

**ADAIR VILLAGE CITY COUNCIL-Final**  
**City Hall - 6030 Wm. R Carr Av.**  
**\*\*\*\*Tuesday, October 7, 2025 - 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 2, 2025
- b. Bills List through – September 30, 2025 (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) Adair Living History (Attachment H TBD) Barbara Melton  
**Action:** Decision
  
- b) Market and Restaurant Lease (Attachment I) Pat Hare/Sean Kidd  
**Action:** Decision

**6. NEW BUSINESS:**

- a) Republic Service Rate Discussion (Attachment J) Julie Jackson  
**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 4, 2025, 6:00 pm  
Planning Commission – October 21, 2025, 6:00 pm

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

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

**ADAIR VILLAGE**  
**CITY COUNCIL MINUTES- Draft**  
**6030 William R. Carr Avenue**  
\*\*\*\*Tuesday, September 2, 2025 – 6:00 PM\*\*\*\*

Agenda Item	Action
<p><b>1. Roll Call:</b> City Council Members present: Councilors Ray, Sisler, Officer, and Wilson. Mayor Currier was present. City Administrator Hare was present. The minutes were taken by CA Hare.</p>	<p>Mayor Currier called the meeting to order at 6:00 p.m. and led the flag salute.</p>
<p><b>2. Consent Calendar</b> <b>Attachment A</b> Minutes of the August 13, 2025, City Council Meeting <b>Attachment B</b> Bills List through August 31, 2025 (\$89,908.67).</p>	<p>Councilor Officer moved to approve the Consent Calendar. Councilor Wilson seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>3. Public Comment</b></p>	<p>None.</p>
<p><b>4. Staff Reports</b> <b>4a. Attachment C – Sheriff’s Report</b> - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p><b>4b. Attachment D– CSO Report</b> - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p><b>4c. Attachment E– City Administrator’s Report</b> <b>Administration</b> <b>Finances</b> The city has gotten the budget up to date and the new budget in place. We are still working with Sarah Johnson, our financial consultant, to complete the audit. Councilmembers should expect to begin receiving audit questionnaires as part of that process. <b>Tangent Partnership</b> We have taken on a few new projects in Tangent, including additional parks maintenance and related tasks. This partnership continues to go well. <b>Frontage Road</b> I will be meeting with ODOT this week to discuss the transfer of ownership of the frontage road. Additionally, I will be meeting with ODFW to discuss possibilities for improvements or modifications related to this roadway. <b>Property and Business</b> <b>Good Grounds</b> The new air conditioner has been installed and is working well. I spoke with Susan regarding concerns about major repairs. She understands our perspective and given that the unit replaced was approximately 20 years old, we do not anticipate further significant expenses moving forward. <b>Block Building</b> A potential buyer from Salem has expressed interest in the block building. I will be meeting with him to discuss a possible purchase and will report back on those discussions. <b>Entrance Sign</b> We have received three quotes for restoring and improving the entrance sign. Work will include resealing, landscaping, and cleaning the</p>	<p>Council received the report.</p>

<p>brickwork. We anticipate moving forward with this project this month.</p> <p><b>Founder's Day</b>  Founder's Day was a success with a strong turnout. The event was well received, and staff have already begun collecting ideas for further improvements for next year.</p> <p><b>Interpretive Center</b>  Progress continues at the Interpretive Center. The building has been sheet rocked, and texturing and painting are the next steps. They would like to attend our next council meeting to present their budget and plans for moving forward. If you have not visited recently, I am happy to provide a walkthrough.</p> <p><b>Major Projects and Engineering</b></p> <p><b>Wastewater System</b>  We have received the award letter for the \$4 million in funding. We are now working with Civil West on engineering options to either expand the existing lagoon or construct an additional lagoon to increase wastewater capacity. This work will also include engineering of the broader system improvements.</p> <p><b>Callaway Creek Development</b>  Phase 5 is being wrapped up, while infrastructure for Phase 6 is well underway. A lot line adjustment for Phase 7 has been completed, and they are moving toward platting that phase.</p> <p><b>Trails and Parks</b>  Work will begin this month on the Callaway Creek trail system. In addition, we are preparing bid documents for improvements at the park, with the goal of starting construction in the spring.</p>	
<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 \$4,224,918.01. Last year at this time, the balance was \$4,398,300.49.</p>	<p>Council received the report.</p>
<p><b>5. Old Business –</b>  <b>5a. Northwest Natural Franchise Agreement (Attachment H)</b>  <b>5b. Market and Restaurant Lease (Attachment I)</b></p>	<p>Council directed staff to continue negotiating agreement and lease.</p>
<p><b>6. New Business</b></p>	
<p><b>7. Ordinance, Resolutions, and Proclamations</b></p>	
<p><b>8. Executive Session- N/A</b></p>	
<p><b>9. Council and Mayor Comments</b></p>	
<p><b>10. Adjournment:</b>  City Council –Tuesday, Sept. 2, 2025, 6:00 p.m.  Planning Commission – Tuesday, Sept. 16, 2025 6:00 p.m.</p>	<p>Mayor Currier adjourned the meeting at 7:12 p.m.</p>

**September 2025 Bills**

<b>Date</b>	<b>Amount</b>
9/2/2025	\$88,164.22
9/15/2025	\$42,328.53
9/25/2025	\$20,198.17

**Total**

**\$150,690.92**

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
68731	1	Waste Water Treatment Plant Servi	Invoice	08/20/2025	09/19/2025	1,425.00		1,425.00	510-430-52011
Total 68731:						1,425.00	.00	1,425.00	
Total 150 A & B Septic:						1,425.00	.00	1,425.00	26820
02217182946	1	Vehicle Maintenance	Invoice	08/21/2025	09/15/2025	21.51		21.51	500-420-52014
Total 02217182946:						21.51	.00	21.51	
Total 640 Auto Zone:						21.51	.00	21.51	26821
001-511083	1	Bark	Invoice	08/04/2025	09/30/2025	246.00		246.00	100-900-52115
001-511083	2	Bark	Invoice	08/04/2025	09/30/2025	286.00		286.00	100-300-53001
Total 001-511083:						532.00	.00	532.00	
Total 720 Bark Place Inc.:						532.00	.00	532.00	26822
1571864	1	Contract Services	Invoice	08/27/2025	09/15/2025	106.64		106.64	500-420-52019
Total 1571864:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	106.64	26823
SEPTEMBER 2	1	Employee Health Ins	Invoice	08/15/2025	09/10/2025	1,170.22		1,170.22	100-100-51010
SEPTEMBER 2	2	Employee Health Ins	Invoice	08/15/2025	09/10/2025	156.03		156.03	100-200-51010
SEPTEMBER 2	3	Employee Health Ins	Invoice	08/15/2025	09/10/2025	624.12		624.12	100-300-51010
SEPTEMBER 2	4	Employee Health Ins	Invoice	08/15/2025	09/10/2025	390.07		390.07	200-410-51010
SEPTEMBER 2	5	Employee Health Ins	Invoice	08/15/2025	09/10/2025	3,666.70		3,666.70	500-420-51010
SEPTEMBER 2	6	Employee Health Ins	Invoice	08/15/2025	09/10/2025	1,482.28		1,482.28	510-430-51010
SEPTEMBER 2	7	Employee Health Insurance	Invoice	08/15/2025	09/10/2025	312.07		312.07	520-440-51010
Total SEPTEMBER 2025 FINAL INVOICE:						7,801.49	.00	7,801.49	
Total 1520 CIS TRUST:						7,801.49	.00	7,801.49	26824
4520664	1	Wastewater	Invoice	08/15/2025	09/15/2025	106.07		106.07	510-430-52014
4520664	2	Water	Invoice	08/15/2025	09/15/2025	397.76		397.76	500-420-52014
4520664	3	ND	Invoice	08/15/2025	09/15/2025	26.51		26.51	100-300-52014
Total 4520664:						530.34	.00	530.34	
Total 1550 City of Corvallis:						530.34	.00	530.34	26825
1001.001D.008	1	Engineering Consultant	Invoice	08/29/2025	09/15/2025	662.00		662.00	500-420-52020
1001.001D.008	2	Engineering Consultant	Invoice	08/29/2025	09/15/2025	5,883.00		5,883.00	510-430-52020
1001.001D.008	3	Engineering Consultant	Invoice	08/29/2025	09/15/2025	4,415.50		4,415.50	100-900-52020
1001.001D.008	4	Engineering Consultant	Invoice	08/29/2025	09/15/2025	5,776.00		5,776.00	100-900-52020

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1001.001D.008	5	Engineering Consultant	Invoice	08/29/2025	09/15/2025	334.52		334.52	100-900-52020
Total 1001.001D.008:						17,071.02	.00	17,071.02	
1001.028.058	1	Engineering Consultant	Invoice	08/29/2025	09/15/2025	16,851.40		16,851.40	510-430-52020
Total 1001.028.058:						16,851.40	.00	16,851.40	
1001.032.050	1	Engineering Consultant	Invoice	08/29/2025	09/16/2025	316.00		316.00	500-420-53503
Total 1001.032.050:						316.00	.00	316.00	
1001.033.008	1	Engineering Consultant	Invoice	08/29/2025	09/15/2025	12,792.50		12,792.50	500-420-52020
Total 1001.033.008:						12,792.50	.00	12,792.50	
1001.034.007	1	Engineering Consultant	Invoice	08/29/2025	09/15/2025	6,658.00		6,658.00	510-430-52020
Total 1001.034.007:						6,658.00	.00	6,658.00	
1001.035.003	1	Engineering Consultant	Invoice	08/29/2025	09/15/2025	1,256.00		1,256.00	100-300-53004
Total 1001.035.003:						1,256.00	.00	1,256.00	
Total 1610 Civil West Engineering Services Inc:						54,944.92	.00	54,944.92	✓ 26826
<b>1800 Consumers Power Inc.</b>									
1152400091525	1	Utilities	Invoice	08/19/2025	09/15/2025	1,779.00		1,779.00	200-410-52109
Total 1152400091525:						1,779.00	.00	1,779.00	
1152401081925	1	Utilities	Invoice	08/19/2025	09/15/2025	40.92		40.92	100-300-52109
Total 1152401081925:						40.92	.00	40.92	
1152406019152	1	Utilities	Invoice	08/19/2025	09/15/2025	181.29		181.29	100-900-52109
Total 11524060191525:						181.29	.00	181.29	
1152409091525	1	Utilities	Invoice	08/19/2025	09/15/2025	40.29		40.29	100-900-52109
Total 1152409091525:						40.29	.00	40.29	
1152410091525	1	Utilities	Invoice	08/19/2025	09/15/2025	78.88		78.88	510-430-52109
Total 1152410091525:						78.88	.00	78.88	
1152411091525	1	Utilities	Invoice	08/19/2025	09/15/2025	91.94		91.94	500-420-52109
Total 1152411091525:						91.94	.00	91.94	
1152413091525	1	Utilities	Invoice	08/19/2025	09/15/2025	111.65		111.65	510-430-52109
Total 1152413091525:						111.65	.00	111.65	
1152414091525	1	Utilities	Invoice	08/19/2025	09/15/2025	39.05		39.05	500-420-52109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1152414091525:						39.05	.00	39.05	
1152415091525	1	Utilities	Invoice	08/19/2025	09/15/2025	39.05		39.05	100-900-52109
Total 1152415091525:						39.05	.00	39.05	
1152418091525	1	Utilities	Invoice	08/19/2025	09/15/2025	151.92		151.92	510-430-52109
Total 1152418091525:						151.92	.00	151.92	
1152419091525	1	Utilities	Invoice	08/19/2025	09/15/2025	39.05		39.05	500-420-52109
Total 1152419091525:						39.05	.00	39.05	
1152420091525	1	Utilities	Invoice	08/19/2025	09/15/2025	331.80		331.80	510-430-52109
Total 1152420091525:						331.80	.00	331.80	
1152421091525	1	Utilities	Invoice	08/19/2025	09/15/2025	23.50		23.50	200-410-52109
Total 1152421091525:						23.50	.00	23.50	
1152422091525	1	Utilities	Invoice	08/19/2025	09/15/2025	60.60		60.60	200-410-52109
Total 1152422091525:						60.60	.00	60.60	
Total 1800 Consumers Power Inc.:						3,008.94	.00	3,008.94	120827
<b>2520 Eurofins Environment Testing NW, LLC</b>									
25-16315	1	Lab Analysis	Invoice	07/10/2025	08/15/2025	327.60		327.60	500-420-52104
Total 25-16315:						327.60	.00	327.60	
25-19964	1	Lab Analysis	Invoice	07/10/2025	08/15/2025	126.00		126.00	500-420-52104
Total 25-19964:						126.00	.00	126.00	
Total 2520 Eurofins Environment Testing NW, LLC:						453.60	.00	453.60	120828
<b>2670 Ferguson Enterprises LLC #3325</b>									
1332477	1	System Maintenance & Repair	Invoice	08/14/2025	09/15/2025	7,071.60		7,071.60	500-420-52011
Total 1332477:						7,071.60	.00	7,071.60	
1333382	1	System Maintenance & Repair	Invoice	08/07/2025	08/30/2025	4,232.21		4,232.21	500-420-52011
Total 1333382:						4,232.21	.00	4,232.21	
1333625	1	System Maintenance & Repair	Invoice	08/07/2025	08/30/2025	217.64		217.64	500-420-52011
Total 1333625:						217.64	.00	217.64	
Total 2670 Ferguson Enterprises LLC #3325:						11,521.45	.00	11,521.45	120829
<b>7510 Kristopher Schendel</b>									
2508	1	Code Compliance	Invoice	08/28/2025	09/15/2025	2,500.00		2,500.00	100-900-52019

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 2508:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	2,500.00	√20831
5240 Pace Heating & Air S-68253	1	building maintenance	Invoice	08/05/2025	09/05/2025	999.00		999.00	100-900-52012
Total S-68253:						999.00	.00	999.00	
Total 5240 Pace Heating & Air:						999.00	.00	999.00	√20832
7364 Pacific Office Automation 517223	1	Usage Invoice	Invoice	08/18/2025	09/15/2025	1,957.43		1,957.43	100-900-52022
Total 517223:						1,957.43	.00	1,957.43	
Total 7364 Pacific Office Automation:						1,957.43	.00	1,957.43	√20833
6090 Security Alarm Corp. 1684741	1	Security Services	Invoice	08/19/2025	09/15/2025	105.41		105.41	100-900-52024
Total 1684741:						105.41	.00	105.41	
Total 6090 Security Alarm Corp.:						105.41	.00	105.41	√20834
7480 TMG Services 0053883-IN	1	Differential Press Switch	Invoice	08/28/2025	09/15/2025	1,055.83		1,055.83	500-420-53500
Total 0053883-IN:						1,055.83	.00	1,055.83	
Total 7480 TMG Services:						1,055.83	.00	1,055.83	√20835
999 Utility Refund 081825	1	Water	Invoice	08/18/2025	08/30/2025	72.58		72.58	500-420-52105
081825	2	Wastewater	Invoice	08/18/2025	08/30/2025	48.38		48.38	510-430-52105
Total 081825:						120.96	.00	120.96	
Total 999 Utility Refund:						120.96	.00	120.96	√20830
7130 Verizon 6120323664	1	Cell Phone	Invoice	08/06/2025	08/29/2025	140.48		140.48	500-420-52110
6120323664	2	Cell Phone	Invoice	08/06/2025	08/29/2025	99.67		99.67	510-430-52110
6120323664	3	Cell Phone	Invoice	08/06/2025	08/29/2025	39.55		39.55	100-900-52110
Total 6120323664:						279.70	.00	279.70	
Total 7130 Verizon:						279.70	.00	279.70	√20830
7290 Willamette Valley Processors 1948	1	Emergency Management	Invoice	08/15/2025	08/30/2025	800.00		800.00	100-900-52019
Total 1948:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	√20837

