

**ADAIR VILLAGE CITY COUNCIL-Final**  
**City Hall - 6030 Wm. R Carr Av.**  
\*\*\*\*Tuesday, November 4, 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 – October 7, 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) Market and Restaurant Lease (Attachment I) Pat Hare/Sean Kidd  
**Action:** Decision

**6. NEW BUSINESS:**

- a) Acquiring Frontage Rd (Attachment I) Pat Hare  
**Action:** Decision

**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, TBD, 2025, 6:00 pm  
Planning Commission TBD, 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, October 7, 2025 – 6:00 PM\*\*\*\*

<b>Agenda Item</b>	<b>Action</b>
<p><b>1. Roll Call:</b> City Council Members present: Councilors Ray, Officer, and Wilson and Mayor Currier were present. Councilor Sisler was absent. 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> Attachment A Minutes of the September 2, 2025, City Council Meeting Attachment B Bills List through September 30, 2025 (\$150,690.92).</p>	<p>Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded. <b>Unanimous Approval (4-0).</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 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. <b>Tangent Partnership</b> 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. <b>Frontage Road</b> A meeting with ODOT is scheduled for Thursday, October 2nd. An update on those discussions will be provided during the council meeting. <b>Property and Business</b> <b>Adair Village Industrial Site (AVIS)</b> 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. <b>Good Grounds</b> 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. <b>Block Building</b> A potential buyer from Salem looked into purchasing the block building and was connected with the Seelys. At this point, no agreement has been</p>	<p>Council received the report.</p>

<p>reached between the parties.</p> <p><b>Entrance Sign and Bus Stop</b> 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.</p> <p><b>Interpretive Center</b> Progress continues to go well at the Interpretive Center.</p> <p><b>Major Projects and Engineering</b></p> <p><b>Wastewater System</b> 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.</p> <p><b>Callaway Creek Development</b> 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.</p> <p><b>Trails and Parks</b> 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.</p>	
<p><b>4d. Attachment F – Public Works Report</b> CA Hare presented the report.</p>	Council received the report.
<p><b>4e. Attachment G – Financial Report</b> CA Hare presented the report. The balance in the Local Government Investment Pool is approximately \$4,253,918.01. Last year at this time, the balance was \$4,429,124.06.</p>	Council received the report.
<p><b>5. Old Business –</b></p> <p><b>5a. Adair Living History (Attachment H)</b> Discussion</p> <p><b>5b. Market and Restaurant Lease (Attachment I)</b> Decision</p>	Councilor Ray moved to accept the new lease. Councilor Wilson seconded the motion. <b>Unanimous Approval (4-0)</b>
<p><b>6. New Business</b></p> <p><b>a. Republic Service Rate Discussion (Attachment J)</b> Discussion</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, November 4, 2025, 6:00 p.m. Planning Commission – TBD</p>	Mayor Currier adjourned the meeting at 8:01 p.m.

**October 2025 Bills**

**Date**  
10/7/2025  
10/20/2025

**Amount**  
\$69,970.47  
\$163,082.86

**Total**

**\$233,053.33**

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> 68866	1	For Tangent	Invoice	09/03/2025	10/03/2025	1,285.00		1,285.00	100-900-52115
Total 68866:						1,285.00	.00	1,285.00	
68871	1	For Tangent	Invoice	09/04/2025	10/04/2025	600.00		600.00	100-900-52115
Total 68871:						600.00	.00	600.00	
68890	1	For Tangent	Invoice	09/04/2025	10/04/2025	360.00		360.00	100-900-52115
Total 68890:						360.00	.00	360.00	
68891	1	For Tangent	Invoice	09/04/2025	10/04/2025	250.00		250.00	100-900-52115
Total 68891:						250.00	.00	250.00	
68892	1	For Tangent	Invoice	09/04/2025	10/04/2025	250.00		250.00	100-900-52115
Total 68892:						250.00	.00	250.00	
68893	1	For Tangent	Invoice	09/04/2025	10/04/2025	200.00		200.00	100-900-52115
Total 68893:						200.00	.00	200.00	
68909	1	For Tangent	Invoice	09/05/2025	10/05/2025	445.00		445.00	100-900-52115
Total 68909:						445.00	.00	445.00	
68958	1	For Tangent	Invoice	09/10/2025	10/10/2025	764.00		764.00	100-900-52115
Total 68958:						764.00	.00	764.00	
69016	1	For Tangent	Invoice	09/15/2025	10/15/2025	1,660.00		1,660.00	100-900-52115
Total 69016:						1,660.00	.00	1,660.00	
69036	1	For Tangent	Invoice	09/16/2025	10/16/2025	555.00		555.00	100-900-52115
Total 69036:						555.00	.00	555.00	
69105	1	For Tangent	Invoice	09/22/2025	10/22/2025	200.00		200.00	100-900-52115
Total 69105:						200.00	.00	200.00	
69166	1	For Tangent	Invoice	09/25/2025	10/25/2025	1,845.00		1,845.00	100-900-52115
Total 69166:						1,845.00	.00	1,845.00	
69167	1	For Tangent	Invoice	09/25/2025	10/25/2025	200.00		200.00	100-900-52115
Total 69167:						200.00	.00	200.00	
69168	1	For Tangent	Invoice	09/25/2025	10/25/2025	200.00		200.00	100-900-52115

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 69168:						200.00	00	200.00	
69203	1	For Tangent	Invoice	09/29/2025	10/29/2025	200.00		200.00	100-900-52115
Total 69203:						200.00	.00	200.00	
69205	1	For Tangent	Invoice	09/29/2025	10/29/2025	1,710.00		1,710.00	100-900-52115
Total 69205:						1,710.00	00	1,710.00	
69209	1	For Tangent	Invoice	09/29/2025	10/29/2025	200.00		200.00	100-900-52115
Total 69209:						200.00	.00	200.00	
Total 150 A & B Septic:						10,924.00	.00	10,924.00	120804
<b>7496 Aldrich CPAs and Advisors LLP</b>									
788082	1	Admin	Invoice	09/30/2025	09/30/2025	2,000.00		2,000.00	100-100-52018
788082	2	Admin	Invoice	09/30/2025	09/30/2025	250.00		250.00	100-900-52018
788082	3	Storm Drain	Invoice	09/30/2025	09/30/2025	375.00		375.00	520-440-52018
788082	4	Streets	Invoice	09/30/2025	09/30/2025	375.00		375.00	200-410-52018
788082	5	Wastewater	Invoice	09/30/2025	09/30/2025	1,000.00		1,000.00	510-430-52018
788082	6	Water	Invoice	09/30/2025	09/30/2025	1,000.00		1,000.00	500-420-52018
Total 788082:						5,000.00	.00	5,000.00	
Total 7496 Aldrich CPAs and Advisors LLP:						5,000.00	.00	5,000.00	120807
<b>690 Bank of America</b>									
092325	1	Credit Card Charges	Invoice	09/23/2025	10/20/2025	49.00		49.00	100-900-52101
092325	2	Credit Card Charges	Invoice	09/23/2025	10/20/2025	157.78		157.78	100-900-52101
092325	3	Credit Card Charges	Invoice	09/23/2025	10/20/2025	88.16		88.16	100-900-52002
092325	4	Credit Card Charges	Invoice	09/23/2025	10/20/2025	36.94		36.94	100-900-52115
092325	5	Credit Card Charges	Invoice	09/23/2025	10/20/2025	194.44		194.44	100-900-52110
092325	6	Credit Card Charges	Invoice	09/23/2025	10/20/2025	143.94		143.94	100-900-52002
092325	8	Credit Card Charges	Invoice	09/23/2025	10/20/2025	239.88		239.88	100-900-52114
092325	7	Credit Card Charges	Invoice	09/23/2025	10/20/2025	20.23		20.23	100-900-52115
092325	8	Credit Card Charges	Invoice	09/23/2025	10/20/2025	19.99		19.99	100-900-52114
092325	9	Credit Card Charges	Invoice	09/23/2025	10/20/2025	115.82		115.82	100-900-52115
092325	10	Credit Card Charges	Invoice	09/23/2025	10/20/2025	115.82		115.82	100-900-52115
092325	11	Credit Card Charges	Invoice	09/23/2025	10/20/2025	102.35		102.35	500-420-52011
092325	12	Credit Card Charges	Invoice	09/23/2025	10/20/2025	15.88		15.88	500-420-52011
092325	13	Credit Card Charges	Invoice	09/23/2025	10/20/2025	20.67		20.67	100-900-52115
092325	14	Credit Card Charges	Invoice	09/23/2025	10/20/2025	164.25		164.25	500-420-52002
092325	15	Credit Card Charges	Invoice	09/23/2025	10/20/2025	163.80		163.80	500-420-52001
092325	16	Credit Card Charges	Invoice	09/23/2025	10/20/2025	238.77		238.77	500-420-52011
Total 092325:						1,769.91	.00	1,769.91	
Total 690 Bank of America:						1,769.91	.00	1,769.91	120808
<b>720 Bark Place Inc.</b>									
001-512911	1	For Tangent	Invoice	09/19/2025	10/10/2025	950.00		950.00	100-900-52115
Total 001-512911:						950.00	.00	950.00	120809

