

**ADAIR VILLAGE CITY COUNCIL-Final**  
**City Hall - 6030 Wm. R Carr Av.**  
\*\*\*\*Tuesday, September 5, 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 – August 1, 2023 (Attachment A)
- b. Bills List through – August 31, 2023 (Attachment B)

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

**4. STAFF REPORTS:**

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

**5. OLD BUSINESS:**

- a) Volunteers of Adair Village Kim Gardner  
**Action:** Discussion

**6. NEW BUSINESS:**

- a) UGB Expansion (Attachment H) Pat Hare  
**Action:** Public Hearing/Discussion
- b) Support for DLCD Grant Application (Attachment I) Pat Hare  
**Action:** Discussion

**7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:**

- a) Ordinance 2023 - 7 UGB Expansion (Attachment J) Pat Hare  
**Action:** Decision
- b) Resolution 2023 - 7 Supporting DLCD Grant App (Attachment K) 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, October 3, 2023, 6:00 PM  
Planning Commission – September 19, 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 "[karla.mcgrath@adairvillage.org](mailto:karla.mcgrath@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, August 11, 2023 – 6:00 PM\*\*\*\*

Agenda Item	Action
<p><b>1. Roll Call:</b> City Council Members present: Councilors Officer, Ray, Fuller, and Mayor Currier were present. City Administrator Hare was present. The 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><b>2. Consent Calendar</b> Attachment A Minutes of the July 11, 2023, City Council Meeting Attachment B Bills List through July 31, 2023 (\$161,212.79).</p>	<p>Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded. <b>Unanimous Approval (4-0).</b></p>
<p><b>3. Public Comment</b></p>	<p>None.</p>
<p><b>4. Staff Reports</b> <b>4a. Attachment C – Sheriff’s Report</b> - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p><b>4b. Attachment D– CSO Report</b> - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p><b>4c. Attachment E– City Administrator’s Report</b> <b>Administration</b></p> <ul style="list-style-type: none"> <li>• <b>Payroll</b> – The city is looking into doing our own payroll through Caselle. Unfortunately, Pat Huffman who has done the city’s payroll for years passed away last week.</li> <li>• <b>Tangent</b> – Staff have been doing a good job in Tangent and with the help of our seasonal employee we’ve been able to take on a few more projects.</li> <li>• <b>Santiam Christian</b> – They are putting in a new fence around their property, they’re putting a notice in the newsletter to let citizens know. They said they are going to leave it open after school so that the community can still walk and utilize the area.</li> <li>• <b>Volunteers</b> – Adair Village Volunteers have partnered with Old Mill Center for Children and Families. Old Mill is a nonprofit that has agreed to help the volunteers by being their financial entity.</li> </ul> <p><b>Property/Businesses</b></p> <ul style="list-style-type: none"> <li>• <b>AVIS</b> – The three partners are still working with DEQ to get the final plan of action approved.</li> <li>• <b>Good Grounds Coffee</b> – Susan says things are going good. She is going to phase out the ice cream and change a few things but overall, they are doing well.</li> <li>• <b>Restaurant</b> – I’m still working with a potential tenant and this</li> </ul>	<p>Council received the report.</p>

<p>week they're supposed to let me know if they're going to move forward.</p> <p><b>Major Projects/Engineering</b></p> <ul style="list-style-type: none"> <li>• <b>Water Plant</b> – RG Smith has started the electrical work at the plant and they're hoping to have it all done by the end of the month.</li> <li>• <b>Calloway Creek</b> – Bridge work is going to start next week and they're going to continue putting infrastructure in as long as the weather permits.</li> <li>• <b>Wastewater Plant</b> – The water line is being installed and the plan is to start the new headworks on August 8<sup>th</sup>.</li> </ul>	
<p><b>4d. Attachment F – Public Works Report</b> CA Hare presented the report.</p>	<p>Council received the report.</p>
<p><b>4e. Attachment G – Financial Report</b> CA Hare presented the report. Income shown for fiscal year 2022-2023 is \$8,583,684.00 and expenses are \$8,633,684.00. The balance in the Local Government Investment Pool is approximately \$3,828,908.92. Last year in Aug, the balance was \$3,274,177.45.</p>	<p>Council received the report.</p>
<p><b>5a. Old Business – None</b></p>	
<p><b>6 New Business</b></p> <p><b>6a. (Attachment H)</b> Oregon Cascade West Council of Governments</p> <p><b>6b. (Attachment I)</b> Potential Cell Tower</p>	<p>Council received the report.</p>
<p><b>7 Ordinance, Resolutions, and Proclamations</b></p> <p><b>7a. (Attachment J)</b> - Ordinance 2023-5 Amending Chapter 40</p>	<p>City Administrator read the ordinance by title only. Councilor Officer moved to read the ordinance a second time by title only. Officer Ray seconded. <b>Unanimous Approval (4-0).</b></p> <p>City Administrator read the ordinance by title only a second time.</p> <p>Councilor Fuller moved to approve the ordinance. Councilor Ray seconded. <b>Unanimous Approval (4-0).</b></p>

<p><b>7b. (Attachment K) - Ordinance 2023-6 Amending Chapter 43</b></p>	<p>City Administrator read the ordinance by title only. Councilor Fuller moved to read the ordinance a second time by title only. Officer Ray seconded. <b>Unanimous Approval (4-0).</b></p> <p>City Administrator read the ordinance by title only a second time.</p> <p>Councilor Ray moved to approve the ordinance. Councilor Officer seconded. <b>Unanimous Approval (4-0).</b></p>
<p><b>8. Executive Session</b></p>	
<p><b>9. Council and Mayor Comments</b></p>	
<p><b>10. Adjournment:</b>  City Council –Tuesday, September 5, 2023, 6:00 p.m.  Planning Commission – Tuesday, Aug 15, 2023, 6:00 p.m.</p>	<p><b>Mayor Currier adjourned the meeting at 7:42 p.m.</b></p>

\_\_\_\_\_  
Mayor's Approval

\_\_\_\_\_  
Date

**Aug 2023 Bills**

<b>Date</b>	<b>Amount</b>
8/1/2023	\$85,341.84
8/1/2023	\$23,795.00 (payroll)
8/11/2023	\$27,289.36
8/12/2023	\$916.22 (payroll)
8/21/2023	\$17,027.06
8/30/2023	\$17,769.57
8/30/2023	\$24,011.22 (payroll)

**Total**

\$196,150.27

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>390 Al's Sweeping Service</b>									
11186	1	Street Sweeping	Invoice	07/21/2023	08/21/2023	1,200.00		1,200.00	200-410-52024
Total 11186:						1,200.00	.00	1,200.00	
Total 390 Al's Sweeping Service:						1,200.00	.00	✓ 1,200.00	25763
<b>690 Bank of America</b>									
07232023	1	Credit Card Charges	Invoice	07/23/2023	08/23/2023	4,207.47		4,207.47	100-000-28000
Total 07232023:						4,207.47	.00	4,207.47	
Total 690 Bank of America:						4,207.47	.00	✓ 4,207.47	25765
<b>720 Bark Place Inc.</b>									
001-481966	1	HARDWOOD CHIPS FOR KIDDIE	Invoice	07/03/2023	08/10/2023	2,745.00		2,745.00	100-300-53001
Total 001-481966:						2,745.00	.00	2,745.00	
Total 720 Bark Place Inc.:						2,745.00	.00	✓ 2,745.00	25766
<b>890 Best Pots Inc</b>									
A-508358	1	Kiddie Park	Invoice	07/19/2023	08/19/2023	195.76		195.76	100-300-52112
Total A-508358:						195.76	.00	195.76	
Total 890 Best Pots Inc:						195.76	.00	✓ 195.76	25767
<b>980 Brad's World Reptiles</b>									
08122023	1	Founders Day Event	Invoice	07/25/2023	08/12/2023	1,000.00		1,000.00	100-300-52111
Total 08122023:						1,000.00	.00	1,000.00	
Total 980 Brad's World Reptiles:						1,000.00	.00	✓ 1,000.00	25768
<b>1410 Century Link</b>									
07112023	1	541-745-5858 873B	Invoice	07/11/2023	08/11/2023	98.02		98.02	510-430-52110
Total 07112023:						98.02	.00	✓ 98.02	
07162023	1	541-928-8372	Invoice	07/16/2023	08/16/2023	98.46		98.46	500-420-52110
Total 07162023:						98.46	.00	✓ 98.46	
Total 1410 Century Link:						196.48	.00	✓ 196.48	25769
<b>1520 CIS TRUST</b>									
AUGUST 2023	1	Employee Health Ins	Invoice	07/19/2023	08/19/2023	959.59		959.59	100-100-51010
AUGUST 2023	2	Employee Health Ins	Invoice	07/19/2023	08/19/2023	127.95		127.95	100-200-51010
AUGUST 2023	3	Employee Health Ins	Invoice	07/19/2023	08/19/2023	511.78		511.78	100-300-51010
AUGUST 2023	4	Employee Health Ins	Invoice	07/19/2023	08/19/2023	319.86		319.86	200-410-51010
AUGUST 2023	5	Employee Health Ins	Invoice	07/19/2023	08/19/2023	3,006.72		3,006.72	500-420-51010
AUGUST 2023	6	Employee Health Ins	Invoice	07/19/2023	08/19/2023	1,215.48		1,215.48	510-430-51010
AUGUST 2023	7	Employee Health Insurance	Invoice	07/19/2023	08/19/2023	255.89		255.89	520-440-51010

