

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
****Tuesday, October 1, 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 – September 3, 2024 (Attachment A)
- b. Bills List through – September 30, 2024 (Attachment B)

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

4. STAFF REPORTS:

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

5. OLD BUSINESS:

- a) Water Management and Conservation Plan GSI Contract (Attachment H, H1) Pat Hare
Action: Discussion/Decision

6. NEW BUSINESS:

- a) N/A
Action: n/a

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) N/A
Action: n/a

8. EXECUTIVE SESSION

- a) N/A
Action: n/a

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council –Tuesday, November 5, 2024, 6:00 PM
Planning Commission – December 17, 2024, 6:00pm

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

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

ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
****Tuesday, September 3, 2024 – 6:00 PM****

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Ray, Officer, and Mayor Currier were present. City Administrator Hare was present. Councilor Fuller was present but late for consent calendar vote. The minutes were taken by CA Hare.</p>	<p>Mayor Currier called the meeting to order at 6:00 PM. and led the flag salute.</p>
<p>2. Consent Calendar Attachment A Minutes of the August 6, 2024, City Council Meeting Attachment B Bills List through Aug 31, 2024 (\$114,920.19).</p>	<p>Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded. Unanimous Approval (3-0).</p>
<p>3. Public Comment</p>	<p>None.</p>
<p>4. Staff Reports 4a. Attachment C – Sheriff’s Report - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4b. Attachment D– CSO Report - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4c. Attachment E– City Administrator’s Report Administration</p> <ul style="list-style-type: none"> • Finances – We will be starting the next audit in November and once we complete that audit we will be caught up and go right into the next one. • Tangent – The City Manager for Tangent called me to thank staff for their service and that they had received several compliments about our staff. • Zip Code – Michael Bidwell our new city planner has been in contact with Merkley and Hoys office and has received a letter of support for our zip code. • Santiam Christian – Santiam has started demolition on the barracks building and are working on designs for Vandenburg. <p>Property/Businesses</p> <ul style="list-style-type: none"> • Cell Tower – I received an email from Public Safety towers saying that AT&T had put the project on hold, and they will get back to me with an update sometime next week. • Good Grounds – Susan said that they are doing well and that they’re going to do some more advertising. There are a few trees on the property that need to be removed. • Restaurant – Paul Johal said that they are working on getting their liquor license and need to replace a sink for the health department. They are now planning on the 1st of October. 	<p>Council received the report.</p>

<p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Water – The city will need to budget for a new water master plan next year. The most recent plan is from 2006 and we need it updated for our Water Management and Conservation Plan which is required to keep our water rights. • Calloway Creek – They will begin putting the roads in next week and we should be seeing the plans for phase one of Calloway Creek South this month. • Wastewater Plant – Everything seems to be working good but right now the flows are very low. During the winter flows will be when we will really get to see how well its operating. • Water Lines – Last month we had several water leaks which is common for that time of year. We haven't had any issues this month. 	
<p>4d. Attachment F – Public Works Report CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4e. Attachment G – Financial Report CA Hare presented the report. The balance in the Local Government Investment Pool is approximately \$4,398,300.49. Last year at this time, the balance was \$3,854,063.18.</p>	<p>Council received the report.</p>
<p>5. Old Business – 5a. (Attachment H) Downtown Design</p>	<p>Council received the report.</p>
<p>6. New Business 6a. Certificates of Appreciation (Attachment I)</p>	<p>Council received the report.</p>
<p>7. Ordinance, Resolutions, and Proclamations</p>	
<p>8. Executive Session</p>	
<p>9. Council and Mayor Comments</p>	
<p>10. Adjournment: City Council –Tuesday, October 1, 2024, 6:00 PM Planning Commission – Tuesday, September 17, 2024, 6:00pm</p>	<p>Mayor Currier adjourned the meeting at 7:04 p.m.</p>

September 2024 Bills

Date	Amount
9/11/2024	\$39,842.60
9/16/2024	\$1,786.13
9/25/2024	\$32,083.59

Total

\$73,712.32

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
150 A & B Septic									
64516	1	Work for Tangent	Invoice	08/06/2024	09/30/2024	375.00		375.00	100-900-52115
		Total 64516:				375.00	.00	375.00	
64526	1	Work for Tangent	Invoice	08/07/2024	09/30/2024	1,670.00		1,670.00	100-900-52115
		Total 64526:				1,670.00	.00	1,670.00	
64589	1	Work for Tangent	Invoice	08/12/2024	09/30/2024	1,845.00		1,845.00	100-900-52115
		Total 64589:				1,845.00	.00	1,845.00	
64695	1	Work for Tangent	Invoice	08/20/2024	09/30/2024	1,520.00		1,520.00	100-900-52115
		Total 64695:				1,520.00	.00	1,520.00	
64698	1	Work for Tangent	Invoice	08/21/2024	09/30/2024	575.00		575.00	100-900-52115
		Total 64698:				575.00	.00	575.00	
64752	1	Work for Tangent	Invoice	08/26/2024	09/30/2024	200.00		200.00	100-900-52115
		Total 64752:				200.00	.00	200.00	
64753	1	Work for Tangent	Invoice	08/26/2024	09/30/2024	1,660.00		1,660.00	100-900-52115
		Total 64753:				1,660.00	.00	1,660.00	
64754	1	Work for Tangent	Invoice	08/26/2024	09/30/2024	200.00		200.00	100-900-52115
		Total 64754:				200.00	.00	200.00	
64757	1	Work for Tangent	Invoice	08/26/2024	09/30/2024	200.00		200.00	100-900-52115
		Total 64757:				200.00	.00	200.00	
64779	1	Work for Tangent	Invoice	08/27/2024	09/30/2024	2,065.00		2,065.00	100-900-52115
		Total 64779:				2,065.00	.00	2,065.00	
64802	1	Work for Tangent	Invoice	08/28/2024	09/30/2024	215.00		215.00	100-900-52115
		Total 64802:				215.00	.00	215.00	
64803	1	Work for Tangent	Invoice	08/28/2024	09/30/2024	250.00		250.00	100-900-52115
		Total 64803:				250.00	.00	250.00	
64825	1	Work for Tangent	Invoice	08/30/2024	09/30/2024	2,075.00		2,075.00	100-900-52115
		Total 64825:				2,075.00	.00	2,075.00	
		Total 150 A & B Septic:				12,850.00	.00	12,850.00	

128362

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
690 Bank of America									
08232024	1	Credit Card Charges	Invoice	08/23/2024	09/19/2024	250.00		250.00	100-900-52016
08232024	2	Credit Card Charges	Invoice	08/23/2024	09/19/2024	29.83		29.83	100-900-52002
08232024	3	Credit Card Charges	Invoice	08/23/2024	09/19/2024	28.99		28.99	100-900-52002
08232024	4	Credit Card Charges	Invoice	08/23/2024	09/19/2024	39.99		39.99	100-900-52002
08232024	5	Credit Card Charges	Invoice	08/23/2024	09/19/2024	205.00		205.00	100-300-52111
08232024	6	Credit Card Charges	Invoice	08/23/2024	09/19/2024	57.01		57.01	100-900-52002
08232024	7	Credit Card Charges	Invoice	08/23/2024	09/19/2024	230.71		230.71	100-900-52110
08232024	8	Credit Card Charges	Invoice	08/23/2024	09/19/2024	52.37		52.37	100-900-52002
08232024	8	Credit Card Charges	Invoice	08/23/2024	09/19/2024	569.89		569.89	100-300-52012
08232024	9	Credit Card Charges	Invoice	08/23/2024	09/19/2024	81.87		81.87	100-300-52111
08232024	10	Credit Card Charges	Invoice	08/23/2024	09/19/2024	106.37		106.37	100-900-52002
08232024	11	Credit Card Charges	Invoice	08/23/2024	09/19/2024	49.50		49.50	100-300-52111
08232024	12	Credit Card Charges	Invoice	08/23/2024	09/19/2024	35.98		35.98	100-900-52111
08232024	13	Credit Card Charges	Invoice	08/23/2024	09/19/2024	40.35		40.35	100-300-52111
08232024	14	Credit Card Charges	Invoice	08/23/2024	09/19/2024	39.84		39.84	100-900-52002
08232024	15	Credit Card Charges	Invoice	08/23/2024	09/19/2024	19.42		19.42	100-900-52002
08232024	16	Credit Card Charges	Invoice	08/23/2024	09/19/2024	85.85		85.85	100-900-52002
08232024	17	Credit Card Charges	Invoice	08/23/2024	09/19/2024	19.99		19.99	100-900-52114
08232024	18	Credit Card Charges	Invoice	08/23/2024	09/19/2024	19.25		19.25	100-900-52115
08232024	19	Credit Card Charges	Invoice	08/23/2024	09/19/2024	6.46		6.46	510-430-52013
08232024	20	Credit Card Charges	Invoice	08/23/2024	09/19/2024	280.80		280.80	510-430-52013
08232024	21	Credit Card Charges	Invoice	08/23/2024	09/19/2024	69.97		69.97	510-430-52002
08232024	22	Credit Card Charges	Invoice	08/23/2024	09/19/2024	18.06		18.06	510-430-52002
08232024	23	Credit Card Charges	Invoice	08/23/2024	09/19/2024	41.49		41.49	500-420-52002
08232024	24	Credit Card Charges	Invoice	08/23/2024	09/19/2024	15.55		15.55	100-900-52115
08232024	25	Credit Card Charges	Invoice	08/23/2024	09/19/2024	39.85		39.85	520-440-52002
08232024	26	Credit Card Charges	Invoice	08/23/2024	09/19/2024	25.54		25.54	100-300-52002
08232024	27	Credit Card Charges	Invoice	08/23/2024	09/19/2024	14.00		14.00	100-300-52014
08232024	28	Credit Card Charges	Invoice	08/23/2024	09/19/2024	20.00		20.00	100-900-52115
08232024	29	Credit Card Charges	Invoice	08/23/2024	09/19/2024	17.31		17.31	100-900-52115
08232024	30	Credit Card Charges	Invoice	08/23/2024	09/19/2024	129.82		129.82	510-430-52002
08232024	31	Credit Card Charges	Invoice	08/23/2024	09/19/2024	16.61		16.61	100-900-52115
08232024	32	Credit Card Charges	Invoice	08/23/2024	09/19/2024	120.00		120.00	510-430-52011
08232024	33	Credit Card Charges	Invoice	08/23/2024	09/19/2024	17.12		17.12	100-900-52115
08232024	34	Credit Card Charges	Invoice	08/23/2024	09/19/2024				
Total 08232024:						2,794.79	.00	2,794.79	
Total 690 Bank of America:						2,794.79	.00	2,794.79	✓ 26303
890 Best Pots Inc									
I546426	1	Contract Service	Invoice	08/28/2024	09/28/2024	106.64		106.64	500-420-52019
Total I546426:						106.64	.00	106.64	
I547301	1	Utilities	Invoice	09/09/2024	09/19/2024	140.70		140.70	500-420-52109
Total I547301:						140.70	.00	140.70	
Total 890 Best Pots Inc:						247.34	.00	247.34	✓ 26304
1340 Caselle Inc.									
135593	1	Monthly Software Hosting Fees	Invoice	09/15/2024	09/30/2024	804.15		804.15	500-420-52114
135593	2	Monthly Software Hosting Fee	Invoice	09/15/2024	09/30/2024	536.10		536.10	100-900-52114
135593	3	Monthly Software Hosting Fee	Invoice	09/15/2024	09/30/2024	268.05		268.05	510-430-52114
135593	4	Monthly Software Hosting Fee	Invoice	09/15/2024	09/30/2024	89.35		89.35	200-410-52114
135593	5	Monthly Software Hosting Fee	Invoice	09/15/2024	09/30/2024	89.35		89.35	520-440-52114

