

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
******Thursday, January 6, 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 – December 18, 2025
- b. Bills List through – December 31, 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) Water Master Plan (Update) Civil West
Action: Discussion

6. NEW BUSINESS:

- a) IFA Loan and Project Closeout (Attachment H) Pat Hare
Action: Decision
- b) City Administrators Contract (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, February 3, 2026, 6:00 pm
Planning Commission January 20, 2026, 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', or Oregon Relay Services by dialing 7-1-1. If anyone wants to attend by phone, please call (541) 475-5507 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, December 18, 2025 – 6:00 PM****

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Ray, Sisler, Wilson and Mayor Currier were present. Councilor Officer 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>2. Consent Calendar Attachment A Minutes of the November 4, 2025, City Council Meeting Attachment B Bills List through November 30, 2025 (\$437,275.63).</p>	<p>Councilor Wilson moved to approve the Consent Calendar. Councilor Ray seconded. Unanimous Approval (4-0).</p>
<p>3. Public Comment</p>	<p>None.</p>
<p>4. Staff Reports</p>	
<p>4a. Attachment C – Sheriff’s Report - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4b. Attachment D– CSO Report - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4c. Attachment E– City Administrator’s Report <i>Administration</i></p> <ul style="list-style-type: none"> • Finances: The city is finalizing the audit, with only a few remaining items to address. A supplemental budget will be needed for the additional water service line work completed in the north section. This can be completed any time before July. • Tangent Partnership: Seasonal mowing and parks maintenance are completed for the year. Future work will be on an as-needed basis, such as tree and leaf removal outside of the regular contract. In early 2026, staff will review whether to bring on an additional seasonal employee to support Tangent needs. • Frontage Road ODOT is preparing the transfer documents for the roadway. In preparation, staff is arranging a meeting with ODFW to discuss long-term coordination, including a potential connection to E. Wilson. Additional updates will be provided at a future meeting. <p><i>Property & Business</i></p> <ul style="list-style-type: none"> • Adair Village Industrial Site (AVIS): A meeting with DEQ and our newly contracted partners is scheduled for January to review next steps in the environmental process. • Good Grounds: Business continues to operate successfully with a new manager. They will be returning an ice machine to the city as they plan to install a larger unit in the spring. • Restaurant/Store: New ownership took effect on December 1. Staff will meet with the owners on Monday to discuss proposed 	<p>Council received the report.</p>

<p>changes. The store is already noticeably cleaner and better stocked. Discussions will also include long-term plans for the restaurant component.</p> <ul style="list-style-type: none"> • Barracks Building: ALH has requested a work session—either before the next Council meeting or in February—to reestablish direction following Barbara’s departure. They are also pursuing a \$50,000 grant to support completion of the building. <p>Major Projects</p> <ul style="list-style-type: none"> • Wastewater System: The City continues working through land-related issues. Civil West is assisting in identifying a consultant to evaluate potential land swap opportunities with the property north of the lagoon to avoid wetlands and other environmental constraints. Progress is ongoing. • Calloway Creek Development: Phase 5 is fully complete. Phase 6 infrastructure—including streets, sidewalks, streetlights, and hydrants—is now finished, and builders anticipate beginning home foundation work in January. Phase 7 has also been submitted and is planned for spring construction. • Trails/Parks: The Calloway Creek trail is complete, and planning for Phase 2 is underway. The trail held up extremely well during the recent extreme weather event, needing only minor bark chip replacement and slight adjustments to a few small sections. 	
<p>4d. Attachment F – Public Works Report CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4e. Attachment G – Financial Report CA Hare presented the report. The balance in the Local Government Investment Pool is approximately \$5,200,914.59. Last year at this time, the balance was \$4,184,547.96.</p>	<p>Council received the report.</p>
<p>5. Old Business – 5a. Water Master Plan Update Discussion 5b. Wastewater plant predesign report and facility plan amendment update Discussion</p>	<p>Council discussed both items.</p>
<p>6. New Business 6a. Adair Village Planner Contract (Attachment H, H1, H2) Decision 6b. Virtual/Hybrid Access City Council Meetings Discussion</p>	<p>Councilor Wilson moved to approve the contract with the planner. Councilor Sisler seconded the motion. Unanimous Approval (4-0) Council discussed this option.</p>
<p>7. Ordinance, Resolutions, and Proclamations</p>	
<p>8. Executive Session- N/A</p>	

9. Council and Mayor Comments	
10. Adjournment: City Council –Tuesday, January 6, 2026, 6:00 p.m. Planning Commission – TBD	Mayor Currier adjourned the meeting at 7:52 p.m.

