

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
******Tuesday, June 4, 2024 - 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 – May 7, 2024 (Attachment A)
- b. Bills List through – May 31, 2024 (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 (Attachment D) 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) Downtown Design Concepts (Attachment H) Pat Hare
Action: Discussion

6. NEW BUSINESS:

- a) Text My Gov (Attachment I) Pat Hare
Action: Discussion

- b) Backflow Testing Proposal (Attachment J) Pat Hare
Action: Decision

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Resolution 2024-6 Budget Appropriations (Attachment K) Pat Hare
Action: Decision

- b) Resolution 2024-7 State Revenue Sharing (Attachment L) Pat Hare
Action: Public Hearing & Decision

8. EXECUTIVE SESSION

- a) N/A
Action: n/a

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council –Tuesday, July 2, 2024, 6:00 PM
Planning Commission – June 18, 2024, 6:00pm

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail kathy.edmaiston@adairvillage.org, or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.

The order in which items on the Agenda are addressed by the City Council may vary from the order shown on the Agenda.

S:\Admin\City Council\Meetings\2024 Meetings\240604\Agenda 240604.docx

ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
****Tuesday, May 7, 2024 – 6:00 PM****

Agenda Item	Action
1. Roll Call: City Council Members present: Councilors Ray, Fuller, and Mayor Currier were present. City Administrator Hare was present. The minutes were taken by CA Hare.	Mayor Currier called the meeting to order at 6:13 PM. and led the flag salute.
2. Consent Calendar Attachment A Minutes of the April 2, 2024, City Council Meeting Attachment B Bills List through April 30, 2024 (\$114,770.02).	Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded. Unanimous Approval (3-0).
3. Public Comment	None.
4. Staff Reports 4a. Attachment C – Sheriff’s Report - CA Hare presented the report.	Council received the report.
4b. Attachment D– CSO Report - CA Hare presented the report.	Council received the report.
4c. Attachment E– City Administrator’s Report Administration <ul style="list-style-type: none"> • Finances – We have finally completed the 2022-2023 Audit and are starting right into the 2023-2024 Audit. With Sarah up to speed and on top of these things it should go a lot smoother. • Tangent – Dokota, our part time summer employee this year, will be covering most of the park maintenance duties in Tangent. Dokota worked for us last summer and did an excellent job. • City Planner – The City of Philomath is looking for a new planner and I will be involved in the hiring process. Property/Businesses <ul style="list-style-type: none"> • AVIS – DEQ is still reviewing the proposed remediation submitted. The feedback I’ve received from the initial review is that DEQ is going to require some more testing. • Downtown – I talked with MIG this month and they are hoping to have us some preliminary things in June. • Restaurant – Paul is working on getting a menu for the city to review. Major Projects/Engineering <ul style="list-style-type: none"> • Water Plant – City staff and Civil West are setting up the cleaning for this summer. Staff will be cleaning the wet well and the water tanks. • Calloway Creek – The city engineers are waiting for the engineering on phase four of Calloway Creek. Once we have 	Council received the report.

<p>that and get it approved, they will begin infrastructure work.</p> <ul style="list-style-type: none"> • Wastewater Plant – Xylem has come and changed out all the required parts and they accepted the extended warranty. The city is waiting for the warranty in writing and then we can issue substantial completion. • Water Lines – The application is submitted, and we continue to work on different sections of the mainlines. • Wastewater Line – Wildish is waiting on the final approval from the railroad to begin work on the new line to the lagoon. 	
<p>4d. Attachment F – Public Works Report CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4e. Attachment G – Financial Report CA Hare presented the report. The balance in the Local Government Investment Pool is approximately \$4,377,078.77. Last year in May, the balance was \$3,584,999.79.</p>	<p>Council received the report.</p>
<p>5. Old Business – 5a. (Attachment H) Back Flow Devices</p>	
<p>6. New Business 6a. Public Hearing (Attachment I, I1) Calloway Creek South PUD</p>	<p>Mayor Currier opened the public hearing at 6:30 p.m. and closed the meeting at 7:01 p.m. Councilor Ray moved to approve the PUD. Councilor Officer seconded. Unanimous Approval (3-0).</p>
<p>7. Ordinance, Resolutions, and Proclamations 7a. (Attachment J) Resolution 2024- 6 Recreational Immunity</p>	<p>Councilor Officer moved to approve the Resolution. Councilor Ray seconded. Unanimous Approval (3-0).</p>
<p>8. Executive Session</p>	
<p>9. Council and Mayor Comments</p>	
<p>10. Adjournment: City Council –Tuesday, June 4, 2024, 6:00 PM Planning Commission – Tuesday, June 18, 2024, 6:00pm</p>	<p>Mayor Currier adjourned the meeting at 7:39 p.m.</p>

May 2024 Bills	Date	Amount
	5/7/2024	\$114,856.32
	5/20/2024	\$34,938.76
	5/21/2024	\$274.49

Total \$150,069.57

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
150 A & B Septic									
63069	1	Work for Tangent	Invoice	04/02/2024	05/02/2024	575.00		575.00	100-900-52115
Total 63069:						575.00	.00	✓ 575.00	
63087	1	Work for Tangent	Invoice	04/03/2024	05/03/2024	1,695.00		1,695.00	100-900-52115
Total 63087:						1,695.00	.00	✓ 1,695.00	
63099	1	Work for Tangent	Invoice	04/04/2024	05/04/2024	1,565.00		1,565.00	100-900-52115
Total 63099:						1,565.00	.00	✓ 1,565.00	
63163	1	Work for Tangent	Invoice	04/10/2024	05/10/2024	200.00		200.00	100-900-52115
Total 63163:						200.00	.00	✓ 200.00	
63164	1	Work for Tangent	Invoice	04/10/2024	05/10/2024	200.00		200.00	100-900-52115
Total 63164:						200.00	.00	✓ 200.00	
63178	1	Work for Tangent	Invoice	04/11/2024	05/11/2024	2,077.00		2,077.00	100-900-52115
Total 63178:						2,077.00	.00	✓ 2,077.00	
63207	1	Work for Tangent	Invoice	04/15/2024	05/15/2024	5,766.50		5,766.50	100-900-52115
Total 63207:						5,766.50	.00	✓ 5,766.50	
63208	1	Work for Tangent	Invoice	04/15/2024	05/15/2024	1,520.00		1,520.00	100-900-52115
Total 63208:						1,520.00	.00	✓ 1,520.00	
63219	1	Work for Tangent	Invoice	04/16/2024	05/16/2024	1,929.00		1,929.00	100-900-52115
Total 63219:						1,929.00	.00	✓ 1,929.00	
63301	1	Work for Tangent	Invoice	04/23/2024	05/23/2024	1,070.00		1,070.00	100-900-52115
Total 63301:						1,070.00	.00	✓ 1,070.00	
63302	1	Work for Tangent	Invoice	04/23/2024	05/23/2024	2,250.00		2,250.00	100-900-52115
Total 63302:						2,250.00	.00	✓ 2,250.00	
63359	1	Work for Tangent	Invoice	04/29/2024	05/29/2024	200.00		200.00	100-900-52115
Total 63359:						200.00	.00	✓ 200.00	
Total 150 A & B Septic:						19,047.50	.00	✓ 19,047.50	26183
690 Bank of America									
042324	1	Credit Card Charges	Invoice	04/23/2024	05/23/2024	1,528.61		1,528.61	100-000-28000
Total 042324:						1,528.61	.00	✓ 1,528.61	26184

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 690 Bank of America:						1,528.61	.00	1,528.61	
1340 Caselle Inc.									
132888	1	Monthly Software Hosting Fees	Invoice	05/01/2024	06/01/2024	773.10		773.10	500-420-52114
132888	2	Monthly Software Hosting Fee	Invoice	05/01/2024	06/01/2024	515.40		515.40	100-900-52114
132888	3	Monthly Software Hosting Fee	Invoice	05/01/2024	06/01/2024	257.70		257.70	510-430-52114
132888	4	Monthly Software Hosting Fee	Invoice	05/01/2024	06/01/2024	85.90		85.90	200-410-52114
132888	5	Monthly Software Hosting Fee	Invoice	05/01/2024	06/01/2024	85.90		85.90	520-440-52114
Total 132888:						1,718.00	.00	1,718.00	
Total 1340 Caselle Inc.:						1,718.00	.00	1,718.00	26185
1610 Civil West Engineering Services Inc									
1001.001C.004	1	Misc Services Water	Invoice	05/01/2024	06/01/2024	3,570.50		3,570.50	500-420-52020
1001.001C.004	2	Misc Services Wastewater	Invoice	05/01/2024	06/01/2024	1,612.00		1,612.00	510-430-52020
1001.001C.004	3	Misc Services Other	Invoice	05/01/2024	06/01/2024	2,431.00		2,431.00	100-900-52020
1001.001C.004	4	Misc Services Development Revie	Invoice	05/01/2024	06/01/2024	528.00		528.00	100-900-52020
1001.001C.004	5	Technology Charge	Invoice	05/01/2024	06/01/2024	127.63		127.63	100-900-52020
Total 1001.001C.004:						8,269.13	.00	8,269.13	
1001.028.041	1	WWTP Headworks & Trickling Filter	Invoice	05/01/2024	06/01/2024	2,031.63		2,031.63	510-430-52020
Total 1001.028.041:						2,031.63	.00	2,031.63	
1001.032.033	1	HMGF	Invoice	05/01/2024	06/01/2024	1,806.50		1,806.50	500-420-53503
Total 1001.032.033:						1,806.50	.00	1,806.50	
Total 1610 Civil West Engineering Services Inc:						12,107.26	.00	12,107.26	26186
2300 Delapoer Kidd Attorneys at Law									
2026	1	General City matters	Invoice	05/01/2024	06/01/2024	437.50		437.50	100-900-52017
Total 2026:						437.50	.00	437.50	
Total 2300 Delapoer Kidd Attorneys at Law:						437.50	.00	437.50	26187
2520 Edge Analytical, Inc									
24-11925	1	Monthly Collform	Invoice	05/01/2024	06/01/2024	42.00		42.00	500-420-52104
Total 24-11925:						42.00	.00	42.00	
Total 2520 Edge Analytical, Inc:						42.00	.00	42.00	26188
7510 Kristopher Schendel									
2404	1	Code Compliance Services	Invoice	04/30/2024	05/05/2024	2,500.00		2,500.00	100-900-52019
Total 2404:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	2,500.00	26189
7508 McKenna Ziegler									
00011	1	Cleaning Services	Invoice	05/06/2024	06/06/2024	350.00		350.00	100-900-52019

