

**ADAIR VILLAGE CITY COUNCIL-Final**  
**City Hall - 6030 Wm. R Carr Av.**  
**\*\*\*\*Tuesday, April 2, 2024 - 6:00pm\*\*\*\***

**1. ROLL CALL – Flag Salute**

**2. CONSENT CALENDAR:** - *The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be discussed before the Consent Calendar is considered. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Calendar.*

- a. Minutes – City Council Meeting – March 5, 2024 (Attachment A)
- b. Bills List through – March 26, 2024 (Attachment B) \$100768.31

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

**4. STAFF REPORTS:**

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

**5. OLD BUSINESS:**

- a) Zip Code Letter (Attachment H) Pat Hare  
Action: Discussion

**6. NEW BUSINESS:**

- a) FEMA Award Lift Station Back up Power (Attachment I) Pat Hare  
Action: Discussion

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

- a) Resolution 2024- 4 Parks Grant (Attachment J, J1) Pat Hare  
Action: Decision

**8. EXECUTIVE SESSION (h)**

- a) N/A  
Action: n/a

**9. COUNCIL and MAYOR COMMENTS:**

**10. ADJOURNMENT:**

Next meetings -

City Council –Tuesday, May 7, 2024, 6:00 PM  
Planning Commission – April 23, 2024, 6:00PM

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

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

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**ADAIR VILLAGE  
CITY COUNCIL MINUTES  
6030 William R. Carr Avenue  
\*\*\*\*Tuesday, Mar 5, 2024 – 6:00 PM\*\*\*\***

| Agenda Item   | Action  |
|---|---|
| <b>1. Roll Call:</b> City Council Members present: Councilors Officer, Ray, Fuller, and Mayor Currier were present. City Administrator Hare was present. The minutes were taken by CA Hare.   | Mayor Currier called the meeting to order at 6:00 PM. and led the flag salute.                                      |
| <b>2. Consent Calendar</b><br>Attachment A Minutes of the Feb 6, 2024, City Council Meeting<br>Attachment B Bills List through Feb 26, 2024 (\$112,730.20).   | Councilor Ray moved to approve the Consent Calendar. Councilor Fuller seconded.<br><b>Unanimous Approval (4-0).</b> |
| <b>3. Public Comment</b>  | None.   |
| <b>4. Staff Reports</b><br><b>4a. Attachment C – Sheriff’s Report</b> - CA Hare presented the report.   | Council received the report.  |
| <b>4b. Attachment D– CSO Report</b> - CA Hare presented the report.   | Council received the report.  |
| <b>4c. Attachment E– City Administrator’s Report</b><br><b>Administration</b> <ul style="list-style-type: none"> <li>• <b>Finances</b> – Sarah Johnson with My Bridge Team completed the required work for the Audit, and we will be working on the rough draft of the budget this month.</li> <li>• <b>Tangent</b> – Civil West is responding to an RFP for their engineer of record. I think this would help us coordinate with them a lot better.</li> <li>• <b>City Planner</b> – Chase is still focusing on the zip code as well as starting to process the new application for Calloway Creek South.</li> </ul> <b>Property/Businesses</b> <ul style="list-style-type: none"> <li>• <b>AVIS</b> – I’m working with the county to get a conditional use permit to allow for other operations at the site.</li> <li>• <b>Downtown</b> –</li> <li>• <b>Restaurant</b> – Paul Johal is working on a menu and a plan for a new restaurant. I will hopefully have something for the council in April.</li> </ul> <b>Major Projects/Engineering</b> <ul style="list-style-type: none"> <li>• <b>Water Plant</b> – Matt Lydon is scheduling divers to come in this year and clean the wet well and we will be looking at replacing the backwash pump. Civil West must inspect the wet well with an underwater camera and send that off to the divers first.</li> <li>• <b>Calloway Creek</b> – The planning commission will be</li> </ul> | Council received the report.  |

|  |  |
|--|--|
| <p>reviewing the next phase in March and the new PUD for the rest of the Weigle property.</p> <ul style="list-style-type: none"> <li>• <b>Wastewater Plant</b> – Civil West and I met with Wildish and Xylem and planned to move forward and get things taken care of. We will replace most of the components and have a longer warranty.</li> <li>• <b>Water Lines</b> – The city has submitted its application to FEMA.</li> </ul> |  |
| <p><b>4d. Attachment F – Public Works Report</b> CA Hare presented the report.</p>   | <p>Council received the report.</p>  |
| <p><b>4e. Attachment G – Financial Report</b> CA Hare presented the report. The balance in the Local Government Investment Pool is approximately \$4,312,639.99. Last year in February, the balance was \$4,274,832.68.</p>  | <p>Council received the report.</p>  |
| <p><b>5. Old Business –</b><br/><b>5a. (Attachment H)</b> Calloway Creek South</p>   |  |
| <p><b>6. New Business</b><br/><b>6a. (Attachment I)</b> Downtown Rough Draft</p>   |  |
| <p><b>7. Ordinance, Resolutions, and Proclamations</b></p>   |  |
| <p><b>8. Executive Session</b></p>   | <p>Executive session began at 7:15 and ended at 7:21. Consulted with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. No decisions were made.</p> |
| <p><b>9. Council and Mayor Comments</b></p>  |  |
| <p><b>10. Adjournment:</b><br/>City Council –Tuesday, April 2, 2024, 6:00 PM<br/>Planning Commission – Tuesday, March 19, 2024, 6:00pm</p>   | <p><b>Mayor Currier adjourned the meeting at 8:03 p.m.</b></p>   |

**March 2024 Bills**

| <b>Date</b> | <b>Amount</b> |
|-------------|---------------|
| 3/5/2024    | \$64,813.30   |
| 3/14/2024   | \$18,660.50   |
| 3/25/2024   | \$17,294.51   |

**Total** \$100,768.31

| 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><br>62474 | 1               | Work for Tangent              | Invoice | 02/01/2024   | 03/31/2024 | 1,685.00       |                 | 1,685.00                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 1,685.00       | .00             | ✓ 1,685.00               |                   |
| Total 62474:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62488                                | 1               | Work for Tangent              | Invoice | 02/02/2024   | 03/30/2024 | 1,956.50       |                 | 1,956.50                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 1,956.50       | .00             | ✓ 1,956.50               |                   |
| Total 62488:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62532                                | 1               | Work for Tangent              | Invoice | 02/07/2024   | 03/07/2024 | 200.00         |                 | 200.00                   | 100-900-52115     |
|                                      |                 |                               |         |              |            | 200.00         | .00             | ✓ 200.00                 |                   |
| Total 62532:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62569                                | 1               | Work for Tangent              | Invoice | 02/07/2024   | 03/07/2024 | 1,870.00       |                 | 1,870.00                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 1,870.00       | .00             | ✓ 1,870.00               |                   |
| Total 62569:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62593                                | 1               | Work for Tangent              | Invoice | 02/07/2024   | 03/07/2024 | 1,695.00       |                 | 1,695.00                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 1,695.00       | .00             | ✓ 1,695.00               |                   |
| Total 62593:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62550                                | 1               | Work for Tangent              | Invoice | 02/07/2024   | 03/07/2024 | 1,660.00       |                 | 1,660.00                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 1,660.00       | .00             | ✓ 1,660.00               |                   |
| Total 62550:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62651                                | 1               | Work for Tangent              | Invoice | 02/07/2024   | 03/30/2024 | 500.00         |                 | 500.00                   | 100-900-52115     |
|                                      |                 |                               |         |              |            | 500.00         | .00             | ✓ 500.00                 |                   |
| Total 62651:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62652                                | 1               | Work for Tangent              | Invoice | 02/07/2024   | 03/30/2024 | 995.00         |                 | 995.00                   | 100-900-52115     |
|                                      |                 |                               |         |              |            | 995.00         | .00             | ✓ 995.00                 |                   |
| Total 62652:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62656                                | 1               | Work for Tangent              | Invoice | 02/21/2024   | 03/21/2024 | 3,466.00       |                 | 3,466.00                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 3,466.00       | .00             | ✓ 3,466.00               |                   |
| Total 62656:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62678                                | 1               | Work for Tangent              | Invoice | 02/22/2024   | 03/22/2024 | 1,336.00       |                 | 1,336.00                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 1,336.00       | .00             | ✓ 1,336.00               |                   |
| Total 62678:                         |                 |                               |         |              |            |                |                 |                          |                   |
| 62689                                | 1               | Work for Tangent              | Invoice | 02/23/2024   | 03/23/2024 | 1,426.00       |                 | 1,426.00                 | 100-900-52115     |
|                                      |                 |                               |         |              |            | 1,426.00       | .00             | ✓ 1,426.00               |                   |
| Total 62689:                         |                 |                               |         |              |            |                |                 |                          |                   |
| Total 150 A & B Septic:              |                 |                               |         |              |            | 16,789.50      | .00             | ✓ 16,789.50              | 26104             |
| <b>890 Best Pots Inc</b><br>A-526272 | 1               | Standard Rented Unit          | Invoice | 02/29/2024   | 03/29/2024 | 155.76         |                 | 155.76                   | 500-420-52019     |
|                                      |                 |                               |         |              |            | 155.76         | .00             | ✓ 155.76                 |                   |
| Total A-526272:                      |                 |                               |         |              |            |                |                 |                          |                   |
| Total 890 Best Pots Inc:             |                 |                               |         |              |            | 155.76         | .00             | ✓ 155.76                 | 26105             |
| <b>1340 Caselle Inc.</b><br>131598   | 1               | Monthly Software Hosting Fees | Invoice | 03/01/2024   | 04/01/2024 | 773.10         |                 | 773.10                   | 500-420-52114     |