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 135593:						1,787.00	.00	1,787.00	
Total 1340 Caselle Inc.:						1,787.00	.00	1,787.00	✓ 20305
1550 City of Corvallis									
4515714	1	Wastewater	Invoice	08/15/2024	09/15/2024	139.00		139.00	510-430-52014
4515714	2	Water	Invoice	08/15/2024	09/15/2024	521.24		521.24	500-420-52014
4515714	3	ND	Invoice	08/15/2024	09/15/2024	34.75		34.75	100-300-52014
Total 4515714:						694.99	.00	694.99	
Total 1550 City of Corvallis:						694.99	.00	694.99	✓ 20306
1610 Civil West Engineering Services Inc									
1001.001C.008	1	Contract Services	Invoice	09/03/2024	10/03/2024	2,984.00		2,984.00	500-420-52020
1001.001C.008	2	Engineering Consultant	Invoice	09/03/2024	10/03/2024	3,069.00		3,069.00	510-430-52020
1001.001C.008	3	Engineering Consultant	Invoice	09/03/2024	10/03/2024	62.00		62.00	520-440-52020
1001.001C.008	4	Engineering Consultant	Invoice	09/03/2024	10/03/2024	540.00		540.00	100-900-52020
1001.001C.008	5	Engineering Consultant	Invoice	09/03/2024	10/03/2024	2,440.00		2,440.00	100-900-52020
1001.001C.008	6	Engineering Consultant	Invoice	09/03/2024	10/03/2024	181.90		181.90	100-900-52020
Total 1001.001C.008:						9,276.90	.00	9,276.90	
1001.028.045	1	Engineering Consultant	Invoice	09/03/2024	10/03/2024	1,215.00		1,215.00	510-430-52020
Total 1001.028.045:						1,215.00	.00	1,215.00	
1001.032.037	1	Engineering Consultant	Invoice	09/03/2024	10/03/2024	972.00		972.00	500-420-53502
Total 1001.032.037:						972.00	.00	972.00	
Total 1610 Civil West Engineering Services Inc:						11,463.90	.00	11,463.90	✓ 20307
1910 Corvallis Power Equipment									
59333	1	Materials and Supplies	Invoice	08/31/2024	09/30/2024	31.98		31.98	510-430-52002
Total 59333:						31.98	.00	31.98	
Total 1910 Corvallis Power Equipment:						31.98	.00	31.98	✓ 20308
2300 Delapoer Kidd Attorneys at Law									
2055	1	General City Matters	Invoice	09/03/2024	09/30/2024	481.25		481.25	100-900-52017
Total 2055:						481.25	.00	481.25	
Total 2300 Delapoer Kidd Attorneys at Law:						481.25	.00	481.25	✓ 20309
7510 Kristopher Schendel									
2408	1	Code Compliance	Invoice	08/31/2024	09/30/2024	2,500.00		2,500.00	100-900-52109
Total 2408:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	2,500.00	✓ 20370
7518 Net Assets Corporation									
111-202408	1	Title Search Software	Invoice	09/03/2024	09/15/2024	16.00		16.00	100-900-52114

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 111-202408:						16.00	00	16.00	
Total 7518 Net Assets Corporation:						16.00	00	16.00	✓ 26371
4670 NW Natural									
14072243.0827	1	Utilities	Invoice	08/27/2024	09/24/2024	19.21		19.21	100-900-52109
Total 14072243.082724:						19.21	00	19.21	
Total 4670 NW Natural:						19.21	.00	19.21	✓ 26377
4800 One Call Concepts Inc									
4080313	1	OR Utility Notification Center	Invoice	08/31/2024	09/30/2024	26.82		26.82	500-420-52109
4080313	2	OR Utility Notification Center	Invoice	08/31/2024	09/30/2024	26.82		26.82	510-430-52109
Total 4080313:						53.64	.00	53.64	
Total 4800 One Call Concepts Inc:						53.64	.00	53.64	✓ 26373
4870 Oregon Cascades West COG									
AR2400006	1	Dues	Invoice	07/06/2023	09/30/2024	2,008.26		2,008.26	100-900-52102
Total AR2400006:						2,008.26	.00	2,008.26	
Total 4870 Oregon Cascades West COG:						2,008.26	.00	2,008.26	✓ 26374
5300 Pacific Power/PacificCorp									
0209938100170	1	Utilities	Invoice	09/09/2024	09/25/2024	2,800.93		2,800.93	500-420-52109
Total 020993810017090924:						2,800.93	.00	2,800.93	
Total 5300 Pacific Power/PacificCorp:						2,800.93	.00	2,800.93	✓ 26375
5940 SAIF Corporation									
1001463691	1	Admin	Invoice	09/01/2024	09/30/2024	129.20		129.20	100-100-52103
1001463691	2	PS	Invoice	09/01/2024	09/30/2024	8.07		8.07	100-200-52103
1001463691	3	Parks	Invoice	09/01/2024	09/30/2024	72.67		72.67	100-300-52103
1001463691	4	Streets	Invoice	09/01/2024	09/30/2024	32.30		32.30	200-410-52103
1001463691	5	Water	Invoice	09/01/2024	09/30/2024	403.74		403.74	510-430-52103
1001463691	6	WW	Invoice	09/01/2024	09/30/2024	129.20		129.20	520-440-52103
1001463691	7	SD	Invoice	09/01/2024	09/30/2024	32.29		32.29	520-440-52103
Total 1001463691:						807.47	.00	807.47	
Total 5940 SAIF Corporation:						807.47	.00	807.47	✓ 26376
6020 Schaefers Recreation Equipment Co									
149126-1	1	Chemicals	Invoice	08/12/2024	09/30/2024	295.28		295.28	510-430-52001
Total 149126-1:						295.28	.00	295.28	
149466-1	1	Chemicals	Invoice	08/21/2024	09/30/2024	495.28		495.28	510-430-52001
Total 149466-1:						495.28	.00	495.28	
149639-1	1	Chemicals	Invoice	08/30/2024	09/30/2024	495.28		495.28	510-430-52001

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 149639-1:						495.28	.00	495.28	
Total 6020 Schaefer's Recreation Equipment Co:						1,285.84	.00	1,285.84	✓ 26377
Total :						39,842.60	.00	39,842.60	
Grand Totals:						39,842.60	.00	39,842.60	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-52103	129.20	.00	129.20
100-200-52103	8.07	.00	8.07
100-300-52002	25.54	.00	25.54
100-300-52012	569.89	.00	569.89
100-300-52014	48.75	.00	48.75
100-300-52103	72.67	.00	72.67
100-300-52111	376.72	.00	376.72
100-900-52002	459.67	.00	459.67
100-900-52016	250.00	.00	250.00
100-900-52017	481.25	.00	481.25
100-900-52020	3,161.90	.00	3,161.90
100-900-52102	2,008.26	.00	2,008.26
100-900-52109	2,519.21	.00	2,519.21
100-900-52110	230.71	.00	230.71
100-900-52111	35.98	.00	35.98
100-900-52114	572.09	.00	572.09
100-900-52115	12,955.84	.00	12,955.84
200-410-52103	32.30	.00	32.30
200-410-52114	89.35	.00	89.35
500-420-52002	41.49	.00	41.49
500-420-52014	521.24	.00	521.24
500-420-52019	106.64	.00	106.64
500-420-52020	2,984.00	.00	2,984.00
500-420-52109	2,968.45	.00	2,968.45
500-420-52114	804.15	.00	804.15
500-420-53502	972.00	.00	972.00
510-430-52001	1,285.84	.00	1,285.84
510-430-52002	249.83	.00	249.83
510-430-52011	120.00	.00	120.00
510-430-52013	287.26	.00	287.26
510-430-52014	139.00	.00	139.00
510-430-52020	4,284.00	.00	4,284.00
510-430-52103	403.74	.00	403.74
510-430-52109	26.82	.00	26.82
510-430-52114	268.05	.00	268.05
520-440-52002	39.85	.00	39.85
520-440-52020	62.00	.00	62.00
520-440-52103	161.49	.00	161.49
520-440-52114	89.35	.00	89.35

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
Grand Totals:	39,842.60	.00	39,842.60

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
07/23	2,008.26	.00	2,008.26
08/24	20,337.09	.00	20,337.09
09/24	17,497.25	.00	17,497.25
Grand Totals:	39,842.60	.00	39,842.60

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
7509 Good Earth Pest Company									
476619	1	Pest Control	Invoice	09/11/2024	10/11/2024	125.00		125.00	100-900-52012
Total 476619:						125.00	.00	125.00	
Total 7509 Good Earth Pest Company:						125.00	.00	125.00	√26378
5030 Oregon Government Ethics Commission									
AIE20449	1	Dues	Invoice	09/06/2024	10/06/2024	567.41		567.41	100-900-52102
Total AIE20449:						567.41	.00	567.41	
Total 5030 Oregon Government Ethics Commission:						567.41	.00	567.41	√26379
5780 Republic Services #452									
0452-00532865	1	Utilities	Invoice	08/31/2024	09/20/2024	42.74		42.74	100-900-52109
Total 0452-00532865:						42.74	.00	42.74	
0452-00533155	1	Utilities	Invoice	08/31/2024	09/20/2024	250.98		250.98	510-430-52109
Total 0452-00533155:						250.98	.00	250.98	
Total 5780 Republic Services #452:						293.72	.00	293.72	√26380
7290 Willamette Valley Processors									
1937	1	Emergency Management	Invoice	09/16/2024	10/16/2024	800.00		800.00	100-900-52019
Total 1937:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	√26381
Total :						1,786.13	.00	1,786.13	
Grand Totals:						1,786.13	.00	1,786.13	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52012	125.00	.00	125.00
100-900-52019	800.00	.00	800.00
100-900-52102	567.41	.00	567.41
100-900-52109	42.74	.00	42.74
510-430-52109	250.98	.00	250.98
Grand Totals:	1,786.13	.00	1,786.13

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/24	293.72	.00	293.72
09/24	1,492.41	.00	1,492.41
Grand Totals:	1,786.13	.00	1,786.13