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 00011:						350.00	.00	350.00	
Total 7508 McKenna Ziegler:						350.00	.00	350.00	26191
7524 My Bridge Team, Inc.									
INV-000028	1	Financial Services	Invoice	05/06/2024	06/06/2024	3,995.00		3,995.00	100-900-52019
Total INV-000028:						3,995.00	.00	3,995.00	
Total 7524 My Bridge Team, Inc.:						3,995.00	.00	3,995.00	26192
7518 Net Assets Corporation									
111-202404	1	Title Search Software	Invoice	05/01/2024	06/01/2024	47.00		47.00	100-900-52114
Total 111-202404:						47.00	.00	47.00	
Total 7518 Net Assets Corporation:						47.00	.00	47.00	26193
7478 Northcore USA LLC									
405	1	NE Mulberry emergency water repa	Invoice	04/30/2024	05/30/2024	10,000.00		10,000.00	500-420-52011
Total 405:						10,000.00	.00	10,000.00	
406	1	NE Cori Ct water services	Invoice	04/30/2024	05/30/2024	45,000.00		45,000.00	500-420-52011
Total 406:						45,000.00	.00	45,000.00	
407	1	NE Vandenburg hot tap water servi	Invoice	04/30/2024	05/30/2024	10,000.00		10,000.00	500-420-52011
Total 407:						10,000.00	.00	10,000.00	
408	1	Camp Adair Rd water truck fill statio	Invoice	04/30/2024	05/30/2024	6,500.00		6,500.00	500-420-52011
Total 408:						6,500.00	.00	6,500.00	
Total 7478 Northcore USA LLC:						71,500.00	.00	71,500.00	26194
4670 NW Natural									
042624	1	1407224-3	Invoice	04/26/2024	05/17/2024	53.68		53.68	100-900-52109
Total 042624:						53.68	.00	53.68	
Total 4670 NW Natural:						53.68	.00	53.68	26195
4800 One Call Concepts Inc									
4040313	1	OR Utility Notification Center	Invoice	04/30/2024	05/30/2024	7.00		7.00	500-420-52109
4040313	2	OR Utility Notification Center	Invoice	04/30/2024	05/30/2024	7.00		7.00	510-430-52109
Total 4040313:						14.00	.00	14.00	
Total 4800 One Call Concepts Inc:						14.00	.00	14.00	26196
4980 Oregon DEQ									
WQWSC24001	1	WW Opcert PRG Support Fee	Invoice	04/25/2024	05/24/2024	104.00		104.00	510-430-52102

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total WQWSC2400129:						104.00	.00	104.00	
Total 4980 Oregon DEQ:						104.00	.00	✓ 104.00	26197
5240 Pace Heating & Air									
S-64681	1	Store repair	Invoice	04/24/2024	05/24/2024	269.00		269.00	100-900-52012
Total S-64681:						269.00	.00	269.00	
Total 5240 Pace Heating & Air:						269.00	.00	✓ 269.00	26198
5780 Republic Services #452									
0452-00524137	1	3-0452-0023479	Invoice	04/30/2024	05/30/2024	42.47		42.47	100-900-52109
Total 0452-005241375:						42.47	.00	✓ 42.47	
0452-00525360	1	3-0452-0340655	Invoice	04/30/2024	05/30/2024	160.55		160.55	510-430-52109
Total 0452-005253606:						160.55	.00	✓ 160.55	
Total 5780 Republic Services #452:						203.02	.00	✓ 203.02	26199
7528 S&K Inflatable Inc.									
5167	1	Founders Day	Invoice	05/03/2024	06/03/2024	740.00		740.00	100-300-52111
Total 5167:						740.00	.00	740.00	
Total 7528 S&K Inflatable Inc.:						740.00	.00	✓ 740.00	26201
999 Utility Refund									
1269.04		1 Water	Invoice	04/30/2024	05/30/2024	63.88		63.88	500-420-52105
1269.04		2 Wastewater	Invoice	04/30/2024	05/30/2024	42.59		42.59	510-430-52105
Total 1269.04:						106.47	.00	✓ 106.47	26189
1322.05		1 Water	Invoice	05/06/2024	06/06/2024	55.97		55.97	500-420-52105
1322.05		2 Wastewater	Invoice	05/06/2024	06/06/2024	37.31		37.31	510-430-52105
Total 1322.05:						93.28	.00	✓ 93.28	26200
Total 999 Utility Refund:						199.75	.00	199.75	
Total :						114,856.32	.00	114,856.32	
Grand Totals:						114,856.32	.00	114,856.32	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-000-28000	1,528.61	.00	1,528.61
100-300-52111	740.00	.00	740.00
100-900-52012	269.00	.00	269.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52017	437.50	.00	437.50
100-900-52019	6,845.00	.00	6,845.00
100-900-52020	3,086.63	.00	3,086.63
100-900-52109	96.15	.00	96.15
100-900-52114	562.40	.00	562.40
100-900-52115	19,047.50	.00	19,047.50
200-410-52114	85.90	.00	85.90
500-420-52011	71,500.00	.00	71,500.00
500-420-52020	3,570.50	.00	3,570.50
500-420-52104	42.00	.00	42.00
500-420-52105	119.85	.00	119.85
500-420-52109	7.00	.00	7.00
500-420-52114	773.10	.00	773.10
500-420-53503	1,806.50	.00	1,806.50
510-430-52020	3,643.63	.00	3,643.63
510-430-52102	104.00	.00	104.00
510-430-52105	79.90	.00	79.90
510-430-52109	167.55	.00	167.55
510-430-52114	257.70	.00	257.70
520-440-52114	85.90	.00	85.90
Grand Totals:	114,856.32	.00	114,856.32

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
04/24	95,326.28	.00	95,326.28
05/24	19,530.04	.00	19,530.04
Grand Totals:	114,856.32	.00	114,856.32

[Handwritten signature]
5/7/24

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
890 Best Pots Inc									
1537289	1	Standard Rented Unit	Invoice	05/08/2024	06/08/2024	106.64		106.64	500-420-52019
Total 1537289:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	✓ 106.64	26202
1520 CIS TRUST									
JUNE 2024 FN	1	Employee Health Ins	Invoice	05/15/2024	06/15/2024	1,001.49		1,001.49	100-100-51010
JUNE 2024 FN	2	Employee Health Ins	Invoice	05/15/2024	06/15/2024	133.53		133.53	100-200-51010
JUNE 2024 FN	3	Employee Health Ins	Invoice	05/15/2024	06/15/2024	534.13		534.13	100-300-51010
JUNE 2024 FN	4	Employee Health Ins	Invoice	05/15/2024	06/15/2024	333.83		333.83	200-410-51010
JUNE 2024 FN	5	Employee Health Ins	Invoice	05/15/2024	06/15/2024	3,137.99		3,137.99	500-420-51010
JUNE 2024 FN	6	Employee Health Ins	Invoice	05/15/2024	06/15/2024	1,268.55		1,268.55	510-430-51010
JUNE 2024 FN	7	Employee Health Insurance	Invoice	05/15/2024	06/15/2024	267.05		267.05	520-440-51010
Total JUNE 2024 FNAL INVOICE:						6,676.57	.00	6,676.57	
Total 1520 CIS TRUST:						6,676.57	.00	✓ 6,676.57	26203
1800 Consumers Power Inc.									
050824	1	1152418	Invoice	05/08/2024	06/01/2024	160.21		160.21	510-430-52109
Total 050824:						160.21	.00	160.21	
Total 1800 Consumers Power Inc.:						160.21	.00	160.21	26204
2670 Ferguson Enterprises Inc									
1258922	1	System maintenance	Invoice	05/02/2024	06/02/2024	3,944.71		3,944.71	500-420-52011
Total 1258922:						3,944.71	.00	✓ 3,944.71	
1260461	1	System maintenance	Invoice	05/03/2024	06/03/2024	73.32		73.32	500-420-52011
Total 1260461:						73.32	.00	✓ 73.32	
1260872	1	System maintenance	Invoice	05/07/2024	06/07/2024	75.48		75.48	500-420-52011
Total 1260872:						75.48	.00	✓ 75.48	
Total 2670 Ferguson Enterprises Inc:						4,093.51	.00	✓ 4,093.51	26205
7522 Moore Iacofano Goltsman, Inc									
0086193	1	AV Downtown Planning	Invoice	05/14/2024	06/14/2024	2,591.25		2,591.25	100-900-52019
Total 0086193:						2,591.25	.00	2,591.25	
Total 7522 Moore Iacofano Goltsman, Inc:						2,591.25	.00	✓ 2,591.25	26208
4980 Oregon DEQ									
WQ25DOM-000	1	Water Quality Permit WW	Invoice	05/06/2024	06/06/2024	3,284.00		3,284.00	510-430-52107
Total WQ25DOM-0006:						3,284.00	.00	3,284.00	
Total 4980 Oregon DEQ:						3,284.00	.00	✓ 3,284.00	26209

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
5210 OreVac West Inc. 8737	1	Wastewater services	Invoice	04/15/2024	05/14/2024	11,020.25		11,020.25	510-430-52011
Total 8737:						11,020.25	.00	11,020.25	
Total 5210 OreVac West Inc.:						11,020.25	.00	✓ 11,020.25	26210
5300 Pacific Power/PacificCorp 051024	1	Utilities	Invoice	05/10/2024	05/29/2024	2,462.72		2,462.72	500-420-52109
Total 051024:						2,462.72	.00	2,462.72	
Total 5300 Pacific Power/PacificCorp:						2,462.72	.00	✓ 2,462.72	26211
5330 Pape Machinery 15274929	1	Parts	Invoice	05/08/2024	06/08/2024	16.53		16.53	100-300-52022
Total 15274929:						16.53	.00	16.53	
Total 5330 Pape Machinery:						16.53	.00	✓ 16.53	26212
5810 RG Smith Electric & Plumbing Inc 28600	1	Troubleshoot Lift Station	Invoice	03/15/2024	04/15/2024	516.00		516.00	510-430-52011
28600		Chk No: 26135 (1)	Calculated	03/25/2024				516.00	510-000-20000
28600		Chk No: 26135 (1)	Calculated	03/25/2024				516.00	510-000-20000
Total 28600:						516.00	.00	✓ 516.00	
28669	1	Village Food Mart repairs to water	Invoice	03/18/2024	04/18/2024	1,147.84		1,147.84	100-900-52012
28669		Chk No: 26135 (1)	Calculated	03/25/2024				1,147.84	100-000-20000
28669		Chk No: 26135 (1)	Calculated	03/25/2024				1,147.84	100-000-20000
Total 28669:						1,147.84	.00	✓ 1,147.84	
Total 5810 RG Smith Electric & Plumbing Inc:						1,663.84	.00	1,663.84	26214
6020 Schaefers Recreation Equipment Co 145962-1	1	Chemicals	Invoice	04/18/2024	05/18/2024	495.28		495.28	510-430-52001
Total 145962-1:						495.28	.00	495.28	
146153-1	1	Work for Tangent	Invoice	04/22/2024	05/22/2024	347.64		347.64	100-900-52115
Total 146153-1:						347.64	.00	347.64	
146291-1	1	Chemicals	Invoice	04/30/2024	05/30/2024	495.28		495.28	510-430-52001
Total 146291-1:						495.28	.00	495.28	
Total 6020 Schaefers Recreation Equipment Co:						1,338.20	.00	1,338.20	26220 \$347.64
7274 US Bank Equipment Finance 528711443	1	Equipment Finance	Invoice	05/13/2024	05/31/2024	131.00		131.00	100-900-52023
Total 528711443:						131.00	.00	✓ 131.00	26216