| Invoice Number                                  | Sequence Number | Description                  | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|---|-----------------|------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| 131598  | 2               | Monthly Software Hosting Fee | Invoice | 03/01/2024   | 04/01/2024 | 515.40         |                 | 515.40                   | 100-900-52114     |
| 131598  | 3               | Monthly Software Hosting Fee | Invoice | 03/01/2024   | 04/01/2024 | 257.70         |                 | 257.70                   | 510-430-52114     |
| 131598  | 4               | Monthly Software Hosting Fee | Invoice | 03/01/2024   | 04/01/2024 | 85.90          |                 | 85.90                    | 200-410-52114     |
| 131598  | 5               | Monthly Software Hosting Fee | Invoice | 03/01/2024   | 04/01/2024 | 85.90          |                 | 85.90                    | 520-440-52114     |
| Total 131598:                                   |                 |                              |         |              |            | 1,718.00       | .00             | 1,718.00                 |                   |
| Total 1340 Caselle Inc.:                        |                 |                              |         |              |            | 1,718.00       | .00             | 1,718.00                 | 26106             |
| <b>1550 City of Corvallis</b>                   |                 |                              |         |              |            |                |                 |                          |                   |
| 4514315   | 1               | Fuel                         | Invoice | 02/15/2024   | 03/15/2024 | 403.01         |                 | 403.01                   | 500-420-52014     |
| Total 4514315:                                  |                 |                              |         |              |            | 403.01         | .00             | 403.01                   |                   |
| Total 1550 City of Corvallis:                   |                 |                              |         |              |            | 403.01         | .00             | 403.01                   | 26107             |
| <b>1610 Civil West Engineering Services Inc</b> |                 |                              |         |              |            |                |                 |                          |                   |
| 1001.001C.002                                   | 1               | Misc Services Water          | Invoice | 03/01/2024   | 04/01/2024 | 580.00         |                 | 580.00                   | 500-420-52020     |
| 1001.001C.002                                   | 2               | Misc Services Wastewater     | Invoice | 03/01/2024   | 04/01/2024 | 1,395.00       |                 | 1,395.00                 | 510-430-52020     |
| 1001.001C.002                                   | 3               | Misc Services Transportation | Invoice | 03/01/2024   | 04/01/2024 | 186.00         |                 | 186.00                   | 100-900-52020     |
| 1001.001C.002                                   | 4               | Misc Services Other          | Invoice | 03/01/2024   | 04/01/2024 | 88.00          |                 | 88.00                    | 100-900-52020     |
| 1001.001C.002                                   | 5               | Technology Charge            | Invoice | 03/01/2024   | 04/01/2024 | 44.98          |                 | 44.98                    | 100-900-52020     |
| Total 1001.001C.002:                            |                 |                              |         |              |            | 2,293.98       | .00             | 2,293.98                 |                   |
| 1001.028.039                                    | 1               | WWTP                         | Invoice | 03/01/2024   | 04/01/2024 | 21,789.97      |                 | 21,789.97                | 510-430-52020     |
| Total 1001.028.039:                             |                 |                              |         |              |            | 21,789.97      | .00             | 21,789.97                |                   |
| 1001.032.031                                    | 1               | HMGP                         | Invoice | 03/01/2024   | 04/01/2024 | 9,404.00       |                 | 9,404.00                 | 500-420-53503     |
| Total 1001.032.031:                             |                 |                              |         |              |            | 9,404.00       | .00             | 9,404.00                 |                   |
| Total 1610 Civil West Engineering Services Inc: |                 |                              |         |              |            | 33,487.95      | .00             | 33,487.95                | 26108             |
| <b>1800 Consumers Power Inc.</b>                |                 |                              |         |              |            |                |                 |                          |                   |
| 02202024  | 1               | 1152401                      | Invoice | 02/20/2024   | 03/20/2024 | 35.58          |                 | 35.58                    | 100-300-52109     |
| 02202024  | 2               | 1152400                      | Invoice | 02/20/2024   | 03/20/2024 | 1,192.00       |                 | 1,192.00                 | 200-410-52109     |
| 02202024  | 3               | 1152406                      | Invoice | 02/20/2024   | 03/20/2024 | 257.31         |                 | 257.31                   | 100-900-52109     |
| 02202024  | 4               | 1152409                      | Invoice | 02/20/2024   | 03/20/2024 | 35.58          |                 | 35.58                    | 100-900-52109     |
| 02202024  | 5               | 1152410                      | Invoice | 02/20/2024   | 03/20/2024 | 102.40         |                 | 102.40                   | 510-430-52109     |
| 02202024  | 6               | 1152411                      | Invoice | 02/20/2024   | 03/20/2024 | 59.29          |                 | 59.29                    | 500-420-52109     |
| 02202024  | 7               | 1152413                      | Invoice | 02/20/2024   | 03/20/2024 | 255.88         |                 | 255.88                   | 510-430-52109     |
| 02202024  | 8               | 1152414                      | Invoice | 02/20/2024   | 03/20/2024 | 35.15          |                 | 35.15                    | 500-420-52109     |
| 02202024  | 9               | 1152415                      | Invoice | 02/20/2024   | 03/20/2024 | 35.05          |                 | 35.05                    | 100-900-52109     |
| 02202024  | 10              | 1152419                      | Invoice | 02/20/2024   | 03/20/2024 | 35.05          |                 | 35.05                    | 500-420-53502     |
| 02202024  | 11              | 1152420                      | Invoice | 02/20/2024   | 03/20/2024 | 1,629.76       |                 | 1,629.76                 | 510-430-52109     |
| Total 02202024:                                 |                 |                              |         |              |            | 3,673.05       | .00             | 3,673.05                 |                   |
| Total 1800 Consumers Power Inc.:                |                 |                              |         |              |            | 3,673.05       | .00             | 3,673.05                 | 26109             |
| <b>2300 Delapoer Kidd Attorneys at Law</b>      |                 |                              |         |              |            |                |                 |                          |                   |
| 2010  | 1               | General City matters         | Invoice | 03/01/2024   | 03/31/2024 | 700.00         |                 | 700.00                   | 100-900-52017     |
| Total 2010:                                     |                 |                              |         |              |            | 700.00         | .00             | 700.00                   | 26110             |

