd Street, 9th Street, and Circle Boulevard in Corvallis and in Philomath along Philomath Boulevard.

Signalized/Controlled Crossing

New signalized crossings may be recommended for crossings that meet pedestrian, school, or modified warrants. The Federal Highway Administration (FHWA) provides guidance to determine where full traffic control signals should be considered for installation. The Adair Village TSP identifies two locations along Highway 99W where traffic signals may be implemented in the future –Arnold Avenue/Hwy99W intersection and Ryals Avenue/Hwy 99W intersection. Installation of traffic signals at these locations are subject to ODOT approval, the TSP also indicates that ODOT will consider roundabouts as potential options for these locations.

Grade-Separated Crossings

Grade-separated crossings may be needed when routing trails across high volume or high-speed roadways. When considering grade-separated options, specific attention should be paid to project cost, natural topography, and ADA standards. One potential road segment which may be appropriate for a grade-separated crossing is Highway 99W. An overcrossing may be considered here, especially at locations where topography lends itself to this type of infrastructure.

Chapter 5: Recommended Trail Network

The purpose of this chapter is to provide details on future trail improvements as well as a prioritized project list. The project and priorities discussed below are based on the desire to construct a functional trail system that allows users to access key points of interest in the near-term while building towards long-term goals for trail development. Long-term projects include segments that are dependent on future infrastructure improvements such as the need for a safe crossing of Highway 99W.

Methodology

The process of identifying projects for this plan began by reviewing the 2017 Adair Village Transportation System Plan (TSP) which includes long-range transportation projects for the local network of roadway, pedestrian and bicycle connections. Incorporating local knowledge through mapping exercises and discussion with the Trails Plan Project Team led to further refinement and new additions to the projects list. The Project Team looked at local points of interest likely to be destinations for non-motorized travel and worked towards creating local connections throughout the community.

Recommended Trail Routes

The Adair Village Transportation System Plan (TSP) identifies future transportation projects (across a 20-year timeline) regardless of cost, priority, or likelihood of being constructed. Many of the projects listed in the TSP focus specifically on improvement to bicycle and pedestrian infrastructure and have been incorporated as part of the recommended trails network identified in this plan. **Figure 20** lists TSP projects directly relevant to the Adair Village Trails Plan.

Figure 20: TSP Projects Most Relevant to Trails Planning

Project Name and Description
<u>AdVAT-01: Adair Frontage Road Active Transportation Corridor</u> Prohibit motor vehicle access along Adair Frontage Road north of the UGB to create an active transportation path. Requires coordination with ODOT.
<u>AdVAT-12: Arnold Avenue - Adair County Park Shared-use Path</u> Construct shared-use path along the Arnold Avenue corridor from OR 99W to Adair Park.
<u>AdVAT-08: Marcus Harris Extension Pedestrian Crossing</u> Provide an enhanced pedestrian connection across the Marcus Harris Extension.
<u>AdVAT-09: Arnold Avenue Pedestrian Crossing</u> Provide an enhanced pedestrian connection across Arnold Avenue between 5 th Street and Ryals Avenue to connect future development to Brian Unwin Field and Adair County Park.
<u>AT-168: Vandenberg Ave/OR 99W Enhanced Pedestrian Crossing</u> Construct an enhanced pedestrian crossing on OR 99W at the Vandenberg Avenue intersection to improve access to Calloway Creek Trail. May be addressed as part of project CC-179. Project is subject to ODOT approval.
<u>AT-236: Lewisburg-Adair Village Shared-use Path</u>

Construct shared-use path within the OR 99W corridor (may use parallel facilities). Project should connect with Corvallis-Lewisburg shared-use path. Project is subject to ODOT approval.

AdVCC-11: 5th Street & Ryals Avenue Intersection Improvement

Construct a roundabout or traffic signal, when warranted. Project may also include an enhanced pedestrian crossing.

CC-116: OR 99W/ Arnold Avenue Intersection Improvement

Project may install a traffic signal or roundabout, if feasible, when warranted. Project is subject to ODOT approval. May be addressed as part of project CC-179.

CC-179: OR 99W Streetscape Study

Streetscape Study to explore alternative highway designs and gateway treatments to slow traffic on OR 99W to enhance the safety and accessibility of Adair Village. May include intersection improvements and enhanced pedestrian crossings. Project is subject to ODOT approval.

The conceptual trails plan on the following page (**Figure 21**) incorporates relevant projects from the TSP list included above. Several new segments and connections have been added to create a full network of trail connections.

Regional Trail Connections

Long range planning documents including the Benton County Transportation System Plan (TSP) and CAMPO Regional Transportation Plan identify future development of a multi-use path between Adair Village and Corvallis alongside Highway 99W.

Project listing in Benton County Transportation System Plan:

- AT-235: Corvallis-Lewisburg Shared-use Path
- AT236: Lewisburg-Adair Village Shared-use Path

