

**ADAIR VILLAGE CITY COUNCIL-Final**  
**City Hall - 6030 Wm. R Carr Av.**  
**\*\*\*\*Tuesday, June 2, 2020 - 6:00 pm\*\*\*\***

**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/Budget Meeting – May 5, 2020 (Attachment A, A1)
- b. Bills List through – May 27, 2020 (Attachment B) – \$33,150.88

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

**4. STAFF REPORTS:**

- a) Community Service Officer (CSO) Report (Attachment C,C1,C2) Jerry Jackson
- b) Public Works (Attachment D) Pat Hare
- c) City Administrator (Attachment E) Pat Hare
- d) Sheriff's Report (Attachment F) Pat Hare
- e) Financial Report-Through May 27, 2020 (Attachments G, G-1) Pat Hare

**5. OLD BUSINESS:**

- a) Founders Day (Attachment H Staff Report) Pat Hare  
Action: Discussion

**6. NEW BUSINESS:**

- a) N/A Pat Hare  
Action: N/A

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

- a) Resolution 2020-6 Budget Appropriations (Attachment I) Pat Hare  
Action: Decision
- b) Resolution 2020-7 State Revenue Sharing (Attachment J) Pat Hare  
Action: Public Hearing & Decision
- c) Resolution 2020-8 Supplemental Budget (Attachment K, K1) Pat Hare  
Action: Public Hearing Decision

**8. EXECUTIVE SESSION ORS 192.660 (i):** To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

- a) N/A

**9. COUNCIL and MAYOR COMMENTS:**

**10. ADJOURNMENT:**

Next meetings -

City Council –Tuesday, July 7, 2020 6:00 PM  
Planning Commission- June 16, 2020 6:00 PM

*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](mailto:kathy.edmaiston@adairvillage.org)", or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.*

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

**ADAIR VILLAGE  
CITY COUNCIL MINUTES  
6030 William R. Carr Avenue  
\*\*\*\*Tuesday, May 5, 2020 – 6:00 PM\*\*\*\***

| Agenda Item  | Action   |
|--|--|
| <p><b>1. Roll Call:</b> City Council Members present: Councilors Officer, Ray, Rowe and Mayor Currier were present. City Attorney Sean Kidd was present. CA (City Administrator) Hare was present. Minutes were taken by CA Hare.</p> <p>This meeting took place via teleconference. All parties were present via phone.</p>   | <p>Mayor Currier called the meeting to order at 6:50PM.</p>  |
| <p><b>2. Consent Calendar</b> (Agenda Item 2).</p> <p>Minutes of the April 7, 2020 Council meeting.<br/>Bills List through April 30, 2020, (\$46,821.53 total).</p>  | <p>Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded.<br/><b>Unanimous Approval (4-0).</b></p> |
| <p><b>3. Public Comment</b> (Agenda Item 3). None.</p>   |  |
| <p><b>4. Attachment C – Community Services Officer</b> (Agenda Item 4a). Administrator Hare presented the report.</p>  | <p>Council received the report.</p>  |
| <p><b>5. Attachment D – Public Works Report</b> (Agenda Item 4b). CA Hare presented the report.</p>  | <p>Council received the report.</p>  |
| <p><b>6. Attachment E – City Administrator Report</b> (Agenda Item 4c). CA Hare presented the report.</p> <p>Administration</p> <ul style="list-style-type: none"> <li>• Covid 19 – Update.</li> <li>• Park Grant – The City was selected to be one of 16 presenters to the selection committee. We will be presenting on Wed., the 6<sup>th</sup>.</li> <li>• Youth Program – At this time, we will not be hiring for this position. CA Hare is in contact with the Boys and Girls Club and the school district to provide lunches.</li> <li>• Caselle Software – The community seems to be liking the new</li> </ul> | <p>Council received the report.</p>  |

|  |  |
|--|--|
| <p>system, but we are still working out some of the kinks.</p> <ul style="list-style-type: none"> <li>• Tangent – We have now been working with Tangent for four months and it seems to be going well.</li> <li>• Breakfast/Lunch – The Corvallis School District started handing out breakfast and lunches on Thursday, April 3 from 12 to 12:45 in the Santiam Christian parking lot.</li> </ul> <p>Property/Businesses</p> <ul style="list-style-type: none"> <li>• Farm Foods – Update.</li> <li>• AVIS – The parties are talking with a new consulting firm and will hear from them over the next few weeks.</li> <li>• Sweet Taste – Linda says that business has been pretty good.</li> <li>• AV Market – The Market has been doing well and in some ways is seeing more business.</li> </ul> <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> <li>• Calloway Creek – Update.</li> <li>• SCS Property – CA Hare talked with ODFW and we are looking at different possibilities.</li> <li>• William R. Carr Subdivision – We will be having a meeting before any new permits are issued to resolve parking and the upkeep of the site during construction.</li> <li>• Wastewater Funding – We are working on getting all the required information to Business Oregon. Some of the information requires that we get through this current budget process.</li> </ul> |  |
| <p><b>7. Attachment F – Sheriff’s Report</b> (Agenda Item 4d). CA Hare presented the report.</p>   | <p>Council received the report.</p>                          |
| <p><b>8. Attachment G – Financial Report</b> (Agenda Item 4e). CA Hare presented the report. Income is \$3,895,891.07 and expenses are \$2,266,160.89. The balance in the Local Government Investment Pool is approximately \$1,562, 733.61, last year the balance was \$1,316,971.69.</p>   | <p>Council received the report.</p>                          |
| <p><b>9. Attachment H – Founder’s Day</b> (Agenda Item 5a). CA Hare let the council know the issues with trying to hold an event but let the council know that staff was still working on it just in case.</p>   | <p>Council discussed the matter.</p>                         |
| <p><b>13. Council and Mayor Comments</b> (Agenda Item 9):</p> <ul style="list-style-type: none"> <li>• Mayor Currier – None.</li> <li>• Councilor Officer – None.</li> <li>• Councilor Rowe – None.</li> <li>• Councilor Ray – None.</li> </ul>  |  |
| <p><b>17. Adjournment:</b><br/>Next meeting- Council meeting on Tuesday, June 2, 2020 at 6:00 PM.</p>  | <p><b>Mayor Currier adjourned the meeting at 7:48PM.</b></p> |

|  |  |
|--|--|
|  |  |
|--|--|

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

\_\_\_\_\_  
Date

**ADAIR VILLAGE  
BUDGET COMMITTEE MINUTES-Draft  
6030 William R. Carr Avenue  
\*\*\*\*Tuesday, May 5, 2020 – 6:00 PM\*\*\*\***

| Agenda Item   | Action  |
|---|---|
| <p><b>1. Roll Call:</b> Members present: Committee members Snyder, Packard and Edmaiston were present. Councilors Rowe, Ray, Officer and Mayor Currier were present. CA (City Administrator) Pat Hare, the 2020 Budget Officer, was lead staff for the meeting. Debbie Smith-Wagar of Smith-Wagar Brucker Consulting LLC was present.</p> <p>This meeting took place via teleconference. All parties were present via phone.</p>                          | <p>Chair Currier called the meeting to order at 6:04 PM and led the flag salute.</p>  |
| <p><b>2. Public Comment</b> (Agenda Item 2). None.</p>  |   |
| <p><b>3. Attachment A - Minutes of the April 14, 2020 Budget Committee Meeting</b> (Agenda Item 3a).</p>  | <p>Councilor moved to approve the Minutes as presented. Councilor seconded.<br/><b>Unanimous Approval (8-0)</b></p>   |
| <p><b>4. Attachment B – Use of State Revenue Sharing</b> (Agenda Item 3b).</p> <p>A public hearing was opened to discuss the State Revenue Sharing monies.</p> <p>Public Comment – None.</p> <p>Members of the committee talked about a dog park and utilizing funds for the downtown park. Councilor Rowe brought up the emergency preparedness program and after the committee deliberated they felt funding the program was essential to the city.</p> | <p>Chair Currier opened the Public Hearing at 6:34PM.</p> <p>Chair Currier closed the Public Hearing at 6:37PM.</p> <p>Committee member Snyder moved to use the State Revenue Sharing Funds to fund the emergency preparedness program. Councilor Rowe seconded.<br/><b>Unanimous Approval (8-0).</b></p> |
| <p><b>5. Attachment C – Review of 2020-21 Updated Budget.</b></p>   | <p>Committee Member Ray recommend and approved the Budget to City Council. Committee Member Snyder seconded.<br/><b>Approval (7-0).</b><br/><b>Councilor Officer abstained due to being absent the meeting before.</b></p>  |
| <p><b>6. Adjournment:</b></p>   | <p>Chair Currier adjourned the meeting at 6:46 PM.</p>  |

\_\_\_\_\_  
Chair's Signature

\_\_\_\_\_  
Date

DRAFT

| MAY 2020 Bills | Date      | Amount      |
|----------------|-----------|-------------|
|                | 5/14/2020 | \$16,737.01 |
|                | 5/21/2020 | \$16,413.87 |

Total \$33,150.88

| 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>               |                 |                                   |         |              |            |                |                 |                          |                   |
| 47285                                     | 1               | Service Call Tangent              | Invoice | 04/02/2020   | 05/02/2020 | 465.00         |                 | 465.00                   | 100-900-520       |
| Total 47285:                              |                 |                                   |         |              |            | 465.00         | .00             | 465.00 ✓                 |                   |
| 47296                                     | 1               | Services Call Tangent             | Invoice | 04/02/2020   | 05/02/2020 | 130.00         |                 | 130.00                   | 100-900-520       |
| Total 47296:                              |                 |                                   |         |              |            | 130.00         | .00             | 130.00 ✓                 |                   |
| 47360                                     | 1               | Pump Maintenance Tangent          | Invoice | 04/08/2020   | 05/08/2020 | 65.00          |                 | 65.00                    | 100-900-520       |
| Total 47360:                              |                 |                                   |         |              |            | 65.00          | .00             | 65.00 ✓                  |                   |
| 47454                                     | 1               | Service Call and Pumped 1,000 Ga  | Invoice | 04/16/2020   | 05/16/2020 | 365.00         |                 | 365.00                   | 100-900-520       |
| Total 47454:                              |                 |                                   |         |              |            | 365.00         | .00             | 365.00 ✓                 |                   |
| 47564                                     | 1               | Service Call and Pumped 500 Gallo | Invoice | 04/24/2020   | 05/24/2020 | 215.00         |                 | 215.00                   | 100-900-520       |
| Total 47564:                              |                 |                                   |         |              |            | 215.00         | .00             | 215.00 ✓                 |                   |
| Total 150 A & B Septic:                   |                 |                                   |         |              |            | 1,240.00       | .00             | 1,240.00 ✓               | 24256             |
| <b>410 American Business Software Inc</b> |                 |                                   |         |              |            |                |                 |                          |                   |
| 135515                                    | 1               | Water                             | Invoice | 05/01/2020   | 06/01/2020 | 35.45          |                 | 35.45                    | 500-420-520       |
| 135515                                    | 2               | Wastewater                        | Invoice | 05/01/2020   | 06/01/2020 | 35.45          |                 | 35.45                    | 510-430-520       |
| Total 135515:                             |                 |                                   |         |              |            | 70.90          | .00             | 70.90                    |                   |
| Total 410 American Business Software Inc: |                 |                                   |         |              |            | 70.90          | .00             | 70.90 ✓                  | 24257             |
| <b>640 Auto Zone</b>                      |                 |                                   |         |              |            |                |                 |                          |                   |
| 2217507384                                | 1               | public works                      | Invoice | 04/02/2020   | 05/14/2020 | 87.23          |                 | 87.23                    | 500-420-520       |
| Total 2217507384:                         |                 |                                   |         |              |            | 87.23          | .00             | 87.23 ✓                  |                   |
| 2217527433                                | 1               | public works                      | Invoice | 04/29/2020   | 05/29/2020 | 26.73          |                 | 26.73                    | 500-420-520       |
| Total 2217527433:                         |                 |                                   |         |              |            | 26.73          | .00             | 26.73                    |                   |
| Total 640 Auto Zone:                      |                 |                                   |         |              |            | 113.96         | .00             | 113.96 ✓                 | 24258             |
| <b>690 Bank of America</b>                |                 |                                   |         |              |            |                |                 |                          |                   |
| 04232020                                  | 1               | Home Depot                        | Invoice | 04/23/2020   | 05/23/2020 | 26.62          |                 | 26.62                    | 510-430-520       |
| 04232020                                  | 2               | Home Depot                        | Invoice | 04/23/2020   | 05/23/2020 | 18.98          |                 | 18.98                    | 100-900-520       |
| 04232020                                  | 3               | Staples                           | Invoice | 04/23/2020   | 05/23/2020 | 37.49          |                 | 37.49                    | 100-900-520       |
| 04232020                                  | 4               | 8x8                               | Invoice | 04/23/2020   | 05/23/2020 | 225.32         |                 | 225.32                   | 100-900-521       |
| 04232020                                  | 5               | Staples                           | Invoice | 04/23/2020   | 05/23/2020 | 89.79          |                 | 89.79                    | 100-900-520       |
| 04232020                                  | 6               | Staples                           | Invoice | 04/23/2020   | 05/23/2020 | 48.41          |                 | 48.41                    | 100-900-520       |
| 04232020                                  | 7               | Home Depot                        | Invoice | 04/23/2020   | 05/23/2020 | 19.97          |                 | 19.97                    | 500-420-520       |
| 04232020                                  | 8               | Staples                           | Invoice | 04/23/2020   | 05/23/2020 | 17.57          |                 | 17.57                    | 100-900-520       |
| 04232020                                  | 9               | Jimmy Z - Gas Prius               | Invoice | 04/23/2020   | 05/23/2020 | 20.38          |                 | 20.38                    | 500-420-520       |
| 04232020                                  | 10              | Sweet Taste Bakery Council Expen  | Invoice | 04/23/2020   | 05/23/2020 | 25.95          |                 | 25.95                    | 100-900-5211      |
| Total 04232020:                           |                 |                                   |         |              |            | 530.48         | .00             | 530.48 ✓                 | 24259             |