26214
Replaces voided
check # 26135

(sep. check)

495.28
347.64
495.28
26220
\$990.56

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	
7030 USA Blue Book									
INV00035456	1	Chemicals	Invoice	05/07/2024	06/07/2024	164.30		164.30	500-420-52001
Total INV00035456:						164.30	.00	164.30	
Total 7030 USA Blue Book:						164.30	.00	✓ 164.30	26217
999 Utility Refund									
1107.06	1	Water	Invoice	05/15/2024	06/15/2024	31.76		31.76	500-420-52105
1107.06	2	Wastewater	Invoice	05/15/2024	06/15/2024	21.17		21.17	510-430-52105
Total 1107.06:						52.93	.00	52.93	26207
3764.01	1	Water	Invoice	05/20/2024	06/20/2024	36.81		36.81	500-420-52105
3764.01	2	Wastewater	Invoice	05/20/2024	06/20/2024	24.54		24.54	510-430-52105
Total 3764.01:						61.35	.00	✓ 61.35	26206
5264.03	1	Water	Invoice	05/15/2024	06/15/2024	30.48		30.48	500-420-52105
5264.03	2	Wastewater	Invoice	05/15/2024	06/15/2024	20.32		20.32	510-430-52105
Total 5264.03:						50.80	.00	✓ 50.80	26213
Total 999 Utility Refund:						165.08	.00	165.08	
7130 Verizon									
9963418967	1	Phone	Invoice	05/06/2024	05/29/2024	65.41		65.41	100-900-52110
9963418967	2	Phone	Invoice	05/06/2024	05/29/2024	99.63		99.63	500-420-52110
9963418967	3	Phone	Invoice	05/06/2024	05/29/2024	99.62		99.62	510-430-52110
Total 9963418967:						264.66	.00	264.66	
Total 7130 Verizon:						264.66	.00	✓ 264.66	26218
7290 Willamette Valley Processors									
1933	1	Emergency Management	Invoice	05/16/2024	06/16/2024	800.00		800.00	100-900-52019
Total 1933:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	✓ 800.00	26219
Total :						34,938.76	.00	34,938.76	
Grand Totals:						34,938.76	.00	34,938.76	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-000-20000	1,147.84	1,147.84-	.00
100-100-51010	1,001.49	.00	1,001.49
100-200-51010	133.53	.00	133.53

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-51010	534.13	.00	534.13
100-300-52022	16.53	.00	16.53
100-900-52012	1,147.84	.00	1,147.84
100-900-52019	3,391.25	.00	3,391.25
100-900-52023	131.00	.00	131.00
100-900-52110	65.41	.00	65.41
100-900-52115	347.64	.00	347.64
200-410-51010	333.83	.00	333.83
500-420-51010	3,137.99	.00	3,137.99
500-420-52001	164.30	.00	164.30
500-420-52011	4,093.51	.00	4,093.51
500-420-52019	106.64	.00	106.64
500-420-52105	99.05	.00	99.05
500-420-52109	2,462.72	.00	2,462.72
500-420-52110	99.63	.00	99.63
510-000-20000	516.00	516.00-	.00
510-430-51010	1,268.55	.00	1,268.55
510-430-52001	990.56	.00	990.56
510-430-52011	11,536.25	.00	11,536.25
510-430-52105	66.03	.00	66.03
510-430-52107	3,284.00	.00	3,284.00
510-430-52109	160.21	.00	160.21
510-430-52110	99.62	.00	99.62
520-440-51010	267.05	.00	267.05
Grand Totals:	36,602.60	1,663.84-	34,938.76

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
03/24	3,327.68	1,663.84-	1,663.84
04/24	12,358.45	.00	12,358.45
05/24	20,916.47	.00	20,916.47
Grand Totals:	36,602.60	1,663.84-	34,938.76

[Handwritten Signature]
5/20/24

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
890 Best Pots Inc 1537943	1	Standard Rented Unit	Invoice	05/20/2024	06/20/2024	155.76		155.76	500-420-52019
Total 1537943:						155.76	.00	155.76	
Total 890 Best Pots Inc:						155.76	.00	155.76	26221
1800 Consumers Power Inc. 052124	1	1152420	Invoice	05/21/2024	06/04/2024	118.73		118.73	510-430-52109
Total 052124:						118.73	.00	118.73	
Total 1800 Consumers Power Inc.:						118.73	.00	118.73	26222
Total :						274.49	.00	274.49	
Grand Totals:						274.49	.00	274.49	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
500-420-52019	155.76	.00	155.76
510-430-52109	118.73	.00	118.73
Grand Totals:	274.49	.00	274.49

Summary by General Ledger Posting Period

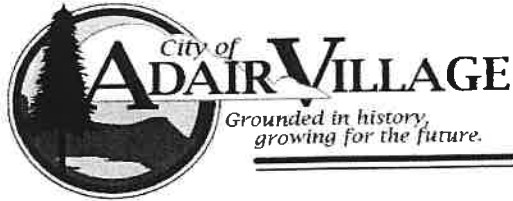
GL Posting Period	Debit	Credit	Net
05/24	274.49	.00	274.49
Grand Totals:	274.49	.00	274.49

[Signature]
5/21/24

Attachment D

CSO Report May 2024

Location	Violation	Case #	Follow Up	Compliance	Fine/Fee
5150 Willamette Ave NE	Keeping Junk	23-0915	5/31/2024	Y	Lien Removed
8633 Barberry Dr NE	RV with hitch over sidewalk. Given until 4/30/24 to move.	24-0105	4/30/2024	Y	N
8821 Cori Ct	Basketball hoop on sidewalk	24-0402	5/6/2024	Y	N
4316 Holly Ln NE	Rooster / noise complaint from neighbors (talked to home owner who will work through the permit process and address issue)	24-0403	5/14/2024		
8266 Hyacinth Ct	Did not submit chicken permit for 2024 (State they no longer have chickens)	24-0501	5/31/2024	Y	N
8254 Hyacinth Ct	Did not submit chicken permit for 2024 - Researching possible code changes	24-0502	5/31/2024		
8258 Hyacinth Ct	Did not submit chicken permit for 2024 - Researching possible code changes	24-0503	5/31/2024		
8259 NE Hyacinth Ct	Did not submit chicken permit for 2024 - Researching possible code changes	24-0504	5/31/2024		
8046 NE Barberry Dr	Did not submit chicken permit for 2024 - Researching possible code changes	24-0505	5/31/2024	Y	N
3116 NE Willamette Ave	Did not submit chicken permit for 2024 - Researching possible code changes	24-0506	5/31/2024		



CITY ADMINISTRATOR'S REPORT June 4, 2024, Council Meeting

Administration

- **Finances** – We will be hiring for the finance position in the beginning of July.
- **Tangent** – I will be meeting with Tangent this week to discuss an increase in services.
- **City Planner** – Philomath is leaving the process open for a few more weeks. They only received three applications so they're trying to target some of the colleges with planning programs.

Property/Businesses

- **Voss Hill** – The cell tower company has executed the leases, and the city is just waiting on the first \$5,000.00 dollar payment. They are going to begin surveying this month.
- **Good Grounds** – The coffee shop is doing well Susan said that they're having their best year. They will be going to summer hours starting this week so they will close at 2:00pm.
- **Restaurant** – I talked with Paul, and they are hoping to open at the end of June or the first of July. They have gotten approvals from the health department and are just waiting on some equipment.

Major Projects/Engineering

- **Water Plant** – Civil West did an inspection of the tanks using an underwater camera and there is no need for cleaning. Staff will be working on an estimate to replace the backwash pump at the plant.
- **Calloway Creek** – Civil West is in the process of reviewing the phase four designs and they expect to be done this week. I talked with the developer, and they are looking at beginning in the next couple of weeks on the infrastructure.
- **Wastewater Plant** – The city has received the extended warranty and there is just one more time to finish at the wastewater plant and the headworks will be complete.
- **Water Lines** – The application is submitted, and we continue to work on different sections of the mainlines.
- **Wastewater Line** – Wildish received the letter of approval from the railroad, now were just waiting on scheduling the driller for the project.



**PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT**

PERIOD: 4/20/2024 to 5/20/2024

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 5,874,239

Average Usage per 189k

WATER DISTRIBUTION REPORT

Maintenance Activity: No leaks were detected this last month. Staff replace another 3 broken meter lids. Staff replaced one meter.

Collected quarterly: 2nd quarter samples have been taken.

WASTEWATER TREATMENT REPORT

Flows into the WWTP are still low with light rain totals. Staff pressure washed the tricking filter arms.

Total Monthly Influent: 3.8 million Gallons

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Storm drains are clear. Staff check and clean all drains daily.

STREETS MAINTENANCE REPORT

Maintenance Activity: Streets are in decent shape. Staff have begun straying weeds in the cracks on the roads.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Staff is in full mowing season. We have been able to keep up with all mowing, week whacking and spraying.

WATER TREATMENT PLANT

Maintenance Activity: We are running the plant 40 hours per week and are able to fill the tanks by Friday of each week. These hours will increase with hotter weather.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment has had no major issues and like I said flows are low with less rain. Staff have been working on spraying, weed whacking and spraying at the plant.

Completed by Matt Lydon, Public Works Supervisor



STAFF REPORT
Attachment G – Financial Report
June 4, 2024, Council Meeting

We have approximately \$4,391,692.18 in the Local Government Investment Pool (LGIP). In May, we had \$4,377,078.77. Last year in June, we had \$3,754,060.74. We also currently have approximately \$56,224.30 in Citizens Bank.