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total :						88,164.22	.00	88,164.22	
Grand Totals:						<u>88,164.22</u>	<u>.00</u>	<u>88,164.22</u>	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,170.22	.00	1,170.22
100-200-51010	156.03	.00	156.03
100-300-51010	624.12	.00	624.12
100-300-52014	26.51	.00	26.51
100-300-52109	40.92	.00	40.92
100-300-53001	286.00	.00	286.00
100-300-53004	1,256.00	.00	1,256.00
100-900-52012	999.00	.00	999.00
100-900-52019	3,300.00	.00	3,300.00
100-900-52020	10,526.02	.00	10,526.02
100-900-52022	1,957.43	.00	1,957.43
100-900-52024	105.41	.00	105.41
100-900-52109	260.63	.00	260.63
100-900-52110	39.55	.00	39.55
100-900-52115	246.00	.00	246.00
200-410-51010	390.07	.00	390.07
200-410-52109	1,863.10	.00	1,863.10
500-420-51010	3,666.70	.00	3,666.70
500-420-52011	11,521.45	.00	11,521.45
500-420-52014	419.27	.00	419.27
500-420-52019	106.64	.00	106.64
500-420-52020	13,454.50	.00	13,454.50
500-420-52104	453.60	.00	453.60
500-420-52105	72.58	.00	72.58
500-420-52109	170.04	.00	170.04
500-420-52110	140.48	.00	140.48
500-420-53500	1,055.83	.00	1,055.83
500-420-53503	316.00	.00	316.00
510-430-51010	1,482.28	.00	1,482.28
510-430-52011	1,425.00	.00	1,425.00
510-430-52014	106.07	.00	106.07
510-430-52020	29,392.40	.00	29,392.40
510-430-52105	48.38	.00	48.38
510-430-52109	674.25	.00	674.25
510-430-52110	99.67	.00	99.67
520-440-51010	312.07	.00	312.07
Grand Totals:	<u>88,164.22</u>	<u>.00</u>	<u>88,164.22</u>

*[Handwritten signature]*  
9/2/25

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
07/25	453.60	.00	453.60
08/25	87,710.62	.00	87,710.62
Grand Totals:	88,164.22	.00	88,164.22

*[Handwritten signature]*  
9/2/25

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>									
68592	1	For Tangent	Invoice	08/11/2025	09/10/2025	1,372.50		1,372.50	100-900-52115
Total 68592:						1,372.50	.00	1,372.50	
68593	1	For Tangent	Invoice	08/11/2025	09/10/2025	482.00		482.00	100-900-52115
Total 68593:						482.00	.00	482.00	
68610	1	For Tangent	Invoice	08/12/2025	09/11/2025	200.00		200.00	100-900-52115
Total 68610:						200.00	.00	200.00	
68708	1	For Tangent	Invoice	08/19/2025	09/18/2025	2,426.73		2,426.73	100-900-52115
Total 68708:						2,426.73	.00	2,426.73	
68726	1	For Tangent	Invoice	08/20/2025	09/19/2025	200.00		200.00	100-900-52115
Total 68726:						200.00	.00	200.00	
68836	1	For Tangent	Invoice	08/29/2025	09/28/2025	941.00		941.00	100-900-52115
Total 68836:						941.00	.00	941.00	
Total 150 A & B Septic:						5,622.23	.00	5,622.23	✓ 26838
<b>690 Bank of America</b>									
082325	1	Credit Card Charges	Invoice	08/23/2025	09/18/2025	5,922.00		5,922.00	100-900-52012
082325	2	Credit Card Charges	Invoice	08/23/2025	09/18/2025	67.05		67.05	100-900-52002
082325	3	Credit Card Charges	Invoice	08/23/2025	09/18/2025	194.45		194.45	100-900-52110
082325	4	Credit Card Charges	Invoice	08/23/2025	09/18/2025	54.55		54.55	100-300-52111
082325	5	Credit Card Charges	Invoice	08/23/2025	09/18/2025	62.98		62.98	100-900-52002
082325	6	Credit Card Charges	Invoice	08/23/2025	09/18/2025	21.63		21.63	100-300-52111
082325	7	Credit Card Charges	Invoice	08/23/2025	09/18/2025	71.92		71.92	100-300-52111
082325	8	Credit Card Charges	Invoice	08/23/2025	09/18/2025	11.59		11.59	500-420-52002
082325	9	Credit Card Charges	Invoice	08/23/2025	09/18/2025	39.98		39.98	100-900-52002
082325	10	Credit Card Charges	Invoice	08/23/2025	09/18/2025	19.99		19.99	100-900-52114
082325	11	Credit Card Charges	Invoice	08/23/2025	09/18/2025	2,000.00		2,000.00	100-900-52012
082325	12	Credit Card Charges	Invoice	08/23/2025	09/18/2025	55.94		55.94	510-430-52002
082325	13	Credit Card Charges	Invoice	08/23/2025	09/18/2025	145.96		145.96	100-300-52002
082325	14	Credit Card Charges	Invoice	08/23/2025	09/18/2025	33.94		33.94	510-430-52002
082325	15	Credit Card Charges	Invoice	08/23/2025	09/18/2025	42.01		42.01	100-900-52115
082325	16	Credit Card Charges	Invoice	08/23/2025	09/18/2025	31.02		31.02	500-420-52014
082325	17	Credit Card Charges	Invoice	08/23/2025	09/18/2025	47.96		47.96	100-300-52002
082325	18	Credit Card Charges	Invoice	08/23/2025	09/18/2025	41.45		41.45	100-900-52115
082325	19	Credit Card Charges	Invoice	08/23/2025	09/18/2025	79.96		79.96	510-430-52002
082325	20	Credit Card Charges	Invoice	08/23/2025	09/18/2025	49.35		49.35	100-300-52111
082325	21	Credit Card Charges	Invoice	08/23/2025	09/18/2025	9.99		9.99	500-420-52002
082325	22	Credit Card Charges	Invoice	08/23/2025	09/18/2025	39.82		39.82	100-300-52002
Total 082325:						9,043.54	.00	9,043.54	
Total 690 Bank of America:						9,043.54	.00	9,043.54	✓ 26839

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>1340 Caselle Inc.</b>									
INV-10611	1	Monthly Software Hosting Fees	Invoice	09/02/2025	10/02/2025	904.50		904.50	500-420-52114
INV-10611	2	Monthly Software Hosting Fee	Invoice	09/02/2025	10/02/2025	603.00		603.00	100-900-52114
INV-10611	3	Monthly Software Hosting Fee	Invoice	09/02/2025	10/02/2025	301.50		301.50	510-430-52114
INV-10611	4	Monthly Software Hosting Fee	Invoice	09/02/2025	10/02/2025	100.50		100.50	200-410-52114
INV-10611	5	Monthly Software Hosting Fee	Invoice	09/02/2025	10/02/2025	100.50		100.50	520-440-52114
Total INV-10611:						2,010.00	.00	2,010.00	
Total 1340 Caselle Inc.:						2,010.00	.00	2,010.00	✓ 20080
<b>2300 Delapoer Kidd Attorneys at Law</b>									
2149	1	General City matters	Invoice	09/01/2025	09/30/2025	525.00		525.00	100-900-52017
Total 2149:						525.00	.00	525.00	
Total 2300 Delapoer Kidd Attorneys at Law:						525.00	.00	525.00	✓ 20081
<b>7526 Dylan Smith</b>									
62	1	Nature Trail System	Invoice	09/11/2025	09/11/2025	15,000.00		15,000.00	100-300-53004
Total 62:						15,000.00	.00	15,000.00	
Total 7526 Dylan Smith:						15,000.00	.00	15,000.00	✓ 20082
<b>7509 Good Earth Pest Company</b>									
535534	1	Pest Control	Invoice	09/04/2025	09/25/2025	129.00		129.00	100-900-52012
Total 535534:						129.00	.00	129.00	
Total 7509 Good Earth Pest Company:						129.00	.00	129.00	✓ 20083
<b>7546 Industrial Rebuilders Corporation</b>									
250827-2	1	For Tangent	Invoice	08/27/2025	09/30/2025	65.00		65.00	100-900-52115
Total 250827-2:						65.00	.00	65.00	
Total 7546 Industrial Rebuilders Corporation:						65.00	.00	65.00	✓ 20084
<b>7524 My Bridge Team, Inc.</b>									
INV-000078	1	Admin	Invoice	09/09/2025	09/09/2025	1,242.50		1,242.50	100-100-52019
INV-000078	2	Admin	Invoice	09/09/2025	09/09/2025	155.31		155.31	100-900-52019
INV-000078	3	Storm Drain	Invoice	09/09/2025	09/09/2025	232.97		232.97	520-440-52019
INV-000078	4	Streets	Invoice	09/09/2025	09/09/2025	232.97		232.97	200-410-52019
INV-000078	5	Wastewater	Invoice	09/09/2025	09/09/2025	621.25		621.25	510-430-52019
INV-000078	6	Water	Invoice	09/09/2025	09/09/2025	621.25		621.25	500-420-52019
Total INV-000078:						3,106.25	.00	3,106.25	
Total 7524 My Bridge Team, Inc.:						3,106.25	.00	3,106.25	✓ 20085
<b>7518 Net Assets Corporation</b>									
111-202508	1	Software hosting fees	Invoice	09/02/2025	09/15/2025	48.00		48.00	100-900-52114
Total 111-202508:						48.00	.00	48.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 7518 Net Assets Corporation:						48.00	.00	48.00	✓ 26846
<b>4670 NW Natural</b>									
082725	1	Utilities	Invoice	08/27/2025	09/17/2025	23.34		23.34	100-900-52109
Total 082725:						23.34	.00	23.34	
Total 4670 NW Natural:						23.34	.00	23.34	✓ 26847
<b>4800 One Call Concepts Inc</b>									
5080303	1	OR Utility Notification Center	Invoice	08/31/2025	09/30/2025	13.86		13.86	500-420-52109
5080303	2	OR Utility Notification Center	Invoice	08/31/2025	09/30/2025	13.86		13.86	510-430-52109
Total 5080303:						27.72	.00	27.72	
Total 4800 One Call Concepts Inc:						27.72	.00	27.72	✓ 26848
<b>5300 Pacific Power/PacificCorp</b>									
090925	1	Utilities	Invoice	09/09/2025	09/25/2025	3,427.72		3,427.72	500-420-52109
Total 090925:						3,427.72	.00	3,427.72	
Total 5300 Pacific Power/PacificCorp:						3,427.72	.00	3,427.72	✓ 26849
<b>5780 Republic Services #452</b>									
0452-00556994	1	Utilities	Invoice	08/31/2025	09/20/2025	43.77		43.77	100-900-52109
Total 0452-00556994:						43.77	.00	43.77	
0452-00557698	1	Utilities	Invoice	08/31/2025	09/20/2025	41.77		41.77	100-300-52112
Total 0452-00557698:						41.77	.00	41.77	
0452-00557776	1	Utilities	Invoice	08/31/2025	09/20/2025	165.68		165.68	510-430-52109
Total 0452-00557776:						165.68	.00	165.68	
Total 5780 Republic Services #452:						251.22	.00	251.22	✓ 26850
<b>5810 RG Smith Electric &amp; Plumbing Inc</b>									
33272	1	Building Maintenance	Invoice	09/08/2025	10/08/2025	430.19		430.19	100-900-52012
Total 33272:						430.19	.00	430.19	
Total 5810 RG Smith Electric & Plumbing Inc:						430.19	.00	430.19	✓ 26851
<b>5940 SAIF Corporation</b>									
1001800497	1	Admin	Invoice	09/01/2025	10/01/2025	155.77		155.77	100-100-52103
1001800497	2	PS	Invoice	09/01/2025	10/01/2025	9.74		9.74	100-200-52103
1001800497	3	Parks	Invoice	09/01/2025	10/01/2025	87.62		87.62	100-300-52103
1001800497	4	Streets	Invoice	09/01/2025	10/01/2025	38.94		38.94	200-410-52103
1001800497	5	Water	Invoice	09/01/2025	10/01/2025	486.77		486.77	510-430-52103
1001800497	6	WW	Invoice	09/01/2025	10/01/2025	155.77		155.77	520-440-52103
1001800497	7	SD	Invoice	09/01/2025	10/01/2025	38.93		38.93	520-440-52103
Total 1001800497:						973.54	.00	973.54	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 5940 SAIF Corporation:						973.54	.00	973.54	✓ 26852
6020 Schaefer's Recreation Equipment Co 157283-1	1	Chemicals	Invoice	08/22/2025	09/10/2025	510.32		510.32	510-430-52001
Total 157283-1:						510.32	.00	510.32	
Total 6020 Schaefer's Recreation Equipment Co:						510.32	.00	510.32	✓ 26853
7274 US Bank Equipment Finance 583919109	1	Copier	Invoice	09/06/2025	09/30/2025	131.00		131.00	100-900-52023
Total 583919109:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	✓ 26854
7030 USA Blue Book INV00823917	1	Chemicals	Invoice	09/10/2025	10/10/2025	204.46		204.46	500-420-52001
Total INV00823917:						204.46	.00	204.46	
Total 7030 USA Blue Book:						204.46	.00	204.46	✓ 26855
7290 Willamette Valley Processors 1949	1	Emergency Management	Invoice	09/15/2025	09/30/2025	800.00		800.00	100-900-52019
Total 1949:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	✓ 26856
Total :						42,328.53	.00	42,328.53	
Grand Totals:						42,328.53	.00	42,328.53	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-52019	1,242.50	.00	1,242.50
100-100-52103	155.77	.00	155.77
100-200-52103	9.74	.00	9.74
100-300-52002	233.74	.00	233.74
100-300-52103	87.62	.00	87.62
100-300-52111	197.45	.00	197.45
100-300-52112	41.77	.00	41.77
100-300-53004	15,000.00	.00	15,000.00
100-900-52002	170.01	.00	170.01
100-900-52012	8,481.19	.00	8,481.19
100-900-52017	525.00	.00	525.00
100-900-52019	955.31	.00	955.31
100-900-52023	131.00	.00	131.00
100-900-52109	67.11	.00	67.11
100-900-52110	194.45	.00	194.45
100-900-52114	670.99	.00	670.99



Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52115	5,770.69	.00	5,770.69
200-410-52019	232.97	.00	232.97
200-410-52103	38.94	.00	38.94
200-410-52114	100.50	.00	100.50
500-420-52001	204.46	.00	204.46
500-420-52002	21.58	.00	21.58
500-420-52014	31.02	.00	31.02
500-420-52019	621.25	.00	621.25
500-420-52109	3,441.58	.00	3,441.58
500-420-52114	904.50	.00	904.50
510-430-52001	510.32	.00	510.32
510-430-52002	169.84	.00	169.84
510-430-52019	621.25	.00	621.25
510-430-52103	486.77	.00	486.77
510-430-52109	179.54	.00	179.54
510-430-52114	301.50	.00	301.50
520-440-52019	232.97	.00	232.97
520-440-52103	194.70	.00	194.70
520-440-52114	100.50	.00	100.50
<b>Grand Totals:</b>	<b>42,328.53</b>	<b>.00</b>	<b>42,328.53</b>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
08/25	15,543.37	.00	15,543.37
09/25	26,785.16	.00	26,785.16
<b>Grand Totals:</b>	<b>42,328.53</b>	<b>.00</b>	<b>42,328.53</b>

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9/15/25

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>1330 Cascades West Regional Consortium</b>									
145	1	Dues	Invoice	09/16/2025	09/30/2025	1,500.00		1,500.00	100-900-52102
Total 145:						1,500.00	.00	1,500.00	
Total 1330 Cascades West Regional Consortium:						1,500.00	.00	1,500.00	120858
<b>1520 CIS TRUST</b>									
OCTOBER 202	1	Employee Health Ins	Invoice	09/15/2025	10/10/2025	1,169.43		1,169.43	100-100-51010
OCTOBER 202	2	Employee Health Ins	Invoice	09/15/2025	10/10/2025	155.92		155.92	100-200-51010
OCTOBER 202	3	Employee Health Ins	Invoice	09/15/2025	10/10/2025	623.70		623.70	100-300-51010
OCTOBER 202	4	Employee Health Ins	Invoice	09/15/2025	10/10/2025	389.81		389.81	200-410-51010
OCTOBER 202	5	Employee Health Ins	Invoice	09/15/2025	10/10/2025	3,664.23		3,664.23	500-420-51010
OCTOBER 202	6	Employee Health Ins	Invoice	09/15/2025	10/10/2025	1,481.28		1,481.28	510-430-51010
OCTOBER 202	7	Employee Health Insurance	Invoice	09/15/2025	10/10/2025	311.86		311.86	520-440-51010
Total OCTOBER 2025 FINAL INVOICE:						7,796.23	.00	7,796.23	
Total 1520 CIS TRUST:						7,796.23	.00	7,796.23	120859
<b>1550 City of Corvallis</b>									
4520821	1	Wastewater	Invoice	09/15/2025	10/15/2025	66.30		66.30	510-430-52014
4520821	2	Water	Invoice	09/15/2025	10/15/2025	248.62		248.62	500-420-52014
4520821	3	ND	Invoice	09/15/2025	10/15/2025	16.57		16.57	100-300-52014
Total 4520821:						331.49	.00	331.49	
Total 1550 City of Corvallis:						331.49	.00	331.49	120860
<b>1800 Consumers Power Inc.</b>									
1152401101525	1	Utilities	Invoice	09/18/2025	10/15/2025	40.92		40.92	100-300-52109
Total 1152401101525:						40.92	.00	40.92	
1152406101525	1	Utilities	Invoice	09/18/2025	10/15/2025	197.00		197.00	100-900-52109
Total 1152406101525:						197.00	.00	197.00	
1152409101525	1	Utilities	Invoice	09/18/2025	10/15/2025	40.50		40.50	100-900-52109
Total 1152409101525:						40.50	.00	40.50	
1152410101525	1	Utilities	Invoice	09/18/2025	10/15/2025	78.99		78.99	510-430-52109
Total 1152410101525:						78.99	.00	78.99	
1152411101525	1	Utilities	Invoice	09/18/2025	10/15/2025	89.40		89.40	500-420-52109
Total 1152411101525:						89.40	.00	89.40	
1152413101525	1	Utilities	Invoice	09/18/2025	10/15/2025	115.98		115.98	510-430-52109
Total 1152413101525:						115.98	.00	115.98	
1152414101525	1	Utilities	Invoice	09/18/2025	10/15/2025	39.05		39.05	500-420-52109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1152414101525:						39.05	.00	39.05	
1152415101525	1	Utilities	Invoice	09/18/2025	10/15/2025	39.05		39.05	100-900-52109
Total 1152415101525:						39.05	.00	39.05	
1152418101525	1	Utilities	Invoice	09/18/2025	10/15/2025	162.84		162.84	510-430-52109
Total 1152418101525:						162.84	.00	162.84	
1152419101525	1	Utilities	Invoice	09/18/2025	10/15/2025	39.05		39.05	500-420-52109
Total 1152419101525:						39.05	.00	39.05	
1152420101525	1	Utilities	Invoice	09/18/2025	10/15/2025	348.96		348.96	510-430-52109
Total 1152420101525:						348.96	.00	348.96	
1152421101525	1	Utilities	Invoice	09/18/2025	10/15/2025	23.50		23.50	200-410-52109
Total 1152421101525:						23.50	.00	23.50	
1152422101525	1	Utilities	Invoice	09/18/2025	10/15/2025	60.60		60.60	200-410-52109
Total 1152422101525:						60.60	.00	60.60	
115400101525	1	Utilities	Invoice	09/18/2025	10/15/2025	1,785.00		1,785.00	200-410-52109
Total 115400101525:						1,785.00	.00	1,785.00	
Total 1800 Consumers Power Inc.:						3,060.84	.00	3,060.84	<i>✓ 20802</i>
<b>7524 My Bridge Team, Inc.</b>									
INV-000081	1	Admin	Invoice	09/23/2025	09/23/2025	2,782.50		2,782.50	100-100-52019
INV-000081	2	Admin	Invoice	09/23/2025	09/23/2025	347.81		347.81	100-900-52019
INV-000081	3	Storm Drain	Invoice	09/23/2025	09/23/2025	521.72		521.72	520-440-52019
INV-000081	4	Streets	Invoice	09/23/2025	09/23/2025	521.72		521.72	200-410-52019
INV-000081	5	Wastewater	Invoice	09/23/2025	09/23/2025	1,391.25		1,391.25	510-430-52019
INV-000081	6	Water	Invoice	09/23/2025	09/23/2025	1,391.25		1,391.25	500-420-52019
Total INV-000081:						6,956.25	.00	6,956.25	
Total 7524 My Bridge Team, Inc.:						6,956.25	.00	6,956.25	<i>✓ 20802</i>
<b>999 Utility Refund</b>									
138203091825	1	Water	Invoice	09/18/2025	10/15/2025	164.16		164.16	500-420-52105
138203091825	2	Wastewater	Invoice	09/18/2025	10/15/2025	109.44		109.44	510-430-52105
Total 138203091825:						273.60	.00	273.60	
Total 999 Utility Refund:						273.60	.00	273.60	<i>✓ 20857</i>
<b>7130 Verizon</b>									
6122809136	1	Cell Phone	Invoice	09/06/2025	09/28/2025	39.57		39.57	100-900-52110
6122809136	2	Cell Phone	Invoice	09/06/2025	09/28/2025	99.69		99.69	510-430-52110
6122809136	3	Cell Phone	Invoice	09/06/2025	09/28/2025	140.50		140.50	500-420-52110

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 6122809136:						279.76	.00	279.76	
Total 7130 Verizon:						279.76	.00	279.76	✓ 20803
Total :						20,198.17	.00	20,198.17	
Grand Totals:						20,198.17	.00	20,198.17	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	1,169.43	.00	1,169.43
100-100-52019	2,782.50	.00	2,782.50
100-200-51010	155.92	.00	155.92
100-300-51010	623.70	.00	623.70
100-300-52014	16.57	.00	16.57
100-300-52109	40.92	.00	40.92
100-900-52019	347.81	.00	347.81
100-900-52102	1,500.00	.00	1,500.00
100-900-52109	276.55	.00	276.55
100-900-52110	39.57	.00	39.57
200-410-51010	389.81	.00	389.81
200-410-52019	521.72	.00	521.72
200-410-52109	1,869.10	.00	1,869.10
500-420-51010	3,664.23	.00	3,664.23
500-420-52014	248.62	.00	248.62
500-420-52019	1,391.25	.00	1,391.25
500-420-52105	164.16	.00	164.16
500-420-52109	167.50	.00	167.50
500-420-52110	140.50	.00	140.50
510-430-51010	1,481.28	.00	1,481.28
510-430-52014	66.30	.00	66.30
510-430-52019	1,391.25	.00	1,391.25
510-430-52105	109.44	.00	109.44
510-430-52109	706.77	.00	706.77
510-430-52110	99.69	.00	99.69
520-440-51010	311.86	.00	311.86
520-440-52019	521.72	.00	521.72
Grand Totals:	20,198.17	.00	20,198.17

*[Handwritten Signature]*  
9/25/25

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/25	20,198.17	.00	20,198.17
Grand Totals:	20,198.17	.00	20,198.17

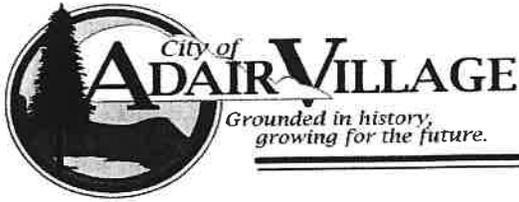
Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
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## CSO Report

## Attachment D

Location	Violaton	Case #	Follow Up	Compliance	Fine/Fee
Municipal Code Revamp		N/a	N/a	N/a	N/a
8046 Barberry	Tall Grass in backyard (Giving one more week)	25-709	7/25/2025	Y	N
6261 William R Carr	Tall Grass (Giving one more week)	25-712	7/25/2025	Y	N
6199 William R Carr	Tall Grass	25-801	8/15/2025	Y	N
8251 Hyacinth Ct NE	Grass / Vehicle in front yard covered in dirt	25-804	8/15/2025	Y	N
206 Cedar Ln NE	Green Nissan Alt (belonged to 206 Cedar - plates in the mail - will monitor)	25-901	9/15/2025	Y	N
6317 William R Carr	Abandon Car - White VW Passat (207PRV) Flat Tire	25-902	9/15/2025	Y	N
184 Azela	Parking violation - White Ford Tarus	25-903	9/26/2025	Y	N
332 Carmen Pl NE	Tall Grass (fine being sent)	25-904	10/3/2025	N	Y
3115 Willamette	Wrong way on one way warning	25-905	9/26/2025	N/a	N
3116 Willamette	Wrong way on one way warning	25-906	9/26/2025	N/a	N
4210 Laurel	Wrong way on one way warning	25-910	9/25/2025	N/a	N



6030 William R. Carr Ave.  
Adair Village, OR 97330  
541-745-5507  
Fax: 541-230-5219

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## **City Administrator's Report October 7, 2025, Council Meeting**

### **Administration**

#### **Finances**

The budget is fully up to date and categorized correctly. Significant work has been completed with Sarah Johnson to ensure all accounts are aligned and accurate. The audit is also being completed, and council members should have received their questionnaires.

#### **Tangent Partnership**

The partnership with Tangent continues to go well. The seasonal position concluded on the last day of September, and the city of Tangent was pleased with the service provided throughout the summer months.

#### **Frontage Road**

A meeting with ODOT is scheduled for Thursday, October 2nd. An update on those discussions will be provided during the council meeting.

### **Property and Business**

#### **Adair Village Industrial Site (AVIS)**

The City has met with new environmental scientist groups that will be contracting with us and working with ODOT to resume additional testing. This brings the project back to where it originally began, but with renewed momentum.

#### **Good Grounds**

Good Grounds continues to do well. Susan is beginning to update some of the equipment, and the city will work on selling the older equipment as it is replaced.

#### **Block Building**

A potential buyer from Salem looked into purchasing the block building and was connected with the Seelys. At this point, no agreement has been reached between the parties.

#### **Entrance Sign and Bus Stop**

The City has signed a contract to restore the entrance sign. The contractor is expected to begin work this week after completing another project. Additionally, staff are obtaining quotes to improve the bus stop in the north section.

#### **Interpretive Center**

Progress continues to go well at the Interpretive Center.

### **Major Projects and Engineering**

#### **Wastewater System**

Work with Business Oregon continues as we prepare an estimate of engineering costs expected over the next two years prior to the sale of the bond. Once approved, Civil West will begin engineering work.

### **Callaway Creek Development**

Phase 5 is complete, with all homes finished. The developer hopes to begin building in Phase 6 by November or December, with infrastructure work on Phase 7 scheduled to begin in the spring.

### **Trails and Parks**

The first section of the Callaway Creek trail system is complete, including a few bridges, and it looks excellent. Staff are also preparing bid documents for the new park project located between City Hall and the museum.



**PUBLIC WORKS  
OPERATIONS AND MAINTENANCE REPORT**

PERIOD: 8/20/2025 to 9/20/2025

**WATER USE / DISTRIBUTION REPORT**

**WATER USE REPORT**

Water Produced: N/A

Average Usage per: N/A

**WATER DISTRIBUTION REPORT**

Maintenance Activity: One leak was discovered and fixed on the main transmission line to town from our storage tanks. The leak was fixed quickly with no service interruptions.

Collected quarterly: 3<sup>rd</sup> quarter samples have been taken.

**WASTEWATER TREATMENT REPORT**

Flows into the WWTP are still low. Staff have completed all cleaning and preparation for winter flows.

Total Monthly Influent: 2.2 million Gallons

**STORM WATER COLLECTION SYSTEM REPORT**

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

## **STREETS MAINTENANCE REPORT**

Maintenance: Streets are in good shape and are checked weekly.

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

Maintenance Activity: Mowing has slowed slightly with very dry weather. Staff will be mowing as needed with wetter weather.

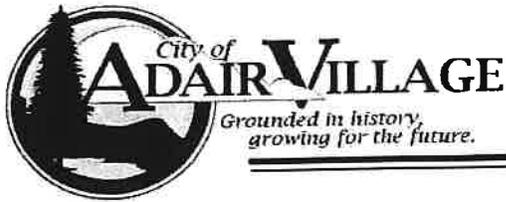
## **WATER TREATMENT PLANT**

Maintenance Activity: We are at 40 hours a week run time. We figure we will be down below 30 hours in the first few weeks in October. Staff have resolved all issues with the chlorination unit and are still awaiting parts to fix the flow meter.

## **WASTEWATER TREATMENT PLANT**

Maintenance Activity: The wastewater treatment plant has had no issues. Staff continue to maintain and monitor flows at plant.

