

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
******Tuesday, March 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 – February 7, 2023 (Attachment A)
- b. Bills List through – February 28, 2023 (Attachment B) – \$

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) N/A
Action: n/a

6. NEW BUSINESS:

- a) **Countywide Coordinated Response to Housing Insecurity** (Attachment I) Benton County
Action: Decision

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Ordinance 2023 – 2 Trails Plan (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, April 4, 2023, 6:00 PM
Planning Commission – March 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.

**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
****Tuesday, February 7, 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 Minutes of the Jan. 3, 2023 Meeting Revised Bills List through February 18, 2023 (\$126,556.01)</p>	<p>Councilor Ray moved to approve the Consent Calendar. Councilor Officer seconded. Unanimous Approval (4-0).</p>
<p>3. Public Comment (Agenda Item 3). None.</p>	
<p>4. Attachment C – Sheriff’s Report (Agenda Item 4a). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>5. Attachment D – Public Works Report (Agenda Item 4b). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>6. Attachment E – City Administrator Report (Agenda Item 4c). CA Hare presented the report. Administration</p> <ul style="list-style-type: none"> ● 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 	<p>Council received the report.</p>

<p>Property/Businesses</p> <ul style="list-style-type: none"> • 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. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • 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. 	
<p>7. Attachment F – 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 2022-2023 is \$1,963,722.60 and Expenses are \$1,982,382.21. The balance in the Local Government Investment Pool is approximately \$3,491,307.41, last year the balance was \$3,362,484.53.</p>	<p>Council received the report.</p>
<p>10. Attachment H, H1, H2- Trails Plan (Agenda Item 5a).</p>	<p>Councilor Office moved to approve the Trails Plan. Councilor Ray seconded. Unanimous Approval (4-0).</p>
<p>11. Attachment I – BUDGET Officer / Timeline (Agenda Item 6a)</p>	<p>Councilor Fuller moved to approve the Budget Officer/Timeline. Councilor Ray seconded. Unanimous Approval (4-0).</p>

<p>12. Attachment J – Ordinance 2023 -1 UGB Expansion (Agenda Item 7a)</p>	<p>Councilor Ray moved to approve the first reading councilor Officer seconded. (Unanimous Approval 4-0) Councilor Fuller moved to have the second reading and approve the Ordinance 2023-1 UGB Expansion. Councilor Officer seconded. Unanimous Approval (4-0).</p>
<p>13. Council and Mayor Comments (Agenda Item 9):</p> <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor Officer - None. • Councilor Ray – None. • Councilor Fuller – None. 	
<p>14. Adjournment: Next meeting- Council meeting on Tuesday, April 4, 2023, at 6:00 PM.</p>	<p>Mayor Currier adjourned the meeting at 7:40 PM.</p>

Mayor's Approval

Date

February 2023 Bills

Date	Amount
2/7/2023	\$36,230.92
2/22/2023	\$58,255.25

Total

\$94,486.17

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
640 Auto Zone									
3496	1	Gloves	Invoice	02/01/2023	03/01/2023	147.81		147.81	500-420-52014
Total 3496:						147.81	.00	147.81	
Total 640 Auto Zone:						147.81	.00	✓ 147.81	25540
690 Bank of America									
021232023	1	Credit card charges	Invoice	02/01/2023	03/01/2023	5,849.65		5,849.65	100-000-28000
Total 021232023:						5,849.65	.00	5,849.65	
Total 690 Bank of America:						5,849.65	.00	✓ 5,849.65	25541
1410 Century Link									
01252023	1	503-T31-4410 130B	Invoice	02/03/2023	02/25/2023	53.95		53.95	500-420-52110
Total 01252023:						53.95	.00	53.95	
Total 1410 Century Link:						53.95	.00	✓ 53.95	25542
1610 Civil West Engineering Services Inc									
1001.001B.001	1	General Services Water	Invoice	02/01/2023	03/01/2023	14,720.20		✓ 14,720.20	500-420-52020
1001.001B.001	2	HMGP Support Water	Invoice	02/01/2023	03/01/2023	780.00		✓ 780.00	500-420-53503
1001.001B.001	3	Gen. Services WW	Invoice	02/01/2023	03/01/2023	1,700.00		✓ 1,700.00	510-430-52020
1001.001B.001	4	Dev. Review	Invoice	02/01/2023	03/01/2023	170.00		✓ 170.00	100-900-52020
Total 1001.001B.001:						17,370.20	.00	✓ 17,370.20	
1001.028.029	1	WWTP Headworks and Trickling Fil	Invoice	02/01/2023	03/01/2023	2,584.94		2,584.94	510-430-52020
Total 1001.028.029:						2,584.94	.00	✓ 2,584.94	
1001.031.019	1	HH and Calloway Crk Watermain R	Invoice	02/01/2023	03/01/2023	2,112.50		2,112.50	500-420-53502
Total 1001.031.019:						2,112.50	.00	✓ 2,112.50	
1001.032.018	1	HMGP waterline Repl	Invoice	02/01/2023	03/01/2023	5,023.25		5,023.25	500-420-53503
Total 1001.032.018:						5,023.25	.00	✓ 5,023.25	
Total 1610 Civil West Engineering Services Inc:						27,090.89	.00	✓ 27,090.89	25543
2300 Delapoer Kidd Attorneys at Law									
1943	1	General City Matters	Invoice	02/01/2023	03/01/2023	743.75		743.75	100-900-52017
Total 1943:						743.75	.00	743.75	
Total 2300 Delapoer Kidd Attorneys at Law:						743.75	.00	✓ 743.75	25544
2520 Edge Analytical, Inc									
23-02815	1	Chemicals	Invoice	02/02/2023	03/02/2023	40.00		40.00	500-420-52014
Total 23-02815:						40.00	.00	✓ 40.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 2520 Edge Analytical, Inc:						40.00	.00	40.00	
2670 Ferguson Enterprises Inc									
1174239	1	Materials	Invoice	02/01/2023	02/24/2023	137.00		137.00	500-420-52011
Total 1174239:						137.00	.00	137.00	<i>1.77 Shorted note</i>
1174649	1	Materials	Invoice	02/06/2023	03/06/2023	1,907.20		1,907.20	500-420-52011
Total 1174649:						1,907.20	.00	✓ 1,907.20	
Total 2670 Ferguson Enterprises Inc:						2,044.20	.00	✓ 2,044.20	<i>25546</i>
4670 NW Natural									
01312023	1	1407224-3	Invoice	02/06/2023	02/21/2023	85.95		85.95	100-900-52109
Total 01312023:						85.95	.00	85.95	<i>25547</i>
Total 4670 NW Natural:						85.95	.00	✓ 85.95	<i>Short .03</i>
5780 Republic Services #452									
01312023	1	3-0452-0340655	Invoice	02/06/2023	02/20/2023	132.61		132.61	510-430-52109
Total 01312023:						132.61	.00	✓ 132.61	
01312023.	1	3-0452.0023479	Invoice	02/06/2023	02/20/2023	42.11		✓ 42.11	100-900-52109
Total 01312023.:						42.11	.00	42.11	
Total 5780 Republic Services #452:						174.72	.00	✓ 174.72	<i>25548</i>
Total :						36,230.92	.00	36,230.92	
Grand Totals:						36,230.92	.00	36,230.92	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-000-28000	5,849.65	.00	5,849.65
100-900-52017	743.75	.00	743.75
100-900-52020	170.00	.00	170.00
100-900-52109	128.06	.00	128.06
500-420-52011	2,044.20	.00	2,044.20
500-420-52014	187.81	.00	187.81
500-420-52020	14,720.20	.00	14,720.20
500-420-52110	53.95	.00	53.95
500-420-53502	2,112.50	.00	2,112.50
500-420-53503	5,803.25	.00	5,803.25
510-430-52020	4,284.94	.00	4,284.94
510-430-52109	132.61	.00	132.61
Grand Totals:	36,230.92	.00	36,230.92

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
02/23	36,230.92	.00	36,230.92
Grand Totals:	36,230.92	.00	36,230.92