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 720 Bark Place Inc.:						950.00	.00	950.00	
<b>830 Benton County Sheriff</b>									
122617	1	Law Enforcement Services	Invoice	10/01/2025	10/31/2025	11,637.00		11,637.00	100-200-52019
Total 122617:						11,637.00	.00	11,637.00	
Total 830 Benton County Sheriff:						11,637.00	.00	11,637.00	✓26870
<b>890 Best Pots Inc</b>									
I574009	1	Contract Services	Invoice	09/24/2025	10/04/2025	106.64		106.64	500-420-52019
Total I574009:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	106.64	✓26871
<b>1300 Cascade Columbia Distribution</b>									
935338	1	Chemicals	Invoice	09/25/2025	11/24/2025	2,763.00		2,763.00	500-420-52001
Total 935338:						2,763.00	.00	2,763.00	
Total 1300 Cascade Columbia Distribution:						2,763.00	.00	2,763.00	✓26872
<b>1340 Caselle Inc.</b>									
INV-11841	1	Monthly Software Hosting Fees	Invoice	10/01/2025	10/31/2025	904.50		904.50	500-420-52114
INV-11841	2	Monthly Software Hosting Fee	Invoice	10/01/2025	10/31/2025	603.00		603.00	100-900-52114
INV-11841	3	Monthly Software Hosting Fee	Invoice	10/01/2025	10/31/2025	301.50		301.50	510-430-52114
INV-11841	4	Monthly Software Hosting Fee	Invoice	10/01/2025	10/31/2025	100.50		100.50	200-410-52114
INV-11841	5	Monthly Software Hosting Fee	Invoice	10/01/2025	10/31/2025	100.50		100.50	520-440-52114
Total INV-11841:						2,010.00	.00	2,010.00	
Total 1340 Caselle Inc.:						2,010.00	.00	2,010.00	✓26873
<b>2300 Delapoer Kidd Attorneys at Law</b>									
2158	1	General City matters	Invoice	10/01/2025	10/31/2025	1,181.25		1,181.25	100-900-52017
Total 2158:						1,181.25	.00	1,181.25	
Total 2300 Delapoer Kidd Attorneys at Law:						1,181.25	.00	1,181.25	✓26874
<b>7526 Dylan Smith</b>									
63	1	Trails	Invoice	10/03/2025	10/30/2025	18,084.86		18,084.86	100-300-53004
Total 63:						18,084.86	.00	18,084.86	
Total 7526 Dylan Smith:						18,084.86	.00	18,084.86	✓26875
<b>7510 Kristopher Schendel</b>									
2509	1	Code compliance	Invoice	09/30/2025	10/30/2025	2,500.00		2,500.00	100-900-52019
Total 2509:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	2,500.00	✓26876
<b>7467 LiftOff, LLC</b>									
8363ADD2	1	Microsoft 365	Invoice	10/01/2025	10/01/2025	300.00		300.00	100-900-52114

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 8363ADD2:						300.00	.00	300.00	
Total 7467 LiftOff, LLC:						300.00	.00	300.00	✓26817
<b>7518 Net Assets Corporation</b>									
111-202509	1	Title Search	Invoice	10/01/2025	10/15/2025	32.00		32.00	100-900-52114
Total 111-202509:						32.00	.00	32.00	
Total 7518 Net Assets Corporation:						32.00	.00	32.00	✓26818
<b>4670 NW Natural</b>									
092625	1	Utilities	Invoice	09/26/2025	10/17/2025	23.34		23.34	100-900-52109
Total 092625:						23.34	.00	23.34	
Total 4670 NW Natural:						23.34	.00	23.34	✓26879
<b>4800 One Call Concepts Inc</b>									
5090303	1	OR Utility Notification Center	Invoice	09/30/2025	10/30/2025	10.78		10.78	500-420-52109
5090303	2	OR Utility Notification Center	Invoice	09/30/2025	10/30/2025	10.78		10.78	510-430-52109
Total 5090303:						21.56	.00	21.56	
Total 4800 One Call Concepts Inc:						21.56	.00	21.56	✓26880
<b>6320 Spaeth Lumber &amp; Home Center</b>									
2509-024808	1	Water softener crystals	Invoice	09/15/2025	10/15/2025	722.78		722.78	500-420-52002
Total 2509-024808:						722.78	.00	722.78	
Total 6320 Spaeth Lumber & Home Center:						722.78	.00	722.78	✓26882
<b>7410 State of Oregon Dpt of Admin Svcs</b>									
ARG65931	1	2009 Ford Escape Sport Utility 4W	Invoice	10/06/2025	10/30/2025	3,176.25		3,176.25	500-420-52014
ARG65931	2	2009 Ford Escape Sport Utility 4W	Invoice	10/06/2025	10/30/2025	847.00		847.00	510-430-52014
ARG65931	3	2009 Ford Escape Sport Utility 4W	Invoice	10/06/2025	10/30/2025	211.75		211.75	100-900-52014
Total ARG65931:						4,235.00	.00	4,235.00	
Total 7410 State of Oregon Dpt of Admin Svcs:						4,235.00	.00	4,235.00	✓26883
<b>6470 Straub Landscape Maintenance</b>									
18675	1	Backflow inspections	Invoice	09/29/2025	09/29/2025	7,600.00		7,600.00	500-420-52019
Total 18675:						7,600.00	.00	7,600.00	
Total 6470 Straub Landscape Maintenance:						7,600.00	.00	7,600.00	✓26884
<b>999 Utility Refund</b>									
11280211525	1	Water	Invoice	10/01/2025	11/15/2025	65.48		65.48	500-420-52105
11280211525	2	Wastewater	Invoice	10/01/2025	11/15/2025	43.65		43.65	510-430-52105
Total 11280211525:						109.13	.00	109.13	✓26881

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 999 Utility Refund:						109.13	.00	109.13	
Total :						69,970.47	.00	69,970.47	
Grand Totals:						69,970.47	.00	69,970.47	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-52016	2,000.00	.00	2,000.00
100-200-52019	11,637.00	.00	11,637.00
100-300-53004	18,084.86	.00	18,084.86
100-900-52002	232.10	.00	232.10
100-900-52014	211.75	.00	211.75
100-900-52016	250.00	.00	250.00
100-900-52017	1,181.25	.00	1,181.25
100-900-52019	2,500.00	.00	2,500.00
100-900-52101	206.78	.00	206.78
100-900-52109	23.34	.00	23.34
100-900-52110	194.44	.00	194.44
100-900-52114	1,194.87	.00	1,194.87
100-900-52115	12,067.66	.00	12,067.66
200-410-52016	375.00	.00	375.00
200-410-52114	100.50	.00	100.50
500-420-52001	2,926.80	.00	2,926.80
500-420-52002	887.04	.00	887.04
500-420-52011	355.00	.00	355.00
500-420-52014	3,176.25	.00	3,176.25
500-420-52016	1,000.00	.00	1,000.00
500-420-52019	7,706.64	.00	7,706.64
500-420-52105	65.48	.00	65.48
500-420-52109	10.78	.00	10.78
500-420-52114	904.50	.00	904.50
510-430-52014	847.00	.00	847.00
510-430-52016	1,000.00	.00	1,000.00
510-430-52105	43.65	.00	43.65
510-430-52109	10.78	.00	10.78
510-430-52114	301.50	.00	301.50
520-440-52016	375.00	.00	375.00
520-440-52114	100.50	.00	100.50
<b>Grand Totals:</b>	<b>69,970.47</b>	<b>.00</b>	<b>69,970.47</b>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/25	32,381.23	.00	32,381.23
10/25	37,589.24	.00	37,589.24

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
Grand Totals:	69,970.47	.00	69,970.47