| Invoice Number                                 | Sequence Number | Description                    | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|--------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| Total 2300 Delapoer Kidd Attorneys at Law:     |                 |                                |         |              |            | 700.00         | .00             | 700.00                   |                   |
| <b>2670 Ferguson Enterprises Inc</b>           |                 |                                |         |              |            |                |                 | 2,762.50                 | 500-420-52011     |
| 1247420  | 1               | Saddles and Fittings           | Invoice | 02/20/2024   | 03/20/2024 | 2,762.50       | .00             | 2,762.50                 |                   |
| Total 1247420:                                 |                 |                                |         |              |            | 2,762.50       | .00             | 2,762.50                 |                   |
| Total 2670 Ferguson Enterprises Inc:           |                 |                                |         |              |            | 2,762.50       | .00             | 2,762.50                 | 26111             |
| <b>7510 Kristopher Schendel</b>                |                 |                                |         |              |            |                |                 | 2,500.00                 | 100-900-52019     |
| 2402   | 1               | Code Enforcement               | Invoice | 02/29/2024   | 03/30/2024 | 2,500.00       | .00             | 2,500.00                 |                   |
| Total 2402:                                    |                 |                                |         |              |            | 2,500.00       | .00             | 2,500.00                 |                   |
| Total 7510 Kristopher Schendel:                |                 |                                |         |              |            | 2,500.00       | .00             | 2,500.00                 | 26112             |
| <b>7508 McKenna Ziegler</b>                    |                 |                                |         |              |            |                |                 | 350.00                   | 100-900-52019     |
| 00009  | 1               | Cleaning Services              | Invoice | 02/29/2024   | 03/29/2024 | 350.00         | .00             | 350.00                   |                   |
| Total 00009:                                   |                 |                                |         |              |            | 350.00         | .00             | 350.00                   |                   |
| Total 7508 McKenna Ziegler:                    |                 |                                |         |              |            | 350.00         | .00             | 350.00                   | 26113             |
| <b>7522 Moore Iacofano Goltsman, Inc</b>       |                 |                                |         |              |            |                |                 | 1,080.00                 | 100-900-52019     |
| 0084074.R                                      | 1               | Phase 2                        | Invoice | 12/13/2023   | 03/09/2024 | 1,080.00       | .00             | 1,080.00                 |                   |
| Total 0084074.R:                               |                 |                                |         |              |            | 1,080.00       | .00             | 1,080.00                 |                   |
| Total 7522 Moore Iacofano Goltsman, Inc:       |                 |                                |         |              |            | 1,080.00       | .00             | 1,080.00                 | 26114             |
| <b>7518 Net Assets Corporation</b>             |                 |                                |         |              |            |                |                 | 47.00                    | 100-900-52114     |
| 111-202402                                     | 1               | Title Search Software          | Invoice | 03/01/2024   | 04/01/2024 | 47.00          | .00             | 47.00                    |                   |
| Total 111-202402:                              |                 |                                |         |              |            | 47.00          | .00             | 47.00                    |                   |
| Total 7518 Net Assets Corporation:             |                 |                                |         |              |            | 47.00          | .00             | 47.00                    | 26115             |
| <b>4670 NW Natural</b>                         |                 |                                |         |              |            |                |                 | 80.37                    | 100-900-52109     |
| 022824   | 1               | 1407224-3                      | Invoice | 02/28/2024   | 03/28/2024 | 80.37          | .00             | 80.37                    |                   |
| Total 022824:                                  |                 |                                |         |              |            | 80.37          | .00             | 80.37                    |                   |
| Total 4670 NW Natural:                         |                 |                                |         |              |            | 80.37          | .00             | 80.37                    | 26116             |
| <b>4800 One Call Concepts Inc</b>              |                 |                                |         |              |            |                |                 | 37.80                    | 500-420-52109     |
| 4020315  | 1               | OR Utility Notification Center | Invoice | 02/29/2024   | 03/29/2024 | 37.80          | .00             | 37.80                    |                   |
| 4020315  | 2               | OR Utility Notification Center | Invoice | 02/29/2024   | 03/29/2024 | 37.80          | .00             | 37.80                    | 510-430-52109     |
| Total 4020315:                                 |                 |                                |         |              |            | 75.60          | .00             | 75.60                    |                   |
| Total 4800 One Call Concepts Inc:              |                 |                                |         |              |            | 75.60          | .00             | 75.60                    | 26117             |
| <b>6020 Schaefer's Recreation Equipment Co</b> |                 |                                |         |              |            |                |                 | 495.28                   | 510-430-52001     |
| 144609-1R                                      | 1               | Chemicals                      | Invoice | 02/08/2024   | 03/08/2024 | 495.28         | .00             | 495.28                   |                   |
| Total 144609-1R:                               |                 |                                |         |              |            | 495.28         | .00             | 495.28                   |                   |

| Invoice Number                                 | Sequence Number | Description | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|-------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| 144947-1                                       | 1               | Chemicals   | Invoice | 02/23/2024   | 03/23/2024 | 495.28         |                 | 495.28                   | 510-430-52001     |
| Total 144947-1:                                |                 |             |         |              |            | 495.28         | .00             | 495.28                   |                   |
| Total 6020 Schaeffers Recreation Equipment Co: |                 |             |         |              |            | 990.56         | .00             | 990.56                   | 26118             |
| Total :  |                 |             |         |              |            | 64,813.30      | .00             | 64,813.30                |                   |
| Grand Totals:                                  |                 |             |         |              |            | 64,813.30      | .00             | 64,813.30                |                   |

Summary by General Ledger Account Number

| GL Account Number | Debit     | Credit | Net       |
|-------------------|-----------|--------|-----------|
| 100-300-52109     | 35.58     | .00    | 35.58     |
| 100-900-52017     | 700.00    | .00    | 700.00    |
| 100-900-52019     | 3,930.00  | .00    | 3,930.00  |
| 100-900-52020     | 318.98    | .00    | 318.98    |
| 100-900-52109     | 408.31    | .00    | 408.31    |
| 100-900-52114     | 562.40    | .00    | 562.40    |
| 100-900-52115     | 16,789.50 | .00    | 16,789.50 |
| 200-410-52109     | 1,192.00  | .00    | 1,192.00  |
| 200-410-52114     | 85.90     | .00    | 85.90     |
| 500-420-52011     | 2,762.50  | .00    | 2,762.50  |
| 500-420-52014     | 403.01    | .00    | 403.01    |
| 500-420-52019     | 155.76    | .00    | 155.76    |
| 500-420-52020     | 580.00    | .00    | 580.00    |
| 500-420-52109     | 132.24    | .00    | 132.24    |
| 500-420-52114     | 773.10    | .00    | 773.10    |
| 500-420-53502     | 35.05     | .00    | 35.05     |
| 500-420-53503     | 9,404.00  | .00    | 9,404.00  |
| 510-430-52001     | 990.56    | .00    | 990.56    |
| 510-430-52020     | 23,184.97 | .00    | 23,184.97 |
| 510-430-52109     | 2,025.84  | .00    | 2,025.84  |
| 510-430-52114     | 257.70    | .00    | 257.70    |
| 520-440-52114     | 85.90     | .00    | 85.90     |
| Grand Totals:     | 64,813.30 | .00    | 64,813.30 |

*Handwritten signature and date: 3/5/24*

Summary by General Ledger Posting Period

| GL Posting Period | Debit     | Credit | Net       |
|-------------------|-----------|--------|-----------|
| 12/23             | 1,080.00  | .00    | 1,080.00  |
| 02/24             | 27,780.35 | .00    | 27,780.35 |
| 03/24             | 35,952.95 | .00    | 35,952.95 |
| Grand Totals:     | 64,813.30 | .00    | 64,813.30 |



| Invoice Number                       | Sequence Number | Description                   | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--------------------------------------|-----------------|-------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| 02232024                             | 1               | Credit Card Charges           | Invoice | 02/23/2024   | 03/21/2024 | 2,757.95       |                 | 2,757.95                 | 100-000-28000     |
| Total 02232024:                      |                 |                               |         |              |            | 2,757.95       | .00             | 2,757.95                 |                   |
| Total 690 Bank of America:           |                 |                               |         |              |            | 2,757.95       | .00             | ✓ 2,757.95               | 26119             |
| 03072024                             | 1               | 1152418                       | Invoice | 03/07/2024   | 04/07/2024 | 161.54         |                 | 161.54                   | 510-430-52109     |
| Total 03072024:                      |                 |                               |         |              |            | 161.54         | .00             | 161.54                   |                   |
| Total 1800 Consumers Power Inc.:     |                 |                               |         |              |            | 161.54         | .00             | ✓ 161.54                 | 26120             |
| 24-05863                             | 1               | Monthly Coliform              | Invoice | 03/06/2024   | 04/06/2024 | 42.00          |                 | ✓ 42.00                  | 500-420-52104     |
| Total 24-05863:                      |                 |                               |         |              |            | 42.00          | .00             | 42.00                    |                   |
| 24-05865                             | 1               | Monthly Coliform              | Invoice | 03/08/2024   | 04/08/2024 | 42.00          |                 | ✓ 42.00                  | 500-420-52104     |
| Total 24-05865:                      |                 |                               |         |              |            | 42.00          | .00             | 42.00                    |                   |
| 24-05867                             | 1               | Monthly Coliform              | Invoice | 03/08/2024   | 04/08/2024 | 42.00          |                 | ✓ 42.00                  | 500-420-52104     |
| Total 24-05867:                      |                 |                               |         |              |            | 42.00          | .00             | 42.00                    |                   |
| Total 2520 Edge Analytical, Inc:     |                 |                               |         |              |            | 126.00         | .00             | ✓ 126.00                 | 26121             |
| 1247420-1                            | 1               | Saddles & Fittings            | Invoice | 02/28/2024   | 03/28/2024 | 3,220.60       |                 | 3,220.60                 | 500-420-52011     |
| Total 1247420-1:                     |                 |                               |         |              |            | 3,220.60       | .00             | ✓ 3,220.60               |                   |
| 1249007                              | 1               | Meter Boxes                   | Invoice | 02/28/2024   | 03/28/2024 | 3,426.52       |                 | 3,426.52                 | 500-420-52011     |
| Total 1249007:                       |                 |                               |         |              |            | 3,426.52       | .00             | ✓ 3,426.52               |                   |
| 1249390                              | 1               | Water Parts                   | Invoice | 02/28/2024   | 03/28/2024 | 1,490.80       |                 | 1,490.80                 | 500-420-52011     |
| Total 1249390:                       |                 |                               |         |              |            | 1,490.80       | .00             | ✓ 1,490.80               |                   |
| Total 2670 Ferguson Enterprises Inc: |                 |                               |         |              |            | 8,137.92       | .00             | ✓ 8,137.92               | 26122             |
| 1085175                              | 1               | Service Package Water Storage | Invoice | 03/01/2024   | 04/01/2024 | 1,246.80       |                 | 1,246.80                 | 500-420-52022     |
| Total 1085175:                       |                 |                               |         |              |            | 1,246.80       | .00             | 1,246.80                 |                   |
| Total 4480 Mission Communications:   |                 |                               |         |              |            | 1,246.80       | .00             | ✓ 1,246.80               | 26123             |
| 03112024                             | 1               | 02099381-001 7                | Invoice | 03/11/2024   | 04/11/2024 | 2,588.79       |                 | 2,588.79                 | 500-420-52109     |
| Total 03112024:                      |                 |                               |         |              |            | 2,588.79       | .00             | 2,588.79                 |                   |