2/7/23

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
640 Auto Zone									
2217389173	1	public works	Invoice	02/01/2023	03/01/2023	147.81		147.81	500-420-52014
Total 2217389173:						147.81	.00	147.81	
2217404833	1	Shop	Invoice	02/01/2023	03/01/2023	35.72		35.72	500-420-52014
Total 2217404833:						35.72	.00	35.72	
Total 640 Auto Zone:						183.53	.00	183.53	25549
1340 Caselle Inc.									
122878	1	Monthly Software Hosting Fees	Invoice	02/01/2023	03/01/2023	600.75		600.75	500-420-52114
122878	2	Monthly Software Hosting Fee	Invoice	02/01/2023	03/01/2023	400.50		400.50	100-900-52114
122878	3	Monthly Software Hosting Fee	Invoice	02/01/2023	03/01/2023	200.25		200.25	510-430-52114
122878	4	Monthly Software Hosting Fee	Invoice	02/01/2023	03/01/2023	66.75		66.75	200-410-52114
122878	5	Monthly Software Hosting Fee	Invoice	02/01/2023	03/01/2023	66.75		66.75	520-440-52114
Total 122878:						1,335.00	.00	1,335.00	
Total 1340 Caselle Inc.:						1,335.00	.00	1,335.00	25551
1520 CIS TRUST									
MARCH 2023 F	1	Employee Health Ins	Invoice	02/15/2023	03/10/2023	1,280.25		1,280.25	100-100-51010
MARCH 2023 F	2	Employee Health Ins	Invoice	02/15/2023	03/10/2023	80.02		80.02	100-200-51010
MARCH 2023 F	3	Employee Health Ins	Invoice	02/15/2023	03/10/2023	480.09		480.09	100-300-51010
MARCH 2023 F	4	Employee Health Ins	Invoice	02/15/2023	03/10/2023	400.08		400.08	200-410-51010
MARCH 2023 F	5	Employee Health Ins	Invoice	02/15/2023	03/10/2023	3,840.76		3,840.76	500-420-51010
MARCH 2023 F	6	Employee Health Ins	Invoice	02/15/2023	03/10/2023	1,600.32		1,600.32	510-430-51010
MARCH 2023 F	7	Employee Health Insurance	Invoice	02/15/2023	03/10/2023	320.06		320.06	520-440-51010
Total MARCH 2023 FINAL INVOICE:						8,001.58	.00	8,001.58	
Total 1520 CIS TRUST:						8,001.58	.00	8,001.58	25553
1800 Consumers Power Inc.									
02082023	1	1152418	Invoice	02/08/2023	03/08/2023	154.95		154.95	510-430-52109
Total 02082023:						154.95	.00	154.95	
Total 1800 Consumers Power Inc.:						154.95	.00	154.95	25554
4830 Oregon Association of Water Utilities									
34555	1	Membership Renewal Fees	Invoice	02/01/2023	03/01/2023	256.00		256.00	500-420-52102
Total 34555:						256.00	.00	256.00	
Total 4830 Oregon Association of Water Utilities:						256.00	.00	256.00	25566
5190 Oregon Water Resources Department									
143572	1	Plywood Products Reservoir	Invoice	02/01/2023	03/01/2023	120.00		120.00	500-420-52102
Total 143572:						120.00	.00	120.00	
Total 5190 Oregon Water Resources Department:						120.00	.00	120.00	25567

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
02102023	1	02099381-0017	Invoice	02/10/2023	02/28/2023	2,137.80		2,137.80	500-420-52109
Total 02102023:						2,137.80	.00	2,137.80	
Total 5300 Pacific Power/PacificCorp:						2,137.80	.00	2,137.80	25568
25371	1	Work for Tangent	Invoice	02/13/2023	03/13/2023	718.95		718.95	100-900-52115
Total 25371:						718.95	.00	718.95	
25372	1	Troubleshoot chemical room	Invoice	02/13/2023	03/13/2023	521.99		521.99	500-420-52011
Total 25372:						521.99	.00	521.99	
Total 5810 RG Smith Electric & Plumbing Inc:						1,240.94	.00	1,240.94	25570
17893	1	Payroll Services Year End Forms a	Invoice	02/09/2023	03/09/2023	350.00		350.00	100-900-52019
Total 17893:						350.00	.00	350.00	
Total 6230 Simply Payroll:						350.00	.00	350.00	25571
02272023	1	office supplies	Invoice	02/08/2023	02/27/2023	113.97		113.97	100-900-52002
Total 02272023:						113.97	.00	113.97	
Total 6390 Staples Credit Plan:						113.97	.00	113.97	25572
01312023	1	Proj No 0787548	Invoice	02/15/2023	03/15/2023	5,000.00		5,000.00	510-430-53005
Total 01312023:						5,000.00	.00	5,000.00	
Total 7504 Union Pacific Railroad Company:						5,000.00	.00	5,000.00	25573
493689459	1	Equipment Finance	Invoice	02/04/2023	02/28/2023	131.00		131.00	100-900-52023
Total 493689459:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	25574
102015	1	Water	Invoice	02/13/2023	03/10/2023	49.18		49.18	500-420-52105
102015	2	Wastewater	Invoice	02/13/2023	03/10/2023	32.78		32.78	510-430-52105
Total 102015:						81.96	.00	81.96	25559
102714	1	Water	Invoice	02/14/2023	03/14/2023	78.00		78.00	500-420-52105
102714	2	Wastewater	Invoice	02/14/2023	03/14/2023	52.00		52.00	510-430-52105
Total 102714:						130.00	.00	130.00	25577

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
109508	1	Water <i>Gray, David</i>	Invoice	02/13/2023	03/13/2023	65.28		65.28	500-420-52105
109508	2	Wastewater	Invoice	02/13/2023	03/13/2023	43.52		43.52	510-430-52105
Total 109508:						108.80	.00	✓ 108.80	25555
110609	1	Service Add: 328 NE Carmen Pl Ad	Invoice	02/08/2023	03/08/2023	33.61		33.61	500-420-52105
110609	2	Service Add: 328 NE Carmen Pl Ad	Invoice	02/08/2023	03/08/2023	22.41		22.41	510-430-52105
Total 110609:						56.02	.00	✓ 56.02	25578
111007	1	Water <i>Garcia, Carlos</i>	Invoice	02/08/2023	03/08/2023	59.80		59.80	500-420-52105
111007	2	Wastewater	Invoice	02/08/2023	03/08/2023	39.87		39.87	510-430-52105
Total 111007:						99.67	.00	✓ 99.67	25550
120908	1	Water <i>Colon, Melinda</i>	Invoice	02/08/2023	03/08/2023	18.51		18.51	500-420-52105
120908	2	Wastewater	Invoice	02/08/2023	03/08/2023	12.34		12.34	510-430-52105
Total 120908:						30.85	.00	✓ 30.85	25564
120909	1	Water <i>Gonzalo/Fournier</i>	Invoice	02/10/2023	03/10/2023	69.19		69.19	500-420-52105
120909	2	Wastewater	Invoice	02/10/2023	03/10/2023	46.12		46.12	510-430-52105
Total 120909:						115.31	.00	✓ 115.31	25558
123002	1	Water <i>Luebbert R.L. Trust</i>	Invoice	02/13/2023	03/13/2023	52.18		52.18	500-420-52105
123002	2	Wastewater	Invoice	02/13/2023	03/13/2023	34.78		34.78	510-430-52105
Total 123002:						86.96	.00	✓ 86.96	25562
124612	1	Water <i>Smith, Arian + McKenna</i>	Invoice	02/16/2023	03/16/2023	32.46		32.46	500-420-52105
124612	2	Wastewater	Invoice	02/16/2023	03/16/2023	21.64		21.64	510-430-52105
Total 124612:						54.10	.00	✓ 54.10	25569
127403	1	Water <i>Castagna, Lindsey</i>	Invoice	02/15/2023	03/15/2023	78.00		78.00	500-420-52105
127403	2	Wastewater	Invoice	02/15/2023	03/15/2023	52.00		52.00	510-430-52105
Total 127403:						130.00	.00	✓ 130.00	25561
128002	1	Water <i>Cheema, Gasandra P</i>	Invoice	02/13/2023	03/13/2023	78.00		78.00	500-420-52105
128002	2	Wastewater	Invoice	02/13/2023	03/13/2023	52.00		52.00	510-430-52105
Total 128002:						130.00	.00	✓ 130.00	25552
129509	1	Water <i>Winslow, Mitzi</i>	Invoice	02/13/2023	03/13/2023	12.20		12.20	500-420-52105
129509	2	Wastewater	Invoice	02/13/2023	03/13/2023	8.14		8.14	510-430-52105
Total 129509:						20.34	.00	✓ 20.34	25565
135510	1	Elite Prop. Mgmt Svc Add: 8498 NE Barberty Adair V	Invoice	02/08/2023	03/08/2023	31.31		31.31	500-420-52105
135510	2	Svc Add: 8498 NE Barberty Adair V	Invoice	02/08/2023	03/08/2023	20.88		20.88	510-430-52105
Total 135510:						52.19	.00	✓ 52.19	25556
141204	1	Water <i>Chako, Kadiv</i>	Invoice	02/15/2023	03/15/2023	3.83		3.83	500-420-52105
141204	2	Wastewater	Invoice	02/15/2023	03/15/2023	2.55		2.55	510-430-52105