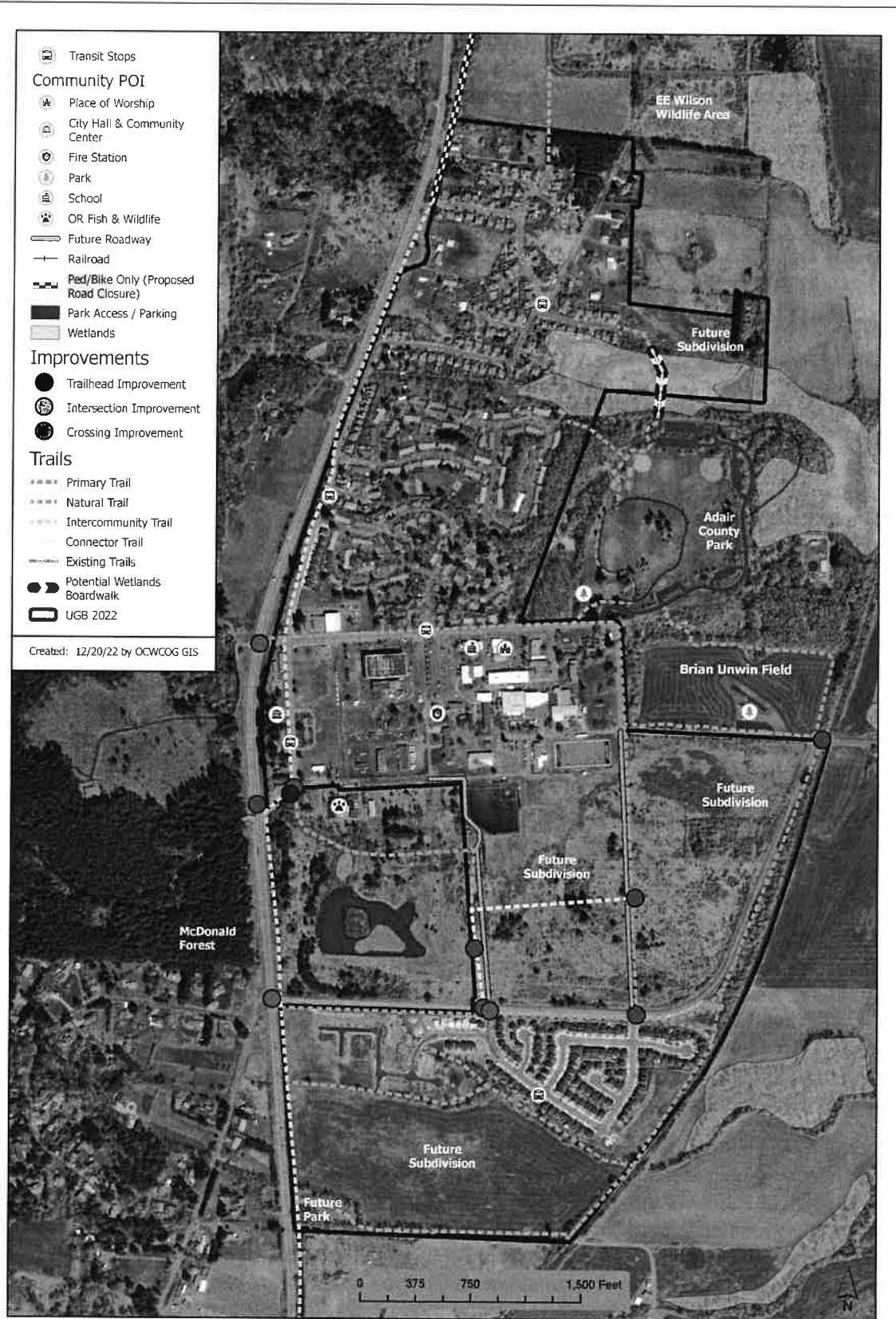
Project listing in CAMPO Regional Transportation Plan:

- AC6: Adair Village to Corvallis Path

The Adair Village to Corvallis Intercommunity Path is included in the conceptual trails map below and would connect Adair Village to nearby resources as well as jobs and shopping in Corvallis. On the northern edge of Corvallis, a group of public and non-profit agencies including the Greenbelt Land Trust, City of Corvallis, Benton County, Samaritan Health Services, the Willamette Partnership, Oregon Department of Transportation, and more have collaborated on a vision for native and hard surface trails connecting the **Jackson Frazier Wetland** and **Owens Farm & Natural Area** including a bridge over Highway 99W for people walking and riding bikes.

The opportunity to connect the Adair to Corvallis Intercommunity Path into these natural areas is apparent and would help leverage support for the multimodal pathway. While the Intercommunity Path is largely outside of Adair Village, public officials and project partners should follow along with this effort and look for opportunities to collaborate on trail standards and connections. Alignment of the future Adair Village to Corvallis Intercommunity Path is yet to be determined, however, **Figure 22**, highlights the corridor where it will eventually be constructed. On the Corvallis end the goal will be to connect the trail into the existing multi-use path along Highway 99W which currently terminates at Circle Boulevard.