OREGON STATE TREASURY

Local Government Investment Pool

ADAIR VILLAGE CITY OF

0.00

- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
- Secure Contact
- FAQ

ADAIR VILLAGE CITY OF

Move Funds

Settings

\$4,391,692.18

\$4,391.692 18

Summary

Activity History

Pending Activity

Holdings

Activity History

History

Settlement Date	Description	Total Amount	
May 17, 2024	ODOT - ODOT PYMNT Oregon LGIP	\$8,776.42	Details
May 15, 2024	SFMS Fr:Administrative Services, Dept of City Cigarette Tax Oregon LGIP	\$66.22	Details
May 14, 2024	SFMS Fr:Administrative Services, Dept	\$3,186.04	Details



- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
- Secure Contact
- FAQ

Settlement Date	Description	Total Amount	
	of Revenue Sharing Tax Oregon LGIP		
May 10, 2024	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT Oregon LGIP	\$382.26	Details
May 08, 2024	SFMS Fr:OLCC OLCC Tax (Liquor) Oregon LGIP	\$2,202.47	Details
May 01, 2024	Accrual Income Div Reinvestment - Distributions Oregon LGIP	\$18,552.28	Details
May 01, 2024	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - April 2024 Oregon LGIP	(\$0.10)	Details
Apr 17, 2024	ODOT - ODOT PYMNT Oregon LGIP	\$9,614.43	Details
Apr 15, 2024	SFMS Fr:Administrative Services, Dept of City Cigarette Tax Oregon LGIP	\$67.97	Details



Accounts Dashboard

Activity History

Statements & Documents

Organizational Settings

CONTACT US

Secure Contact

FAQ

Settlement Date :

Apr 11, 2024

Description

SFMS Fr:OLCC
OLCC Tax
(Liquor)
Oregon LGIP

Total Amount :

\$1,534.99

Details

1 2 > Go to

Page

Powered By PFMAM - PROD -
Release 1.5

Important
Disclosures

Terms &
Conditions

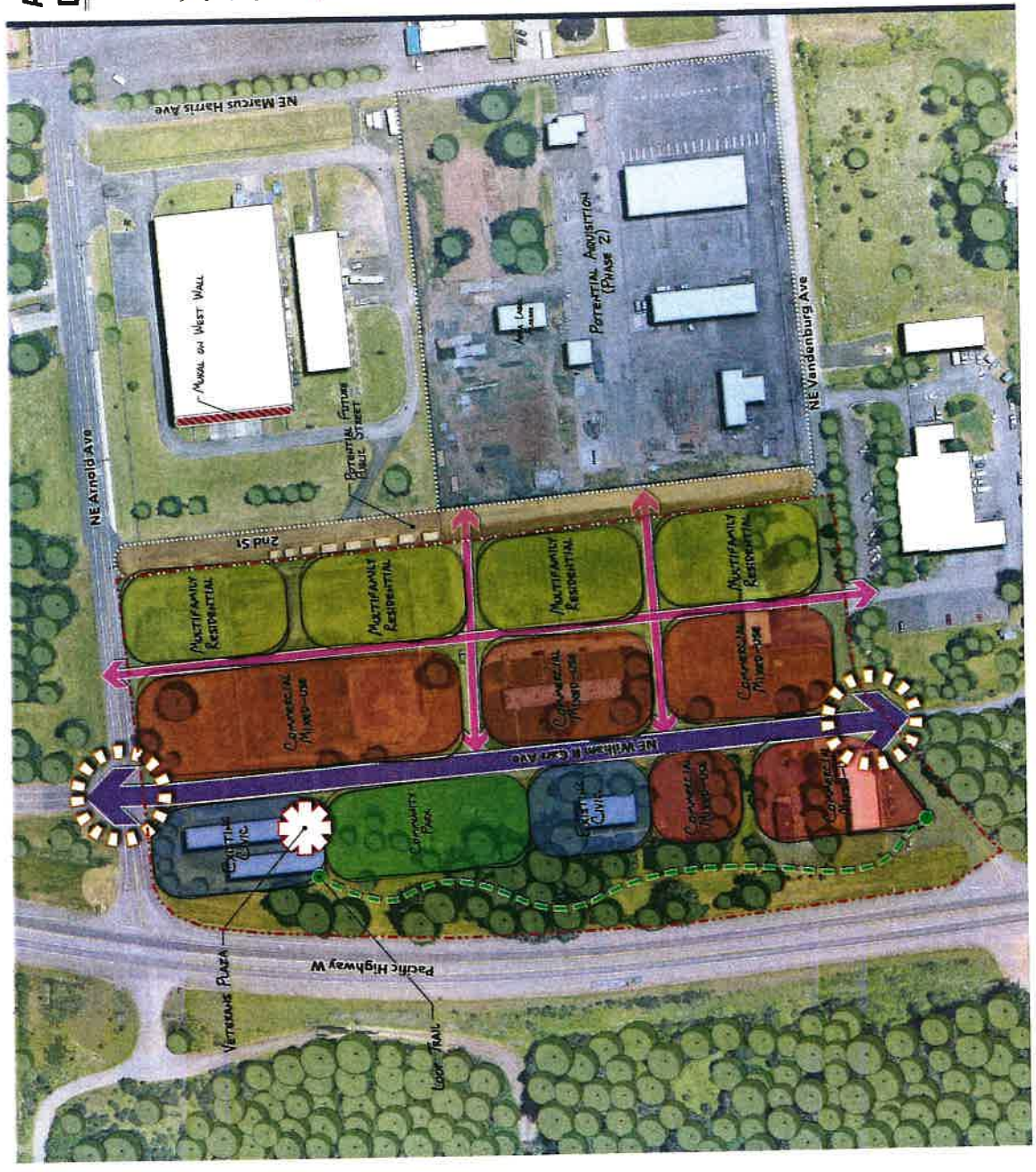
Privacy
Policy

ADAIR VILLAGE DOWNTOWN

Refined Concepts

Previous Work

- Previous work
- Conceptual layout plan



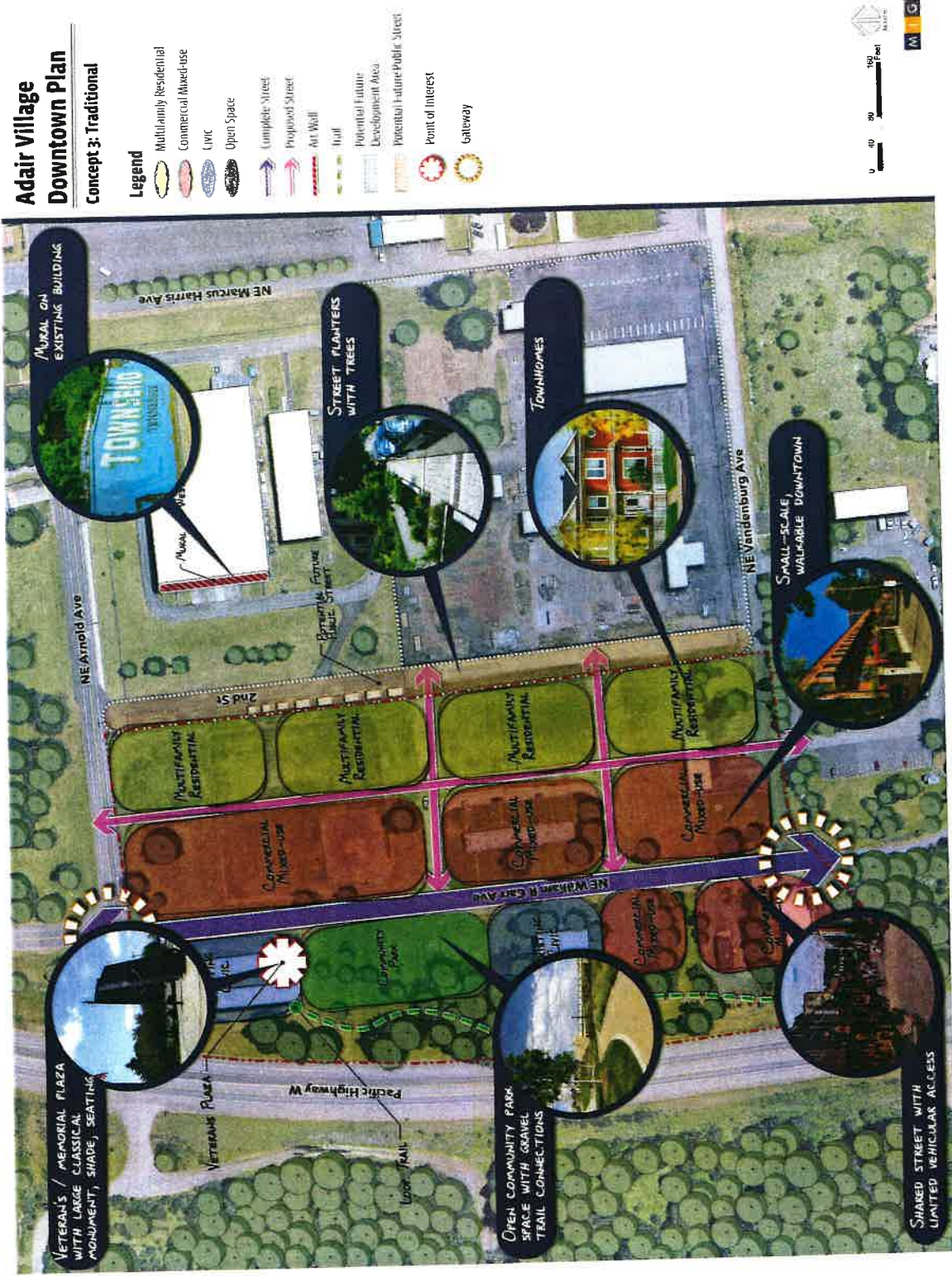
Adair Village Downtown Plan

- Legend**
- Multifamily Residential
 - Commercial Mixed-use
 - Civic
 - Open Space
 - Complete Street
 - Proposed Street
 - Art Wall
 - Trail
 - Potential Future Development Area
 - Potential Future Public Street
 - Point of Interest
 - Gateway