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 141204:						6.38	.00	✓ 6.38	25560
156403	1	Water <i>McKinney, Mason</i>	Invoice	02/13/2023	03/13/2023	52.79		52.79	500-420-52105
156403	2	Wastewater	Invoice	02/13/2023	03/13/2023	35.19		35.19	510-430-52105
Total 156403:						87.98	.00	✓ 87.98	25563
176401	1	Water <i>Eriza Hall</i>	Invoice	02/13/2023	03/13/2023	87.60		87.60	500-420-52105
176401	2	Wastewater	Invoice	02/13/2023	03/13/2023	58.40		58.40	510-430-52105
Total 176401:						146.00	.00	✓ 146.00	25557
Total 999 Utility Refund:						1,336.56	.00	1,336.56	
7130 Verizon									
9926998155	1	271561449-0001	Invoice	02/06/2023	02/26/2023	97.58		97.58	500-420-52110
9926998155	2	Phone	Invoice	02/06/2023	02/26/2023	97.58		97.58	510-430-52110
9926998155	3	phone	Invoice	02/06/2023	02/26/2023	64.04		64.04	100-900-52110
Total 9926998155:						259.20	.00	259.20	
Total 7130 Verizon:						259.20	.00	✓ 259.20	25575
7484 Wildish Paving Co. SEVENTEEN									
	1	WWTP Improvements	Invoice	02/07/2023	03/07/2023	37,634.72		37,634.72	510-430-53005
Total SEVENTEEN:						37,634.72	.00	37,634.72	
Total 7484 Wildish Paving Co.:						37,634.72	.00	✓ 37,634.72	25576
Total :						58,255.25	.00	58,255.25	
Grand Totals:						58,255.25	.00	58,255.25	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,280.25	.00	1,280.25
100-200-51010	80.02	.00	80.02
100-300-51010	480.09	.00	480.09
100-900-52002	113.97	.00	113.97
100-900-52019	350.00	.00	350.00
100-900-52023	131.00	.00	131.00
100-900-52110	64.04	.00	64.04
100-900-52114	400.50	.00	400.50
100-900-52115	718.95	.00	718.95
200-410-51010	400.08	.00	400.08
200-410-52114	66.75	.00	66.75
500-420-51010	3,840.76	.00	3,840.76
500-420-52011	521.99	.00	521.99
500-420-52014	183.53	.00	183.53
500-420-52102	376.00	.00	376.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
500-420-52105	801.94	.00	801.94
500-420-52109	2,137.80	.00	2,137.80
500-420-52110	97.58	.00	97.58
500-420-52114	600.75	.00	600.75
510-430-51010	1,600.32	.00	1,600.32
510-430-52105	534.62	.00	534.62
510-430-52109	154.95	.00	154.95
510-430-52110	97.58	.00	97.58
510-430-52114	200.25	.00	200.25
510-430-53005	42,634.72	.00	42,634.72
520-440-51010	320.06	.00	320.06
520-440-52114	66.75	.00	66.75
Grand Totals:	58,255.25	.00	58,255.25

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
02/23	58,255.25	.00	58,255.25
Grand Totals:	58,255.25	.00	58,255.25

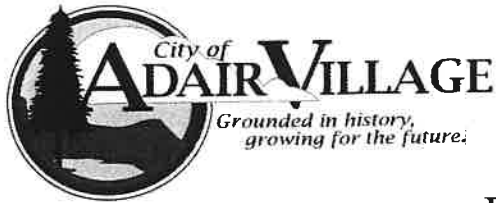
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2/22/23

ADAIR VILLAGE PATROL

January 25, 2023 - February 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									
012523 15:11:16	2023015592	0:30:00	Bottorff						School zone patrol. no stops or cites.
012523 21:34:28	2023015803	1:29:20	Gordon						no activity
012623 05:26:15	2023015905	0:59:51	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/BUSINESSES/ODFW. NO ACTIVITY.
012623 09:18:34	2023015999	1:00:39	Blaser						No activity
012823 04:33:32	2023017277	1:46:15	Drongesen						No activity
012823 17:48:48	2023017610	1:14:59	Ball	2					two contacts in park with people smoking the refer and one crash at Independence and Metge.
013023 11:45:35	2023018624	0:36:20	Lundy						No activity
013023 23:00:11	2023019042	0:30:01	Ball						no activity to report
013123 01:22:55	2023019079	0:58:52	Heese						No activity
020123 08:19:09	2023019836	1:00:56	Blaser						No activity
020123 22:52:35	2023020396	0:59:47	Gordon	1					1. contact at Adair Park. No other activity.
020323 01:02:31	2023021153	1:43:05	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/CALLOWAY CREEK/ODFW. NO ACTIVITY.
020323 23:33:31	2023021861	1:14:09	Hardison						PATROLLED CITY STREETS/PARK/SCHOOL/ODFW/BUSINESSES/HIGHWAY 99W/CALLOWAY CREEK.
020423 05:00:44	2023021979	0:52:52	Young						No activity
020523 10:03:12	2023022740	0:56:42	Ball	1					One citizen contact. No further activity to report.
020523 14:38:01	2023022885	0:38:01	Moser						No activity
020623 01:17:21	2023023172	1:30:00	Gevatosky						No activity
020623 14:21:19	2023023530	1:30:23	Bottorff		1				1 traffic warn, no cites, approved reports on computer while working stationary patrol. Patrolled Adair
020823 00:59:37	2023024460	2:00:53	Hardison		3				PATROLLED CITY STREETS/HIGHWAY 9W/SCHOOL/BUSINESSES/ODFW/CALLOWAY CREEK. ONE TRAFFIC STOP/THREE WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
020823 23:30:22	2023025037	1:12:26	Lyman		1				Patrolled city streets, Camp Adair Rd, Independence, & 99W; no pedestrians; 1 traffic stop, no cites.
020823 23:35:40	2023025040	3:06:04	Hardison		3				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK. ONE CITIZEN CONTACT/UNSECURE PREMISES. ALSO, ONE TRAFFIC STOP/TWO WARNINGS GIVEN FOR TRAFFIC VIOLATIONS. TWO TRAFFIC STOPS TOTAL/THREE WARNINGS FOR VIOLATIONS.
020923 23:25:05	2023025787	0:31:20	Gordon						no activity.
021023 03:44:28	2023025871	2:09:33	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES.
021023 05:26:50	2023025891	2:00:00	Gevatosky						No activity
021223 01:51:48	2023027142	1:00:00	Gevatosky						No activity
021323 05:47:09	2023027895	0:51:30	Young						No activity
021423 03:29:15	2023028571	0:44:53	Fricke						No activity
021423 22:54:02	2023029201	3:08:01	Hardison	1					PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARK/ODFW/BUSINESSES/CALLOWAY CREEK. ONE CITIZEN CONTACT (UNREPORTED RUNAWAY JUVENILE/CASE #23-00391.)
021523 23:20:51	2023029792	0:42:38	Lundy						Not much happened ... Adair safe.
021623 03:39:53	2023029863	1:04:51	Hardison		2				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK. ONE TRAFFIC STOP/TWO WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT

PERIOD: 1/20/2022 to 2/20/2023

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 4,437,894

Average Usage per Day 153k

WATER DISTRIBUTION REPORT

Maintenance Activity: Staff fixed and replaced two-meter boxes on Barberry.