| Invoice Number                                  | Sequence Number | Description                         | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|---|-----------------|-------------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| Total 890 Bank of America:                      |                 |                                     |         |              |            | 530.48         | .00             | 530.48                   |                   |
| <b>890 Best Pets Inc</b>                        |                 |                                     |         |              |            |                |                 |                          |                   |
| A-406244  | 1               | free hand sanitizer rented standard | invoice | 05/08/2020   | 05/18/2020 | 82.60          |                 | 82.60                    | 500-420-520       |
| Total A-406244:                                 |                 |                                     |         |              |            | 82.60          | .00             | 82.60                    |                   |
| Total 890 Best Pets Inc:                        |                 |                                     |         |              |            | 82.60          | .00             | 82.60                    | ✓ 24260           |
| <b>1080 Buena Vista Arbor Care</b>              |                 |                                     |         |              |            |                |                 |                          |                   |
| 20201157  | 1               | consult on 2 trees/roots            | Invoice | 02/14/2020   | 05/07/2020 | 150.00         |                 | 150.00                   | 510-430-520       |
| Total 20201157:                                 |                 |                                     |         |              |            | 150.00         | .00             | 150.00                   | ✓                 |
| 20201342  | 1               | Arborist Report                     | invoice | 04/07/2020   | 05/07/2020 | 395.00         |                 | 395.00                   | 510-430-520       |
| Total 20201342:                                 |                 |                                     |         |              |            | 395.00         | .00             | 395.00                   | ✓                 |
| Total 1080 Buena Vista Arbor Care:              |                 |                                     |         |              |            | 545.00         | .00             | 545.00                   | ✓ 24261           |
| <b>1340 Caselle Inc.</b>                        |                 |                                     |         |              |            |                |                 |                          |                   |
| 102225  | 1               | Monthly Software Hosting Fees       | Invoice | 05/01/2020   | 06/01/2020 | 583.20         |                 | 583.20                   | 500-420-521       |
| 102225  | 2               | Monthly Software Hosting Fee        | Invoice | 05/01/2020   | 06/01/2020 | 388.80         |                 | 388.80                   | 100-900-521       |
| 102225  | 3               | Monthly Software Hosting Fee        | Invoice | 05/01/2020   | 06/01/2020 | 194.40         |                 | 194.40                   | 510-430-521       |
| 102225  | 4               | Monthly Software Hosting Fee        | Invoice | 05/01/2020   | 06/01/2020 | 64.80          |                 | 64.80                    | 200-410-521       |
| 102225  | 5               | Monthly Software Hosting Fee        | Invoice | 05/01/2020   | 06/01/2020 | 64.80          |                 | 64.80                    | 520-440-521       |
| Total 102225:                                   |                 |                                     |         |              |            | 1,296.00       | .00             | 1,296.00                 |                   |
| Total 1340 Caselle Inc.:                        |                 |                                     |         |              |            | 1,296.00       | .00             | 1,296.00                 | 24262             |
| <b>1410 Century Link</b>                        |                 |                                     |         |              |            |                |                 |                          |                   |
| 04252020  | 1               | 503-T31-44 10 130B                  | Invoice | 04/25/2020   | 05/25/2020 | 55.23          |                 | 55.23                    | 500-420-521       |
| Total 04252020:                                 |                 |                                     |         |              |            | 55.23          | .00             | 55.23                    |                   |
| Total 1410 Century Link:                        |                 |                                     |         |              |            | 55.23          | .00             | 55.23                    | ✓ 24263           |
| <b>1610 Civil West Engineering Services Inc</b> |                 |                                     |         |              |            |                |                 |                          |                   |
| 1001.001.07.                                    | 1               | Misc Services - development revie   | Invoice | 05/01/2020   | 06/01/2020 | 4,288.00       |                 | 4,288.00                 | ✓ 100-900-520     |
| Total 1001.001.07.028:                          |                 |                                     |         |              |            | 4,288.00       | .00             | 4,288.00                 |                   |
| 1001-001.01.                                    | 1               | Misc Services EOR Administration    | Invoice | 05/01/2020   | 06/01/2020 | 100.00         |                 | 100.00                   | 100-900-520       |
| Total 1001-001.01.003:                          |                 |                                     |         |              |            | 100.00         | .00             | 100.00                   | ✓                 |
| 1001-001.03-                                    | 1               | Misc Services Wastewater            | Invoice | 05/01/2020   | 06/01/2020 | 938.00         |                 | 938.00                   | 510-430-520       |
| Total 1001-001.03-42:                           |                 |                                     |         |              |            | 938.00         | .00             | 938.00                   | ✓                 |
| 1001-001.06-                                    | 1               | Misc Services Other                 | Invoice | 05/01/2020   | 06/01/2020 | 450.00         |                 | 450.00                   | 100-900-520       |
| Total 1001-001.06-51:                           |                 |                                     |         |              |            | 450.00         | .00             | 450.00                   | ✓                 |
| Total 1610 Civil West Engineering Services Inc: |                 |                                     |         |              |            | 5,776.00       | .00             | 5,776.00                 | ✓ 24264           |

| Invoice Number                             | Sequence Number | Description                    | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|--------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| 1800 Consumers Power Inc.                  |                 |                                |         |              |            |                |                 |                          |                   |
| 05072020                                   | 1               | 1152418                        | Invoice | 05/07/2020   | 06/01/2020 | 117.24         |                 | 117.24                   | 510-430-521       |
| Total 05072020:                            |                 |                                |         |              |            | 117.24         | .00             | 117.24                   |                   |
| Total 1800 Consumers Power Inc.:           |                 |                                |         |              |            | 117.24         | .00             | 117.24                   | ✓ 24265           |
| 1930 Corvallis Rental Inc.                 |                 |                                |         |              |            |                |                 |                          |                   |
| 04272020                                   | 1               | Concrete Diamond Blade, Saw De | Invoice | 04/27/2020   | 05/10/2020 | 123.12         |                 | 123.12                   | 100-300-520       |
| Total 04272020:                            |                 |                                |         |              |            | 123.12         | .00             | 123.12                   |                   |
| Total 1930 Corvallis Rental Inc.:          |                 |                                |         |              |            | 123.12         | .00             | 123.12                   | ✓ 24266           |
| 2300 Delapoer Kidd Attorneys at Law        |                 |                                |         |              |            |                |                 |                          |                   |
| 1818                                       | 1               | General City matters           | Invoice | 05/01/2020   | 06/01/2020 | 1,443.75       |                 | 1,443.75                 | 100-900-520       |
| Total 1818:                                |                 |                                |         |              |            | 1,443.75       | .00             | 1,443.75                 |                   |
| Total 2300 Delapoer Kidd Attorneys at Law: |                 |                                |         |              |            | 1,443.75       | .00             | 1,443.75                 | ✓ 24267           |
| 2520 Edge Analytical Laboratories          |                 |                                |         |              |            |                |                 |                          |                   |
| 20-13778                                   | 1               | Lab Work                       | Invoice | 05/01/2020   | 06/01/2020 | 29.70          |                 | 29.70                    | 500-420-521       |
| Total 20-13778:                            |                 |                                |         |              |            | 29.70          | .00             | 29.70                    |                   |
| Total 2520 Edge Analytical Laboratories:   |                 |                                |         |              |            | 29.70          | .00             | 29.70                    | ✓ 24268           |
| 2670 Ferguson Enterprises                  |                 |                                |         |              |            |                |                 |                          |                   |
| 0867135                                    | 1               | Test Tap Fee                   | Invoice | 04/07/2020   | 05/07/2020 | 575.00         |                 | 575.00                   | 500-420-520       |
| Total 0867135:                             |                 |                                |         |              |            | 575.00         | .00             | 575.00                   |                   |
| Total 2670 Ferguson Enterprises:           |                 |                                |         |              |            | 575.00         | .00             | 575.00                   | ✓ 24269           |
| 4430 Mid-Valley Newspapers                 |                 |                                |         |              |            |                |                 |                          |                   |
| 05032020                                   | 1               | classified package             | Invoice | 05/03/2020   | 05/18/2020 | 586.80         |                 | 586.80                   | 100-900-520       |
| Total 05032020:                            |                 |                                |         |              |            | 586.80         | .00             | 586.80                   |                   |
| Total 4430 Mid-Valley Newspapers:          |                 |                                |         |              |            | 586.80         | .00             | 586.80                   | ✓ 24270           |
| 4670 NW Natural                            |                 |                                |         |              |            |                |                 |                          |                   |
| 04272020                                   | 1               | 1407224-3                      | Invoice | 04/27/2020   | 05/27/2020 | 28.72          |                 | 28.72                    | 100-900-521       |
| 04272020                                   | 2               | 1942119-7                      | Invoice | 04/27/2020   | 05/27/2020 | 36.10          |                 | 36.10                    | 100-900-521       |
| Total 04272020:                            |                 |                                |         |              |            | 64.82          | .00             | 64.82                    |                   |
| Total 4670 NW Natural:                     |                 |                                |         |              |            | 64.82          | .00             | 64.82                    | ✓ 24271           |
| 4800 One Call Concepts                     |                 |                                |         |              |            |                |                 |                          |                   |
| 05042020                                   | 1               | Water                          | Invoice | 05/04/2020   | 06/04/2020 | 46.80          |                 | 46.80                    | 500-420-521       |
| 05042020                                   | 2               | Wastewater                     | Invoice | 05/04/2020   | 06/04/2020 | 46.80          |                 | 46.80                    | 510-430-521       |
| Total 05042020:                            |                 |                                |         |              |            | 93.60          | .00             | 93.60                    | ✓ 24272           |

| Invoice Number                                   | Sequence Number | Description                      | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|----------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| Total 4800 One Call Concepts:                    |                 |                                  |         |              |            | 93.60          | .00             | 93.60                    |                   |
| <b>4870 Oregon Cascades West COG</b>             |                 |                                  |         |              |            |                |                 |                          |                   |
| FY19-20  | 1               | Annual Membership dues for FY 20 | Invoice | 04/08/2020   | 07/01/2020 | 1,216.58       |                 | 1,216.58                 | 100-900-521       |
| Total FY19-20:                                   |                 |                                  |         |              |            | 1,216.58       | .00             | 1,216.58                 |                   |
| Total 4870 Oregon Cascades West COG:             |                 |                                  |         |              |            | 1,216.58       | .00             | 1,216.58                 | ✓ 24273           |
| <b>4950 Oregon Dept of Environmental Quality</b> |                 |                                  |         |              |            |                |                 |                          |                   |
| WQ21WSC-0  | 1               | Fees for Operating Year 2021     | Invoice | 04/29/2020   | 07/01/2020 | 100.00         |                 | 100.00                   | 510-430-521       |
| Total WQ21WSC-0241:                              |                 |                                  |         |              |            | 100.00         | .00             | 100.00                   |                   |
| Total 4950 Oregon Dept of Environmental Quality: |                 |                                  |         |              |            | 100.00         | .00             | ✓ 100.00                 | 24274             |
| <b>5300 Pacific Power/PacificCorp</b>            |                 |                                  |         |              |            |                |                 |                          |                   |
| 05072020   | 1               | Power                            | Invoice | 05/07/2020   | 06/07/2020 | 2,025.02       |                 | 2,025.02                 | 500-420-521       |
| Total 05072020:                                  |                 |                                  |         |              |            | 2,025.02       | .00             | 2,025.02                 |                   |
| Total 5300 Pacific Power/PacificCorp:            |                 |                                  |         |              |            | 2,025.02       | .00             | ✓ 2,025.02               | 24275             |
| <b>5360 Pat Hare</b>                             |                 |                                  |         |              |            |                |                 |                          |                   |
| 05132020   | 1               | Admin                            | Invoice | 05/13/2020   | 05/13/2020 | 150.00         |                 | 150.00                   | 100-100-500       |
| 05132020   | 2               | PS                               | Invoice | 05/13/2020   | 05/13/2020 | 25.00          |                 | 25.00                    | 100-200-500       |
| 05132020   | 3               | SD                               | Invoice | 05/13/2020   | 05/13/2020 | 25.00          |                 | 25.00                    | 520-440-500       |
| 05132020   | 4               | Str                              | Invoice | 05/13/2020   | 05/13/2020 | 25.00          |                 | 25.00                    | 200-410-500       |
| 05132020   | 5               | WW                               | Invoice | 05/13/2020   | 05/13/2020 | 75.00          |                 | 75.00                    | 510-430-500       |
| 05132020   | 6               | W                                | Invoice | 05/13/2020   | 05/13/2020 | 200.00         |                 | 200.00                   | 500-420-500       |
| Total 05132020:                                  |                 |                                  |         |              |            | 500.00         | .00             | 500.00                   |                   |
| Total 5360 Pat Hare:                             |                 |                                  |         |              |            | 500.00         | .00             | ✓ 500.00                 | 24276             |
| <b>5780 Republic Services #452</b>               |                 |                                  |         |              |            |                |                 |                          |                   |
| 04302020   | 1               | 3-0452-0340655                   | Invoice | 04/30/2020   | 05/30/2020 | 114.56         |                 | ✓ 114.56                 | 510-430-521       |
| 04302020   | 2               | 3-0452-0023479                   | Invoice | 04/30/2020   | 05/30/2020 | 36.65          |                 | ✓ 36.65                  | 100-900-521       |
| Total 04302020:                                  |                 |                                  |         |              |            | 151.21         | .00             | 151.21                   | ✓ 24277           |
| Total 5780 Republic Services #452:               |                 |                                  |         |              |            | 151.21         | .00             | 151.21                   |                   |
| Total :  |                 |                                  |         |              |            | 16,737.01      | .00             | 16,737.01                |                   |
| Grand Totals:                                    |                 |                                  |         |              |            | 16,737.01      | .00             | 16,737.01                |                   |