*[Handwritten signature]*

10/7/25

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
<b>390 AI's Sweeping Service</b>									
12785	1	Street Sweeping	Invoice	10/13/2025	11/13/2025	1,200.00		1,200.00	200-410-52024
Total 12785:						1,200.00	.00	1,200.00	
Total 390 AI's Sweeping Service:						1,200.00	.00	1,200.00	✓126885
<b>640 Auto Zone</b>									
02217195959	1	Vehicle Maintenance	Invoice	09/05/2025	10/05/2025	84.82		84.82	500-420-52014
Total 02217195959:						84.82	.00	84.82	
02217210525	1	Vehicle Maintenance	Invoice	09/22/2025	10/22/2025	76.37		76.37	500-420-52014
Total 02217210525:						76.37	.00	76.37	
02217225592	1	Vehicle maintenance	Invoice	10/09/2025	10/30/2025	25.19		25.19	500-420-52014
Total 02217225592:						25.19	.00	25.19	
02217229851	1	Vehicle maintenance	Invoice	10/14/2025	11/14/2025	143.64		143.64	500-420-52014
Total 02217229851:						143.64	.00	143.64	
Total 640 Auto Zone:						330.02	.00	330.02	✓126886
<b>1520 CIS TRUST</b>									
NOVEMBER 20	1	Employee Health Ins	Invoice	10/15/2025	11/10/2025	1,169.43		1,169.43	100-100-51010
NOVEMBER 20	2	Employee Health Ins	Invoice	10/15/2025	11/10/2025	155.92		155.92	100-200-51010
NOVEMBER 20	3	Employee Health Ins	Invoice	10/15/2025	11/10/2025	623.70		623.70	100-300-51010
NOVEMBER 20	4	Employee Health Ins	Invoice	10/15/2025	11/10/2025	389.81		389.81	200-410-51010
NOVEMBER 20	5	Employee Health Ins	Invoice	10/15/2025	11/10/2025	3,664.23		3,664.23	500-420-51010
NOVEMBER 20	6	Employee Health Ins	Invoice	10/15/2025	11/10/2025	1,481.28		1,481.28	510-430-51010
NOVEMBER 20	7	Employee Health Insurance	Invoice	10/15/2025	11/10/2025	311.86		311.86	520-440-51010
Total NOVEMBER 2025 FINAL INVOICE:						7,796.23	.00	7,796.23	
Total 1520 CIS TRUST:						7,796.23	.00	7,796.23	✓126887
<b>1610 Civil West Engineering Services Inc</b>									
251061	1	HMGP support	Invoice	10/14/2025	11/14/2025	444.00		444.00	500-420-53500
251061	2	general wastewater services	Invoice	10/14/2025	11/14/2025	836.50		836.50	510-430-53005
251061	3	HMGP generator	Invoice	10/14/2025	11/14/2025	74.00		74.00	510-430-53005
251061	4	HMGP generator design	Invoice	10/14/2025	11/14/2025	7,474.00		7,474.00	510-430-53005
251061	5	Transportation	Invoice	10/14/2025	11/14/2025	2,437.50		2,437.50	200-410-53001
251061	6	Calloway Creek Development	Invoice	10/14/2025	11/14/2025	8,602.84		8,602.84	100-100-52020
251061	7	Calloway Creek Construction Inspe	Invoice	10/14/2025	11/14/2025	2,125.59		2,125.59	100-100-52020
251061	8	Elementary School	invoice	10/14/2025	11/14/2025	735.00		735.00	100-100-52020
Total 251061:						22,729.43	.00	22,729.43	
251063	1	HMGP Waterline Replacement	Invoice	10/14/2025	11/14/2025	464.00		464.00	500-420-53500
Total 251063:						464.00	.00	464.00	
251064	1	Wastewater Facilities Plan	Invoice	10/14/2025	11/14/2025	2,371.50		2,371.50	510-430-53005

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 251064:						2,371.50	.00	2,371.50	
251065	1	Water Master Plan	Invoice	10/14/2025	11/14/2025	10,416.00		10,416.00	500-420-53500
Total 251065:						10,416.00	.00	10,416.00	
Total 1610 Civil West Engineering Services Inc:						35,980.93	.00	35,980.93	✓26888
2520 Eurofins Environment Testing NW, LLC	1770000268	1 Lab Analysis	Invoice	09/10/2025	10/10/2025	45.00		45.00	500-420-52104
Total 1770000268:						45.00	.00	45.00	
Total 2520 Eurofins Environment Testing NW, LLC:						45.00	.00	45.00	✓26889
2960 GSI Water Solutions Inc	00100.004-10	1 Water Management and Conservati	Invoice	09/15/2025	10/15/2025	1,108.93		1,108.93	500-420-52019
Total 00100.004-10:						1,108.93	.00	1,108.93	
00400.004-11	1	Water Management and Conservati	Invoice	10/13/2025	11/13/2025	3,560.75		3,560.75	500-420-52019
Total 00400.004-11:						3,560.75	.00	3,560.75	
Total 2960 GSI Water Solutions Inc:						4,669.68	.00	4,669.68	✓26890
3130 Home Insulation Contractors	13649	1 Adair Living History Insulation Proje	Invoice	10/17/2025	10/20/2025	2,300.00		2,300.00	100-900-52012
Total 13649:						2,300.00	.00	2,300.00	
Total 3130 Home Insulation Contractors:						2,300.00	.00	2,300.00	✓26891
7467 LiROff, LLC	8394REN2026	1 Annual Renewal	Invoice	10/16/2025	10/16/2025	2,402.40		2,402.40	100-900-52114
Total 8394REN2026:						2,402.40	.00	2,402.40	
Total 7467 LiROff, LLC:						2,402.40	.00	2,402.40	✓26892
4380 Middleton Heating and Sheet Metal INC.	14393	1 Service air systems	Invoice	09/12/2025	10/12/2025	225.00		225.00	100-900-52012
Total 14393:						225.00	.00	225.00	
Total 4380 Middleton Heating and Sheet Metal INC.:						225.00	.00	225.00	✓26893
7524 My Bridge Team, Inc.	INV-000085	1 Admin	Invoice	10/09/2025	10/09/2025	1,365.00		1,365.00	100-100-52019
	INV-000085	2 Admin	Invoice	10/09/2025	10/09/2025	170.63		170.63	100-900-52019
	INV-000085	3 Storm Drain	Invoice	10/09/2025	10/09/2025	255.94		255.94	520-440-52019
	INV-000085	4 Streets	Invoice	10/09/2025	10/09/2025	255.94		255.94	200-410-52019
	INV-000085	5 Wastewater	Invoice	10/09/2025	10/09/2025	682.50		682.50	510-430-52019
	INV-000085	6 Water	Invoice	10/09/2025	10/09/2025	682.49		682.49	500-420-52019

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total INV-000085:						3,412.50	.00	3,412.50	
Total 7524 My Bridge Team, Inc.:						3,412.50	.00	3,412.50	✓20894
<b>7478 Northcore USA LLC</b>									
2503NAN10101	1	Water Repair	Invoice	10/16/2025	10/20/2025	16,500.00		16,500.00	500-420-52011
Total 2503NAN10101625:						16,500.00	.00	16,500.00	
2503NAN11101	1	water repair	Invoice	10/16/2025	10/20/2025	14,250.00		14,250.00	500-420-52011
Total 2503NAN11101625:						14,250.00	.00	14,250.00	
2503NAN71016	1	Repair Water Service at 6333 Wm	Invoice	10/16/2025	10/20/2025	13,750.00		13,750.00	500-420-52011
Total 2503NAN7101625:						13,750.00	.00	13,750.00	
2503NAN81016	1	Water Repair bundle 10 locations	Invoice	10/16/2025	10/20/2025	48,250.00		48,250.00	500-420-52011
Total 2503NAN8101625:						48,250.00	.00	48,250.00	
2503NAN91016	1	water repair emergency	Invoice	10/16/2025	10/20/2025	6,750.00		6,750.00	500-420-52011
Total 2503NAN9101625:						6,750.00	.00	6,750.00	
Total 7478 Northcore USA LLC:						99,500.00	.00	99,500.00	✓20895
<b>5300 Pacific Power/PacificCorp</b>									
10082025	1	Utilities	Invoice	10/08/2025	10/24/2025	2,874.52		2,874.52	500-420-52109
Total 10082025:						2,874.52	.00	2,874.52	
Total 5300 Pacific Power/PacificCorp:						2,874.52	.00	2,874.52	✓20896
<b>5780 Republic Services #452</b>									
0452-00558452	1	Utilities	Invoice	09/30/2025	10/20/2025	43.77		43.77	100-900-52109
Total 0452-005584526:						43.77	.00	43.77	
0452-00560160	1	Utilities	Invoice	09/30/2025	10/20/2025	12.36		12.36	100-300-52112
Total 0452-005601600:						12.36	.00	12.36	
0452-00560308	1	Utilities	Invoice	09/30/2025	10/20/2025	259.00		259.00	510-430-52109
Total 0452-005603083:						259.00	.00	259.00	
Total 5780 Republic Services #452:						315.13	.00	315.13	✓20897
<b>6020 Schaefers Recreation Equipment Co</b>									
157637-1	1	Chemicals	Invoice	09/10/2025	10/15/2025	310.32		310.32	510-430-52001
Total 157637-1:						310.32	.00	310.32	
157782-1	1	Chemicals	Invoice	09/19/2025	10/19/2025	510.32		510.32	510-430-52001