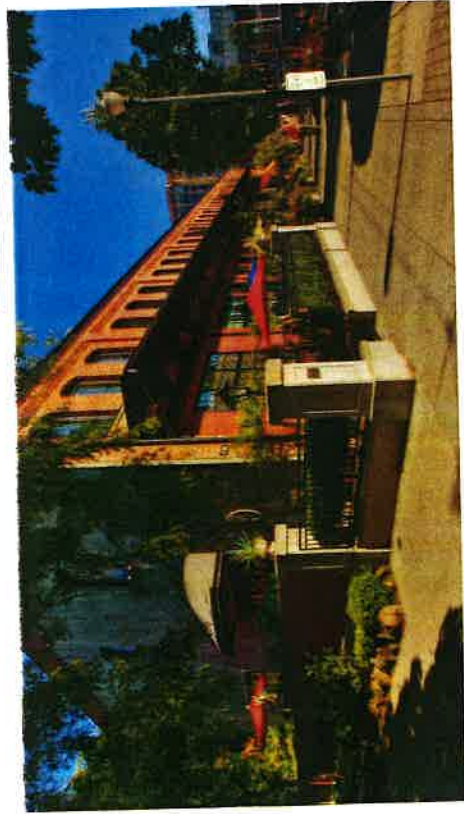
Previous work

- Overall Character Preference



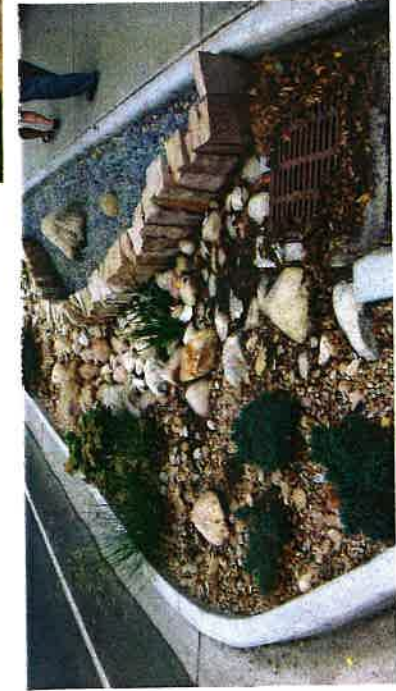
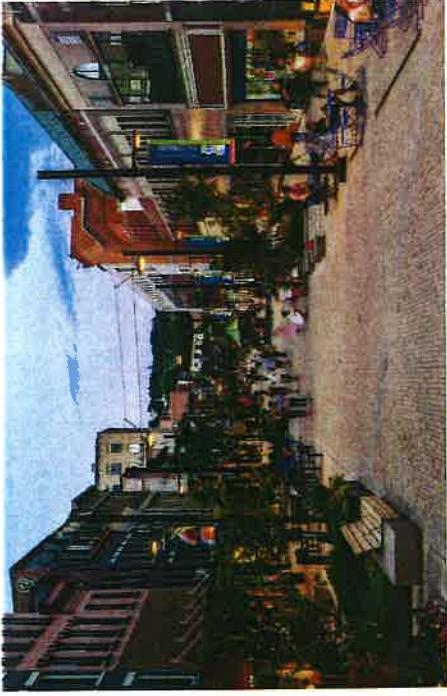
Previous work

- Character Preference
 - Residential Architecture
 - Commercial Architecture



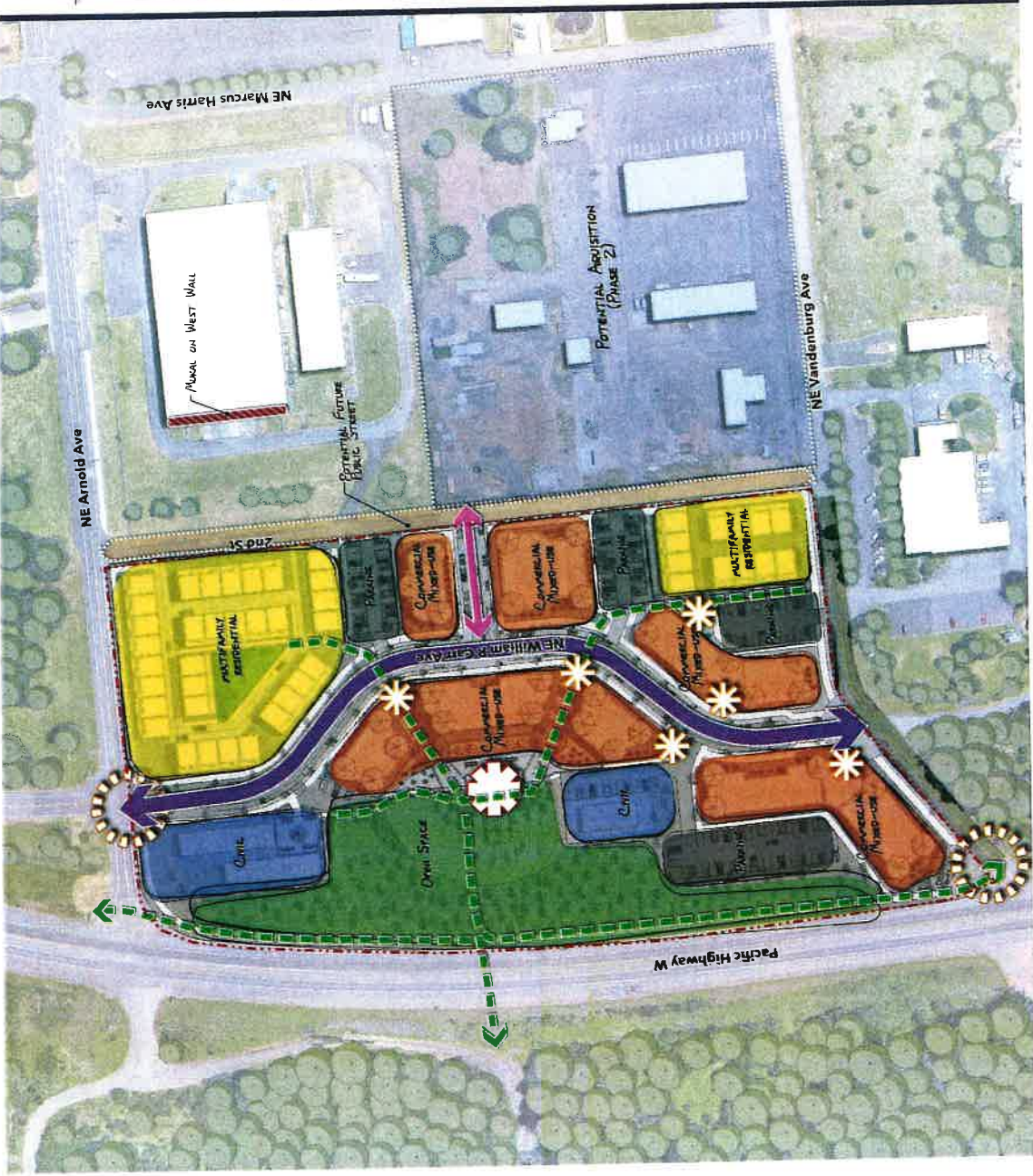
Previous work

- Character Preference
 - Streets and Gathering Spaces
 - Mobility Infrastructure



Revised Design Concepts

Concept 1



Adair Village Downtown Plan



PARCEL APPROX. ACREAGE
 Total Site Acres: 11

Multifamily Residential: 2.4 ac
 Mixed Use: 2.2 ac
 Civic: 0.4 ac
 Open Space: 5.3 ac
 Parking: 0.7 ac

Approx Parking Count: 200

Concept 1

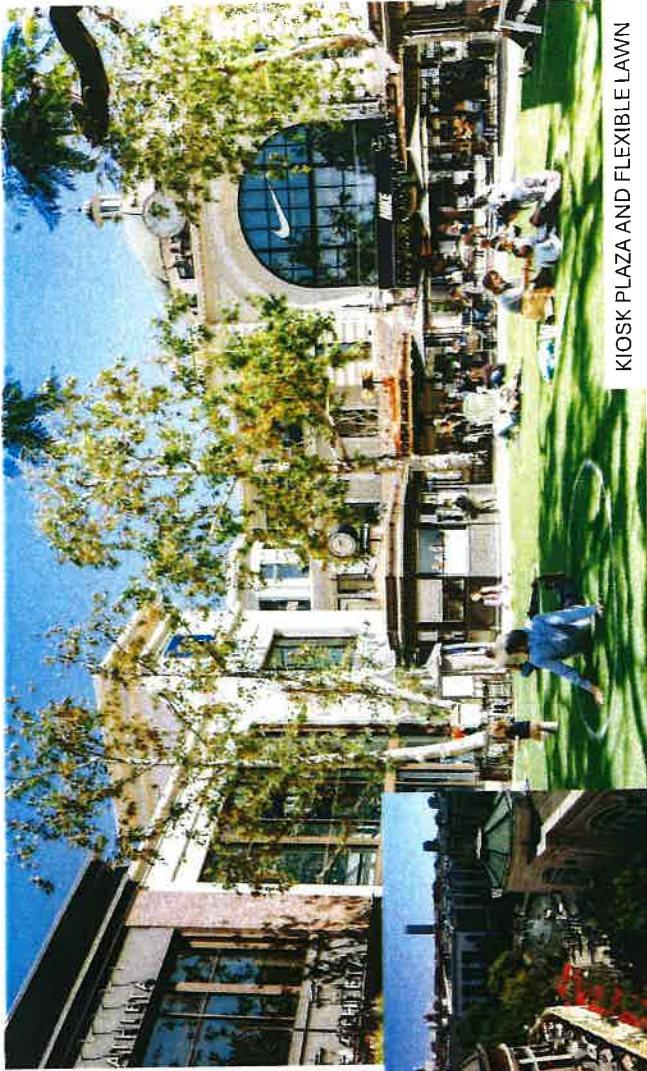
This concept establishes a central axis conducive to mixed-use developments and associated programming while planning for future mixed use development expansion from east to west.