| Invoice Number                        | Sequence Number | Description                     | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|---------------------------------------|-----------------|---------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| Total 5300 Pacific Power/PacificCorp: |                 |                                 |         |              |            | 2,588.79       | .00             | 2,588.79                 | 26124             |
| <b>5780 Republic Services #452</b>    |                 |                                 |         |              |            |                |                 |                          |                   |
| 0452-00519997                         | 1               | 3-0452-0023479                  | Invoice | 02/29/2024   | 03/29/2024 | 42.47          |                 | 42.47                    | 100-900-52109     |
| Total 0452-005199978:                 |                 |                                 |         |              |            | 42.47          | .00             | 42.47                    |                   |
| 0452-00521288                         | 1               | 3-0452-0340655                  | Invoice | 02/29/2024   | 03/29/2024 | 160.55         |                 | 160.55                   | 510-430-52109     |
| Total 0452-005212886:                 |                 |                                 |         |              |            | 160.55         | .00             | 160.55                   |                   |
| Total 5780 Republic Services #452:    |                 |                                 |         |              |            | 203.02         | .00             | 203.02                   | 26125             |
| <b>5940 SAIF Corporation</b>          |                 |                                 |         |              |            |                |                 |                          |                   |
| 1001463689                            | 1               | Admin                           | Invoice | 03/01/2024   | 04/01/2024 | 129.20         |                 | 129.20                   | 100-100-52103     |
| 1001463689                            | 2               | PS                              | Invoice | 03/01/2024   | 04/01/2024 | 8.07           |                 | 8.07                     | 100-200-52103     |
| 1001463689                            | 3               | Parks                           | Invoice | 03/01/2024   | 04/01/2024 | 72.67          |                 | 72.67                    | 100-300-52103     |
| 1001463689                            | 4               | Streets                         | Invoice | 03/01/2024   | 04/01/2024 | 32.30          |                 | 32.30                    | 200-410-52103     |
| 1001463689                            | 5               | Water                           | Invoice | 03/01/2024   | 04/01/2024 | 403.74         |                 | 403.74                   | 510-430-52103     |
| 1001463689                            | 6               | WW                              | Invoice | 03/01/2024   | 04/01/2024 | 129.20         |                 | 129.20                   | 520-440-52103     |
| 1001463689                            | 7               | SD                              | Invoice | 03/01/2024   | 04/01/2024 | 32.30          |                 | 32.30                    | 520-440-52103     |
| Total 1001463689:                     |                 |                                 |         |              |            | 807.48         | .00             | 807.48                   |                   |
| Total 5940 SAIF Corporation:          |                 |                                 |         |              |            | 807.48         | .00             | 807.48                   | 26126             |
| <b>7274 US Bank Equipment Finance</b> |                 |                                 |         |              |            |                |                 |                          |                   |
| 524210325                             | 1               | Equipment Finance               | Invoice | 03/07/2024   | 03/31/2024 | 131.00         |                 | 131.00                   | 100-900-52023     |
| Total 524210325:                      |                 |                                 |         |              |            | 131.00         | .00             | 131.00                   |                   |
| Total 7274 US Bank Equipment Finance: |                 |                                 |         |              |            | 131.00         | .00             | 131.00                   | 26127             |
| <b>7525 Village Christian Church</b>  |                 |                                 |         |              |            |                |                 |                          |                   |
| 20141.20203                           | 1               | Commitment to Community Award f | Invoice | 03/08/2024   | 04/08/2024 | 2,500.00       |                 | 2,500.00                 | 100-900-52030     |
| Total 20141.20203:                    |                 |                                 |         |              |            | 2,500.00       | .00             | 2,500.00                 |                   |
| Total 7525 Village Christian Church:  |                 |                                 |         |              |            | 2,500.00       | .00             | 2,500.00                 | 26128             |
| Total :                               |                 |                                 |         |              |            | 18,660.50      | .00             | 18,660.50                |                   |
| Grand Totals:                         |                 |                                 |         |              |            | 18,660.50      | .00             | 18,660.50                |                   |

Summary by General Ledger Account Number

| GL Account Number | Debit    | Credit | Net      |
|-------------------|----------|--------|----------|
| 100-000-28000     | 2,757.95 | .00    | 2,757.95 |
| 100-100-52103     | 129.20   | .00    | 129.20   |
| 100-200-52103     | 8.07     | .00    | 8.07     |
| 100-300-52103     | 72.67    | .00    | 72.67    |
| 100-900-52023     | 131.00   | .00    | 131.00   |
| 100-900-52030     | 2,500.00 | .00    | 2,500.00 |

Summary by General Ledger Account Number

| GL Account Number    | Debit            | Credit     | Net              |
|----------------------|------------------|------------|------------------|
| 100-900-52109        | 42.47            | .00        | 42.47            |
| 200-410-52103        | 32.30            | .00        | 32.30            |
| 500-420-52011        | 8,137.92         | .00        | 8,137.92         |
| 500-420-52022        | 1,246.80         | .00        | 1,246.80         |
| 500-420-52104        | 126.00           | .00        | 126.00           |
| 500-420-52109        | 2,588.79         | .00        | 2,588.79         |
| 510-430-52103        | 403.74           | .00        | 403.74           |
| 510-430-52109        | 322.09           | .00        | 322.09           |
| 520-440-52103        | 161.50           | .00        | 161.50           |
| <b>Grand Totals:</b> | <b>18,660.50</b> | <b>.00</b> | <b>18,660.50</b> |

Summary by General Ledger Posting Period

| GL Posting Period    | Debit            | Credit     | Net              |
|----------------------|------------------|------------|------------------|
| 02/24                | 11,098.89        | .00        | 11,098.89        |
| 03/24                | 7,561.61         | .00        | 7,561.61         |
| <b>Grand Totals:</b> | <b>18,660.50</b> | <b>.00</b> | <b>18,660.50</b> |