[Handwritten signature]
9/16/24

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1330 Cascades West Regional Consortium									
134	1	Dues	Invoice	09/15/2024	09/30/2024	1,000.00		1,000.00	100-900-52102
Total 134:						1,000.00	.00	1,000.00	
Total 1330 Cascades West Regional Consortium:						1,000.00	.00	1,000.00	
1520 CIS TRUST									
OCTOBER 202	1	Employee Health Ins	Invoice	09/15/2024	10/15/2024	1,001.99		1,001.99	100-100-51010
OCTOBER 202	2	Employee Health Ins	Invoice	09/15/2024	10/15/2024	133.60		133.60	100-200-51010
OCTOBER 202	3	Employee Health Ins	Invoice	09/15/2024	10/15/2024	534.39		534.39	100-300-51010
OCTOBER 202	4	Employee Health Ins	Invoice	09/15/2024	10/15/2024	334.00		334.00	200-410-51010
OCTOBER 202	5	Employee Health Ins	Invoice	09/15/2024	10/15/2024	3,139.57		3,139.57	500-420-51010
OCTOBER 202	6	Employee Health Ins	Invoice	09/15/2024	10/15/2024	1,269.19		1,269.19	510-430-51010
OCTOBER 202	7	Employee Health Insurance	Invoice	09/15/2024	10/15/2024	267.19		267.19	520-440-51010
Total OCTOBER 2024 FINAL INVOICE:						6,679.93	.00	6,679.93	
Total 1520 CIS TRUST:						6,679.93	.00	6,679.93	
1550 City of Corvallis									
4515866	1	Wastewater	Invoice	09/15/2024	10/15/2024	100.20		100.20	510-430-52014
4515866	2	Water	Invoice	09/15/2024	10/15/2024	375.74		375.74	500-420-52014
4515866	3	ND	Invoice	09/15/2024	10/15/2024	25.05		25.05	100-300-52014
Total 4515866:						500.99	.00	500.99	
Total 1550 City of Corvallis:						500.99	.00	500.99	
1800 Consumers Power Inc.									
1152418100124	1	Utilities	Invoice	09/09/2024	10/01/2024	139.69		139.69	510-430-52109
Total 1152418100124:						139.69	.00	139.69	
Total 1800 Consumers Power Inc.:						139.69	.00	139.69	
7522 Moore Iacofano Goltsman, Inc									
0087591	1	Downtown Planning	Invoice	08/21/2024	09/21/2024	2,598.75		2,598.75	100-100-52031
Total 0087591:						2,598.75	.00	2,598.75	
0087943	1	Downtown Planning	Invoice	09/18/2024	10/18/2024	13,130.00		13,130.00	100-100-52031
Total 0087943:						13,130.00	.00	13,130.00	
Total 7522 Moore Iacofano Goltsman, Inc:						15,728.75	.00	15,728.75	
7524 My Bridge Team, Inc.									
INV-000035	1	Admin	Invoice	09/18/2024	09/18/2024	3,040.49		3,040.49	100-100-52019
INV-000035	2	Admin	Invoice	09/18/2024	09/18/2024	380.06		380.06	100-900-52019
INV-000035	3	Storm Drain	Invoice	09/18/2024	09/18/2024	570.09		570.09	520-440-52019
INV-000035	4	Streets	Invoice	09/18/2024	09/18/2024	570.09		570.09	200-410-52019
INV-000035	5	Wastewater	Invoice	09/18/2024	09/18/2024	1,520.24		1,520.24	510-430-52019
INV-000035	6	Water	Invoice	09/18/2024	09/18/2024	1,520.25		1,520.25	500-420-52019

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total INV-000035:						7,601.22	.00	7,601.22	
Total 7524 My Bridge Team, Inc.:						7,601.22	.00	7,601.22	
7274 US Bank Equipment Finance									
537539496	1	Equipment Rental	Invoice	09/06/2024	09/30/2024	131.00		131.00	100-900-52023
Total 537539496:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	
999 Utility Refund									
120102	1	Water	Invoice	09/19/2024	10/15/2024	22.31		22.31	500-420-52105
120102	2	Wastewater	Invoice	09/19/2024	10/15/2024	14.87		14.87	510-430-52105
Total 120102:						37.18	.00	37.18	
Total 999 Utility Refund:						37.18	.00	37.18	
7130 Verizon									
9973179121	1	Phone	Invoice	09/06/2024	09/28/2024	99.68		99.68	500-420-52110
9973179121	2	Phone	Invoice	09/06/2024	09/28/2024	99.68		99.68	510-430-52110
9973179121	3	Phone	Invoice	09/06/2024	09/28/2024	65.47		65.47	100-900-52110
Total 9973179121:						264.83	.00	264.83	
Total 7130 Verizon:						264.83	.00	264.83	
Total :						32,083.59	.00	32,083.59	
Grand Totals:						32,083.59	.00	32,083.59	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,001.99	.00	1,001.99
100-100-52019	3,040.49	.00	3,040.49
100-100-52031	15,728.75	.00	15,728.75
100-200-51010	133.60	.00	133.60
100-300-51010	534.39	.00	534.39
100-300-52014	25.05	.00	25.05
100-900-52019	380.06	.00	380.06
100-900-52023	131.00	.00	131.00
100-900-52102	1,000.00	.00	1,000.00
100-900-52110	65.47	.00	65.47
200-410-51010	334.00	.00	334.00
200-410-52019	570.09	.00	570.09
500-420-51010	3,139.57	.00	3,139.57
500-420-52014	375.74	.00	375.74
500-420-52019	1,520.25	.00	1,520.25
500-420-52105	22.31	.00	22.31
500-420-52110	99.68	.00	99.68

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
510-430-51010	1,269.19	.00	1,269.19
510-430-52014	100.20	.00	100.20
510-430-52019	1,520.24	.00	1,520.24
510-430-52105	14.87	.00	14.87
510-430-52109	139.69	.00	139.69
510-430-52110	99.68	.00	99.68
520-440-51010	267.19	.00	267.19
520-440-52019	570.09	.00	570.09
Grand Totals:	32,083.59	.00	32,083.59

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/24	2,598.75	.00	2,598.75
09/24	29,484.84	.00	29,484.84
Grand Totals:	32,083.59	.00	32,083.59

ADAIR VILLAGE PATROL
August 25, 2024 - September 24, 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	
Patrol									
082624 10:48:15	2024169825	1:10:29	Lochner	2					I chatted with a father and his daughter riding bikes in the park. Patrolled the Santiam Christian School buildings that are under construction. checked the residential areas and aerodrome.
082724 23:23:11	2024171004	2:30:25	Hardison	1					PATROLLED CITY STREETS/SCHOOL/HIGHWAY 99W/ODFW. ONE CITIZEN CONTACT.
082824 10:42:56	2024171232	1:02:39	Blaser						no activity
082824 14:25:09	2024171419	1:00:58	Lochner						no activity
082824 23:26:29	2024171778	1:15:30	Lyman	2	2				2 stops (2 warnings, 0 cites); 2 citizen contacts
082924 03:22:54	2024171829	2:28:35	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARKS/BUSINESSES/ODFW.
082924 09:09:40	2024171919	1:59:54	Glass						patrolled, streets, park, ball fields.
082924 23:02:41	2024172507	5:01:08	Hardison	2					PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARKS/ODFW/BUSINESSES/CALLOWAY CREEK. TWO CITIZEN CONTACTS ON A PUBLIC ASSIST (VEHICLE PARKING LIGHTS LEFT ON AT A HOUSE ON BARBERRY DR). HANDLED TRAFFIC CRASH/REPORTS ON HIGHWAY 99W JUST SOUTH OF ADAIR FRONTAGE ROAD.
083024 09:46:04	2024172706	0:58:27	Sinclair						reports and training.
083124 22:45:07	2024174053	0:13:45	Davison						Patrolled highway. No stops or contacts
090224 00:11:19	2024174787	1:00:00	Savage						SQUIRREL`S TAVERN 50TH PRESENCE. NO STOPS
090224 00:20:48	2024174792	0:26:40	Davison						Drove through Squirrel`s Festival, minimal activity. Most people sleeping already. No stops or contacts.
090224 08:45:33	2024174897	1:01:12	Lochner						Patrolled the city of Adair, checked on all the campers from the Squirrel event, did not locate anything suspicious.
090324 08:37:48	2024175847	0:38:33	Glass						Santiam Christian
090324 11:06:41	2024175649	0:55:39	Bottoff						Patrolled city streets and school zone on first day back to school.
090324 16:54:11	2024175906	1:32:46	Moser						patrolled streets/no activity/City Council Meeting
090324 23:00:16	2024176131	3:02:10	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/ADAIR COUNTY PARK/ADAIR KIDDIE PARK/AERODROME
090424 08:17:23	2024176289	0:12:38	Glass						PARK/ODFW/SCHOOL/BUSINESSES/CALLOWAY CREEK.
090524 04:55:03	2024176970	1:00:35	Drongesen						Santiam Christian
090524 06:49:30	2024176991	2:28:56	Bottoff						Santiam Christian
090624 02:57:03	2024177674	2:03:56	Hardison						First week of school. Patrolled school zone. 3 stops and warns for speeds. Drove around town, worked on paperwork.
090724 00:59:47	2024178460	3:00:44	Hardison				3		No calls or cites.
090724 10:09:30	2024178594	0:52:39	Blaser						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/COUNTY PARK/OBUSINESSES/ODFW/CALLOWAY CREEK.
090724 18:48:58	2024178882	1:00:00	Gevatosky						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ADAIR COUNTY PARK/BUSINESSES/ODFW.
090824 09:34:03	2024179253	0:35:26	Lochner						no activity
090924 09:09:45	2024179944	1:10:06	Sinclair						no activity
091024 23:37:29	2024181190	1:24:59	Young						no activity

CSO Report June 2024

Attachment D

Location	Violaton	Case #	Follow Up	Compliance	Fine/Fee
258 Azalea	POD blocking sidewalk and boxes throughout frontyard - Spoke with owner who is having garage finished and then will get POD emptied and removed.	24-801	9/6/2024	Y	N
181 Azalea	Junk on side of house for weeks (notice sent to property owner) Death in family and is working on cleaning.	24-803	9/20/2024	Y	N
8010 Barberrry	Car on unimproved side pad (contacted in person and handed a permit application)	24-804	9/6/2024	Y	N
Box Elder	Abanon Veh (Talked to owner who has plans to get moved in the week. Were on street after family emergency).	24-805	10/1/2024		
Box Elder	Abanon Veh (Talked to owner who has plans to get moved in the week. Were on street after family emergency).	24-806	10/1/2024		
5224 Laurel Dr NE	RV parked on unimproved pad, blackberries, and keeping junk.	24-901	9/14/2024		
114/116 Columbia Ave NE	Abandon Veh (Ford Taurus plate 795KVG) Monitoring. Car was moved after posting.	24-902	9/20/2024	Y	N
169 Azalea	Abandon Veh (Green Subaru 923BGK)	24-903	9/23/2024	Y	N
170 Azalea	Blackberries, Chickens, Delapidated Fence. - Holding off on notices while reporting party contacts owner of property. Will likely go out in October.	24-904			



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT
PERIOD: 8/20/2024 to 9/20/2024

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 7,644.383

Average Usage per: 229k

WATER DISTRIBUTION REPORT

Maintenance Activity: No leak were detected again this month. Staff assisted contractors at the new subdivision. Staff assisted contractors with meter abandonment on the buildings being demolished at the Santiam Christian.

Collected quarterly: 4th quarter samples will be taken in late October.

WASTEWATER TREATMENT REPORT

Flows into the WWTP have increased slightly with small amounts of rain this last month. Staff have worked with contractors on the construction of new discharge line to the holding lagoon.

Total Monthly Influent: 3.4 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. Staff continue to spray cracks in roadways.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Mowing has slowed some and should be finished for the year in early October. Staff worked on mowing spraying and weed whacking the wastewater lagoon.