December 2025 Bills

Date	Amount
12/10/2025	\$49,792.37
12/18/2025	\$25,331.42
12/18/2025	\$12,148.00

Total

\$87,271.79

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
640 Auto Zone									
02217261328	1	Vehicle maintenance	Invoice	11/21/2025	12/21/2025	24.84		24.84	500-420-52014
Total 02217261328:						24.84	.00	24.84	26952
Total 640 Auto Zone:						24.84	.00	24.84	
690 Bank of America									
1123225	1	Credit Card Charges	Invoice	11/23/2025	12/18/2025	9.49		9.49	100-900-52002
1123225	2	Credit Card Charges	Invoice	11/23/2025	12/18/2025	751.50		751.50	500-420-52014
1123225	3	Credit Card Charges	Invoice	11/23/2025	12/18/2025	200.40		200.40	510-430-52014
1123225	4	Credit Card Charges	Invoice	11/23/2025	12/18/2025	50.10		50.10	100-900-52014
1123225	5	Credit Card Charges	Invoice	11/23/2025	12/18/2025	45.48		45.48	100-900-52002
1123225	6	Credit Card Charges	Invoice	11/23/2025	12/18/2025	392.75		392.75	100-900-52108
1123225	7	Credit Card Charges	Invoice	11/23/2025	12/18/2025	198.67		198.67	100-900-52110
1123225	8	Credit Card Charges	Invoice	11/23/2025	12/18/2025	34.05		34.05	500-420-52011
1123225	9	Credit Card Charges	Invoice	11/23/2025	12/18/2025	72.98		72.98	500-420-52025
1123225	10	Credit Card Charges	Invoice	11/23/2025	12/18/2025	156.45		156.45	500-420-52002
1123225	11	Credit Card Charges	Invoice	11/23/2025	12/18/2025	58.68		58.68	500-420-52002
1123225	12	Credit Card Charges	Invoice	11/23/2025	12/18/2025	64.57		64.57	500-420-52002
1123225	13	Credit Card Charges	Invoice	11/23/2025	12/18/2025	76.20		76.20	500-420-52002
Total 1123225:						2,111.32	.00	2,111.32	
Total 690 Bank of America:						2,111.32	.00	2,111.32	26953
7550 Birpal Johal									
120925	1	Refund Deposit	Invoice	12/09/2025	12/30/2025	2,000.00		2,000.00	100-900-52030
Total 120925:						2,000.00	.00	2,000.00	
Total 7550 Birpal Johal:						2,000.00	.00	2,000.00	(held)
1340 Caselle Inc.									
INV-12769.	1	Monthly Software Hosting Fees	Invoice	11/01/2025	12/01/2025	904.50		904.50	500-420-52114
INV-12769.	2	Monthly Software Hosting Fee	Invoice	11/01/2025	12/01/2025	603.00		603.00	100-900-52114
INV-12769.	3	Monthly Software Hosting Fee	Invoice	11/01/2025	12/01/2025	301.50		301.50	510-430-52114
INV-12769.	4	Monthly Software Hosting Fee	Invoice	11/01/2025	12/01/2025	100.50		100.50	200-410-52114
INV-12769.	5	Monthly Software Hosting Fee	Invoice	11/01/2025	12/01/2025	100.50		100.50	520-440-52114
Total INV-12769.:						2,010.00	.00	2,010.00	
INV-13921	1	Monthly Software Hosting Fees	Invoice	12/04/2025	01/03/2026	904.50		904.50	500-420-52114
INV-13921	2	Monthly Software Hosting Fee	Invoice	12/04/2025	01/03/2026	603.00		603.00	100-900-52114
INV-13921	3	Monthly Software Hosting Fee	Invoice	12/04/2025	01/03/2026	301.50		301.50	510-430-52114
INV-13921	4	Monthly Software Hosting Fee	Invoice	12/04/2025	01/03/2026	100.50		100.50	200-410-52114
INV-13921	5	Monthly Software Hosting Fee	Invoice	12/04/2025	01/03/2026	100.50		100.50	520-440-52114
Total INV-13921:						2,010.00	.00	2,010.00	
Total 1340 Caselle Inc.:						4,020.00	.00	4,020.00	26954
1550 City of Corvallis									
4523664	1	Wastewater	Invoice	11/15/2025	12/15/2025	118.62		118.62	510-430-52014
4523664	2	Water	Invoice	11/15/2025	12/15/2025	444.82		444.82	500-420-52014
4523664	3	ND	Invoice	11/15/2025	12/15/2025	29.65		29.65	100-300-52014