Completed by Matt Lydon, Public Works Supervisor



**STAFF REPORT**  
**Attachment G – Financial Report**  
 October 7, 2025 Council Meeting

We have approximately \$4,253,918.01 in the Local Government Investment Pool (LGIP). Last month we had \$4,224,918.01. Last year at this time we had \$4,429,124.06. We have approximately \$395,686.86 in Citizens Bank.

<b>Fund</b>	<b>Income</b>	<b>Expenses</b>	<b>% of Budget</b>	<b>Difference</b>
General	1,813,554.00	231,236.00	6.52%	1,582,318.00
Streets	384,887.00	21,135.00	5.90%	363,752.00
Water	747,620.00	189,958.00	16.96%	557,662.00
Wastewater	848,211.00	122,221.00	6.82%	725,990.00
Storm Drain	76,991.00	10,957.00	12.15%	66,034.00
SDC Fund	2,096,190.00	0.00	0.00%	2,096,190.00
Reserve	6,125,490.00	575,507.00	6.19%	5,549,983.00
<b>TOTAL</b>	<b>\$12,092,943.00</b>	<b>\$1,151,014.00</b>		<b>10,941,929.00</b>

Report Criteria:

Includes only accounts with balances or activity  
Includes grand totals by account type with revenue and expenditure totals

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-25 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>General Fund</b>						
<b>General Fund Revenue</b>						
100-000-40000	Beginning Fund Balance	0	1,736,881	2,000,000	263,119	86.84
100-000-40001	Property Taxes - Current	783	783	269,000	268,217	.29
100-000-40002	Property Taxes - Prior Year	0	0	500	500	.00
100-000-41010	Revenue Sharing	3,995	3,995	14,000	10,005	28.53
100-000-41020	Cigarette Taxes	71	140	1,000	860	13.98
100-000-41030	Liquor Taxes	0	4,056	29,000	24,944	13.98
100-000-41100	Tangent Contract	0	0	259,000	259,000	.00
100-000-41200	Transient Lodging Tax	0	0	5,000	5,000	.00
100-000-41300	Benton CO STIFF for Transit	0	0	25,000	25,000	.00
100-000-42001	Planning Fees	0	0	10,000	10,000	.00
100-000-42050	Fees - Other	140	140	0	(140)	.00
100-000-42060	SDC Administrative Fees	0	0	10,000	10,000	.00
100-000-43001	Utility Franchise Fees	27,993	27,993	70,000	42,007	39.99
100-000-46020	Residential Rent Revenue	2,835	6,120	30,000	23,880	20.40
100-000-46021	Property Lease or Rent	0	0	78,000	78,000	.00
100-000-46023	Building Lease	3,045	9,571	32,000	22,429	29.91
100-000-46024	Property Tax-Property Lease	0	0	6,000	6,000	.00
100-000-46027	Utilities-Property Lease	0	0	19,000	19,000	.00
100-000-46028	Room Rental	0	0	120	120	.00
100-000-46055	Refunds	0	0	200	200	.00
100-000-46057	Miscellaneous	2,098	2,098	1,000	(1,098)	209.77
100-000-47300	Parks Grant	0	0	486,000	486,000	.00
100-000-48000	Interest	16,544	21,777	20,000	(1,777)	108.89
Total General Fund Revenue:		57,504	1,813,554	3,364,820	1,551,266	53.90
<b>Transfers In</b>						
100-000-49530	Transfer from SDC Fund	0	0	180,000	180,000	.00
Total Transfers In:		0	0	180,000	180,000	.00
<b>City Administration</b>						
<b>General Fund Administrative</b>						
100-100-50010	City Administrator	15,089	22,633	87,988	65,355	25.72
100-100-50016	Utility/Court Clerk	423	653	2,324	1,671	28.11
100-100-50018	Finance Clerk	1,519	2,398	9,125	6,727	26.28
100-100-50050	PW Superint/Asst City Manager	0	0	2,344	2,344	.00
100-100-51010	Employee Health Ins Benefits	1,064	3,429	21,518	18,089	15.94
100-100-51020	Retirement Benefits	2,470	2,470	28,326	25,856	8.72
100-100-51030	Employment Taxes	1,251	3,175	13,690	10,515	23.19
100-100-52002	Materials & Supplies	0	0	250	250	.00
100-100-52010	Miscellaneous	0	0	500	500	.00
100-100-52013	Travel and Training	0	0	2,000	2,000	.00
100-100-52016	Audit	0	0	28,940	28,940	.00
100-100-52017	City Attorney	0	0	15,000	15,000	.00
100-100-52018	Planning Consultant	0	0	30,000	30,000	.00
100-100-52019	Contract Service	3,786	5,786	74,800	69,014	7.74
100-100-52020	Development Engineering	9,327	12,391	70,000	57,610	17.70
100-100-52031	Urban Renewal Development	0	0	55,000	55,000	.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
100-100-52101	Banking Charges	24	44	0	(44)	.00
100-100-52103	Insurance	0	3,150	3,150	0	100.00
100-100-52106	Mileage	0	0	250	250	.00
<b>Total General Fund Administrative:</b>		<b>34,961</b>	<b>56,129</b>	<b>445,206</b>	<b>389,077</b>	<b>12.61</b>
<b>Total City Administration:</b>		<b>34,961</b>	<b>56,129</b>	<b>445,206</b>	<b>389,077</b>	<b>12.61</b>
<b>Public Safety</b>						
<b>General Fund Public Safety</b>						
100-200-50010	City Administrator	1,372	2,058	7,999	5,941	25.72
100-200-51010	Employee Health Ins Benefits	149	614	1,585	971	38.71
100-200-51020	Retirement Benefits	247	247	2,278	2,031	10.84
100-200-51030	Employment Taxes	101	252	1,076	824	23.45
100-200-52019	Contract Service	0	9,570	50,948	41,378	18.78
100-200-52103	Insurance	0	6,300	6,300	0	100.00
<b>Total General Fund Public Safety:</b>		<b>1,868</b>	<b>19,040</b>	<b>70,186</b>	<b>51,145</b>	<b>27.13</b>
<b>Total Public Safety:</b>		<b>1,868</b>	<b>19,040</b>	<b>70,186</b>	<b>51,146</b>	<b>27.13</b>
<b>Parks and Recreation</b>						
<b>GF Parks &amp; Recreation</b>						
100-300-50052	Utility Worker III	1,941	3,004	12,014	9,010	25.00
100-300-50055	Operator	2,247	3,477	13,807	10,430	25.00
100-300-50058	Utility Worker I	1,067	1,608	3,803	2,195	42.29
100-300-51010	Employee Health Ins Benefits	598	1,209	8,855	7,646	13.65
100-300-51020	Retirement Benefits	1,111	1,111	8,465	7,354	13.13
100-300-51030	Employment Taxes	549	1,437	3,998	2,561	35.94
100-300-52002	Materials & Supplies	520	520	750	230	69.30
100-300-52012	Maintenance - Bldg & Parks	0	266	1,000	734	26.57
100-300-52013	Travel and Training	0	0	500	500	.00
100-300-52014	Vehicle Fuel & Maintenance	295	324	2,500	2,176	12.95
100-300-52019	Contract Service	0	0	800	800	.00
100-300-52022	Equipment Maintenance	0	0	5,000	5,000	.00
100-300-52023	Equipment Rental/Lease	0	0	100	100	.00
100-300-52025	Small Equipment Purchase	0	0	4,200	4,200	.00
100-300-52030	Miscellaneous	0	0	100	100	.00
100-300-52103	Insurance	0	3,150	3,150	0	100.00
100-300-52106	Mileage	0	0	100	100	.00
100-300-52108	Postage	0	0	75	75	.00
100-300-52109	Utilities	41	81	750	669	10.86
100-300-52111	Parks-Events	1,052	2,607	5,500	2,893	47.41
100-300-52112	Parks - Youth Activities	42	5,042	6,500	1,458	77.57
<b>Total GF Parks &amp; Recreation:</b>		<b>9,462</b>	<b>23,835</b>	<b>82,067</b>	<b>58,232</b>	<b>29.04</b>
<b>Capital Outlay</b>						
100-300-53001	Improvements - Bldg & Parks	286	286	2,000	1,714	14.30
100-300-53002	Equipment Purchase	0	2,767	3,000	233	92.23
100-300-53003	Museum Infrastructure Cap Outl	0	50,000	50,000	0	100.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
Total Capital Outlay:		286	53,053	55,000	1,947	95.46
<b>GF Parks &amp; Recreation</b>						
100-300-53004	CapOutlay-ParkPavilion,Path,BR	1,347	24,912	601,000	576,089	4.15
Total GF Parks & Recreation:		1,347	24,912	601,000	576,088	4.15
<b>Capital Outlay</b>						
100-300-53005	Wetlands to City Hall Trail	0	0	65,000	65,000	.00
Total Capital Outlay:		0	0	65,000	65,000	.00
<b>Transfers Out</b>						
100-300-55600	Transfer to Reserve Fund	0	0	5,000	5,000	.00
Total Transfers Out:		0	0	5,000	5,000	.00
Total Parks and Recreation:		11,095	101,800	808,067	706,257	12.60
<b>Non-departmental</b>						
<b>General Fund Non-Departmental</b>						
100-900-52002	Materials & Supplies	170	170	10,000	9,830	1.70
100-900-52010	Legal Notices	0	0	3,000	3,000	.00
100-900-52012	Maintenance - Bldg & Parks	0	0	10,000	10,000	.00
100-900-52014	Vehicle Fuel & Maintenance	0	3	1,500	1,497	.22
100-900-52015	Security Alarm	0	0	10,800	10,800	.00
100-900-52016	Audit	0	0	14,418	14,418	.00
100-900-52017	City Attorney	219	875	10,000	9,125	8.75
100-900-52019	Contract Service	3,773	7,323	30,600	23,277	23.93
100-900-52020	Engineering Consultant	449	537	7,500	6,963	7.16
100-900-52021	Transit	0	0	25,000	25,000	.00
100-900-52022	Equipment Maintenance	0	0	1,500	1,500	.00
100-900-52023	Equipment Rental/Lease	131	262	2,000	1,738	13.10
100-900-52024	Security Alarm	105	105	1,500	1,395	7.03
100-900-52025	Small Equipment Purchase	0	0	7,000	7,000	.00
100-900-52030	Miscellaneous	0	0	1,000	1,000	.00
100-900-52031	CERT Expenditures	0	0	5,000	5,000	.00
100-900-52101	Banking Charges	273	527	750	223	70.27
100-900-52102	Dues	0	4,081	7,500	3,420	54.41
100-900-52103	Insurance	0	13,423	15,750	2,327	85.23
100-900-52108	Postage	1,957	1,957	5,750	3,793	34.04
100-900-52109	Utilities	328	567	4,200	3,633	13.50
100-900-52110	Telephones	234	287	4,600	4,313	6.24
100-900-52111	Mayor & Council Expenses	0	0	1,000	1,000	.00
100-900-52113	Election Fees	0	0	1,000	1,000	.00
100-900-52114	Software Hosting Fees	640	1,290	6,300	5,010	20.48
100-900-52115	Tangent Expenditures	6,017	6,017	125,000	118,983	4.81
100-900-52199	Property Taxes	0	0	8,700	8,700	.00
Total General Fund Non-Departmental:		14,297	37,425	321,368	283,943	11.65
<b>Capital Outlay</b>						

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
100-900-53001	Improvements - Bldg & Parks	8,921	16,843	45,000	28,157	37.43
100-900-53002	Equipment Purchase	0	0	15,000	15,000	.00
Total Capital Outlay:		8,921	16,843	60,000	43,157	28.07
<b>Transfers Out</b>						
100-900-55500	Transfer to Water Fund	0	0	9,577	9,577	.00
100-900-55530	Transfer to SDC Fund	0	0	77,861	77,861	.00
Total Transfers Out:		0	0	87,438	87,438	.00
Total Non-departmental:		23,218	54,268	468,805	414,537	11.58
<b>Contingency</b>						
100-998-58000	Contingency	0	0	250,000	250,000	.00
Total Contingency:		0	0	250,000	250,000	.00
<b>Ending Fund Balance</b>						
100-999-59000	Reserve for Future Expenditure	0	0	83,192	83,192	.00
100-999-59001	Set-aside State Shad Rev Proj	0	0	1,419,363	1,419,363	.00
Total Ending Fund Balance:		0	0	1,502,556	1,502,556	.00
General Fund Revenue Total:		57,504	1,813,554	3,544,820	1,731,266	51.16
General Fund Expenditure Total:		71,142	231,238	3,544,820	3,313,584	6.52
Total General Fund:		(13,638)	1,582,318	0	(1,582,318)	.00

City of Adair Village  
PreLive Hosted 9.9.2019Budget Worksheet - Budget and Actuals with categories  
Period 08/25 (08/31/2025)