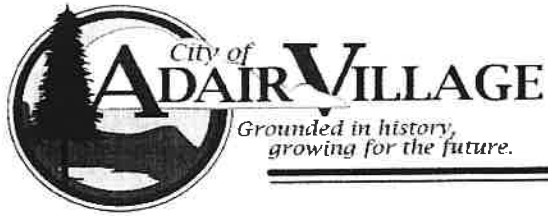
WATER TREATMENT PLANT

Maintenance Activity: We are running the plant about 40 hours a week currently and should be down to 24 hours a week by early October. Staff did an excellent job this summer running and maintaining the plant. The state of Oregon signed off on our new tracer study.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant has had no issues. Staff have been preparing for discharging from the holding lagoon the first of November.


Completed by Matt Lydon, Public Works Supervisor





STAFF REPORT
Attachment G – Financial Report
 October 1, 2024 Council Meeting


We have approximately \$4,429,124.06 in the Local Government Investment Pool (LGIP). In September we had \$4,398,300.49. Last year at this time we had \$3,881,501.20. We have approximately \$168,639.24 in Citizens Bank.

Fund	Income	Expenses	% of Budget	Difference
General	87,749.74	111,146.21	3.80%	-23,396.47
Streets	20,096.80	18,229.81	6.00%	1,866.99
Water	156,173.09	123,405.74	11.90%	32,767.35
Wastewater	69,118.55	59,999.01	4.20%	9,119.54
Storm Drain	6,613.58	6,836.77	8.00%	-223.19
SDC Fund	72.35	0.00	0.00%	72.35
Reserve	0.00	0.00	0.00%	0.00
TOTAL	\$339,824.11	\$319,617.54		20,206.57


 Accounts Dashboard


 Activity History

 Statements & Documents

 Organizational Settings

 CONTACT US

 Secure Contact

 FAQ

Accounts Dashboard

Move Funds

Balance Summary as of

Account Breakdown ▾

Pending Acti...

Sep 25, 2024 ⓘ

\$4,429,124.

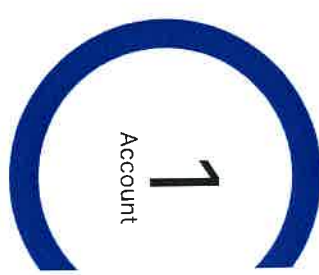
No pending activities

MTD Balance \$ Change

▲ \$11,111.48

MTD Balance % Change

▲ 0.25%



Accounts

Expand All ⓘ



Accounts Dashboard

Activity History

Statements & Documents

Organizational Settings

CONTACT US

Secure Contact

FAQ



Account

Market Value

ADAIR VILLAGE CITY OF
4333

\$4,429,124.06

[Terms & Conditions](#)

[Privacy Policy](#)



OREGON
STATE
TREASURY

Local Government
Investment Pool

Accounts Dashboard

Activity History

Statements & Documents

Organizational Settings

CONTACT US

Secure Contact

FAQ

Activity History

ADAIR VILLAGE CITY OF

PH1



Last 60 Days







Account

Investment Type

Transaction Type

History

Settlement Date	Description	Account	Total Amount	Details
Sep 24, 2024	SFMS Fr:Administrative Services, Dept of Qtrly HB 3400 Local Option Tax Dist Oregon LGIP	ADAIR VILLAGE CITY OF	\$5556.58	

	Settlement Date	Description	Account	Total Amount	
 Accounts Dashboard	Sep 17, 2024	ODOT - ODOT PYMNT Oregon LGIP	ADAIR VILLAGE CITY OF	\$8,740.67	Details
 Activity History					
 Statements & Documents	Sep 17, 2024	SFMS Fr:Administrative Services, Dept of City Cigarette Tax Oregon LGIP	ADAIR VILLAGE CITY OF	\$92.76	Details
 Organizational Settings					
CONTACT US					
 Secure Contact					
 FAQ	Sep 09, 2024	SFMS Fr:OLCC OLCC Tax (Liquor) Oregon LGIP	ADAIR VILLAGE CITY OF	\$1,218.29	Details
	Sep 06, 2024	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT Oregon LGIP	ADAIR VILLAGE CITY OF	\$503.28	Details

Accounts Dashboard

Activity History

Statements & Documents


Organizational Settings

CONTACT US


Secure Contact


FAQ

Settlement Date	Description	Account	Total Amount	
Sep 03, 2024	Accrual Income Div Reinvestment - Distributions Oregon LGIP	ADAIR VILLAGE CITY OF	\$19,712.09	Details
Sep 03, 2024	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - August 2024 Oregon LGIP	ADAIR VILLAGE CITY OF	(\$0.10)	Details
Aug 19, 2024	ODOT - ODOT PYMNT Oregon LGIP	ADAIR VILLAGE CITY OF	\$9,369.22	Details
Aug 16, 2024	SFMS Fr:Administrative Services, Dept of City Cigarette Tax Oregon LGIP	ADAIR VILLAGE CITY OF	\$74.92	Details


 Accounts Dashboard

 Activity History

 Statements & Documents

 Organizational Settings

CONTACT US

 Secure Contact

 FAQ

Settlement Date 

Aug 12, 2024

Description

Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT Oregon LGIP

Account

ADAIR VILLAGE CITY OF

Total Amount 

\$818.38

Details

Report Criteria:

- Includes all accounts
- Includes grand totals

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
General Fund					
Revenues					
100-000-40000	Beginning Fund Balance	2,000,000.00	.00	2,000,000.00	0.0%
100-000-40001	Property Taxes - Current	264,000.00	858.08	263,141.92	0.3%
100-000-40002	Property Taxes - Prior Year	500.00	.00	500.00	0.0%
100-000-41010	Revenue Sharing	14,000.00	4,440.85	9,559.15	31.7%
100-000-41020	Cigarette Taxes	1,000.00	157.42	842.58	15.7%
100-000-41030	Liquor Taxes	29,000.00	4,484.54	24,515.46	15.5%
100-000-41100	Tangent Contract	259,000.00	.00	259,000.00	0.0%
100-000-41200	Transient Lodging Tax	5,000.00	.00	5,000.00	0.0%
100-000-41300	Benton CO STIFF for Transit	25,000.00	.00	25,000.00	0.0%
100-000-42001	Planning Fees	10,000.00	310.00	9,690.00	3.1%
100-000-42050	Fees - Other	.00	2,637.69	2,637.69	0.0%
100-000-42060	SDC Administrative Fees	10,000.00	.00	10,000.00	0.0%
100-000-43001	Utility Franchise Fees	70,000.00	24,218.99	45,781.01	34.6%
100-000-46020	Residential Rent Revenue	30,000.00	5,495.36	24,504.64	18.3%
100-000-46021	Property Lease or Rent	78,000.00	5,962.00	72,038.00	7.6%
100-000-46023	Building Lease	32,000.00	.00	32,000.00	0.0%
100-000-46024	Property Tax-Property Lease	6,000.00	.00	6,000.00	0.0%
100-000-46027	Utilities-Property Lease	19,000.00	.00	19,000.00	0.0%
100-000-46028	Room Rental	120.00	.00	120.00	0.0%
100-000-46031	Court Fees and Fines	.00	.00	.00	0.0%
100-000-46032	Ordinance Violation Fines	.00	.00	.00	0.0%
100-000-46055	Refunds	200.00	.00	200.00	0.0%
100-000-46057	Miscellaneous	1,000.00	.00	1,000.00	0.0%
100-000-47300	Parks Grant	.00	.00	.00	0.0%
100-000-47900	COVID-19 Reimbursements	.00	.00	.00	0.0%
100-000-48000	Interest	20,000.00	39,184.81	19,184.81	195.9%
100-000-49500	Transfer from Water Fund	.00	.00	.00	0.0%
100-000-49530	Transfer from SDC Fund	100,000.00	.00	100,000.00	0.0%
100-000-49600	Transfer from Reserve Fund	.00	.00	.00	0.0%
Total Revenues:		2,973,820.00	87,749.74	2,886,070.26	3.0%