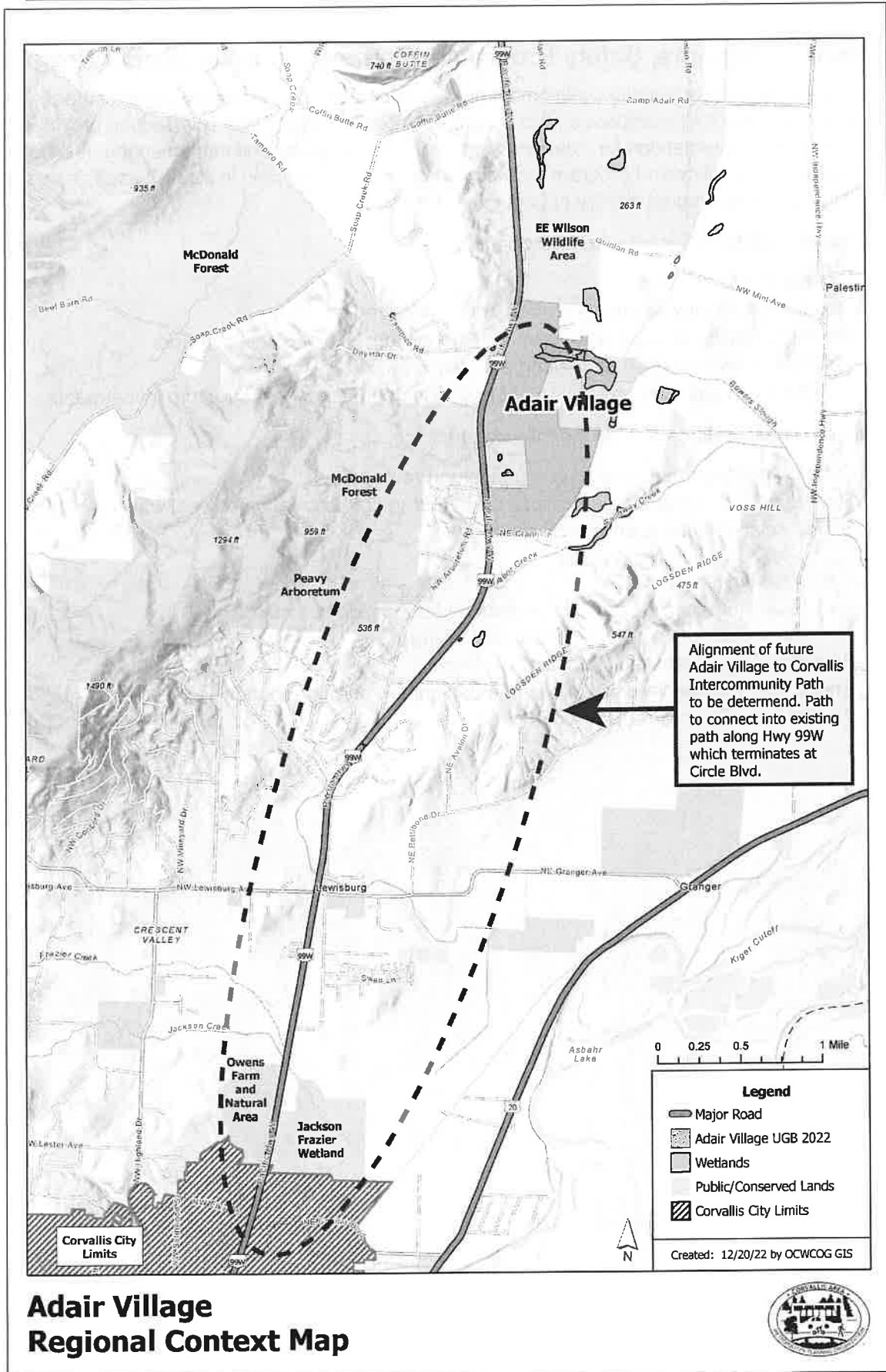
Figure 21. Conceptual Trails Plan



Adair Village Conceptual Trails Plan



Figure 22: Regional Context Map



Adair Village Regional Context Map



Education Programs, Safety Programs, Community Involvement Programs

Education, safety and community involvement programs can be an effective way to encourage local residents to use trails and incorporate physical activity into their daily lives. This section provides policy and program recommendations for Adair Village to consider adopting and implementing. It is not expected that every policy and program recommendation will be adopted in Adair Village, instead the community can elect to adopt and try out options that fit best.

Policy recommendations include the following topics:

- Increased bike parking
- Deployment of bicycle and pedestrian route signage
- Including lighting at key junctions in the path system or along unlit corridors
- Maintain trees and vegetation along pathway network
- Regular maintenance and upkeep of bicycle and pedestrian infrastructure investments

Program recommendations include the following topics:

- Develop and distribute bicycle and pedestrian route maps
- Partnering with outside organizations or encouraging the creation of local walking groups
- School related walking and biking programs
 - Walk & Roll to School Day
 - Walking School Bus
 - Safe Routes to School bike rodeos and education curricula
 - Annual school count of walking and biking
- Bike/Walk/Ride Transit to Work Day or Week
- Encourage local businesses to become designated as Bike-Friendly Businesses
- Annual Slow/Open Streets Event(s)

Chapter 6: Project Implementation

Implementation of projects outlined in this plan will take place incrementally and require financial investments in planning, engineering, construction and other supporting efforts. Leveraging local dollars from developers and the City of Adair Village can help leverage trails development and accelerate construction timelines. This chapter provides information on potential funding sources for investing in trails and strategies to make limited dollars go further.

Funding Sources and Opportunities

There are a variety of opportunities the City of Adair Village can explore to help fund investment in trails infrastructure. These include traditional funding sources, such as state gas tax revenues and system development charges (SDCs) as well as competitive grants like those offered through regional, state and federal government agencies. An overview of competitive sources is provided below.

Competitive Grant Programs

State and Federal grants are a great way to supplement local tax dollars when completing small or large infrastructure projects. Many grants and outside funding sources are only available for a limited duration or during a defined period of time so it is important to continually track grant availability. City staff can stay in touch with the Corvallis Area Metropolitan Planning Organization (CAMPO), Benton County Natural Areas, Parks & Events Department, Cascades West Area Commission on Transportation (CWACTION), Oregon Department of Transportation (ODOT), the Oregon Parks and Recreation Department and others partner agencies for updates on grants and other funding availability.

- **Oregon Community Paths Program:** The Oregon Community Paths (OCP) Program is an ODOT grant program dedicated to helping communities create and maintain connections through multi-use paths. ODOT uses money from the state Multimodal Active Transportation fund and federal Transportation Alternatives Program to fund the OCP program. Grants can be used for project development, construction, reconstruction, major resurfacing or other improvements of multi-use paths that support access and safety for people walking and riding bikes. The first round of funding was disbursed in 2021, funding is expected to grow in the future. For more info visit: <https://www.oregon.gov/ODOT/Programs/Pages/OCP.aspx>
- **Safe Routes to School:** Safe Routes to School (SRTS) is a federally funded program that promotes walking and bicycling to school through infrastructure improvements, enforcement, safety education, and incentives. Federal transportation bills designate money for SRTS programming, which is then disbursed to individual state departments of transportation (DOTs). In Oregon, ODOT manages competitive funding for SRTS infrastructure (increasing to \$10 million in 2023) and non-infrastructure (\$300,000). Infrastructure projects focus on making sure safe walking and biking routes exist through investments in crossings, sidewalks, bike lanes, flashing beacons, and other improvements within one mile of a school in the public right of way. Non-infrastructure programs focus on education and outreach to assure awareness and safe use of walking and biking routes.

ODOT divides SRTS funding into three different programs (two for construction and one for planning), each with their own eligibility requirements, application guidelines, and timelines. Trail improvements or crossings in Adair Village may be eligible for this funding so long as they are within the right of way and within one mile of the local school.