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 4523664:						593.09	.00	593.09	
Total 1550 City of Corvallis:						593.09	.00	593.09	26955
1610 Civil West Engineering Services Inc									
251313	1	Water Master Plan	Invoice	12/08/2025	12/30/2025	9,422.00		9,422.00	500-420-53500
Total 251313:						9,422.00	.00	9,422.00	
251322	1	Wastewater Facilities Plan Update	Invoice	12/09/2025	12/30/2025	756.00		756.00	510-430-53005
Total 251322:						756.00	.00	756.00	
251324	1	Misc. Services Water	Invoice	12/09/2025	12/30/2025	1,337.45		✓ 1,337.45	500-420-53500
251324	2	Misc. Services Wastewater	Invoice	12/09/2025	12/30/2025	168.00		✓ 168.00	510-430-53005
251324	3	Misc. Services Transportation	Invoice	12/09/2025	12/30/2025	28.00		✓ 28.00	200-410-53001
251324	4	Misc. Services Development Revie	Invoice	12/09/2025	12/30/2025	512.00		✓ 512.00	100-100-52020
251324	5	Calloway Creek Ph4 Const Inspecti	Invoice	12/09/2025	12/30/2025	755.00		✓ 755.00	100-100-52020
251324	6	SCS Elementary School	Invoice	12/09/2025	12/30/2025	768.00		✓ 768.00	100-100-52020
251324	7	HMGP Generator Design	Invoice	12/09/2025	12/30/2025	518.00		✓ 518.00	510-430-53005
Total 251324:						4,086.45	.00	✓ 4,086.45	
Total 1610 Civil West Engineering Services Inc:						14,264.45	.00	✓ 14,264.45	26956
1800 Consumers Power Inc.									
1152400121525	1	Utilities	Invoice	11/21/2025	12/15/2025	1,771.00		1,771.00	200-410-52109
Total 1152400121525:						1,771.00	.00	✓ 1,771.00	
1152401121525	1	Utilities	Invoice	11/21/2025	12/15/2025	39.64		39.64	100-300-52109
Total 1152401121525:						39.64	.00	✓ 39.64	
1152406121525	1	Utilities	Invoice	11/21/2025	12/15/2025	179.59		179.59	100-900-52109
Total 1152406121525:						179.59	.00	✓ 179.59	
1152409121525	1	Utilities	Invoice	11/21/2025	12/15/2025	39.64		39.64	100-900-52109
Total 1152409121525:						39.64	.00	✓ 39.64	
1152410121525	1	Utilities	Invoice	11/21/2025	12/15/2025	85.53		85.53	510-430-52109
Total 1152410121525:						85.53	.00	✓ 85.53	
1152411121525	1	Utilities	Invoice	11/21/2025	12/15/2025	70.74		70.74	500-420-52109
Total 1152411121525:						70.74	.00	✓ 70.74	
1152413121525	1	Utilities	Invoice	11/21/2025	12/15/2025	139.17		139.17	510-430-52109
Total 1152413121525:						139.17	.00	✓ 139.17	
1152414121525	1	Utilities	Invoice	11/21/2025	12/15/2025	39.05		39.05	500-420-52109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1152414121525:						39.05	.00	39.05	
1152415121525	1	Utilities	Invoice	11/21/2025	12/15/2025	39.05		39.05	100-900-52109
Total 1152415121525:						39.05	.00	39.05	
1152418121525	1	Utilities	Invoice	11/21/2025	12/15/2025	152.46		152.46	510-430-52109
Total 1152418121525:						152.46	.00	152.46	
1152419121525	1	Utilities	Invoice	11/21/2025	12/15/2025	39.05		39.05	500-420-52109
Total 1152419121525:						39.05	.00	39.05	
1152420121525	1	Utilities	Invoice	11/21/2025	12/15/2025	1,071.84		1,071.84	510-430-52109
Total 1152420121525:						1,071.84	.00	1,071.84	
1152421121525	1	Utilities	Invoice	11/21/2025	12/15/2025	23.50		23.50	200-410-52109
Total 1152421121525:						23.50	.00	23.50	
1152422121525	1	Utilities	Invoice	11/21/2025	12/15/2025	60.60		60.60	200-410-52109
Total 1152422121525:						60.60	.00	60.60	
Total 1800 Consumers Power Inc.:						3,750.86	.00	3,750.86	26957
2300 Delapoer Kidd Attorneys at Law									
2181	1	General City matters	Invoice	12/01/2025	12/31/2025	350.00		350.00	100-900-52017
Total 2181:						350.00	.00	350.00	
Total 2300 Delapoer Kidd Attorneys at Law:						350.00	.00	350.00	26958
2320 Department of Environmental Quality									
WQIND260030	1	Water Treatment Plant Permit	Invoice	11/01/2025	12/31/2025	919.36		919.36	500-420-52102
Total WQIND2600300:						919.36	.00	919.36	
Total 2320 Department of Environmental Quality:						919.36	.00	919.36	26959
2520 Eurofins Environment Testing NW, LLC									
1770001383	1	Lab Analysis	Invoice	11/26/2025	12/26/2025	45.00		45.00	500-420-52104
Total 1770001383:						45.00	.00	45.00	
1770001476	1	Lab Analysis	Invoice	12/08/2025	12/30/2025	58.00		58.00	500-420-52104
Total 1770001476:						58.00	.00	58.00	
Total 2520 Eurofins Environment Testing NW, LLC:						103.00	.00	103.00	260 26960
2670 Ferguson Enterprises LLC #3325									
1348075	1	System Maintenance & Repair	Invoice	11/17/2025	12/10/2025	11,520.30		11,520.30	500-420-52011