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total AUGUST 2023 FINAL INVOICE:						6,397.27	.00	✓ 6,397.27	25771
PO-ADR-12023	1	Property Liability Renewal Invoice	Invoice	07/20/2023	08/20/2023	6,400.66		6,400.66	100-900-52103
PO-ADR-12023	2	Property/Liability Renewal Invoice	Invoice	07/20/2023	08/20/2023	426.71		426.71	100-200-52103
PO-ADR-12023	3	Property/Liability Renewal Invoice	Invoice	07/20/2023	08/20/2023	3,413.68		3,413.68	100-300-52103
PO-ADR-12023	4	Property/Liability Renewal Invoice	Invoice	07/20/2023	08/20/2023	2,133.55		2,133.55	200-410-52103
PO-ADR-12023	5	Property/Liability Renewal Invoice	Invoice	07/20/2023	08/20/2023	20,482.11		20,482.11	500-420-52103
PO-ADR-12023	6	Property/Liability Renewal Invoice	Invoice	07/20/2023	08/20/2023	8,107.50		8,107.50	510-430-52103
PO-ADR-12023	7	Property/Liability Renewal Invoice	Invoice	07/20/2023	08/20/2023	1,706.84		1,706.84	520-440-52103
Total PO-ADR-12023-00:						42,671.05	.00	✓ 42,671.05	25770
Total 1520 CIS TRUST:						49,068.32	.00	✓ 49,068.32	
<b>1800 Consumers Power Inc.</b>									
07192023	1	1152401	Invoice	07/19/2023	08/19/2023	35.58		✓ 35.58	100-300-52109
07192023	2	1152412	Invoice	07/19/2023	08/19/2023	167.82		✓ 167.82	510-430-52109
07192023	3	1152400	Invoice	07/19/2023	08/19/2023	1,193.00		✓ 1,193.00	200-410-52109
07192023	4	1152406	Invoice	07/19/2023	08/19/2023	152.65		✓ 152.65	100-900-52109
07192023	5	1152409	Invoice	07/19/2023	08/19/2023	35.58		✓ 35.58	100-900-52109
07192023	6	1152410	Invoice	07/19/2023	08/19/2023	68.41		✓ 68.41	510-430-52109
07192023	7	1152411	Invoice	07/19/2023	08/19/2023	77.37		✓ 77.37	500-420-52109
07192023	8	1152413	Invoice	07/19/2023	08/19/2023	103.66		✓ 103.66	510-430-52109
07192023	9	1152414	Invoice	07/19/2023	08/19/2023	35.05		✓ 35.05	500-420-52109
07192023	10	1152415	Invoice	07/19/2023	08/19/2023	35.05		✓ 35.05	100-900-52109
07192023	11	1152419	Invoice	07/19/2023	08/19/2023	35.15		✓ 35.15	500-420-53502
07192023	12	1152420	Invoice	07/19/2023	08/19/2023	225.17		✓ 225.17	510-430-52109
Total 07192023:						2,164.49	.00	2,164.49	
Total 1800 Consumers Power Inc.:						2,164.49	.00	✓ 2,164.49	25772
<b>1930 Corvallis Rental Equipment Inc.</b>									
432128	1	Trailer Vacuum and drop hitch pintl	Invoice	06/29/2023	08/10/2023	1,209.54		1,209.54	500-420-52011
Total 432128:						1,209.54	.00	1,209.54	
Total 1930 Corvallis Rental Equipment Inc.:						1,209.54	.00	✓ 1,209.54	25773
<b>7507 Dealightful Family Entertainment</b>									
08122023-1B	1	Balloon twisters Founder's Day	Invoice	07/24/2023	08/12/2023	470.00		470.00	100-300-52111
Total 08122023-1B:						470.00	.00	470.00	
Total 7507 Dealightful Family Entertainment:						470.00	.00	✓ 470.00	25774
<b>2300 Delapoer Kidd Attorneys at Law</b>									
1980	1	General City matters	Invoice	08/01/2023	09/01/2023	131.25		131.25	100-900-52017
Total 1980:						131.25	.00	131.25	
Total 2300 Delapoer Kidd Attorneys at Law:						131.25	.00	✓ 131.25	25775
<b>2520 Edge Analytical, Inc</b>									
23-19242	1	Quarterly TOC	Invoice	07/19/2023	08/19/2023	113.40		113.40	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 23-19242:						113.40	.00	113.40	
Total 2520 Edge Analytical, Inc:						113.40	.00	✓ 113.40	25776
<b>2670 Ferguson Enterprises Inc</b>									
1208810	1	Pipe	Invoice	07/17/2023	08/17/2023	3,080.16		3,080.16	500-420-52011
Total 1208810:						3,080.16	.00	3,080.16	
Total 2670 Ferguson Enterprises Inc:						3,080.16	.00	✓ 3,080.16	25777
<b>7481 Grand Jazz Band</b>									
5	1	Live Music for Founders Day	Invoice	07/26/2023	08/12/2023	750.00		750.00	100-300-52111
Total 5:						750.00	.00	750.00	
Total 7481 Grand Jazz Band:						750.00	.00	✓ 750.00	25778
<b>7510 Kristopher Schendel</b>									
2302	1	Code Compliance July	Invoice	07/28/2023	08/05/2023	2,500.00		2,500.00	100-900-52019
Total 2302:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	✓ 2,500.00	25780
<b>3950 Linn-Benton Community College</b>									
6950	1	Printing code enforcement parking t	Invoice	07/19/2023	08/19/2023	202.37		202.37	100-900-52019
Total 6950:						202.37	.00	202.37	
Total 3950 Linn-Benton Community College:						202.37	.00	✓ 202.37	25781
<b>4280 Mckenna Edmaiston</b>									
3	1	Cleaning Services	Invoice	07/28/2023	08/03/2023	350.00		350.00	100-900-52019
Total 3:						350.00	.00	350.00	
Total 4280 Mckenna Edmaiston:						350.00	.00	✓ 350.00	25782
<b>4670 NW Natural</b>									
07272023	1	1407224-3	Invoice	07/27/2023	08/27/2023	16.61		16.61	100-900-52109
Total 07272023:						16.61	.00	16.61	
Total 4670 NW Natural:						16.61	.00	✓ 16.61	25783
<b>7492 Rickreal Farm Supply</b>									
62656	1	mower service	Invoice	07/24/2023	08/24/2023	233.73		233.73	100-300-52022
Total 62656:						233.73	.00	233.73	
Total 7492 Rickreal Farm Supply:						233.73	.00	✓ 233.73	25784
<b>6600 Susan Woosley</b>									
556165	1	Facepainting for Founders Day	Invoice	07/25/2023	08/12/2023	400.00		400.00	100-300-52111



Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 556165:						400.00	.00	400.00	
Total 6600 Susan Woosley:						400.00	.00	✓ 400.00	25786
<b>7516 Thunder Mountain Ranch LLC</b>									
2088	1	Emergency Waterline Repair	Invoice	08/01/2023	09/01/2023	14,000.00		14,000.00	500-420-52011
Total 2088:						14,000.00	.00	14,000.00	
Total 7516 Thunder Mountain Ranch LLC:						14,000.00	.00	✓ 14,000.00	25787
<b>999 Utility Refund</b>									
1091.07	1	Water	Invoice	07/21/2023	08/21/2023	20.00		20.00	500-420-52105
1091.07	2	Wastewater	Invoice	07/21/2023	08/21/2023	13.34		13.34	510-430-52105
1091.07	3	Refund overpayment	Invoice	07/21/2023	08/21/2023	68.89		68.89	500-420-52105
1091.07	4	Refund Overpayment	Invoice	07/21/2023	08/21/2023	45.93		45.93	510-430-52105
Total 1091.07:						148.16	.00	✓ 148.16	25764
1328.05	1	Water	Invoice	07/31/2023	08/15/2023	75.53		75.53	500-420-52105
1328.05	2	Wastewater	Invoice	07/31/2023	08/15/2023	50.36		50.36	510-430-52105
Total 1328.05:						125.89	.00	✓ 125.89	25785
3364.05	1	Water	Invoice	07/20/2023	08/20/2023	19.93		19.93	500-420-52105
3364.05	2	Wastewater	Invoice	07/20/2023	08/20/2023	13.28		13.28	510-430-52105
Total 3364.05:						33.21	.00	✓ 33.21	25779
Total 999 Utility Refund:						307.26	.00	307.26	
<b>7290 Willamette Valley Processors</b>									
1632	1	Emergency Management	Invoice	07/21/2023	08/05/2023	800.00		800.00	100-900-52019
Total 1632:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	✓ 800.00	25788
Total :						85,341.84	.00	85,341.84	
Grand Totals:						85,341.84	.00	85,341.84	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-000-28000	4,207.47	.00	4,207.47
100-100-51010	959.59	.00	959.59
100-200-51010	127.95	.00	127.95
100-200-52103	426.71	.00	426.71
100-300-51010	511.78	.00	511.78
100-300-52022	233.73	.00	233.73
100-300-52103	3,413.68	.00	3,413.68

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52109	35.58	.00	35.58
100-300-52111	2,620.00	.00	2,620.00
100-300-52112	195.76	.00	195.76
100-300-53001	2,745.00	.00	2,745.00
100-900-52017	131.25	.00	131.25
100-900-52019	3,852.37	.00	3,852.37
100-900-52103	6,400.66	.00	6,400.66
100-900-52109	239.89	.00	239.89
200-410-51010	319.86	.00	319.86
200-410-52024	1,200.00	.00	1,200.00
200-410-52103	2,133.55	.00	2,133.55
200-410-52109	1,193.00	.00	1,193.00
500-420-51010	3,006.72	.00	3,006.72
500-420-52011	18,289.70	.00	18,289.70
500-420-52103	20,482.11	.00	20,482.11
500-420-52104	113.40	.00	113.40
500-420-52105	184.35	.00	184.35
500-420-52109	112.42	.00	112.42
500-420-52110	98.46	.00	98.46
500-420-53502	35.15	.00	35.15
510-430-51010	1,215.48	.00	1,215.48
510-430-52103	8,107.50	.00	8,107.50
510-430-52105	122.91	.00	122.91
510-430-52109	565.06	.00	565.06
510-430-52110	98.02	.00	98.02
520-440-51010	255.89	.00	255.89
520-440-52103	1,706.84	.00	1,706.84
Grand Totals:	85,341.84	.00	85,341.84

Handwritten signature and date 8/1/23

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
06/23	1,209.54	.00	1,209.54
07/23	70,001.05	.00	70,001.05
08/23	14,131.25	.00	14,131.25
Grand Totals:	85,341.84	.00	85,341.84

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>7513 Alec Lathrop</b>									
08052023	1	Advance	Invoice	08/01/2023	08/05/2023	657.00		657.00	100-300-50058
08052023	2	adv	Invoice	08/01/2023	08/05/2023	164.25		164.25	200-410-50058
08052023	3	adv	Invoice	08/01/2023	08/05/2023	1,806.75		1,806.75	500-420-50058
08052023	4	adv	Invoice	08/01/2023	08/05/2023	492.75		492.75	510-430-50058
08052023	5	adv	Invoice	08/01/2023	08/05/2023	164.25		164.25	520-440-50058
Total 08052023:						3,285.00	.00	3,285.00	
Total 7513 Alec Lathrop:						3,285.00	.00	3,285.00	25789
<b>7515 Dakota Trufant</b>									
08052023	1	Aug Advance	Invoice	08/01/2023	08/05/2023	305.00		305.00	100-300-50058
08052023	2	adv	Invoice	08/01/2023	08/05/2023	76.25		76.25	200-410-50058
08052023	3	adv	Invoice	08/01/2023	08/05/2023	838.75		838.75	500-420-50058
08052023	4	adv	Invoice	08/01/2023	08/05/2023	228.75		228.75	510-430-50058
08052023	5	adv	Invoice	08/01/2023	08/05/2023	76.25		76.25	520-440-50058
Total 08052023:						1,525.00	.00	1,525.00	
Total 7515 Dakota Trufant:						1,525.00	.00	1,525.00	25790
<b>7514 David Kemper</b>									
08052023	1	August Advance	Invoice	08/01/2023	08/05/2023	916.22		916.22	510-430-50052
Total 08052023:						916.22	.00	916.22	
Total 7514 David Kemper:						916.22	.00	916.22	VOIDED 25791
<b>7440 Karla McGrath</b>									
08052023	1	Aug Advance	Invoice	08/01/2023	08/05/2023	471.00		471.00	100-100-50018
08052023	2	adv	Invoice	08/01/2023	08/05/2023	157.00		157.00	200-410-50018
08052023	3	adv	Invoice	08/01/2023	08/05/2023	1,570.00		1,570.00	500-420-50018
08052023	4	adv	Invoice	08/01/2023	08/05/2023	863.50		863.50	510-430-50018
08052023	5	adv	Invoice	08/01/2023	08/05/2023	78.50		78.50	520-440-50018
Total 08052023:						3,140.00	.00	3,140.00	
Total 7440 Karla McGrath:						3,140.00	.00	3,140.00	25792
<b>4240 Matt Lydon</b>									
08052023	1	Advance	Invoice	08/01/2023	08/05/2023	522.50		522.50	200-410-50050
08052023	2	adv	Invoice	08/01/2023	08/05/2023	3,135.00		3,135.00	500-420-50050
08052023	3	adv	Invoice	08/01/2023	08/05/2023	1,306.25		1,306.25	510-430-50050
08052023	4	adv	Invoice	08/01/2023	08/05/2023	261.25		261.25	520-440-50050
Total 08052023:						5,225.00	.00	5,225.00	
Total 4240 Matt Lydon:						5,225.00	.00	5,225.00	25793
<b>7512 Morgan French</b>									
08052023	1	Payroll Advance	Invoice	08/01/2023	08/05/2023	622.00		622.00	100-300-50054
08052023	2	Advance	Invoice	08/01/2023	08/05/2023	155.50		155.50	200-410-50054
08052023	3	adv	Invoice	08/01/2023	08/05/2023	1,710.50		1,710.50	500-420-50054
08052023	4	adv	Invoice	08/01/2023	08/05/2023	466.50		466.50	510-430-50054
08052023	5	adv	Invoice	08/01/2023	08/05/2023	155.50		155.50	520-440-50054