Summary by General Ledger Account Number

| GL Account Number | Debit  | Credit | Net    |
|-------------------|--------|--------|--------|
| 100-100-50010     | 150.00 | .00    | 150.00 |
| 100-200-50010     | 25.00  | .00    | 25.00  |
| 100-300-52002     | 123.12 | .00    | 123.12 |

Summary by General Ledger Account Number

| GL Account Number    | Debit            | Credit     | Net              |
|----------------------|------------------|------------|------------------|
| 100-900-52002        | 174.75           | .00        | 174.75           |
| 100-900-52010        | 586.80           | .00        | 586.80           |
| 100-900-52019        | 2,683.75         | .00        | 2,683.75         |
| 100-900-52020        | 4,838.00         | .00        | 4,838.00         |
| 100-900-52030        | 37.49            | .00        | 37.49            |
| 100-900-52102        | 1,216.56         | .00        | 1,216.56         |
| 100-900-52109        | 101.47           | .00        | 101.47           |
| 100-900-52110        | 225.32           | .00        | 225.32           |
| 100-900-52111        | 25.95            | .00        | 25.95            |
| 100-900-52114        | 388.80           | .00        | 388.80           |
| 200-410-50010        | 25.00            | .00        | 25.00            |
| 200-410-52114        | 64.80            | .00        | 64.80            |
| 500-420-50010        | 200.00           | .00        | 200.00           |
| 500-420-52011        | 575.00           | .00        | 575.00           |
| 500-420-52014        | 134.34           | .00        | 134.34           |
| 500-420-52019        | 118.05           | .00        | 118.05           |
| 500-420-52030        | 19.97            | .00        | 19.97            |
| 500-420-52104        | 29.70            | .00        | 29.70            |
| 500-420-52109        | 2,071.82         | .00        | 2,071.82         |
| 500-420-52110        | 55.23            | .00        | 55.23            |
| 500-420-52114        | 583.20           | .00        | 583.20           |
| 510-430-50010        | 75.00            | .00        | 75.00            |
| 510-430-52002        | 26.62            | .00        | 26.62            |
| 510-430-52011        | 545.00           | .00        | 545.00           |
| 510-430-52019        | 35.45            | .00        | 35.45            |
| 510-430-52020        | 938.00           | .00        | 938.00           |
| 510-430-52107        | 100.00           | .00        | 100.00           |
| 510-430-52109        | 278.60           | .00        | 278.60           |
| 510-430-52114        | 194.40           | .00        | 194.40           |
| 520-440-50010        | 25.00            | .00        | 25.00            |
| 520-440-52114        | 64.80            | .00        | 64.80            |
| <b>Grand Totals:</b> | <b>16,737.01</b> | <b>.00</b> | <b>16,737.01</b> |

Summary by General Ledger Posting Period

| GL Posting Period    | Debit            | Credit     | Net              |
|----------------------|------------------|------------|------------------|
| 02/20                | 150.00           | .00        | 150.00           |
| 04/20                | 4,565.40         | .00        | 4,565.40         |
| 05/20                | 12,021.61        | .00        | 12,021.61        |
| <b>Grand Totals:</b> | <b>16,737.01</b> | <b>.00</b> | <b>16,737.01</b> |

*[Handwritten Signature]*  
5/14/20

| Invoice Number                                     | Sequence Number | Description                        | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|------------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| <b>870 Benton County Oregon</b>                    |                 |                                    |         |              |            |                |                 |                          |                   |
| 4010   | 1               | FY 19-20 Transportation Services I | invoice | 05/19/2020   | 06/19/2020 | 3,133.87       |                 | 3,133.87                 | 100-900-520       |
| Total 4010:  |                 |                                    |         |              |            | 3,133.87       | .00             | 3,133.87                 |                   |
| Total 870 Benton County Oregon:                    |                 |                                    |         |              |            | 3,133.87       | .00             | 3,133.87                 | ✓ 24278           |
| <b>1410 Century Link</b>                           |                 |                                    |         |              |            |                |                 |                          |                   |
| 05112020   | 1               | 541-745-58580873B                  | Invoice | 05/11/2020   | 06/11/2020 | 82.21          |                 | 82.21                    | 510-430-521       |
| Total 05112020:                                    |                 |                                    |         |              |            | 82.21          | .00             | 82.21                    |                   |
| Total 1410 Century Link:                           |                 |                                    |         |              |            | 82.21          | .00             | ✓ 82.21                  | 24279             |
| <b>1520 CIS TRUST</b>                              |                 |                                    |         |              |            |                |                 |                          |                   |
| JUNE 2020 F  | 1               | Employee Health Ins                | Invoice | 05/05/2020   | 06/05/2020 | 814.45         |                 | 814.45                   | 100-100-510       |
| JUNE 2020 F  | 2               | Employee Health Ins                | Invoice | 05/05/2020   | 06/05/2020 | 62.65          |                 | 62.65                    | 100-200-510       |
| JUNE 2020 F  | 3               | Employee Health Ins                | Invoice | 05/05/2020   | 06/05/2020 | 313.25         |                 | 313.25                   | 520-440-510       |
| JUNE 2020 F  | 4               | Employee Health Ins                | Invoice | 05/05/2020   | 06/05/2020 | 375.90         |                 | 375.90                   | 200-410-510       |
| JUNE 2020 F  | 5               | Employee Health Ins                | Invoice | 05/05/2020   | 06/05/2020 | 1,503.60       |                 | 1,503.60                 | 510-430-510       |
| JUNE 2020 F  | 6               | Employee Health Ins                | Invoice | 05/05/2020   | 06/05/2020 | 3,195.17       |                 | 3,195.17                 | 500-420-510       |
| Total JUNE 2020 FINAL INVOICE:                     |                 |                                    |         |              |            | 6,265.02       | .00             | 6,265.02                 |                   |
| Total 1520 CIS TRUST:                              |                 |                                    |         |              |            | 6,265.02       | .00             | ✓ 6,265.02               | 24280             |
| <b>1740 Comcast</b>                                |                 |                                    |         |              |            |                |                 |                          |                   |
| 05102020   | 1               | 8778 10 607 0002520                | Invoice | 05/10/2020   | 06/17/2020 | 102.85         |                 | 102.85                   | 100-900-521       |
| Total 05102020:                                    |                 |                                    |         |              |            | 102.85         | .00             | 102.85                   |                   |
| Total 1740 Comcast:                                |                 |                                    |         |              |            | 102.85         | .00             | 102.85                   | ✓ 24281           |
| <b>2270 De Lage Landen Financial Services Inc.</b> |                 |                                    |         |              |            |                |                 |                          |                   |
| 67959579   | 1               | monthly service                    | Invoice | 05/30/2020   | 06/30/2020 | 131.00         |                 | 131.00                   | 100-900-520       |
| Total 67959579:                                    |                 |                                    |         |              |            | 131.00         | .00             | 131.00                   |                   |
| Total 2270 De Lage Landen Financial Services Inc.: |                 |                                    |         |              |            | 131.00         | .00             | 131.00                   | 24282             |
| <b>7467 LIROff, LLC</b>                            |                 |                                    |         |              |            |                |                 |                          |                   |
| 5083AOSG   | 1               | IT services                        | Invoice | 03/30/2020   | 05/19/2020 | 324.00         |                 | 324.00                   | 100-900-5211      |
| 5083AOSG   | 2               | IT services                        | Invoice | 03/30/2020   | 05/19/2020 | 720.00         |                 | 720.00                   | 100-900-520       |
| 5083AOSG   | 3               | IT services                        | Invoice | 03/30/2020   | 05/19/2020 | 240.00         |                 | 240.00                   | 500-420-520       |
| 5083AOSG   | 4               | IT services                        | Invoice | 03/30/2020   | 05/19/2020 | 240.00         |                 | 240.00                   | 510-430-520       |
| Total 5083AOSG:                                    |                 |                                    |         |              |            | 1,524.00       | .00             | ✓ 1,524.00               |                   |
| 5227GDS  | 1               | IT Services                        | Invoice | 05/15/2020   | 05/19/2020 | 1,200.00       |                 | 1,200.00                 | 100-900-520       |
| 5227GDS  | 2               | IT services                        | Invoice | 05/15/2020   | 05/19/2020 | 400.00         |                 | 400.00                   | 500-420-520       |
| 5227GDS  | 3               | IT services                        | Invoice | 05/15/2020   | 05/19/2020 | 400.00         |                 | 400.00                   | 510-430-520       |
| Total 5227GDS:                                     |                 |                                    |         |              |            | 2,000.00       | .00             | ✓ 2,000.00               |                   |
| Total 7467 LIROff, LLC:                            |                 |                                    |         |              |            | 3,524.00       | .00             | 3,524.00                 | 24283             |

| Invoice Number                                 | Sequence Number | Description                    | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|--------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| 4980 Oregon DEQ Attn: Accounting Office        |                 |                                |         |              |            |                |                 |                          |                   |
| WQ21DOM-0                                      | 1               | Annual fee for sewage disposal | Invoice | 05/05/2020   | 07/01/2020 | 2,448.00       |                 | 2,448.00                 | 510-430-521       |
| Total WQ21DOM-007:                             |                 |                                |         |              |            | 2,448.00       | .00             | 2,448.00                 |                   |
| Total 4980 Oregon DEQ Attn: Accounting Office: |                 |                                |         |              |            | 2,448.00       | .00             | ✓ 2,448.00               | 24284             |
| 5360 Pat Hare                                  |                 |                                |         |              |            |                |                 |                          |                   |
| 05192020                                       | 1               | Admin                          | Invoice | 05/19/2020   | 05/19/2020 | 150.00         |                 | 150.00                   | 100-100-500       |
| 05192020                                       | 2               | PS                             | Invoice | 05/19/2020   | 05/19/2020 | 25.00          |                 | 25.00                    | 100-200-500       |
| 05192020                                       | 3               | SD                             | Invoice | 05/19/2020   | 05/19/2020 | 25.00          |                 | 25.00                    | 520-440-500       |
| 05192020                                       | 4               | Str                            | Invoice | 05/19/2020   | 05/19/2020 | 25.00          |                 | 25.00                    | 200-410-500       |
| 05192020                                       | 5               | WW                             | Invoice | 05/19/2020   | 05/19/2020 | 75.00          |                 | 75.00                    | 510-430-500       |
| 05192020                                       | 6               | W                              | Invoice | 05/19/2020   | 05/19/2020 | 200.00         |                 | 200.00                   | 500-420-500       |
| Total 05192020:                                |                 |                                |         |              |            | 500.00         | .00             | 500.00                   |                   |
| Total 5360 Pat Hare:                           |                 |                                |         |              |            | 500.00         | .00             | ✓ 500.00                 | 24285             |
| 7130 Verizon                                   |                 |                                |         |              |            |                |                 |                          |                   |
| 9853993837                                     | 1               | Phone                          | Invoice | 05/29/2020   | 05/29/2020 | 53.15          |                 | 53.15                    | 100-900-521       |
| 9853993837                                     | 2               | Phone                          | Invoice | 05/29/2020   | 05/29/2020 | 106.89         |                 | 106.89                   | 500-420-521       |
| 9853993837                                     | 3               | Phone                          | Invoice | 05/29/2020   | 05/29/2020 | 66.88          |                 | 66.88                    | 510-430-521       |
| Total 9853993837:                              |                 |                                |         |              |            | 226.92         | .00             | 226.92                   |                   |
| Total 7130 Verizon:                            |                 |                                |         |              |            | 226.92         | .00             | ✓ 226.92                 | 24286             |
| Total :  |                 |                                |         |              |            | 16,413.87      | .00             | 16,413.87                |                   |
| Grand Totals:                                  |                 |                                |         |              |            | 16,413.87      | .00             | 16,413.87                |                   |

Summary by General Ledger Account Number

| GL Account Number | Debit    | Credit | Net      |
|-------------------|----------|--------|----------|
| 100-100-50010     | 150.00   | .00    | 150.00   |
| 100-100-51010     | 814.45   | .00    | 814.45   |
| 100-200-50010     | 25.00    | .00    | 25.00    |
| 100-200-51010     | 62.65    | .00    | 62.65    |
| 100-900-52019     | 2,051.00 | .00    | 2,051.00 |
| 100-900-52021     | 3,133.87 | .00    | 3,133.87 |
| 100-900-52110     | 156.00   | .00    | 156.00   |
| 100-900-52111     | 324.00   | .00    | 324.00   |
| 200-410-50010     | 25.00    | .00    | 25.00    |
| 200-410-51010     | 375.90   | .00    | 375.90   |
| 500-420-50010     | 200.00   | .00    | 200.00   |
| 500-420-51010     | 3,195.17 | .00    | 3,195.17 |
| 500-420-52019     | 640.00   | .00    | 640.00   |
| 500-420-52110     | 106.89   | .00    | 106.89   |
| 510-430-50010     | 75.00    | .00    | 75.00    |
| 510-430-51010     | 1,503.60 | .00    | 1,503.60 |
| 510-430-52019     | 640.00   | .00    | 640.00   |
| 510-430-52107     | 2,448.00 | .00    | 2,448.00 |

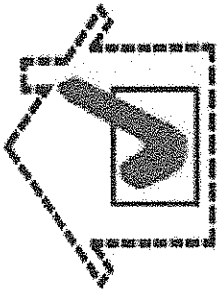
Summary by General Ledger Account Number

| GL Account Number | Debit            | Credit     | Net              |
|-------------------|------------------|------------|------------------|
| 510-430-52110     | 149.09           | .00        | 149.09           |
| 520-440-50010     | 25.00            | .00        | 25.00            |
| 520-440-51010     | 313.25           | .00        | 313.25           |
| Grand Totals:     | <u>16,413.87</u> | <u>.00</u> | <u>16,413.87</u> |