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1348075:						11,520.30	.00	✓ 11,520.30	
1348075-1	1	System Maintenance & Repair	Invoice	11/18/2025	12/10/2025	3,439.02		3,439.02	500-420-52011
Total 1348075-1:						3,439.02	.00	✓ 3,439.02	
1351086	1	System Maintenance & Repair	Invoice	11/18/2025	12/10/2025	16.48		16.48	500-420-52011
Total 1351086:						16.48	.00	✓ 16.48	
1351190	1	System Maintenance & Repair	Invoice	11/18/2025	12/10/2025	60.60		60.60	500-420-52011
Total 1351190:						60.60	.00	✓ 60.60	
1352501	1	System Maintenance & Repair	Invoice	11/26/2025	12/25/2025	492.63		492.63	500-420-52011
Total 1352501:						492.63	.00	✓ 492.63	
1352537	1	System Maintenance & Repair	Invoice	11/28/2025	12/26/2025	329.76		329.76	500-420-52011
Total 1352537:						329.76	.00	✓ 329.76	
Total 2670 Ferguson Enterprises LLC #3325:						15,858.79	.00	✓ 15,858.79	26961
7510 Kristopher Schendel									
2511	1	Code Compliance	Invoice	11/30/2025	12/30/2025	2,500.00		2,500.00	100-900-52019
Total 2511:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	✓ 2,500.00	26962
4480 Mission Communications									
2015857	1	Equipment Maintenance	Invoice	12/01/2025	12/31/2025	982.80		982.80	510-430-52022
Total 2015857:						982.80	.00	982.80	
Total 4480 Mission Communications:						982.80	.00	✓ 982.80	26963
7518 Net Assets Corporation									
111-202511	1	Software	Invoice	12/01/2025	12/15/2025	47.00		47.00	100-900-52114
Total 111-202511:						47.00	.00	47.00	
Total 7518 Net Assets Corporation:						47.00	.00	✓ 47.00	26964
4670 NW Natural									
112625	1	Utilities	Invoice	11/26/2025	12/19/2025	70.55		70.55	100-900-52109
Total 112625:						70.55	.00	70.55	
Total 4670 NW Natural:						70.55	.00	✓ 70.55	26965
4800 One Call Concepts Inc									
5110305	1	OR Utility Notification Center	Invoice	11/30/2025	12/30/2025	32.34		32.34	500-420-52109
5110305	2	OR Utility Notification Center	Invoice	11/30/2025	12/30/2025	32.34		32.34	510-430-52109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 5110305:						64.68	.00	64.68	
Total 4800 One Call Concepts Inc:						64.68	.00	64.68	26960
5040 Oregon Health Authority									
123125	1	PWS ID 4100003 Backflow Prevent	Invoice	12/10/2025	12/31/2025	75.00		75.00	500-420-52102
Total 123125:						75.00	.00	75.00	
Total 5040 Oregon Health Authority:						75.00	.00	75.00	26967
5810 RG Smith Electric & Plumbing Inc									
33926	1	Hyak Park Lift Station Pumps	Invoice	11/17/2025	12/17/2025	410.98		410.98	500-420-52011
Total 33926:						410.98	.00	410.98	
Total 5810 RG Smith Electric & Plumbing Inc:						410.98	.00	410.98	26968
5940 SAIF Corporation									
1002141191	1	Admin	Invoice	12/01/2025	12/25/2025	192.89		192.89	100-100-52103
1002141191	2	PS	Invoice	12/01/2025	12/25/2025	12.06		12.06	100-200-52103
1002141191	3	Parks	Invoice	12/01/2025	12/25/2025	108.50		108.50	100-300-52103
1002141191	4	Streets	Invoice	12/01/2025	12/25/2025	48.22		48.22	200-410-52103
1002141191	5	Water	Invoice	12/01/2025	12/25/2025	602.78		602.78	510-430-52103
1002141191	6	WW	Invoice	12/01/2025	12/25/2025	192.89		192.89	520-440-52103
1002141191	7	SD	Invoice	12/01/2025	12/25/2025	48.21		48.21	520-440-52103
Total 1002141191:						1,205.55	.00	1,205.55	
Total 5940 SAIF Corporation:						1,205.55	.00	1,205.55	26969
6020 Schaefers Recreation Equipment Co									
158976-1	1	Chemicals	Invoice	11/19/2025	12/10/2025	44.96		44.96	510-430-52001
Total 158976-1:						44.96	.00	44.96	
159211-1	1	Chemicals	Invoice	12/01/2025	12/10/2025	200.00		200.00	510-430-52001
Total 159211-1:						200.00	.00	200.00	
Total 6020 Schaefers Recreation Equipment Co:						244.96	.00	244.96	26970
7549 The Automation Group									
W16305	1	WTP FLOWmeter	Invoice	09/26/2025	10/26/2025	2,195.14		2,195.14	500-420-52011
Total W16305:						2,195.14	.00	2,195.14	
Total 7549 The Automation Group:						2,195.14	.00	2,195.14	26971
Total :						51,792.37	.00	51,792.37	
Grand Totals:						51,792.37	.00	51,792.37	

GL Account Number	Debit	Credit	Net
100-100-52020	2,035.00	.00	2,035.00
100-100-52103	192.89	.00	192.89
100-200-52103	12.06	.00	12.06
100-300-52014	29.65	.00	29.65
100-300-52103	108.50	.00	108.50
100-300-52109	39.64	.00	39.64
100-900-52002	54.97	.00	54.97
100-900-52014	50.10	.00	50.10
100-900-52017	350.00	.00	350.00
100-900-52019	2,500.00	.00	2,500.00
100-900-52030	2,000.00	.00	2,000.00
100-900-52108	392.75	.00	392.75
100-900-52109	328.83	.00	328.83
100-900-52110	198.67	.00	198.67
100-900-52114	1,253.00	.00	1,253.00
200-410-52103	48.22	.00	48.22
200-410-52109	1,855.10	.00	1,855.10
200-410-52114	201.00	.00	201.00
200-410-53001	28.00	.00	28.00
500-420-52002	355.90	.00	355.90
500-420-52011	18,498.96	.00	18,498.96
500-420-52014	1,221.16	.00	1,221.16
500-420-52025	72.98	.00	72.98
500-420-52102	994.36	.00	994.36
500-420-52104	103.00	.00	103.00
500-420-52109	181.18	.00	181.18
500-420-52114	1,809.00	.00	1,809.00
500-420-53500	10,759.45	.00	10,759.45
510-430-52001	244.96	.00	244.96
510-430-52014	319.02	.00	319.02
510-430-52022	982.80	.00	982.80
510-430-52103	602.78	.00	602.78
510-430-52109	1,481.34	.00	1,481.34
510-430-52114	603.00	.00	603.00
510-430-53005	1,442.00	.00	1,442.00
520-440-52103	241.10	.00	241.10
520-440-52114	201.00	.00	201.00
Grand Totals:	51,792.37	.00	51,792.37

less \$2,000 refund to
Birpal Sahal (7550)