*3/14/24*

| Invoice Number                                   | Sequence Number | Description               | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|---------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| <b>890 Best Pots Inc</b>                         |                 |                           |         |              |            |                |                 |                          |                   |
| A-527231   | 1               | Standard Rented Unit      | Invoice | 03/14/2024   | 03/24/2024 | 106.64         |                 | 106.64                   | 500-420-52019     |
| Total A-527231:                                  |                 |                           |         |              |            | 106.64         | .00             | 106.64                   |                   |
| Total 890 Best Pots Inc:                         |                 |                           |         |              |            | 106.64         | .00             | 106.64                   |                   |
| <b>1520 CIS TRUST</b>                            |                 |                           |         |              |            |                |                 |                          |                   |
| ADR-GASB75-2                                     | 1               | Employee Health Ins       | Invoice | 03/15/2024   | 04/29/2024 | 87.30          |                 | 87.30                    | 100-100-51010     |
| ADR-GASB75-2                                     | 2               | Employee Health Ins       | Invoice | 03/15/2024   | 04/29/2024 | 11.64          |                 | 11.64                    | 100-200-51010     |
| ADR-GASB75-2                                     | 3               | Employee Health Ins       | Invoice | 03/15/2024   | 04/29/2024 | 46.56          |                 | 46.56                    | 100-300-51010     |
| ADR-GASB75-2                                     | 4               | Employee Health Ins       | Invoice | 03/15/2024   | 04/29/2024 | 29.10          |                 | 29.10                    | 200-410-51010     |
| ADR-GASB75-2                                     | 5               | Employee Health Ins       | Invoice | 03/15/2024   | 04/29/2024 | 273.54         |                 | 273.54                   | 500-420-51010     |
| ADR-GASB75-2                                     | 6               | Employee Health Ins       | Invoice | 03/15/2024   | 04/29/2024 | 110.58         |                 | 110.58                   | 510-430-51010     |
| ADR-GASB75-2                                     | 7               | Employee Health Insurance | Invoice | 03/15/2024   | 04/29/2024 | 23.28          |                 | 23.28                    | 520-440-51010     |
| Total ADR-GASB75-2022-FINAL:                     |                 |                           |         |              |            | 582.00         | .00             | 582.00                   |                   |
| APRIL 2024 FIN                                   | 1               | Employee Health Ins       | Invoice | 03/15/2024   | 04/15/2024 | 1,001.49       |                 | 1,001.49                 | 100-100-51010     |
| APRIL 2024 FIN                                   | 2               | Employee Health Ins       | Invoice | 03/15/2024   | 04/15/2024 | 133.53         |                 | 133.53                   | 100-200-51010     |
| APRIL 2024 FIN                                   | 3               | Employee Health Ins       | Invoice | 03/15/2024   | 04/15/2024 | 534.13         |                 | 534.13                   | 100-300-51010     |
| APRIL 2024 FIN                                   | 4               | Employee Health Ins       | Invoice | 03/15/2024   | 04/15/2024 | 333.83         |                 | 333.83                   | 200-410-51010     |
| APRIL 2024 FIN                                   | 5               | Employee Health Ins       | Invoice | 03/15/2024   | 04/15/2024 | 3,137.99       |                 | 3,137.99                 | 500-420-51010     |
| APRIL 2024 FIN                                   | 6               | Employee Health Ins       | Invoice | 03/15/2024   | 04/15/2024 | 1,268.55       |                 | 1,268.55                 | 510-430-51010     |
| APRIL 2024 FIN                                   | 7               | Employee Health Insurance | Invoice | 03/15/2024   | 04/15/2024 | 267.05         |                 | 267.05                   | 520-440-51010     |
| Total APRIL 2024 FINAL INVOICE:                  |                 |                           |         |              |            | 6,676.57       | .00             | 6,676.57                 |                   |
| Total 1520 CIS TRUST:                            |                 |                           |         |              |            | 7,258.57       | .00             | 7,258.57                 |                   |
| <b>2670 Ferguson Enterprises Inc</b>             |                 |                           |         |              |            |                |                 |                          |                   |
| 1250976  | 1               | Materials                 | Invoice | 03/06/2024   | 04/06/2024 | 428.32         |                 | 428.32                   | 500-420-52011     |
| Total 1250976:                                   |                 |                           |         |              |            | 428.32         | .00             | 428.32                   |                   |
| Total 2670 Ferguson Enterprises Inc:             |                 |                           |         |              |            | 428.32         | .00             | 428.32                   |                   |
| <b>7509 Good Earth Pest Company</b>              |                 |                           |         |              |            |                |                 |                          |                   |
| 451908   | 1               | Pest Control              | Invoice | 03/19/2024   | 04/19/2024 | 125.00         |                 | 125.00                   | 100-900-52019     |
| Total 451908:                                    |                 |                           |         |              |            | 125.00         | .00             | 125.00                   |                   |
| Total 7509 Good Earth Pest Company:              |                 |                           |         |              |            | 125.00         | .00             | 125.00                   |                   |
| <b>7524 My Bridge Team, Inc.</b>                 |                 |                           |         |              |            |                |                 |                          |                   |
| INV-000024                                       | 1               | Accounting work           | Invoice | 03/21/2024   | 04/21/2024 | 6,616.40       |                 | 6,616.40                 | 100-900-52019     |
| Total INV-000024:                                |                 |                           |         |              |            | 6,616.40       | .00             | 6,616.40                 |                   |
| Total 7524 My Bridge Team, Inc.:                 |                 |                           |         |              |            | 6,616.40       | .00             | 6,616.40                 |                   |
| <b>5810 RG Smith Electric &amp; Plumbing Inc</b> |                 |                           |         |              |            |                |                 |                          |                   |
| 28600  | 1               | Troubleshoot Lift Station | Invoice | 03/15/2024   | 04/15/2024 | 516.00         |                 | 516.00                   | 510-430-52011     |
| Total 28600:                                     |                 |                           |         |              |            | 516.00         | .00             | 516.00                   |                   |

| Invoice Number                               | Sequence Number | Description                        | Type    | Invoice Date | Due Date   | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|--|-----------------|------------------------------------|---------|--------------|------------|----------------|-----------------|--------------------------|-------------------|
| 28669  | 1               | Village Food Mart repairs to water | Invoice | 03/18/2024   | 04/18/2024 | 1,147.84       |                 | 1,147.84                 | 100-900-52012     |
| Total 28669:                                 |                 |                                    |         |              |            | 1,147.84       | .00             | 1,147.84                 |                   |
| Total 5810 RG Smith Electric & Plumbing Inc: |                 |                                    |         |              |            | 1,663.84       | .00             | 1,663.84                 |                   |
| <b>999 Utility Refund</b>                    |                 |                                    |         |              |            |                |                 |                          |                   |
| 1278.02                                      | 1               | Water                              | Invoice | 03/22/2024   | 04/22/2024 | 18.61          |                 | 18.61                    | 500-420-52105     |
| 1278.02                                      | 2               | Wastewater                         | Invoice | 03/22/2024   | 04/22/2024 | 12.41          |                 | 12.41                    | 510-430-52105     |
| Total 1278.02:                               |                 |                                    |         |              |            | 31.02          | .00             | 31.02                    |                   |
| Total 999 Utility Refund:                    |                 |                                    |         |              |            | 31.02          | .00             | 31.02                    |                   |
| <b>7130 Verizon</b>                          |                 |                                    |         |              |            |                |                 |                          |                   |
| 9958425604                                   | 1               | Phone                              | Invoice | 03/19/2024   | 04/01/2024 | 65.43          |                 | 65.43                    | 100-900-52110     |
| 9958425604                                   | 2               | Phone                              | Invoice | 03/19/2024   | 04/01/2024 | 99.64          |                 | 99.64                    | 510-430-52110     |
| 9958425604                                   | 3               | Phone                              | Invoice | 03/19/2024   | 04/01/2024 | 99.65          |                 | 99.65                    | 500-420-52110     |
| Total 9958425604:                            |                 |                                    |         |              |            | 264.72         | .00             | 264.72                   |                   |
| Total 7130 Verizon:                          |                 |                                    |         |              |            | 264.72         | .00             | 264.72                   |                   |
| <b>7290 Willamette Valley Processors</b>     |                 |                                    |         |              |            |                |                 |                          |                   |
| 1931   | 1               | Emergency Management               | Invoice | 03/19/2024   | 04/19/2024 | 800.00         |                 | 800.00                   | 100-900-52019     |
| Total 1931:                                  |                 |                                    |         |              |            | 800.00         | .00             | 800.00                   |                   |
| Total 7290 Willamette Valley Processors:     |                 |                                    |         |              |            | 800.00         | .00             | 800.00                   |                   |
| Total :                                      |                 |                                    |         |              |            | 17,294.51      | .00             | 17,294.51                |                   |
| Grand Totals:                                |                 |                                    |         |              |            | 17,294.51      | .00             | 17,294.51                |                   |

Summary by General Ledger Account Number

| GL Account Number | Debit    | Credit | Net      |
|-------------------|----------|--------|----------|
| 100-100-51010     | 1,088.79 | .00    | 1,088.79 |
| 100-200-51010     | 145.17   | .00    | 145.17   |
| 100-300-51010     | 580.69   | .00    | 580.69   |
| 100-900-52012     | 1,147.84 | .00    | 1,147.84 |
| 100-900-52019     | 7,541.40 | .00    | 7,541.40 |
| 100-900-52110     | 65.43    | .00    | 65.43    |
| 200-410-51010     | 362.93   | .00    | 362.93   |
| 500-420-51010     | 3,411.53 | .00    | 3,411.53 |
| 500-420-52011     | 428.32   | .00    | 428.32   |
| 500-420-52019     | 106.64   | .00    | 106.64   |
| 500-420-52105     | 18.61    | .00    | 18.61    |
| 500-420-52110     | 99.65    | .00    | 99.65    |
| 510-430-51010     | 1,379.13 | .00    | 1,379.13 |
| 510-430-52011     | 516.00   | .00    | 516.00   |
| 510-430-52105     | 12.41    | .00    | 12.41    |
| 510-430-52110     | 99.64    | .00    | 99.64    |

Summary by General Ledger Account Number

| GL Account Number | Debit     | Credit | Net       |
|-------------------|-----------|--------|-----------|
| 520-440-51010     | 290.33    | .00    | 290.33    |
| Grand Totals:     | 17,294.51 | .00    | 17,294.51 |

Summary by General Ledger Posting Period

| GL Posting Period | Debit     | Credit | Net       |
|-------------------|-----------|--------|-----------|
| 03/24             | 17,294.51 | .00    | 17,294.51 |
| Grand Totals:     | 17,294.51 | .00    | 17,294.51 |