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

WASTEWATER TREATMENT REPORT

Flows into the WWTP have increased some with rainfall. Staff worked with engineers on I&I issues throughout the wastewater collection system.

Total Monthly Influent: 5.4 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.

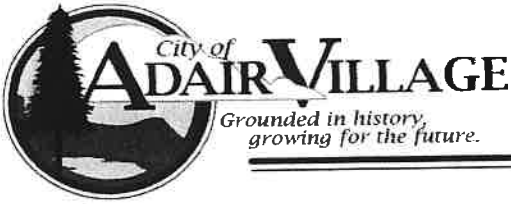
WATER TREATMENT PLANT

Maintenance Activity: The water plant is running three days a week for 8 hours on those days. Staff worked with contractors to startup the new chlorine generation unit. We are very please with the new process and is functioning well.

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 March 7, 2023, Council Meeting

Administration

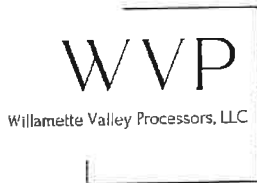
- **Finance Clerk/Utility Clerk** – Karla is doing a good job learning the utility billing side of things and keeping up with the financials as well. The only issue we have is trying to find creative ways to keep separation of duties or checks and balances.
- **Kathy Edmaiston** – Kathy will not be coming back to work for the city her last official day was February 28th. She is doing better but her eyesight and physical ability prevent her from being able to work. Karla and I will plan on something to thank Kathy for her many years of service to the community.
- **Tangent** – Update
- **Santiam Christian** – Update
- **UGB** – The County passed the UGB and everything has been sent to DLCD. We have a 21-day waiting period before hearing back.

Property/Businesses

- **AVIS** – The City is still working with GP and Office Max to submit a cleanup plan to DEQ. There will need to be some discussion around who will be the originator of the contaminated soil.
- **Good Grounds Coffee** – Susan says things are going ok, but she is trying to get approval from ODOT to put some signs out on the highway and try some more outreach.
- **Store/Restaurant** – Things are going well for the store. I will be looking at marketing the restaurant in a few months.

Major Projects/Engineering

- **Water Plant** – The chlorine generator is up and running. So far it is working great providing a much cheaper and safer alternative to the chlorine gas we were using.
- **Calloway Creek** – I'm meeting with Dennis next week to discuss the next phases of the project.
- **Wastewater Plant** – The generator is finally in, now we are just waiting for the transformer from Consumers Power. They said that it will be here by the beginning of June.
- **Main Transmission Line** – Civil West is making progress and the City is getting our Hazard Mitigation Plan done to be eligible for the larger grant.

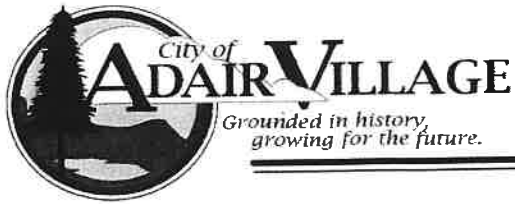


February 2023
 Willamette Valley Processors, Inc.
 1/26/2023 to 2/28/2023
 Jerry Jackson

Case #	Date	Time	Action	Address	Notes
A23-013	2/1/23		Patrol City/Office		
A23-014	2/2/23	2:44 PM	Patrol City		
A23-015	2/8/23	2:00 PM	Patrol City		
A23-016	2/8/23	2:05 PM	Block building		New Construction
A23-017	2/8/23	2:13 PM	Santiam Christian		
A23-018	2/9/23	2:23 PM	Patrol City		
A23-019	2/10/23	11:42 AM	Patrol City		
A23-020	2/10/23	11:58 AM	Emergency management tour		
A23-021	2/14/23	1:15 PM	Patrol City Emergency Class Prep		
A23-022	2/15/23	5:30 -8:00 PM	CERT Training		
A23-023	2/20/23	11:51 PM	Patrol City		
A23-024	2/20/23	11:53 AM	Illegal Parking	Ball Field	
A23-025	2/21/23	7:10 AM	Report of Theft Trailer	Frontage Rd	
A23-026	2/23/23	12:09 PM	Patrol City		
A23-027	2/24/23	1:09 PM	Patrol City		

Prohibited Parking 1

- 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
 March 7, 2023 Council Meeting

Income shown for fiscal year 2022-2023 is \$1,963,722.60 and expenses are \$2,037,026.56 which equals a net income of -\$73,303.96 for all funds.

Income and expenses for each fund are shown below:

Fund	Income	Expenses	% of Budget	Difference
General	260,710.73	841,750.93	40.30%	-581,040.20
Streets	34,626.82	29,387.60	10.0-7%	5,239.22
Water	1,079,663.67	500,650.56	24.00%	579,013.11
Wastewater	568,811.09	648,361.85	20.50%	-79,550.76
Storm Drain	19,910.29	16,875.62	19.10%	3,034.67
SDC Fund	0.00	0.00	0.00%	0.00
Reserve	0.00	0.00	0.00%	0.00
TOTAL	\$1,963,722.60	\$2,037,026.56		-73,303.96

We have approximately **\$3,520,058.24** in the Local Government Investment Pool (LGIP). In February we had **\$3,491,307.41**. Last year in February, we had **\$3,379,110.34**. We also currently have approximately **\$213,672.38** 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	2022-23	2022-23	2022-23
		Current year Budget	Current year Actual	Budget Remaining	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	43,067.64	36,132.36	54.4%
100-100-50016	Utility/Court Clerk	9,258.00	5,449.24	3,808.76	58.9%
100-100-50018	Finance Clerk	4,166.00	2,651.28	1,514.72	63.6%
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	11,096.41	12,267.59	47.5%
100-100-51030	Employment Taxes	11,889.00	4,430.33	7,458.67	37.3%
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	14,000.00	13,000.00	51.9%
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
100-100-52102	Dues	.00	382.54	382.54-	.00
100-100-52103	Insurance	250.00	.00	250.00	.00
100-100-52106	Mileage	.00	.00	.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	89,175.07	246,096.93	26.6%
Public Safety					
100-200-50010	City Administrator	.00	3,915.24	3,915.24-	.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	776.29	1,016.71	43.3%
100-200-51030	Employment Taxes	912.00	446.47	465.53	49.0%
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	22,361.23	18,541.77	54.7%
Parks and Recreation					
100-300-50025	Summer Program Coordinator	.00	.00	.00	.00
100-300-50054	Utility Worker II	18,714.00	10,982.07	7,731.93	58.7%
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	5,756.90	673.90-	113.3%
100-300-51030	Employment Taxes	2,586.00	1,597.46	988.54	61.8%
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	32,832.68	31,064.32	51.4%

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	841,750.93	1,247,069.07	40.3%
	Net Total General Fund:	650,000.00-	581,040.20-	68,959.80-	89.4%

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	883.75	505.25	63.6%
200-410-50050	Public Works Supervisor	7,732.00	4,536.10	3,195.90	58.7%
200-410-50052	Utility Worker III	.00	.00	.00	.00
200-410-50054	Utility Worker II	4,678.00	2,745.55	1,932.45	58.7%
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	2,591.10	1,156.90	69.1%
200-410-51030	Employment Taxes	1,907.00	892.97	1,014.03	46.8%
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	29,387.60	41,407.40	41.5%
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	29,387.60	245,812.40	10.7%