49,792.37

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/25	2,195.14	.00	2,195.14
11/25	28,404.43	.00	28,404.43
12/25	21,192.80	.00	21,192.80
Grand Totals:	51,792.37	.00	51,792.37

[Signature] 12/10/25

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
150 A & B Septic									
69667	1	For Tangent	Invoice	11/06/2025	12/06/2025	1,180.00		1,180.00	100-900-52115
Total 69667:						1,180.00	.00	1,180.00	
69717	1	For Tangent	Invoice	11/11/2025	12/11/2025	200.00		200.00	100-900-52115
Total 69717:						200.00	.00	200.00	
69718	1	For Tangent	Invoice	11/11/2025	12/11/2025	200.00		200.00	100-900-52115
Total 69718:						200.00	.00	200.00	
69719	1	For Tangent	Invoice	11/11/2025	12/11/2025	200.00		200.00	100-900-52115
Total 69719:						200.00	.00	200.00	
69725	1	For Tangent	Invoice	11/12/2025	12/12/2025	1,660.00		1,660.00	100-900-52115
Total 69725:						1,660.00	.00	1,660.00	
69817	1	For Tangent	Invoice	11/21/2025	12/21/2025	460.00		460.00	100-900-52115
Total 69817:						460.00	.00	460.00	
69832	1	For Tangent	Invoice	11/24/2025	12/24/2025	200.00		200.00	100-900-52115
Total 69832:						200.00	.00	200.00	
Total 150 A & B Septic:						4,100.00	.00	4,100.00	✓ 120972
390 Al's Sweeping Service									
12911	1	Street Sweeping	Invoice	12/11/2025	12/30/2025	1,200.00		1,200.00	200-410-52024
Total 12911:						1,200.00	.00	1,200.00	
Total 390 Al's Sweeping Service:						1,200.00	.00	1,200.00	✓ 120973
890 Best Pots Inc									
1579662	1	Contract Services	Invoice	12/17/2025	12/27/2025	106.64		106.64	500-420-52019
Total 1579662:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	106.64	✓ 120974
7550 Birpal Johal									
120925	1	Refund Deposit	Invoice	12/09/2025	12/30/2025	2,000.00		2,000.00	100-900-52030
Total 120925:						2,000.00	.00	2,000.00	
Total 7550 Birpal Johal:						2,000.00	.00	2,000.00	✓ 120975
2520 Eurofins Environment Testing NW, LLC									
1770001510	1	Lab Analysis	Invoice	12/11/2025	12/30/2025	367.00		367.00	500-420-52104