- **Competitive Construction Grant Program:** Most of the funds, 87.5% or greater, are used for a competitive grant program to build street safety projects to reduce barriers and hazards for children walking or bicycling to or from schools. The grant program operates on a biannual cycle (opens every two years).
- **Rapid Response Construction Grant Program:** Up to 10% of funds are used for urgent needs or systemic safety issues in between competitive program grant cycles.
- **Planning Assistance Program/Project Identification Grant Program:** Up to 2.5% of funds are used by ODOT to help communities identify projects to reduce barriers and hazards for children walking or bicycling to and from school and that will lead to eventual construction.

For more on the Safe Routes to School Program visit the link below:

<https://www.oregon.gov/ODOT/Programs/Pages/SRTS.aspx>

- **Sidewalk Improvement & Quick Fix Programs:**

ODOT's Sidewalk Improvement Program (SWIP) and Quick Fix Program help build bicycle and pedestrian improvements on or along state highways. Both programs operate on a rolling basis and are particularly good for filling in missing pieces of sidewalk.

- **Recreational Trails Program:** The Recreational Trails Program (RTP) is a federally funded grant program administrated by the Oregon Parks and Recreation Department. Since 1993, Oregon has funded over 500 projects with RTP funds to develop, improve, or expand motorized and non-motorized trails and their facilities.

Oregon's annual RTP allocation is approximately \$1.6 million. At least 30% of funds are set aside for motorized trail projects.

The minimum grant request amount is \$10,000. There is a recommended grant request maximum of \$150,000 for non-motorized proposals and no maximum for motorized proposals. Applicants must commit to at least 20% match. Match can include volunteer labor or other donations.

For more information visit: <https://www.oregon.gov/oprd/GRA/Pages/GRA-rtp.aspx>

- **Local Government Grant Program:** The Local Government Grant Program (LGGP) is a voter approved, State lottery funded grant program administrated by the Oregon Parks and Recreation Department. Typically, the program awards over \$5 million annually to qualified projects, and has awarded over \$60 million in grant funding since the program began in 1999.

Recreational trails are eligible for this funding. Local match is required

For more information visit: <https://www.oregon.gov/oprd/gra/pages/gra-lggp.aspx>

Other Funding Opportunities

The table below includes other grant opportunities not discussed in detail above. As mentioned above, it is important for City staff to keep up to date about changing grant opportunities and funding amounts on an ongoing basis. Staying up to date with transportation grant cycles allows staff to match projects with the grant opportunities they will be most competitive for, as different grants have different eligibility requirements. It's also important to note that grants rarely cover the full cost of a project and often require matching funds.

Grant Program Name	Grant Information	Program Focus
Surface Transportation Block Grant (STBG) Program	<ul style="list-style-type: none"> Provides flexible funding that may be used by States and localities for projects including road, pedestrian and bicycle infrastructure, transit capital projects, and more. CAMPO administers STBG funding Adair Village is eligible to receive. 	<ul style="list-style-type: none"> Federal aid hwy, bridge and tunnel projects public roads, bike and pedestrian infrastructure, and transit capital
Rebuilding American Infrastructure with Sustainability and Equity (RAISE)	<ul style="list-style-type: none"> U.S. Department of Transportation program Supports transportation projects that promise to achieve national objectives (previously called BUILD and TIGER grants) 	<ul style="list-style-type: none"> Very large Multimodal Multi-jurisdictional
All Roads Transportation Safety Program (ARTS)	<ul style="list-style-type: none"> ODOT program designed to address safety needs on all public roads in Oregon Funding is data-driven relative to safety factors and based on cost benefit analysis. 	<ul style="list-style-type: none"> Projects that address hotspot and systemic safety issues and concerns
People For Bikes Community Grants	<ul style="list-style-type: none"> Private grant program that awards funds to non-profits and local government (up to \$10,000). People For Bikes is an industry coalition focused on promoting the use of bikes for recreation, fitness and transportation) Supports bicycle infrastructure projects and targeted advocacy initiatives that make it easier and safer for people of all ages and abilities to ride. 	<ul style="list-style-type: none"> Bicycling Active transportation Community development
Travel Oregon Grants	<ul style="list-style-type: none"> Travel Oregon awards <u>matching grants of up to \$20,000</u> for projects with a tourism purpose 	<ul style="list-style-type: none">
Private Contributions	<ul style="list-style-type: none"> Certain walking and biking improvements (sidewalk installation/repairs, etc.) can be required as conditions of approval of land use development proposals, or asked for as a negotiated mitigation agreement, or upon property transfer. 	<ul style="list-style-type: none">

Project Phasing

Several projects identified in the Trails Plan may be large enough to break into multiple phases or take place over the course of several years. Such large-scale projects can be implemented in phases by focusing on one piece of the project at a time –for example constructing one segment of a multi-use path while additional funding is identified for future segments. Following the adoption of this document,

the City of Adair Village may wish to do some additional strategizing on where project phasing might be appropriate. Grant cycles and other funding opportunities may also impact phasing options.

Project Bundling

Project bundling involves incorporating projects, or portions of projects, from the Trails Plan into other planned transportation improvements, such as street resurfacing, intersection upgrades, urban upgrades, safety projects, or utility projects. Incorporating projects identified in this Plan into other infrastructure efforts can help reduce overhead costs and speed up the timeline for trail implementation. Improvements like striping bicycle lanes, incorporating enhanced roadway crossings, or modernizing lane markings can all be rolled into other infrastructure projects. Enhancement of lighting, ADA ramps, and establishing more space for people walking and riding bikes are other examples of meaningful improvements that can be bundled into larger projects.

Project bundling can also be a good strategy when applying for grants. Bundling a handful of small projects can result in a more compelling story that makes a grant application more competitive. Bundling for grants can be based around themes such as neighborhood connectivity, access to transit stops, connections to open space, or safe routes to school.