- 3-Story Multifamily Residential townhomes with garage entrance
- Curvilinear traffic flow
- Enhanced driving experience
- Flexible parking / plaza opportunities
- Diverse gathering places and pedestrian plazas
- Open Space areas for residents and visitors
- Integration of memorial plaza and pavilion with kiosk plaza & shopping area
- Memorial park featuring play fountain
- Curbless street area for enhanced pedestrian experience





MEMORIAL AND PAVILION



KIOSK PLAZA AND FLEXIBLE LAWN



MULTIFAMILY TOWNHOMES

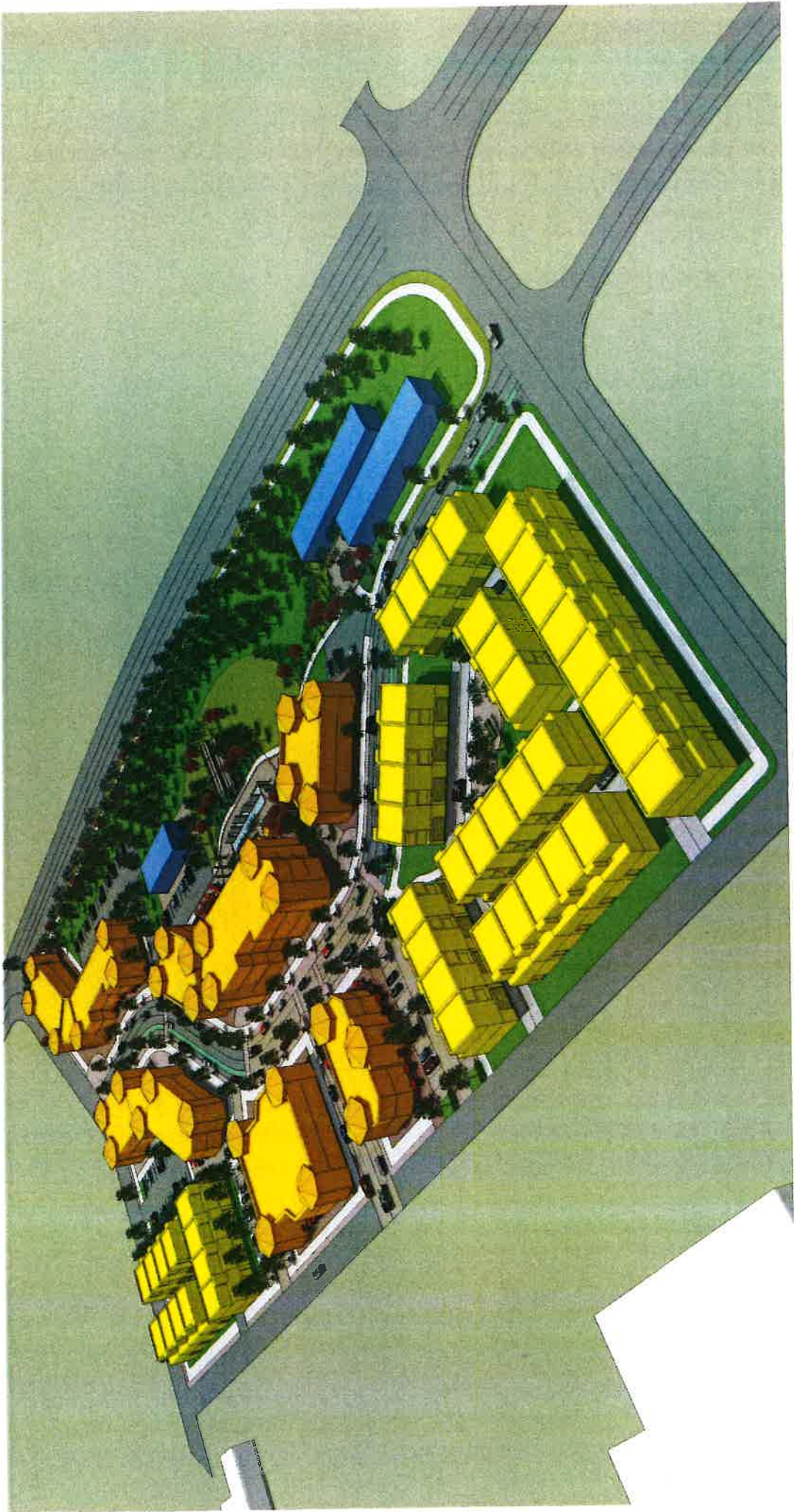


CURBLESS STREET AREA – ENHANCED PEDESTRIAN EXPERIENCE



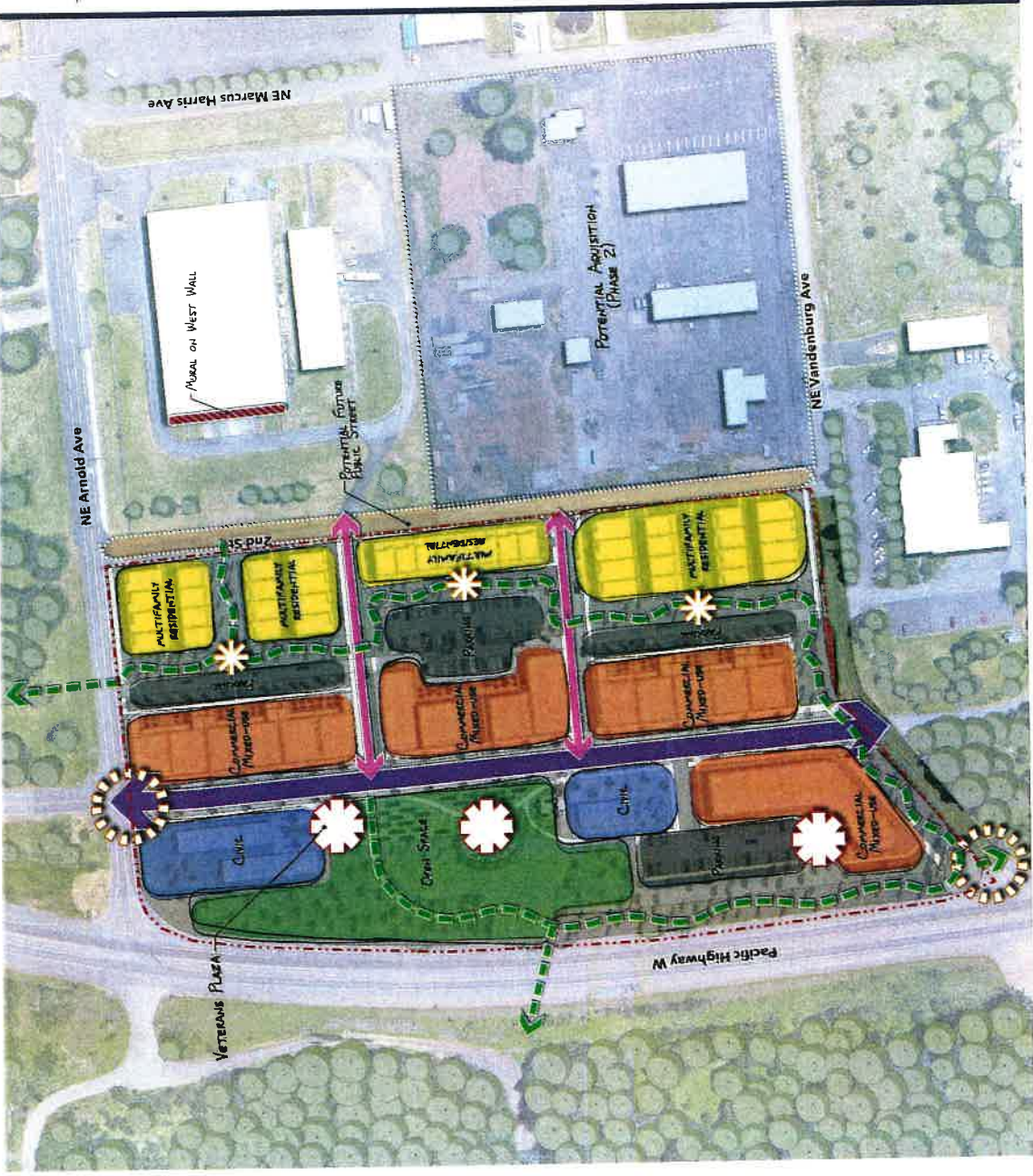
FLEXIBLE PARKING /PLAZA OPPORTUNITIES







Concept 2



Adair Village Downtown Plan

Legend

- Multifamily Residential
- Commercial Mixed Use
- Civic
- Open Space
- Complete Street
- Proposed Street
- Art Wall
- Trail
- Potential Future Development Area
- Potential Future Public Street
- Plazas & Points of Interest
- Gateway