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	5,239.22	5,239.22-	.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	23,491.44	16,108.56	59.3%
500-420-50016	Utility/Court Clerk	25,460.00	14,985.42	10,474.58	58.9%
500-420-50018	Finance Clerk	13,887.00	8,837.57	5,049.43	63.6%
500-420-50050	Public Works Supervisor	46,392.00	27,216.64	19,175.36	58.7%
500-420-50052	Utility Worker III	.00	.00	.00	.00
500-420-50054	Utility Worker II	51,463.00	30,200.56	21,262.44	58.7%
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	33,726.79	14,292.21	70.2%
500-420-51030	Employment Taxes	24,434.00	9,822.97	14,611.03	40.2%
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 Current year Budget	2022-23 Current year Actual	2022-23 Budget Remaining	2022-23 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	500,650.56	1,420,078.44	26.1%
Contingency					
500-998-58000	Contingency	100,000.00	.00	100,000.00	.00
Total Contingency:		100,000.00	.00	100,000.00	.00
Ending Fund Balance					
500-999-59000	Reserve for Future Expenditure	62,038.00	.00	62,038.00	.00
Total Ending Fund Balance:		62,038.00	.00	62,038.00	.00
Water Fund Revenue Total:		2,082,767.00	1,079,663.67	1,003,103.33	51.8%
Water Fund Expenditure Total:		2,082,767.00	500,650.56	1,582,116.44	24.0%
Net Total Water Fund:		.00	579,013.11	579,013.11-	.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	5,872.86	4,027.14	59.3%
510-430-50016	Utility/Court Clerk	10,416.00	6,130.43	4,285.57	58.9%
510-430-50018	Finance Clerk	7,638.00	4,860.66	2,777.34	63.6%
510-430-50050	Public Works Supervisor	19,330.00	11,340.21	7,989.79	58.7%
510-430-50052	Utility Worker III	.00	7,000.00	7,000.00-	.00
510-430-50054	Utility Worker II	14,035.00	8,236.56	5,798.44	58.7%
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	11,228.58	5,424.42	67.4%
510-430-51030	Employment Taxes	10,133.00	4,241.74	5,891.26	41.9%
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	648,361.85	2,132,497.15	23.3%
Contingency					
510-999-58000	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	648,361.85	2,507,638.15	20.5%
Net Total Wastewater Fund:		.00	79,550.76-	79,550.76	.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	1,956.65	1,343.35	59.3%
520-440-50016	Utility/Court Clerk	1,157.00	681.14	475.86	58.9%
520-440-50018	Finance Clerk	694.00	441.88	252.12	63.7%
520-440-50050	Public Works Supervisor	3,866.00	2,269.00	1,597.00	58.7%
520-440-50052	Utility Worker III	.00	.00	.00	.00
520-440-50054	Utility Worker II	4,678.00	2,745.55	1,932.45	58.7%
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	2,672.93	1,047.07	71.9%
520-440-51030	Employment Taxes	1,893.00	893.03	999.97	47.2%
520-440-52002	Materials & Supplies	70.00	.00	70.00	.00
520-440-52010	Publications-Legal Notices	.00	.00	.00	.00
520-440-52011	System Maintenance & Repair	1,400.00	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	16,875.62	13,483.38	55.6%
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	16,875.62	71,324.38	19.1%
	Net Total Storm Drain Fund:	.00	3,034.67	3,034.67-	.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-	73,303.96-	576,696.04-	11.3%

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



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

An Ordinance Approving and)
Adopting the City of Adair Village's)
Trails Plan, referred to as Appendix A)
of the City's Transportation System Plan)
(TSP) and Amending Section 9.700)
Transportation of the Comprehensive)
Plan as Adopted by Ordinance 2019-04)
for the City of Adair Village, Oregon)

ORDINANCE NO. 2023-02

WHEREAS, a Transportation System Plan (TSP) is required by the State's Transportation Planning Rule (TPR) documented in the Oregon Administrative Rule 660-012-0015; and

WHEREAS, Adair Village adopted their Transportation System Plan (TSP) independent of Benton County in November 2019; and

WHEREAS, the Adair Village Trails Plan will be from this point forward referred to as Appendix A of the City's Transportation System Plan (TSP); and

WHEREAS, the TSP and the Adair Village Trails Plan are long-range plans that set the vision for the City's transportation system for the next 20 years and beyond; and

WHEREAS, Adair Village will use this information to periodically update their pursuit of state and federal grant funding and to prioritize their capital improvement list for City facilities.

WHEREAS, the TSP and the new Trails Plan establishes new baseline conditions and identifies transportation strategies and improvements that will be necessary to address existing system deficiencies and accommodate growth through 2040.

WHEREAS, the Trails Plan will be a transportation element of the City's Comprehensive Plan and provide recommendations during appropriate land use actions and Comprehensive Plan amendments to address new data, growth and legislative changes; and

WHEREAS, the Trails Plan will support the City's Comprehensive Plan, Statewide Planning Goals, and other applicable regulations by contributing to a transportation system for all modes that will serve existing residential, commercial, and industrial uses and projected growth; and

WHEREAS, the Adair Village Planning Commission reviewed the Trails Plan and did hold a public hearing on January 17, 2023 recommending approval to the City Council; and

WHEREAS, the City Council held a public hearing on February 7, 2023 and believes that it is in the best interest of the City to adopt the Trails Plan as Appendix A of the City's Transportation System Plan (TSP); now, therefore,

THE CITY OF ADAIR VILLAGE ORDAINS AS FOLLOWS:

Section 1. The City of Adair Village Trails Plan dated February 2023, is hereby adopted in its entirety.

Section 2. Section 9.700 Transportation of the City's Comprehensive Plan is hereby amended to now add the City's Trails Plan as presented as Exhibit A of this Ordinance:

Section 3. Enactment. The Adair Village Council enacts this document as an amendment to Section 9.700 Transportation of the Adair Village Comprehensive Plan — Ordinance No. 2015-02.

Section 4. 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 5. Effective Date. Passed by the City Council and approved by the Mayor of the City of Adair Village this 7th day of March 2023, the Adair Village Trails Plan becomes Appendix A of the Transportation System Plan (TSP) as part of Section 9.700 of the Comprehensive Plan shall become effective on April 7, 2023.

City of Adair Village, Oregon, March 7, 2023

CITY OF ADAIR VILLAGE

MAYOR

CITY ADMINISTRATOR

Approved as to Form

City Attorney

First Reading: March 7, 2023

Memorandum of Understanding

Coordinated Homeless Response System

This Memorandum of Understanding (MOU) is entered into by The CITY OF CORVALLIS, a municipal corporation of the State of Oregon, hereinafter referred to as City, and BENTON COUNTY, a political subdivision of the State of Oregon, hereinafter referred to as County, and Community Services Consortium, an intergovernmental entity, serving Linn, Benton, Lincoln counties and hereinafter referred to as CSC, jointly referred to as "Parties" or individually referred to as a "Party".

I. Introduction

Like communities throughout Oregon and the United States, homelessness in Benton County has escalated in recent years and demands a comprehensive, coordinated response from the county, cities, and diverse community partners, leaders, and persons experiencing homelessness. BENTON COUNTY and the CITY OF CORVALLIS demonstrate a clear vision to coordinate their efforts on homelessness by bringing together existing providers, other partners and community members to elevate and strengthen existing work through the Home, Opportunity, Planning and Equity (HOPE) Advisory Board ("HOPE Board").

The County has signed a grant ("Grant") agreement with the State of Oregon awarding the County one-time funding to establish a coordinated homeless response system to operationalize and strengthen the communities' homeless response efforts. The Grant agreement is entered pursuant to the terms of HB 4123.

II. Purpose

The purpose of this MOU is to establish an effective framework for collaboration among the Parties for the development of a coordinated homeless response system ("System") for Benton County, pursuant to Oregon House Bill 4123 (2022). The System shall, at minimum, consist of a homeless response office (the "Coordinated Office") and a Homeless Response Advisory Board (the "Advisory Board").

III. Definitions

IV. Coordinated Homeless Response Office ("Coordinated Office"): Coordinated homeless response office with a centralized point of contact as required by HB 4123 Section 1. (1)(a) & (e).

V. Coordinated Office Advisory Board: Coordinated homeless response advisory board with representation from the governing body of each Party, for the purposes of providing general guidance to the Coordinated Office as required by HB 4123 Section 1. (1)(b).

VI. Stakeholder Coordination Board: Board responsible for stakeholder coordination and partnership development as required by HB 4123 Section 1. (5) (a-o). The HOPE Advisory Board is designated as the Stakeholder Coordination Board.

VII. Strategic Plan: 5-year strategic plan that will identify and set goals for addressing:

- a. Funding to support the ongoing operations of the coordinated homeless response system.
- b. Increasing or streamlining resources and services to people at risk of or experiencing homelessness within the Parties' jurisdictions.

- c. Incorporating national best practices for ending homelessness.
- d. Eliminating racial disparities within homeless services within the service area.
- e. Creating pathways to permanent and supportive housing that is affordable to local populations experiencing or at risk of homelessness.