Volunteer Support for Development and Maintenance

As noted in Chapter 4, the path system will be primarily managed and maintained by the City of Adair Village with additional support from other agencies including:

- Benton County Natural Areas, Parks and Events Department (in Adair County Park)
- Benton County Public Works (Roadway crossings on County roadways)
- Oregon Department of Transportation (if bicycle and pedestrian crossings along Highway 99W are undertaken)
- Oregon Department of Fish and Wildlife (native trails located on their property)

These agencies have staff experienced in managing and maintaining the type of trail and roadway infrastructure attributed to their respective jurisdictions. Nonetheless, the City of Adair Village may seek to recruit community volunteers interested in helping maintain trails. Volunteer work groups are often willing to support maintenance and upkeep of trail infrastructure as a way to give back to the community and protect recreational assets they use on a regular basis. Frequent visitors, hiking groups, and neighbors commonly support work parties or report issues with trail infrastructure before they are spotted by public officials. The City of Adair Village may seek to empower community members to help maintain trail investment. Because of the complexity and hard infrastructure associated with paved multi-use paths these types of volunteer arrangements may be most appropriate along native or gravel pathways.

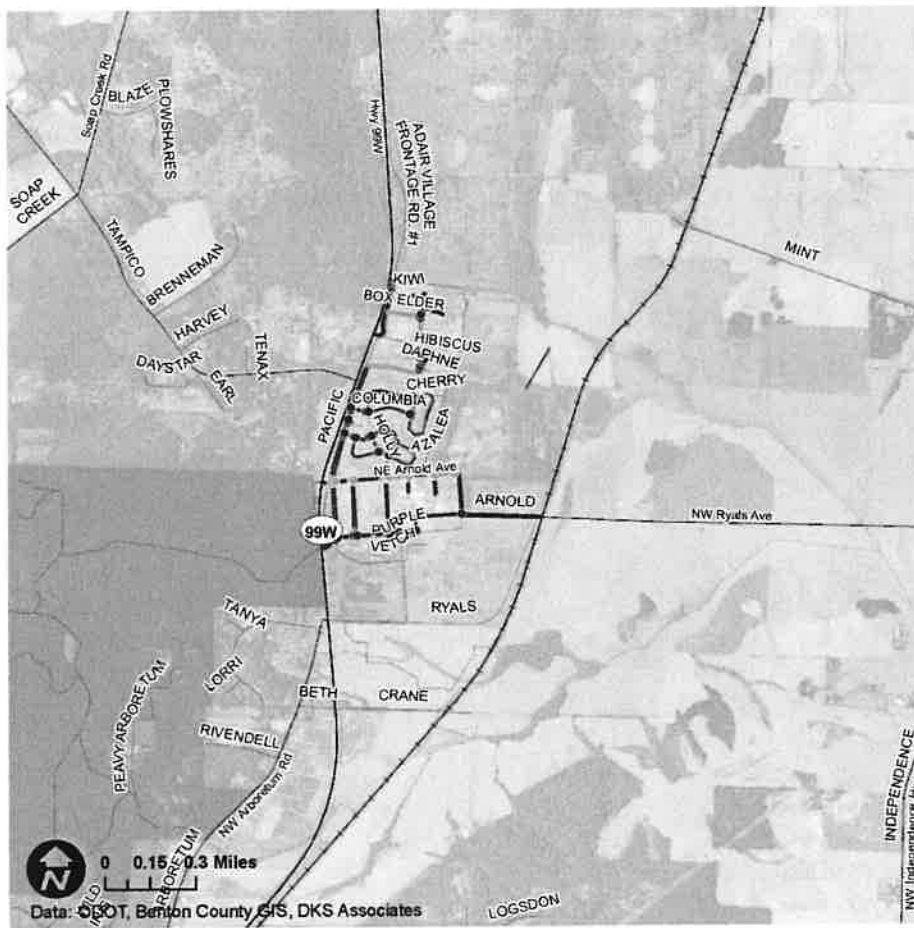
Appendix A: Level of Stress Analysis

Info below is from the Benton County/Adair Village Transportation System Plan, Memorandum #4

Figure A-1: Adair Village Pedestrian Level of Traffic Stress Summary

	Block Faces		Intersection Approaches	
	Count	Percent	Count	Percent
LTS 4 (High Stress)	63	63.2%	0	0%
LTS 3 (Moderate Stress)	12	12.2%	0	0%
LTS 2 (Mild Stress)	24	24.4%	17	19.1%
LTS 1 (Low Stress)	0	0%	77	86.6%

Figure A-2: Adair Village Pedestrian Level of Traffic Stress



**Figure 23
Adair Village
Pedestrian LTS**

- Street**
- Railroad
- Bodies of Water
- Natural Area
- City Limit/JGB
- Airports
- Pedestrian Level of Traffic Stress**
- LTS 1 - Lowest Stress
- LTS 2 - Low Stress
- LTS 3 - Mild Stress
- LTS 4 - High Stress



Figure A-3: Adair Village Bicycle Level of Traffic Stress Summary

	Block Faces	
	Count	Percent
LTS 4 (High Stress)	0	0%
LTS 3 (Moderate Stress)	7	7.1%
LTS 2 (Mild Stress)	23	23.4%
LTS 1 (Low Stress)	68	69.3%

Figure A-4: Adair Village Bicycle Level of Traffic Stress



**Figure 25
Adair Village
Bicycle LTS**

- Street
 - + Railroad
 - Bodies of Water
 - Natural Area
 - City Limit/UGB
- Bicycle Level of Traffic Stress**
- LTS 1 - Lowest Stress
 - LTS 2 - Low Stress
 - LTS 3 - Mild Stress
 - LTS 4 - High Stress



Appendix B: Transportation Acronyms

Many of the acronyms listed here are expanded upon in the glossary.