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 08052023:						3,110.00	.00	3,110.00	
Total 7512 Morgan French:						3,110.00	.00	3,110.00	25794
<b>5360 Pat Hare</b>									
08052023	1	Admin	Invoice	08/01/2023	08/05/2023	4,103.00		4,103.00	100-100-50010
08052023	2	PS	Invoice	08/01/2023	08/05/2023	373.00		373.00	100-200-50010
08052023	3	Water	Invoice	08/01/2023	08/05/2023	1,492.00		1,492.00	500-420-50010
08052023	4	WW	Invoice	08/01/2023	08/05/2023	1,119.00		1,119.00	510-430-50010
08052023	5	SD	Invoice	08/01/2023	08/05/2023	186.50		186.50	520-440-50010
08052023	6	STR	Invoice	08/01/2023	08/05/2023	186.50		186.50	200-410-50010
Total 08052023:						7,460.00	.00	7,460.00	
Total 5360 Pat Hare:						7,460.00	.00	7,460.00	25795
<b>7060 VALIC 6061606</b>									
08052023	1	Patrick Hare	Invoice	08/01/2023	08/05/2023	27.50		27.50	100-100-50010
08052023	2	Patrick Hare	Invoice	08/01/2023	08/05/2023	2.50		2.50	100-200-50010
08052023	3	Patrick Hare	Invoice	08/01/2023	08/05/2023	1.25		1.25	200-410-50054
08052023	4	Patrick Hare	Invoice	08/01/2023	08/05/2023	10.00		10.00	500-420-50010
08052023	5	Patrick Hare	Invoice	08/01/2023	08/05/2023	7.50		7.50	510-430-50010
08052023	6	Patrick Hare	Invoice	08/01/2023	08/05/2023	1.25		1.25	520-440-50010
Total 08052023:						50.00	.00	50.00	25796
Total 7060 VALIC 6061606:						50.00	.00	50.00	
Total :						24,711.22	.00	24,711.22	
Grand Totals:						24,711.22	.00	24,711.22	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-50010	4,130.50	.00	4,130.50
100-100-50018	471.00	.00	471.00
100-200-50010	375.50	.00	375.50
100-300-50054	622.00	.00	622.00
100-300-50058	962.00	.00	962.00
200-410-50010	186.50	.00	186.50
200-410-50018	157.00	.00	157.00
200-410-50050	522.50	.00	522.50
200-410-50054	156.75	.00	156.75
200-410-50058	240.50	.00	240.50
500-420-50010	1,502.00	.00	1,502.00
500-420-50018	1,570.00	.00	1,570.00
500-420-50050	3,135.00	.00	3,135.00
500-420-50054	1,710.50	.00	1,710.50
500-420-50058	2,645.50	.00	2,645.50
510-430-50010	1,126.50	.00	1,126.50
510-430-50018	863.50	.00	863.50

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
510-430-50050	1,306.25	.00	1,306.25
510-430-50052	916.22	.00	916.22
510-430-50054	466.50	.00	466.50
510-430-50058	721.50	.00	721.50
520-440-50010	187.75	.00	187.75
520-440-50018	78.50	.00	78.50
520-440-50050	261.25	.00	261.25
520-440-50054	155.50	.00	155.50
520-440-50058	240.50	.00	240.50
Grand Totals:	24,711.22	.00	24,711.22

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/23	24,711.22	.00	24,711.22
Grand Totals:	24,711.22	.00	24,711.22

less voided check (25791)  
\$916.22  
(Reprinted 8/10/23)

  
8/1/23

23,795.00

7514 David Kemper  
1610 Bonnie St. SW  
Albany OR 97321

Balance: .00  
Contact:  
Phone 1:  
Fax:

Vendor Purchase Orders **Invoices** Checks Totals

Summary Detail Single

Display: Paid invoices Vendor

Date	Invoice/Check	Sequence	Type	GL Period	GL Account	
08/01/2023	08052023	1	Invoice	08/23	510-430-50052	
08/01/2023	08052023	2	Adjustment	08/23	510-430-50052	
08/01/2023	25791	1	Calculated	08/23	510-430-50052	
08/01/2023	25791	1	Void	08/23	510-430-50052	
08/12/2023	08122023	1	Invoice	08/23	510-430-50052	
08/12/2023	25812	1	Calculated	08/23	510-430-50052	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>150 A &amp; B Septic</b>									
60320	1	Work for Tangent	Invoice	07/05/2023	08/15/2023	420.00		420.00	100-900-52115
Total 60320:						420.00	.00	420.00	
60455	1	Work for Tangent	Invoice	07/14/2023	08/14/2023	1,380.00		1,380.00	100-900-52115
Total 60455:						1,380.00	.00	1,380.00	
60456	1	Work for Tangent	Invoice	07/14/2023	08/14/2023	250.00		250.00	100-900-52115
Total 60456:						250.00	.00	250.00	
60510	1	Work for Tangent	Invoice	07/19/2023	08/19/2023	200.00		200.00	100-900-52115
Total 60510:						200.00	.00	200.00	
60523	1	Work for Tangent	Invoice	07/20/2023	08/20/2023	1,639.00		1,639.00	100-900-52115
Total 60523:						1,639.00	.00	1,639.00	
60524	1	Work for Tangent	Invoice	07/20/2023	08/20/2023	525.00		525.00	100-900-52115
Total 60524:						525.00	.00	525.00	
60547	1	Work for Tangent	Invoice	07/21/2023	08/21/2023	2,684.50		2,684.50	100-900-52115
Total 60547:						2,684.50	.00	2,684.50	
60548	1	Work for Tangent	Invoice	07/21/2023	08/21/2023	200.00		200.00	100-900-52115
Total 60548:						200.00	.00	200.00	
60549	1	Work for Tangent	Invoice	07/21/2023	08/21/2023	200.00		200.00	100-900-52115
Total 60549:						200.00	.00	200.00	
60573	1	Work for Tangent	Invoice	07/25/2023	08/25/2023	765.00		765.00	100-900-52115
Total 60573:						765.00	.00	765.00	
Total 150 A & B Septic:						8,263.50	.00	8,263.50	25797
<b>890 Best Pots Inc</b>									
A-510352	1	Site 45118	Invoice	08/03/2023	09/03/2023	106.64		106.64	500-420-52019
Total A-510352:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	106.64	25798
<b>1330 Cascades West Regional Consortium</b>									
123	1	Dues	Invoice	08/07/2023	09/07/2023	1,000.00		1,000.00	100-900-52102
Total 123:						1,000.00	.00	1,000.00	25799

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1330 Cascades West Regional Consortium:						1,000.00	.00	1,000.00	
<b>1340 Caselle Inc.</b>									
126780	1	Monthly Software Hosting Fees	Invoice	08/01/2023	09/01/2023	600.75		600.75	500-420-52114
126780	2	Monthly Software Hosting Fee	Invoice	08/01/2023	09/01/2023	400.50		400.50	100-900-52114
126780	3	Monthly Software Hosting Fee	Invoice	08/01/2023	09/01/2023	200.25		200.25	510-430-52114
126780	4	Monthly Software Hosting Fee	Invoice	08/01/2023	09/01/2023	66.75		66.75	200-410-52114
126780	5	Monthly Software Hosting Fee	Invoice	08/01/2023	09/01/2023	66.75		66.75	520-440-52114
Total 126780:						1,335.00	.00	1,335.00	
Total 1340 Caselle Inc.:						1,335.00	.00	1,335.00	25800
<b>1410 Century Link</b>									
07252023	1	503-T31-4410 130B	Invoice	07/25/2023	08/25/2023	53.95		53.95	500-420-52110
Total 07252023:						53.95	.00	53.95	
Total 1410 Century Link:						53.95	.00	53.95	25801
<b>1610 Civil West Engineering Services Inc</b>									
1001.001B.007	1	General Services	Invoice	08/01/2023	09/01/2023	2,046.00		2,046.00	100-900-52020
1001.001B.007	2	General Services	Invoice	08/01/2023	09/01/2023	1,870.00		1,870.00	100-900-52020
1001.001B.007	3	Misc. Services - Water	Invoice	08/01/2023	09/01/2023	890.00		890.00	500-420-52020
1001.001B.007	4	Misc. Services - WW	Invoice	08/01/2023	09/01/2023	340.00		340.00	510-430-52020
Total 1001.001B.007:						5,146.00	.00	5,146.00	
1001.028.035	1	WWTP Headworks & Trickling Filter	Invoice	08/01/2023	09/01/2023	766.64		766.64	510-430-52020
Total 1001.028.035:						766.64	.00	766.64	
1001.032.024	1	HMGP Waterline Replacement	Invoice	08/01/2023	09/01/2023	2,788.00		2,788.00	500-420-53503
Total 1001.032.024:						2,788.00	.00	2,788.00	
Total 1610 Civil West Engineering Services Inc:						8,700.64	.00	8,700.64	25802
<b>1910 Corvallis Power Equipment</b>									
55873	1	Materials	Invoice	08/07/2023	08/15/2023	12.99		12.99	100-300-52022
Total 55873:						12.99	.00	12.99	
61623CA	1	Service Equipment	Invoice	07/31/2023	08/15/2023	311.20		311.20	100-300-52022
Total 61623CA:						311.20	.00	311.20	
Total 1910 Corvallis Power Equipment:						324.19	.00	324.19	25803
<b>2520 Edge Analytical, Inc</b>									
23-22754	1	monthly coliform	Invoice	08/02/2023	09/02/2023	40.00		40.00	500-420-52104
Total 23-22754:						40.00	.00	40.00	
Total 2520 Edge Analytical, Inc:						40.00	.00	40.00	25804



Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>2670 Ferguson Enterprises Inc</b>									
1208753	1	6097 NE Ebony Lane	Invoice	07/26/2023	08/26/2023	2,964.38		2,964.38	500-420-52011
Total 1208753:						2,964.38	.00	✓ 2,964.38	
1215879	1	materials	Invoice	07/28/2023	08/23/2023	37.74		37.74	500-420-52011
Total 1215879:						37.74	.00	✓ 37.74	
Total 2670 Ferguson Enterprises Inc:						3,002.12	.00	✓ 3,002.12	25805
<b>4380 Middleton Heating and Sheet Metal INC.</b>									
195903	1	Service air systems	Invoice	08/10/2023	09/10/2023	260.00		260.00	100-900-52012
Total 195903:						260.00	.00	260.00	
Total 4380 Middleton Heating and Sheet Metal INC.:						260.00	.00	✓ 260.00	25806
<b>4800 One Call Concepts Inc</b>									
3070312	1	OR Utility Notification Center	Invoice	07/31/2023	08/31/2023	19.60		19.60	500-420-52109
3070312	2	OR Utility Notification Center	Invoice	07/31/2023	08/31/2023	19.60		19.60	510-430-52109
Total 3070312:						39.20	.00	✓ 39.20	
7080323	1	OR Utility Notification Center	Invoice	08/02/2023	09/02/2023	31.50		31.50	500-420-52109
7080323	2	OR Utility Notification Center	Invoice	08/02/2023	09/02/2023	31.50		31.50	510-430-52109
Total 7080323:						63.00	.00	✓ 63.00	
Total 4800 One Call Concepts Inc:						102.20	.00	✓ 102.20	25807
<b>5330 Pape Machinery</b>									
5131386	1	Service tractor	Invoice	08/10/2023	09/10/2023	671.72		671.72	100-300-52022
Total 5131386:						671.72	.00	671.72	
Total 5330 Pape Machinery:						671.72	.00	✓ 671.72	25808
<b>5780 Republic Services #452</b>									
0452-00505737	1	Utilities	Invoice	07/31/2023	08/30/2023	42.11		42.11	100-900-52109
Total 0452-005057371:						42.11	.00	✓ 42.11	
0452-00506995	1	Utilities	Invoice	07/31/2023	08/30/2023	327.29		327.29	510-430-52109
Total 0452-005069951:						327.29	.00	✓ 327.29	
Total 5780 Republic Services #452:						369.40	.00	✓ 369.40	25809
<b>6010 Santiam Tree Service</b>									
2862	1	Tree Removal Near City Hall	invoice	08/04/2023	09/04/2023	2,750.00		2,750.00	100-900-52030
Total 2862:						2,750.00	.00	2,750.00	
Total 6010 Santiam Tree Service:						2,750.00	.00	✓ 2,750.00	25810

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>7250 Willamette Criminal Justice Council</b>									
2023.1	1	Adair Village Share	Invoice	07/01/2023	08/15/2023	310.00		310.00	100-900-52102
Total 2023.1:						310.00	.00	310.00	
Total 7250 Willamette Criminal Justice Council:						310.00	.00	310.00	25811
Total :						27,289.36	.00	27,289.36	
Grand Totals:						27,289.36	.00	27,289.36	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52022	995.91	.00	995.91
100-900-52012	260.00	.00	260.00
100-900-52020	3,916.00	.00	3,916.00
100-900-52030	2,750.00	.00	2,750.00
100-900-52102	1,310.00	.00	1,310.00
100-900-52109	42.11	.00	42.11
100-900-52114	400.50	.00	400.50
100-900-52115	8,263.50	.00	8,263.50
200-410-52114	66.75	.00	66.75
500-420-52011	3,002.12	.00	3,002.12
500-420-52019	106.64	.00	106.64
500-420-52020	890.00	.00	890.00
500-420-52104	40.00	.00	40.00
500-420-52109	51.10	.00	51.10
500-420-52110	53.95	.00	53.95
500-420-52114	600.75	.00	600.75
500-420-53503	2,788.00	.00	2,788.00
510-430-52020	1,106.64	.00	1,106.64
510-430-52109	378.39	.00	378.39
510-430-52114	200.25	.00	200.25
520-440-52114	66.75	.00	66.75
Grand Totals:	27,289.36	.00	27,289.36