City Administration

100-100-50010	City Administrator	77,674.04	12,938.18	64,735.86	16.7%
100-100-50016	Utility/Court Clerk	3,476.12	.00	3,476.12	0.0%
100-100-50018	Finance Clerk	7,748.00	1,961.52	5,786.48	25.3%
100-100-50019	PW Super/Asst City Manager	2,232.58	.00	2,232.58	0.0%
100-100-51010	Employee Health Ins Benefits	20,645.14	9,685.25	10,959.89	46.9%
100-100-51020	Retirement Benefits	24,062.92	5,587.11	18,475.81	23.2%
100-100-51030	Employment Taxes	12,565.31	1,117.74	11,447.57	8.9%
100-100-52002	Materials & Supplies	250.00	.00	250.00	0.0%
100-100-52010	Miscellaneous	500.00	.00	500.00	0.0%
100-100-52013	Travel and Training	2,000.00	.00	2,000.00	0.0%
100-100-52014	Vehicle Fuel & Maintenance	.00	.00	.00	0.0%
100-100-52016	Audit	28,940.00	8,652.00	37,592.00	-29.9%
100-100-52017	City Attorney	15,000.00	.00	15,000.00	0.0%
100-100-52018	Planning Consultant	30,000.00	.00	30,000.00	0.0%
100-100-52019	Contract Service	74,800.00	3,105.20	71,694.80	4.2%
100-100-52020	Development Engineering	70,000.00	.00	70,000.00	0.0%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
100-100-52030	Miscellaneous	.00	.00	.00	0.0%
100-100-52031	Urban Renewal Development	55,000.00	.00	55,000.00	0.0%
100-100-52101	Banking Charges	.00	51.50	51.50-	0.0%
100-100-52102	Dues	.00	.00	.00	0.0%
100-100-52103	Insurance	2,500.00	2,295.00	205.00	91.8%
100-100-52106	Mileage	250.00	.00	250.00	0.0%
100-100-52107	Permits	.00	.00	.00	0.0%
100-100-52108	Postage	.00	.00	.00	0.0%
100-100-53002	Equipment Purchase	.00	.00	.00	0.0%
Total City Administration:		427,644.11	28,089.50	399,554.61	6.6%
Public Safety					
100-200-50010	City Administrator	7,061.28	1,176.20	5,885.08	16.7%
100-200-51010	Employee Health Ins Benefits	1,510.29	1,296.97	213.32	85.9%
100-200-51020	Retirement Benefits	1,917.84	558.72	1,359.12	29.1%
100-200-51030	Employment Taxes	975.87	88.62	887.25	9.1%
100-200-52019	Contract Service	44,400.00	.00	44,400.00	0.0%
100-200-52103	Insurance	50.00	170.00	120.00-	340.0%
Total Public Safety:		55,915.28	3,290.51	52,624.77	5.9%
Parks and Recreation					
100-300-50025	Summer Program Coordinator	.00	.00	.00	0.0%
100-300-50054	Utility Worker II	3,803.32	2,183.03	1,620.29	57.4%
100-300-50055	Operator	12,614.24	.00	12,614.24	0.0%
100-300-50058	Utility Worker I	10,268.00	2,520.83	7,747.17	24.6%
100-300-51010	Employee Health Ins Benefits	6,995.48	5,181.12	1,814.36	74.1%
100-300-51020	Retirement Benefits	7,247.79	2,514.20	4,733.59	34.7%
100-300-51030	Employment Taxes	3,687.94	493.61	3,194.33	13.4%
100-300-52002	Materials & Supplies	750.00	25.54	724.46	3.4%
100-300-52011	System Maintenance & Repair	.00	.00	.00	0.0%
100-300-52012	Maintenance - Bldg & Parks	1,000.00	569.89	430.11	57.0%
100-300-52013	Travel and Training	500.00	.00	500.00	0.0%
100-300-52014	Vehicle Fuel & Maintenance	2,500.00	48.75	2,451.25	2.0%
100-300-52019	Contract Service	800.00	38.68	761.32	4.8%
100-300-52022	Equipment Maintenance	5,000.00	1,433.43	3,566.57	28.7%
100-300-52023	Equipment Rental/Lease	100.00	.00	100.00	0.0%
100-300-52025	Small Equipment Purchase	4,200.00	.00	4,200.00	0.0%
100-300-52026	Non-capital Improvements	.00	.00	.00	0.0%
100-300-52030	Miscellaneous	100.00	.00	100.00	0.0%
100-300-52103	Insurance	1,650.00	680.00	970.00	41.2%
100-300-52106	Mileage	100.00	.00	100.00	0.0%
100-300-52108	Postage	75.00	.00	75.00	0.0%
100-300-52109	Utilities	750.00	232.19	517.81	31.0%
100-300-52111	Parks-Events	5,500.00	3,895.74	1,604.26	70.8%
100-300-52112	Parks - Youth Activities	6,500.00	5,000.00	1,500.00	76.9%
100-300-53001	Improvements - Bldg & Parks	2,000.00	.00	2,000.00	0.0%
100-300-53002	Equipment Purchase	5,000.00	.00	5,000.00	0.0%
100-300-53003	Museum Infrastructure Cap Outl	100,000.00	.00	100,000.00	0.0%
100-300-55600	Transfer to Reserve Fund	5,000.00	.00	5,000.00	0.0%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
Total Parks and Recreation:		186,141.77	24,817.01	161,324.76	13.3%
Non-departmental					
100-900-51030	Employment Taxes	.00	.00	.00	0.0%
100-900-52002	Materials & Supplies	10,000.00	702.97	9,297.03	7.0%
100-900-52010	Legal Notices	3,000.00	.00	3,000.00	0.0%
100-900-52012	Maintenance - Bldg & Parks	10,000.00	195.00	9,805.00	2.0%
100-900-52013	Travel and Training	.00	.00	.00	0.0%
100-900-52014	Vehicle Fuel & Maintenance	1,500.00	.00	1,500.00	0.0%
100-900-52015	Security Alarm	10,800.00	.00	10,800.00	0.0%
100-900-52016	Audit	14,417.50	831.50	15,249.00	-5.8%
100-900-52017	City Attorney	10,000.00	.00	10,000.00	0.0%
100-900-52019	Contract Service	30,600.00	4,488.15	26,111.85	14.7%
100-900-52020	Engineering Consultant	7,500.00	4,357.97	3,142.03	58.1%
100-900-52021	Transit	25,000.00	.00	25,000.00	0.0%
100-900-52022	Equipment Maintenance	1,500.00	778.54	721.46	51.9%
100-900-52023	Equipment Rental/Lease	2,000.00	275.10	1,724.90	13.8%
100-900-52024	Security Alarm	1,500.00	.00	1,500.00	0.0%
100-900-52025	Small Equipment Purchase	1,200.00	.00	1,200.00	0.0%
100-900-52026	Non-capital Improvements	.00	.00	.00	0.0%
100-900-52030	Miscellaneous	1,000.00	.00	1,000.00	0.0%
100-900-52031	CERT Expenditures	5,000.00	.00	5,000.00	0.0%
100-900-52101	Banking Charges	750.00	207.71	542.29	27.7%
100-900-52102	Dues	7,500.00	4,395.74	3,104.26	58.6%
100-900-52103	Insurance	9,000.00	.00	9,000.00	0.0%
100-900-52108	Postage	5,750.00	2,952.70	2,797.30	51.4%
100-900-52109	Utilities	4,200.00	2,907.14	1,292.86	69.2%
100-900-52110	Telephones	4,600.00	592.28	4,007.72	12.9%
100-900-52111	Mayor & Council Expenses	1,000.00	35.98	964.02	3.6%
100-900-52113	Election Fees	1,000.00	.00	1,000.00	0.0%
100-900-52114	Software Hosting Fees	6,300.00	3,244.57	3,055.43	51.5%
100-900-52115	Tangent Expenditures	125,000.00	30,646.84	94,353.16	24.5%
100-900-52197	Utilities - Rentals	.00	.00	.00	0.0%
100-900-52199	Property Taxes	8,700.00	.00	8,700.00	0.0%
100-900-52220	Residential Rental-related Exp	.00	.00	.00	0.0%
100-900-52800	COVID-19 Expenses	.00	.00	.00	0.0%
100-900-52900	Insurance Reimbursed Expense	.00	.00	.00	0.0%
100-900-53001	Improvements - Bldg & Parks	45,000.00	.00	45,000.00	0.0%
100-900-53002	Equipment Purchase	15,000.00	.00	15,000.00	0.0%
100-900-53003	Barracks Improvements	.00	.00	.00	0.0%
100-900-53004	Land Purchase	.00	.00	.00	0.0%
100-900-54006	Barracks Loan Payment	.00	.00	.00	0.0%
100-900-55500	Transfer to Water Fund	9,577.00	.00	9,577.00	0.0%
100-900-55510	Transfer to Wastewater Fund	.00	.00	.00	0.0%
100-900-55530	Transfer to SDC Fund	41,807.00	.00	41,807.00	0.0%
100-900-55600	Transfer to Reserve Fund	.00	.00	.00	0.0%
Total Non-departmental:		420,201.50	54,949.19	365,252.31	13.1%
Contingency					
100-998-58000	Contingency	250,000.00	.00	250,000.00	0.0%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
	Total Contingency:	250,000.00	.00	250,000.00	0.0%
Ending Fund Balance					
100-999-59000	Reserve for Future Expenditure	1,563,845.22	.00	1,563,845.22	0.0%
	Total Ending Fund Balance:	1,563,845.22	.00	1,563,845.22	0.0%
	General Fund Revenue Total:	2,973,820.00	87,749.74	2,886,070.26	3.0%
	General Fund Expenditure Total:	2,903,747.88	111,146.21	2,792,601.67	3.8%
	Total General Fund:	70,072.12	23,396.47-	93,468.59	-33.4%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
Street Fund					
Revenues					
200-000-40000	Beginning Fund Balance	200,000.00	.00	200,000.00	0.0%
200-000-41040	Highway Apportionment	105,000.00	20,096.80	84,903.20	19.1%
200-000-41070	Small Cities Allotment	.00	.00	.00	0.0%
200-000-46057	Miscellaneous	200.00	.00	200.00	0.0%
200-000-47900	COVID-19 Federal Funds	.00	.00	.00	0.0%
200-000-48000	Interest	.00	.00	.00	0.0%
Total Revenues:		305,200.00	20,096.80	285,103.20	6.6%
Public Works - Streets					
200-410-50010	City Administrator	3,530.64	588.10	2,942.54	16.7%
200-410-50016	Utility clerk	1,159.00	.00	1,159.00	0.0%
200-410-50018	Finance Clerk	2,583.00	653.83	1,929.17	25.3%
200-410-50050	Public Works Supervisor	8,930.30	1,545.47	7,384.83	17.3%
200-410-50052	Utility Worker III	950.83	.00	950.83	0.0%
200-410-50054	Utility Worker II	2,567.00	545.77	2,021.23	21.3%
200-410-50058	Utility Worker I	3,153.56	630.22	2,523.34	20.0%
200-410-51010	Employee Health Ins Benefits	5,900.76	3,228.09	2,672.67	54.7%
200-410-51020	Retirement Benefits	5,983.10	1,396.78	4,586.32	23.3%
200-410-51030	Employment Taxes	3,151.49	340.37	2,811.12	10.8%
200-410-52002	Materials & Supplies	1,200.00	.00	1,200.00	0.0%
200-410-52011	System Maintenance & Repair	10,000.00	6,812.00	3,188.00	68.1%
200-410-52016	Audit	5,426.25	1,622.25	7,048.50	-29.9%
200-410-52017	City Attorney	.00	.00	.00	0.0%
200-410-52019	Contract Service	6,600.00	582.23	6,017.77	8.8%
200-410-52020	Engineering Consultant	6,000.00	.00	6,000.00	0.0%
200-410-52022	Equipment Maintenance	.00	.00	.00	0.0%
200-410-52023	Equipment Rental/Lease	250.00	.00	250.00	0.0%
200-410-52024	Street Sweeping	10,000.00	.00	10,000.00	0.0%
200-410-52027	Street Signs	.00	.00	.00	0.0%
200-410-52030	Miscellaneous	100.00	.00	100.00	0.0%
200-410-52102	Dues	.00	.00	.00	0.0%
200-410-52103	Insurance	5,500.00	977.50	4,522.50	17.8%
200-410-52109	Utilities	14,500.00	2,373.00	12,127.00	16.4%
200-410-52114	Software Hosting Fees	1,200.00	178.70	1,021.30	14.9%
200-410-53001	Street Improvements	50,000.00	.00	50,000.00	0.0%
200-410-53002	Equipment Purchase	2,500.00	.00	2,500.00	0.0%
200-410-55600	Transfer to Reserve Fund	200.00	.00	200.00	0.0%
Total Public Works - Streets:		151,385.93	18,229.81	133,156.12	12.0%
Contingency					
200-998-58000	Contingency	125,000.00	.00	125,000.00	0.0%
Total Contingency:		125,000.00	.00	125,000.00	0.0%
Ending Fund Balance					
200-999-59000	Reserve for Future Expenditure	28,814.81	.00	28,814.81	0.0%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
	Total Ending Fund Balance:	28,814.81	.00	28,814.81	0.0%
	Street Fund Revenue Total:	305,200.00	20,096.80	285,103.20	6.6%
	Street Fund Expenditure Total:	305,200.74	18,229.81	286,970.93	6.0%
	Total Street Fund:	.74-	1,866.99	1,867.73-	-252295.