APPROX. PARCEL ACREAGE

Total Site Acres: 11

Multifamily Residential: 2.0 ac, 40 dwelling units

Mixed Use: 2.0 ac

Civic: 0.4 ac

Open Space: 5.8 ac

Parking: 0.8 ac

Approx Parking Count: 370

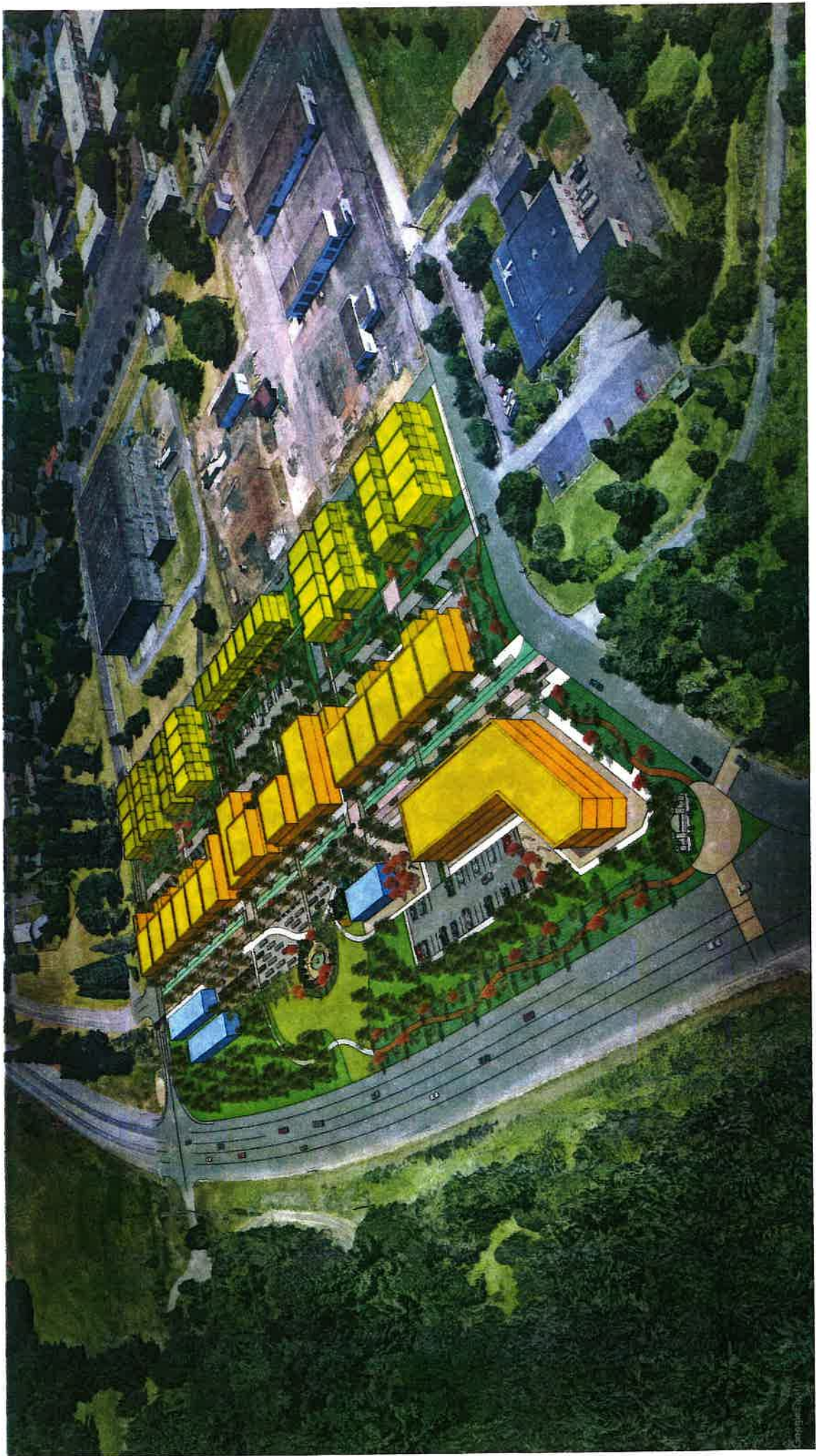
Concept 2

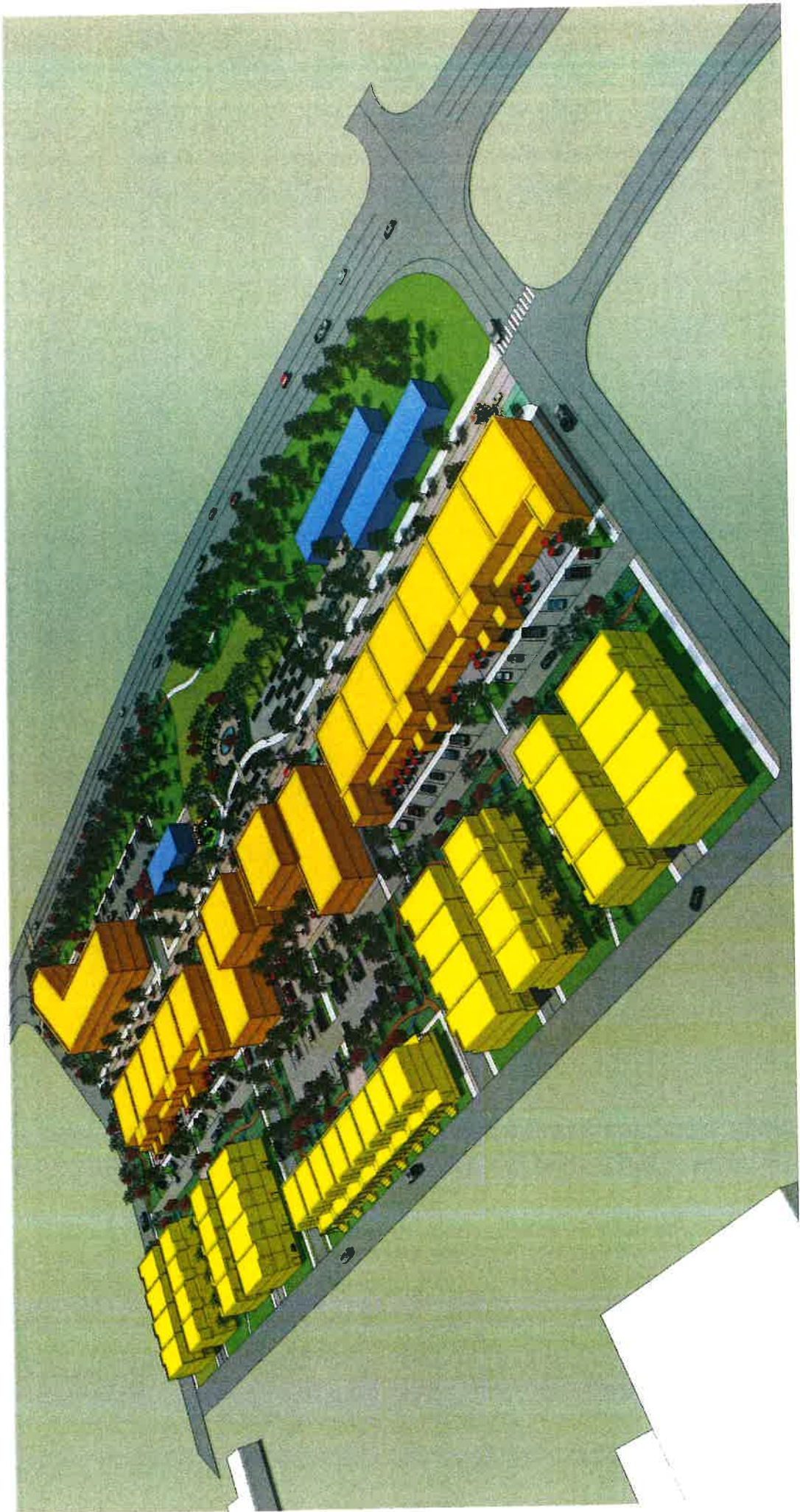
The plan designates NE William Carr Avenue as the primary corridor for mixed-use developments and a complete street. Multi-family residential areas feature a greenway serving as both naturalized stormwater infrastructure and trail spanning the residential area to connect residents to the existing west trails.

- NE William R. Carr is a complete street
- 3-Story Multifamily Residential Townhomes with garage entrance
- Rear Parking
- Open space buffer between townhomes and Mixed-uses
- Rear courtyards and plazas
- Open Space areas and trails for residents and visitors
- Community garden integration with memorial plaza pavilion and memorial monument
- Redeveloped civic building plazas/ entrances











Concept 3



Adair Village Downtown Plan

Legend

- Multifamily Residential
- Commercial Mixed-use
- Civic
- Open Space
- Complex Street
- Proposed Street
- Art Wall
- Trail
- Potential Future Development Area
- Potential Future Public Street
- Plazas & Points of Interest
- Gateway



APPROX. PARCEL ACREAGE

Total Site Acres: 11

Multifamily Residential: 1.2 ac

Mixed Use: 3.4 ac

Civic: 0.4 ac

Open Space: 4.0

Parking: 2.0 ac

Approx Parking Count: 140

Concept 3

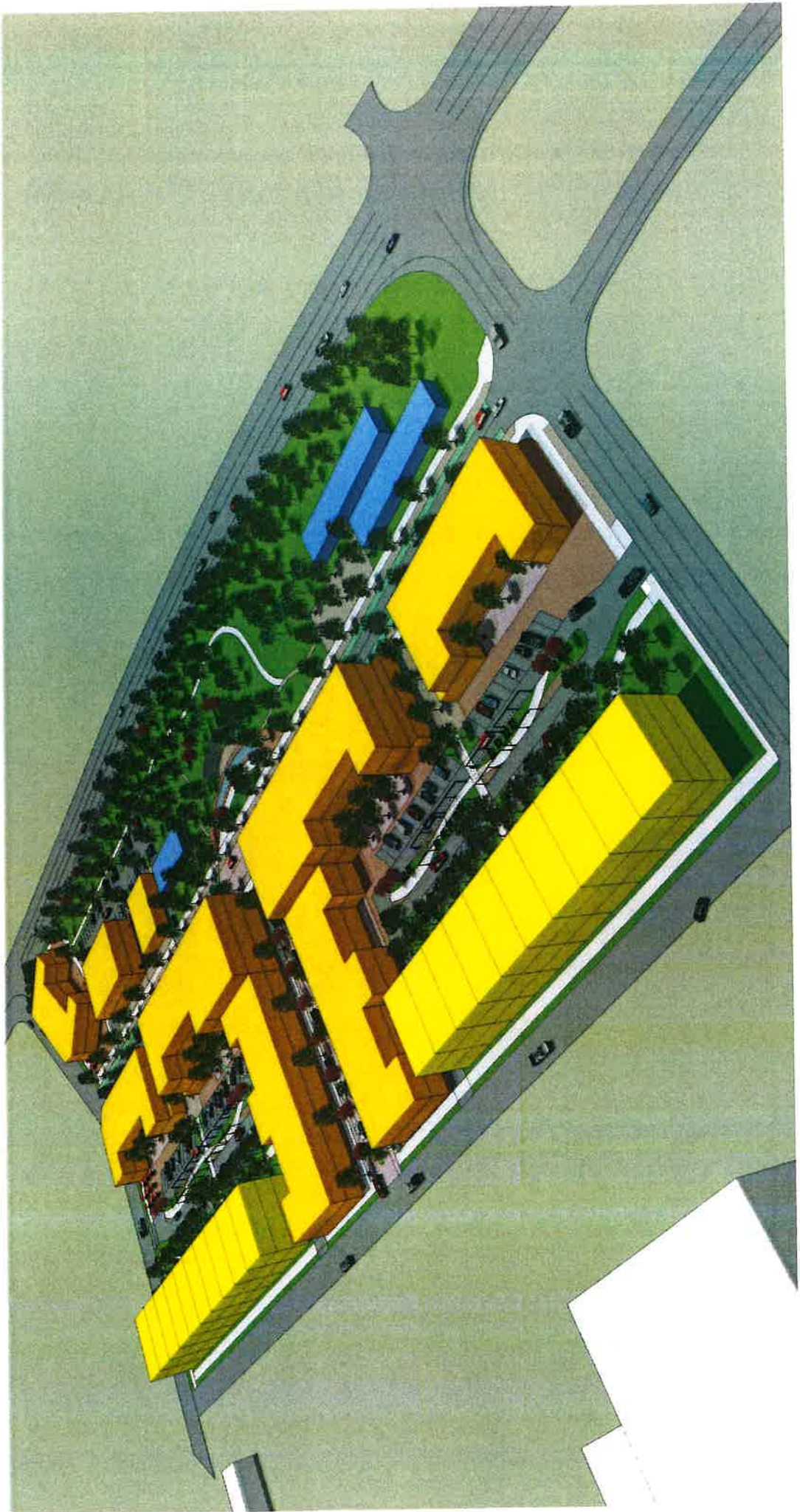
The concept establishes NE William Carr Avenue as the central corridor for Mixed-use developments and a complete street. New central east/west road accommodates for future expansion of mixed-use developments to the east.

- 3-story Multifamily Residential condos with side basement garage entrance
- NE William R. Carr is a complete street
- Rear one-way parallel parking for Mixed-Use
- Rear courtyards and plazas
- Open Space areas for residents and visitors
- Amphitheatre area with splashpad play area
- Inward facing shopfronts with at transitional alleyways with restaurant seating and amenities
- Parkway street for connectivity from east to west











WWW.TEXTMYGOV.COM



TextMyGov

PROPOSAL

DATE: 04/04/2024

PREPARED FOR:
Adair Village
6030 NE William R Carr Ave, Adair Village, OR
97330, USA

PREPARED BY:
Sam Stastny | Account Executive
TextMyGov

INTRODUCTION TO TEXTMYGOV

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, 97% of smartphone owners text regularly. The technology analysts at Compuware reported that 80 to 90% of all downloaded apps are only used once and then eventually deleted by users.