*[Handwritten Signature]*  
 8/11/23

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
07/23	12,349.37	.00	12,349.37
08/23	14,939.99	.00	14,939.99
Grand Totals:	27,289.36	.00	27,289.36

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
7514 David Kemper 08122023	1	Aug advance replacement check	Invoice	08/12/2023	09/12/2023	916.22		916.22	510-430-50052
Total 08122023:						916.22	.00	916.22	
Total 7514 David Kemper:						916.22	.00	916.22	25812
Total :						916.22	.00	916.22	
Grand Totals:						916.22	.00	916.22	

*[Handwritten Signature]*  
2/15/22

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
510-430-50052	916.22	.00	916.22
Grand Totals:	916.22	.00	916.22

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/23	916.22	.00	916.22
Grand Totals:	916.22	.00	916.22

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>1340 Caselle Inc.</b>									
126859	1	Monthly Software Hosting Fees	Invoice	08/11/2023	09/11/2023	1,838.25		1,838.25	500-420-52114
126859	2	Monthly Software Hosting Fee	Invoice	08/11/2023	09/11/2023	1,225.50		1,225.50	100-900-52114
126859	3	Monthly Software Hosting Fee	Invoice	08/11/2023	09/11/2023	612.75		612.75	510-430-52114
126859	4	Monthly Software Hosting Fee	Invoice	08/11/2023	09/11/2023	204.25		204.25	200-410-52114
126859	5	Monthly Software Hosting Fee	Invoice	08/11/2023	09/11/2023	204.25		204.25	520-440-52114
Total 126859:						4,085.00	.00	4,085.00	
Total 1340 Caselle Inc.:						4,085.00	.00	4,085.00	25813
<b>1520 CIS TRUST</b>									
SEPTEMBER 2	1	Employee Health Ins	Invoice	08/15/2023	09/15/2023	960.57		960.57	100-100-51010
SEPTEMBER 2	2	Employee Health Ins	Invoice	08/15/2023	09/15/2023	128.08		128.08	100-200-51010
SEPTEMBER 2	3	Employee Health Ins	Invoice	08/15/2023	09/15/2023	512.30		512.30	100-300-51010
SEPTEMBER 2	4	Employee Health Ins	Invoice	08/15/2023	09/15/2023	320.19		320.19	200-410-51010
SEPTEMBER 2	5	Employee Health Ins	Invoice	08/15/2023	09/15/2023	3,009.79		3,009.79	500-420-51010
SEPTEMBER 2	6	Employee Health Ins	Invoice	08/15/2023	09/15/2023	1,216.72		1,216.72	510-430-51010
SEPTEMBER 2	7	Employee Health Insurance	Invoice	08/15/2023	09/15/2023	256.16		256.16	520-440-51010
Total SEPTEMBER 2023 FINAL INVOICE:						6,403.81	.00	6,403.81	
Total 1520 CIS TRUST:						6,403.81	.00	6,403.81	25814
<b>1800 Consumers Power Inc.</b>									
08082023	1	1152418	Invoice	08/08/2023	09/08/2023	133.23		133.23	510-430-52109
Total 08082023:						133.23	.00	133.23	
Total 1800 Consumers Power Inc.:						133.23	.00	133.23	25815
<b>2670 Ferguson Enterprises Inc</b>									
1217813	1	Work for Tangent	Invoice	08/08/2023	09/08/2023	74.17		74.17	100-900-52115
Total 1217813:						74.17	.00	74.17	
Total 2670 Ferguson Enterprises Inc:						74.17	.00	74.17	25816
<b>7364 Pacific Office Automation</b>									
332750	1	Annual Overage Invoice	Invoice	08/06/2023	09/06/2023	691.12		691.12	100-900-52022
Total 332750:						691.12	.00	691.12	
Total 7364 Pacific Office Automation:						691.12	.00	691.12	25817
<b>5300 Pacific Power/PacificCorp</b>									
08112023	1	Utilities	Invoice	08/11/2023	08/29/2023	2,533.11		2,533.11	500-420-52109
Total 08112023:						2,533.11	.00	2,533.11	
Total 5300 Pacific Power/PacificCorp:						2,533.11	.00	2,533.11	25818
<b>5360 Pat Hare</b>									
08212023	1	Admin	Invoice	08/21/2023	08/22/2023	1,100.00		1,100.00	100-100-50010
08212023	2	PS	Invoice	08/21/2023	08/22/2023	100.00		100.00	100-200-50010
08212023	3	Water	Invoice	08/21/2023	08/22/2023	400.00		400.00	500-420-50010

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
08212023	4	WW	Invoice	08/21/2023	08/22/2023	300.00		300.00	510-430-50010
08212023	5	SD	Invoice	08/21/2023	08/22/2023	50.00		50.00	520-440-50010
08212023	6	STR	Invoice	08/21/2023	08/22/2023	50.00		50.00	200-410-50010
Total 08212023:						2,000.00	.00	2,000.00	
Total 5360 Pat Hare:						2,000.00	.00	2,000.00	25819
<b>7493 The Party Store</b>									
543035-2	1	Founders Day	Invoice	08/14/2023	09/14/2023	711.44		711.44	100-300-52111
Total 543035-2:						711.44	.00	711.44	
Total 7493 The Party Store:						711.44	.00	711.44	25820
<b>7274 US Bank Equipment Finance</b>									
507963890	1	Copier Financing	Invoice	08/14/2023	08/30/2023	131.00		131.00	100-900-52023
Total 507963890:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	25821
<b>7130 Verizon</b>									
9941317812	1	Phone	Invoice	08/06/2023	08/29/2023	99.47		99.47	500-420-52110
9941317812	2	Phone	Invoice	08/06/2023	08/29/2023	99.46		99.46	510-430-52110
9941317812	3	Phone	Invoice	08/06/2023	08/29/2023	65.25		65.25	100-900-52110
Total 9941317812:						264.18	.00	264.18	
Total 7130 Verizon:						264.18	.00	264.18	25822
Total :						17,027.06	.00	17,027.06	
Grand Totals:						17,027.06	.00	17,027.06	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-50010	1,100.00	.00	1,100.00
100-100-51010	960.57	.00	960.57
100-200-50010	100.00	.00	100.00
100-200-51010	128.08	.00	128.08
100-300-51010	512.30	.00	512.30
100-300-52111	711.44	.00	711.44
100-900-52022	691.12	.00	691.12
100-900-52023	131.00	.00	131.00
100-900-52110	65.25	.00	65.25
100-900-52114	1,225.50	.00	1,225.50
100-900-52115	74.17	.00	74.17
200-410-50010	50.00	.00	50.00
200-410-51010	320.19	.00	320.19
200-410-52114	204.25	.00	204.25
500-420-50010	400.00	.00	400.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
500-420-51010	3,009.79	.00	3,009.79
500-420-52109	2,533.11	.00	2,533.11
500-420-52110	99.47	.00	99.47
500-420-52114	1,838.25	.00	1,838.25
510-430-50010	300.00	.00	300.00
510-430-51010	1,216.72	.00	1,216.72
510-430-52109	133.23	.00	133.23
510-430-52110	99.46	.00	99.46
510-430-52114	612.75	.00	612.75
520-440-50010	50.00	.00	50.00
520-440-51010	256.16	.00	256.16
520-440-52114	204.25	.00	204.25
<b>Grand Totals:</b>	<b>17,027.06</b>	<b>.00</b>	<b>17,027.06</b>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/23	17,027.06	.00	17,027.06
<b>Grand Totals:</b>	<b>17,027.06</b>	<b>.00</b>	<b>17,027.06</b>

*[Handwritten signature]*  
8/22/23

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>7479 A to Z Party Rental</b>									
537297-3	1	Founders Day	Invoice	08/14/2023	09/14/2023	1,333.60		1,333.60	100-300-52111
Total 537297-3:						1,333.60	.00	1,333.60	
Total 7479 A to Z Party Rental:						1,333.60	.00	1,333.60	25823
<b>1410 Century Link</b>									
08112023	1	541-745-5858 873B	Invoice	08/11/2023	09/01/2023	98.02		98.02	510-430-52110
Total 08112023:						98.02	.00	98.02	
08162023	1	541-928-8372 054B	Invoice	08/16/2023	09/16/2023	98.46		98.46	500-420-52110
Total 08162023:						98.46	.00	98.46	
Total 1410 Century Link:						196.48	.00	196.48	25824
<b>1800 Consumers Power Inc.</b>									
08212023	1	1152400	Invoice	08/21/2023	09/21/2023	1,192.00		1,192.00	200-410-52109
08212023	2	1152401	Invoice	08/21/2023	09/21/2023	35.58		35.58	100-300-52109
08212023	3	1152406	Invoice	08/21/2023	09/21/2023	184.74		184.74	100-900-52109
08212023	4	1152409	Invoice	08/21/2023	09/21/2023	35.78		35.78	100-900-52109
08212023	5	1152410	Invoice	08/21/2023	09/21/2023	69.15		69.15	510-430-52109
08212023	6	1152411	Invoice	08/21/2023	09/21/2023	84.14		84.14	500-420-52109
08212023	7	1152413	Invoice	08/21/2023	09/21/2023	102.92		102.92	510-430-52109
08212023	8	1152414	Invoice	08/21/2023	09/21/2023	35.05		35.05	500-420-52109
08212023	9	1152415	Invoice	08/21/2023	09/21/2023	35.05		35.05	100-900-52109
08212023	10	1152419	Invoice	08/21/2023	09/21/2023	35.05		35.05	500-420-53502
08212023	11	1152410	Invoice	08/21/2023	09/21/2023	473.56		473.56	510-430-52109
Total 08212023:						2,283.02	.00	2,283.02	
Total 1800 Consumers Power Inc.:						2,283.02	.00	2,283.02	25825
<b>7510 Kristopher Schendel</b>									
2303	1	Code Compliance	Invoice	08/31/2023	09/05/2023	2,500.00		2,500.00	100-900-52019
Total 2303:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	2,500.00	25827
<b>7478 Northcore USA LLC</b>									
370	1	waterline repair Arnold Ave bore	Invoice	08/24/2023	09/24/2023	9,902.00		9,902.00	500-420-52011
Total 370:						9,902.00	.00	9,902.00	
Total 7478 Northcore USA LLC:						9,902.00	.00	9,902.00	25828
<b>6020 Schaefers Recreation Equipment Co</b>									
141414-1	1	Chlorine for wwtp	Invoice	08/25/2023	09/10/2023	695.28		695.28	510-430-52001
Total 141414-1:						695.28	.00	695.28	
Total 6020 Schaefers Recreation Equipment Co:						695.28	.00	695.28	25829

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>999 Utility Refund</b>									
0562.04	1	Water	Invoice	08/24/2023	09/25/2023	35.51		35.51	500-420-52105
0562.04	2	Wastewater	Invoice	08/24/2023	09/25/2023	23.68		23.68	510-430-52105
Total 0562.04:						59.19	.00	59.19	
Total 999 Utility Refund:						59.19	.00	59.19	<i>26</i> <i>258</i>
<b>7290 Willamette Valley Processors</b>									
1650	1	Emergency Management	Invoice	08/23/2023	09/05/2023	800.00		800.00	100-900-52019
Total 1650:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	<i>29830</i>
Total :						17,769.57	.00	17,769.57	
Grand Totals:						17,769.57	.00	17,769.57	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52109	35.58	.00	35.58
100-300-52111	1,333.60	.00	1,333.60
100-900-52019	3,300.00	.00	3,300.00
100-900-52109	255.57	.00	255.57
200-410-52109	1,192.00	.00	1,192.00
500-420-52011	9,902.00	.00	9,902.00
500-420-52105	35.51	.00	35.51
500-420-52109	119.19	.00	119.19
500-420-52110	98.46	.00	98.46
500-420-53502	35.05	.00	35.05
510-430-52001	695.28	.00	695.28
510-430-52105	23.68	.00	23.68
510-430-52109	645.63	.00	645.63
510-430-52110	98.02	.00	98.02
Grand Totals:	17,769.57	.00	17,769.57

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/23	17,769.57	.00	17,769.57
Grand Totals:	17,769.57	.00	17,769.57