  
3/25/24

# ADAIR VILLAGE PATROL

February 25, 2024 - March 20, 2024

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

| Date/Time       | Call #     | Total Time | Deputy    | Con-tacts | Traffic |      | Arrests |      | Notes  |
|-----------------|------------|------------|-----------|-----------|---------|------|---------|------|--|
|                 |            |            |           |           | Warn    | Cite | Cite    | Cust |  |
| <b>Patrol</b>   |            |            |           |           |         |      |         |      |  |
| 022524 09:32:09 | 2024038712 | 0:57:41    | Ball      |           | 1       |      |         |      | One stop. No cites   |
| 022724 11:06:30 | 2024040056 | 1:18:33    | Glass     |           |         |      |         |      | Santiam Christian School   |
| 022724 19:12:06 | 2024040351 | 1:00:00    | Moser     |           |         |      |         |      | no activity  |
| 022824 00:00:16 | 2024040501 | 2:30:28    | Hardison  |           | 3       |      |         |      | PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARKS/ODFW/BUSINESSES. ONE TRAFFIC STOP/THREE WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.   |
| 022824 12:25:24 | 2024040776 | 0:47:50    | Lochner   |           |         |      |         |      | no activity  |
| 022924 04:30:22 | 2024041259 | 1:59:42    | Hardison  |           |         |      |         |      | PATROLLED CITY STREETS/HIGHWAY 99W IN HEAVY RAIN/WIND. ALSO HANDLED ALARM CALL AT ODFW.  |
| 030124 00:31:55 | 2024041914 | 1:59:08    | Hardison  |           |         |      |         |      | PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/AERODROME PARK/CALLOWAY CREEK IN HEAVY RAIN/SNOW/WIND. NO ACTIVITY.  |
| 030124 09:46:41 | 2024042090 | 0:57:14    | Lyman     | 3         |         |      |         |      | No stops; 3 citizen contacts.  |
| 030124 19:14:42 | 2024042468 | 0:58:53    | Blaser    |           | 1       |      |         |      | 1 call for service, ATL vehicle. 1 traffic stop-warned for fail to drive within lane.  |
| 030324 18:38:10 | 2024043649 | 1:02:04    | Tominey   |           | 1       |      |         |      | Patrolled city streets, ODFW building, City Park, Santiam Christian School, Aerodrome, Adair Frontage RD, and HWY 99. 1 traffic stop (warning). No citizen contacts.   |
| 030524 23:46:50 | 2024045237 | 2:05:36    | Hardison  |           |         |      |         |      | PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/CITY HALL/BUSINESSES. NO ACTIVITY.  |
| 030624 11:32:53 | 2024045526 | 3:12:54    | Lochner   |           |         |      |         |      | no activity  |
| 030624 12:23:38 | 2024045562 | 0:18:47    | Lundy     |           |         |      |         |      | no activity  |
| 030724 04:34:29 | 2024046023 | 1:29:35    | Hardison  |           | 1       |      |         |      | PATROLLED CITY STREETS/HIGHWAY 99W/ODFW/AERODROME PARK. ONE TRAFFIC STOP/ONE WARNING GIVEN.  |
| 030724 10:43:35 | 2024046174 | 0:44:37    | Davis     |           |         |      |         |      | no activity  |
| 030824 10:55:35 | 2024046814 | 0:58:42    | Bottorff  |           | 1       |      |         |      | 1 person flying planes at Aerodrome. Patrolled Adair Park, multiple people there. Nice, sunny day. 1 warn speed in school zone 32/20mph. Most people behaving with speed. No calls.  |
| 030824 23:11:25 | 2024047333 | 1:00:11    | Drongesen |           |         |      |         |      | Patrolled neighborhoods and highway.   |
| 031124 12:51:08 | 2024048875 | 1:11:44    | Lundy     |           |         |      |         |      | NO ACTIVITY.   |
| 031224 17:10:28 | 2024049712 | 1:00:23    | Davison   |           | 1       |      |         |      | one stop for speed with a warning.   |
| 031324 14:20:19 | 2024050373 | 1:00:11    | Bottorff  |           | 2       | 2    |         |      | Patrolled school zone, and other city streets. Cite for speed in school zone, plus cite for driving uninsured. Warning for expired registration, did not tow the vehicle. 1 warning for window tint. 2 stops total, 2 citations. 1 ATL for elude/fraud suspect out of Polk County, which Polk County discontinued pursuit with them on 99W just north of Benton County. I hung out on 99W near Adair waiting to intercept. However, I was unable to locate any criminal activity or the vehicle based on the description that was given. |
| 031324 22:56:51 | 2024050687 | 1:00:00    | Moser     |           |         |      |         |      | NO ACTIVITY.   |
| 031424 06:47:16 | 2024050835 | 1:21:32    | Bottorff  |           | 2       |      |         |      | Looking for ATL suspect that was reported yesterday as unsafe driving in the mornings on 99W about 7am. 2 stops and warnings. 1 for following too close. 1 for following too close, fail to drive within lane, and he was called in as possible DUII. Not impaired thought. All warnings.  |
| 031424 14:44:10 | 2024051172 | 1:03:34    | Bottorff  |           | 1       |      |         |      | 1 warn speed in school zone.   |
| 031524 00:54:07 | 2024051499 | 1:00:00    | Gevatosky |           |         |      |         |      | NO ACTIVITY.   |
| 031624 00:22:28 | 2024052255 | 1:00:00    | Gevatosky |           |         | 1    |         |      | 1 TRAFFIC STOP. DRIVER CITED FOR DWS-VIOLATION / DRIVING UNINSURED AND DEFECTIVE LIGHTS  |
| 031624 09:16:09 | 2024052407 | 0:59:16    | Macken    |           |         |      |         |      | out w/ 2 vehs  |







**PUBLIC WORKS  
OPERATIONS AND MAINTENANCE REPORT**

PERIOD: 2/20/2024 to 3/20/2024

**WATER USE / DISTRIBUTION REPORT**

**WATER USE REPORT**

Water Produced: 3,967,447

Average Usage per 124K

**WATER DISTRIBUTION REPORT**

Maintenance Activity: Staff reported no leaks in March. Staff worked with contractors to complete the water service line replacement on Cori Cout. Staff replaced three broken meter box lids.

Collected quarterly: 1<sup>st</sup> quarter samples were taken in February.

**WASTEWATER TREATMENT REPORT**

Flows into the WWTP have leveled off with drier weather. Staff cleaned the chlorine contact chamber and wasted from the Imhoff.

Total Monthly Influent: 7.4 million Gallons

**STORM WATER COLLECTION SYSTEM REPORT**

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

## **STREETS MAINTENANCE REPORT**

Maintenance Activity: Streets are in decent shape.

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

Maintenance Activity: Staff were able to mow for a few days in March. Staff removed large limbs from city hall and the park. Staff also were able to do some mowing at the water plant and the wastewater plant.

## **WATER TREATMENT PLANT**

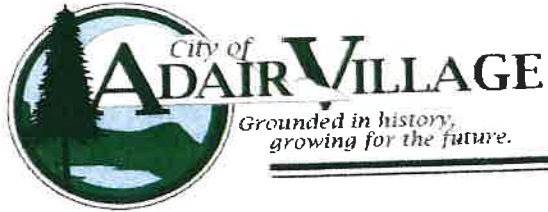
Maintenance Activity: We are still running the plant 20-24 hours per week. Staff worked with contractors on annual maintenance of our chlorine generation machine.

## **WASTEWATER TREATMENT PLANT**

Maintenance Activity: The wastewater treatment has had no major issues and like I said flows have leveled off a bit with less rain. Staff have been flushing new screen screw weekly.