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
Water Fund					
500-000-20007	Utility Security Deposits	.00	.00	.00	0.0%
Revenues					
500-000-40000	Beginning Fund Balance	275,000.00	.00	275,000.00	0.0%
500-000-42010	New Accounts	.00	.00	.00	0.0%
500-000-42020	New Connections	2,000.00	.00	2,000.00	0.0%
500-000-42032	Water Metered Fees	673,227.50	130,237.64	542,989.86	19.3%
500-000-42035	Reconnect Fees	500.00	.00	500.00	0.0%
500-000-42036	Water Outside Assessments	70,000.00	15,709.12	54,290.88	22.4%
500-000-42041	2016 IFA Water Loan	.00	.00	.00	0.0%
500-000-42045	Utility Deposit	4,000.00	888.33	3,111.67	22.2%
500-000-46030	Fees - Other	500.00	1,478.00	978.00	295.6%
500-000-46055	Refunds	1,000.00	.00	1,000.00	0.0%
500-000-46057	Miscellaneous	500.00	7,860.00	7,360.00	1572.0%
500-000-47100	FEMA Grant	.00	.00	.00	0.0%
500-000-47420	FEMA Water Grant	.00	.00	.00	0.0%
500-000-48000	Interest	.00	.00	.00	0.0%
500-000-49010	2022 IFA Water Loan	.00	.00	.00	0.0%
500-000-49100	Transfer in from General Fund	9,577.00	.00	9,577.00	0.0%
500-000-49600	Transfer from Reserve	.00	.00	.00	0.0%
Total Revenues:		1,036,304.50	156,173.09	880,131.41	15.1%
Public Works - Water					
500-420-50001	Prior Period Adjustment	.00	.00	.00	0.0%
500-420-50010	City Administrator	28,245.11	4,704.80	23,540.31	16.7%
500-420-50016	Utility/Court Clerk	11,587.00	.00	11,587.00	0.0%
500-420-50018	Finance Clerk	25,826.00	6,537.94	19,288.06	25.3%
500-420-50050	Public Works Supervisor	51,349.23	9,272.89	42,076.34	18.1%
500-420-50052	Utility Worker III	10,459.13	.00	10,459.13	0.0%
500-420-50054	Utility Worker II	28,237.00	6,003.35	22,233.65	21.3%
500-420-50058	Utility Worker I	34,689.15	6,932.30	27,756.85	20.0%
500-420-51010	Employee Health Ins Benefits	49,728.89	30,357.96	19,370.93	61.0%
500-420-51020	Retirement Benefits	49,416.86	11,732.94	37,683.92	23.7%
500-420-51030	Employment Taxes	26,215.83	2,938.32	23,277.51	11.2%
500-420-52001	Chemicals	25,000.00	678.48	24,321.52	2.7%
500-420-52002	Materials & Supplies	7,698.24	163.07	7,535.17	2.1%
500-420-52010	Publications-Legal Notices	100.00	.00	100.00	0.0%
500-420-52011	System Maintenance & Repair	50,000.00	24,850.51	25,149.49	49.7%
500-420-52013	Travel and Training	3,499.20	.00	3,499.20	0.0%
500-420-52014	Vehicle Fuel & Maintenance	10,000.00	581.20	9,418.80	5.8%
500-420-52016	Audit	14,470.00	4,326.00	18,796.00	-29.9%
500-420-52017	City Attorney	.00	.00	.00	0.0%
500-420-52019	Contract Service	17,600.00	1,921.64	15,678.36	10.9%
500-420-52020	Engineering Consultant	23,328.00	1,132.00	22,196.00	4.9%
500-420-52022	Equipment Maintenance	17,000.00	.00	17,000.00	0.0%
500-420-52023	Equipment Rental/Lease	3,000.00	.00	3,000.00	0.0%
500-420-52025	Small Equipment Purchase	7,912.00	.00	7,912.00	0.0%
500-420-52030	Miscellaneous	2,000.00	.00	2,000.00	0.0%
500-420-52101	Banking Charges	3,200.00	211.00	2,989.00	6.6%
500-420-52102	Dues	3,200.00	900.00	2,300.00	28.1%
500-420-52103	Insurance	12,200.00	8,329.90	3,870.10	68.3%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
500-420-52104	Lab Analysis	3,645.68	42.00	3,603.68	1.2%
500-420-52105	Refunds-Utility Deposit	2,844.73	140.00	2,704.73	4.9%
500-420-52106	Mileage	.00	.00	.00	0.0%
500-420-52107	Permits	5,600.00	.00	5,600.00	0.0%
500-420-52108	Postage	650.00	.00	650.00	0.0%
500-420-52109	Utilities	30,000.00	3,548.74	26,451.26	11.8%
500-420-52110	Telephones	3,750.00	199.30	3,550.70	5.3%
500-420-52114	Software Hosting Fees	10,000.00	1,608.30	8,391.70	16.1%
500-420-53001	Equipment Purchase	48,750.00	.00	48,750.00	0.0%
500-420-53002	Equipment Purchase	.00	.00	.00	0.0%
500-420-53003	Capital Outlay	.00	.00	.00	0.0%
500-420-53500	Water System Improvements	100,000.00	.00	100,000.00	0.0%
500-420-53501	New Pump Station	.00	.00	.00	0.0%
500-420-53502	Hospital Hill Line Replace	.00	74.10	74.10-	0.0%
500-420-53503	Transmission Line Upgrade	.00	4,871.00	4,871.00-	0.0%
500-420-54001	1980 Water P & I	.00	.00	.00	0.0%
500-420-54002	97 Water P & I	.00	.00	.00	0.0%
500-420-54005	IFA Loan Payment	140,000.00	.00	140,000.00	0.0%
500-420-54006	IFA Loan - Safe Drinking Water	20,250.00	.00	20,250.00	0.0%
500-420-55100	Transfer to General Fund	.00	.00	.00	0.0%
500-420-55600	Transfer to Reserve Fund	.00	.00	.00	0.0%
Total Public Works - Water:		881,452.05	123,405.74	758,046.31	14.0%
Contingency					
500-998-58000	Contingency	100,000.00	.00	100,000.00	0.0%
Total Contingency:		100,000.00	.00	100,000.00	0.0%
Ending Fund Balance					
500-999-59000	Reserve for Future Expenditure	54,852.84	.00	54,852.84	0.0%
Total Ending Fund Balance:		54,852.84	.00	54,852.84	0.0%
Water Fund Revenue Total:		1,036,304.50	156,173.09	880,131.41	15.1%
Water Fund Expenditure Total:		1,036,304.89	123,405.74	912,899.15	11.9%
Total Water Fund:		.39-	32,767.35	32,767.74-	-840188

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
Wastewater Fund					
Revenues					
510-000-40000	Beginning Fund Balance	103,741.31	.00	103,741.31	0.0%
510-000-41100	Tangent Contract	40,000.00	.00	40,000.00	0.0%
510-000-42039	Wastewater Fees	425,612.27	69,183.81	356,428.46	16.3%
510-000-42041	OR DEQ Loan for WWFP	.00	151.74	151.74-	0.0%
510-000-42045	Utility Deposit	.00	.00	.00	0.0%
510-000-46030	Fees - Other	.00	217.00-	217.00	0.0%
510-000-46055	Refunds	.00	.00	.00	0.0%
510-000-46057	Miscellaneous	1,000.00	.00	1,000.00	0.0%
510-000-47000	FEMA Region 10 Grant ER Power	245,753.00	.00	245,753.00	0.0%
510-000-49011	OR DEQ Loan for WWFP	.00	.00	.00	0.0%
510-000-49012	2020 Wastewater Loan	600,000.00	.00	600,000.00	0.0%
510-000-49600	Transfer from Reserve Fund	.00	.00	.00	0.0%
Total Revenues:		1,416,106.58	69,118.55	1,346,988.03	4.9%
Public Works - Wastewater					
510-430-50010	City Administrator	21,183.83	3,528.60	17,655.23	16.7%
510-430-50016	Utility/Court Clerk	6,373.00	.00	6,373.00	0.0%
510-430-50018	Finance Clerk	14,204.00	3,596.35	10,607.65	25.3%
510-430-50050	Public Works Supervisor	22,325.75	3,863.70	18,462.05	17.3%
510-430-50052	Utility Worker III	14,852.49	2,000.00	12,852.49	13.5%
510-430-50054	Utility Worker II	7,701.00	1,637.28	6,063.72	21.3%
510-430-50058	Utility Worker I	9,460.68	1,890.64	7,570.04	20.0%
510-430-51010	Employee Health Ins Benefits	21,741.49	12,261.07	9,480.42	56.4%
510-430-51020	Retirement Benefits	21,580.23	5,028.41	16,551.82	23.3%
510-430-51030	Employment Taxes	13,228.11	1,419.65	11,808.46	10.7%
510-430-52001	Chemicals	19,800.00	3,466.96	16,333.04	17.5%
510-430-52002	Materials & Supplies	3,500.00	397.05	3,102.95	11.3%
510-430-52003	Janitorial Supplies	.00	.00	.00	0.0%
510-430-52009	Uniforms	.00	.00	.00	0.0%
510-430-52010	Publications-Legal Notices	250.00	.00	250.00	0.0%
510-430-52011	System Maintenance & Repair	50,000.00	120.00	49,880.00	0.2%
510-430-52013	Travel and Training	1,000.00	287.26	712.74	28.7%
510-430-52014	Vehicle Fuel & Maintenance	3,300.00	139.00	3,161.00	4.2%
510-430-52016	Audit	14,470.00	4,326.00-	18,796.00	-29.9%
510-430-52017	City Attorney	.00	.00	.00	0.0%
510-430-52019	Contract Service	17,600.00	1,552.60	16,047.40	8.8%
510-430-52020	Engineering Consultant	60,000.00	5,482.50	54,517.50	9.1%
510-430-52022	Equipment Maintenance	2,000.00	.00	2,000.00	0.0%
510-430-52023	Equipment Rental/Lease	.00	.00	.00	0.0%
510-430-52030	Miscellaneous	1,000.00	.00	1,000.00	0.0%
510-430-52101	Banking Charges	2,000.00	211.00	1,789.00	10.6%
510-430-52102	Dues	100.00	.00	100.00	0.0%
510-430-52103	Insurance	12,000.00	3,782.55	8,217.45	31.5%
510-430-52104	Lab Analysis	4,000.00	.00	4,000.00	0.0%
510-430-52105	Refunds-Utility Deposit	.00	93.33	93.33-	0.0%
510-430-52106	Mileage	500.00	.00	500.00	0.0%
510-430-52107	Permits	2,200.00	.00	2,200.00	0.0%
510-430-52108	Postage	550.00	.00	550.00	0.0%
510-430-52109	Utilities	15,000.00	1,473.68	13,526.32	9.8%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
510-430-52110	Telephones	2,500.00	199.28	2,300.72	8.0%
510-430-52114	Software Hosting Fees	3,300.00	536.10	2,763.90	16.2%
510-430-53002	Equipment Purchase	257,250.00	.00	257,250.00	0.0%
510-430-53005	Wastewater System Improvements	600,000.00	.00	600,000.00	0.0%
510-430-54003	97 Wastewater P & I	.00	.00	.00	0.0%
510-430-54004	OR DEQ Loan Repayment	.00	11,358.00	11,358.00-	0.0%
510-430-55600	Transfer to Reserve Fund	1,000.00	.00	1,000.00	0.0%
Total Public Works - Wastewater:		1,225,970.58	59,999.01	1,165,971.57	4.9%
Contingency					
510-998-58000	Contingency	150,000.00	.00	150,000.00	0.0%
Total Contingency:		150,000.00	.00	150,000.00	0.0%
Ending Fund Balance					
510-999-59000	Reserve for Future Expenditure	40,136.05	.00	40,136.05	0.0%
Total Ending Fund Balance:		40,136.05	.00	40,136.05	0.0%
Wastewater Fund Revenue Total:		1,416,106.58	69,118.55	1,346,988.03	4.9%
Wastewater Fund Expenditure Total:		1,416,106.63	59,999.01	1,356,107.62	4.2%
Total Wastewater Fund:		.05-	9,119.54	9,119.59-	-182390