*8/30/23*



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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>7513 Alec Lathrop</b>									
09052023	1	pks	Invoice	09/05/2023	09/05/2023	636.00		636.00	100-300-50058
09052023	2	str	Invoice	09/05/2023	09/05/2023	159.00		159.00	200-410-50058
09052023	3	W	Invoice	09/05/2023	09/05/2023	1,749.00		1,749.00	500-420-50058
09052023	4	WW	Invoice	09/05/2023	09/05/2023	477.00		477.00	510-430-50058
09052023	5	SD	Invoice	09/05/2023	09/05/2023	159.00		159.00	520-440-50058
Total 09052023:						3,180.00	.00	3,180.00	
Total 7513 Alec Lathrop:						3,180.00	.00	3,180.00	25831
<b>7515 Dakota Trufant</b>									
09052023	1	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	322.00		322.00	100-300-50058
09052023	2	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	80.50		80.50	200-410-50058
09052023	3	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	885.50		885.50	500-420-50058
09052023	4	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	241.50		241.50	510-430-50058
09052023	5	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	80.50		80.50	520-440-50058
Total 09052023:						1,610.00	.00	1,610.00	
Total 7515 Dakota Trufant:						1,610.00	.00	1,610.00	25832
<b>7514 David Kemper</b>									
09052023	1	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	916.22		916.22	510-430-50052
Total 09052023:						916.22	.00	916.22	
Total 7514 David Kemper:						916.22	.00	916.22	25833
<b>7440 Karla McGrath</b>									
09052023	1	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	367.50		367.50	100-100-50018
09052023	2	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	122.50		122.50	200-410-50018
09052023	3	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	1,225.00		1,225.00	500-420-50018
09052023	4	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	673.75		673.75	510-430-50016
09052023	5	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	61.25		61.25	520-440-50018
Total 09052023:						2,450.00	.00	2,450.00	
Total 7440 Karla McGrath:						2,450.00	.00	2,450.00	25834
<b>4240 Matt Lydon</b>									
09052023	1	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	572.50		572.50	200-410-50050
09052023	2	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	3,435.00		3,435.00	500-420-50050
09052023	3	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	1,431.25		1,431.25	510-430-50050
09052023	4	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	286.25		286.25	520-440-50050
Total 09052023:						5,725.00	.00	5,725.00	
Total 4240 Matt Lydon:						5,725.00	.00	5,725.00	25835
<b>7512 Morgan French</b>									
09052023	1	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	682.00		682.00	100-300-50054
09052023	2	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	170.50		170.50	200-410-50054
09052023	3	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	1,875.50		1,875.50	500-420-50054
09052023	4	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	511.50		511.50	510-430-50054
09052023	5	SEPT PAYROLL ADVANCE	Invoice	09/05/2023	09/05/2023	170.50		170.50	520-440-50054

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 09052023:						3,410.00	.00	3,410.00	
Total 7512 Morgan French:						3,410.00	.00	3,410.00	25836
<b>5360 Pat Hare</b>									
09052023	1	Admin	Invoice	09/05/2023	09/05/2023	3,668.50		3,668.50	100-100-50010
09052023	2	PS	Invoice	09/05/2023	09/05/2023	333.50		333.50	100-200-50010
09052023	3	Water	Invoice	09/05/2023	09/05/2023	1,334.00		1,334.00	500-420-50010
09052023	4	WW	Invoice	09/05/2023	09/05/2023	1,000.50		1,000.50	510-430-50010
09052023	5	SD	Invoice	09/05/2023	09/05/2023	166.75		166.75	520-440-50010
09052023	6	STR	Invoice	09/05/2023	09/05/2023	166.75		166.75	200-410-50010
Total 09052023:						6,670.00	.00	6,670.00	
Total 5360 Pat Hare:						6,670.00	.00	6,670.00	25837
<b>7060 VALIC</b>									
09052023	1	VALIC PAYMENT FOR PAT HARE	Invoice	09/05/2023	09/05/2023	27.50		27.50	100-100-50010
09052023	2	VALIC PAYMENT FOR PAT HARE	Invoice	09/05/2023	09/05/2023	2.50		2.50	100-200-50010
09052023	3	VALIC PAYMENT FOR PAT HARE	Invoice	09/05/2023	09/05/2023	1.25		1.25	200-410-50010
09052023	4	VALIC PAYMENT FOR PAT HARE	Invoice	09/05/2023	09/05/2023	10.00		10.00	500-420-50010
09052023	5	VALIC PAYMENT FOR PAT HARE	Invoice	09/05/2023	09/05/2023	7.50		7.50	510-430-50010
09052023	6	VALIC PAYMENT FOR PAT HARE	Invoice	09/05/2023	09/05/2023	1.25		1.25	520-440-50010
Total 09052023:						50.00	.00	50.00	
Total 7060 VALIC:						50.00	.00	50.00	25838
Total :						24,011.22	.00	24,011.22	
Grand Totals:						24,011.22	.00	24,011.22	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-50010	3,696.00	.00	3,696.00
100-100-50018	367.50	.00	367.50
100-200-50010	336.00	.00	336.00
100-300-50054	682.00	.00	682.00
100-300-50058	958.00	.00	958.00
200-410-50010	168.00	.00	168.00
200-410-50018	122.50	.00	122.50
200-410-50050	572.50	.00	572.50
200-410-50054	170.50	.00	170.50
200-410-50058	239.50	.00	239.50
500-420-50010	1,344.00	.00	1,344.00
500-420-50018	1,225.00	.00	1,225.00
500-420-50050	3,435.00	.00	3,435.00
500-420-50054	1,875.50	.00	1,875.50
500-420-50058	2,634.50	.00	2,634.50
510-430-50010	1,008.00	.00	1,008.00
510-430-50016	673.75	.00	673.75

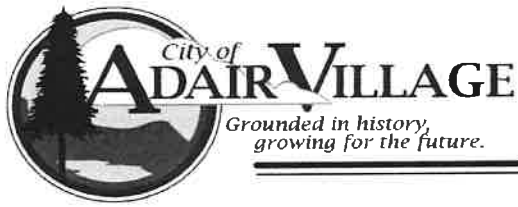
Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
510-430-50050	1,431.25	.00	1,431.25
510-430-50052	916.22	.00	916.22
510-430-50054	511.50	.00	511.50
510-430-50058	718.50	.00	718.50
520-440-50010	168.00	.00	168.00
520-440-50018	61.25	.00	61.25
520-440-50050	286.25	.00	286.25
520-440-50054	170.50	.00	170.50
520-440-50058	239.50	.00	239.50
<b>Grand Totals:</b>	<b>24,011.22</b>	<b>.00</b>	<b>24,011.22</b>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/23	24,011.22	.00	24,011.22
<b>Grand Totals:</b>	<b>24,011.22</b>	<b>.00</b>	<b>24,011.22</b>

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8/30/23



## CITY ADMINISTRATOR'S REPORT September 5, 2023, Council Meeting

### Administration

- **Payroll** – Casselle the software that the city uses is setting us up with payroll and Karla will be taking that over. Staff are hoping to have this in place this month.
- **Tangent** – Staff continues to provide a high level of service to the community of tangent. I will be attending their council meeting in October to check in.
- **City Planner** – Pat Depa is leaving to take a job in Sandy Oregon. Philomath and the City sent out a job announcement for the position and are hoping to be doing interviews in October.

### Property/Businesses

- **AVIS** – The City will be posting some new signage out on the property for the contaminated soil. DEQ is currently reviewing the action plan and making comments for remediation.
- **Good Grounds Coffee** – Susan has been happy with how the summer went and she is optimistic coming back into the school year that things will pick back up.
- **Restaurant** – Talking with potential occupants about a four-month period in which to get started. They are still negotiating with Paul on the potential purchase of the equipment used for Bella's restaurant.

### Major Projects/Engineering

- **Water Plant** – The electrical work to install the VFD'S is complete, and the results are great. The plant can now operate two pumps at once and control their speeds. This allows us to reduce run times considerably as we can push water faster.
- **Calloway Creek** – Bridge work is under way and North Core is on schedule to be done by the middle of October.
- **Wastewater Plant** – The Wastewater plant work is almost finished Wildish is excavating the old headworks and doing some finish grading and the work should be completed.

**ADAIR VILLAGE PATROL**  
July 25, 2023 - August 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	
<b>Patrol</b>									
072623 00:49:28	2023147054	1:40:59	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK. NO ACTIVITY.
072823 00:21:11	2023148539	2:01:11	Hardison		1				PATROLLED CITY STREETS/HIGHWAY 99/ODFW/AERODROME PARK/ALSO DID RELIAS TRAINING. ONE TRAFFIC STOP/ONE WARNING GIVEN FOR SPEEDING.
072823 22:18:29	2023149259	1:30:33	Hardison	4	2				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARKS/ODFW/CALLOWAY CREEK. 4 CITIZEN CONTACTS (SCHOOL/PARK), TWO TRAFFIC STOPS/TWO WARNINGS GIVEN.
073023 09:09:29	2023150103	0:45:53	Ball						Patrolled housing areas on Hwy 99. No stops or contacts.
073023 18:03:05	2023150381	1:01:29	Davison		1				one traffic stop with a warning, handled a civil issue, and patrolled city streets.
073123 10:09:51	2023150765	0:59:19	Lyman	4	2				2 stops (2 warnings, 0 cites); 4 citizen contacts
080123 09:36:53	2023151435	1:20:45	Glass						Patrolled city streets, park, SC.
080123 22:10:42	2023151984	4:08:27	Hardison		5	1			PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARKS/ODFW/BUSINESSES/CALLOWAY CREEK. 4 TRAFFIC STOPS/1 CITATION ISSUED/5 WARNINGS GIVEN FOR TRAFFIC VIOLATIONS. ALSO HANDLED 2 CALLS FOR SERVICE/1 NEARBY (TRAFFIC HAZARD) AND 1 AT HIGHWAY 99W/RYALS (CRASH).
080223 23:41:20	2023152752	2:33:47	Hardison		1	1			PATROLLED CITY STREETS/SCHOOL/ODFW/BUSINESSES. ONE TRAFFIC STOP/ONE CITATION ISSUED AND ONE WARNING GIVEN.
080323 22:57:27	2023153462	3:30:02	Hardison		8				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/ODFW/CALLOWAY CREEK. SIX TRAFFIC STOPS/EIGHT WARNINGS GIVEN FOR VIOLATIONS.
080723 13:33:14	2023156044	1:36:09	Lyman	4		1			1 stop, 1 cite, no warnings; 4 citizen contacts
080823 22:52:08	2023157184	3:09:08	Hardison		2				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARKS/BUSINESSES/CALLOWAY CREEK. 2 TRAFFIC STOPS/2 WARNINGS GIVEN FOR SPEEDING. ALSO CHECKED ON 2 SUSPICIOUS VEHICLES/BOTH UNOCCUPIED.
080923 08:25:22	2023157341	0:57:49	Blaser						no activity
080923 22:42:13	2023157916	1:12:09	Vaughn						PATROLLED CITY STREETS, PARK, SC SCHOOL, AND CALLOWAY CREEK. FOOT PATROL IN CALLOWAY CREEK, ALL WAS QUIET. CONTACTED THREE SUSPICIOUS VEHICLES AROUND ADAIR, ALL UNOCCUPIED. NO TRAFFIC VIOLATIONS OBSERVED.
080923 23:58:27	2023157947	2:14:14	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/ODFW/BUSINESSES/CALLOWAY CREEK. PUBLIC ASSIST/UNSECURE GARAGE AT 7177 SE SARAH DRIVE, NO RESPONSE.
081023 22:16:37	2023158664	4:06:12	Hardison		4				PATROLLED CITY STREETS/HIGHWAY 99W/BUSINESSES/ODFW. 3 TRAFFIC STOPS/4 WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
081223 00:34:56	2023159528	1:59:21	Hardison		2	2			PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/ODFW. 1 TRAFFIC STOP/2 CITATIONS ISSUED FOR TRAFFIC VIOLATIONS. 2 TRAFFIC STOPS TOTAL. 2 CITATIONS/2 WARNINGS.
081223 00:45:34	2023159534	0:30:00	Gevatosky						no activity
081423 05:43:43	2023161156	0:59:20	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W.
081723 23:10:12	2023163981	3:27:32	Hardison		1		1		PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES. TWO TRAFFIC STOPS/ONE D.U.I.I. ARREST/ONE TRAFFIC CITATION/ONE WARNING GIVEN.
081823 22:26:39	2023164698	0:37:23	Davison						x1 traffic stop (warning given)
081923 00:16:44	2023164773	0:17:53	Hardison						HAD TO CLEAR RIGHT AWAY FOR EMERGENCY CALL OUT WEST.
082223 23:52:13	2023167604	2:34:34	Hardison				1		DUII ARREST IN ADAIR AND REPORT WRITING/EVIDENCE. STOPPED 2 VEHICLES/2 WARNINGS GIVEN.
082323 04:07:58	2023167675	2:00:04	Hardison	1					PATROLLED CITY STREETS/SCHOOL/PARKS/BUSINESSES/CALLOWAY CREEK/HIGHWAY 99W. ONE CITIZEN CONTACT (GOOD GROUNDS COFFEE SHOP OWNER).