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 157782-1:						510.32	.00	510.32	
Total 6020 Schaefers Recreation Equipment Co:						820.84	.00	820.84	✓26898
<b>7274 US Bank Equipment Finance</b>									
566080719	1	Equipment Rental	Invoice	10/07/2025	10/31/2025	131.00		131.00	100-900-52023
Total 566080719:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	✓26899
<b>7130 Verizon</b>									
6125292790	1	Cell Phone	Invoice	10/06/2025	10/29/2025	140.52		140.52	500-420-52110
6125292790	2	Cell Phone	Invoice	10/06/2025	10/29/2025	99.71		99.71	510-430-52110
6125292790	3	Cell Phone	invoice	10/06/2025	10/29/2025	39.58		39.58	100-900-52110
Total 6125292790:						279.81	.00	279.81	
Total 7130 Verizon:						279.81	.00	279.81	✓26900
<b>7290 Willamette Valley Processors</b>									
1950	1	Emergency Management	Invoice	10/15/2025	10/30/2025	800.00		800.00	100-900-52019
Total 1950:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	✓26901
Total :						163,082.86	.00	163,082.86	
Grand Totals:						163,082.86	.00	163,082.86	

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	1,365.00	.00	1,365.00
100-100-52020	11,463.43	.00	11,463.43
100-200-51010	155.92	.00	155.92
100-300-51010	623.70	.00	623.70
100-300-52112	12.36	.00	12.36
100-900-52012	2,525.00	.00	2,525.00
100-900-52019	970.63	.00	970.63
100-900-52023	131.00	.00	131.00
100-900-52109	43.77	.00	43.77
100-900-52110	39.58	.00	39.58
100-900-52114	2,402.40	.00	2,402.40
200-410-51010	389.81	.00	389.81
200-410-52019	255.94	.00	255.94
200-410-52024	1,200.00	.00	1,200.00
200-410-53001	2,437.50	.00	2,437.50
500-420-51010	3,664.23	.00	3,664.23
500-420-52011	99,500.00	.00	99,500.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
500-420-52014	330.02	.00	330.02
500-420-52019	5,352.17	.00	5,352.17
500-420-52104	45.00	.00	45.00
500-420-52109	2,874.52	.00	2,874.52
500-420-52110	140.52	.00	140.52
500-420-53500	11,324.00	.00	11,324.00
510-430-51010	1,481.28	.00	1,481.28
510-430-52001	820.64	.00	820.64
510-430-52019	682.50	.00	682.50
510-430-52109	259.00	.00	259.00
510-430-52110	99.71	.00	99.71
510-430-53005	10,756.00	.00	10,756.00
520-440-51010	311.86	.00	311.86
520-440-52019	255.94	.00	255.94
<b>Grand Totals:</b>	<b>163,082.86</b>	<b>.00</b>	<b>163,082.86</b>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/25	2,675.89	.00	2,675.89
10/25	160,406.97	.00	160,406.97
<b>Grand Totals:</b>	<b>163,082.86</b>	<b>.00</b>	<b>163,082.86</b>

*[Handwritten signature]*  
10/20/25

**ADAIR VILLAGE PATROL**  
September 25, 2025 -October 24, 2025

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

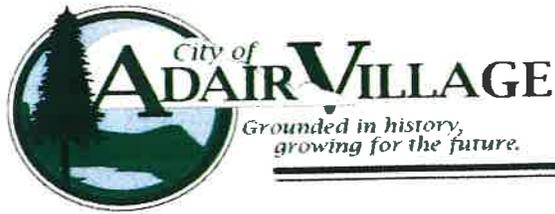
Date/Time	Call #	Total Time	Deputy	Con- tacts	Traffic		Arrests		Notes
					Warn	Cite	Cite	Cust	
<b>Patrol</b>									
092525 07:27:37	2025182133	2:37:54	Bottoff	2	3				School zone patrol. Patrolled city of Adair, and 99W in Adair for morning commute. 2 citizen contacts that were not stops. 3 warnings for speed, no cites. Speeds weren't too bad, or enough to get a ticket. Worked on reports.
092725 10:05:56	2025183795	0:46:39	Lunsmann						no activity
092825 19:15:32	2025184742	2:13:38	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/PARKS. HANDLED 1 NEARBY CALL FOR SERVICE OFF OF ARBORETUM ROAD.
092925 12:37:44	2025185130	2:10:21	Hardison	1					PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/PARKS/ODFW. ONE TRAFFIC STOP/ONE WARNING GIVEN FOR SPEEDING. ALSO CHECKED ON A VEHICLE AT AERODROME PARK/POSSIBLE MOTORIST ASSIST.
093025 03:45:51	2025185607	1:17:17	Young						no activity
093025 11:51:26	2025185810	0:59:57	Lochner						no activity
093025 17:40:30	2025186028	1:54:53	Young						no activity
100425 12:19:13	2025188728	1:22:59	Macken	1					1 citizen contact
100525 08:36:05	2025189235	1:31:48	Lochner						no activity
100625 11:01:11	2025189868	1:00:28	Lochner	1					one hour, no stops, spoke to a male at the aerodrome.
100625 22:30:35	2025190317	1:58:13	Drongesen						Patrolled neighborhoods, highway, park, and school
100725 04:48:22	2025190395	1:39:49	Young						no activity
100725 10:11:17	2025190507	1:02:12	Lochner						one hour, no stops. Patrolled Adair residential streets. One contact, no stops.
100825 19:00:15	2025191584	2:05:05	Hardison	1					PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/PARKS/BUSINESSES/ODFW/CALLOWAY CREEK. 1 CITIZEN CONTACT (PERSON IN A TENT AT RYALS/INDEPENDENCE).
101225 11:14:21	2025194151	2:20:48	Lochner						no activity
101225 19:11:37	2025194387	2:25:31	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/SCHOOL/PARKS. HANDLED ONE CALL FOR SERVICE AT RYALS/INDEPENDENCE.
101325 08:50:09	2025194587	1:04:05	Lochner	1					One hour, one citizen contact to talk about speed limits on Ryals. No stops, no cites or arrests.
101425 08:29:10	2025195263	1:05:19	Glass						no activity
101525 20:19:15	2025196523	1:08:18	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/ADAIR FRONTAGE ROAD/HIGHWAY 99W/PARKS/CALLOWAY CREEK.
101625 03:30:25	2025196659	1:40:16	Drongesen						no activity
101625 09:41:24	2025196776	1:19:56	Blaser		1				1 stop, warning for speed
101625 17:40:07	2025197181	1:00:00	Bottoff						1 HOUR ADAIR PATROL.
101725 03:30:57	2025197473	1:00:00	Gevatosky						1 HOUR
101725 17:01:15	2025197925	2:00:00	Bottoff	2					ADAIR PATROL. 2 PARKING CITES AT OSU GATE. 2 SPEEDING TICKETS ISSUED FROM TRAFFIC STOPS IN ADAIR ALONG 99W. 2 hours adair patrol. 2 other citizen contacts.
101725 18:49:07	2025198010	1:00:00	Gevatosky		2				1 HOUR; 2 TRAFFIC STOPS
101825 11:58:25	2025198425	1:00:00	Hoobs				2		2 traffic cites
102025 09:03:29	2025199496	1:23:01	Vaughn	1					Citizen contact @ 99/Camp Adair. Fielded questions about people wanting to walk their dogs at EE Wilson. One contact. No violations observed.
102025 14:04:11	2025199740	1:07:00	Lochner						NO STOPS



Attachment D

CSO Report

Location	Violaton	Case #	Follow Up	Compliance	Fine/Fee
Municipal Code Revamp		N/a	N/a	N/a	N/a
332 Carmen Pl NE	Tall Grass (fine being sent - still in violation 10/17/25 after fine)	25-904	10/17/2025	N	Y
Arnold Ave NE	Trailer parked in the bike lane.	25-1001	10/3/2025	Y	N
8781 Box Elder NE	Abandon Vehicle (grey ford) 597NWR	25-1002	10/24/2025	Y	N
Willamette	Estate Sale Questions about parking	25-1003	10/10/2025	N/a	n/a
4214 NE Laurel Dr	Trailer stored on the street	25-1004	10/17/2025	Y	N
8251 Hyacinth Ct NE	Trailer back on the street.	25-1005	10/17/2025	Y	N
6337 William R Carr	Red Toyota Camry (514NJZ)	25-1006	10/17/2025	Y	N
Hyacinth Ct NE	New trailer parked on the street (monitor)	25-1007	10/23/2025	Y	N



## **City Administrator's Report November 4, 2025, Council Meeting**

### **Administration**

#### **Finances**

The city continues to make progress on completing the audit, which is expected to be finished within the next month. A supplemental budget will also be required for the additional water infrastructure work being done this year. That adjustment can be completed any time before July.