Completed by Matt Lydon, Public Works Supervisor

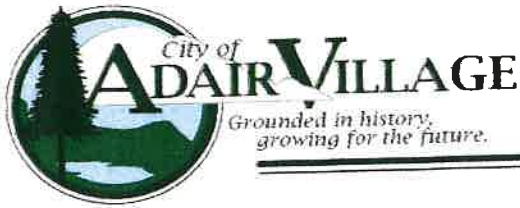
| Location                       | Violation  | Fine/Fee (Y/N) |
|--------------------------------|--|----------------|
| 5150 Willamette Ave NE         | Keeping Junk   | Y-Lien applied |
| 165 Azalea NE                  | Keeping Junk - Non-moving truck parked on side of house                                | N              |
| 8633 Barberrry Dr NE           | RV with hitch over sidewalk. Given until 4/30/24 to move.                              | N              |
| 5156 Willamette Ave NE         | Keeping Junk   | N              |
| 134 Columbia Ave NE            | Basketball Hoop leaning over the fence   | N              |
| 5154 Willamette Ave NE         | Keeping Junk   | N              |
| 8002 Barberrry Dr NE           | Fence Along highway falling down   | N              |
| 218 Azalea NE                  | Truck parked on front yard   | N              |
| Azalea NE (past sticker car)   | Tailer parked on street  | N              |
| 226 Azalea Dr NE               | Gold Nissan Altima XxE641 (Abandoned - Dylan Edwards Report) Posted 3/4/24             | N              |
| 3100 Block of Willamette Dr NE | Red Honda Civic (Flat rear passanger tire) 816DBY- Posted 3/4/24                       | N              |
| 8010 Barberrry Dr NE           | Truck Parked in grass  | N              |
| 8681 Barberrry Dr NE           | Truck Parked in grass - Parking Pad has been approved                                  | N              |
| SERVPRO Canopy                 | desk who stated would advise GM. After two weeks no action was taken, notice was sent. | N              |
| 5230 Laurel Dr NE              | White truck blocking sidewalk (ongoing monitor to see if continuing issue)             | N              |



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**STAFF REPORT**  
**Attachment G – Financial Report**  
April 2 2024, Council Meeting

We have approximately \$4,327,394.88 in the Local Government Investment Pool (LGIP). In March, we had \$4,312,639.99. Last year in March, we had \$3,520,058.24. We also currently have approximately \$122,863.82 in Citizens Bank.



6030 William R. Carr Av.  
Adair Village, OR 97330  
541-745-5507

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March 27, 2024

Kathy Cooper  
7007 Ne Cornfoot Rd  
Dept 600  
Portland, OR 97218

Dear Ms. Cooper,

I am writing to initiate a formal request to the U.S. Postal Service for the assignment of a unique Zip Code for the City of Adair Village, Oregon. We firmly believe that Adair Village should have been granted its own Zip Code when it was incorporated in 1976, and we now consider it an urgent necessity. The following information and background strongly support the need for Adair Village to have its own Zip Code.

To provide some historical context, Adair Village was established and incorporated in 1976, built upon the site of Camp Adair, a former military installation that served various branches of the United States Military from 1942 to 1969. During those years, there were three separate post offices located within the present boundaries of Adair Village. From 1942 to 1946, a post office served Camp Adair, which functioned as a training site for several divisions during World War II and later as a prisoner of war camp. Then, from 1947 to 1951, the site was leased to Oregon State University for student housing, hosting another post office. Finally, from 1961 to 1969, the Adair Air Force Station and a SAGE radar station, which still exists as a private business within our city, had their own post office.

Following the decommissioning of the Air Force Station, the land was divided between the City of Adair Village, Benton County, and the Oregon Department of Fish and Wildlife, forming the EE Wilson Game Management Area. In 1976, the City of Adair Village was officially incorporated, with a population of 586 according to the 1980 Census. The population remained relatively stable until 2000 when it was primarily seen as a "bedroom" community for Corvallis. However, in 2001, Adair Village expanded its Urban Growth Boundary (UGB) to incorporate new acreage, resulting in a significant population increase. Today, our population stands at 930 residents, with another UGB expansion recently completed, nearly doubling our city's area, and projections estimate a population of 2,800 to 3,000 within the next 20 years.

Despite our growth, Adair Village remains the only incorporated city of its size, and even smaller, in the entire state of Oregon without its own Zip Code. Many smaller cities and unincorporated areas in our region have their own post offices and unique Zip Codes. To put this

into perspective, please consider the following examples from neighboring communities:

- Corvallis-Adair Village (930 population) – Adair Village is 8.4 miles from the Corvallis Post Office.
- Albany-Tangent (985 population) – Tangent is 7.2 miles from the Albany Post Office.
- Dallas-Falls City (965 population) – Falls City is 9.9 miles from the Dallas Post Office.
- Detroit (265 pop.)-Idanha (230 pop.) – These two towns, with smaller populations than Adair Village, are 4.5 miles apart and both have their own post offices.
- Drain (1080 pop.)-Yoncalla (1115 pop.) – These neighboring towns, each with over 1,000 residents, are 5.1 miles apart and both have their own post offices.

These examples demonstrate that Adair Village's situation is not unique, and many similar communities in our region enjoy the benefits of having their own Zip Codes. Additionally, the absence of a unique Zip Code for Adair Village has created various challenges and issues, particularly concerning mail and package delivery. Real estate listings for Adair Village continue to be listed as Corvallis addresses, hindering our community's identity and potential for economic development. At a recent meeting with local realtors, it became evident that many were unaware of Adair Village's status as a separate, incorporated city due to the shared Zip Code with Corvallis. One citizen who just moved to Adair Village called and said "I've called Corvallis several times and they will not provide water service out here."

Furthermore, the potential for misdirected emergency service response is a growing concern due to the confusion surrounding our shared Zip Code. Emergency response vehicles have been delayed in reaching Adair Village residents due to the location confusion between Adair Village and south Corvallis. Such delays in critical situations are unacceptable, and we believe that having our own Zip Code is not only essential for our community's identity but also for the safety and well-being of our residents.

Adair Village has evolved significantly over the years and is poised for continued growth, with plans for a new downtown retail area and other developments. We believe that having our own Zip Code is essential to firmly establish our community's identity and address ongoing issues with emergency response delays. Moreover, as our population is expected to triple within the next decade, it is essential to begin planning for an Adair Village Post Office. In accordance with the review process initiated by Congress in 1991, we kindly request that you review this information and forward it to your District manager for a decision regarding our request.

Thank you for your prompt attention to this matter, and we look forward to your favorable response.

Sincerely,

Pat Hare  
City Administrator  
City of Adair Village







**FEMA**

3/14/2024

Erin McMahon, Director  
Oregon Department of Emergency Management  
P.O. Box 14370  
Salem, Oregon 97309-5062

RE: Hazard Mitigation Grant Program for DR-4562-OR  
Approval of Project for 4562-32-City of Adair Village  
Adair Village Lift Station 1 & 2 Emergency Power

Dear Director McMahon,

The Federal Emergency Management Agency (FEMA) Region 10 has approved and obligated funding for Adair Village Lift Station 1 & 2 Emergency Power project submitted under the Hazard Mitigation Grant Program for Disaster DR-4562-OR.

The City of Adair Village wastewater collection system relies on three lift stations to convey a majority of the city's wastewater to the wastewater treatment plant. This project will install a 15 kW diesel generator at Lift Station No. 1 and a 20 kW diesel generator at Lift Station No. 2. This project will mitigate against natural hazards that impact the operations of this critical facility and protect the community from the adverse health effects of disrupted services.

DR-4562-32 City of Adair Village, Adair Village Lift Station 1 & 2 Emergency Power

| Total Project Cost: | Federal share: | Non-Federal Share: | Management Costs |
|---------------------|----------------|--------------------|------------------|
| \$245,752.17        | \$221,176.95   | \$24,575.22        | \$10,000.00      |

FEMA approved the project and obligated funds on March 14, 2024; paperwork is enclosed. The Period of Performance for DR-4562-OR is March 14, 2025.

Please note that FEMA does not specify a subaward Period of Performance; however, once the subrecipient notifies the state that a project is complete and performs the Final Site Inspection, the state must submit closeout documentation to Region 10 within 90 days. Please note this project must comply with Code of Federal Regulations Title 2, Part 200 reporting requirements at the time of closeout.

FEMA reviewed this project per the National Environmental Policy Act, related laws, and Executive Orders on June 6, 2023. A copy of the CATEX and Record Environmental Consideration is enclosed. Project approval is subject to compliance with the following sets of conditions attached to or enclosed with this letter:

- Environmental conditions pertinent to this project
- Standard Hazard Mitigation Grant Program administrative provisions



Director McMahon,  
March 14, 2024  
Page 2

For further assistance, please contact the Region 10 Hazard Mitigation Assistance Branch at [FEMA-R10-MIT-HMGP@fema.dhs.gov](mailto:FEMA-R10-MIT-HMGP@fema.dhs.gov).