TEXTMYGOV SOLUTION

Summary for: Adair Village, OR

Feature	Solution
<i>Find Information</i>	<ul style="list-style-type: none">TextMyGov allows citizens to find information using our smart texting solutions. Customers can ask questions via text messaging and TextMyGov will look for key words to send back answers or links.
<i>Report Issues</i>	<ul style="list-style-type: none">Citizens can report issues, such as potholes, stray animals or water leaks by simply texting from their personal phone. From there TextMyGov will automatically engage with the citizen to gather more information and send it to the correct department.
<i>Send Alerts/Notifications</i>	<ul style="list-style-type: none">Send alerts/notifications from emergencies to events. Municipalities using TextMyGov can send their citizens alerts or notifications with a few clicks.<i>Best Use Case: Send out boil water notices as needed, Road conditions updates, early spring clean-up notices, Newsletter information, etc.</i>
<i>Demo Recording</i>	<ul style="list-style-type: none">Demonstration Recording Adair Village, OR

COST BREAKDOWN

This quote represents a subscription to TextMyGov with an initial TERM of three years. The agreement is set to be automatically renewed after the initial TERM. Support and services fees may increase in subsequent years but will increase no more than 5% per year. See below for the package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms
 HYPERLINK <http://www.textmygov.com/terms>

Package Details (Notifications Only)	Price	Billing
TextMyGov:	\$1,500.00	Annual
<ul style="list-style-type: none"> • TextMyGov web-based software • Database of local numbers • Short code number (outgoing messages) • Unlimited users & departments • Unlimited support for every user • 10 GB manage online data storage • 10000 Text messages per year 		
<i>Implementation/Setup Fee</i>	\$500.00	One Time
<i>First year total</i>	\$2,000.00	Year one
<i>Total recurring</i>	\$1,500.00	Annual

TERMS

- This is a Three-Year term.
- After the initial Three-Year, the agreement will revert to year-to-year
- Cancellation requires a 60-day written notice
- Customer is required to put TextMyGov widget on agency's website
- This proposal is valid for 30-days
- **Customer is required to provide a copy of W-9**

ADDITIONAL SERVICES

Additional Services	Price	Billing
Enhanced Media & Care Package <ul style="list-style-type: none"> Marketing material and expert implementation to promote and optimize TextMyGov, see us here for additional information: Enhance Media Package 	Price is based on population- See Account Executive for details.	Annual
Additional Storage <ul style="list-style-type: none"> 100 GB of additional storage. 	\$250 per unit	Annual
Additional Text Messages <ul style="list-style-type: none"> 25,000 50,000 100,000 	\$300 \$550 \$750	Annual
Database <ul style="list-style-type: none"> Database of your local residence to improve citizen engagement Database might have been quoted in the original quote. See your package breakdown for details 	Price is based on population. See Account Executive for details.	

IMPLEMENTATION

GETTING STARTED

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

CONFIGURATION

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

MEDIA KIT

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

AGREEMENT CONFIRMATION



We need two contacts for implementation. A cell phone is required for implementation. We also need the best contact for installing the widget on your agency's website

Implementation Contact 1

Name
Title
Email
Office Phone
Cell Phone

Implementation Contact 2

Name
Title
Email
Office Phone
Cell Phone

Billing Contact

Name
Title
Email
Office Phone
Address
W-9

Please attach W-9 in a separate email.

Agreement Signature

Name
Title
Date
Signature

Widget Contact

Name
Title
Email
Office Phone

**This person is responsible for placing the TextMyGov widget (see options- [TextMyGov | Widget Link](#)) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional \$1,000 towards setup costs (this is to cover TextMyGov's time).*

TEXTMYGOV PROPOSAL

TWILIO CONTACT

Twilio Authorized Contact 1

Name
Title
Email
Office Phone
Business Title:

Twilio Authorized Contact 1

Name
Title
Email
Office Phone
Business Title:

I confirm that my nominated authorized representatives agree to be contacted by Twilio.

****Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. ****



Design • Install • Maintain

ADAIR VILLAGE
6030 NE WILLIAM R CARR AVE
ADAIR VILLAGE, OREGON 97330

Backflow Testing Service
Adair Village, Oregon 97330

Est ID: M-240529
Date: May-30-2024

Email: pat.hare@adairvillage.org
Phone: 541-550-6216

BACKFLOW ASSEMBLY TESTING - under 3"

\$40.00

- as per USC 10 Edition
- local water purveyor will be provided with copy of test results...pass or fail
- most failed assemblies can be brought into compliance with minor field repairs and or cleaning (an additional fee may apply)
- major repairs will be estimated, approved and rescheduled
- tester shall have clear access to assembly
 - all dogs will be secured while tester is on site
- assemblies behind a locked gate or indoors shall require an appointment

* Proposed cost is billable per test per assembly

BACKFLOW ASSEMBLY TESTING - over 3"

\$72.00

- as per USC 10 Edition
- local water purveyor will be provided with copy of test results...pass or fail
- most failed assemblies can be brought into compliance with minor field repairs and or cleaning (an additional fee may apply)
- major repairs will be estimated, approved and rescheduled
- tester shall have clear access to assembly
 - all dogs will be secured while tester is on site
- assemblies behind a locked gate or indoors will require an appointment

* Proposed cost is billable per test per assembly

CONFINED SPACE PROTOCOL

\$915.00

- As per OSHA requirements
- must have approved harness and retrieval equipment
- must have 4 gas air sampler
- must have safety person onsite at all times
- safety person to monitor worker and safety equipment ONLY - can not assist with job
- protocol will be invoiced in addition to test fee

* Proposed cost is for budgeting only. Actual costs will be estimated at the time of need.

REPAIRS AND CALLBACKS

\$0.00

- call backs and repairs will be invoiced at the then current rate
- major repairs will be estimated, approved by customer prior to providing repair
 - includes but not limited to:
 - replace or rebuild check valves
 - rebuild or replace relief valve
 - replace shutoff handles
 - replace assembly
 - repair plumbing associated with assembly

Estimate Total

\$1,027.00

Contract Payment Summary

PO #

Contract #

Terms and Conditions

1. Customer agrees to pay Straub Landscape as per the listed backflow testing services.
2. Straub Landscape agrees to provide all materials, equipment and labor necessary (including subcontractors if required) to complete the project as specified.
3. Customer agrees that all workers employed by Straub Landscape and subcontractors shall have access to the job site at all reasonable times. If special arrangements are required for access, customer agrees to make provisions for access prior to the commencement of work.
4. Beginning 30 days after the posted due date on the invoice, any amounts not paid in full, will be subject to 18% interest per annum, compounded monthly.
5. This agreement shall be for five (5) years and will automatically renew unless the parties agree not to renew. The cost of the agreement will automatically increase by 10% at time of renewal.
6. If any arbitration, suit, or action is instituted to interpret or enforce the provisions of this agreement, or to rescind this agreement or otherwise, the party prevailing shall be entitled to receive reasonable costs and attorney's fees in addition to any recovery that the prevailing party may be entitled to.
7. The parties agree that any dispute subject to the small claims court's jurisdiction limits shall be heard by that court and that neither party shall request a jury trial. Any dispute in excess of the jurisdictional limits of the small claims court shall be decided by finding arbitration using the Court Annexed Arbitration rules for Benton County, Oregon.

Contractor: *Dave Straub*
Dave Straub

Client: _____

Signature Date: 05/31/2024

Signature Date: _____

Email: dave@straub-landscape.com

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

In the Matter of Adopting the Budget,)
 Making Appropriations, and Levying Taxes)
 For Fiscal Year 2024-2025)

RESOLUTION NO. 2024 - 6

ADOPTING THE BUDGET

IT IS HEREBY RESOLVED that the City Council of the City of Adair Village hereby adopts the budget for the fiscal year 2024-2025 in the sum of **\$5,816,631** now on file in the City Office.

MAKING APPROPRIATIONS

IT IS HEREBY RESOLVED by the City Council of the City of Adair Village, that the amounts for the fiscal year beginning July 1, 2024, and ending June 30, 2025 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND		
Administration		\$ 427,644
Parks		186,142
Public Safety		55,915
<u>Not allocated to Organizational Unit or Program:</u>		
Materials and Services		\$ 308,818
Capital Outlay		60,000
Transfers		51,384
Contingency		<u>250,000</u>
Total General Fund		\$ 1,339,903
 STORM DRAIN FUND		
Storm Drain Department		\$ 43,489
Transfers		250
Contingency		<u>25,000</u>
Total Storm Drain Fund		\$ 68,489
 STREET FUND		
Street Fund Department		\$ 98,685
Capital Outlay		52,500
Transfers		200
Contingency		<u>150,000</u>
Total Street Fund		\$ 276,385
 WASTEWATER FUND		
Wastewater Fund Department		\$ 367,721
Capital Outlay		857,250
Transfers		1,000
Contingency		<u>150,000</u>
Total Wastewater Fund		\$ 1,375,971

WATER FUND	
Water Fund Department	\$ 572,452
Capital Outlay	148,750
Debt Service	160,250
Contingency	<u>100,000</u>
Total Water Fund	\$ 981,452
 TOTAL APPROPRIATIONS	 \$ 4,042,199
 Total Unappropriated and Reserve Amounts, All Funds	 <u>1,774,432</u>
 TOTAL ADOPTED BUDGET	 <u>\$ 5,816,631</u>

IMPOSING THE TAX

IT IS HEREBY RESOLVED that the City Council of the City of Adair Village hereby imposes the taxes provided for in the adopted budget at the rate of \$2.5894 per \$1000 of assessed valuation for operations; and that these taxes are hereby imposed and categorized for tax year 2024-2025 upon the assessed value of all taxable property within the City of Adair Village.

	GENERAL GOVERNMENT	EXCLUDED FROM LIMITATION
General Fund	\$2.5894 per \$1,000.00	\$0

DATED: This 4th day of June, 2024

Mayor

City Administrator

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

In the Matter of Declaring the City's Election)
To Receive State Shared Revenues for 2024-25)

RESOLUTION NO. 2024 - #7

WHEREAS, the Budget Committee held a public hearing to allow public input on the use of State Shared Revenue on April 16th; and

WHEREAS, the City Council has reviewed possible uses for State Shared Revenues for fiscal year 2024-25; now therefore

IT IS HEREBY RESOLVED by the City Council of the City of Adair Village, that pursuant to ORS 221.770, the City hereby elects to receive state revenue for fiscal year 2023-2024.

DATED: This 4th day of June, 2024.

Mayor

City Administrator

I certify that a public hearing was held before the Budget Committee on April 16, 2024 and a public hearing before the City Council was held on May 7th, 2024 giving the citizens an opportunity to comment on use of State Revenue Sharing.

City Administrator