#### **Tangent Partnership**

Matt Lydon and I met with the City Manager of Tangent to discuss projects planned for next year. Tangent leadership expressed their appreciation for the quality of service provided by Adair Village staff, and the partnership continues to be strong and productive.

#### **Frontage Road**

We met with ODOT on Wednesday to discuss the transfer of ownership for the Frontage Road. ODOT will retain the northern property used for their materials storage, but will move forward with preparing transfer documents for the remainder of the roadway. Revisionary language will be included in case ODOT needs to reclaim the property in the future.

### **Property and Business**

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

We met with our partners and selected a new contracted environmental firm to work on the site. A meeting with DEQ is scheduled this month to discuss next steps. This will be the fourth attempt to move this project forward, so we are cautiously optimistic.

#### **Good Grounds**

Good Grounds continues to do well overall. Susan has had a few customer-related issues that staff are monitoring, but the business remains steady and successful.

#### **Restaurant**

The restaurant will have a new owner taking over on December 1st. The lease is scheduled for approval and signing at today's meeting. The new owners plan to continue operations under the current setup through April before making any major changes.

#### **Barracks Building**

ALH is pursuing a \$50,000 T-Mobile grant to complete the final phase of the building's renovation. If the grant is not awarded, staff will evaluate options to include funding in next year's budget to ensure the project's completion.

### **Major Projects and Engineering**

#### **Wastewater System**

Staff met with property owners Brian Weber and Brian Cook, who own land adjacent to the wastewater lagoon. Discussions are underway regarding potential land trades that could allow

the City to expand the existing lagoon rather than constructing a separate one. Civil West will assist in evaluating these options.

### **Callaway Creek Development**

Phase 5 is now complete, and all infrastructure for Phase 6 has been signed off. Home construction in Phase 6 is expected to begin within the next few weeks. The developer is also preparing to move forward with infrastructure planning for Phase 7 in the coming months.

### **Trails and Parks**

The first phase of the Callaway Creek trail system is complete and looks excellent. Quotes have been received for Phase 2, and work is expected to begin within the next two weeks. Additionally, new quotes were obtained for the entrance sign project after the original contractor backed out. The goal is to have that work underway within the next two weeks as well.



PUBLIC WORKS  
OPERATIONS AND MAINTENANCE REPORT  
PERIOD: 9/20/2025 to 10/20/2025

**WATER USE / DISTRIBUTION REPORT**

**WATER USE REPORT**

Water Produced: Working on master meter and STATA system.

**WATER DISTRIBUTION REPORT**

Maintenance Activity: No leaks were reported in the last month. Staff worked with contractor on selecting 10 more-line replacements in the north section.

Collected quarterly: 4<sup>th</sup> quarter samples will be taken in November.

**WASTEWATER TREATMENT REPORT**

Flows into the WWTP have increased slightly with recent rains. Staff are preparing to start winter discharge the first of November.

Total Monthly Influent: 2.9 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 ended for they year. Staff focus on leaf and limb removal after fall storms at all city properties.

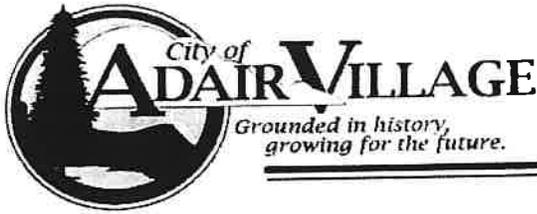
## **WATER TREATMENT PLANT**

Maintenance Activity: We are at 25 to 30 hours a week of run time. Staff are still working with contractors on a solution for our plant production 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**  
November 4, 2025 Council Meeting

We have approximately \$4,282,443.93 in the Local Government Investment Pool (LGIP). Last month we had \$4,253,918.01. Last year at this time we had \$4,481,918.43. We have approximately \$353,065.01 in Citizens Bank.