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 1770001510:						367.00	.00	367.00	
Total 2520 Eurofins Environment Testing NW, LLC:						367.00	.00	367.00	✓26977
2960 GSI Water Solutions Inc									
00400.004-13	1	Water Management and Conservati	Invoice	12/11/2025	12/30/2025	981.33		981.33	500-420-52019
Total 00400.004-13:						981.33	.00	981.33	
Total 2960 GSI Water Solutions Inc:						981.33	.00	981.33	✓26977
7498 Hoyt Family Plumbing, Inc.									
1948	1	System Maintenance and Repair	Invoice	12/10/2025	12/10/2025	6,351.00		6,351.00	510-430-52011
Total 1948:						6,351.00	.00	6,351.00	
Total 7498 Hoyt Family Plumbing, Inc.:						6,351.00	.00	6,351.00	✓26979
3960 Linn-Benton Utilities Coordinating Council									
01/2026	1	Membership Dues	Invoice	12/17/2025	01/01/2026	125.00		125.00	100-900-52102
Total 01/2026:						125.00	.00	125.00	
Total 3960 Linn-Benton Utilities Coordinating Council:						125.00	.00	125.00	✓26980
4240 Matt Lydon									
120125	1	Supplies	Invoice	12/01/2025	12/30/2025	30.54		30.54	500-420-52002
Total 120125:						30.54	.00	30.54	
Total 4240 Matt Lydon:						30.54	.00	30.54	✓26981
4290 Measure-Tech Inc.									
10955	1	For Tangent	Invoice	12/15/2025	01/14/2026	421.60		421.60	100-900-52115
Total 10955:						421.60	.00	421.60	
19054	1	System Maintenance	Invoice	12/15/2025	01/14/2026	1,096.44		1,096.44	510-430-52011
Total 19054:						1,096.44	.00	1,096.44	
Total 4290 Measure-Tech Inc.:						1,518.04	.00	1,518.04	✓26982
5300 Pacific Power/PacificCorp									
121125	1	Utilities	Invoice	12/11/2025	12/30/2025	2,900.29		2,900.29	500-420-52109
Total 121125:						2,900.29	.00	2,900.29	
Total 5300 Pacific Power/PacificCorp:						2,900.29	.00	2,900.29	✓26983
7552 Real									
OCT. & NOV. 20	1	Real agreements	Invoice	12/10/2025	12/25/2025	101.72		101.72	100-900-52102
Total OCT. & NOV. 2025:						101.72	.00	101.72	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 7552 Real:						101.72	.00	101.72	✓26984
5780 Republic Services #452									
0452-00562457	1	Utilities	Invoice	11/30/2025	12/20/2025	43.77		43.77	100-900-52109
Total 0452-005624575:						43.77	.00	43.77	
0452-00564293	1	Utilities	Invoice	11/30/2025	12/20/2025	259.00		259.00	510-430-52109
Total 0452-005642932:						259.00	.00	259.00	
Total 5780 Republic Services #452:						302.77	.00	302.77	✓26985
6020 Schaefers Recreation Equipment Co									
158818-1	1	For Tangent	Invoice	12/01/2025	12/30/2025	244.96		244.96	100-900-52115
Total 158818-1:						244.96	.00	244.96	
Total 6020 Schaefers Recreation Equipment Co:						244.96	.00	244.96	✓26986
7549 The Automation Group									
W16591	1	WTP Replacement Electronics Boa	Invoice	12/08/2025	12/30/2025	3,646.00		3,646.00	500-420-52011
Total W16591:						3,646.00	.00	3,646.00	
Total 7549 The Automation Group:						3,646.00	.00	3,646.00	✓26987
7274 US Bank Equipment Finance									
570550509	1	Canon Copier	Invoice	12/07/2025	12/31/2025	131.00		131.00	100-900-52023
570550509	2	Yearly Property Tax	Invoice	12/07/2025	12/31/2025	57.81		57.81	100-900-52023
Total 570550509:						188.81	.00	188.81	
Total 7274 US Bank Equipment Finance:						188.81	.00	188.81	✓26988
999 Utility Refund									
121225	1	Water	Invoice	12/12/2025	12/30/2025	52.51		52.51	500-420-52105
121225	2	Wastewater	Invoice	12/12/2025	12/30/2025	35.00		35.00	510-430-52105
Total 121225:						87.51	.00	87.51	
Total 999 Utility Refund:						87.51	.00	87.51	✓26975
7130 Verizon									
6130291421	1	Cell Phone	Invoice	12/06/2025	12/29/2025	140.52		140.52	500-420-52110
6130291421	2	Cell Phone	Invoice	12/06/2025	12/29/2025	99.71		99.71	510-430-52110
6130291421	3	Cell Phone	Invoice	12/06/2025	12/29/2025	39.58		39.58	100-900-52110
Total 6130291421:						279.81	.00	279.81	
Total 7130 Verizon:						279.81	.00	279.81	✓26989
7290 Willamette Valley Processors									
1952	1	Emergency Management	Invoice	12/10/2025	12/30/2025	800.00		800.00	100-900-52019
Total 1952:						800.00	.00	800.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	✓ 26990
Total :						25,331.42	.00	25,331.42	
Grand Totals:						25,331.42	.00	25,331.42	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52019	800.00	.00	800.00
100-900-52023	188.81	.00	188.81
100-900-52030	2,000.00	.00	2,000.00
100-900-52102	226.72	.00	226.72
100-900-52109	43.77	.00	43.77
100-900-52110	39.58	.00	39.58
100-900-52115	4,766.56	.00	4,766.56
200-410-52024	1,200.00	.00	1,200.00
500-420-52002	30.54	.00	30.54
500-420-52011	3,646.00	.00	3,646.00
500-420-52019	1,087.97	.00	1,087.97
500-420-52104	367.00	.00	367.00
500-420-52105	52.51	.00	52.51
500-420-52109	2,900.29	.00	2,900.29
500-420-52110	140.52	.00	140.52
510-430-52011	7,447.44	.00	7,447.44
510-430-52105	35.00	.00	35.00
510-430-52109	259.00	.00	259.00
510-430-52110	99.71	.00	99.71
Grand Totals:	25,331.42	.00	25,331.42

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
11/25	4,402.77	.00	4,402.77
12/25	20,928.65	.00	20,928.65
Grand Totals:	25,331.42	.00	25,331.42

AP 12/18/25

Report Criteria:

Detail report type printed

Invoice.Invoice number = "INV-000090"

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
7524	My Bridge Team, Inc.	INV-000090	Admin	1	12/18/2025	4,859.20	.00	4,859.20	26991	12/18/2025
		INV-000090	Admin	2	12/18/2025	607.40	.00	607.40	26991	12/18/2025
		INV-000090	Storm Drain	3	12/18/2025	911.10	.00	911.10	26991	12/18/2025
		INV-000090	Streets	4	12/18/2025	911.10	.00	911.10	26991	12/18/2025
		INV-000090	Wastewater	5	12/18/2025	2,429.60	.00	2,429.60	26991	12/18/2025
		INV-000090	Water	6	12/18/2025	2,429.60	.00	2,429.60	26991	12/18/2025
Total 7524:						12,148.00	.00	12,148.00		
Grand Totals:						12,148.00	.00	12,148.00		