AASHTO –American Association of State Highway and Transportation Officials

ACT–Area Commission on Transportation

ADA –Americans with Disabilities Act

ADT –Average Daily Traffic (or Average Daily trips)

APA –American Planning Association

APTA –American Public Transportation Association

ARRA –American Recovery and Reinvestment Act

BMP– Best Management Practice

BTS– Bureau of Transportation Statistics

CALM– Corvallis Albany Lebanon Model

CAMPO– Corvallis Area Metropolitan Planning Organization

CFR– Code of Federal Regulations

CIP– Capital Improvement Program

COG– Council of Governments

CTS– Corvallis Transit System

CWACT– Cascades West ACT

DLCD– Department of Land Conservation and Development

DOT– Department of Transportation

EEO– Equal Employment Opportunity

EIS– Environmental Impact Statement

EJ– Environmental Justice

EPA– Environmental Protection Agency

FAA– Federal Aviation Administration

FHWA– Federal Highway Administration

FRA– Federal Railroad Administration

FTA– Federal Transit Administration

FFY– Federal Fiscal Year

FY– Fiscal Year

GIS– Geographic Information Systems

GPS– Global Positioning Systems

HSIP– Highway Safety Improvement Program

HSR– High Speed Rail

IAMP– Interchange Area Management Plan

ISTEA– Intermodal Surface Transportation Efficiency Act of 1991

ITS– Intelligent Transportation Systems

LCDC– Land Conservation and Development Commission

LOS– Level of Service (Traffic flow rating)

LRTP– Long-Range Transportation Plan

MAP-21– Moving Ahead for Progress in the 21st Century

MOA– Memorandum of Agreement
MOU– Memorandum of Understanding
MPO– Metropolitan Planning Organization
MSA– Metropolitan Statistical Area
MTP– Metropolitan Transportation Plan, also called RTP or Regional Transportation Plan
MTIP– Metropolitan Transportation Improvement Program; also called TIP or Transportation Improvement Program
MUTCD– Manual on Uniform Traffic Control Devices

NEPA– National Environmental Policy Act of 1969
NHS– National Highway System
NHTSA– National Highway Traffic Safety Administration

ODOT– Oregon Department of Transportation
OHP– Oregon Highway Plan
OTC– Oregon Transportation Commission
OTP– Oregon Transportation Plan

PE– Preliminary Engineering
PL– Planning Funds
PPP– Public Participation Plan
PS&E –Plans, Specifications, and Estimates

RFP– Request for Proposal
ROW– Right of Way
RR– Railroad
RTP– Regional Transportation Plan; sometime called an MTP or Metropolitan Transportation Plan.

SAFETEA-LU– Safe, Accountable, Flexible, Efficient Transportation Equity Act –a Legacy for Users
SDC– System Development Charge
SRTS– Safe Routes to School
STBG– Surface Transportation Block Grant
STF– Special Transportation Fund
STIP– State Transportation Improvement Program

TAC– Technical Advisory Committee
TDM– Transportation Demand Management
TDP– Transit Development Program
TIP– Transportation Improvement Program, also either MTIP or STIP
TO– Transportation Options
TOD– Transit Oriented Development
TPR– Transportation Planning Rule
TSP– Transportation System Plan
TUF– Transportation Utility Fee

UGB– Urban Growth Boundary
UPWP– Unified Planning Work Program
U.S.C.– United States Code
UZA– Urbanized Area

V/C– Volume to Capacity
VMT– Vehicle Miles Traveled
VPD – Vehicles Per Day

Appendix C: Transportation Glossary

Alternative Modes of Transportation - Forms of transportation that provide transportation alternatives to the use of single-occupant automobiles. Examples: rail, transit, carpools, bicycles, and walking.

Americans with Disabilities Act (ADA) - Federal civil rights legislation for persons with disabilities, signed into law in 1990, that prohibits discrimination specifically in the areas of employment, public accommodation, public services, telecommunications, and transportation.

Arterial Street - A class of street serving major traffic movements (high-speed, high volume) for travel between major points.

Balanced Transportation System - A system that provides a range of transportation options and takes advantage of the inherent efficiencies of each mode.

Board of County Commissioners (BCC) – Elected officials who serve as the administrative and policy decision makers for Benton County.

Capacity - A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period. The maximum rate of flow at which persons or vehicles can be reasonably expected to traverse a point or uniform segment of a lane or roadway during a specified time period under normal roadway, traffic, and control conditions; usually expressed as vehicles per hour or persons per hour.

Capital Improvement Program (CIP) - A plan for future capital infrastructure expenditures which identifies each capital project, its anticipated start and completion, and allocates existing funds and known revenue sources for a given period of time. Each local government has a CIP.

Comprehensive Plan - An official document adopted by a local government that describes the general, long-range policies on how the community's future development should occur. A local comprehensive plan must be in compliance with Oregon state land use planning goals.

Congestion - A condition under which the number of vehicles using a facility is great enough to cause reduced speeds and increased travel times.

Department of Land Conservation and Development (DLCD) –The state department that administers Oregon's state-wide land use program. The Land Conservation and Development Commission (LCDC) is the appointed policy board that guides DLCD.

Department of Transportation (DOT) - When used alone, indicates U.S. Department of Transportation. In conjunction with a place name, indicates state, city, or county transportation agency (e.g., Oregon Department of Transportation is ODOT).

Environmental Justice (EJ) - Environmental justice assures that services and benefits allow for meaningful participation and are fairly distributed to avoid discrimination.

Federal Highway Administration (FHWA) - A branch of the US Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads, and bridges.

Federal Transit Administration (FTA) - A branch of the US Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development, and improvement of public or mass transportation systems.

Financial Planning - The process of defining and evaluating funding sources, sharing the information, and deciding how to allocate the funds.

Goal 12 - One of 19 statewide planning standards of Oregon that make up the state land use planning program. Goal 12 relates to transportation and reads: "To provide and encourage a safe, convenient and economic transportation system." See Transportation Planning Rule.

High-Occupancy Vehicle (HOV) - Vehicles carrying two or more people. The number that constitutes an HOV for the purposes of HOV highway lanes may be designated differently by different transportation agencies.