Sincerely,

**DEBERA L  
MEADOR**

Digitally signed by  
DEBERA L MEADOR  
Date: 2024.03.14  
15:35:11 -07'00'

Debera Meador  
Chief, Oregon Section  
HMGP Mitigation Division

cc: Stephen Richardson, Mitigation Section Leader  
Anna Feigum, Oregon State Deputy Hazard Mitigation Officer

BL:bw

**Standard Administrative Provisions for Hazard Mitigation Grant Program (HMGP)  
FEMA Region 10 – updated September 8, 2021**

- The recipient agrees that all use of funds under this subaward will be in accordance with the Hazard Mitigation Assistance Unified Guidance in effect at the time of the Disaster Declaration, relevant HMGP guidance and policy memos and directives, as well as the HMGP in Code of Federal Regulations (CFR) Title 44 Part 206.
- The recipient may receive payment in advance using the United States (U.S.) Department of Health and Human Services Payment Management System formerly known as SmartLink. The recipient may advance portions of the approved Federal share to the Subrecipient provided the recipients maintain procedures to minimize the time elapsing between the transfer of funds from the U.S. Treasury and their disbursement to the Subrecipient. Subrecipients must comply with the same payment requirement as the recipient and must comply with the requirements specified in the recipient's subaward agreement.
- The recipient shall follow regulations found in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the FEMA/State/Tribe Agreement in effect for the subject Disaster Declaration.
- The Federal Funding Accountability and Transparency Act of 2006 (2 CFR Part 170) requires recipients to report certain information about themselves and their first-tier Subrecipients for each Federal award of \$25,000 or more awarded on or after October 1, 2010.
- The recipient must obtain prior approval from Region 10 before implementing changes to the approved project Scope of Work. FEMA must approve, in advance, a change in the Scope of Work regardless of the budget implications. Transfer of funds between total direct cost categories in the approved budget shall receive the prior approval of FEMA when such cumulative transfers among those direct cost categories exceed ten percent of the total budget. The recipient must fully document cost overrun requests; the project must remain cost-effective, and funds must be available within the HMGP ceiling for said disaster.
- The recipient must notify their assigned Regional Hazard Mitigation Assistance Specialist as soon as significant developments become known, such as delays or adverse conditions, that might raise costs or delay completion, or favorable conditions allowing earlier completion or substantially lower cost (for reallocation of funding).
- The recipient shall submit the Federal Financial Report (SF-425) to Region 10 Grant Programs Division within 30 days of the end of the first Federal quarter following the Award Letter. The recipient shall submit quarterly Federal Financial Reports thereafter until the grant ends. Reports are due on January 30, April 30, July 30, and October 30. The recipient must submit a report for every quarter of the period of performance, including partial calendar quarters, as well as for periods where no grant activity occurs. Future awards and fund drawdowns withholdings may occur if these reports are delinquent.
- The recipient shall submit Quarterly Performance Reports in Excel format to the Regional Hazard Mitigation Assistant Specialist within 30 days of the end of each quarter. The Recipient shall submit Quarterly Performance Reports thereafter until the grant ends. Reports are due on January 30, April 30, July 30, and October 30. Quarterly Performance Reports shall report the name, completion status, quarterly expenditures, and payment-to-date of each approved activity/subaward award under the Grant Award.

- Unless otherwise approved by Region 10, the recipient must submit a closeout package with all financial, performance, and other reports and required documentation within **180 days** after Subrecipient's notice of completion of the project, or expiration or termination of the project/subgrant. The recipient must submit closeout documentation within the quarter following payment of the final reimbursement to the Subrecipients.
- For closeout of this project, the Governor's Authorized Representative or Tribal Authorized Representative shall send a letter of request to the Region 10 Mitigation Division Director, to close the project programmatically and financially. The letter will include the following:
  1. the date work on the project was fully completed, or for planning subawards, the date and copy of FEMA approval of the new or updated plan,
  2. the date and a copy of the recipient's final site inspection for the project,
  3. the final total project cost and Federal share, any cost underrun, or overrun, including a Final Cost Line Item budget, to enable any closeout deobligation or obligation of additional funds in National Emergency Management Information System,
  4. certification that reported costs were incurred in the performance of eligible work, and that the approved work was completed, or if not, an explanation as to the final status of the project and why the project was not completed,
  5. confirmation that the mitigation measure is in compliance with the provisions of the FEMA/State/Tribe Agreement and this approval letter,
  6. a memo from the Subrecipient addressing how each required environmental and special programmatic condition was met (including attachment of any required documentation),
  7. submittal of all required documentation relative to the specific project type, for example. acquisition/demolition, or elevation, including all necessary data to close the project in the Property Site Inventory in FEMA's Hazard Mitigation Assistance grant systems.
- By acceptance of this subaward the recipient and Subrecipient agree to abide by all laws and regulations required under the HMGP as outlined in 44 CFR 206.432 -.440, 44 CFR 80, 44 CFR 201, the Grants Management requirements contained in 44 CFR 13 and/or 2 CFR 200, and all applicable Federal, State, Tribal, or Local laws.



CITY SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

OPRD SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

FIGURE 6(I)



LGGP GRANT 2024

COMMUNITY PARK IMPROVEMENTS

CITY OF ADAIR VILLAGE  
BENTON COUNTY, OREGON





| LEGEND        |  |
|---------------|--|
| PARK BOUNDARY |  |

|                |      |                |      |
|----------------|------|----------------|------|
| CITY SIGNATURE | DATE | OPRD SIGNATURE | DATE |
|----------------|------|----------------|------|

|                       |                                 |                             |  |  |
|-----------------------|---------------------------------|-----------------------------|--|--|
| FIGURE<br>Figure 6(f) |                                 | LGGP 2024                   | CITY OF ADAIR VILLAGE<br>BENTON COUNTY, OREGON | D:\GIS\mxd\Projects\2024\Map_Legend\Map_Legend.mxd |
|                       | DRAWN BY: ERM<br>DATE: 5/9/2024 | COMMUNITY PARK IMPROVEMENTS |  |  |





| LEGEND                     |  |
|----------------------------|--|
| PARK BOUNDARY              |  |
| PROPOSED SOFT SURFACE PATH |  |
| PROPOSED LIGHT POLES       |  |
| PROPOSED BENCHES           |  |
| PROPOSED PICNIC SHELTER    |  |
| PROPOSED RESTROOM          |  |
| PROPOSED BENCH PADS        |  |

|                |      |                |      |
|----------------|------|----------------|------|
| CITY SIGNATURE | DATE | OPRD SIGNATURE | DATE |
|----------------|------|----------------|------|

|  |                             |  |
|--|-----------------------------|--|
| FIGURE<br>Figure 6(f)<br><br>DESIGN BY: ERM<br>DATE: 3/16/2020 | LGGP GRANT 2024             | CITY OF ADAIR VILLAGE<br>BENTON COUNTY, OREGON |
|  | COMMUNITY PARK IMPROVEMENTS |  |

**PRELIMINARY**

466 E Street  
Coos Bay, Oregon 97420  
www.civilwest.com

541-266-8601

Civil West  
ENGINEERS ARCHITECTS, P.C.

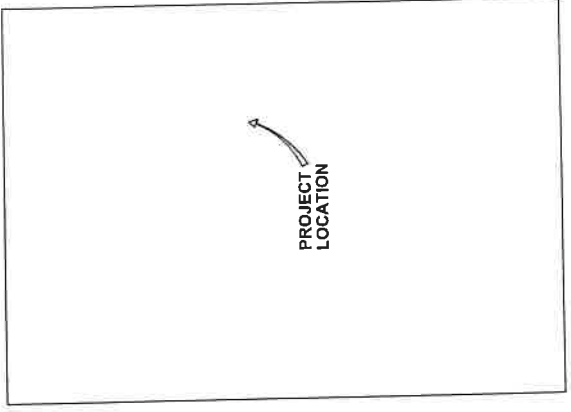


| REV. | DATE | DESCRIPTION |
|------|------|-------------|
|      |      |             |
|      |      |             |
|      |      |             |

|       |      |
|-------|------|
| Value | #### |
| GI    |      |

|  |      |
|--|------|
|  | #### |
|  | #### |

**PROJECT NO. VALUE**  
**####**



**VICINITY MAP**  
NOT TO SCALE



**LOCATION MAP**

**VALUE**  
**####**

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

IN THE MATTER OF APPLYING FOR A LAND AND )  
WATER CONSERVATION FUND GRANT FROM )  
THE OREGON PARKS AND RECREATION )  
DEPARTMENT FOR THE DEVELOPMENT OF )  
COMMUNITY PARK THROUGH THE INSTALLATION )  
OF A WALKING PATH, RESTROOM, AND PICNIC )  
PAVILLION. )

**RESOLUTION 2024 - 3**

**WHEREAS**, the Oregon Parks and Recreation Department is accepting applications for the Land and Water Conservation Fund grant; and

**WHEREAS**, the City of Adair Village desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements; and

**WHEREAS**, the City Council has identified improvements at the Community Park as a high priority need in Adair Village; and

**WHEREAS**, the proposed project would include the construction of a Restroom, Picnic Pavilion, and a Walking Path; and

**WHEREAS**, the City of Adair Village has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

**WHEREAS**, the City of Adair Village will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded;

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADAIR VILLAGE AS FOLLOWS:**

Section 1: The City Council demonstrates its support for the submittal of a grant application to the Oregon Park and Recreation Department for development of park infrastructure at Community Park.

This Resolution shall be effective immediately following its adoption by the City Council.

Passed by the City Council, this \_\_\_\_\_ of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

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