Summary by General Ledger Posting Period

| GL Posting Period | Debit            | Credit     | Net              |
|-------------------|------------------|------------|------------------|
| 03/20             | 1,524.00         | .00        | 1,524.00         |
| 05/20             | 14,889.87        | .00        | 14,889.87        |
| Grand Totals:     | <u>16,413.87</u> | <u>.00</u> | <u>16,413.87</u> |

---



**CODE COMPLIANCE**

Willamette Valley Processors, LLC

End of Month -- May

5/1/20 through 5/27/20

|                  |   |                                      |          |                             |                 |  |  |
|------------------|---|--------------------------------------|----------|-----------------------------|-----------------|--|--|
| CSO              | Jerry Jackson                                 |                                      |          |                             |                 |  |  |
| Hours Worked:    | Hrs. - 73                                     |                                      |          |                             |                 |  |  |
| Complaint Total: | <b>Monthly Case Load</b>                      |                                      |          |                             |                 |  |  |
|                  | Complaints 2 Self-Initiated 25 Total Calls 27 |                                      |          |                             |                 |  |  |
| A20-057          | 5/5/20 8:28 AM                                | Basketball hoop in street            | Observed | 206 NE Cedar Ln             | Posted          |  |  |
| A20-058          | 5/5/20 9:00 AM                                | Construction vehicles block the road | Observed | William R Carr construction | Reported to Pat |  |  |
| A20-059          | 5/8/20 7:40 AM                                | Tall Grass                           | Observed | 6045 William R Carr, Unit 1 | Warnings posted |  |  |
| A20-060          | 5/8/20 7:40 AM                                | Tall Grass                           | Observed | 6045 William R Carr, Unit 2 | Warnings posted |  |  |
| A20-061          | 5/8/20 10:45 AM                               | Tall Grass                           | Observed | 5172 NE Willamette Ave      | Warnings posted |  |  |
| A20-062          | 5/8/20 10:49 AM                               | Tall Grass                           | Observed | 3134 NE Willamette Ave      | Warnings posted |  |  |
| A20-063          | 5/8/20 10:52 AM                               | Tall Grass                           | Observed | 4318 NE Holley Ln           | Warnings posted |  |  |
| A20-064          | 5/8/20 11:00 AM                               | Tall Grass                           | Observed | 213 NE Azalea               | Warnings posted |  |  |
| A20-065          | 5/8/20 11:07 AM                               | Tall Grass                           | Observed | 234 NE Azalea Ave           | Warnings posted |  |  |
| A20-066          | 5/8/20 11:08 AM                               | Tall Grass                           | Observed | 236 NE Azalea Ave           | Warnings posted |  |  |
| A20-067          | 5/11/20 10:12 AM                              | Tall Grass                           | Observed | 8838 Cori Ct                | Warnings posted |  |  |
| A20-068          | 5/11/20 10:15 AM                              | Tall Grass                           | Observed | 8811 Cori Ct                | Warnings posted |  |  |



|         |                  |  |            |                                  |  |
|---------|------------------|--|------------|----------------------------------|--|
| A20-069 | 5/11/20 10:20 AM | Tall Grass   | Observed   | 8102 Dapne Ct                    | Warnings posted                        |
| A20-070 | 5/11/20 10:28 AM | Tall Grass   | Observed   | 170 NE Azalea Ave                | Warnings posted                        |
| A20-071 | 5/11/20 12:11 PM | Tall Grass   | Observed   | 164 NE Azalea Ave                | Warnings posted                        |
| A20-072 | 5/12/20 8:58 AM  | Basketball hoop in street  | Observed   | 8773 Box Elder                   | Warnings posted                        |
| A20-073 | 5/12/20 9:19 AM  | Tall Grass   | Observed   | 7265 SE Ronelle Ct               | Warnings posted                        |
| A20-074 | 5/12/20 9:20 AM  | Tall Grass   | Observed   | 7274 SE Ronelle Ct               | Warnings posted                        |
| A20-075 | 5/12/20 9:25 AM  | Tall Grass   | Observed   | 7268 SE Berg Dr                  | Warnings posted                        |
| A20-076 | 5/13/20 9:12 AM  | Trailer parked on the street over four days & Three pallets on the street. | Observed   | 7295 SE Dot St                   | Verbal Warning                         |
| A20-077 | 5/14/20 9:19 AM  | Stray dog put in garage  | Pat called | 7244 SE Dot St                   | Called BCSO<br>Animal Control          |
| A20-078 | 5/15/20 8:49 AM  | Tall Grass   | Observed   | 5223 NE Laurel Dr                | Warnings posted                        |
| A20-079 | 5/27/20 8:43 AM  | Tall Grass   | Observed   | 4318 NE Holley Ln                | Posted 2nd<br>Warning, Called<br>owner |
| A20-080 | 5/27/20 8:51 AM  | Tall Grass   | Observed   | 5150 & 5152 NE Willamette<br>Ave | Posted Warning                         |
| A20-081 | 5/27/20 8:28 AM  | Gravel pile on the street  | Complaint  | 171 NE Azalea                    | Posted/ Occupant<br>called             |
| A20-082 | 5/27/20 9:10 AM  | Tall Grass   | Observed   | 172 NE Azalea                    | Posted Warning                         |
| A20-083 | 5/27/20 9:19 AM  | Tall Grass   | Observed   | 332 Carmen Pl                    | Posted Warning                         |

Wrong Way Driving 0

Yellow Zone 0

Prohibited Parking 1

Grass/Vegetation Warnings 21

Noise 0

Animal at large 1

Livestock/Dog Violations 0

Gravel Pile on Street - 1

Criminal Mischief 0

Trash Container 0

Solid Waste/Littering 0

Vacation/Citizen Assist 0

Animal Control: BCSO picked up stray dog

City Assist:

- Emergency Management – Monthly CERT Training
- Daily Patrol

Basketball Hoop on sidewalk 2

Construction Vehicles Blocking - 1



PUBLIC WORKS  
OPERATIONS AND MAINTENANCE REPORT

PERIOD: 4/20/2019 TO 5/20/2020

**WATER USE / DISTRIBUTION REPORT**

**WATER USE REPORT**

Water Produced: 5,672,452 Million Gallons

Average Usage per Day 180k

**WATER DISTRIBUTION REPORT**

Maintenance Activity: Water demand is continuing to increase; PRC is our biggest user right now. One leak was found and fixed on Johns place

Collected quarterly samples, second quarter samples have been taken.

**WASTEWATER TREATMENT REPORT**

Flows into the WWTP are decreasing again with drier weather. We had one circulation pump fail and staff was able to remove it and send it to get repaired. We are working on removing sludge from the Imhoff as well.

Total Monthly Influent: 3.0 Million Gallons

Discharged: Discharge to the river concluded on April 20<sup>th</sup>.

**STORM WATER COLLECTION SYSTEM REPORT**

Maintenance Activity: Storm drains remain clear with no issues to report.

**STREETS MAINTENANCE REPORT**

Maintenance Activity: Streets are in good shape, spraying for weed in the cracks continues.

## CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Mowing is starting to ramp up with summer weather. Staff mows every week along with spraying weeds and clearing brush at all parks and city facilities.

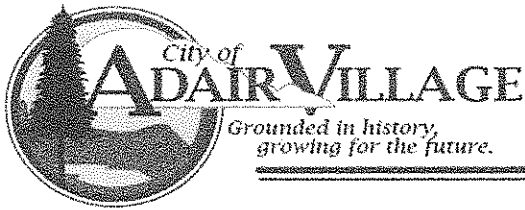
## WATER TREATMENT PLANT

Maintenance Activity: The water plant is running well. We are running 5 days a week. We will begin cleaning sed basins in the next few weeks

## WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant is doing good even with the pump issue I reported above. Staff continues to monitor, sample and adjust as needed.

Completed by Matt Lydon, Public Works Supervisor



## CITY ADMINISTRATOR'S REPORT June 2, 2020 Council Meeting

### Administration

- **Park Grant** – The City was not selected for the park grant, we will work on our application for next year.
- **Ballot Measure** – The ballot measure for the changes to the charter was passed with a lot of support. Sean and I will begin working on a draft ordinance.
- **PW Employee** – The city has made an offer to a potential candidate and they have accepted. They will be starting June 22<sup>nd</sup> baring reference and background checks.
- **Tangent** – I will be attending their council meeting next Monday to discuss the long-term agreement and the plan for taking over their park maintenance. Things have been going really well.
- **Breakfast/Lunch** – The Corvallis School District started handing out breakfast and lunches on Thursday April 30<sup>th</sup> at 12:00 to 12:45 in the Santiam Christian parking lot. We will be talking with the school district on a plan to still serve free lunches through the summer.

### Property/Businesses

- **Farm Foods** – Update
- **AVIS** – The parties are talking with a new consulting firm and will hear from them over the next few weeks.
- **Sweet Taste** – Linda says that business has been pretty good.
- **AV Market** – The Market has been doing well and in some ways is seeing more business.

### Major Projects/Engineering

- **Calloway Creek** – It looks like we have worked out the issues with the strip of land that ODFW owns on the south side of Ryals. I'm hoping that they begin phase three next week.
- **SCS Property** – I talked with Santiam and we are still working with ODFW to find a solution to the road running North and South from Ryals.
- **William R. Carr Subdivision** – I met with Brian and he has put some signage up. Brian will also be widening the sidewalk by the street lights.
- **Wastewater Funding** –The application has been recommended for approval and we are just waiting for our award letter.

# ADAIR VILLAGE PATROL

April 25, 2020 - May 24, 2020

## Benton County Sheriff's Office - Adair Patrol Activity Log

| Date/Time       | Call #     | Total Time | Deputy    | Shift | Con-<br>tacts | Traffic |      | Arrests |      | Other   |
|-----------------|------------|------------|-----------|-------|---------------|---------|------|---------|------|---|
|                 |            |            |           |       |               | Warn    | Cite | Cite    | Cust |   |
| 042520 03:46:11 | 2020060196 | 3:06:27    | Hardison  | grave |               |         |      |         |      | PATROLLED CITY STREETS/HIGHWAY 99W/NEW HOME CONSTRUCTION SITES/BUSINESSES/CITY PARK. NO ACTIVITY.   |
| 042520 09:35:25 | 2020060256 | 0:06:35    | Lancaster | day   |               |         |      |         |      | no activity   |
| 042620 12:18:11 | 2020060792 | 0:30:36    | Ball      | day   | 1             |         |      |         |      | one citizen contact, no stops, no cites   |
| 042620 22:24:25 | 2020061028 | 0:28:09    | Young     | swing |               |         |      |         |      | no activity   |
| 042920 12:52:20 | 2020062302 | 1:03:02    | Horn      | day   |               |         |      |         |      | no activity   |
| 042920 19:35:22 | 2020062504 | 1:25:24    | Blaser    | swing | 3             |         |      |         |      | contacted 3 fishing at ODEW, only caught small catfish  |
| 042920 23:40:37 | 2020062583 | 1:10:24    | Gordon    | swing |               |         |      |         |      | no activity   |
| 042920 00:00:00 | 2020000939 |            | Gordon    | swing | 2             |         |      |         |      | 911 hang up call on the 200 block of NE Azalea  |
| 043020 04:21:46 | 2020062629 | 2:02:38    | Hardison  | grave |               |         |      |         |      | PATROLLED CITY STREETS/CITY PARK/BUSINESSES/NEW HOME CONSTRUCTION SITES/HIGHWAY 99W. NO ACTIVITY.   |
| 043020 23:50:47 | 2020063098 | 1:00:15    | Gordon    | swing |               |         |      |         |      | no activity   |
| 050120 01:24:07 | 2020063119 | 1:39:06    | Drongesen | grave |               |         |      |         |      | no activity   |
| 050120 08:23:20 | 2020063188 | 1:26:36    | Lancaster | day   | 1             |         |      |         |      | One citizen contact. No other activity.   |
| 050120 17:47:05 | 2020063459 | 0:25:51    | Boone     | grave |               |         |      |         |      | Patrol neighborhoods, SC campus, Adair County Park.   |
| 050120 00:00:00 | 2020000948 |            | Moser     | grave | 3             |         |      |         |      | Runaway juvenile located at a home the 200 block of NE Azalea; returned to home in Linn County  |
| 050220 00:38:18 | 2020063621 | 1:35:28    | Gevatosky | grave | 2             |         |      |         |      | Contacted two males in the disc golf park after ours digging through the trash cans. They were both given warnings for being in the park after hours.   |
| 050220 20:50:09 | 2020063994 | 0:48:59    | Young     | swing | 1             | 1       |      |         |      | 1 traffic stop- warning public contact- spoke to a kid about becoming a cop 10 yds  |
| 050220 21:27:36 | 2020064012 | 1:00:59    | Williams  | swing |               |         |      |         |      | 0-stops or contacts, patrolled streets and parks.   |
| 050320 00:27:02 | 2020064085 | 2:27:19    | Drongesen | grave |               |         |      |         |      | no activity   |
| 050320 13:55:27 | 2020064297 | 1:16:17    | Lancaster | day   |               |         |      |         |      | No activity   |
| 050420 11:15:29 | 2020064689 | 0:21:02    | Ball      | day   | 1             |         |      |         |      | checked park and housing. One citizen contact. No stops/cites   |
| 050420 23:05:14 | 2020065025 | 0:59:31    | Gordon    | swing |               |         |      |         |      | no activity   |
| 050520 23:05:14 | 2020000968 |            | Iverson   | grave | 2             |         |      |         |      | at 1:30 A.M., deputies arrived on the 7200 block of SE Ronelle Court, Adair for an argument. It was verbal in nature and the parties separated for the night.   |
| 050620 03:02:14 | 2020065595 | 3:16:15    | Weikel    | grave |               |         |      |         |      | no activity   |
| 050620 14:11:59 | 2020065802 | 1:45:31    | Pratt     | day   |               |         |      |         |      | no activity   |
| 050620 18:09:04 | 2020065931 | 1:01:45    | Blaser    | swing |               | 1       |      |         |      | 1 stop cited for speed, improper passing  |
| 050720 09:13:06 | 2020066178 | 1:03:52    | Lancaster | day   | 1             |         |      |         |      | One hour total. One citizen contact. One canine eluded me.  |
| 050720 17:01:09 | 2020066442 | 0:33:13    | Young     | swing |               |         |      |         |      | no activity   |
| 050820 00:56:15 | 2020066636 | 1:02:42    | Gevatosky | grave |               |         |      |         |      | Checked on a vehicle in Adair Park after hours. Vehicle was cold and no one was inside.   |
| 051020 03:05:48 | 2020067818 | 0:29:50    | Nowak     | grave |               |         |      |         |      | no activity   |
| 051020 08:08:48 | 2020067855 | 1:17:04    | Ball      | day   | 1             |         |      |         |      | checked housing, ee wilson and traffic on hwy 99. one contact no stops/cites  |
| 051020 22:03:47 | 2020068206 | 0:28:20    | Young     | swing |               |         |      |         |      | no activity   |
| 051120 00:00:00 | 2020010125 |            | Lovik     | swing | 3             |         |      |         |      | at about 6:15 p.m., deputies responded to a report of a 12-year-old threatening to spray other kids with pepper spray. It was determined that he had canned air and no one was injured.   |
| 051220 23:50:49 | 2020069211 | 2:00:15    | Hardison  | grave |               |         |      |         |      | PATROLLED CITY STREETS/BUSINESSES/NEW HOME CONSTRUCTION SITES. NO ACTIVITY.   |
| 051320 00:19:36 | 2020069214 | 1:06:09    | Seirup    | swing |               |         |      |         |      | no activity   |
| 051420 10:22:50 | 2020069846 | 3:09:35    | Lancaster | day   |               |         |      |         |      | no activity   |
| 051420 22:57:51 | 2020070210 | 1:27:13    | Blaser    | swing |               | 1       |      |         |      | 1 stop-warning for speed  |
| 051420 22:57:51 | 2020010142 |            | O'Neill   | day   | 1             |         |      |         |      | at 9:25 a.m., deputies transported a stray dog from Dot Street in Adair to the Heartland Humane Society where she was impounded. The dog was an adult, female, red with a little white 40# mixed breed dog. She was not wearing a collar nor was she micro chipped. |
| 051620 09:23:05 | 2020070932 | 1:04:42    | Ball      | day   |               |         |      |         |      | PATROLLED AREA AN HWY 99. 0 STOPS/CITES/CONTACTS  |