Sep 24, 2025 4:56PM

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>Street Fund</b>						
<b>Street Fund Revenue</b>						
200-000-40000	Beginning Fund Balance	0	365,585	250,000	(115,585)	146.23
200-000-41040	Highway Apportionment	7,441	17,600	105,000	87,400	16.76
200-000-46057	Miscellaneous	0	0	200	200	.00
200-000-48000	Interest	0	1,703	3,000	1,297	56.76
Total Street Fund Revenue:		7,441	384,887	358,200	(25,687)	107.45
<b>Public Works - Streets</b>						
<b>Public Works - Streets</b>						
200-410-50010	City Administrator	686	1,029	3,999	2,970	25.73
200-410-50016	Utility clerk	141	218	775	557	28.10
200-410-50018	Finance Clerk	506	800	3,042	2,242	26.28
200-410-50050	Public Works Supervisor	1,515	2,344	9,377	7,033	25.00
200-410-50052	Utility Worker III	485	751	3,003	2,252	25.00
200-410-50055	Operator I	562	869	3,477	2,608	25.00
200-410-50058	Utility Worker I	267	402	951	549	42.28
200-410-51010	Employee Health Ins Benefits	364	1,490	6,510	5,020	22.89
200-410-51020	Retirement Benefits	617	617	6,792	6,175	9.09
200-410-51030	Employment Taxes	354	946	3,312	2,366	28.57
200-410-52002	Materials & Supplies	0	0	1,200	1,200	.00
200-410-52011	System Maintenance & Repair	0	0	10,000	10,000	.00
200-410-52016	Audit	0	0	5,426	5,426	.00
200-410-52019	Contract Service	710	1,085	6,500	5,515	16.44
200-410-52020	Engineering Consultant	0	0	6,000	6,000	.00
200-410-52023	Equipment Rental/Lease	0	0	250	250	.00
200-410-52024	Street Sweeping	0	0	10,000	10,000	.00
200-410-52030	Miscellaneous	0	0	100	100	.00
200-410-52103	Insurance	0	2,682	6,300	3,618	42.57
200-410-52109	Utilities	1,863	3,285	14,500	11,215	22.65
200-410-52114	Software Hosting Fees	101	201	1,200	999	16.75
Total Public Works - Streets:		8,170	16,719	102,815	86,096	15.26
<b>Capital Outlay</b>						
200-410-53001	Street Improvements	4,416	4,416	50,000	45,585	8.83
200-410-53002	Equipment Purchase	0	0	3,000	3,000	.00
Total Capital Outlay:		4,416	4,416	53,000	48,584	8.33
<b>Transfers Out</b>						
200-410-55600	Transfer to Reserve Fund	0	0	250	250	.00
Total Transfers Out:		0	0	250	250	.00
Total Public Works - Streets:		12,586	21,135	156,065	134,930	13.54
<b>Contingency</b>						
200-998-58000	Contingency	0	0	125,000	125,000	.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
Total Contingency:		0	0	125,000	125,000	.00
<b>Ending Fund Balance</b>						
200-999-59000	Reserve for Future Expenditure	0	0	77,135	77,135	.00
Total Ending Fund Balance:		0	0	77,135	77,135	.00
Street Fund Revenue Total:		7,441	384,887	358,200	(26,687)	107.45
Street Fund Expenditure Total:		12,586	21,135	358,200	337,065	5.90
Total Street Fund:		(5,145)	363,752	0	(363,752)	.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>Water Fund</b>						
<b>Water Fund - Revenue</b>						
500-000-40000	Beginning Fund Balance	0	506,806	204,853	(301,953)	247.40
500-000-42020	New Connections	0	2,500	20,000	17,500	12.50
500-000-42032	Water Metered Fees	139,664	204,506	720,228	515,722	28.39
500-000-42033	Backflow Inspection Fees	1,246	1,865	0	(1,865)	.00
500-000-42035	Reconnect Fees	0	0	500	500	.00
500-000-42036	Water Outside Assessments	18,034	27,340	70,000	42,660	39.06
500-000-42045	Utility Deposit	260	1,024	4,000	2,976	25.61
500-000-46030	Fees - Other	0	1,230	500	(730)	246.00
500-000-46055	Refunds	0	0	1,000	1,000	.00
500-000-46057	Miscellaneous	870	1,155	4,500	3,345	25.67
500-000-48000	Interest	0	1,193	5,000	3,807	23.86
Total Water Fund - Revenue:		160,074	747,620	1,030,580	282,960	72.54
<b>Transfers In</b>						
500-000-49100	Transfer in from General Fund	0	0	9,577	9,577	.00
500-000-49600	Transfer from Reserve	0	0	80,000	80,000	.00
Total Transfers In:		0	0	89,577	89,577	.00
<b>Public Works - Water</b>						
<b>Water Fund Expenditures</b>						
500-420-50010	City Administrator	5,487	8,230	31,996	23,766	25.72
500-420-50016	Utility/Court Clerk	1,410	2,178	7,748	5,570	28.11
500-420-50018	Finance Clerk	5,061	7,992	30,416	22,424	26.28
500-420-50050	Public Works Supervisor	9,088	14,065	53,917	39,852	26.09
500-420-50052	Utility Worker III	5,337	8,260	33,037	24,777	25.00
500-420-50055	Operator I	5,616	8,692	38,245	29,553	22.73
500-420-50058	Utility Worker I	2,934	4,423	10,459	6,036	42.29
500-420-51010	Employee Health Ins Benefits	3,438	13,237	55,799	42,562	23.72
500-420-51020	Retirement Benefits	5,187	5,187	56,410	51,224	9.19
500-420-51030	Employment Taxes	3,054	8,103	27,682	19,579	29.27
500-420-52001	Chemicals	0	0	20,000	20,000	.00
500-420-52002	Materials & Supplies	66	66	8,314	8,248	.79
500-420-52010	Publications-Legal Notices	0	0	100	100	.00
500-420-52011	System Maintenance & Repair	11,521	12,429	50,000	37,571	24.86
500-420-52013	Travel and Training	0	0	3,779	3,779	.00
500-420-52014	Vehicle Fuel & Maintenance	1,659	2,138	10,000	7,862	21.38
500-420-52016	Audit	0	0	14,470	14,470	.00
500-420-52019	Contract Service	3,375	10,756	17,600	6,844	61.11
500-420-52020	Engineering Consultant	0	0	25,194	25,194	.00
500-420-52022	Equipment Maintenance	0	0	17,000	17,000	.00
500-420-52023	Equipment Rental/Lease	0	0	3,000	3,000	.00
500-420-52025	Small Equipment Purchase	0	0	25,000	25,000	.00
500-420-52030	Miscellaneous	0	0	2,000	2,000	.00
500-420-52101	Banking Charges	273	527	3,200	2,673	16.47
500-420-52102	Dues	0	3,675	3,200	(475)	114.84
500-420-52103	Insurance	0	12,600	12,600	0	100.00
500-420-52104	Lab Analysis	45	90	3,646	3,556	2.47
500-420-52105	Refunds-Utility Deposit	73	232	2,845	2,613	8.16
500-420-52107	Permits	0	0	5,600	5,600	.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
500-420-52108	Postage	0	0	650	650	.00
500-420-52109	Utilities	184	3,669	25,000	21,331	14.68
500-420-52110	Telephones	140	281	1,200	919	23.41
500-420-52114	Software Hosting Fees	905	1,809	10,000	8,191	18.09
500-420-52115	Debt Issuance Costs	0	0	6,763	6,763	.00
<b>Total Water Fund Expenditures:</b>		<b>64,853</b>	<b>128,638</b>	<b>616,871</b>	<b>488,233</b>	<b>20.85</b>
<b>Capital Outlay</b>						
500-420-53001	Equipment Purchase	0	12,451	53,000	40,549	23.49
500-420-53500	Water System Improvements	39,081	48,889	154,500	105,631	31.63
<b>Total Capital Outlay:</b>		<b>39,081</b>	<b>61,320</b>	<b>207,500</b>	<b>146,180</b>	<b>29.55</b>
<b>Debt Service</b>						
500-420-54005	IFA Loan Payment	0	0	139,013	139,013	.00
500-420-54006	IFA Loan - Safe Drinking Water	0	0	20,240	20,240	.00
<b>Total Debt Service:</b>		<b>0</b>	<b>0</b>	<b>159,253</b>	<b>159,253</b>	<b>.00</b>
<b>Total Public Works - Water:</b>		<b>103,933</b>	<b>189,958</b>	<b>983,624</b>	<b>793,666</b>	<b>19.31</b>
<b>Contingency</b>						
500-998-58000	Contingency	0	0	100,000	100,000	.00
<b>Total Contingency:</b>		<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>.00</b>
<b>Ending Fund Balance</b>						
500-999-59000	Reserve for Future Expenditure	0	0	36,533	36,533	.00
<b>Total Ending Fund Balance:</b>		<b>0</b>	<b>0</b>	<b>36,533</b>	<b>36,533</b>	<b>.00</b>
<b>Water Fund Revenue Total:</b>		<b>160,074</b>	<b>747,620</b>	<b>1,120,157</b>	<b>372,537</b>	<b>66.74</b>
<b>Water Fund Expenditure Total:</b>		<b>103,933</b>	<b>189,958</b>	<b>1,120,157</b>	<b>930,199</b>	<b>16.96</b>
<b>Total Water Fund:</b>		<b>56,141</b>	<b>557,662</b>	<b>0</b>	<b>(557,662)</b>	<b>.00</b>

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>Wastewater Fund</b>						
<b>Wastewater Fund Revenue</b>						
510-000-40000	Beginning Fund Balance	0	737,863	450,000	(287,863)	163.97
510-000-41100	Tangent Contract	0	0	40,000	40,000	.00
510-000-42039	Wastewater Fees	73,170	109,573	449,516	339,943	24.38
510-000-46057	Miscellaneous	0	0	1,000	1,000	.00
510-000-47000	FEMA Region 10 Grant ER Power	0	0	245,753	245,753	.00
510-000-48000	Interest	0	775	5,000	4,225	15.50
Total Wastewater Fund Revenue:		73,170	848,211	1,191,269	343,058	71.20
<b>Debt Proceeds</b>						
510-000-49012	2020 Wastewater Loan	0	0	600,000	600,000	.00
Total Debt Proceeds:		0	0	600,000	600,000	.00
<b>Public Works - Wastewater</b>						
<b>Wastewater Fund Expenditures</b>						
510-430-50010	City Administrator	4,115	6,173	23,997	17,824	25.72
510-430-50016	Utility/Court Clerk	775	1,198	4,261	3,063	28.11
510-430-50018	Finance Clerk	2,784	4,397	16,729	12,332	26.28
510-430-50050	Public Works Supervisor	3,787	5,860	23,442	17,582	25.00
510-430-50052	Utility Worker III	1,456	2,253	9,010	6,757	25.00
510-430-50055	Operator I	2,247	3,477	10,430	6,953	33.33
510-430-50058	Utility Worker I	800	1,206	2,852	1,646	42.30
510-430-51010	Employee Health Ins Benefits	1,367	5,915	23,657	17,742	25.00
510-430-51020	Retirement Benefits	2,223	2,223	24,624	22,401	9.03
510-430-51030	Employment Taxes	1,341	3,542	12,202	8,660	29.03
510-430-52001	Chemicals	510	510	19,800	19,290	2.58
510-430-52002	Materials & Supplies	200	200	3,500	3,300	5.71
510-430-52010	Publications-Legal Notices	0	0	250	250	.00
510-430-52011	System Maintenance & Repair	1,297	4,690	55,000	50,310	8.53
510-430-52013	Travel and Training	0	0	1,000	1,000	.00
510-430-52014	Vehicle Fuel & Maintenance	1,315	1,443	3,300	1,857	43.72
510-430-52016	Audit	0	0	14,470	14,470	.00
510-430-52019	Contract Service	1,893	2,893	17,600	14,707	16.44
510-430-52020	Engineering Consultant	0	0	60,000	60,000	.00
510-430-52022	Equipment Maintenance	0	0	2,000	2,000	.00
510-430-52025	Equipment purchase	0	0	2,000	2,000	.00
510-430-52030	Miscellaneous	0	0	1,000	1,000	.00
510-430-52101	Banking Charges	273	527	2,000	1,473	26.35
510-430-52102	Dues	0	0	100	100	.00
510-430-52103	Insurance	0	10,192	12,600	2,408	80.89
510-430-52104	Lab Analysis	0	0	4,000	4,000	.00
510-430-52105	Refunds-Utility Deposit	48	155	0	(155)	.00
510-430-52106	Mileage	0	0	500	500	.00
510-430-52107	Permits	0	0	2,200	2,200	.00
510-430-52108	Postage	0	0	550	550	.00
510-430-52109	Utilities	854	1,559	15,000	13,441	10.40
510-430-52110	Telephones	100	199	2,500	2,301	7.97
510-430-52114	Software Hosting Fees	302	603	3,300	2,697	18.27
Total Wastewater Fund Expenditures:		27,685	59,215	373,874	314,659	15.84
<b>Capital Outlay</b>						

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
510-430-53002	Equipment Purchase	0	12,451	270,000	257,549	4.61
510-430-53005	Wastewater System Improvement	34,665	50,555	600,000	549,445	8.43
Total Capital Outlay:		34,665	63,006	870,000	806,994	7.24
<b>Wastewater Fund Expenditures</b>						
510-430-54005	2020 WW Treatment Plant Loan	0	0	135,000	135,000	.00
Total Wastewater Fund Expenditures:		0	0	135,000	135,000	.00
<b>Transfers Out</b>						
510-430-55600	Transfer to Reserve Fund	0	0	1,000	1,000	.00
Total Transfers Out:		0	0	1,000	1,000	.00
Total Public Works - Wastewater:		62,350	122,221	1,379,874	1,257,653	8.86
<b>Contingency</b>						
510-998-58000	Contingency	0	0	150,000	150,000	.00
Total Contingency:		0	0	150,000	150,000	.00
<b>Ending Fund Balance</b>						
510-999-59000	Reserve for Future Expenditure	0	0	261,395	261,395	.00
Total Ending Fund Balance:		0	0	261,395	261,395	.00
Wastewater Fund Revenue Total:		73,170	848,211	1,791,269	943,058	47.35
Wastewater Fund Expenditure Total:		62,350	122,221	1,791,269	1,669,048	6.82
Total Wastewater Fund:		10,820	725,990	0	(725,990)	.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>Storm Drain Fund</b>						
<b>Storm Drain Revenue</b>						
520-000-40000	Beginning Fund Balance	0	66,747	50,000	(16,747)	133.49
520-000-42040	Storm Drain Fees	6,700	10,034	40,000	29,966	25.09
520-000-46057	Miscellaneous	0	0	200	200	.00
520-000-48000	Interest	0	210	0	(210)	.00
Total Storm Drain Revenue:		6,700	76,991	90,200	13,209	85.36
<b>Public Works - Storm Drain</b>						
<b>Storm Drain Expenditures</b>						
520-440-50010	City Administrator	686	1,029	3,999	2,970	25.73
520-440-50016	Utility/Court Clerk	70	109	388	279	28.10
520-440-50018	Finance Clerk	253	400	1,521	1,121	25.28
520-440-50050	Public Works Supervisor	757	1,172	4,688	3,516	25.00
520-440-50052	Utility Worker III	485	751	3,003	2,252	25.00
520-440-50055	Operator I	562	869	3,477	2,608	25.00
520-440-50058	Utility Worker I	257	402	951	549	42.28
520-440-51010	Employee Health Ins Benefits	294	1,409	4,758	3,349	29.61
520-440-51020	Retirement Benefits	494	494	5,024	4,530	9.83
520-440-51030	Employment Taxes	271	716	2,425	1,709	29.52
520-440-52002	Materials & Supplies	0	0	75	75	.00
520-440-52011	System Maintenance & Repair	0	0	1,500	1,500	.00
520-440-52014	Vehicle Fuel & Maintenance	0	0	220	220	.00
520-440-52016	Audit	0	0	5,426	5,426	.00
520-440-52019	Contract Service	710	1,085	6,500	5,515	16.44
520-440-52023	Equipment Rental/Lease	0	0	220	220	.00
520-440-52101	Equipment Rental/Lease	91	175	250	75	70.13
520-440-52103	Banking Charges	0	2,146	3,150	1,004	68.12
520-440-52103	Insurance	0	2,146	3,150	1,004	68.12
520-440-52114	Software Hosting Fees	101	201	1,200	999	16.75
Total Storm Drain Expenditures:		5,041	10,957	48,874	37,917	22.42
<b>Transfers Out</b>						
520-440-55600	Transfer to Reserve Fund	0	0	250	250	.00
Total Transfers Out:		0	0	250	250	.00
Total Public Works - Storm Drain:		5,041	10,957	49,124	38,167	22.30
<b>Contingency</b>						
520-998-58000	Contingency	0	0	25,000	25,000	.00
Total Contingency:		0	0	25,000	25,000	.00
<b>Ending Fund Balance</b>						
520-999-59000	Reserve for Future Expenditure	0	0	16,076	16,076	.00
Total Ending Fund Balance:		0	0	16,076	16,076	.00
Storm Drain Fund Revenue Total:		6,700	76,991	90,200	13,209	85.36
Storm Drain Fund Expenditure Total:		5,041	10,957	90,200	79,243	12.15
Total Storm Drain Fund:		1,659	66,034	0	(66,034)	.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
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Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>System Development Fund</b>						
<b>System Development Fund Revenue</b>						
530-000-40000	Beginning Fund Balance	0	1,993,548	1,470,657	(522,891)	135.55
530-000-42141	Park	0	4,960	230,600	225,640	2.15
530-000-42142	Street Imp.	0	28,825	242,120	213,295	11.91
530-000-42143	Water Imp.	0	39,275	125,400	86,125	31.32
530-000-42144	WW Imp.	0	17,175	12,200	(4,975)	140.78
530-000-42145	Storm Drain Fees	0	1,525	39,680	38,155	3.84
530-000-46030	Fees - Other	0	4,100	32,800	28,700	12.50
530-000-48000	Interest	0	6,781	25,000	18,219	27.13
Total System Development Fund Revenue:		0	2,096,190	2,178,457	82,267	96.22
<b>Transfers In</b>						
530-000-49100	Transfer in from General Fund	0	0	77,861	77,861	.00
Total Transfers In:		0	0	77,861	77,861	.00
<b>Ending Fund Balance</b>						
<b>Transfers Out</b>						
530-100-55100	Transfer to General Fund	0	0	180,000	180,000	.00
Total Transfers Out:		0	0	180,000	180,000	.00
Total Ending Fund Balance:		0	0	180,000	180,000	.00
<b>Ending Fund Balance</b>						
530-999-59000	Reserve for Future Expenditure	0	0	2,076,318	2,076,318	.00
Total Ending Fund Balance:		0	0	2,076,318	2,076,318	.00
System Development Fund Revenue Total:		0	2,096,190	2,256,318	160,128	92.90
System Development Fund Expenditure Total:		0	0	2,256,318	2,256,318	.00
Total System Development Fund:		0	2,096,190	0	(2,096,190)	.00

Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>Reserve Fund</b>						
600-000-40000	Beginning Fund Balance	0	157,502	133,800	(23,702)	117.71
<b>Reserve Fund Revenue</b>						
600-000-48000	Interest	0	536	0	(536)	.00
Total Reserve Fund Revenue:		0	536	0	(536)	.00
<b>Transfers In</b>						
600-000-49100	Transfer from General Fund	0	0	5,000	5,000	.00
600-000-49200	Transfer from Street Fund	0	0	250	250	.00
600-000-49500	Transfer from Water Fund	0	0	1,000	1,000	.00
600-000-49520	Transfer from Storm Drain Fund	0	0	250	250	.00
Total Transfers In:		0	0	6,500	6,500	.00
<b>Non-departmental</b>						
<b>Transfers Out</b>						
600-900-55100	Transfer to General Fund	0	0	80,000	80,000	.00
Total Transfers Out:		0	0	80,000	80,000	.00
Total Non-departmental:		0	0	80,000	80,000	.00
<b>Ending Fund Balance</b>						
600-999-59000	Reserve for Future Expenditure	0	0	60,300	60,300	.00
Total Ending Fund Balance:		0	0	60,300	60,300	.00
Reserve Fund Revenue Total:		0	158,038	140,300	(17,738)	112.64
Reserve Fund Expenditure Total:		0	0	140,300	140,300	.00
Total Reserve Fund:		0	158,038	0	(158,038)	.00
Total Asset:		0	0	0	0	.00
Total Liability:		0	0	0	0	.00
Total Equity:		0	0	0	0	.00
Total Revenue:		304,889	6,125,490	9,301,264	3,175,774	65.86
Total Expenditure:		255,051	575,507	9,301,264	8,725,757	6.19
Grand Revenue Total:		304,889	6,125,490	9,301,264	3,175,774	65.86
Grand Expenditure Total:		255,051	575,507	9,301,264	8,725,757	6.19
Grand Totals:		49,838	5,549,983	0	(5,549,983)	.00



OREGON STATE TREASURY

### Account Statement - Transaction Summary

For the Month Ending August 31, 2025

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Oregon LGIP		Asset Summary	
		August 31, 2025	July 31, 2025
Opening Balance	4,224,918.01	4,253,736.99	4,224,918.01
Purchases	28,819.08		
Redemptions	(0.10)		
<b>Total</b>		<b>\$4,253,736.99</b>	<b>\$4,224,918.01</b>

**Closing Balance** \$4,253,736.99  
 Dividends 16,529.27





OREGON  
STATE  
TREASURY

**Account Statement**

For the Month Ending August 31, 2025

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
<b>Oregon LGIP</b>					
<b>Opening Balance</b>					
08/01/25	08/01/25	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - July 2025	1.00	(0.10)	4,224,917.91
08/08/25	08/08/25	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	782.84	4,225,700.75
08/15/25	08/15/25	SFMS Fr:Administrative Services, Dept 70Revenue Sharing Tax	1.00	3,994.70	4,229,695.45
08/19/25	08/19/25	ODOT - ODOT PYMNT	1.00	7,441.29	4,237,136.74
08/28/25	08/28/25	SFMS Fr:Administrative Services, Dept 70City Cigarette Tax	1.00	70.98	4,237,207.72
08/29/25	09/02/25	Accrual Income Div Reinvestment - Distributions	1.00	16,529.27	4,253,736.99
<b>Closing Balance</b>					
<b>4,253,736.99</b>					

Opening Balance	Month of August	Fiscal YTD July-August	Closing Balance
4,224,918.01	4,224,918.01	4,194,222.87	4,253,736.99
Purchases	28,819.08	59,514.32	4,232,443.93
Redemptions	(0.10)	(0.20)	4.60%
<b>Average Monthly Balance</b>			
<b>Monthly Distribution Yield</b>			

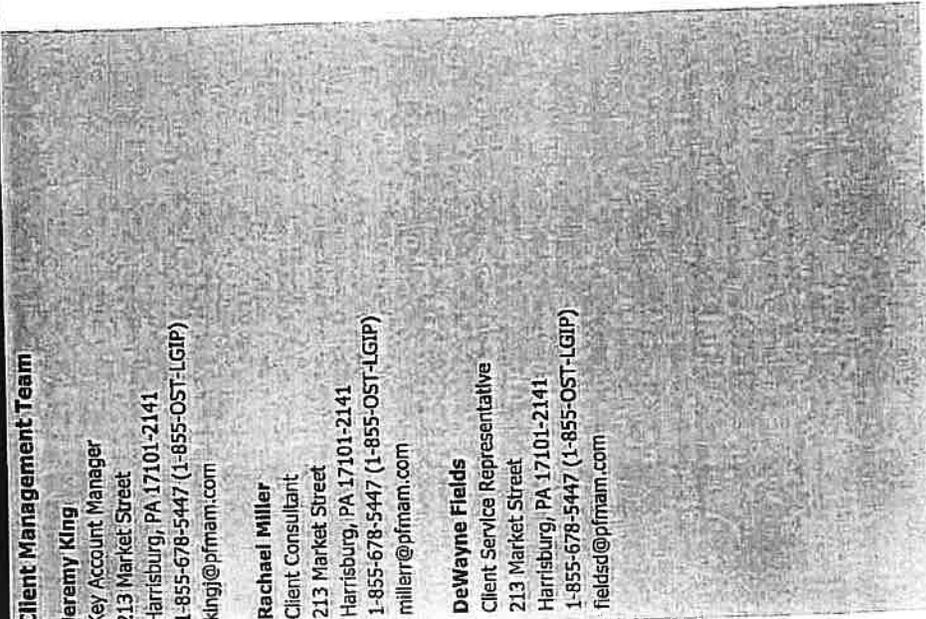
<b>Closing Balance</b>	<b>4,253,736.99</b>	<b>4,253,736.99</b>
<b>Dividends</b>	16,529.27	32,941.72



Client Services  
 PO Box 11760  
 Harrisburg, PA 17108-1760

**ACCOUNT STATEMENT**  
 For the Month Ending  
**August 31, 2025**

**ADAIR VILLAGE CITY OF**



**Client Management Team**

**Jeremy King**  
 Key Account Manager  
 213 Market Street  
 Harrisburg, PA 17101-2141  
 1-855-678-5447 (1-855-OST-LGIP)  
 kingj@pfmam.com

**Rachael Miller**  
 Client Consultant  
 213 Market Street  
 Harrisburg, PA 17101-2141  
 1-855-678-5447 (1-855-OST-LGIP)  
 millerr@pfmam.com

**DeWayne Fields**  
 Client Service Representative  
 213 Market Street  
 Harrisburg, PA 17101-2141  
 1-855-678-5447 (1-855-OST-LGIP)  
 fieldsd@pfmam.com

**Contents**

- Cover/Disclosures
- Summary Statement
- Individual Accounts

**Accounts included in Statement**  
 4333                      ADAIR VILLAGE CITY OF

**Important Messages**

Oregon LGIP will be closed on 09/01/2025 for Labor Day.  
 Oregon LGIP will be closed on 10/13/2025 for Columbus Day.

ADAIR VILLAGE CITY OF  
 PAT HARE  
 6030 WILLIAM R CARR AVE  
 ADAIR VILLAGE, OR 97330

**Online Access**      [www.oregon.gov/jgip](http://www.oregon.gov/jgip)      **Customer Service**      1-855-678-5447



## STORE/RESTAURANT COMMERCIAL LEASE

### Parties

This **COMMERCIAL LEASE AGREEMENT** is made and entered into this 1st day of September 2025, by and between the City of Adair Village, hereinafter called the "Lessor" and BDS INC5 herein after called "Lessee".

### Premises

The real property commonly known as 6002 & 6004 NE William R. Carr Street, situated in City of Adair Village, Benton County, State of Oregon. A space in the building consisting of approximately 2027 square feet zoned Highway Commercial. The use and occupancy by Lessee shall include the use, in common with others entitled thereto, of the common area walkways, drive lanes and customer parking facilities.

### TERM OF LEASE AND RENT

In consideration of the mutual promises and obligations contained herein, Lessor leases the Premises to Lessee for a term commencing on December 1<sup>st</sup>, 2025 and continuing through November 31<sup>st</sup>, 2035 at the following monthly rentals, which sums shall be payable in advance on or before the first day of each calendar month throughout the Lease term, without notice or demand, deduction or offset.

December 1, 2025 through April 31, 2026	\$ 1,250.00 per month
May 1, 2026 through August 31, 2030	\$ 2,500.00 Per month

Notwithstanding the above, the first full month's rental of \$ 1,250.00 shall be paid upon Lessee's signing of the Lease.

This Lease is subject to the following terms to which the parties agree:

### SECTION 1: OCCUPANCY

**1.1 Payment of Rent.** Lessee shall pay the specified rent when due in lawful money of the United States at Lessor's address stated in this lease or such other address as Lessor shall designate by notice to Lessee. Any rent not paid within ten (10) days from the due date shall bear interest in the manner stated in paragraph 13.6

**1.2 Delivery of Possession.** Delivery of possession shall be granted to Lessee, subject to the terms, conditions and obligations of this lease, upon full execution of this lease by all parties to be bound.

**1.3 Condition of Premises.** Lessor makes no warranty as to the adequacy of the Premises for the intended use by Lessee, and Lessee accepts the Premises in their current "where-is as-is" condition and based upon its own inspection and not upon any representation by Lessor except as may be specifically stated in this lease.

**1.4 Security Deposit** To secure Lessee's compliance with all terms of this lease, Lessee shall pay Lessor the sum of \$ 2,500.00 (two thousand dollars), as a deposit. The deposit shall be a debt from Lessor to Lessee, refundable within 30 days following the expiration of this lease term or other termination not caused by Lessee's default. Lessor shall have the right to offset against the deposit any sums owing from Lessee to Lessor and not paid when due, any damages caused by Lessee's default, the cost of curing any default by Lessee should Lessor elect to do so, and the cost of performing any repair or cleanup that is Lessee's responsibility under this lease. Offset against the deposit shall not be an exclusive remedy in any of the above cases, but may be invoked by Lessor at its option, in addition to any other remedy provided by law of this lease for Lessee's nonperformance. Lessor shall give notice to Lessee each time an offset is claimed against the deposit, and, unless the lease is terminated, Lessee shall within 10 days following such notice deposit with Lessor a sum equal to the amount of the offset so that the total deposit amount, net to offset, shall remain constant throughout the lease term.

## SECTION 2. USE OF PREMISES

**2.1 Permitted Use.** Lessee shall use and permit the Premises to be used for a Market/Convenience Store and Restaurant and for no other purpose unless approved in advance by the Lessor. Lessee shall operate the above business every day in the manner customary for such businesses, except during the time and to the extent such use is prevented by fire, flood, labor disputes, government edict or any other cause beyond Lessee's control.

**2.2 Restrictions on Use.**

(a) Lessee shall conform to all applicable laws and regulations of any public authority affecting the use of the premises and to correct at Lessee's sole expense any failure of compliance created through Lessee's fault or by reason of Lessee's use or make and complete any structural changes or repairs that become necessary during the term of this lease with Lessor's approval.

(b) Lessee shall refrain from any use which would be reasonably offensive to other tenants or owners or users of neighboring premises or which would tend to create a nuisance or damage the reputation of the premises.

(c) Lessee shall refrain from conducting any activity or creating any conditions in or about the Premises in violation of any federal, state, or municipal laws or orders.

(d) Lessee shall refrain from making any marks on or attaching any sign, insignia, antenna, aerial, or other device to the exterior or interior walls, windows, or roof of the premises without the written consent of Lessor. Prior to making any improvements or modifications to the building, the plans must be submitted in writing to the City administrative manager 30 days prior to the upcoming City Council meeting for their review and approval.

(e) Lessee shall refrain from using any electrical equipment that will overload the electrical circuits. Any changes to wiring shall be paid by Lessee.

(f) Lessee shall refrain from placing or erecting any external shed, building, container or other structures without prior permission from Lessor.

**2.3 Signs and Attachments.** Lessee shall not, without Lessor's prior written consent as to scale, design, and placement, place any sign, advertisement, notice, mural, graphics, marquee, awning, decoration, aerial or attachment in, on or to the roof, front, windows, doors or exterior walls of the Premises. Any such sign or attachment placed upon or about the Premises by Lessee with Lessor's consent shall become the property of the Lessor, however shall be removed at Lessee's expense upon termination of their Lease if Lessor requests it be removed, and all damage caused by the removal or installation shall be repaired at Lessee's expense.

**2.4 Removal of Debris.** Lessee shall keep the sidewalks abutting the Premises, the parking areas, and all entrances free and clear of ice, debris and obstructions of every kind.

**2.5 Alterations.** All work shall be performed in a workmanlike manner using licensed and bonded labor, and Lessee shall provide Lessor with plans and specs of all proposed alterations and shall obtain Lessor's written approval and consent prior to commencement of any alterations or additions to the Premises. Any such additions, alterations or improvements, except for unattached moveable trade fixtures, shall at once become a part of the realty and belong to the Lessor, and shall not be removed by Lessee, unless the terms of consent provide otherwise.