<b>Fund</b>	<b>Income</b>	<b>Expenses</b>	<b>% of Budget</b>	<b>Difference</b>
General	1,913,426.00	292,019.00	8.24%	1,621,407.00
Streets	398,079.00	27,574.00	7.70%	370,505.00
Water	833,956.00	238,514.00	21.29%	595,442.00
Wastewater	889,765.00	139,739.00	7.80%	750,026.00
Storm Drain	80,954.00	14,973.00	16.60%	65,981.00
SDC Fund	2,109,659.00	0.00	0.00%	2,109,659.00
Reserve	159,054.00	0.00	0.00%	159,054.00
<b>TOTAL</b>	<b>\$6,384,893.00</b>	<b>\$712,819.00</b>		<b>5,672,074.00</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	2025-26 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	539	1,321	269,000	267,679	.49
100-000-40002	Property Taxes - Prior Year	0	0	500	500	.00
100-000-41010	Revenue Sharing	0	3,995	14,000	10,005	28.53
100-000-41020	Cigarette Taxes	69	209	1,000	791	20.88
100-000-41030	Liquor Taxes	1,887	5,943	29,000	23,057	20.49
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	70	210	0	-210	.00
100-000-42060	SDC Administrative Fees	0	0	10,000	10,000	.00
100-000-43001	Utility Franchise Fees	0	27,993	70,000	42,007	39.99
100-000-46020	Residential Rent Revenue	2,672	8,792	30,000	21,208	29.31
100-000-46021	Property Lease or Rent	0	0	78,000	78,000	.00
100-000-46023	Building Lease	3,020	12,591	32,000	19,409	39.35
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	43	43	1,000	957	4.31
100-000-47300	Parks Grant	100,000	100,000	486,000	386,000	20.58
100-000-48000	Interest	5,075	15,447	20,000	4,553	77.24
<b>Total General Fund Revenue:</b>		<b>113,375</b>	<b>1,913,426</b>	<b>3,364,820</b>	<b>1,451,394</b>	<b>56.87</b>
<b>Transfers In</b>						
100-000-49530	Transfer from SDC Fund	0	0	180,000	180,000	.00
<b>Total Transfers In:</b>		<b>0</b>	<b>0</b>	<b>180,000</b>	<b>180,000</b>	<b>.00</b>
<b>City Administration</b>						
<b>General Fund Administrative</b>						
100-100-50010	City Administrator	7,544	30,177	87,988	57,811	34.30
100-100-50016	Utility/Court Clerk	218	872	2,324	1,453	37.50
100-100-50018	Finance Clerk	795	3,193	9,125	5,932	35.00
100-100-50050	PW Superint/Asst City Manager	0	0	2,344	2,344	.00
100-100-51010	Employee Health Ins Benefits	1,116	4,545	21,518	16,973	21.12
100-100-51020	Retirement Benefits	2,328	4,798	28,326	23,527	16.94
100-100-51030	Employment Taxes	634	3,809	13,690	9,881	27.82
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	2,000	2,000	28,940	26,940	6.91
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	4,025	9,811	74,800	64,989	13.12
100-100-52020	Development Engineering	0	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	67	0	-67	.00
100-100-52103	Insurance	156	3,306	3,150	-156	104.95
100-100-52106	Mileage	0	0	250	250	.00
<b>Total General Fund Administrative:</b>		<b>18,840</b>	<b>74,969</b>	<b>445,206</b>	<b>370,237</b>	<b>16.84</b>
<b>Total City Administration:</b>		<b>18,840</b>	<b>74,969</b>	<b>445,206</b>	<b>370,237</b>	<b>16.84</b>
<b>Public Safety</b>						
<b>General Fund Public Safety</b>						
100-200-50010	City Administrator	686	2,743	7,999	5,256	34.30
100-200-51010	Employee Health Ins Benefits	152	765	1,585	819	48.33
100-200-51020	Retirement Benefits	233	480	2,278	1,798	21.06
100-200-51030	Employment Taxes	50	303	1,076	773	28.14
100-200-52019	Contract Service	0	9,570	50,948	41,378	18.78
100-200-52103	Insurance	10	6,310	6,300	-10	100.15
<b>Total General Fund Public Safety:</b>		<b>1,131</b>	<b>20,172</b>	<b>70,186</b>	<b>50,014</b>	<b>28.74</b>
<b>Total Public Safety:</b>		<b>1,131</b>	<b>20,172</b>	<b>70,186</b>	<b>50,014</b>	<b>28.74</b>
<b>Parks and Recreation</b>						
<b>GF Parks &amp; Recreation</b>						
100-300-50052	Utility Worker III	1,017	4,020	12,014	7,994	33.46
100-300-50055	Operator	1,177	4,653	13,907	9,254	33.46
100-300-50058	Utility Worker I	542	2,150	3,803	1,653	56.54
100-300-51010	Employee Health Ins Benefits	611	1,820	8,855	7,035	20.55
100-300-51020	Retirement Benefits	1,048	2,159	8,465	6,306	25.51
100-300-51030	Employment Taxes	286	1,722	3,998	2,275	43.08
100-300-52002	Materials & Supplies	0	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	17	340	2,500	2,160	13.61
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	88	3,237	3,150	-87	102.78
100-300-52106	Mileage	0	0	100	100	.00
100-300-52108	Postage	0	0	75	75	.00
100-300-52109	Utilities	41	122	750	628	16.31
100-300-52111	Parks-Events	0	2,607	5,500	2,893	47.41
100-300-52112	Parks - Youth Activities	0	5,042	6,500	1,458	77.57
<b>Total GF Parks &amp; Recreation:</b>		<b>4,824</b>	<b>28,660</b>	<b>82,067</b>	<b>53,407</b>	<b>34.92</b>
<b>Capital Outlay</b>						
100-300-53001	Improvements - Bldg & Parks	0	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:		0	53,053	55,000	1,947	96.46
<b>GF Parks &amp; Recreation</b>						
100-300-53004	CapOutlay-ParkPavilion,Path,BR	15,000	39,912	601,000	561,089	6.64
Total GF Parks & Recreation:		15,000	39,912	601,000	561,088	6.64
<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:		19,824	121,624	808,067	686,443	15.05
<b>Non-departmental</b>						
<b>General Fund Non-Departmental</b>						
100-900-52002	Materials & Supplies	232	402	10,000	9,598	4.02
100-900-52010	Legal Notices	0	0	3,000	3,000	.00
100-900-52012	Maintenance - Bldg & Parks	559	559	10,000	9,441	5.59
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	250	250	14,418	14,168	1.73
100-900-52017	City Attorney	525	1,400	10,000	8,600	14.00
100-900-52019	Contract Service	3,803	11,126	30,600	19,474	36.36
100-900-52020	Engineering Consultant	0	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	393	2,000	1,607	19.65
100-900-52024	Security Alarm	0	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	474	1,001	750	-251	133.44
100-900-52102	Dues	1,500	5,581	7,500	1,920	74.41
100-900-52103	Insurance	0	13,423	15,750	2,327	85.23
100-900-52108	Postage	0	1,957	5,750	3,793	34.04
100-900-52109	Utilities	300	867	4,200	3,333	20.64
100-900-52110	Telephones	234	521	4,600	4,079	11.33
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	911	2,201	6,300	4,099	34.93
100-900-52115	Tangent Expenditures	12,068	18,084	125,000	106,916	14.47
100-900-52199	Property Taxes	0	0	8,700	8,700	.00
Total General Fund Non-Departmental:		20,987	58,411	321,368	262,957	18.18
<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	0	16,843	45,000	28,157	37.43
100-900-53002	Equipment Purchase	0	0	15,000	15,000	.00
<b>Total Capital Outlay:</b>		<b>0</b>	<b>16,843</b>	<b>60,000</b>	<b>43,157</b>	<b>28.07</b>
<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
<b>Total Transfers Out:</b>		<b>0</b>	<b>0</b>	<b>87,438</b>	<b>87,438</b>	<b>.00</b>
<b>Total Non-departmental:</b>		<b>20,987</b>	<b>75,254</b>	<b>468,805</b>	<b>393,551</b>	<b>16.05</b>
<b>Contingency</b>						
100-998-58000	Contingency	0	0	250,000	250,000	.00
<b>Total Contingency:</b>		<b>0</b>	<b>0</b>	<b>250,000</b>	<b>250,000</b>	<b>.00</b>
<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
<b>Total Ending Fund Balance:</b>		<b>0</b>	<b>0</b>	<b>1,502,556</b>	<b>1,502,556</b>	<b>.00</b>
<b>General Fund Revenue Total:</b>		<b>113,375</b>	<b>1,913,426</b>	<b>3,544,820</b>	<b>1,631,394</b>	<b>53.98</b>
<b>General Fund Expenditure Total:</b>		<b>60,783</b>	<b>292,019</b>	<b>3,544,820</b>	<b>3,252,801</b>	<b>8.24</b>
<b>Total General Fund:</b>		<b>52,592</b>	<b>1,621,407</b>	<b>0</b>	<b>-1,621,407</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>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	10,108	27,707	105,000	77,293	26.39
200-000-46057	Miscellaneous	0	0	200	200	.00
200-000-48000	Interest	1,522	4,787	3,000	-1,787	159.57
Total Street Fund Revenue:		11,630	398,079	358,200	-39,879	111.13
<b>Public Works - Streets</b>						
<b>Public Works - Streets</b>						
200-410-50010	City Administrator	343	1,372	3,999	2,627	34.30
200-410-50016	Utility clerk	73	291	775	484	37.49
200-410-50018	Finance Clerk	255	1,065	3,042	1,977	35.00
200-410-50050	Public Works Supervisor	793	3,138	9,377	6,239	33.46
200-410-50052	Utility Worker III	254	1,005	3,003	1,998	33.47
200-410-50055	Operator I	294	1,163	3,477	2,314	33.46
200-410-50058	Utility Worker I	135	538	951	413	56.52
200-410-51010	Employee Health Ins Benefits	377	1,867	6,510	4,643	28.68
200-410-51020	Retirement Benefits	582	1,200	6,792	5,593	17.66
200-410-51030	Employment Taxes	184	1,130	3,312	2,182	34.12
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	375	375	5,426	5,051	6.91
200-410-52019	Contract Service	755	1,840	6,600	4,760	27.87
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	39	2,721	6,300	3,579	43.19
200-410-52109	Utilities	1,869	5,154	14,500	9,346	35.55
200-410-52114	Software Hosting Fees	101	302	1,200	899	25.13
Total Public Works - Streets:		6,439	23,158	102,815	79,657	22.52
<b>Capital Outlay</b>						
200-410-53001	Street Improvements	0	4,416	50,000	45,585	8.83
200-410-53002	Equipment Purchase	0	0	3,000	3,000	.00
Total Capital Outlay:		0	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:		6,439	27,574	156,065	128,491	17.67
<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:	11,530	398,079	358,200	-39,879	111.13
	Street Fund Expenditure Total:	6,439	27,574	358,200	330,626	7.70
	Total Street Fund:	5,191	370,505	0	-370,505	.00