**STAFF REPORT**  
**Attachment G – Financial Report**  
June 2, 2020 Council Meeting

Totals - Income shown for Fiscal Year 2019-2020 is \$4,043,383.56 and Expenses are \$2,329,187.91 which shows a Net Income of \$1,714,195.65 for all funds.

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

| <b>Fund</b>  | <b>Income</b>         | <b>Expenses</b>       | <b>% of Budget</b> | <b>Difference</b>     |
|--------------|-----------------------|-----------------------|--------------------|-----------------------|
| General      | 1,311,997.86          | 1,039,244.08          | 80.15%             | 272,753.78            |
| Reserve      | 121,759.46            | 0.00                  | 0.00%              | 121,759.46            |
| SDC Fund     | 849,868.09            | 606,826.18            | 82.21%             | 243,041.91            |
| Storm Drain  | 27,386.03             | 19,032.42             | 55.81%             | 8,353.61              |
| Streets      | 144,304.91            | 47,338.50             | 26.42%             | 96,966.41             |
| Wastewater   | 182,755.80            | 119,756.41            | 51.13%             | 62,999.39             |
| Water        | 1,405,311.41          | 496,990.32            | 35.61%             | 908,321.09            |
| <b>TOTAL</b> | <b>\$4,043,383.56</b> | <b>\$2,329,187.91</b> |                    | <b>\$1,714,195.65</b> |

We have approximately \$1,574,614.71 in the Local Government Investment Pool (LGIP). Last month we had \$1,562,733.61. Last year on 04/02/2019 we had \$1,352,372.23.



| Account Number                    | Account Title                | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance          | %            |
|-----------------------------------|------------------------------|----------------------------------|-----------------------------------|-------------------|--------------|
| <b>General Fund</b>               |                              |                                  |                                   |                   |              |
| <b>General Fund</b>               |                              |                                  |                                   |                   |              |
| 10000040000                       | Beginning Fund Balance       | 301,962.59                       | 205,000.00                        | 96,962.59-        | 147.3        |
| 10000040001                       | Property Taxes - Current     | 129,404.08                       | 122,000.00                        | 7,404.08-         | 106.0        |
| 10000040002                       | Property Taxes - Prior Year  | 943.99                           | 2,500.00                          | 1,556.01          | 37.76        |
| 10000041010                       | Revenue Sharing              | 4,437.92                         | 8,400.00                          | 3,962.08          | 52.83        |
| 10000041020                       | Cigarette Taxes              | 1,256.83                         | 1,000.00                          | 256.83-           | 125.6        |
| 10000041030                       | Liquor Taxes                 | 8,256.13                         | 15,000.00                         | 6,743.87          | 55.04        |
| 10000042001                       | Planning Fees                | 550.00                           | 15,000.00                         | 14,450.00         | 3.67%        |
| 10000042050                       | Fees - Other                 | 12.00                            | .00                               | 12.00-            | .00          |
| 10000042060                       | SDC Administrative Fees      | 7,700.00                         | .00                               | 7,700.00-         | .00          |
| 10000043001                       | Utility Franchise Fees       | 18,031.50                        | 48,000.00                         | 29,968.50         | 37.57        |
| 10000046020                       | Residential Rent Revenue     | 3,613.19                         | .00                               | 3,613.19-         | .00          |
| 10000046021                       | Property Lease or Rent       | 40,245.07                        | 58,000.00                         | 17,754.93         | 69.39        |
| 10000046023                       | Building Lease               | 16,536.61                        | 32,000.00                         | 15,463.39         | 51.68        |
| 10000046024                       | Property Tax-Property Lease  | 791.59                           | 4,900.00                          | 4,108.41          | 16.15        |
| 10000046027                       | Utilities-Property Lease     | 6,182.99                         | 14,000.00                         | 7,817.01          | 44.16        |
| 10000046028                       | Room Rental                  | .00                              | 120.00                            | 120.00            | .00          |
| 10000046031                       | Court Fees and Fines         | .00                              | 1,500.00                          | 1,500.00          | .00          |
| 10000046055                       | Refunds                      | 324.03                           | 200.00                            | 124.03-           | 162.0        |
| 10000046057                       | Miscellaneous                | 1,257.73                         | 4,000.00                          | 2,742.27          | 31.44        |
| 10000047300                       | Parks Grant                  | 6,500.00                         | .00                               | 6,500.00-         | .00          |
| 10000048000                       | Interest                     | 13,991.61                        | 15,000.00                         | 1,008.39          | 93.28        |
| 10000049500                       | Transfer from Water Fund     | 150,000.00                       | 150,000.00                        | .00               | 100.0        |
| 10000049530                       | Transfer from SDC Fund       | 600,000.00                       | 600,000.00                        | .00               | 100.0        |
| <b>Total General Fund:</b>        |                              | <b>1,311,997.86</b>              | <b>1,296,620.00</b>               | <b>15,377.86-</b> | <b>101.1</b> |
| <b>City Administration</b>        |                              |                                  |                                   |                   |              |
| 10010050010                       | City Administrator           | 24,841.23                        | 28,920.00                         | 4,078.77          | 85.90        |
| 10010050016                       | Utility/Court Clerk          | 5,663.29                         | 7,541.00                          | 1,877.71          | 75.10        |
| 10010050018                       | Finance Clerk                | 2,682.51                         | 3,078.00                          | 395.49            | 87.15        |
| 10010050025                       | Summer Program Coordinator   | .00                              | .00                               | .00               | .00          |
| 10010051010                       | Employee Health Ins Benefits | 7,333.47                         | 11,403.00                         | 4,069.53          | 64.31        |
| 10010051020                       | Retirement Benefits          | 8,770.93                         | 8,181.00                          | 589.93-           | 107.2        |
| 10010051030                       | Employment Taxes             | 3,457.77                         | 5,464.00                          | 2,006.23          | 63.28        |
| 10010052002                       | Materials & Supplies         | .00                              | 200.00                            | 200.00            | .00          |
| 10010052010                       | Miscellaneous                | .00                              | .00                               | .00               | .00          |
| 10010052013                       | Travel and Training          | .00                              | 2,500.00                          | 2,500.00          | .00          |
| 10010052016                       | Audit                        | .00                              | .00                               | .00               | .00          |
| 10010052017                       | City Attorney                | 9,474.75                         | 15,000.00                         | 5,525.25          | 63.17        |
| 10010052018                       | Planning Consultant          | 26,289.77                        | 30,000.00                         | 3,710.23          | 87.63        |
| 10010052019                       | Contract Service             | 18,214.42                        | 24,000.00                         | 5,785.58          | 75.89        |
| 10010052030                       | Miscellaneous                | .00                              | 250.00                            | 250.00            | .00          |
| 10010052101                       | Banking Charges              | .00                              | .00                               | .00               | .00          |
| 10010052103                       | Insurance                    | .00                              | .00                               | .00               | .00          |
| 10010052106                       | Mileage                      | .00                              | 250.00                            | 250.00            | .00          |
| 10010052107                       | Permits                      | 1,553.83                         | .00                               | 1,553.83-         | .00          |
| <b>Total City Administration:</b> |                              | <b>108,281.97</b>                | <b>136,787.00</b>                 | <b>28,505.03</b>  | <b>79.16</b> |
| <b>Public Safety</b>              |                              |                                  |                                   |                   |              |
| 10020050010                       | City Administrator           | 4,140.19                         | 4,820.00                          | 679.81            | 85.90        |
| 10020051010                       | Employee Health Ins Benefits | 574.22                           | 1,198.00                          | 623.78            | 47.93        |
| 10020051020                       | Retirement Benefits          | 1,114.17                         | 997.00                            | 117.17-           | 111.7        |

| Account Number              | Account Title                | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance   | %      |
|-----------------------------|------------------------------|----------------------------------|-----------------------------------|------------|--------|
| 10020051030                 | Employment Taxes             | 439.14                           | 666.00                            | 226.86     | 65.94  |
| 10020052019                 | Contract Service             | 16,227.00                        | 33,000.00                         | 16,773.00  | 49.17  |
| 10020052103                 | Insurance                    | .00                              | .00                               | .00        | .00    |
| Total Public Safety:        |                              | 22,494.72                        | 40,681.00                         | 18,186.28  | 55.30  |
| <b>Parks and Recreation</b> |                              |                                  |                                   |            |        |
| 10030050025                 | Summer Program Coordinator   | 6,441.74                         | 13,549.00                         | 7,107.26   | 47.54  |
| 10030050058                 | Utility Worker I             | .00                              | 2,115.00                          | 2,115.00   | .00    |
| 10030051010                 | Employee Health Ins Benefits | 42.35                            | .00                               | 42.35-     | .00    |
| 10030051020                 | Retirement Benefits          | 2,294.57                         | 3,241.00                          | 946.43     | 70.80  |
| 10030051030                 | Employment Taxes             | 903.44                           | 2,165.00                          | 1,261.56   | 41.73  |
| 10030052002                 | Materials & Supplies         | 175.92                           | 400.00                            | 224.08     | 43.98  |
| 10030052011                 | System Maintenance & Repair  | 276.47                           | .00                               | 276.47-    | .00    |
| 10030052012                 | Maintenance - Bldg & Parks   | 40.85                            | 1,000.00                          | 959.15     | 4.09%  |
| 10030052013                 | Travel and Training          | .00                              | 500.00                            | 500.00     | .00    |
| 10030052014                 | Vehicle Fuel & Maintenance   | .00                              | 1,250.00                          | 1,250.00   | .00    |
| 10030052019                 | Contract Service             | .00                              | 800.00                            | 800.00     | .00    |
| 10030052022                 | Equipment Maintenance        | .00                              | 200.00                            | 200.00     | .00    |
| 10030052023                 | Equipment Rental/Lease       | .00                              | 100.00                            | 100.00     | .00    |
| 10030052025                 | Small Equipment Purchase     | .00                              | 200.00                            | 200.00     | .00    |
| 10030052030                 | Miscellaneous                | .00                              | 501.00                            | 501.00     | .00    |
| 10030052103                 | Insurance                    | 991.11                           | 1,000.00                          | 8.89       | 99.11  |
| 10030052106                 | Mileage                      | 56.59                            | 100.00                            | 43.41      | 56.59  |
| 10030052108                 | Postage                      | .00                              | 75.00                             | 75.00      | .00    |
| 10030052109                 | Utilities                    | 206.92                           | 750.00                            | 543.08     | 27.59  |
| 10030052111                 | Parks-Events                 | 2,147.51                         | 2,000.00                          | 147.51-    | 107.3  |
| 10030052112                 | Parks - Youth Activities     | 1,491.50                         | 6,000.00                          | 4,508.50   | 24.86  |
| 10030053001                 | Improvements - Bldg & Parks  | 205.00                           | 1,500.00                          | 1,295.00   | 13.67  |
| 10030055600                 | Transfer to Reserve Fund     | .00                              | 5,000.00                          | 5,000.00   | .00    |
| Total Parks and Recreation: |                              | 15,273.97                        | 42,446.00                         | 27,172.03  | 35.98  |
| <b>Non-departmental</b>     |                              |                                  |                                   |            |        |
| 10090051030                 | Employment Taxes             | .00                              | .00                               | .00        | .00    |
| 10090052002                 | Materials & Supplies         | 5,921.54                         | 3,500.00                          | 2,421.54-  | 169.1  |
| 10090052010                 | Legal Notices                | 857.76                           | 1,500.00                          | 642.24     | 57.18  |
| 10090052012                 | Maintenance - Bldg & Parks   | 5,736.56                         | 2,500.00                          | 3,236.56-  | 229.4  |
| 10090052013                 | Travel and Training          | 811.26                           | .00                               | 811.26-    | .00    |
| 10090052014                 | Vehicle Fuel & Maintenance   | .00                              | 200.00                            | 200.00     | .00    |
| 10090052015                 | Security Alarm               | .00                              | 400.00                            | 400.00     | .00    |
| 10090052016                 | Audit                        | 448.00                           | 2,550.00                          | 2,102.00   | 17.57  |
| 10090052017                 | City Attorney                | 1,575.00                         | .00                               | 1,575.00-  | .00    |
| 10090052019                 | Contract Service             | 24,036.41                        | 30,000.00                         | 5,963.59   | 80.12  |
| 10090052020                 | Engineering Consultant       | 14,564.46                        | .00                               | 14,564.46- | .00    |
| 10090052021                 | Transit                      | 10,781.00                        | 20,000.00                         | 9,219.00   | 53.91  |
| 10090052022                 | Equipment Maintenance        | 4,183.40                         | 3,000.00                          | 1,183.40-  | 139.4  |
| 10090052023                 | Equipment Rental/Lease       | .00                              | 500.00                            | 500.00     | .00    |
| 10090052024                 | Security Alarm               | 490.40                           | .00                               | 490.40-    | .00    |
| 10090052025                 | Small Equipment Purchase     | .00                              | 1,200.00                          | 1,200.00   | .00    |
| 10090052026                 | Non-capital Improvements     | .00                              | 4,000.00                          | 4,000.00   | .00    |
| 10090052030                 | Miscellaneous                | 479.70-                          | 2,500.00                          | 2,979.70   | -19.19 |
| 10090052101                 | Banking Charges              | 126.40                           | 750.00                            | 623.60     | 16.85  |
| 10090052102                 | Dues                         | 3,428.13                         | 4,250.00                          | 821.87     | 80.66  |
| 10090052103                 | Insurance                    | 6,095.33                         | 6,150.00                          | 54.67      | 99.11  |
| 10090052108                 | Postage                      | 891.90                           | 2,500.00                          | 1,608.10   | 35.68  |