NOW, THEREFORE, the Parties, on the terms and conditions set forth herein, and consideration of which the existence and sufficiency is mutually acknowledged, agree to the following:

IV. Obligations of the parties

- i. The County will:
 - a. Serve as the fiscal agent responsible for administration and distribution of Grant funds in compliance with the Grant agreement.
 - b. Convene Parties and facilitate work for implementing HB 4123.
 - c. Oversee the HOPE Board.
 - d. Select two individuals to serve as voting members on the Coordinated Office Advisory Board. One member should be a Commissioner of the Board of Commissioners and one member should be the County Administrator or their designee. The County will solely determine how and when its Coordinated Office Advisory Board members are selected and replaced over time.
- ii. The City will:
 - a. Assign City staff representatives to attend and participate in HB 4123 implementation meetings.
 - b. City staff will provide updates to their respective elected bodies.
 - c. Select two individuals to serve as voting members on the Coordinated Office Advisory Board. One member should be the Mayor or a City Councilor and one member should be the City Manager or their designee. The City will solely determine how and when its Coordinated Office Advisory Board members are selected and replaced over time.
- iii. The CSC will:
 - a. Assign agency staff to attend and participate in HB 4123 implementation meetings.
 - b. Serve as liaison between Parties and the Rural Oregon Continuum of Care.
 - c. Select one individual to serve as a voting member on the Coordinated Office Advisory Board. The member should be the Executive Director or their designee. CSC will solely determine how and when its Coordinated Office Advisory Board member is selected and replaced over time.

V. Agreement

- i. This MOU shall become effective when signed by all Parties hereto and will continue until terminated by the parties.
- ii. The Parties agree to:
 - a. Operate under the general policy guidance of the City Manager(s), County Administrator and their respective elected bodies.

- b. Cooperate in good faith to ensure that the requirements as specified in HB 4123 are met, at minimum to include,
 - i. Development of the Coordinated Office and ongoing participation in it.
 - ii. Development of the Coordinated Office Advisory Board and ongoing participation in it.
 - iii. Development of a 5-year "Strategic Plan".
 - 1. Funding to support the ongoing operations of the Office.
 - 2. Leveraging resources and services to people at risk of or experiencing homelessness.
 - 3. Incorporating national best practices for ending homelessness.
 - 4. Creating pathways to permanent and supportive housing that is affordable to local populations experiencing or at risk of homelessness.
 - iv. Development of Party obligations to support the Advisory Board and Office and ongoing support of those Party obligations.

VI. General Terms of MOU

- a. Non-Binding Agreement This document is not intended to create legal relations or to constitute a legally binding contractual agreement between or among the Parties. Nothing in this MOU is intended to impose any legal relationships, rights, duties, sanctions or liability on any Party, or to be the subject of litigation.
- b. Governing Provisions The parties acknowledge that the undertakings of any Party, or designee, under this MOU will be subject to the laws, rules, and internal administrative and personnel policies governing the conduct of the party.
- c. Joint Undertakings The parties agree to undertake the activities and to fulfill the responsibilities as described in this MOU in good faith and in a professional manner, to the extent possible given prevailing operating environments. Performance under this MOU is subject to availability to the Parties of funds and human resources.

VII. Declaration

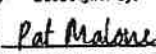
The Parties, by the signature below of their authorized representative, hereby acknowledge they have read this non-binding MOU, attest they understand it, and declare their intention to work collaboratively together to the best of their ability.

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same.

BENTON COUNTY

DocuSigned by:


 Nancy Wise, Chair Date _____

DocuSigned by:


 Pat Malone, Commissioner Date _____

DocuSigned by:
Xanthippe Augerot
Xanthippe Augerot, Commissioner Date

Reviewed as to Form

DocuSigned by:
Vance M. Cronley
County Counsel Date

CITY OF CORVALLIS

Mark W. Shepard 9/28/2022
Mark Shepard, City Manager Date

Review to as to Form

[Signature] 09/28/2022
City Attorney Date

COMMUNITY SERVICES CONSORTIUM

[Signature] 09/29/2022
Pegge McGuire, Executive Director Date

Benton County Update

Countywide coordinated response
to housing insecurity

Adair Village City Council Meeting 3/7/2023



Guest Speakers



- Commissioner Nancy Wyse
- Rebecca Taylor, Project Manager
- Julie Arena, Program Coordinator



- Dina Eldridge, Housing Services
Manager



Today's Goals

Opportunity to collaborate:

- policy implementation
- services

Throughout all of Benton county



**Benton
County**
OREGON



- Explain Benton County's participation in **House Bill 4123 Pilot**



- Identify opportunities for **partnership and collaboration** with Benton County's incorporated cities.



- **Coordinated Response Office** organization and core functions



- **Invitation to participate** in strategic planning process and community engagement

Why?

Everyone in Benton County should have the opportunity to live in decent, safe, and affordable housing.

- HOPE Bylaws



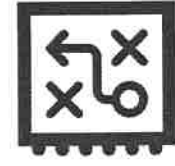
**Benton
County**
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What is needed to make this a reality in our rural Benton County communities?

- Stronger regional planning & coordination
- Additional funding for housing and services
- Larger workforce
- More affordable housing
- Public awareness and education

A Coordinated Office can provide the capacity to coordinate efforts countywide and support cities and service providers with the ultimate goal to sustain housing in every community.

Requirements of the legislation:



- **Strategic Coordination: 5-Year Strategic Plan** with specific priorities informed by public and member governments.



- “**Intergovernmental Council**” is the governing body for the Coordinated Office operational coordination and includes a *top administrative official* from each governing body. MOU between cities and the county.



- **Community Engagement Body: HOPE Advisory Board**



**Benton
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Intergovernmental Council Purpose

Meeting between member
cities and coordinated
office staff

- To coordinate operations
- To share expertise or technical assistance
- To learn how we can support each other on local solutions

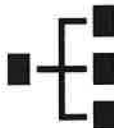





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Attendees:

- Coordinated Office Staff
- One county commissioner
- The top administrative official from each city (city manager)
- One elected official from each city

Roles and Functions of the Office Staff:

-  • Leadership, structure, and support for providers and system improvements.
-  • Build sustainable resources and additional funding beyond the local level.
-  • Central point of communication.
-  • Community engagement.