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
Storm Drain Fund					
Revenues					
520-000-40000	Beginning Fund Balance	45,000.00	.00	45,000.00	0.0%
520-000-42040	Storm Drain Fees	40,000.00	6,613.58	33,386.42	16.5%
520-000-46057	Miscellaneous	200.00	.00	200.00	0.0%
Total Revenues:		85,200.00	6,613.58	78,586.42	7.8%
Public Works - Storm Drain					
520-440-50010	City Administrator	3,530.64	588.10	2,942.54	16.7%
520-440-50016	Utility/Court Clerk	579.00	.00	579.00	0.0%
520-440-50018	Finance Clerk	1,291.00	327.15	963.85	25.3%
520-440-50050	Public Works Supervisor	4,465.15	772.74	3,692.41	17.3%
520-440-50052	Utility Worker III	950.83	.00	950.83	0.0%
520-440-50054	Utility Worker II	2,567.00	545.77	2,021.23	21.3%
520-440-50058	Utility Worker I	3,153.56	630.22	2,523.34	20.0%
520-440-51010	Employee Health Ins Benefits	4,202.39	2,585.90	1,616.49	61.5%
520-440-51020	Retirement Benefits	4,376.98	1,117.42	3,259.56	25.5%
520-440-51030	Employment Taxes	2,280.71	254.03	2,026.68	11.1%
520-440-52002	Materials & Supplies	75.00	39.85	35.15	53.1%
520-440-52010	Publications-Legal Notices	.00	.00	.00	0.0%
520-440-52011	System Maintenance & Repair	1,500.00	.00	1,500.00	0.0%
520-440-52013	Travel and Training	.00	.00	.00	0.0%
520-440-52014	Vehicle Fuel & Maintenance	220.00	.00	220.00	0.0%
520-440-52016	Audit	5,426.25	1,622.25	7,048.50	-29.9%
520-440-52017	City Attorney	.00	.00	.00	0.0%
520-440-52019	Contract Service	6,600.00	582.22	6,017.78	8.8%
520-440-52020	Engineering Consultant	.00	.00	.00	0.0%
520-440-52022	Equipment Maintenance	.00	.00	.00	0.0%
520-440-52023	Equipment Rental/Lease	220.00	.00	220.00	0.0%
520-440-52101	Banking Charges	250.00	71.87	178.13	28.7%
520-440-52102	Dues	.00	.00	.00	0.0%
520-440-52103	Insurance	350.00	765.05	415.05	218.6%
520-440-52105	Refunds-Utility Deposit	.00	.00	.00	0.0%
520-440-52106	Mileage	.00	.00	.00	0.0%
520-440-52107	Permits	.00	.00	.00	0.0%
520-440-52108	Postage	.00	.00	.00	0.0%
520-440-52109	Utilities	.00	.00	.00	0.0%
520-440-52110	Telephones	.00	.00	.00	0.0%
520-440-52114	Software Hosting Fees	1,200.00	178.70	1,021.30	14.9%
520-440-53002	Equipment Purchase	.00	.00	.00	0.0%
520-440-55600	Transfer to Reserve Fund	250.00	.00	250.00	0.0%
Total Public Works - Storm Drain:		43,488.51	6,836.77	36,651.74	15.7%
Contingency					
520-998-58000	Contingency	25,000.00	.00	25,000.00	0.0%
Total Contingency:		25,000.00	.00	25,000.00	0.0%
Ending Fund Balance					
520-999-59000	Reserve for Future Expenditure	16,710.86	.00	16,710.86	0.0%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
	Total Ending Fund Balance:	16,710.86	.00	16,710.86	0.0%
	Storm Drain Fund Revenue Total:	85,200.00	6,613.58	78,586.42	7.8%
	Storm Drain Fund Expenditure Total:	85,199.37	6,836.77	78,362.60	8.0%
	Total Storm Drain Fund:	.63	223.19-	223.82	-35427.0

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
System Development Fund					
Revenues					
530-000-40000	Beginning Fund Balance	1,411,119.15	.00	1,411,119.15	0.0%
530-000-42140	SDC Fees	.00	.00	.00	0.0%
530-000-42141	Park	5,480.00	.00	5,480.00	0.0%
530-000-42142	Street Imp.	30,265.00	.00	30,265.00	0.0%
530-000-42143	Water Imp.	15,675.00	.00	15,675.00	0.0%
530-000-42144	WW Imp.	1,855.00	.00	1,855.00	0.0%
530-000-42145	Storm Drain Fees	1,585.00	.00	1,585.00	0.0%
530-000-42243	Water Reimbursement	85.00	.00	85.00	0.0%
530-000-42244	WW Reimbursement	220.00	.00	220.00	0.0%
530-000-46030	Fees - Other	4,372.80	72.35-	4,445.15	-1.7%
530-000-49100	Transfer in from General Fund	41,807.00	.00	41,807.00	0.0%
Total Revenues:		1,512,463.95	72.35	1,512,391.60	0.0%
Revenues					
530-100-55100	Transfer to General Fund	100,000.00	.00	100,000.00	0.0%
Total :		100,000.00	.00	100,000.00	0.0%
Parks					
530-300-53003	Capital Outlay	.00	.00	.00	0.0%
Total Parks:		.00	.00	.00	0.0%
Streets					
530-410-53003	Capital Outlay	.00	.00	.00	0.0%
Total Streets:		.00	.00	.00	0.0%
Water					
530-420-52020	Engineering Consultant	.00	.00	.00	0.0%
530-420-53003	Capital Outlay	.00	.00	.00	0.0%
Total Water:		.00	.00	.00	0.0%
Wastewater					
530-430-53003	Capital Outlay	.00	.00	.00	0.0%
Total Wastewater:		.00	.00	.00	0.0%
Storm Drain					
530-440-53003	Capital Outlay	.00	.00	.00	0.0%
Total Storm Drain:		.00	.00	.00	0.0%
Contingency					
530-998-58000	Contingency	.00	.00	.00	0.0%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
	Total Contingency:	.00	.00	.00	0.0%
Ending Fund Balance					
530-999-59000	Reserve for Future Expenditure	1,412,463.95	.00	1,412,463.95	0.0%
	Total Ending Fund Balance:	1,412,463.95	.00	1,412,463.95	0.0%
	System Development Fund Revenue Total:	1,512,463.95	72.35	1,512,391.60	0.0%
	System Development Fund Expenditure Total:	1,512,463.95	.00	1,512,463.95	0.0%
	Total System Development Fund:	.00	72.35	72.35-	0.0%

Account Number	Account Title	2024-25 Current year Budget	2024-25 Current year Actual	2024-24 Budget Remaining	2024-24 Budget Used %
Reserve Fund					
Revenues					
600-000-40000	Beginning Fund Balance	127,300.00	.00	127,300.00	0.0%
600-000-49100	Transfer from General Fund	5,000.00	.00	5,000.00	0.0%
600-000-49200	Transfer from Street Fund	250.00	.00	250.00	0.0%
600-000-49500	Transfer from Water Fund	1,000.00	.00	1,000.00	0.0%
600-000-49510	Transfer from Wastewater	.00	.00	.00	0.0%
600-000-49520	Transfer from Storm Drain Fund	250.00	.00	250.00	0.0%
Total Revenues:		133,800.00	.00	133,800.00	0.0%
Non-departmental					
600-900-55100	Transfer to General Fund	.00	.00	.00	0.0%
600-900-55200	Transfer to Street Fund	.00	.00	.00	0.0%
600-900-55500	Transfer to Water Fund	.00	.00	.00	0.0%
600-900-55510	Transfer to Wastewater Fund	.00	.00	.00	0.0%
600-900-55520	Transfer to Storm Drain Fund	.00	.00	.00	0.0%
Total Non-departmental:		.00	.00	.00	0.0%
Contingency					
600-998-58000	Contingency	.00	.00	.00	0.0%
Total Contingency:		.00	.00	.00	0.0%
Ending Fund Balance					
600-999-59000	Reserve for Future Expenditure	64,000.00	.00	64,000.00	0.0%
Total Ending Fund Balance:		64,000.00	.00	64,000.00	0.0%
Reserve Fund Revenue Total:		133,800.00	.00	133,800.00	0.0%
Reserve Fund Expenditure Total:		64,000.00	.00	64,000.00	0.0%
Total Reserve Fund:		69,800.00	.00	69,800.00	0.0%
Grand Totals:		139,871.57	20,061.87	119,809.70	14.3%

Report Criteria:

- Includes all accounts
- Includes grand totals



Scope of Work and Fee Estimate

To: Pat Hare, City Administrator
City of Adair Village
6030 NE William R Carr Avenue
Adair Village, OR 97330
541-745-5507; pat.hare@adairvillage.org

From: Tim Henkle, GSI Water Solutions, Inc.
971-236-2550

Date: September 4, 2024

RE: Water Right Consulting Services

Dear Pat:

Thanks for your request for a scope of work from GSI Water Solutions, Inc. (GSI) to update the City of Adair Village's (City's) Water Management and Conservation Plan (WMCP). Our work developing the City's previous WMCPs will allow us to efficiently perform this WMCP update. Our scope of work and anticipated activities are outlined below.

Scope of Work

The Oregon Water Resources Department's (OWRD's) Final Order approving the City's current WMCP requires that the City submit an updated plan by July 5, 2025. The overall goal of this project is to develop an updated plan for the City by this date that meets OWRD's requirements for WMCPs.

Task 1: Develop Updated WMCP

Introduction and Water Supplier Element

Update the introduction to provide a summary of the City and its water system, describe the purpose of the updated WMCP, and list affected local governments. Build on the information in the City's 2020 WMCP Progress Report by including recent demand and consumption data and providing an assessment of historical use and water losses. Update water rights information as needed and provide an updated analysis of these rights. Describe aquatic species present in water sources and surface water quality descriptions consistent with the most current state and federal data. Update water system schematic as needed and update service area population and system descriptions.

Water Conservation Element

Update water conservation activities and measures and associated benchmarks with up-to-date information. Reference the City's 2020 WMCP Progress Report for a summary of the City's progress meeting previous benchmarks and work with the City to update conservation measures and associated benchmarks appropriate to meet the City's conservation goals.

Water Curtailment Plan

As needed, update the existing curtailment plan by identifying and describing any recent water shortage(s) and current capacity limitations. Evaluate the City's curtailment stages and measures found in its curtailment plan and make any minor revisions as needed to meet OWRD requirements.

Water Supply Element

Update population and water demand projections for 10 years, 20 years, and longer if needed. Delineate the future service area. Describe and analyze supply alternatives to address any shortfall in water rights/supply relative to demand within the 20 year planning period or longer periods, identify when the City will fully exercise each water right, quantify rates and volumes to be diverted under existing or new rights, and describe mitigation actions, as needed.

Update Draft WMCP and Submit to Affected Local Governments and OWRD

Compile information into updated WMCP chapters and provide to the City for review. Incorporate City comments in the draft updated WMCP, and at least 30 days before submitting the final draft updated WMCP to OWRD, seek comments from affected local governments regarding consistency with each of the local government's comprehensive land use plans. Work with the City to address any relevant comments from affected local governments before submitting the updated draft WMCP to OWRD.

Submit Draft and Final Updated WMCP

Submit draft updated WMCP to OWRD and respond to any comments from OWRD's review of the draft and submit the redline final draft and final updated WMCP to OWRD for approvals. Review OWRD's final order for consistency and accuracy.

Meetings

GSI will hold one project kick off meeting in person with the City. GSI also will hold informal conference calls or video conference meetings with the City as needed for check-ins and project coordination. The topics and timing for these meetings can be adjusted as jointly determined by the City and GSI as needed.