| Account Number                  | Account Title                  | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance    | %     |
|---------------------------------|--------------------------------|----------------------------------|-----------------------------------|-------------|-------|
| 10090052109                     | Utilities                      | 7,338.43                         | 19,500.00                         | 12,161.57   | 37.63 |
| 10090052110                     | Telephones                     | 2,804.03                         | 4,600.00                          | 1,795.97    | 60.96 |
| 10090052111                     | Mayor & Council Expenses       | 2,236.97                         | 1,000.00                          | 1,236.97-   | 223.7 |
| 10090052113                     | Election Fees                  | .00                              | 1,000.00                          | 1,000.00    | .00   |
| 10090052114                     | Software Hosting Fees          | 1,166.40                         | 4,680.00                          | 3,513.60    | 24.92 |
| 10090052197                     | Utilities - Rentals            | 8,420.84                         | .00                               | 8,420.84-   | .00   |
| 10090052199                     | Property Taxes                 | 5,809.19                         | 4,900.00                          | 909.19-     | 118.5 |
| 10090052220                     | Residential Rental-related Exp | 79.95                            | .00                               | 79.95-      | .00   |
| 10090053001                     | Improvements - Bldg & Parks    | .00                              | 30,000.00                         | 30,000.00   | .00   |
| 10090053003                     | Barracks Improvements          | 20,220.86                        | .00                               | 20,220.86-  | .00   |
| 10090053004                     | Land Purchase                  | 743,395.24                       | 750,000.00                        | 6,604.76    | 99.12 |
| 10090054006                     | Barracks Loan Payment          | 22,253.66                        | 22,254.00                         | .34         | 100.0 |
| Total Non-departmental:         |                                | 893,193.42                       | 923,434.00                        | 30,240.58   | 96.73 |
| <b>Contingency</b>              |                                |                                  |                                   |             |       |
| 10099858000                     | Contingency                    | .00                              | 50,000.00                         | 50,000.00   | .00   |
| Total Contingency:              |                                | .00                              | 50,000.00                         | 50,000.00   | .00   |
| <b>Ending Fund Balance</b>      |                                |                                  |                                   |             |       |
| 10099959000                     | Reserve for Future Expenditure | .00                              | 103,272.00                        | 103,272.00  | .00   |
| Total Ending Fund Balance:      |                                | .00                              | 103,272.00                        | 103,272.00  | .00   |
| General Fund Revenue Total:     |                                | 1,311,997.86                     | 1,296,620.00                      | 15,377.86-  | 101.1 |
| General Fund Expenditure Total: |                                | 1,039,244.08                     | 1,296,620.00                      | 257,375.92  | 80.15 |
| Net Total General Fund:         |                                | 272,753.78                       | .00                               | 272,753.78- | .00   |

| Account Number                        | Account Title                  | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance          | %            |
|---------------------------------------|--------------------------------|----------------------------------|-----------------------------------|-------------------|--------------|
| <b>Street Fund</b>                    |                                |                                  |                                   |                   |              |
| <b>Street Fund</b>                    |                                |                                  |                                   |                   |              |
| 20000040000                           | Beginning Fund Balance         | 112,466.31                       | 115,000.00                        | 2,533.69          | 97.80        |
| 20000041040                           | Highway Apportionment          | 31,838.60                        | 64,000.00                         | 32,161.40         | 49.75        |
| 20000046057                           | Miscellaneous                  | .00                              | 200.00                            | 200.00            | .00          |
| <b>Total Street Fund:</b>             |                                | <b>144,304.91</b>                | <b>179,200.00</b>                 | <b>34,895.09</b>  | <b>80.53</b> |
| <b>Public Works - Streets</b>         |                                |                                  |                                   |                   |              |
| 20041050010                           | City Administrator             | 4,140.19                         | 4,820.00                          | 679.81            | 85.90        |
| 20041050018                           | Finance Clerk                  | 894.17                           | 1,026.00                          | 131.83            | 87.15        |
| 20041050050                           | Public Works Supervisor        | 4,591.28                         | 5,601.00                          | 1,009.72          | 81.97        |
| 20041050052                           | Utility Worker III             | .00                              | 4,023.00                          | 4,023.00          | .00          |
| 20041050054                           | Utility Worker II              | 3,087.05                         | .00                               | 3,087.05          | .00          |
| 20041050058                           | Utility Worker I               | .00                              | 353.00                            | 353.00            | .00          |
| 20041051010                           | Employee Health Ins Benefits   | 3,421.40                         | 5,389.00                          | 1,967.60          | 63.49        |
| 20041051020                           | Retirement Benefits            | 3,351.48                         | 3,274.00                          | 77.48             | 102.3        |
| 20041051030                           | Employment Taxes               | 1,320.97                         | 2,187.00                          | 866.03            | 60.40        |
| 20041052016                           | Audit                          | .00                              | 850.00                            | 850.00            | .00          |
| 20041052019                           | Contract Service               | .00                              | 1,500.00                          | 1,500.00          | .00          |
| 20041052023                           | Equipment Rental/Lease         | .00                              | 250.00                            | 250.00            | .00          |
| 20041052024                           | Street Sweeping                | 1,500.00                         | 5,000.00                          | 3,500.00          | 30.00        |
| 20041052030                           | Miscellaneous                  | .00                              | 100.00                            | 100.00            | .00          |
| 20041052103                           | Insurance                      | 3,171.56                         | 3,200.00                          | 28.44             | 99.11        |
| 20041052109                           | Utilities                      | 7,439.00                         | 11,000.00                         | 3,561.00          | 67.63        |
| 20041052114                           | Software Hosting Fees          | 194.40                           | 780.00                            | 585.60            | 24.92        |
| 20041053001                           | Street Maintenance             | 14,227.00                        | .00                               | 14,227.00         | .00          |
| 20041055600                           | Transfer to Reserve Fund       | .00                              | 200.00                            | 200.00            | .00          |
| <b>Total Public Works - Streets:</b>  |                                | <b>47,338.50</b>                 | <b>49,553.00</b>                  | <b>2,214.50</b>   | <b>95.53</b> |
| <b>Contingency</b>                    |                                |                                  |                                   |                   |              |
| 20099858000                           | Contingency                    | .00                              | 7,500.00                          | 7,500.00          | .00          |
| <b>Total Contingency:</b>             |                                | <b>.00</b>                       | <b>7,500.00</b>                   | <b>7,500.00</b>   | <b>.00</b>   |
| <b>Ending Fund Balance</b>            |                                |                                  |                                   |                   |              |
| 20099959000                           | Reserve for Future Expenditure | .00                              | 122,147.00                        | 122,147.00        | .00          |
| <b>Total Ending Fund Balance:</b>     |                                | <b>.00</b>                       | <b>122,147.00</b>                 | <b>122,147.00</b> | <b>.00</b>   |
| <b>Street Fund Revenue Total:</b>     |                                | <b>144,304.91</b>                | <b>179,200.00</b>                 | <b>34,895.09</b>  | <b>80.53</b> |
| <b>Street Fund Expenditure Total:</b> |                                | <b>47,338.50</b>                 | <b>179,200.00</b>                 | <b>131,861.50</b> | <b>26.42</b> |
| <b>Net Total Street Fund:</b>         |                                | <b>96,966.41</b>                 | <b>.00</b>                        | <b>96,966.41</b>  | <b>.00</b>   |

| Account Number              | Account Title                | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance         | %            |
|-----------------------------|------------------------------|----------------------------------|-----------------------------------|------------------|--------------|
| <b>Water Fund</b>           |                              |                                  |                                   |                  |              |
| <b>Water Fund</b>           |                              |                                  |                                   |                  |              |
| 50000040000                 | Beginning Fund Balance       | 724,771.66                       | 700,000.00                        | 24,771.66-       | 103.5        |
| 50000042010                 | New Accounts                 | 337.50                           | 4,000.00                          | 3,662.50         | 8.44%        |
| 50000042020                 | New Connections              | 6,045.00                         | 2,000.00                          | 4,045.00-        | 302.2        |
| 50000042032                 | Water Metered Fees           | 475,289.14                       | 312,000.00                        | 163,289.14-      | 152.3        |
| 50000042035                 | Reconnect Fees               | 90.88                            | 3,000.00                          | 2,909.12         | 3.03%        |
| 50000042036                 | Water Outside Assessments    | 148,533.33                       | 250,000.00                        | 101,466.67       | 59.41        |
| 50000042041                 | IFA Water Loan               | 33,341.00                        | .00                               | 33,341.00-       | .00          |
| 50000042045                 | Utility Deposit              | 10,950.00                        | .00                               | 10,950.00-       | .00          |
| 50000046030                 | Fees - Other                 | 4,715.40                         | .00                               | 4,715.40-        | .00          |
| 50000046055                 | Refunds                      | .00                              | 1,000.00                          | 1,000.00         | .00          |
| 50000046057                 | Miscellaneous                | 1,237.50                         | 500.00                            | 737.50-          | 247.5        |
| 50000049010                 | IFA Water Loan               | .00                              | 100,000.00                        | 100,000.00       | .00          |
| 50000049600                 | Transfer from Reserve        | .00                              | 23,209.00                         | 23,209.00        | .00          |
| <b>Total Water Fund:</b>    |                              | <b>1,405,311.41</b>              | <b>1,395,709.00</b>               | <b>9,602.41-</b> | <b>100.6</b> |
| <b>Public Works - Water</b> |                              |                                  |                                   |                  |              |
| 50042050010                 | City Administrator           | 33,121.72                        | 38,560.00                         | 5,438.28         | 85.90        |
| 50042050016                 | Utility/Court Clerk          | 14,158.20                        | 18,852.00                         | 4,693.80         | 75.10        |
| 50042050018                 | Finance Clerk                | 8,047.48                         | 9,234.00                          | 1,186.52         | 87.15        |
| 50042050050                 | Public Works Supervisor      | 27,547.69                        | 33,610.00                         | 6,062.31         | 81.96        |
| 50042050052                 | Utility Worker III           | .00                              | 22,125.00                         | 22,125.00        | .00          |
| 50042050054                 | Utility Worker II            | 16,978.82                        | .00                               | 16,978.82-       | .00          |
| 50042050058                 | Utility Worker I             | .00                              | 2,821.00                          | 2,821.00         | .00          |
| 50042051010                 | Employee Health Ins Benefits | 28,683.07                        | 44,075.00                         | 15,391.93        | 65.08        |
| 50042051020                 | Retirement Benefits          | 26,181.71                        | 25,904.00                         | 277.71-          | 101.0        |
| 50042051030                 | Employment Taxes             | 10,320.18                        | 17,303.00                         | 6,982.82         | 59.64        |
| 50042052001                 | Chemicals                    | 10,577.01                        | 27,500.00                         | 16,922.99        | 38.46        |
| 50042052002                 | Materials & Supplies         | 101.63                           | 1,000.00                          | 898.37           | 10.16        |
| 50042052010                 | Publications-Legal Notices   | .00                              | 100.00                            | 100.00           | .00          |
| 50042052011                 | System Maintenance & Repair  | 37,788.56                        | 45,000.00                         | 7,211.44         | 83.97        |
| 50042052012                 | Telephones                   | 987.73                           | .00                               | 987.73-          | .00          |
| 50042052013                 | Travel and Training          | 328.36                           | 3,000.00                          | 2,671.64         | 10.95        |
| 50042052014                 | Vehicle Fuel & Maintenance   | 3,170.89                         | 5,500.00                          | 2,329.11         | 57.65        |
| 50042052016                 | Audit                        | 1,176.00                         | 3,825.00                          | 2,649.00         | 30.75        |
| 50042052019                 | Contract Service             | 1,718.97                         | 25,000.00                         | 23,281.03        | 6.88%        |
| 50042052020                 | Engineering Consultant       | 2,415.00                         | 20,000.00                         | 17,585.00        | 12.08        |
| 50042052022                 | Equipment Maintenance        | 1,840.20                         | 2,000.00                          | 159.80           | 92.01        |
| 50042052023                 | Equipment Rental/Lease       | 8,982.00                         | 3,000.00                          | 5,982.00-        | 299.4        |
| 50042052025                 | Small Equipment Purchase     | .00                              | 4,000.00                          | 4,000.00         | .00          |
| 50042052030                 | Miscellaneous                | .08                              | 2,000.00                          | 1,999.92         | .00          |
| 50042052101                 | Banking Charges              | .00                              | 200.00                            | 200.00           | .00          |
| 50042052102                 | Dues                         | 612.50                           | 3,000.00                          | 2,387.50         | 20.42        |
| 50042052103                 | Insurance                    | 8,028.00                         | 8,100.00                          | 72.00            | 99.11        |
| 50042052104                 | Lab Analysis                 | 1,363.71                         | 5,000.00                          | 3,636.29         | 27.27        |
| 50042052105                 | Refunds-Utility Deposit      | 291.36                           | 500.00                            | 208.64           | 58.27        |
| 50042052107                 | Permits                      | .00                              | 1,000.00                          | 1,000.00         | .00          |
| 50042052108                 | Postage                      | .00                              | 600.00                            | 600.00           | .00          |
| 50042052109                 | Utilities                    | 21,779.98                        | 33,000.00                         | 11,220.02        | 66.00        |
| 50042052110                 | Telephones                   | 965.87                           | 3,400.00                          | 2,434.13         | 28.41        |
| 50042052114                 | Software Hosting Fees        | 1,749.60                         | 7,020.00                          | 5,270.40         | 24.92        |
| 50042053002                 | Equipment Purchase           | .00                              | 15,000.00                         | 15,000.00        | .00          |
| 50042053500                 | Water System Improvements    | 78,074.00                        | 100,000.00                        | 21,926.00        | 78.07        |