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>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	71,802	276,308	720,228	443,920	38.36
500-000-42033	Backflow Inspection Fees	633	2,499	0	-2,499	.00
500-000-42035	Reconnect Fees	0	0	500	500	.00
500-000-42036	Water Outside Assessments	8,567	35,907	70,000	34,093	51.30
500-000-42045	Utility Deposit	790	1,814	4,000	2,186	45.36
500-000-46030	Fees - Other	960	2,190	500	-1,690	438.00
500-000-46055	Refunds	0	0	1,000	1,000	.00
500-000-46057	Miscellaneous	750	1,905	4,500	2,595	42.33
500-000-48000	Interest	1,415	4,028	5,000	972	80.56
<b>Total Water Fund - Revenue:</b>		<b>84,917</b>	<b>833,956</b>	<b>1,030,580</b>	<b>196,624</b>	<b>80.92</b>
<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
<b>Total Transfers In:</b>		<b>0</b>	<b>0</b>	<b>89,577</b>	<b>89,577</b>	<b>.00</b>
<b>Public Works - Water</b>						
<b>Water Fund Expenditures</b>						
500-420-50010	City Administrator	2,743	10,974	31,996	21,022	34.30
500-420-50016	Utility/Court Clerk	727	2,905	7,748	4,843	37.50
500-420-50018	Finance Clerk	2,650	10,642	30,416	19,774	34.99
500-420-50050	Public Works Supervisor	4,760	18,825	53,917	35,092	34.92
500-420-50052	Utility Worker III	2,796	11,055	33,037	21,982	33.46
500-420-50055	Operator I	2,942	11,634	38,245	26,611	30.42
500-420-50058	Utility Worker I	1,490	5,913	10,459	4,546	56.53
500-420-51010	Employee Health Ins Benefits	3,550	16,787	55,799	39,012	30.08
500-420-51020	Retirement Benefits	4,890	10,076	56,410	46,334	17.86
500-420-51030	Employment Taxes	1,586	9,689	27,682	17,993	35.00
500-420-52001	Chemicals	3,131	3,131	20,000	16,869	15.66
500-420-52002	Materials & Supplies	887	953	8,314	7,361	11.46
500-420-52010	Publications-Legal Notices	0	0	100	100	.00
500-420-52011	System Maintenance & Repair	355	12,784	50,000	37,216	25.57
500-420-52013	Travel and Training	0	0	3,779	3,779	.00
500-420-52014	Vehicle Fuel & Maintenance	249	2,386	10,000	7,614	23.86
500-420-52016	Audit	1,000	1,000	14,470	13,470	6.91
500-420-52019	Contract Service	9,719	20,475	17,600	-2,875	116.33
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	267	794	3,200	2,406	24.81
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	0	90	3,646	3,556	2.47
500-420-52105	Refunds-Utility Deposit	164	396	2,845	2,449	13.93
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	3,606	7,275	25,000	17,725	29.10
500-420-52110	Telephones	141	421	1,200	779	35.12
500-420-52114	Software Hosting Fees	905	2,714	10,000	7,287	27.14
500-420-52115	Debt Issuance Costs	0	0	6,763	6,763	.00
<b>Total Water Fund Expenditures:</b>		<b>48,556</b>	<b>177,194</b>	<b>616,871</b>	<b>439,677</b>	<b>28.72</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	0	48,869	154,500	105,631	31.63
<b>Total Capital Outlay:</b>		<b>0</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>48,556</b>	<b>238,514</b>	<b>983,624</b>	<b>745,110</b>	<b>24.25</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>84,917</b>	<b>833,956</b>	<b>1,120,157</b>	<b>286,201</b>	<b>74.45</b>
<b>Water Fund Expenditure Total:</b>		<b>48,556</b>	<b>238,514</b>	<b>1,120,157</b>	<b>881,643</b>	<b>21.29</b>
<b>Total Water Fund:</b>		<b>36,361</b>	<b>595,442</b>	<b>0</b>	<b>-595,442</b>	<b>.00</b>

City of Adair Village  
PreLive Hosted 9.9.2019

Budget Worksheet - Budget and Actuals with categories  
Period 09/25 (09/30/2025)

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>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	39,919	149,492	449,516	300,024	33.26
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	781	2,410	5,000	2,590	48.21
Total Wastewater Fund Revenue:		40,700	889,765	1,191,269	301,504	74.69
<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	2,058	8,230	23,997	15,767	34.30
510-430-50016	Utility/Court Clerk	400	1,598	4,261	2,663	37.50
510-430-50018	Finance Clerk	1,458	5,854	16,729	10,875	34.99
510-430-50050	Public Works Supervisor	1,984	7,844	23,442	15,598	33.46
510-430-50052	Utility Worker III	762	3,015	9,010	5,995	33.46
510-430-50055	Operator I	1,177	4,653	10,430	5,777	44.62
510-430-50059	Utility Worker I	406	1,613	2,852	1,239	56.54
510-430-51010	Employee Health Ins Benefits	1,424	7,339	23,657	16,318	31.02
510-430-51020	Retirement Benefits	2,096	4,318	24,624	20,306	17.54
510-430-51030	Employment Taxes	694	4,236	12,202	7,966	34.72
510-430-52001	Chemicals	0	510	19,800	19,290	2.58
510-430-52002	Materials & Supplies	0	200	3,500	3,300	5.71
510-430-52010	Publications-Legal Notices	0	0	250	250	.00
510-430-52011	System Maintenance & Repair	0	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	66	1,509	3,300	1,791	45.73
510-430-52016	Audit	1,000	1,000	14,470	13,470	6.91
510-430-52019	Contract Service	2,013	4,906	17,600	12,694	27.87
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	267	794	2,000	1,206	39.70
510-430-52102	Dues	0	0	100	100	.00
510-430-52103	Insurance	487	10,679	12,600	1,921	84.75
510-430-52104	Lab Analysis	0	0	4,000	4,000	.00
510-430-52105	Refunds-Utility Deposit	109	264	0	-264	.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	718	2,277	15,000	12,723	15.18
510-430-52110	Telephones	100	299	2,500	2,201	11.96
510-430-52114	Software Hosting Fees	302	905	3,300	2,396	27.41
Total Wastewater Fund Expenditures:		17,518	76,733	373,874	297,141	20.52
<b>Capital Outday</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	0	50,555	600,000	549,445	8.43
<b>Total Capital Outlay:</b>		0	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
<b>Total Wastewater Fund Expenditures:</b>		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
<b>Total Transfers Out:</b>		0	0	1,000	1,000	.00
<b>Total Public Works - Wastewater:</b>		17,518	139,739	1,379,874	1,240,135	10.13
<b>Contingency</b>						
510-998-58000	Contingency	0	0	150,000	150,000	.00
<b>Total Contingency:</b>		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
<b>Total Ending Fund Balance:</b>		0	0	261,395	261,395	.00
<b>Wastewater Fund Revenue Total:</b>		40,700	889,765	1,791,269	901,504	49.67
<b>Wastewater Fund Expenditure Total:</b>		17,518	139,739	1,791,269	1,651,530	7.80
<b>Total Wastewater Fund:</b>		23,182	750,026	0	-750,026	.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	3,551	13,586	40,000	26,414	33.96
520-000-46057	Miscellaneous	0	0	200	200	.00
520-000-48000	Interest	201	621	0	-621	.00
Total Storm Drain Revenue:		3,752	80,954	90,200	9,246	89.75
<b>Public Works - Storm Drain</b>						
<b>Storm Drain Expenditures</b>						
520-440-50010	City Administrator	343	1,372	3,999	2,527	34.30
520-440-50016	Utility/Court Clerk	36	145	388	242	37.48
520-440-50018	Finance Clerk	133	532	1,521	989	35.00
520-440-50050	Public Works Supervisor	397	1,569	4,688	3,119	33.46
520-440-50052	Utility Worker III	254	1,005	3,003	1,998	33.47
520-440-50055	Operator I	294	1,163	3,477	2,314	33.46
520-440-50058	Utility Worker I	135	538	951	413	56.52
520-440-51010	Employee Health Ins Benefits	303	1,712	4,758	3,046	35.98
520-440-51020	Retirement Benefits	466	960	5,024	4,064	19.10
520-440-51030	Employment Taxes	140	856	2,425	1,569	35.30
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	375	375	5,426	5,051	6.91
520-440-52019	Contract Service	755	1,840	6,600	4,760	27.87
520-440-52023	Equipment Rental/Lease	0	0	220	220	.00
520-440-52101	Banking Charges	89	265	250	-15	105.92
520-440-52103	Insurance	195	2,340	3,150	810	74.30
520-440-52114	Software Hosting Fees	101	302	1,200	899	25.13
Total Storm Drain Expenditures:		4,015	14,973	48,874	33,901	30.64
<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:		4,015	14,973	49,124	34,151	30.48
<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:		3,752	80,954	90,200	9,246	89.75
Storm Drain Fund Expenditure Total:		4,015	14,973	90,200	75,227	16.60
Total Storm Drain Fund:		-263	65,981	0	-65,981	.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
530-000-45030	Fees - Other	0	4,100	32,800	28,700	12.50
530-000-48000	Interest	6,627	20,251	25,000	4,749	81.00
Total System Development Fund Revenue:		6,627	2,109,659	2,178,457	68,798	96.84
<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:		6,627	2,109,659	2,256,318	146,659	93.50
System Development Fund Expenditure Total:		0	0	2,256,318	2,256,318	.00
Total System Development Fund:		6,627	2,109,659	0	-2,109,659	.00