Land Conservation and Development Commission (LCDC) - A seven-member commission of volunteer citizens established by Senate Bill 100 in 1973 to develop and administer Oregon's statewide planning goals. The commission sets and guides policy for the administrative department, DLCD.

Land Use - Refers to the manner in which portions of land or the structures on them are used, i.e. commercial, residential, retail, industrial, etc.

Land Use Board of Appeals (LUBA) - A board established by the state legislature in 1979 to hear and decide on contested land-use cases

Metropolitan Planning Organization (MPO) - A federally designated regional policy body, required in urbanized areas with populations over 50,000, and designated by local officials and the governor of the state. Responsible in cooperation with the state and other transportation providers for carrying out the metropolitan transportation planning requirements of federal highway and transit legislation.

Mode - A specific form of transportation, such as automobile, subway, bus, rail, or air.

Multimodal - A trip involving several types of transportation, such as both rail and bus.

Oregon Cascades West Council of Governments (OCWCOG) – A voluntary association of local governments in Linn, Benton and Lincoln Counties, Oregon. Dedicated to solving area-wide problems, OCWCOG helps area cities, counties, ports, and member tribes reach their common goals.

Oregon Department of Transportation (ODOT) - The State agency that manages the highway system within Oregon. ODOT's mission is to provide a safe, efficient transportation system that supports economic opportunity and livable communities for Oregonians. ODOT is the administrative agency that responds to policy set by the Oregon Transportation Commission (OTC).

Oregon Transportation Commission (OTC) - Establishes state transportation policy and guides the planning, development and management of a statewide integrated transportation network. The governor appoints five commissioners, from different geographic regions of the state.

Oregon Transportation Plan (OTP) - The comprehensive, long-range plan for a multimodal transportation system for the state which encompasses economic efficiency, orderly economic development, safety and environmental quality.

Policy Board - An intergovernmental policy group that comprises representatives from Adair Village, Corvallis, Philomath, Benton County, and the Oregon Department of Transportation. The Policy Board provides policy guidance on the transportation planning process in the CAMPO area.

Public Participation - The active and meaningful involvement of the public in the development of transportation plans and programs.

Recipient - Any State, political subdivision, instrumentality, or any public or private agency, institution, department or other organizational unit receiving financial assistance from the Federal government.

Regional Transportation Plan (RTP) - A document resulting from regional collaboration and consensus on a region's transportation system, and serving as the defining vision for the region's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over a minimum of the next 20 years.

Right-of-Way (ROW) - Public space legally established for the use of pedestrians, vehicles or utilities. Right-of-way typically includes the street, sidewalk and buffer strip areas.

State Transportation Improvement Program (STIP) - Prepared by ODOT, the STIP is a staged, multiyear listing of projects proposed for federal, state, and local funding encompassing the entire state. It is a compilation of the MTIPs prepared for the metropolitan areas, as well as project information for the non-metropolitan areas of the state and for transportation between cities. An MTIP must be incorporated into the STIP before MTIP projects can be funded by the State or the Federal Government.

Subrecipient - Entity that receives Federal financial assistance as a pass-through from another entity.

Surface Transportation Block Grant (STBG) - A multi-modal program that provides funds for a broad range of transportation uses and may be used for projects on any Federal-aid highway that is not functionally classified as a local or rural minor collector. STBG funding has the most flexible eligibilities among all Federal-aid highway programs, funds can be used for highway, transit, bicycle, pedestrian and other transportation options projects.

Technical Advisory Committee (TAC) - A committee of technical staff from the public works and planning departments of Adair Village, Corvallis, Philomath, Benton County, ODOT and Oregon State University. Provides technical expertise and recommendations to the CAMPO Policy Board.

Transportation Corridor - Major or high volume routes for moving people, goods and services from one point to another. May serve many transportation modes or be for a single mode of travel.

Transportation Improvement Program (TIP) - A multiyear (typically three to five years) listing of surface transportation projects proposed for federal, state and local funding within a metropolitan area. MPOs are required to prepare a TIP as a short range programming document to complement its Regional Transportation Plan (RTP). TIPs contain projects with committed or reasonably certain funds.

Transportation Planning Rule (TPR) - A state planning administrative rule, adopted by the Land Conservation and Development Commission in 1991 to implement state land use planning Goal 12, Transportation.

Transportation Systems Plan - A plan for developing, operating and maintaining transportation facilities in a coordinated manner to supply continuity of movement between modes, within and between geographic areas. Usually, a plan produced by a local government, e.g. City of Adair Village.

Travel Mode - The means of transportation used, such as automobile, bus, bicycle, or by foot.

Urbanized Area - Area that contains a city of 50,000 or more population plus incorporated surrounding areas meeting size or density criteria as defined by the US Census.

Vehicle Miles of Travel (VMT) - The sum of distances traveled by all motor vehicles in a specified region.