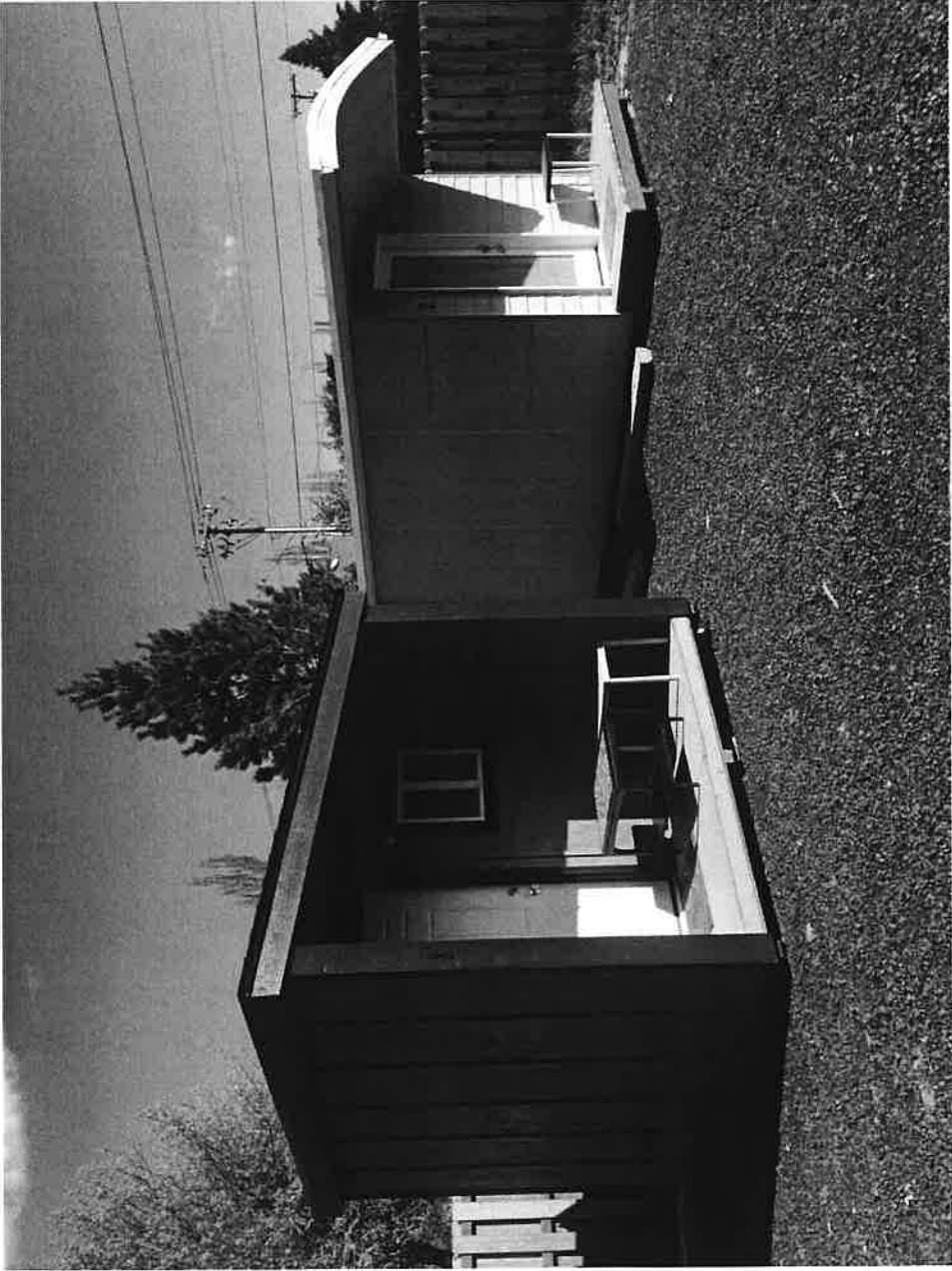
Meeting community needs

- New projects in Benton County supported by Coordinated Office staff
- Impacts of community partnership with the Coordinated Office

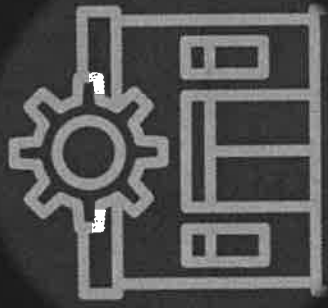
New Transitional Shelter Option

- A state law passed that allows the county to adopt rules for overnight camping on public and private land. Oregon House Bill 2006 (2021)
- The county chose to adopt a code to allow up to 3 vehicles to camp overnight on religious property in unincorporated areas.
- “Vehicle” includes a car, RV, trailer, or movable microshelter.

**One church in
unincorporated
Benton County
is hosting
microshelters
under the
current code.**



South Benton Food Pantry: Becoming the Kepi Nak-Nak Resource Center



Kepi Nak-Nak Resource Center



Coordinated Office role:

- Connecting with other providers and funding sources
- Leveraging resources
- Awareness and Education
- Supporting additional funding

Slide 12

OK0 Or use any of the photos in the slide below and then delete the slide below when you're done
OLSON Kailee, 2023-02-17T00:50:35.130

Sustainable funding to support our communities



Identify funding opportunities for the County, cities, and service providers that align with HOPE Recommendations:

- Building database of funding opportunities for County, Coordinated Office, and service providers.
 - Developing models for sustainable funding.
 - Create ready-made models of funding that providers can use.
-
- Collaborate and coordinate with internal and external partners on funding opportunities.

Central Point of Communications

HOPE Website

- Central point of communication

HOPE in Action
From Policy to Progress

Community Progress Report, June 2022

The **HEALTH ADVISORY BOARD** is a joint effort between Benton County and the City of Corvallis to facilitate a comprehensive, coordinated response from the County, City, and broader community partners to support a joint plan for addressing homelessness in Corvallis, OR.

Learn more at: [co.benton.or.gov/health/housing-and-homelessness](https://www.benton.or.gov/health/housing-and-homelessness)

3 Foundational Recommendations		
A. Organizational Capacity Get us off to start with a strong foundation.	B. Funding Recommendations • Diversify funding sources • Leverage local government assets	C. Legislative Advocacy • Streamline state and federal processes • Advocate for supportive legislation

Graphics & Visuals

- Storytelling

HOPE News & Updates

Meet Shreya & Sair:
A story from Corvallis Housing First

There is so much, just waiting and ready to go. It's a story of hope, resilience, and community support. Shreya and Sair are part of the Housing First program, and their story is a testament to the power of community support and the importance of housing in improving lives.

e-Newsletter

Subscribe to HOPE News & Updates

- Subscribe to HOPE News & Updates

Social Media

- Amplifying aligned messaging through partner engagement



Central Point of Communications

Supported by:

- Coordinated Office Staff
- HOPE Community Engagement Board



- **Convening, facilitating, and aligning staff and partners**

- **Regional planning and coordination**

- **Community outreach and education**

- **Input and feedback**



Coordinated entry (CE): A system-level improvement



Prioritizing our most vulnerable folks for housing with data-informed decisions and human-centered case conferencing.

- **Coordinated Office** role: support system improvements in our community with the purpose to:
 - better match more individuals with housing
 - prevent duplication of efforts across providers
 - best use housing resources & funding to help most vulnerable



- **CSC** role: HMIS and case conferencing



Community Services Consortium (CSC)

CSC has many
programs to support
community members
and prevent
homelessness.



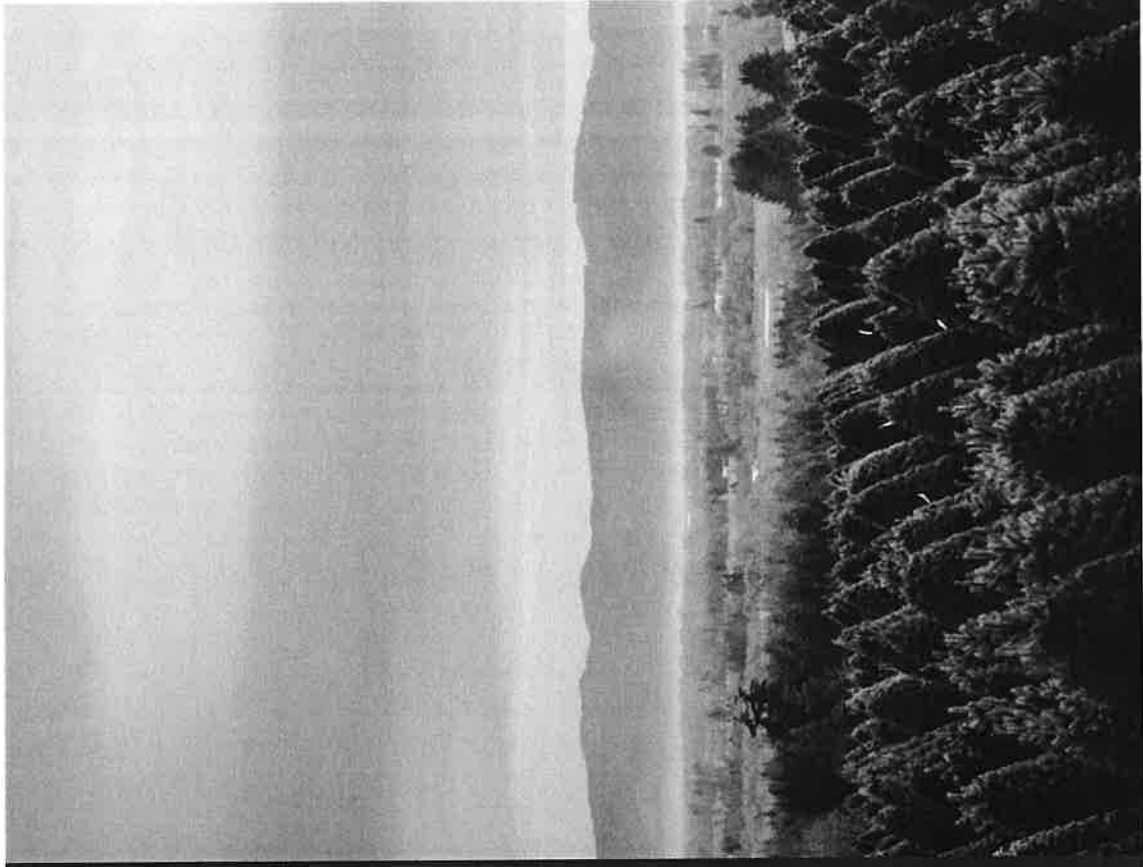
- Rental assistance
- Utility assistance
- Rapid Rehousing
- Linn Benton Food Share (food banks)
- Home weatherization
- Head Start preschool
- Workforce and Education

<https://communityservices.us/>



**Benton
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OREGON

Empowering local
communities
to implement local
housing solutions.