### **SECTION 3. REPAIRS AND MAINTENANCE**

**3.1 Lessee's Obligations.** During the term of this lease Lessee shall at all times maintain the Premises in a neat condition free of trash and debris and in good working order and repair. Lessee's responsibilities shall include, without limitation, the following:

(a) Performance of all routine maintenance and repair upon electrical fixtures, switches, and wiring from the service panel, plumbing, water lines, sewer facilities from point of entry to the Premises, doors, windows and related hardware, ceilings, interior walls and floors, however Lessor shall be responsible for replacement of plumbing and electrical equipment, except light bulbs and ballasts, by reason of obsolescence and defects not caused by neglect of Lessee, its agents, or employees.

(b) Replacement of all broken or cracked glass with glass equal to the quality of existing glass at the time of commencement of the term.

(c) Performance of all routine maintenance and repairs and inspections upon the heating units, air conditioning units used in connection with the Premises, and any fixtures and equipment installed by Lessor or Lessee in the Premises.

**3.2 Lessor's Obligations.** During the term of this lease Lessor agrees to maintain in good order, repair and condition the exterior walls, roof, and gutters, down spouts, common areas, foundation, thereabout. Lessor shall be responsible for major repairs, in excess of \$1000.00, to the HVAC system, plumbing to point of entry to Premises, electrical systems to the point of service panel to Premises, unless such repairs/replacement is due to a negligent act or omission by Lessee, its invitees, agents or employees.

**3.3 Conditions of Lessors' Liability.** Lessor shall have no duty to make any repairs which are its obligation under this Lease until Lessee has given written notice to Lessor of the repairs to be made or condition that needs to be corrected. Lessor will make any repair required within a reasonable time following notice from Lessee.

**3.4 Lessor's Interference With Lessee.** Any repairs, replacement, alterations or work performed on or about the Premises by Lessor shall be done in such a way as to interfere as little as reasonably possible with the use of the Premises by Lessee.

#### **SECTION 4. UTILITIES, TAXES, INSURANCE, ASSESSMENTS AND COMMON AREAS**

**4.1 Utilities.** Lessee shall pay when due all charges for lights, heat, garbage collection, water and sewer and any other utilities furnished to the premises.

**4.2. Taxes** Lessee will pay to Lessor its proportionate share of all ad valorem taxes of any kind whatsoever levied against the land and building, Including improvements thereon. For the tax years, which include the beginning and/or the end of the term, Lessee shall be liable only for that portion of the taxes prorated for the months of its occupancy during the

respective tax year. A tax bill submitted by Lessor to Lessee shall be sufficient evidence of the amount of taxes assessed or levied against the parcel or real property to which the bill relates. The taxes will be due monthly in addition to the monthly rent. The monthly property tax liability will be adjusted annually when the new tax bills arrive. Lessee shall pay when due all taxes assessed against its personal property located on the premises.

**4.3. Insurance** Lessee shall at all times during this lease maintain and bear the expense of a standard form of fire insurance and extended coverage, which shall provide adequate coverage of the fixtures, equipment, and all improvements for which Lessee is responsible, including those under paragraphs 3.1 and 5.3. Such insurance shall be in a form, amount and company satisfactory to Lessor, excepting that which would apply to Lessee's personal property. All such insurance policies or certificates from the issuers evidencing the required coverage and requiring ten (10) days written notice to Lessor prior to any cancellation or change in policy terms shall be delivered to Lessor. Lessee shall provide proof of it having insurance in force, prior to taking possession of the Premises or anytime thereafter during the term of this Lease upon Lessor's written request. Lessee's failure to maintain such insurance, in full force during the term of the Lease, shall be considered a material breach of the Lease subject to all remedies afforded Lessor as provided in the Lease as a result thereof.

(a) Neither party shall be liable to the other, or to the other successors or assigns, for any loss or damage caused by fire or any other risks enumerated in a standard fire insurance policy with an extended coverage endorsement, and in the event of insured loss, neither party's insurance company shall have a subrogated claim against the other.

**4.4 Assessments.** Lessee shall be responsible for its proportionate share of any assessments or charges of any governmental body made against the land and building of which the Premises are a part during the term of this Lease for any public improvements, including, but not limited to, providing paving, sidewalks, sewers, public finance improvements or charges.

**4.5 Common Area Charges.** In each lease year hereof, Lessee shall pay to Lessor, in addition to the rentals specified herein, as further additional

rent, a proportion of the operating costs based upon the ratio of the square feet of the Premises to the total square feet of the building.

(a) For the purpose of this section, the "operating cost" shall mean the total costs and expenses incurred in operating and maintaining the common facilities, hereinafter defined, actually used or available for use by Lessee and the employees, agents, customers and other invitees of Lessee, excluding only terms of expense commonly known and designated as carrying charges, but specifically including without limitation, gardening and landscaping, roof repairs, excluding structural or re-roofing, the cost of fire, liability and property damage insurance,, repairs, line painting, lighting, sanitary control, removal of snow, trash, rubbish, garbage, refuse and property management.

## **SECTION 5. DAMAGE AND DESTRUCTION**

**5.1 Partial Damage.** If the leased Premises or the building of which the Premises are a part shall be partly damaged by fire, windstorm or other casualties and paragraph 5.2 below does not apply, Lessor shall, subject to 5.3, repair the damage and restore to a condition comparable to that existing prior to the damage. Repair shall be accomplished with all reasonable dispatch, subject to interruptions and delays from labor disputes and other causes beyond Lessor's reasonable control. Rent shall be abated during the period and to the extent the Premises are not reasonably usable for the use permitted by this Lease, except where the damage is the fault of the Lessee or Lessee is otherwise liable for the cost of repair.

**5.2 Destruction.** If the leased premises are destroyed or damaged such that the building may not be occupied by Lessee, either party may elect to terminate the lease as of the date of damage or destruction by notice given to the other in writing not more than 30 days following the date of damage. In such event all rights and obligations of the parties shall cease as of the date of termination. If neither party elects to terminate, Lessor may proceed to restore the leased premises to substantially the same form as prior to the damage or destruction

**5.3 Repair of Lessee's Property.** Repair, replacement or restoration of any fixture or personal property owned by Lessee or any additions or improvements to the Premises constructed by the Lessee shall be the

responsibility of the Lessee regardless of the cause of the damage. Lessee shall pay all costs of moving its property when this is required in connection with repairs of the Premises for which Lessor is responsible.

## SECTION 6. EMINENT DOMAIN

**6.1 Partial Taking.** If a portion of the premises is condemned or purchased in lieu of condemnation and paragraph 6.2 does not apply, this Lease shall continue on the following terms.

(a) Lessor shall be entitled to all of the proceeds of condemnation and Lease shall have no claim against the Lessor as a result of condemnation.

(b) Lessor shall proceed as soon as reasonably possible to make such repairs and alterations to the Premises as are necessary to restore the remaining Premises to a comparable as reasonably practicable to that existing time of the condemnation. Rents shall be abated to the extent the Premises are untenable during the period of alteration and repair. Rents shall be reduced in proportion to the reduction in reasonable value of the Premises for Lessee use caused by the condemnation.

**6.2 Total Taking** If a condemning authority takes all of the building of which the Premises are a part or a portion of either sufficient to render the remaining Premises reasonably unsuitable for the use which Lessee was then making of the Premises, the Lease shall terminate as of the date the title vests in the condemning authorities or the date that Lessee surrenders possession of the property, whichever is later, and the provisions of Section 11 covering termination shall apply. In such event, Lessor shall be entitled to all of the proceeds of condemnation, and Lessee shall have no claim against Lessor as a result of the condemnation.

**6.3 Lessee's recovery.** Although all damages in the event of any condemnation are to belong to Lessor whether such damages are awarded as compensation for diminution in value of the leasehold or to the fee of the Premises, Lessee shall have the right to claim and recover from the condemning authority, but not Lessor, such compensation as may be separately awarded or recoverable by reason of the condemnation and for or on account of any cost or loss to which Lessee might be put in removing

Lessee's merchandise, furniture, fixtures, leasehold improvements and equipment.

## **SECTION 7. LIABILITY TO THIRD PERSONS: LESSOR'S LIABILITY TO LESSEE**

**7.1 Indemnification of Lessor.** Lessee shall indemnify and defend Lessor from any claim, liability, damage or loss arising out of or relating to any activity of the Lessee, its agents or invitees on the Premises or any condition existing in the Premises. However, this provision shall not be construed to relieve Lessor from responsibility for any loss or damage caused to Lessee or others solely as a result of negligence or willful acts of Lessor or its employees.

**7.2 Acts of Other Tenants.** Lessor shall have no liability to Lessee for acts of other tenants/users who may be occupying any adjacent premises on the property.

**7.3 Liens.** Lessee shall pay as due all claims for work done on and for services rendered or materials furnished to the Premises at its request, and shall keep the Premises free from any liens. If Lessee fails to pay any such claims or to discharge any lien, Lessor may do so and collect all costs of such discharge, including its reasonable attorney's fees. Such actions by Lessor shall not constitute a waiver of any right or remedy which Lessor may have on account of Lessee's default. If a lien is filed as a result of nonpayment Lessee shall, within 10 days after knowledge of the filing, secure the discharge of the lien or deposit with Lessor cash or a sufficient corporate surety bond in an amount sufficient to discharge the lien, plus any costs, attorney's fees and other charges that could accrue as a result of a foreclosure or sale under the lien.

**7.4 Liability Insurance** Lessee shall, at its expense, carry public liability and property damage insurance with limits of not less than \$1,000,000 for injury to one person in one occurrence, \$2,000,000 for injury to two or more persons in one occurrence, and \$500,000 damage to property. Such insurance shall be in a form satisfactory to Lessor, shall protect Lessor and Lessee against the claims of third persons and shall include an endorsement covering the indemnification liability assumed by Lessee under paragraph 7.1 of this Lease. Prior to Lessee taking possession of the

Premises, Lessee shall furnish certificates evidencing such insurance coverage bearing endorsements requiring ten (10) day's written notice to Lessor prior to any change or cancellation of the policy.

## SECTION 8. ASSIGNMENT AND SUBLEASE

**Prohibition on Assignment.** No part of the Premises may be assigned, mortgaged, or subleased by Lessee, nor may a right of use of any portion of the Premises be conferred on any third person by any other means, without the prior written consent of Lessor. This provision shall apply to all transfers by operation of law and transfers to and by trustees in bankruptcy, receivers, administrators, executors and legatees. No consent in one instance shall prevent this provision from being applied to a subsequent instance. Notwithstanding any assignment or sublease. Lessee shall remain fully liable on the Lease and shall not be released from performance under the terms, covenants and conditions of the Lease. Lessor shall have the right to charge a reasonable fee for administrative expenses in connection with any assignment or sublease to which it gives its consent.

## SECTION 9. DEFAULT

**9.1 Insolvency.** The following are events of default: Insolvency of Lessee; an assignment by Lessee for the benefit of creditors; the filing by Lessee of voluntary petition in bankruptcy; an adjudication that Lessee is bankrupt or the appointment of a receiver of the properties of Lessee; the filing of any involuntary petition in bankruptcy and failure of Lessee to secure a dismissal of the petition within 60 days after filing; attachment of or the levying of execution on the leasehold interest and failure of Lessee to secure discharge of the attachment or release of the levy of execution within 30 days. If Lessee consists of two or more individuals or business entities, the events of default specified in this paragraph shall apply to each individual unless within ten (10) days after an event of default occurs, the remaining individuals produce evidence satisfactory to Lessor that they have unconditionally acquired the interests of the one causing default.

**9.2 Abandonment.** Failure of Lessee for 15 days or more to occupy the property for one or more of the purposes permitted under this lease

unless such failure is excused under other provisions of this lease shall be an abandonment of the property.

**9.3 Noncompliance by Lessee.** Lessee's failure to comply with any term or condition or fulfill any obligation of this Lease (other than the payment of rent or other charges) within fifteen (15) days after written notice by Lessor specifying the nature of the default. If the default is of such a nature that it cannot be completely remedied within the fifteen (15) day period, this provision shall be complied with if Lessee begins correction of the default within the fifteen (15) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable.

## SECTION 10. REMEDIES ON DEFAULT

**10.1 Re-Entry.** In the event of a default, Lessor may elect to terminate Lessee's right to possession of the Premises by notice in writing to the Lessee. Following such notice, Lessor may re-enter, take possession of the Premises and remove any persons or property by legal action or by self help, with the use of reasonable force and without liability for damages. Lessor shall have a security interest in Lessee's property on the Premises at the time of re-entry to secure all sums owed or to become owing Lessor under this Lease. Perfection of such security interest shall be by taking possession of the property or otherwise as provided by law.

**10.2 Reletting.** Following a re-entry by Lessor because of Lessee's default, Lessor may relet the Premises for a term longer or shorter than the term of this Lease and upon any reasonable terms including the granting of rent concessions to the new tenant. Lessor may alter, refurnish or change the character or use of the Premises in connection with such reletting. No such reletting by Lessor following Lessee's default shall be constructed as an acceptance of a surrender of the Premises. If rent received upon reletting exceeds rent received under this Lease, Lessee shall have no claim to the excess.

**10.3 Damages for Default.** In the event of termination on default, Lessor shall be entitled to recover the following amounts as damages: All unpaid rent or other charges for the period prior to re-entry, plus interest provided in paragraph 13.6. An equal amount to the rental lost during any

period in which the Premises are no relet. The reasonable costs of reentry and reletting including without limitation the cost of any cleanup, refurbishing, removal of Lessee's property and fixtures, or any other expense occasioned by Lessee's failure to quit the premises upon termination and to leave them in the required condition, attorney fees, court costs, broker commissions, and advertising costs.

**10.4 Lessee's Possession Following Default.** In the event that Lessee remains in possession following default and Lessor does not elect to re-enter Lessor may recover all unpaid rent or other charges and shall have the right to cure any non-monetary default and recover the cost of such cure from Lessee, plus interest at a rate of 12% per annum from the date of the expenditure. In addition, Lessor shall be entitled to recover attorney's fees reasonably incurred in connection with the default, whether or not litigation is commenced. Lessor may sue to recover such amounts as they accrue, and no one action for accrued damages shall bar a later action for damages subsequently accruing.

**10.5 Remedies Cumulative.** The foregoing remedies shall not be exclusive but shall be in addition to all other remedies and rights provided under applicable law, and no election to pursue one **remedy** shall preclude resort to another consistent remedy.

## SECTION 11. SURRENDER ON TERMINATION

**11.1 Surrender of Premises.** Upon expiration of the lease term or earlier termination on account of default, Lessee shall deliver all keys to Lessor and surrender the leased premises in good condition, repair and broom clean. Alterations constructed by Lessee with permission from Lessor shall not be removed or restored to the original condition unless the terms of permission for the alteration so require. Depreciation and wear from ordinary use for the purpose for which the Premises were let need not be restored, but all repairs for which Lessee is responsible shall be completed prior to such surrender. Lessee's obligations under this paragraph shall not apply in case of termination of the Lease because of destruction of the Premises.