Deliverables

An initial draft WMCP for City review, a local government review draft WMCP, a draft and final WMCP submitted to OWRD, and two hard copies of the final WMCP and an electronic version provided to the City.

Assumptions

- Historical water system data (demand and metered consumption) will be provided in spreadsheet format (e.g. M.S. Excel) that can be readily aggregated.
- The City's curtailment plan will only require minor revisions (e.g. triggers and actions in response to water shortages generally to meet the City's current needs).
- The City will provide a map package (digital files) of the City's water system infrastructure and sources of supply for minor updates by GSI to the City's system map.

Fee Estimate

Our team's proposed fee to complete this project on a time-and-materials basis is not to exceed **\$27,500**. This budget will not be exceeded unless approved in writing by the City. The proposed fee does not include OWRD's processing fee of \$2,450 which we have assumed will be paid by the City to OWRD upon submittal of the draft WMCP. GSI's 2024 labor rates are attached to this project scope. GSI is not required to perform activities in excess of this stated not-to-exceed time and materials budget. This fee estimate is valid for 60 days of the date of this letter.

Schedule

The following schedule provides the anticipated dates of completion for each of the project milestones. OWRD's Final Order specifies a date of July 5, 2025 for the City to submit an updated WMCP. As needed, this proposed schedule can be refined in coordination with City staff.

Milestone	Anticipated Completion Dates
Notice to proceed	End of September, 2024
Kick off meeting	October 2024
Submit full draft updated WMCP to City for review	March 2025
Incorporate City comments and send draft WMCP to affected local government(s) for review	April 2025
Submit final draft updated WMCP to OWRD	May 2025
Revise updated WMCP per OWRD comments, submit revisions to City	July 2025 (estimate)*
Submit draft final and final updated WMCP to OWRD	August 2025 (estimate)*
Receive updated WMCP Final Order from OWRD	September 2025 (estimate)*

* These dates are dependent upon OWRD's review and response times, which can vary.

If this scope of work and budget are acceptable to the City, please sign and return the professional services agreement I provided. I am looking forward to working with you again. Please let me know if you have any questions or would like to discuss this proposal further.

Sincerely,
GSI Water Solutions, Inc.



Water Resources Consultant



PROFESSIONAL SERVICES AGREEMENT

Client:	City of Adair Village
Project:	Water Management and Conservation Plan Update
Proposal Date:	Sep. 4, 2024
Not-to-Exceed Amount:	\$27,500

City of Adair Village (CLIENT) authorizes Groundwater Solutions, Inc., dba GSI Water Solutions, Inc. (GSI), to perform the following services on the PROJECT:

Scope of Services

The attached proposal to CLIENT dated Sep. 4, 2024, presents the scope of work for this project.

Compensation

The scope of work outlined in the proposal to CLIENT dated Sep. 4, 2024, will be completed on a time-and-materials basis in accordance with the attached schedule of rates, billed as provided herein. GSI has provided you with a good faith estimate that the work should not exceed \$27,500. GSI reserves the right to adjust this amount in the event of encountering unforeseen issues relating to the project, which may arise during the time of the contract. In the event GSI must adjust cost, it will contact CLIENT at its earliest convenience to discuss adjustment of the total cost of the project. The total cost then will be subject to mutual Agreement of the parties.

Schedule

GSI will proceed with the work in a professional and expeditious manner, unless delayed by the unforeseen unavailability of necessary labor, restricted access to the work site, discovery in handling of toxic materials, delays in communications with CLIENT, insufficient or unworkable drawings or specifications, changes in the work, or any other causes beyond GSI's control. While GSI shall, at all times, conscientiously proceed with the work, the estimated time to complete this project as outlined in the proposal to CLIENT dated Sep. 4, 2024, is only for the benefit of CLIENT's general planning. The actual completion time is subject to factors listed above. GSI will not be responsible for any financing costs or other consequential damages or costs incurred by CLIENT due to delays in the completion of the project.

Terms

Services covered by this Agreement will be performed in accordance with the attached provisions and schedules. This Agreement supersedes all prior Agreements and understandings and may be changed only by written amendment executed by both parties.

GSI WATER SOLUTIONS, INC.

City of Adair Village

Signature: *Kimberly Grigsby*

Signature:

Name (printed): Kimberly Grigsby

Name (printed):

Title: Principal Water Resources Consultant

Title:

Date: September 4, 2024

Date:

Provisions

Authorization to Proceed

Execution of this Agreement by CLIENT will be authorization for GSI to proceed with the services, unless otherwise provided for in this Agreement.

Compensation Rates

Compensation for services provided under this agreement will be on a time and materials basis in accordance with the rates contained in the Attachment. The hourly labor rates shown in the Attachment are subject to annual adjustments effective each anniversary of the contract signing date.

Subcontracts and Direct Expenses

When services are performed on a cost reimbursement basis, a markup of 10 percent will be applied to subcontracts and outside services and a markup of 10 percent will be applied to Direct Expenses. For purposes of this Agreement, Direct Expenses are defined to include those necessary costs and charges incurred for the project including, but not limited to, the direct costs of transportation, meals, lodging, mail, shipping, equipment, supplies, laboratory test and analysis, printing and reproduction services, and certain field equipment.

All sales, use, value added, business transfer, gross receipts, or other similar taxes will be added to GSI compensation when invoicing CLIENT.

Ownership of Documents

CLIENT agrees that all original documents produced by GSI in accordance with this agreement, except documents which are required to be filed with public agencies, shall remain the property of GSI. CLIENT agrees to waive any claim against GSI and to indemnify, defend, and hold harmless GSI for any and all claims arising out of any use, not authorized in writing by GSI, of these documents by third parties not related to this Agreement.

Cost Opinions

Any cost opinions or project economic evaluations provided by GSI will be on a basis of experience and judgment, but, because GSI has no control over market conditions or bidding procedures, GSI cannot warrant that bids, ultimate construction cost, or project economics will not vary from these opinions.

Payment to GSI

Monthly invoices will be issued by GSI for all services performed under this Agreement. CLIENT shall pay each invoice within 30 days.

In the event of a disputed billing, only that disputed portion will be withheld from payment, and the undisputed portion will be paid. CLIENT will exercise reasonableness in disputing any bill or portion thereof.

Insurance

GSI will maintain throughout this Agreement the following insurance:

- a. Worker's compensation insurance in the statutory amount of not less than \$1,000,000 for all employees engaged in the work. Owners of GSI who are exempt from worker's compensation requirements shall maintain equivalent disability insurance.
- b. Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including onsite and offsite operations, and owned, non-owned, or hired vehicles, with \$1,000,000 combined single limits.
- c. Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of GSI or of any of its

employees, agents, or subcontractors, with \$2,000,000 per occurrence and \$2,000,000 in the aggregate.

d. Professional liability insurance of \$1,000,000 per occurrence and \$2,000,000 in the aggregate.

Insurance coverage in (b) and (c) above will name CLIENT as additional insured. Such insurance will be the primary coverage to GSI and CLIENT.

Before commencing work under this contract, GSI will furnish CLIENT with certificates of insurance verifying coverages and additional insureds. Certificates also will state that the insurance carrier will give CLIENT a 30-day notice of any insurance cancellation or material alteration.

Standard of Care

GSI will complete its services with the standard of care and degree of skill and diligence normally employed by professionals performing the same or similar services in the locality in which the services are performed.

Indemnification

GSI agrees, to the fullest extent permitted by law, to indemnify and hold harmless CLIENT from damages, liabilities, and costs to the extent such liabilities, and costs are caused by GSI's negligent acts, errors, or omissions in the performance of professional services under this agreement, or anyone for whom GSI is legally liable.

CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless GSI from damages, liabilities, and costs to the extent such liabilities, and costs are caused by CLIENT's acts, errors, or omissions, or anyone for whom CLIENT is legally liable.

In the event that damages, liabilities, and costs are caused by the joint or concurrent negligence of CLIENT and GSI, they shall be borne by each party in proportion to its own negligence. This provision is intended to indemnify and hold harmless each other and each other's clients specifically in any situation in which employees, agents, and representatives commence a third party action for injuries or death otherwise covered by applicable workers' compensation laws.

Limitation of Liability

GSI's liability will, in the aggregate, not exceed \$100,000. This provision takes precedence over any conflicting provision of this Agreement or any document incorporated into it or referenced by it.

This limitation of liability will apply whether GSI's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and shall include GSI's officers, employees, and subcontractors.

Severability and Survival

If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the other provisions shall remain in full effect. Limitations of liability shall survive termination of this Agreement for any cause.

No Third-Party Beneficiaries

This Agreement gives no rights or benefits to anyone other than CLIENT and GSI and has no third-party beneficiaries except as provided in **Limitation of Liability**.

Materials and Samples

Any items, substances, materials, or samples removed from the project site for testing, analysis, or other evaluation will be returned to the project site unless agreed to otherwise. CLIENT recognizes and agrees that GSI at no time assumes title to said items, substances, materials, or samples. CLIENT recognizes that GSI assumes no risk and/or liability for a waste or hazardous waste site originated by other than GSI.

Assignments

Neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this Agreement, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable.

Integration

This Agreement incorporates all previous communications and negotiations and constitutes the entire Agreement of the parties. If CLIENT issues a Purchase Order in conjunction with performance of the services, general or standard terms and conditions on the Purchase Order do not apply to this Agreement.

Force Majeure

If performance of the services is affected by causes beyond GSI's reasonable control, project schedule and compensation shall be equitably adjusted.

Changes

CLIENT may make or approve changes within the general Scope of Services in this Agreement, subject to GSI approval and with appropriate adjustment for costs and time for performance. If such changes affect GSI's cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this Agreement.

Termination

This Agreement may be terminated for convenience on 30 days' written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within 5 days of written notice and diligently complete the correction thereafter. The preceding sentence does not apply to a non-payment for services rendered, at which time, CLIENT shall be deemed to be in default and GSI may suspend services. On termination, GSI will be paid for all authorized work performed up to the termination date plus termination expenses, such as, but not limited to, reassignment of personnel, subcontract termination costs, and related closeout costs.

Attorney's Fees

In case this Agreement is referred to an attorney for collection, suit, or action, including arbitration, by any of the parties to enforce any provision of this Agreement, the prevailing party shall be entitled to, in addition to any award of costs or disbursements provided by statute, such additional sums as the court may adjudge reasonable as attorney's fees and costs to be allowed in such suit or action, including sums allowed as reasonable attorney's fees and costs on any appeal of such suit or action.

Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon and venue of any action shall be in Multnomah County, Oregon.

Attachment 1



2024 GSI Fee Schedule

Labor Category	Hourly Rate
Technical Professionals	
Principal	\$200 - \$280
Supervising	\$190 - \$235
Managing	\$170 - \$200
Consulting	\$150 - \$185
Project	\$135 - \$165
Staff	\$110 - \$150
Other Services	
GIS/Graphics/Database	\$120 - \$175
Editor/Documents	\$120 - \$145
Administration	\$85 - \$120

The hourly rate for trial preparation and expert witness testimony is 1.5 times the standard billing rate shown above.

Expenses

- **Mileage:** IRS authorized rate/mile plus 10 percent markup
- **Direct expenses and outside services:** Cost plus 10 percent markup
- **Enterprise GIS:** \$100 per month for the duration of use