/BentonCoGov



@BentonCoGov



@BentonCoGov



/BentonCountyGov



Benton County

MEMORANDUM

Date: March 7, 2023

To: City of Adair City Council
Pat Hare, City of Adair City Manager

From: Nancy Wyse, Benton County Commissioner

Re: Implementation of House Bill 4123 (2022) and Invitation for Partnership and Collaboration

Introduction

This memorandum provides background and an update on Benton County's implementation of HB 4123 to inform an invitation to Adair Village, Monroe, and Philomath to discuss opportunities for partnership and collaboration in a coordinated countywide response to housing and homelessness.

Background

The Oregon Legislature, in its 2022 Legislative Session, passed HB 4123 establishing a locally led, regional housing coordination through eight pilot areas across the state. The bill provides flexible funding for cities and counties to leverage existing resources and build upon successful models. Recipients of the funding include the counties of Benton, Coos, Deschutes, Lincoln, Mid-Colombia, Polk, Tillamook, and Umatilla.

Benton County and its communities have been working together since prior to HB 4123 to coordinate efforts to respond to and prevent homelessness throughout our county. In 2022, Benton County hired a Grant Researcher and Writer and a Project Manager, adding additional capacity to support the implementation of the HOPE Policy Recommendations (accepted by Benton County and the City of Corvallis in 2021). This previous work positioned Benton County and its community to quickly respond to opportunities such as HB 4123.

HB 4123 sets out minimum standards for each pilot, including:

- Signing a formal agreement with regional partners to work together to achieve the requirements of HB 4123;
- Establishing an oversight board, consisting of members from each participating local government;
- Developing a five-year strategic plan to identify gaps in their community's homeless services in coordination with community partners and existing efforts;

- Committing to continued, sustained funding beyond the first two years of state funding; and
- Reporting back to the legislature and Oregon Housing and Community Services on local progress, opportunities, and challenges to inform future state homeless funding and policy decisions.

On September 30, 2022, Benton County, the City of Corvallis, and Community Services Consortium entered a Memorandum of Understanding (MOU), agreeing to work together to meet the requirements of HB 4123. This MOU satisfied the requirements of HB 4123 and memorialized the existing coordination and partnership between the parties. Benton County was legislatively required to complete a signed agreement within 90 days of receiving funding from the state, limiting capacity to conduct meaningful outreach to other potentially interested Benton County cities prior to the October 1, 2022 deadline. The MOU was drafted to contemplate additional members. Benton County, in partnership with the community, is developing the framework and structure of a coordinated homeless response system and identifying the roles and functions of each component.

Discussion

HB 4123 provides the freedom and flexibility to define what coordination looks like throughout Benton County based on each community's needs. Benton County hosts this discussion to inform how successful coordination in a countywide response to housing and homelessness will take shape.



**Benton
County**
OREGON

Vehicle Camping at Religious Institutions

Benton County Code Chapter 40



Growing challenges

The number of individuals experiencing homelessness in Benton County has increased more than 95% since 2015.

The 2022 Point in Time count report* estimates that there are over 700 unhoused people in the Linn, Benton and Lincoln tri-county region with about 300 unhoused people in Benton County.

There are members of our rural communities that have vehicles as their primary shelter and no fixed place to safely and legally park.

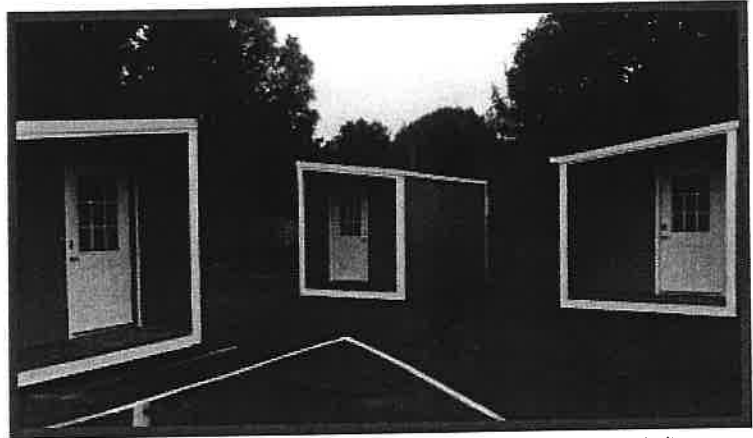


Safe and Stable Options

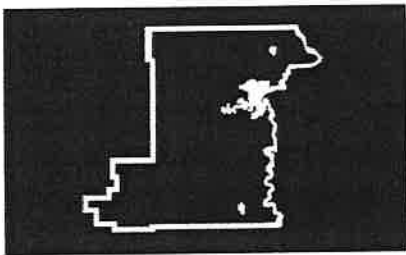
- Enables Religious Institutions within the unincorporated areas of Benton County to provide safe and legal places for people to sleep in vehicles, campers, trailers, or micro-shelters.
- Establishes minimum standards including provision of basic sanitary facilities for guests and onsite parking and siting standards to reduce impacts to adjacent properties and uses.
- Provides an additional tool for rural communities to provide a safe and stable means to shelter for those experiencing crises.

*The Point-in-Time (PIT) count is an annual count of sheltered and unsheltered people experiencing homelessness on a single night in January. The PIT count serves as an estimate and an exact count is never possible. The federally designated timeframe for the 2022 PIT count unpredictably occurred during a COVID Omicron surge. Shelters utilized for the count were operating with decreased capacities per state guidance and there were challenges to organize sufficient outreach teams to conduct the PIT.

Rural Options



*Example of Micro-Shelters



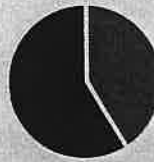
- Benton County Code Chapter 40 allows for religious institutions in unincorporated areas (outside city limits) of Benton County to **host no more than three vehicles** for vehicle camping at each registered site.
- A "vehicle" includes a licensed and operable automobile, camper travel trailer or recreational vehicle. A "vehicle" also includes a rigid-wall, readily transportable temporary **sleeping unit exempt from building code and consistent with minimum guidelines issued by the County.**
- To host vehicle camping, religious institutions must register and comply with the standards of Chapter 40.
- The organization, supervision, and maintenance of a vehicle camping location is **solely the responsibility of the religious institution.**



Coordinated Homeless Response



The number of individuals experiencing homelessness in Benton County has increased more than 95% since 2015

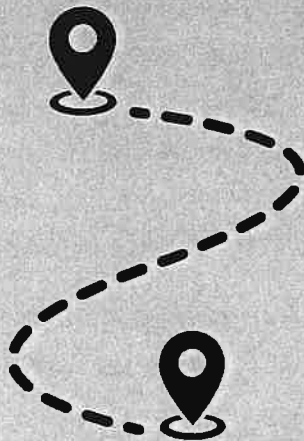


Benton County has the most rent burdened city in Oregon. 40% of all renters pay more than 50% of their income on rent.

Our Values:

Everyone in Benton County should have an opportunity to live in decent, safe and affordable housing.

How do we get there?



- Additional funding for housing and services
- Larger workforce for construction and supportive services
- More affordable housing
- Public awareness and community education
- Stronger regional planning & coordination

Coordinated Homeless Response

Coordinated Homeless Response Office Pilot (HB4123)

Empowering Local Communities to Implement Local Solutions

Benton County recognizes that unified leadership along with local, regional, and holistic collaboration are essential components of a solution based homeless response system with successful outcomes.

Continued funding beyond the 2-year pilot ensures communities can sustain:



Centralized communication to coordinate regionally and statewide on policy development.



Developing more equitable access to housing and services for residents experiencing homelessness.



Leveraging existing funding and resources for effective implementation of homeless intervention strategies.

Strong partnerships and coordination enable quick deployment of state and federal investments resulting in communitywide impact.

Shovel-ready projects

- Project Turnkey
- Navigation Center
- Crisis Center