**11.2 Fixtures.** All fixtures placed upon the leased Premises during the term, other than Lessee's moveable trade fixtures shall, at Lessor's

option, become the property of the Lessor. If Lessor so elects, Lessee shall remove any or all fixtures which would otherwise remain the property of Lessor, and shall repair any physical damage resulting from the removal. If Lessee fails to remove such fixtures, Lessor may do so and charge the cost to the Lessee with interest at 12% per annum from the date of expenditure.

**11.3 Removal of Lessee's Property.** Lessee shall remove all furnishings, furniture, and moveable trade fixtures which remain the property of the Lessee. If Lessee fails to do so, this shall be considered an abandonment of the property and Lessee shall have no further rights therein and Lessor may retain or dispose of the property as it sees fit.

**11.4 Holdover.** Should Lessee fail to vacate the Premises when required, Lessor may elect to treat Lessee as a tenant from month to month subject to all provisions of this Lease, except for the provisions for term, or Lessor may elect to take legal action to eject Lessee from the Premises and to collect any damages caused by Lessee's wrongful holding over. Lessee's failure to remove property as required by paragraph 11.3 above shall constitute a failure to vacate to which paragraph 11.4 shall apply if the property not removed will substantially interfere with occupancy of the Premises by another tenant or with occupancy by Lessor for any purpose including preparation for a new tenant.

## SECTION 12. ARBITRATION

**12.1 Disputes Arbitrable.** If any dispute arises between the parties to this Lease regarding the extent of rent abatement under paragraph 5.1, the extent of damage under paragraph 5.2, the extent of rent reduction to be made under paragraph 6.1, or whether paragraph 6.2 applies following a partial taking of the Premises by condemnation, either party may request arbitration and appoint as arbitrator one independent real estate broker or appraiser having knowledge regarding evaluation of rental property comparable to the Premises. If the dispute is not resolved within ten (10) days after such notice, the responding party shall likewise choose an arbitrator meeting the above qualifications. The two arbitrators shall within five (5) days choose a third having the above qualifications. If the choice of the second or third arbitrator is not made within five (5) days after the end of the period in which the choice is to be made, then either party may apply to

the presiding judge of the Judicial District in which the Premises are located who shall appoint the required arbitrator.

**12.2 Submission of Dispute.** At any time within twenty (20) days after appointment of the third arbitrator, either party may submit the dispute for settlement by arbitrators.

**12.3 Procedure for Arbitration.** The arbitrator(s) shall proceed according to the Oregon Statutes governing arbitration, and the award of the arbitrator shall have the affect therein provided. The arbitration shall take place in the county in which the Premises are located. Cost of the arbitration shall be shared equally by both parties, but each party shall pay its own attorney fees incurred in connection with the arbitration.

### **SECTION 13. GENERAL PROVISIONS**

**13.1 Nonwaiver.** Waiver of Lessor of strict performance of any provision of this Lease shall not be a waiver of or prejudice the Lessor's right otherwise to require strict performance of the same provision or of any other provision.

**13.2 Actions and Suits.** If suit or action beyond arbitration is instituted in connection with any controversy arising out of this Lease, the prevailing party shall be entitled to recover in addition to costs, such sum as the court may adjudge reasonable as attorney fees at trial and upon any appeal of such suit or action. If any action brought to enforce this Lease or arising out of the relationship between the parties created by this Lease, the parties agree that all issues in any such actions shall be tried by a judge and not by a jury.

**13.3 Notices.** Lessor and Lessee agree that any notice required or permitted to be given hereunder shall be deemed to have been given when deposited in the United States mail, certified, return receipt requested, postage fully prepaid, and with respect to Lessor, addressed to: City of Adair Village, Attention: Drew Foster or current City Administrator, 6030 NE William R Carr Street, City of Adair Village OR 97330: and with respect to Lessee, Birpal S. Johal, 135 S Bridge Street, Sheridan OR 97378-1805.

**13.4 Succession.** Subject to the prescribed limitations on transfer of Lessee's interest, this lease shall be binding upon and insure to the benefit of the parties, their executors, administrators, successors and assigns.

**13.5 Entry for Inspection.** Lessor shall have the right to enter the Premises at any reasonable time to determine Lessee's compliance with this Lease, to make necessary repairs to the building or to the Premises, or to show the Premises to any prospective tenant or purchaser, and in addition shall have the right, to place upon the Premises any notices for selling of the Premises, and at any time during the last two months of the term of this Lease, to place and maintain upon the Premises, notices for leasing or selling of the Premises.

**13.6 Interest on Rent and Other Charges.** Any rent or other payment required of Lessee by this Lease shall, if not received by Lessor within 10 days after it is due, shall be subject to a five (5%) late charge as additional rent. Any unpaid monies due shall accrue interest at 12% per annum from the due date until paid.

**13.7 Proration of Rent.** In the event of commencement or termination of this Lease at a time other than the beginning or end of one of the specified rental periods, then the rent shall be prorated as of the date of commencement or termination for reasons other than default, all prepaid rent shall be refunded to Lessee or paid on his account.

**13.8 Lessor's Conveyance.** Any conveyance of the Premises by Lessor during the term of this Lease shall be subject to this Lease, and following any such conveyance, Lessor shall be discharged from all obligations under this Lease except those already accrued.

**13.9 Improvements By Lessee.** Lessee is accepting the Premises in its current "where is as is" condition based upon its own inspection and not upon any representations by Lessor or Lessor's agent, except as may otherwise be stated within this Lease. Any and all improvements required by Lessee, or as may be required by virtue of any city law, order, regulation, or ordinance as a condition for development by Lessee, without limitation, shall be performed at Lessee's sole cost and expense. All work shall be performed in a workmanlike manner, with Lessee having obtained Lessor's written permission and approval as to type, extent, design and placement prior to commencement of any alterations, modifications, or improvements

being installed in or about the Premises, which consent shall not be unreasonably withheld.

**13.10 Improvements By Lessor.** Lessor shall have the existing electrical, plumbing and HVAC systems in proper working order at time of delivery of possession. Should these items require Lessor's attention, and such is not due to any alterations or improvements by Lessee, then Lessee shall so notify Lessor by no later than the commencement of the lease term, thereafter same shall be Lessee's responsibility as to its maintenance/repair excepting as otherwise provided in this lease.

**13.11 Parking.** Lessee shall be entitled to the nonexclusive right with others entitled thereto to use the common parking areas of the building, for the use of Lessee's invitees and employees. Lessor reserves the right, at Lessor's sole discretion, to allocate and assign numbered parking spaces to Lessee based on a pro rata share as defined by comparing the square feet of the Premises to the total square feet of all space capable of being leased in the building. Additionally Lessor reserves the right to designate some of the spaces as "visitor parking" as Lessor deems reasonable for the harmonious operation/management of the building.

**13.12 Hazard Substances.** Lessee shall not cause or permit any hazard substance to be spilled, leaked, disposed of, or otherwise released on or under the Premises. Lessee may use or otherwise handle on the Premises only those hazardous substances typically used or sold in the prudent and safe operation of Lessee's business. Lessee may store such hazardous substances on the Premises, which shall be done in compliance with all applicable Federal, State or local statute, regulation or ordinance or any judicial or other governmental laws pertaining to the protection of health, safety or the environment, only in quantities necessary to satisfy Lessee's reasonably anticipated needs. Lessee shall comply with all environmental laws and exercise the highest degree of care in the use, handling and storage of hazardous substances and shall take all practical measures to minimize the quantities and toxicity of hazardous substances used, handled, or stored on the Premises. Upon the expiration or termination of the Lease, Lessee shall remove all hazardous substances from the Premises.

**13.13 ADA Standards.** Lessor shall be responsible for any alterations, modifications or improvements to be made upon the common areas due to any applicable Federal, State, County or City law, order,

regulation, or ordinance, and shall indemnify and hold Lessee harmless from any action as a result thereof. Lessee shall be responsible for any alterations or modifications within the demised Premises as may be required by virtue of any Federal, State, County or City law, order, regulation, ordinance within the Premises. Lessee shall indemnify and hold Lessor harmless from any actions as a result thereof. Each party agrees to notify the other party immediately upon receipt of any claims, asserted or threatened, arising out of an alleged failure to comply with the ADA or any regulation promulgated thereunder with respect to the leased Premises.

**13.14 Subordination.** Upon request of Lessor, Lessee will subordinate its rights hereunder to the lien of any mortgage or mortgages or the lien resulting from any other method of financing or refinancing now or hereafter in force against the land and building comprising the Premises, and to all advances made or hereafter to be made upon the security thereof, and Lessee shall execute such documents as may be reasonably requested by Lessor or the holder of the encumbrance to evidence this subordination.

**13.15 Estoppel.** Lessee shall within twenty (20) days after notice from Lessor, execute, acknowledge and deliver a certificate certifying whether this Lease has been modified and is in full force and effect; whether there are any modifications or alleged breaches by Lessor; the dates to which rent has been paid in advance and the amount of any security deposits or prepaid rent; and any other facts that may reasonably be requested by the lender of Lessor. Failure to deliver the certificate within the specified time shall be conclusive upon Lessee that the Lease is in full force and effect and has not been modified except as may be represented by the Lessor. If requested by the holder of any encumbrance, Lessee will agree to give such holder or Lessor notice of and the opportunity to cure any default by Lessor under this Lease.

**13.16 Right to Early Termination.** Either party may cause this lease to terminate prior to its scheduled conclusion strictly provided (i) the party so terminating delivers written notice to the other party a minimum of 180 days prior to the date of termination and, (ii) said notice is accompanied by a valid payment to the notified partying an amount equal to Twenty-Five Thousand Dollars (\$25,000) U.S. as consideration.

**13.17 Exterior Signage.** Lessee, at Lessee's sole cost and expense shall be responsible for all its exterior signage. Said signage shall be subject to applicable codes and shall have Lessor's advance approval to design, scale, method of installation, and location of placement.

**13.18 Advertising.** Subject to applicable municipal codes and non-disturbance to other tenancies within the building, Lessee may utilize the marquis sign over the entrance of the Convenience Store and the pole sign located in the front of the Premises. If Lessee wants to attach any signs, posters, seasonal flags or banners, Lessee must make the request in writing to the Lessor and have prior permission to attaching any signage whatsoever to the Premises.

**13.19 Option To Renew.** Provided Lessee is not then in default under this lease at the time notice is given or at the time the renewal term is to commence and further provided Lessee is open and operating from the Premises a Market/Convenience Store and Restaurant, Lessee shall have the option to renew the term of the Lease for a period of five (5) years. Lessee shall notify Lessor in writing that it is exercising its option to renew no later than ninety (90) days prior to the expiration of the term then in effect. The giving of such notice shall be sufficient to make the Lease binding for the renewal term. The monthly rent at the start of the option period shall be the sum equivalent to last month's lease of existing contract. Lessor will send letter out before expiration of current lease.

**13.20 Entire Agreement.** This Lease and Exhibits and Rider, if any, attached hereto and forming a part hereof, set forth all the covenants, promises, agreements, conditions, and understandings between the Lessor and Lessee concerning the leased premises, and there are no covenants, promises, agreements, conditions, or understandings, either oral or written, between them other than are herein set forth.

**In Witness Whereof,** the parties hereto have executed this instrument in duplicate at the place and on the day and year first above written, any corporate signature being by authority by the Boar of Directors.

**LESSOR:**

**CITY OF ADAIR VILLAGE**

---

William Currier, Mayor  
Tax ID #

**LESSEE**

**BDS INC 5**

---

Owner  
Tax ID #



## Sustainability in Action

September 30, 2025

Mayor Currier  
Adair Village City Council  
City Staff

Dear Mayor Currier, City Council and Staff,

Republic Services is pleased to serve the City of Adair Village as your recycling and waste hauler. Some highlights from 2025 include:

- Implementation of the first phase of DEQ's Recycling Modernization Act on July 1, 2025. This phase added materials to the list of items to recycle at the curb. We continue to work with DEQ to get ready for the next steps in 2026 and 2027.
- Contributions of more than \$60,000 in cash and in-kind donations in Benton County.

In this packet you will find information about the Refuse Rate Index for 2026. The index adjustment of 2.4% is calculated using the Consumer Price Index (CPI), Fuel Costs, and disposal costs. The resulting monthly increase for residential cart customers is:

\$0.51	20 Gallon Cart
\$0.58	32 Gallon Cart
\$0.77	64 Gallon Cart
\$1.00	90 Gallon Cart

We look forward to your comments,

Bret Davis  
General Manager  
[Bret.davis@republicservices.com](mailto:Bret.davis@republicservices.com)

Julie Jackson  
Municipal Manager  
[jjackson6@republicservices.com](mailto:jjackson6@republicservices.com)

## Republic Services - City of Adair Village RRI

	Index: June 30, 2024	Index: June 30, 2025	% Change	Weight	Refuse Index
CPI - West Size Class B/C All Urban Consumers	193.555	197.82	2.2%	65%	1.4%
CPI - West Coast Ultra Low Sulfur Diesel	4.42	4.421	0.0%	10%	0.0%
Coffin Butte Benton County Disposal Rate	\$ 45.00	\$ 50.00	4.0%	15%	0.6%
PRC Disposal Rate for RS of Corvallis	\$ 65.00	\$ 70.00	4.0%	10%	0.4%
Rate Adjustment %					2.4%
					100.0%
Adjustment Factor					102.4%

# Recycling Guide

Thanks for recycling these items! All items must be empty and dry.



Following the guidelines of what is allowed in your recycling bin saves natural resources, reduces pollution and creates jobs.



Scan for: العربية, 简体中文, 繁體中文, हिन्दी, 한국어, Русский, Af-Soomaali, español, Tagalog, українська, tiếng Việt.

## Plastic



**Bottles, tubs, buckets, and rigid plant pots**

Caps OK if screwed on. All items must be 2 inches by 2 inches or larger.

## Metal



**Aluminum and steel cans and scrap metal**

Less than 10 pounds and 18 inches.

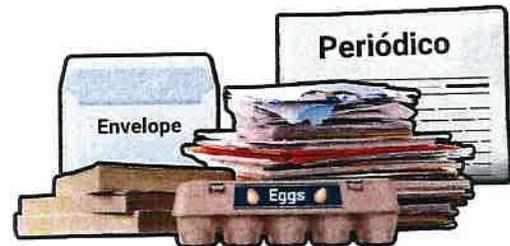
## Cardboard and Cartons



**Flattened cardboard, packaging boxes, food and beverage cartons**

Pizza boxes must be empty with no food residue.

## Paper



**Newspaper, magazines, office paper, egg cartons, mail, paperback books, bags, and non-metallic gift wrap**

### No!



**No bagged recyclables**



**No batteries**



**No food or liquid**  
(empty all containers)



**No plastic bags or stretchy plastics**  
(store or depot drop-off)



**No hoses, cords, or wires**