Budget 2023-2024 Time Line & Process

<u>Date</u>	<u>Action</u>
Feb 7 th	Council Appoints Budget Officer
Feb & Mar	City Staff Prepares Budget by Fund
March 27 th	<p>“Notice of Budget Committee Meeting” sent to each street address within city limits. Notice contains date, time, and location of meeting. Committee will receive budget, hear budget message, and take questions and comments from the public.</p> <ul style="list-style-type: none"> ▪ The first Budget Committee Meeting is set for April 11th
April 3 rd	Budget Officer finalizes Draft Budget Document and forwards to Budget Committee Members for review.
April 11 th	<p>First Budget Committee Meeting – 6:00 p.m.</p> <ul style="list-style-type: none"> ▪ Elect Budget Committee Chair ▪ Discussion of Budget & Budget Message ▪ Public Hearing
May 2 nd	<p>Second Budget Committee meeting – 6:00 p.m., before City Council meeting</p> <ul style="list-style-type: none"> ▪ Discussion of Budget Proposal ▪ Possible Uses for State Revenue Sharing ▪ Public Comment on State Revenue Sharing ▪ Approve Budget, Tax Rate & Proposed Tax Levy ▪ Budget Committee Certifies Final Budget Document to Council
May 16 th	<p>Third Budget Committee Meeting – 6:00 p.m.-only if necessary</p> <ul style="list-style-type: none"> ▪ Discussion of Budget Proposal ▪ Approve Budget, Tax Rate & Proposed Tax Levy ▪ Discussion of Proposed Uses for State Revenue Sharing ▪ Budget Committee Certifies Final Budget Document to Council
May 26 th	Approved Budget Published & Available to Public
May 26 th	Meeting Notice for June 6 th Council sent to each street address within city limits. Notice contains Date, Time, and Location of meeting and how to receive a copy of the Budget. Council will receive budget document recommendation from Budget Committee and take questions and comments from the public.
June 6 th	<p>Budget Public Hearing at the regularly scheduled Council Meeting</p> <ul style="list-style-type: none"> ▪ Resolutions to Enact: <ol style="list-style-type: none"> 1. Adopt Budget & State Revenue Sharing 2. Tax Rate 3. Proposed Tax Levy <p>Submit Tax Certification Documents to the County Assessor</p>
June 13 th	Special City Council Meeting, if necessary, to complete required work
July 14 th	Deadline for Filing Budget; and deadline to certify certain Resolutions



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

In the Matter of Amending the)
City of Adair Village's Urban Growth)
Boundary by adding Two Parcels Comprising)
Of Approximately 55 Acres With the)
First Property Located North of Crane Lane,)
South of the Calloway Creek Subdivision,)
East of Highway 99W and West of the Southern)
Pacific Railroad Tracks, and the Second Property,)
Located North of Adair Park and East of)
NE Hibiscus Drive.)

ORDINANCE NO. 2023-01

WHEREAS, Adair Village has grown considerably from 870 people in 2006 to 1,416 people in 2022; and

WHEREAS, the Oregon Revised States (ORS) 197.296 and the Oregon Administrative Rules (OAR) 660-015-0000 (14) require Oregon cities to maintain a 20-year land supply for housing; and

WHEREAS, the development of over 200 homes in the last three years has substantially depleted the city's 20-year supply of buildable land.

WHEREAS, the State of Oregon mandates that the Population Research Center (PRC) at Portland State University (PSU) periodically update the current populations in all the counties and incorporated cities within the state and provide a twenty (20) year population projection on a bi-annual basis; and

WHEREAS, the city used the PRC 2021 population projection to perform a buildable land inventory (BLI) of suitable and available residential land inside an urban growth boundary and found that the city was at a deficit; and

WHEREAS, the City of Adair Village, in order to comply with the land use laws of the State of Oregon and to account for changes to the local situation, needed to proceed with a legislative update of its Comprehensive Plan/Zoning Map in order to expand the boundaries of the city to accommodate additional residential zoned land; and

WHEREAS, to accomplish a UGB expansion, the City and the County met regularly with the State of Oregon Department of Land Conservation and Development (DLCD) representative to formulate a coordinated legislative UGB amendment; and

WHEREAS, the County and City held seven public engagement events over the summer from May 2022 – August 2022 and received public comment and input; and

WHEREAS, on September 20, 2022, the Adair Village Planning Commission conducted a duly noticed public hearing regarding Planning File Legislative Amendment PC22-01, an application by the City of Adair Village regarding an amendment to the city and county zoning maps and the Adair Village Comprehensive plan to expand the Urban Growth Boundary by approximately 55 acres, all of which will be zoned residential exempting out 13 acres for a conservation easement; and

WHEREAS, the record was held open until September 30, 2022, to receive additional public comment, and on October 11, 2022, both the County and City Planning Commissions voted and recommended approval to the City Council of the UGB expansion and amendments to the zoning map and comprehensive plan; and

WHEREAS, the Benton County Board of Commissioners and the Adair Village City Council noticed and held a public hearing on December 6, 2022, and based on the findings of fact and conclusions of law incorporated herein by reference, voted unanimously to approve the adoption of the UGB expansion and the accompanying zoning map/comprehensive plan amendments.

NOW, THEREFORE, THE CITY OF ADAIR VILLAGE ORDAINS AS FOLLOWS:

Section 1: The City Council of the City of Adair Village does hereby amend the Zoning/Comprehensive Plan Map's Urban Growth Boundary to include the property lines depicted in Exhibit A and more particularly described in Exhibit B.

Section 2: The City Council of the City of Adair Village does hereby amend the Zoning/Comprehensive Plan Map to the residential land use designation on 55 acres of property shown in Exhibit A.

Section 3: The City Council hereby adopts the Justification and Findings document and conclusions of law of case file# PC22-01 set forth in Exhibit C in support of this UGB Expansion Ordinance as presented.

Section 4: The City Council does hereby request interim Benton County zoning designation of UR-50 to be placed on the 55 acres, as shown in Exhibit A.

Section 5: The Planning Official shall make such changes to the City of Adair Village Comprehensive Plan and Map as are required to implement this amending ordinance.

Section 6: Severability. Should any section or portion of this Ordinance be held unlawful or unenforceable by any court of competent jurisdiction, such decision shall apply only to the specific section, or portion thereof, directly specified in the decision. All other sections or portions of this Ordinance shall remain in full force and effect.

Section 7. **Effective Date.** Passed by the City Council and approved by the Mayor of the City of Adair Village this 7th day of February 2023, the Adair Village Comprehensive Plan and Zoning Map Amendments shall become effective on March 7, 2023.

CITY OF ADAIR VILLAGE

MAYOR

CITY ADMINISTRATOR

Approved as to Form:

City Attorney

First Reading: February 7, 2023

EXHIBIT B

Legal Descriptions:

Weigel Property: Parcel 2 of Partition Plat No. 2021-019.

Cornelius Property: Parcel 3 of Partition Plat No. 99-49.

EXHIBIT C

See attached:

**Adair Village & Benton County Comprehensive Plan & UGB Amendment:
Justification and Findings Document – October 2022- Final Report**