[Handwritten signature]
12/31/25

ADAIR VILLAGE PATROL
November 25, 2025 - December 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	
Patrol									
112525 20:42:39	2025224698	1:59:39	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/COUNTY PARK/BUSINESSES. HANDLED 1 CALL FOR SERVICE @ COUNTY PARK.
112625 13:56:16	2025225043	0:49:30	Lochner						no activity
112625 17:31:53	2025225197	1:41:21	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/PARKS. CHECKED ON A VEHICLE ON ADAIR FRONTAGE ROAD AND HANDLED A NEARBY CALL FOR SERVICE.
112725 13:41:26	2025225650	1:22:17	Blaser						no activity
112925 02:47:31	2025226463	1:00:00	Gevatosky		1	1			2 TRAFFIC STOPS (1 CITE DRIVING WHILE SUSPENDED) (1 WARNING FOR 70 MPH IN 55 MPH); CHECKED ON 2 SUSPICIOUS VEHICLES.
113025 05:27:54	2025227072	0:00:40	Moser						1 hour extra patrol, no activity
113025 14:10:22	2025227221	0:37:35	Macken						No stops
120125 04:04:03	2025227578	2:00:34	Drongesen						Patrolled highway, neighborhoods, and park
120125 12:41:17	2025227769	1:16:26	Blaser						no activity
120125 16:49:41	2025227947	0:34:23	Young						no activity
120125 19:34:43	2025228015	3:01:24	Hardison			1			PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/PARKS CALLOWAY CREEK/SCHOOL/BUSINESSES/ODFW. ONE TRAFFIC STOP/ONE CITATION ISSUED FOR SPEEDING.
120225 06:58:11	2025228224	2:31:22	Bottorff						Patrolled school zone, and Adair on 99W during morning rush hour/commute.
120225 16:57:53	2025228671	2:01:46	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/ADAIR FRONTAGE ROAD/ ODFW/PARKS/ BUSINESSES/ CALLOWAY CREEK. ONE TRAFFIC STOP ON THE WAY TO ADAIR AND ONE CITIZEN CONTACT.
120225 22:46:25	2025228817	1:05:32	Lyman		2				2 stops, warned both. Patrolled city streets, parks, and businesses.
120325 12:59:59	2025229167	1:00:59	Lochner						no activity
120525 10:41:09	2025230351	1:01:04	Lochner						no activity
120725 04:56:05	2025231524	0:56:06	Moser						no activity
120725 09:34:21	2025231596	1:12:46	Blaser						no activity
120725 16:22:36	2025231786	1:59:34	Hardison						PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/ADAIR FRONTAGE ROAD/PARKS.
120825 04:41:51	2025232026	1:22:38	Drongesen						Patrolled highway, neighborhood, and park
120825 17:14:38	2025232473	2:02:36	Hardison						HANDLED TRAFFIC CRASH AT HIGHWAY 99W/LEWISBURG AVENUE WHILE ON THE WAY TO ADAIR VILLAGE.
120825 18:39:47	2025232516	0:53:58	Young						no activity
120925 11:50:44	2025232889	0:30:00	Bottorff	1					30 minutes extra patrol. Arrived at medical call while in Adair, I was close by. Elderly female fell in her driveway, but was alive, alert. May have hurt her hip. Left Adair to respond to another call outside Adair.
121025 00:22:29	2025233369	1:38:17	Drongesen						Patrolled neighborhoods, highway, and park
121025 06:54:15	2025233473	2:24:49	Bottorff	1					1 citizen contact. ATL bag of trash on highway; someone already moved it to shoulder of roadway. Looks like it was a work crew bag, or fell out on way to dump.
121025 20:15:04	2025234008	1:30:06	Hardison		1				PATROLLED CITY STREETS/COUNTY ROADS/HIGHWAY 99W/PARKS. ONE TRAFFIC STOP/ONE WARNING GIVEN FOR SPEEDING ON RYALS AVENUE.
121225 15:08:07	2025235237	0:56:51	Lochner	1					no stops. 1 citizen contact at the aerodome.
121325 08:26:03	2025235661	1:08:52	Macken						No stops

CSO Report**Attachment D**

Location	Violaton	Case #	Follow Up	Compliance	Fine/Fee
Municipal Code Revamp	Finalized full municipal code reorg and edits. Bringing to the Council after review by the City Attorney and the City Administrator.	N/a	N/a	N/a	N/a



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

City Administrator's Report January 6, 2026, Council Meeting

Administration

- **Finances:** The City has submitted all requested materials to the auditors and is awaiting issuance of the final audit.
- **Tangent Partnership:** Staff has been assisting the City of Tangent with lagoon upgrades and is currently working with them on budget planning for several larger projects anticipated next year.
- **Frontage Road:** ODOT continues to manage the engineering and surveying for the frontage road project. ODOT is covering all associated costs, and City staff is reviewing materials as they are provided. The project is progressing well.

Property & Business

- **Downtown:** Staff continues to work with Sean and is conducting additional research on the potential use of a broker for City-owned downtown land. More information is expected to be available in February.
- **Adair Village Industrial Site (AVIS):** A meeting with DEQ and project partners is scheduled for this month. Staff looks forward to receiving guidance from DEQ regarding next steps in the process.
- **Restaurant and Store:** New ownership has officially taken over. Staff has met with the owners, who are interested in making improvements to the store. They have also inquired about the City's openness to transitioning the restaurant from a pizza concept to a Mexican restaurant, noting that the community size does not support the franchise model they currently operate.
- **Barracks Building:** ALH has requested a work session, which was discussed at the last Council meeting. Staff anticipate scheduling this work session in conjunction with the February meeting.