**ADAIR VILLAGE PATROL**  
**July 25, 2023 - August 24, 2023**

082323	08:14:52	2023167739	2:01:51	Glass					Extra patrol Adair, city streets, park, SC, market.		
082323	13:23:53	2023167968	0:45:05	Blaser					no activity		
082423	03:56:08	2023168487	2:05:56	Hardison	4				PATROLLED CITY STREETS/HIGHWAY 99W/BUSINESSES/ODFW/CALLOWAY CREEK. TWO TRAFFIC STOPS/FOUR WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.		
<b>Reports Taken</b>											
	7/29/2023	202302209		Young					WELFARE CHECK in the 7100 block of SE Cheryl Ct.		
	7/30/2023 17:59	202302220		Davison					CIVIL COMPLAINT in the 100 block of NE Azalea Dr		
	8/6/2023 16:13	202302310		Lyman					SUSPICIOUS VEHICLE(S) in the 6000 block of NE WRC. Male documenting businesses along Hwy 99W.		
	8/12/2023 16:59	202302369		Macken					WELFARE CHECK in the 29300 block of Kiwi Ln. Pocket dial.		
	8/14/2023 18:44	202302393		Hesseling					FALSE ALARM in the 7200 block of DE Dot St.		
	8/16/2023 14:49	202302405		Horn					DHS REFERRAL - NO ACTION in the 4100 block of NE Laurel Dr.		
	8/17/2023 6:40	202302409		Blaser					WELFARE CHECK in the 4100 block of NE Laurel Dr.		
	8/19/2023 13:08	202302430		Lyman					WELFARE CHECK in the 4100 block of NE Laurel Dr.		
	8/24/2023	202302488		Macken					WELFARE CHECK in the 6000 block of NE WRC.		
			50:07:05				13	32	6	0	2



**PUBLIC WORKS  
OPERATIONS AND MAINTENANCE REPORT**

PERIOD: 7/20/2023 to 8/20/2023

**WATER USE / DISTRIBUTION REPORT**

**WATER USE REPORT**

Water Produced: 9,731,665

Average Usage per Day 324k

**WATER DISTRIBUTION REPORT**

Maintenance Activity: Staff continue to work with Alyrica on installation of fiber optic cables through town.

Collected quarterly; third quarter samples have been taken.

**WASTEWATER TREATMENT REPORT**

Flows into the WWTP are at summer low flows. Staff worked with contractors on the startup of the new headworks. We have been running for two weeks on the new headworks with no major issues to report. There will be some time to work out what settings and parameters we need to run at.

Total Monthly Influent: 1.7 million Gallons

**STORM WATER COLLECTION SYSTEM REPORT**

Maintenance Activity: Storm drains remain clear. Staff daily clears and monitors all storm drains.

## **STREETS MAINTENANCE REPORT**

Maintenance Activity: Streets are in decent shape. Staff should finish spraying roadways by the first of September.

## **CITY HALL / PARKS AND WETLANDS**

Maintenance Activity: Staff have been keeping up with mowing. The dry weather has slowed grass growth.

## **WATER TREATMENT PLANT**

Maintenance Activity: Staff continue to run the water plant 55 – 60 hours per week. Staff spent two weeks working with contractors on the installation of new VFD drives at the water plant. This project has been complete and has been running very well. The new drives on the pumps will allow us to flow more water to the tanks at a safer start up and shut down by eliminating the water hammer. We are working on fine tuning the drives for the best flows and pressures for the plant.

## **WASTEWATER TREATMENT PLANT**

Maintenance Activity: The wastewater treatment plant is doing well. Staff installed new chlorination at the plant. We removed the gas chlorination system and replaced it with liquid chlorine. This is much safer for staff and should be less expensive overtime.

Completed by Matt Lydon, Public Works Supervisor





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**STAFF REPORT**  
**Attachment G – Financial Report**  
September 5, 2023, Council Meeting

We have approximately \$3,854,063.18 in the Local Government Investment Pool (LGIP). In August we had \$3,828,908.92. Last year in August, we had \$3,274,177.45. We also currently have approximately \$159,653.02 in Citizens Bank.



OREGON  
STATE  
TREASURY

Local Government  
Investment Pool

# ADAIR VILLAGE CITY OF

PH

🕒 Accounts Dashboard

🕒 Activity History

📄 Statements & Documents

⚙️ Organizational Settings

CONTACT US

✉️ Secure Contact

❓ FAQ

## ADAIR VILLAGE CITY OF

Move Funds

Settings

Investment Type  
SFMS

Current Liquid  
Balance

\$3,854,063.18

\$3,854,063.18

Summary

Activity History

Pending Activity

Holdings

## Activity History



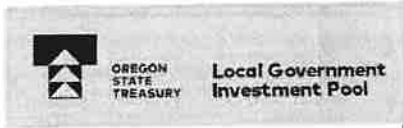
📅 Last 60 Days

Investment Type ▼

Transaction Type ▼

### History

Settlement Date ↕	Description	Total Amount ↕	
Aug 21, 2023	SFMS Fr:Administrative Services, Dept of Revenue Sharing Tax Oregon LGIP	\$3,968.84	<a href="#">Details</a>
Aug 17, 2023	ODOT - ODOT PYMNT Oregon LGIP	\$6,026.37	<a href="#">Details</a>
Aug 11, 2023	Transfer from BENTON COUNTY -	\$643.53	<a href="#">Details</a>



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Settlement Date	Description	Total Amount	
	BENTON COUNTY FINANCE DEPT Oregon LGIP		
Aug 03, 2023	SFMS Fr:OLCC OLCC Tax (Liquor) Oregon LGIP	\$1,265.14	<a href="#">Details</a>
Aug 01, 2023	Accrual Income Div Reinvestment - Distributions Oregon LGIP	\$13,250.53	<a href="#">Details</a>
Aug 01, 2023	LGIP Fees - ACH Redemption (1 @ \$0.05 - From 4333) - July 2023 Oregon LGIP	(\$0.05)	<a href="#">Details</a>
Aug 01, 2023	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - July 2023 Oregon LGIP	(\$0.10)	<a href="#">Details</a>
Jul 24, 2023	SFMS Fr:Oregon Business Development Depa Special Public Works Funds Oregon LGIP	\$60,715.00	<a href="#">Details</a>
Jul 18, 2023	ODOT - ODOT PYMNT Oregon LGIP	\$10,127.55	<a href="#">Details</a>



Settlement Date :

Description

Total Amount ↕

Jul 18,  
2023

SFMS  
Fr:Administrative  
Services, Dept  
of City Cigarette  
Tax  
Oregon LGIP

\$87.95

[Details](#)

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>

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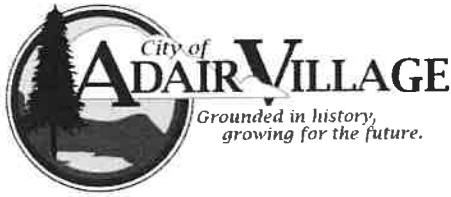
Powered By PFM - PROD -  
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**STAFF REPORT TO THE ADAIR VILLAGE CITY COUNCIL AND BENTON COUNTY BOARD OF COMMISSIONERS**

<b>AFFECTED PROPERTY:</b>	<p>A small portion of one property is being considered for addition to the Adair Village UGB. It is zoned Exclusive Farm Use. See map on Page 2.</p> <p>0.12 acres of Assessment Map &amp; Tax Lot No. 104300001400 located at the SE corner of Ryals Avenue and Hwy 99W is proposed for residential development.</p>		
<b>PROPOSED ACTION:</b>	<p><b>Legislative Amendment to the Urban Growth Boundary (UGB) of the City of Adair Village.</b></p> <p><u>City of Adair Village</u> is reviewing an amendment to the Comprehensive Plan to change the Urban Growth Boundary. Review criteria: Land Use Development Code Section 2.700; Comprehensive Plan Sections 9.290, 9.490, 9.590, 9.890.</p> <p><u>Benton County</u> is reviewing an amendment to the Comprehensive Plan to change the Urban Growth Boundary, and an amendment to the Zoning Map to change the zoning of the subject properties from Exclusive Farm Use to Urban Residential – 50-acre Minimum Parcel Size. Review criteria: Comprehensive Plan Section 17.3; Development Code Section 53.505.</p>		
<b>STAFF CONTACTS:</b>	<p>Adair Village/Benton County: Pat Depa <a href="mailto:Patrick.Depa@co.benton.or.us">Patrick.Depa@co.benton.or.us</a> 541-760-2993</p>		
<b>APPLICANT:</b>	None (Legislative)		
<b>PROPERTY OWNERS:</b>	State of Oregon		
<b>ZONING:</b>	Exclusive Farm Use	<b>COMPREHENSIVE PLAN DESIGNATION:</b>	Agriculture
<b>CAC PLANNING AREA:</b>	North Benton (not active)		
<b>ADAIR VILLAGE FILE NUMBER:</b>	<b>PC23-04</b>	<b>BENTON COUNTY FILE NUMBER:</b>	<b>LU-23-029</b>

## NATURE OF THE PROCEEDINGS

The proposed **0.12-acre** expansion to the existing Urban Growth Boundary is property that was inadvertently excluded from last years amendment adopted December 6, 2022. This new legislative action is being brought back to you through this process because there is no remedy in cases like this to modify the original adoption.

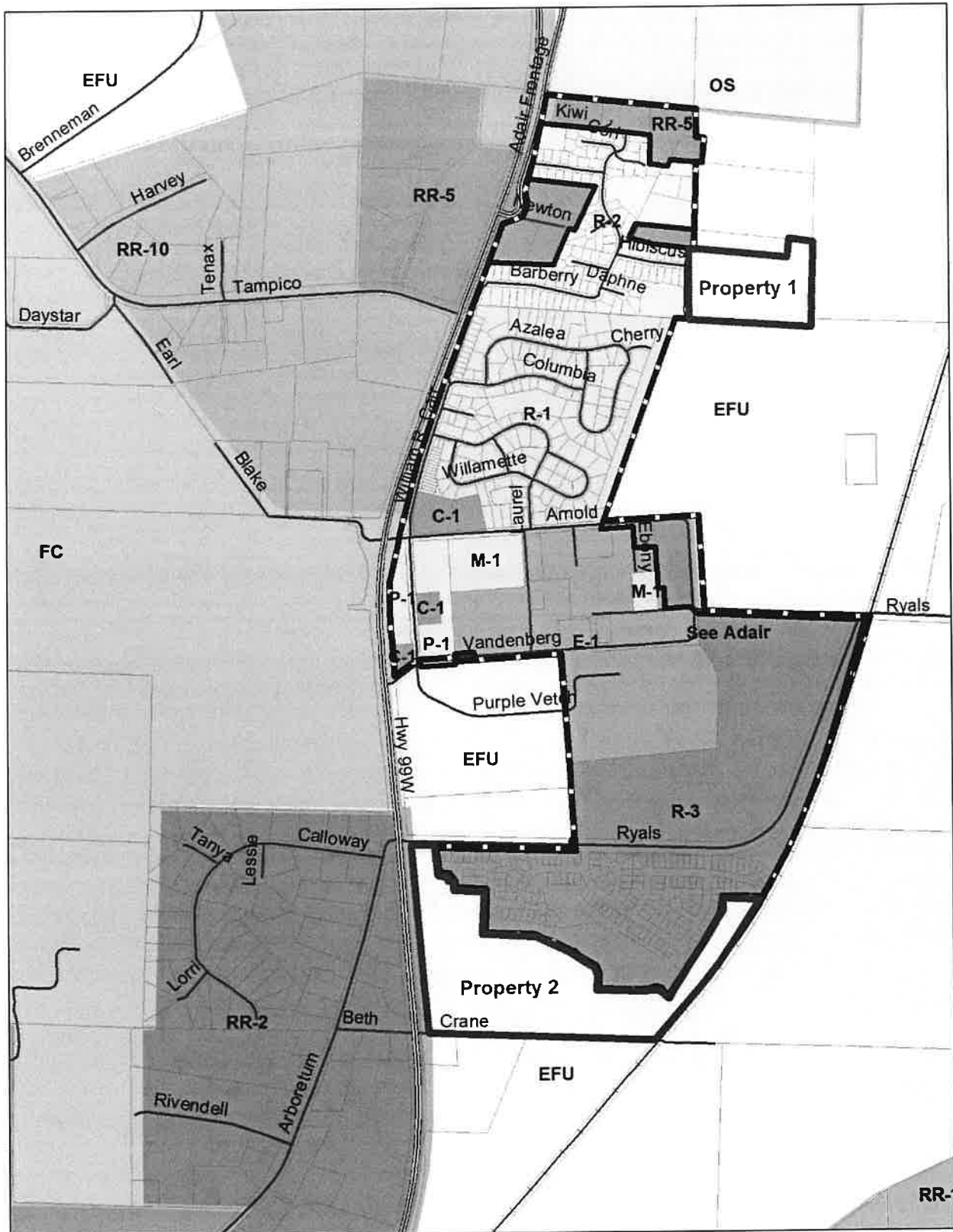
The proposed amendment should simply be viewed as a map correction to bring this property, owned by ODF & W, into the urban growth boundary and realign the city boundary to the southeast corner of Ryals Avenue and Hwy. 99W (See Figure 1). When Ryals Avenue was realigned some time ago it created this small, isolated piece of property on the south side of Ryals Avenue.