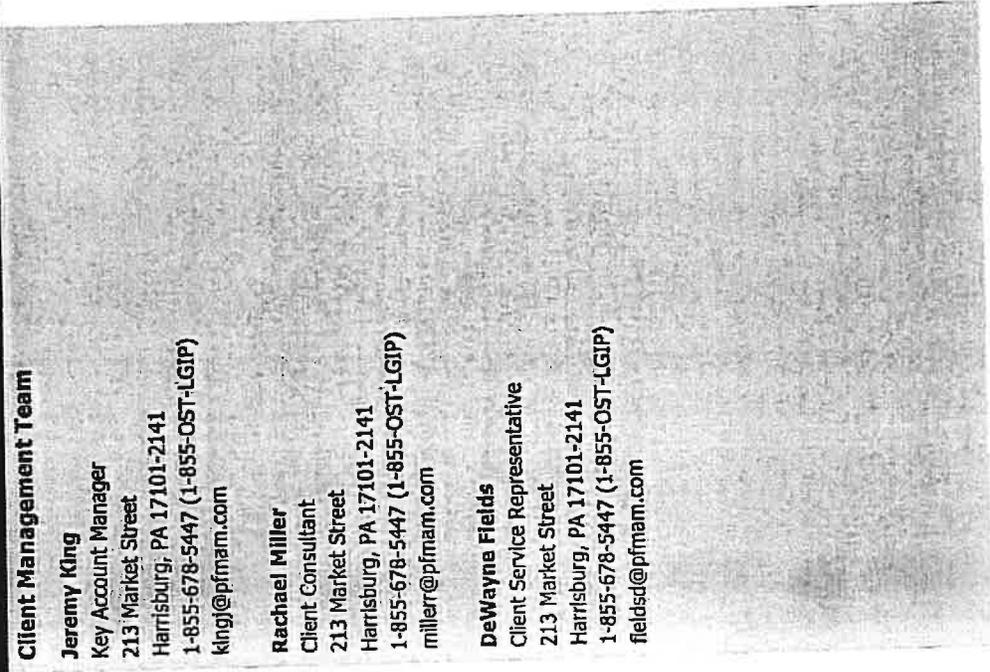
Account Number	Title	2025-25 Current year Period Actual	2025-25 Current year Actual	2025-26 Current year Budget	2025-25 Current year Remaining	2025-25 Current year Percent
<b>Reserve Fund</b>						
600-000-40000	Beginning Fund Balance	0	157,502	133,800	-23,702	117.71
<b>Reserve Fund Revenue</b>						
600-000-48000	Interest	500	1,551	0	-1,551	.00
Total Reserve Fund Revenue:		500	1,551	0	-1,551	.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:		500	159,054	140,300	-18,754	113.37
Reserve Fund Expenditure Total:		0	0	140,300	140,300	.00
Total Reserve Fund:		500	159,054	0	-159,054	.00
Total Asset:		0	0	0	0	.00
Total Liability:		0	0	0	0	.00
Total Equity:		0	0	0	0	.00
Total Revenue:		261,501	6,384,893	9,301,264	2,916,371	68.65
Total Expenditure:		137,311	712,818	9,301,264	8,588,446	7.66
Grand Revenue Total:		261,501	6,384,893	9,301,264	2,916,371	68.65
Grand Expenditure Total:		137,311	712,818	9,301,264	8,588,446	7.66
Grand Totals:		124,190	5,672,075	0	-5,672,075	.00



OREGON STATE TREASURY  
 Client Services  
 PO Box 11760  
 Harrisburg, PA 17108-1760

**ACCOUNT STATEMENT**  
 For the Month Ending  
**September 30, 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  
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 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 10/13/2025 for Columbus Day.  
 Oregon LGIP will be closed on 11/11/2025 for Veterans Day.

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

**Customer Service** 1-855-678-5447

**Online Access** [www.oregon.gov/igjp](http://www.oregon.gov/igjp)





OREGON  
STATE  
TREASURY

### Account Statement - Transaction Summary

For the Month Ending September 30, 2025

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Asset Summary		
	September 30, 2025	August 31, 2025
Oregon LGIP	4,282,443.93	4,253,736.99
<b>Total</b>	<b>\$4,282,443.93</b>	<b>\$4,253,736.99</b>

Oregon LGIP	
Opening Balance	4,253,736.99
Purchases	28,707.04
Redemptions	(0.10)

Closing Balance	<b>\$4,282,443.93</b>
Dividends	16,104.77





### Account Statement

For the Month Ending September 30, 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>					
Opening Balance					<b>4,253,736.99</b>
09/02/25	09/02/25	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - August 2025	1.00	(0.10)	4,253,736.89
09/05/25	09/05/25	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	538.52	4,254,275.41
09/12/25	09/12/25	SFMS Fr:OLCC 70OLCC Tax (Liquor)	1.00	1,886.92	4,256,162.33
09/17/25	09/17/25	ODOT - ODOT PYMNT	1.00	10,107.79	4,266,270.12
09/18/25	09/18/25	SFMS Fr:Administrative Services, Dept: 70City Cigarette Tax	1.00	69.04	4,266,339.16
09/30/25	10/01/25	Accrual Income Div Reinvestment - Distributions	1.00	16,104.77	4,282,443.93

Closing Balance	Month of September	Fiscal YTD July-September	Closing Balance	Average Monthly Balance	Monthly Distribution Yield
4,282,443.93	4,253,736.99	4,194,222.87	4,282,443.93	4,250,682.37	4.60%
	28,707.04	88,221.36			
	(0.10)	(0.30)			

<b>Closing Balance</b>	<b>4,282,443.93</b>	<b>4,282,443.93</b>
<b>Dividends</b>	16,104.77	49,046.49

## 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 November 31, 2030	\$ 2,500.00 Per month
December 1, 2030 through November 31, 2035	\$ 3,200.00 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 Lessees 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 reasonably 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 Board of Directors.

**LESSOR:**

**CITY OF ADAIR VILLAGE**

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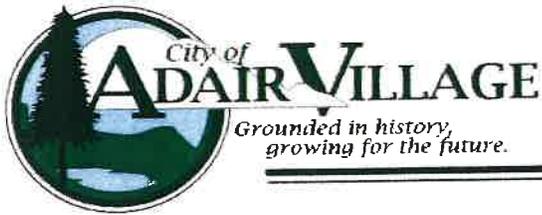
William Currier, Mayor

**LESSEE**

**BDS INC 5**

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Owner  
Tax ID #



## STAFF REPORT

To: Mayor and City Council  
From: Pat Harr, City Administrator  
Meeting Date: November 4, 2025  
Subject: Acquisition of Frontage Road from Oregon Department of Transportation (ODOT)

### ISSUE BEFORE COUNCIL

The City of Adair Village has been working for several years toward the goal of acquiring Frontage Road from the Oregon Department of Transportation (ODOT) in order to convert it into a pedestrian and bicycle pathway and close it to vehicular traffic. ODOT has now agreed to transfer ownership of the roadway to the city.

### BACKGROUND

Frontage Road has long been identified as an area the city hopes to repurpose into a multi-use pedestrian and bicycle corridor, improving safety and enhancing the community's active transportation network. Over the past several years, City staff have coordinated with ODOT to explore the potential for local ownership and conversion of the roadway.

ODOT recently confirmed by email that they are willing to transfer ownership of Frontage Road to the City of Adair Village at no cost. The transfer would include Property Section 5, extending from the westerly edge of the pavement to the easement right-of-way, including all associated signage and stormwater conveyance infrastructure.

ODOT will retain ownership of a small portion of the northern property, currently being used as a material storage area, and the City will grant access rights to ODOT for that purpose. The City will not receive compensation for the transfer or for any future maintenance obligations.

The transfer documents will be prepared by ODOT at no cost to the City. The agreement will also include reversionary language allowing ODOT to reclaim the property for future highway purposes, should the need arise.

### DISCUSSION

The acquisition of Frontage Road aligns with the City's long-term transportation and livability goals. Once under City ownership, the intent is to close the roadway to through traffic and install gates at each end. This will allow the City to redesign the corridor as a pedestrian and bicycle route, creating a safer, more connected, and community-oriented public space.

Staff will work with ODOT and the City Attorney to ensure the transfer documents reflect the agreed terms and that all access and maintenance responsibilities are clearly defined.

## **FINANCIAL IMPLICATIONS**

- Cost to City: None for the transfer.
- Ongoing Maintenance: The City will assume responsibility for maintenance, including signage, pavement, and stormwater conveyance.
- Future Capital Improvements: Potential costs associated with roadway closure, gate installation, and conversion to a pedestrian/bike facility.

## **ALTERNATIVES**

1. Approve the transfer of Frontage Road from ODOT to the City of Adair Village as described.
2. Decline the transfer, maintaining ODOT ownership and existing roadway use.

## **RECOMMENDATION**

Staff recommends that the City Council authorize the City Administrator to execute all necessary documents to accept the transfer of Frontage Road (Property Section 5) from ODOT to the City of Adair Village, consistent with the terms outlined above.

## **ATTACHMENTS**

1. ODOT Property Map – Section 5