| Account Number                | Account Title                  | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance    | %     |
|-------------------------------|--------------------------------|----------------------------------|-----------------------------------|-------------|-------|
| 50042054001                   | 1980 Water P & I               | .00                              | .00                               | .00         | .00   |
| 50042054005                   | IFA Loan Payment               | .00                              | 125,000.00                        | 125,000.00  | .00   |
| 50042055100                   | Transfer to General Fund       | 150,000.00                       | 150,000.00                        | .00         | 100.0 |
| 50042055600                   | Transfer to Reserve Fund       | .00                              | 3,200.00                          | 3,200.00    | .00   |
| Total Public Works - Water:   |                                | 496,990.32                       | 809,429.00                        | 312,438.68  | 61.40 |
| <b>Contingency</b>            |                                |                                  |                                   |             |       |
| 50099858000                   | Contingency                    | .00                              | 80,000.00                         | 80,000.00   | .00   |
| Total Contingency:            |                                | .00                              | 80,000.00                         | 80,000.00   | .00   |
| <b>Ending Fund Balance</b>    |                                |                                  |                                   |             |       |
| 50099959000                   | Reserve for Future Expenditure | .00                              | 506,280.00                        | 506,280.00  | .00   |
| Total Ending Fund Balance:    |                                | .00                              | 506,280.00                        | 506,280.00  | .00   |
| Water Fund Revenue Total:     |                                | 1,405,311.41                     | 1,395,709.00                      | 9,602.41-   | 100.6 |
| Water Fund Expenditure Total: |                                | 496,990.32                       | 1,395,709.00                      | 898,718.68  | 35.61 |
| Net Total Water Fund:         |                                | 908,321.09                       | .00                               | 908,321.09- | .00   |

| Account Number                          | Account Title                | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance         | %            |
|---|------------------------------|----------------------------------|-----------------------------------|------------------|--------------|
| <b>Wastewater Fund</b>                  |                              |                                  |                                   |                  |              |
| <b>Wastewater Fund</b>                  |                              |                                  |                                   |                  |              |
| 51000040000                             | Beginning Fund Balance       | 1,507.36-                        | .00                               | 11,507.36        | -15.07       |
| 51000042039                             | Wastewater Fees              | 183,957.61                       | .00                               | 31,042.39        | 85.56        |
| 51000042041                             | OR DEQ Loan for WWFP         | 305.55                           | .00                               | 305.55-          | .00          |
| 51000046057                             | Miscellaneous                | .00                              | .00                               | 1,000.00         | .00          |
| 51000049600                             | Transfer from Reserve Fund   | .00                              | .00                               | 8,209.00         | .00          |
| <b>Total Wastewater Fund:</b>           |                              | <b>182,755.80</b>                | <b>.00</b>                        | <b>51,463.20</b> | <b>78.03</b> |
| <b>Public Works - Wastewater</b>        |                              |                                  |                                   |                  |              |
| 51043050010                             | City Administrator           | 12,420.60                        | .00                               | 2,039.40         | 85.90        |
| 51043050016                             | Utility/Court Clerk          | 7,079.10                         | .00                               | 2,346.90         | 75.10        |
| 51043050018                             | Finance Clerk                | 5,365.00                         | .00                               | 791.00           | 87.15        |
| 51043050050                             | Public Works Supervisor      | 11,478.21                        | .00                               | 2,525.79         | 81.96        |
| 51043050052                             | Utility Worker III           | .00                              | .00                               | 12,068.00        | .00          |
| 51043050054                             | Utility Worker II            | 9,260.78                         | .00                               | 7,850.78-        | 656.7        |
| 51043051010                             | Employee Health Ins Benefits | 14,258.24                        | .00                               | 6,269.76         | 69.46        |
| 51043051020                             | Retirement Benefits          | 11,934.13                        | .00                               | 32.13-           | 100.2        |
| 51043051030                             | Employment Taxes             | 4,704.15                         | .00                               | 3,245.85         | 59.17        |
| 51043052001                             | Chemicals                    | 5,622.46                         | .00                               | 1,122.46-        | 124.9        |
| 51043052002                             | Materials & Supplies         | .00                              | .00                               | 500.00           | .00          |
| 51043052010                             | Publications-Legal Notices   | .00                              | .00                               | 250.00           | .00          |
| 51043052011                             | System Maintenance & Repair  | 2,751.05                         | .00                               | 22,248.95        | 11.00        |
| 51043052012                             | Telephones                   | 460.08                           | .00                               | 2,039.92         | 18.40        |
| 51043052013                             | Travel and Training          | 328.36                           | .00                               | 671.64           | 32.84        |
| 51043052014                             | Vehicle Fuel & Maintenance   | .00                              | .00                               | 3,300.00         | .00          |
| 51043052016                             | Audit                        | 1,176.00                         | .00                               | 99.00            | 92.24        |
| 51043052019                             | Contract Service             | 814.70                           | .00                               | 1,385.30         | 37.03        |
| 51043052020                             | Engineering Consultant       | 10,369.57                        | .00                               | 10,369.57-       | .00          |
| 51043052022                             | Equipment Maintenance        | 593.40                           | .00                               | 906.60           | 39.56        |
| 51043052023                             | Equipment Rental/Lease       | 2,982.00                         | .00                               | 2,982.00-        | .00          |
| 51043052030                             | Miscellaneous                | .00                              | .00                               | 1,000.00         | .00          |
| 51043052101                             | Banking Charges              | .00                              | .00                               | 500.00           | .00          |
| 51043052102                             | Dues                         | .00                              | .00                               | 100.00           | .00          |
| 51043052103                             | Insurance                    | 6,144.89                         | .00                               | 55.11            | 99.11        |
| 51043052104                             | Lab Analysis                 | 2,366.40                         | .00                               | 1,634.60         | 59.14        |
| 51043052105                             | Refunds-Utility Deposit      | 140.53                           | .00                               | 140.53-          | .00          |
| 51043052106                             | Mileage                      | .00                              | .00                               | 500.00           | .00          |
| 51043052107                             | Permits                      | .00                              | .00                               | 2,200.00         | .00          |
| 51043052108                             | Postage                      | .00                              | .00                               | 550.00           | .00          |
| 51043052109                             | Utilities                    | 6,274.72                         | .00                               | 1,925.28         | 76.52        |
| 51043052110                             | Telephones                   | 594.84                           | .00                               | 594.84-          | .00          |
| 51043052114                             | Software Hosting Fees        | 583.20                           | .00                               | 1,756.80         | 24.92        |
| 51043054004                             | OR DEQ Loan Repayment        | 2,055.00                         | .00                               | 27,945.00        | 6.85%        |
| 51043055600                             | Transfer to Reserve Fund     | .00                              | .00                               | 400.00           | .00          |
| <b>Total Public Works - Wastewater:</b> |                              | <b>119,756.41</b>                | <b>.00</b>                        | <b>76,162.59</b> | <b>61.13</b> |
| <b>Contingency</b>                      |                              |                                  |                                   |                  |              |
| 51099858000                             | Contingency                  | .00                              | .00                               | 6,500.00         | .00          |
| <b>Total Contingency:</b>               |                              | <b>.00</b>                       | <b>.00</b>                        | <b>6,500.00</b>  | <b>.00</b>   |

| Account Number                     | Account Title                  | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance   | %     |
|------------------------------------|--------------------------------|----------------------------------|-----------------------------------|------------|-------|
| Ending Fund Balance                |                                |                                  |                                   |            |       |
| 51099959000                        | Reserve for Future Expenditure | .00                              | .00                               | 31,790.00  | .00   |
| Total Ending Fund Balance:         |                                | .00                              | .00                               | 31,790.00  | .00   |
| Wastewater Fund Revenue Total:     |                                | 182,755.80                       | .00                               | 51,453.20  | 78.03 |
| Wastewater Fund Expenditure Total: |                                | 119,755.41                       | .00                               | 114,452.59 | 51.13 |
| Net Total Wastewater Fund:         |                                | 62,999.39                        | .00                               | 62,999.39  | .00   |



| Account Number                             | Account Title                  | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance         | %            |
|--|--------------------------------|----------------------------------|-----------------------------------|------------------|--------------|
| <b>Storm Drain Fund</b>                    |                                |                                  |                                   |                  |              |
| <b>Storm Drain Fund</b>                    |                                |                                  |                                   |                  |              |
| 52000040000                                | Beginning Fund Balance         | 4,990.20                         | .00                               | 1,009.80         | 83.17        |
| 52000042040                                | Storm Drain Fees               | 22,395.83                        | 900.00                            | 5,504.17         | 80.27        |
| 52000046057                                | Miscellaneous                  | .00                              | .00                               | 200.00           | .00          |
| <b>Total Storm Drain Fund:</b>             |                                | <b>27,386.03</b>                 | <b>900.00</b>                     | <b>6,713.97</b>  | <b>80.31</b> |
| <b>Public Works - Storm Drain</b>          |                                |                                  |                                   |                  |              |
| 52044050010                                | City Administrator             | 4,140.19                         | .00                               | 679.81           | 85.90        |
| 52044050016                                | Utility/Court Clerk            | 1,415.81                         | .00                               | 469.19           | 75.11        |
| 52044050018                                | Finance Clerk                  | 894.17                           | .00                               | 131.83           | 87.15        |
| 52044050050                                | Public Works Supervisor        | 2,295.63                         | .00                               | 505.37           | 81.96        |
| 52044050052                                | Utility Worker III             | .00                              | .00                               | 2,011.00         | .00          |
| 52044050054                                | Utility Worker II              | 1,543.93                         | .00                               | 1,190.93-        | 437.3        |
| 52044051010                                | Employee Health Ins Benefits   | 2,844.48                         | .00                               | 1,502.52         | 65.44        |
| 52044051020                                | Retirement Benefits            | 2,733.88                         | .00                               | 65.88-           | 102.4        |
| 52044051030                                | Employment Taxes               | 1,077.43                         | .00                               | 704.57           | 60.46        |
| 52044052002                                | Materials & Supplies           | .00                              | .00                               | 100.00           | .00          |
| 52044052011                                | System Maintenance & Repair    | .00                              | .00                               | 4,000.00         | .00          |
| 52044052014                                | Vehicle Fuel & Maintenance     | .00                              | .00                               | 200.00           | .00          |
| 52044052019                                | Contract Service               | .00                              | .00                               | 2,000.00         | .00          |
| 52044052020                                | Engineering Consultant         | 1,892.50                         | .00                               | 1,892.50-        | .00          |
| 52044052023                                | Equipment Rental/Lease         | .00                              | .00                               | 200.00           | .00          |
| 52044052103                                | Insurance                      | .00                              | .00                               | .00              | .00          |
| 52044052114                                | Software Hosting Fees          | 194.40                           | .00                               | 585.60           | 24.92        |
| 52044055600                                | Transfer to Reserve Fund       | .00                              | .00                               | 200.00           | .00          |
| <b>Total Public Works - Storm Drain:</b>   |                                | <b>19,032.42</b>                 | <b>.00</b>                        | <b>10,140.58</b> | <b>65.24</b> |
| <b>Ending Fund Balance</b>                 |                                |                                  |                                   |                  |              |
| 52099959000                                | Reserve for Future Expenditure | .00                              | .00                               | 4,927.00         | .00          |
| <b>Total Ending Fund Balance:</b>          |                                | <b>.00</b>                       | <b>.00</b>                        | <b>4,927.00</b>  | <b>.00</b>   |
| <b>Storm Drain Fund Revenue Total:</b>     |                                | <b>27,386.03</b>                 | <b>900.00</b>                     | <b>6,713.97</b>  | <b>80.31</b> |
| <b>Storm Drain Fund Expenditure Total:</b> |                                | <b>19,032.42</b>                 | <b>.00</b>                        | <b>15,067.58</b> | <b>55.81</b> |
| <b>Net Total Storm Drain Fund:</b>         |                                | <b>8,353.61</b>                  | <b>900.00</b>                     | <b>8,353.61-</b> | <b>.00</b>   |