This piece was always intended to be included in the future growth of Adair Village and last year's amendment (See Figure 2) but was missed during the analysis. The State of Oregon has authorized the City of Adair Village and Benton County to include this piece in the Urban Growth Boundary Expansion and intends to sell the property to RST Weigel LLC, a partner in the Calloway Creek Subdivision.

The Board of County Commissioners formally initiated a legislative process on July 5, 2023, to Adair Village Urban Growth Boundary. The City of Adair Village separately initiated the legislative process. As a legislative matter, the City and County reviews are not constrained by the schedule necessary to meet the 150-day time limit that applies to decision-making on application-driven (quasi-judicial) proposals. The initial public hearing is scheduled for July 18, 2023.



**Figure 1: Proposed UGB Expansion Map - SE corner of Ryals Avenue & Hwy. 99W (0.12 Acres)**



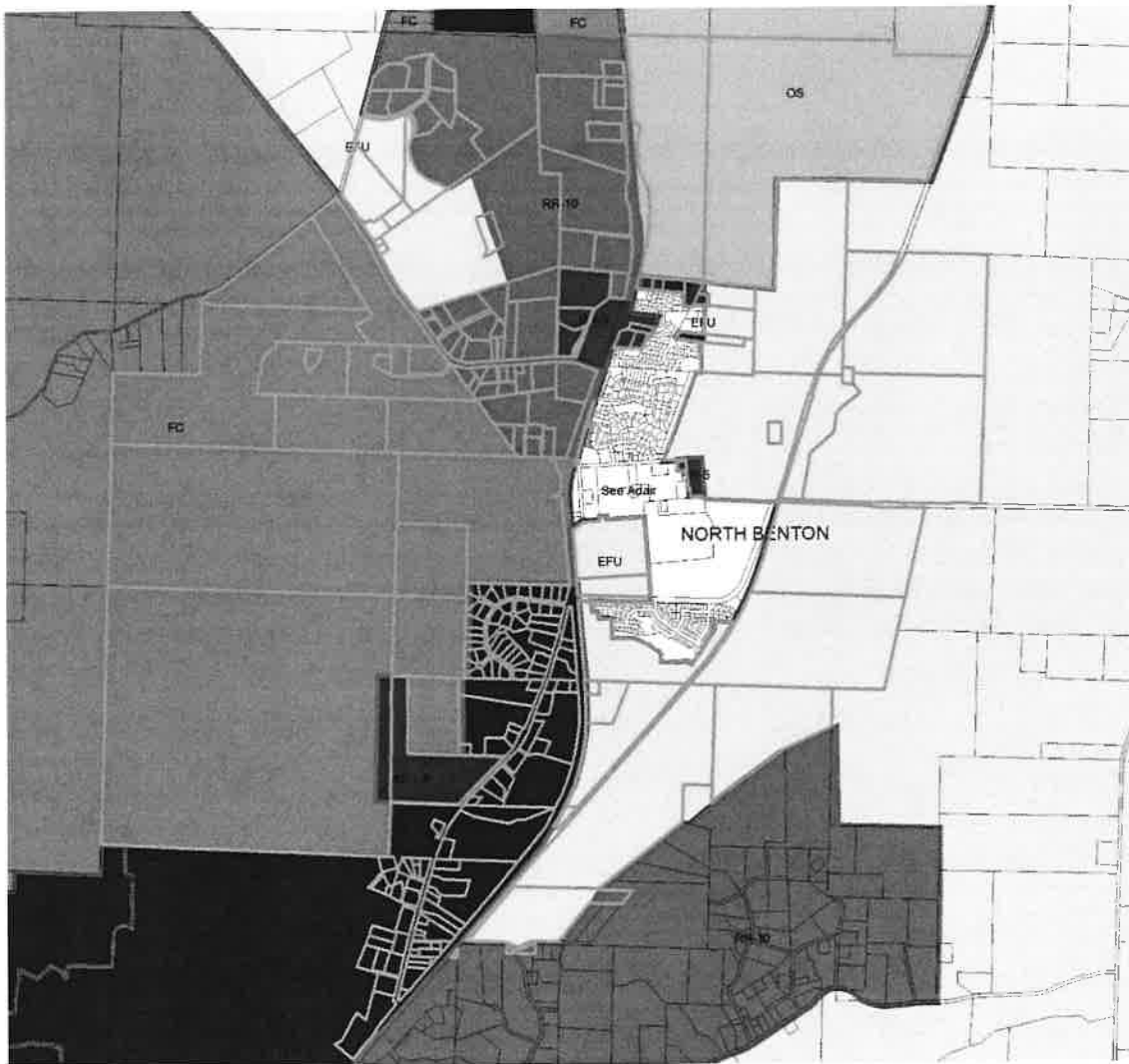
**Figure 2: Properties adopted into the 2022 Adair Village UGB Expansion**

## NOTIFICATION

Notification of the proposed UGB amendment was submitted to the Oregon Department of Land Conservation and Development was provided 35 days prior to the Planning Commission hearing as required by state rules.

A legal advertisement was published in the *Corvallis Gazette-Times*, pursuant to BCC 51.610(3).

The City and County mailed notification to owners of property outside city limits located within 2,000 feet of the current UGB (farther in neighborhoods—see Figure 3 below for notification area) and was mailed/emailed to agencies and other interested parties on July 6, 2023. Mailed notifications: 201; emailed notifications: 88. **No objections to the UGB amendment from outside agencies or any written testimony was received by the deadline or prior to the staff report being written.**



**Figure 3: Properties mailed notification are outlined in blue.**



## ORGANIZATION OF DOCUMENT

The City and Benton County compiled an expanded staff report titled “**Adair Village & Benton County Comprehensive Plan and UGB Amendment – Justifications and Findings**” dated September 2022. Additionally, the city and county used the Buildable Lands Inventory (BLI) to determine the deficit in land needed to support a 20-year supply of residential land. These reports thoroughly address all the analysis required to establish findings that adhere to the Oregon Administrative Rules (OAR) that qualify a UGB expansion. These reports are not included in your packets but, can be viewed on The City of Adair Village’s home website using this link:

<http://adairvillage.org/urban-growth-boundary-expansion/>

This review will follow the “Justification and Findings” document and reference the key findings that support the inclusion of the 0.12-acre piece of property into the urban growth boundary.

### **1. LAND NEED:**

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

#### Need Factor 1: Population Growth (Page 7 of the Justification and Findings document)

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

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

Exhibit 1. Forecast of Population Growth, Adair Village UGB, 2022 to 2042

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

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

#### Need Factor 1 Findings:

**The Buildable Lands Inventory found that Adair Village will grow by 1,125 new residents between 2022 and 2042 based on PSU’s Population Research Center coordinated population forecast for Adair Village. Adding the 0.12-acre piece of property to the 55 acres last year is consistent with state requirements for expected growth.**

#### Need Factor 2: Land Need (Page 8 Justification and Findings document)

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

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

This section documents land need for housing to be included in the Adair Village UGB expansion proposal.

**Need Factor Findings:**

The Buildable Lands Inventory identified that the city has a deficit approximately 13.25 acres to accommodate 20-years of residential growth. Applying the efficiency methods, the city found that it has an additional 13 acres inside its urban growth boundary that are not suited for development at this time (See page 31). The adding of 0.12 acres of land supports the result that the city still needs land to meet state requirements to accommodate future housing.

**2. ALTERNATIVE ANALYSIS FOR ESTABLISHMENT OF THE UGB EXPANSION STUDY AREA:**

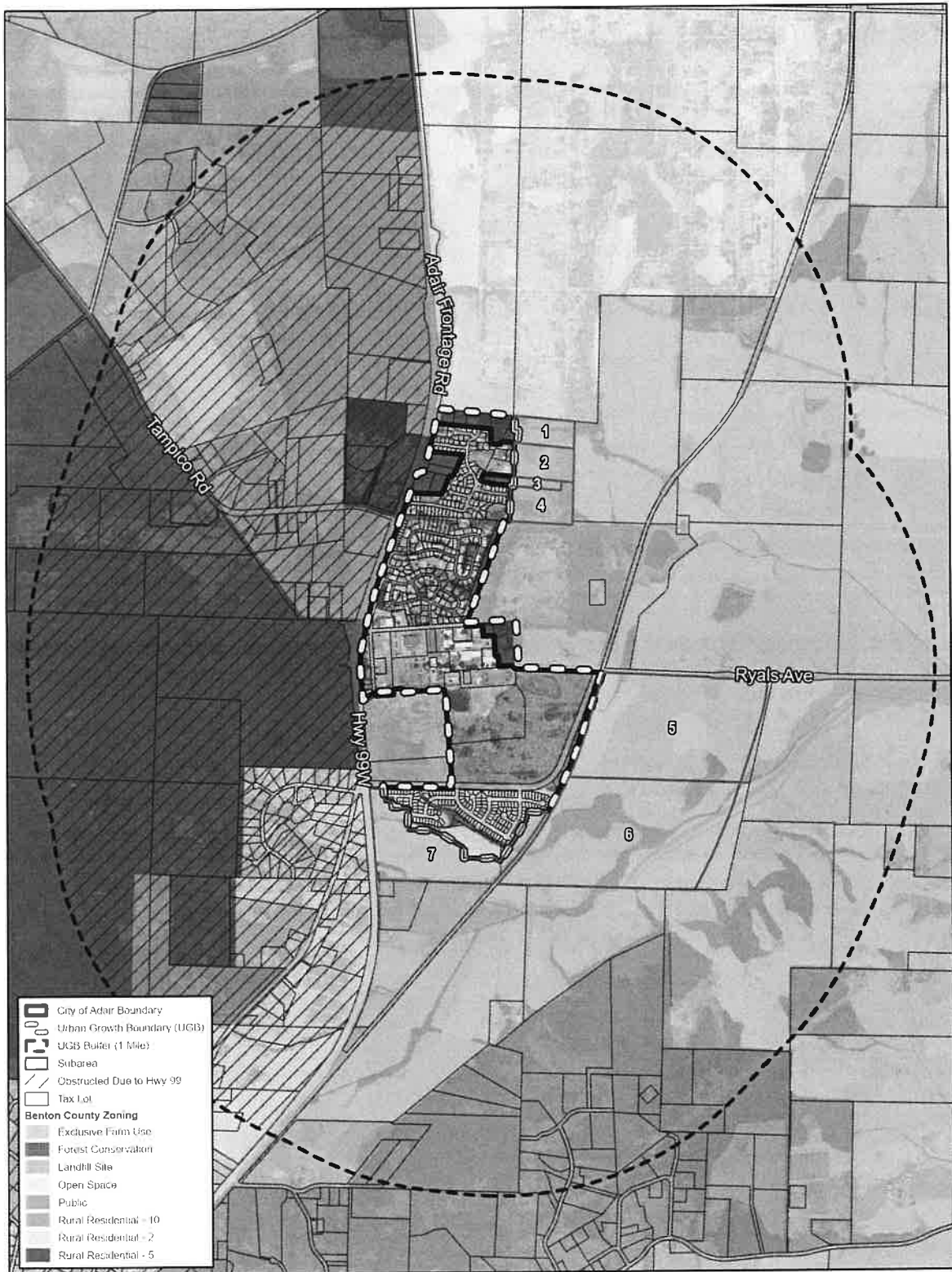
The Land Need section concluded that Adair Village has insufficient land to accommodate projected growth for residential land. The alternatives analysis required by OAR 660-024-0060 established seven study areas for inclusion (See Figure 4 next page). ORS 197A.320 Prioritization presents a priority list of lands to be included within an urban growth boundary for evaluating alternative boundary locations (Pages 33-45 of the Justification and Findings document).

**Findings:**

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

To summarize the prioritization analysis under ORS 197A.320, there are no lands of first, second or third priority within the study area. Therefore, the EFU subareas 1-7 can be included as fourth priority lands. Under ORS 197A.320 (2), subareas 4, 6, and 7 are considered higher priority due to the higher levels of less productive soils.

The 0.12-acre piece of property is adjacent to subarea 7 and contains a similar concentration of less productive soils and should be considered for inclusion over the rest as subarea 7 originally was.



**Figure 4: Comparative Analysis Study Area Map**

### **3. GOAL 14 LOCATIONAL FACTORS:**

The findings and analysis in Sections 1 and 2 demonstrate that insufficient land exists in the UGB to meet identified residential land needs.

Section 3 includes additional findings demonstrating compliance Goal 14 locational factors.

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

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

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

#### **Findings:**

**As indicated in the findings and conclusion section of the four locational factors, subarea 7 (Weigel property) best met the criteria for an urban growth expansion when compared with other subareas relative to the four urbanization factors. The proposed 0.12-acre piece is surrounded by and contains the same high score as subarea 7 for inclusion over other subareas studied.**

**The proposed 0.12-acre piece is essentially part subarea 7 and is identified in the comprehensive plan as a logical location for UGB expansion and has the most efficient provision of public facilities.**

**Based on this analysis (Pages 48-62 of the Justification and Findings document), the proposed 0.12-acre site along with subarea 7 provide the lowest cost and are the easiest sites to develop.**

#### **4. STATEWIDE GOAL CONSISTENCY ANALYSIS:**

Each chapter of the Adair Village Comprehensive Plan corresponds with a Statewide Planning Goal. In last year's UGB amendment, Subarea 7 or the Weigel Property was compared to the Statewide Planning Goals and the responses demonstrated compliance with both the Comprehensive Plan goals and policies and the corresponding Statewide Planning Goals.

##### **Findings:**

**Due to the proximity and shared property lines to the Weigel property that was part of last year's UGB expansion, the proposed 0.12-acre piece of property should be viewed as consistent with the responses on pages 79-86 of the Justification and Findings document. All responses indicate compliance with the Statewide Planning Goals for inclusion into the Adair Village urban growth boundary.**

#### **5. CITY REQUIREMENTS FOR UGB EXPANSION:**

##### **I: Compliance with City of Adair Village Land Use Development Code**

Section 5 of this staff report contains a series of the responses to the Adair Village Development Code that demonstrate how the proposed project meets the applicable standards and criteria for a comprehensive plan amendment and zone change. Sections of the code that are not applicable are generally not included here unless necessary for context.

#### **ARTICLE 2 APPLICATION PROCEDURES**

##### **SECTION 2.700 AMENDMENTS**

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

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

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

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

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

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

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

**Response:** The proposed amendment will facilitate annexation of the site into the city for future residential development. The BLI, identifies a need for an additional 26 acres of buildable residential land in the city to accommodate projected housing demand over the next 20 years. As the population of Adair Village continues to grow, the city will need additional residential land to accommodate new homes. The 2022 PRC population forecast data estimated the population of Adair Village to be 1,416 people. The proposed 0.12 acre UGB expansion would add to the 55 acres of residential land already approved in last year's UGB amendment to the city to help ensure the city is able to accommodate additional growth and provide ample housing opportunities for its residents.

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

**Response:** Areas adjacent to the sites include residential development and an Oregon Department of Fish and Wildlife Park. This property is adjacent to existing roads and a developed subdivision and therefore will not impinge on or threaten any nearby agricultural uses or any incompatible uses.

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

**Response:** No wetlands or other sensitive lands have been identified in this area of proposed expansion.

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

**Response:** Road and utility stubs are readily available to this property making extension of public infrastructure very easy without an undue adverse impact on the local system.

Area parks, directly north of the site, is a large regional wildlife preserve and can accommodate additional use by residents of the future development.

The impact on local schools will also be minimal as this property will be intergraded into the current development plans for housing.

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

**Response:** The proposed comprehensive plan amendment would change the zoning to UR-50, a large lot holding designation that is intended to limit future development until such time as a site is incorporated into a city and up-zoned to allow for residential development. As a consequence, no direct impacts to transportation would result from this request.

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

**Response:** The proposed comprehensive plan amendment will allow for new residential areas that can be developed with minimal new public infrastructure and will generate new tax revenues to augment the existing tax base.

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

**Response:** Applicable Statewide Planning Goals are addressed in Section 4 of this document.

*(3) Decision Process.*

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

**Response:** The proposed comprehensive plan amendment will affect only one 0.12 acre piece of the property and is being processed as a legislative update.

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

**Response:** As noted above, the proposed comprehensive plan amendment involves only one small piece of property and is being processed as a legislative update.

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

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

*(e) A written record of the findings and action of the Planning Commission and City Council shall be maintained by the City in a Record File of the Application as specified in Section 2.150. Notice of Decision shall be given the Applicant together with any conditions of approval for the proposed Amendment as specified in Section 3.600.*

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

## **II. Compliance with City of Adair Village Comprehensive Plan**

### **SECTION 9.290 ENVIRONMENTAL GOALS & POLICIES**

#### **GOALS & OBJECTIVES**

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

**Response:** The proposed amendment will allow approximately 0.12 acres of land to be brought into the city and used for residential development. As described in detail in the Site Selection Analysis included Section 2, the subject area is proposed for UGB inclusion because of their relatively minimal extent of productive soils and their enhanced access to public infrastructure.

## POLICIES & RECOMMENDATIONS

### General

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

**Response:** There are no wetlands or sensitive land in the proposed amendment.

### Geology & Soils

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

**Response:** Under ORS 197A.320 (2), lands that can be considered for UGB expansion must be evaluated and prioritized based on the soil capability to support agriculture. Per the analysis provided in Section 2, the subject site was found to rank higher for UGB inclusion than other EFU lands due to the fact that other sites on the UGB fringe generally had a higher percentage of Class II soils throughout the site.

## SECTION 9.490 HOUSING GOALS & POLICIES

### GOALS & OBJECTIVES

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

**Response:** Consistent with these goals and objectives, this proposal supports the city's housing goals and policies by removing barriers to allow new residential development in the City.

## SECTION 9.590 LAND USE GOALS & POLICIES

### POLICIES & RECOMMENDATIONS

#### Residential Land Use

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

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

## SECTION 9.890 GROWTH MANAGEMENT GOALS & POLICIES

### GOALS & OBJECTIVES

1. *To provide for an orderly and efficient transition from rural to urban land use.*
2. *To provide conservation and development policies for the orderly and efficient development of the community.*



3. *To ensure that the overall plan, policies and recommendations help conserve energy.*

**Response:** The subject site is adjacent to existing residential development and public utilities are available to serve the site without significant infrastructure improvements. Phase four of the Calloway Creek Subdivision is stubbed at the eastern boundary of the 0.12-acre property in anticipation of future residential development.

#### **POLICIES & RECOMMENDATIONS**

##### **Urban Growth**

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

**Response:** All EFU parcels abutting the existing UGB will be maintained other than the 0.12-acre piece being proposed. The proposed amendment is essentially a map correction to elevate an isolated piece of property where productive agriculture processes would not be possible.

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

**Response:** As demonstrated in the responses to the Statewide Planning Goals in Section 4 of this narrative, and the UGB expansion analysis provided in this request for UGB expansion and annexation is consistent with Goals 2 and 14.

#### **III. Conclusion**

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

### **6. COUNTY REQUIREMENTS FOR UGB EXPANSION:**

#### **Benton County Comprehensive Plan (BCCP)**

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

##### **Criteria for Amendments:**

###### **Text Amendments:**

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

###### **Map Amendments:**

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

**Findings:**

The amendment under consideration is consistent with the goals and policies of Benton County's comprehensive plan. Compliance with all elements of the Comprehensive Plan have been analyzed on pages 71-77 of the Justification and Findings document which support this amendment. Compliance with statewide planning goals is evaluated in Section 4. Pursuant to OAR 660-024-0020(1)(a), the amendment of a UGB does not require a goal exception.

**Benton County Development Code (BCC)**

**ZONE CHANGE**

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

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

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

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

**Findings:** The change in zoning from EFU to Urban Residential with a 50-acre minimum parcel size would allow a single dwelling to be established on the subject property, along with the accessory uses or other land use that are allowed in the UR zone.

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

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

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

**Findings:** This criterion is addressed in preceding section.

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

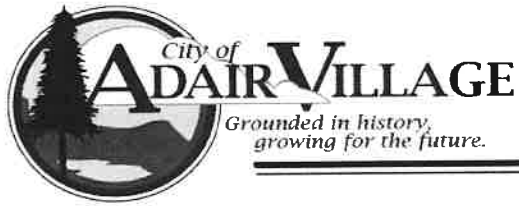
## CONCLUSION

Based on the facts and findings presented by the city and county within this detailed written narrative and supported by the "Justification and Findings" document, we believe we have satisfied the burden of proof and demonstrated how the proposed Comprehensive Plan amendment and zone change request satisfies all applicable criteria including a benefit to the community by providing needed housing within Adair Village's Urban Growth Boundary.

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

## RECOMMENDED MOTION

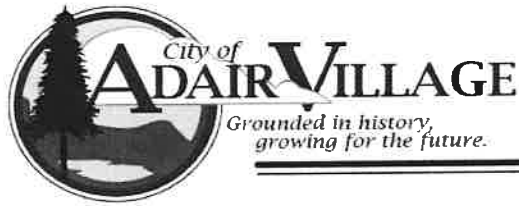
***"I move that the findings under the city's decision criteria, the Oregon Administrative Rules and Goal 14 in the staff report be adopted as presented and the City Council direct staff to prepare an ordinance APPROVING the Comprehensive Plan amendment and Zoning Map amendment proposed in legislative File NO. PC23-04 for the proposed Urban Growth Boundary Expansion"***



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**STAFF REPORT**  
**DLCD Grant Application**

Staff are working with Civil West on a grant from the Department of Land Conservation and Development (DLCD) to fund updating the development code and looking at downtown designs. This application would include development standards for the downtown and updating the existing zones throughout the city. DLCD is requesting a letter of support or resolution from the city council as part of the application.



**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 One Property Comprising )  
Of Approximately 0.12-acre West of the Calloway )  
Creek Subdivision located on the SE corner of )  
Ryals Avenue & Hwy. 99W. )

**ORDINANCE NO. 2023-07**

**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 0.12-acre piece of property was inadvertently left off the PC22-01 UGB Expansion and this is primarily just a map adjustment to the 55 acres brought into the city earlier this year; and

**WHEREAS**, on July 18, 2023, the Adair Village Planning Commission conducted a duly noticed public hearing regarding Planning File Legislative Amendment PC23-04, 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, that of which will be zoned residential; and

**WHEREAS**, on July 18, 2023, both the County and City Planning Commissions voted and recommended approval to the City Council and Board of Commissioners 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 their respected public hearings on September 5, 2023, 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 0.12 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# PC23-04 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 0.12 acre property, 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 5<sup>th</sup> day of September 2023, the Adair Village Comprehensive Plan and Zoning Map Amendments shall become effective on October 5, 2023.

CITY OF ADAIR VILLAGE

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY ADMINISTRATOR

Approved as to Form:

\_\_\_\_\_  
City Attorney

First Reading: September 5, 2023

## **EXHIBIT A**

### **Proposed UGB Expansion Map** **SE corner of Ryals Avenue & Hwy. 99W** **0.12 Acres**



## **EXHIBIT B**

### **Legal Descriptions:**

Property 1: Assessment Map & Tax Lot No. 104300001400. 0.12 acres located on the south side of Ryals Avenue at the SE corner of Ryals & Hwy. 99W. The 0.12-acre piece is proposed for residential development.

## **EXHIBIT C**

### **See attached:**

- **Adair Village & Benton County Comprehensive Plan & UGB Amendment: Justification and Findings Document – December 2022-Final Report**
- **Staff Report – September 5, 2023 - City Council Meeting**