| Account Number                                    | Account Title                  | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance           | %            |
|---|--------------------------------|----------------------------------|-----------------------------------|--------------------|--------------|
| <b>System Development Fund</b>                    |                                |                                  |                                   |                    |              |
| <b>System Development Fund</b>                    |                                |                                  |                                   |                    |              |
| 53000040000                                       | Beginning Fund Balance         | 308,315.78                       | .00                               | 30,016.78-         | 110.7        |
| 53000042140                                       | SDC Fees                       | 410,161.07                       | 800,000.00                        | 5,743.07-          | 101.4        |
| 53000042141                                       | Park                           | 9,920.00                         | .00                               | 9,603.00-          | 3129.        |
| 53000042142                                       | Street Imp.                    | 39,871.24                        | .00                               | 23,040.24-         | 236.8        |
| 53000042143                                       | Water Imp.                     | 78,550.00                        | .00                               | 56,517.00-         | 356.5        |
| 53000042144                                       | WW Imp.                        | .00                              | .00                               | 11,412.00          | .00          |
| 53000042145                                       | Storm Drain Fees               | 3,050.00                         | .00                               | 1,754.00           | 63.49        |
| 53000042243                                       | Water Reimbursement            | .00                              | .00                               | 17.00              | .00          |
| 53000042244                                       | WW Reimbursement               | .00                              | .00                               | 44.00              | .00          |
| <b>Total System Development Fund:</b>             |                                | <b>849,868.09</b>                | <b>800,000.00</b>                 | <b>111,693.09-</b> | <b>115.1</b> |
| <b>Department: 100</b>                            |                                |                                  |                                   |                    |              |
| 53010055100                                       | Transfer to General Fund       | 600,000.00                       | 600,000.00                        | .00                | 100.0        |
| <b>Total Department: 100:</b>                     |                                | <b>600,000.00</b>                | <b>600,000.00</b>                 | <b>.00</b>         | <b>100.0</b> |
| <b>Water</b>                                      |                                |                                  |                                   |                    |              |
| 53042052020                                       | Engineering Consultant         | 6,826.18                         | .00                               | 6,826.18-          | .00          |
| <b>Total Water:</b>                               |                                | <b>6,826.18</b>                  | <b>.00</b>                        | <b>6,826.18-</b>   | <b>.00</b>   |
| <b>Ending Fund Balance</b>                        |                                |                                  |                                   |                    |              |
| 53099959000                                       | Reserve for Future Expenditure | .00                              | 400,000.00-                       | 138,175.00         | .00          |
| <b>Total Ending Fund Balance:</b>                 |                                | <b>.00</b>                       | <b>400,000.00-</b>                | <b>138,175.00</b>  | <b>.00</b>   |
| <b>System Development Fund Revenue Total:</b>     |                                | <b>849,868.09</b>                | <b>800,000.00</b>                 | <b>111,693.09-</b> | <b>115.1</b> |
| <b>System Development Fund Expenditure Total:</b> |                                | <b>606,826.18</b>                | <b>200,000.00</b>                 | <b>131,348.82</b>  | <b>82.21</b> |
| <b>Net Total System Development Fund:</b>         |                                | <b>243,041.91</b>                | <b>600,000.00</b>                 | <b>243,041.91-</b> | <b>.00</b>   |

| Account Number                         | Account Title                  | 06/2020<br>Current YTD<br>Actual | 2019-20<br>Current year<br>Budget | Variance             | %            |
|--|--------------------------------|----------------------------------|-----------------------------------|----------------------|--------------|
| <b>Reserve Fund</b>                    |                                |                                  |                                   |                      |              |
| <b>Reserve Fund</b>                    |                                |                                  |                                   |                      |              |
| 60000040000                            | Beginning Fund Balance         | 121,759.46                       | .00                               | 154.54               | 99.87        |
| 60000049100                            | Transfer from General Fund     | .00                              | .00                               | 5,000.00             | .00          |
| 60000049200                            | Transfer from Street Fund      | .00                              | .00                               | 200.00               | .00          |
| 60000049500                            | Transfer from Water Fund       | .00                              | .00                               | 3,200.00             | .00          |
| 60000049510                            | Transfer from Wastewater       | .00                              | .00                               | 400.00               | .00          |
| 60000049520                            | Transfer from Storm Drain Fund | .00                              | .00                               | 200.00               | .00          |
| <b>Total Reserve Fund:</b>             |                                | <b>121,759.46</b>                | <b>.00</b>                        | <b>9,154.54</b>      | <b>93.01</b> |
| <b>Non-departmental</b>                |                                |                                  |                                   |                      |              |
| 60090055500                            | Transfer to Water Fund         | .00                              | .00                               | 23,209.00            | .00          |
| 60090055510                            | Transfer to Wastewater Fund    | .00                              | .00                               | 8,209.00             | .00          |
| <b>Total Non-departmental:</b>         |                                | <b>.00</b>                       | <b>.00</b>                        | <b>31,418.00</b>     | <b>.00</b>   |
| <b>Ending Fund Balance</b>             |                                |                                  |                                   |                      |              |
| 60099959000                            | Reserve for Future Expenditure | .00                              | .00                               | 99,496.00            | .00          |
| <b>Total Ending Fund Balance:</b>      |                                | <b>.00</b>                       | <b>.00</b>                        | <b>99,496.00</b>     | <b>.00</b>   |
| <b>Reserve Fund Revenue Total:</b>     |                                | <b>121,759.46</b>                | <b>.00</b>                        | <b>9,154.54</b>      | <b>93.01</b> |
| <b>Reserve Fund Expenditure Total:</b> |                                | <b>.00</b>                       | <b>.00</b>                        | <b>130,914.00</b>    | <b>.00</b>   |
| <b>Net Total Reserve Fund:</b>         |                                | <b>121,759.46</b>                | <b>.00</b>                        | <b>121,759.46-</b>   | <b>.00</b>   |
| <b>Net Grand Totals:</b>               |                                | <b>1,714,195.65</b>              | <b>600,900.00</b>                 | <b>1,714,195.65-</b> | <b>.00</b>   |



---

## STAFF REPORT

### Founders Day

Unfortunately, after the last council meeting city staff was unable to book a lot of the activities that we have for Founders Day. The face painter, bounce house, and balloon maker were among some of the vendors that didn't commit at this time. Staff did however book the dates with the vendors just in case things change by August. Benton County is also not issuing temporary event permits for food at this time. I will give an update to the council in July to see where we're at.

**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 2020-2021                                )

**RESOLUTION NO. 2020 - 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 2020-2021 in the sum of \$1,890,861 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, 2020 and ending June 30, 2021 and for the purposes shown below are hereby appropriated as follows:

|                                 |                               |                   |
|---------------------------------|-------------------------------|-------------------|
| <b>GENERAL FUND</b>             |                               |                   |
| Administration                  |                               | \$ 194,230        |
| Parks                           |                               | 59,860            |
| Public Safety                   |                               | 45,282            |
| Non-Departmental                |                               | 142,826           |
| Debt Service                    |                               | 22,254            |
| Transfers                       |                               | 52,884            |
| Contingency                     |                               | <u>74,000</u>     |
|                                 | <b>Total General Fund</b>     | <b>\$ 591,336</b> |
| <b>RESERVE FUND</b>             |                               |                   |
| Transfers                       |                               | <u>\$ 14,996</u>  |
|                                 | <b>Total Reserve Fund</b>     | <b>\$ 14,996</b>  |
| <b>STORM DRAIN FUND</b>         |                               |                   |
| Operations                      |                               | <u>\$ 25,823</u>  |
|                                 | <b>Total Storm Drain Fund</b> | <b>\$ 25,823</b>  |
| <b>STREET FUND</b>              |                               |                   |
| Street Maintenance & Operations |                               | \$ 49,697         |
| Transfers                       |                               | 200               |
| Contingency                     |                               | <u>8,600</u>      |
|                                 | <b>Total Street Fund</b>      | <b>\$ 58,447</b>  |
| <b>WASTEWATER FUND</b>          |                               |                   |
| Operations                      |                               | \$ 223,334        |
| Debt Service                    |                               | 30,000            |
| Transfers                       |                               | 400               |
| Contingency                     |                               | <u>38,000</u>     |
|                                 | <b>Total Wastewater Fund</b>  | <b>\$ 291,734</b> |

|                             |  |                            |
|-----------------------------|--|----------------------------|
| WATER FUND                  |  |                            |
| Operations                  |  | \$ 480,325                 |
| Capital Outlay              |  | 200,000                    |
| Debt Service                |  | 125,000                    |
| Transfers                   |  | 3,200                      |
| Contingency                 |  | <u>100,000</u>             |
| <b>Total Water Fund</b>     |  | <b>\$ 908,525</b>          |
| <b>TOTAL APPROPRIATIONS</b> |  | <b><u>\$ 1,890,861</u></b> |

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 2020-2021 upon the assessed value of all taxable property within the City of Adair Village.

|              | GENERAL<br>GOVERNMENT  | EXCLUDED<br>FROM LIMITATION |
|--------------|------------------------|-----------------------------|
| General Fund | \$2.5894 per \$1000.00 | \$0                         |

DATED: This 2nd day of June, 2020

\_\_\_\_\_  
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 2020-21        )

**RESOLUTION NO. 2020 - 7**

WHEREAS, the Budget Committee held a public hearing to allow public input on the use of State Shared Revenue on April 14<sup>th</sup>, May 5<sup>th</sup>; and

WHEREAS, the City Council has reviewed possible uses for State Shared Revenues for fiscal year 2020-21; 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 2020-2021.

DATED: This 2<sup>nd</sup> day of June, 2020.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**City Administrator**

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

**IN THE MATTER OF INCREASING APPROPRIATIONS)  
TO ACCOUNT FOR UNANTICIPATED EXPENDITURES)**

**RESOLUTION NO. 2020 - 8**

WHEREAS, the City of Adair Village has had the opportunity to do a street project in conjunction with Benton County to save money; and,

WHEREAS, the City has been approved for a loan to make improvements to the wastewater system; and,

WHEREAS, the City has moved forward with both of these projects; and,

WHEREAS, supplemental budget adjustments are allowed when items were unknown at the time the fiscal 2019-20 budget was adopted; and,

WHEREAS, the City has sufficient resources in the Street Fund to provide for street project;

NOW, THEREFORE, BE IT RESOLVED by the City of Adair Village City Council that:

SECTION 1:                   The FY 2019-20 Budget is hereby amended as follows:

| <i>Street Fund</i>             | As Adopted | This Change | New Budget |
|--------------------------------|------------|-------------|------------|
| Expenditures:                  |            |             |            |
| Street Operations              | 49,353     | 15,000      | 64,353     |
| Reserve for Future Expenditure | 122,147    | (15,000)    | 107,147    |
| <i>Wastewater Fund</i>         | As Adopted | This Change | New Budget |
| Resources:                     |            |             |            |
| Proceeds from Loan             | -          | 2,000,000   | 2,000,000  |
| Expenditures:                  |            |             |            |
| Capital Outlay                 | -          | 2,000,000   | 2,000,000  |

SECTION 2:                   This resolution is effective immediately upon passage.

DATED:                   The 2<sup>nd</sup> day of June, 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator



**NOTICE OF SUPPLEMENTAL BUDGET HEARING**

• For supplemental budgets proposing a change in any fund's expenditures by more than 10 percent.

A public hearing on a proposed supplemental budget for the City of Adair Village for the current fiscal year will be held at Adair Village City Hall, 6030 NE William R. Carr Avenue, Adair Village, Oregon.

The hearing will take place on June 2, 2020 at 6:00 PM.

The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget document may be inspected or obtained on or after May 26, 2020 at Adair Village City Hall between the hours of 8:00 AM and 5:00 PM.

**SUMMARY OF PROPOSED BUDGET CHANGES**  
AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

| <b>STREET FUND</b>                  |                | <b>Expenditure</b>                     |                |
|-------------------------------------|----------------|--|----------------|
| <b>Resource</b>                     | <b>Amount</b>  |  | <b>Amount</b>  |
| 1 All Resources                     | 179,200        | 1 Street Operations                    | 54,353         |
|                                     |                | 2 Transfers                            | 200            |
|                                     |                | 3 Contingency                          | 7,500          |
|                                     |                | 4 Reserve for Future Expenditure       | 107,147        |
| <b>Revised Total Fund Resources</b> | <b>179,200</b> | <b>Revised Total Fund Requirements</b> | <b>179,200</b> |

**Explanation of change(s):**

The City had the opportunity to do a street project in conjunction with development that saved the City money.

| <b>WASTEWATER FUND</b>              |                  | <b>Expenditure</b>                     |                  |
|-------------------------------------|------------------|--|------------------|
| <b>Resource</b>                     | <b>Amount</b>    |  | <b>Amount</b>    |
| 1 Proceeds from Loans               | 2,000,000        | 1 Operations                           | 165,519          |
| Other Resources                     | 234,209          | 2 Capital Outlay                       | 2,000,000        |
|                                     |                  | 3 Debt Service                         | 30,000           |
|                                     |                  | 4 Transfers                            | 400              |
|                                     |                  | 5 Contingency                          | 6,500            |
|                                     |                  | 6 Reserve for Future Expenditure       | 31,790           |
| <b>Revised Total Fund Resources</b> | <b>2,234,209</b> | <b>Revised Total Fund Requirements</b> | <b>2,234,209</b> |