Major Projects

- **Wastewater Generators:** The City has accepted the bid and submitted confirmation. Construction work is anticipated to begin this spring.
- **Wastewater Lagoon:** Staff continue to evaluate potential lagoon locations and is working with adjacent property owners to explore land purchase or land swap options, including the potential trade of City-owned property to the south.
- **Callaway Creek Development:** Construction activity is expected to begin within the next 15–20 days. Plats have been submitted and building permit applications are expected to be submitted this week.



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT
PERIOD: 11/20/2025 to 12/20/2025

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 4,002,745k

Average use per day: 133k

WATER DISTRIBUTION REPORT

Maintenance Activity: No leaks were reported during this period. Staff continue to look for leaks in spare time.

Collected quarterly: 4th quarter samples have been taken. 1st quarter samples of 2026 will be taken in February.

WASTEWATER TREATMENT REPORT

Flows into the WWTP have continued to increase with winter rains. Staff started discharging from the lagoon in early November. We had two major rain events in December with power outages. Plant generators and pumps handled the increased flows and outages well.

Total Monthly Influent: 5.4 million Gallons

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Storm drains are clear. Staff check and clean all drains daily. With heavy rains some minor flooding was reported.

STREETS MAINTENANCE REPORT

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

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Mowing has ended for the year. Staff focus on leaf and limb removal after fall storms at all city properties.

WATER TREATMENT PLANT

Maintenance Activity: We are at 25 or fewer hours a month of run time at the water plant. Staff will start cleaning flock bays in January.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant has had no issues. Staff continue to maintain and monitor flows at plant. With increase rains staff make daily adjustments to the treatment process.

Completed by Matt Lydon, Public Works Supervisor



STAFF REPORT
Attachment G – Financial Report
 January 6, 2026 Council Meeting

We have approximately \$ 5,350,740.00. in the Local Government Investment Pool (LGIP). Last month we had \$5,200,914.59. Last year at this time we had \$4,241,224.65. We have approximately \$309,559.00 in Citizens Bank.

Fund	Income	Expenses	% of Budget	Difference
General	2,015,421.00	436,344.00	12.31%	1,579,077.00
Streets	398,079.00	41,040.00	11.46%	357,039.00
Water	896,072.00	570,013.00	50.89%	326,059.00
Wastewater	926,372.00	368,916.00	20.60%	557,456.00
Storm Drain	84,308.00	20,342.00	22.55%	63,966.00
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
TOTAL	\$6,588,965.00	\$1,436,655.00		5,152,310.00

The table above is as of October 2025.

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
General Fund						
General Fund Revenue						
100-000-40000	Beginning Fund Balance	0	1,736,881	2,000,000	263,119	86.84
100-000-40001	Property Taxes - Current	277,335	278,987	269,000	(9,987)	103.71
100-000-40002	Property Taxes - Prior Year	0	0	500	500	.00
100-000-41010	Revenue Sharing	3,088	7,082	14,000	6,918	50.59
100-000-41020	Cigarette Taxes	64	889	1,000	111	88.94
100-000-41030	Liquor Taxes	1,040	8,936	29,000	20,064	30.81
100-000-41100	Tangent Contract	0	90,852	259,000	168,148	35.08
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	350	0	(350)	.00
100-000-42060	SDC Administrative Fees	0	0	10,000	10,000	.00
100-000-43001	Utility Franchise Fees	4,013	32,006	70,000	37,994	45.72
100-000-46020	Residential Rent Revenue	5,490	14,282	30,000	15,718	47.61
100-000-46021	Property Lease or Rent	0	1,409	78,000	76,591	1.81
100-000-46023	Building Lease	2,305	18,632	32,000	13,368	58.23
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	(75)	200	120	(80)	166.67
100-000-46055	Refunds	0	0	200	200	.00
100-000-46057	Miscellaneous	0	5,682	1,000	(4,682)	568.20
100-000-47300	Parks Grant	0	100,000	486,000	386,000	20.58
100-000-48000	Interest	18,876	52,371	20,000	(32,371)	261.85
Total General Fund Revenue:		312,206	2,348,561	3,364,820	1,016,259	69.80
Transfers In						
100-000-49530	Transfer from SDC Fund	0	0	180,000	180,000	.00
Total Transfers In:		0	0	180,000	180,000	.00
City Administration						
General Fund Administrative						
100-100-50010	City Administrator	7,544	45,266	87,988	42,722	51.45
100-100-50016	Utility/Court Clerk	189	1,281	2,324	1,043	55.12
100-100-50018	Finance Clerk	722	4,745	9,125	4,379	52.00
100-100-50050	PW Superint/Asst City Manager	0	0	2,344	2,344	.00
100-100-51010	Employee Health Ins Benefits	1,116	6,778	21,518	14,741	31.50
100-100-51020	Retirement Benefits	2,466	9,662	28,326	18,664	34.11
100-100-51030	Employment Taxes	607	5,053	13,690	8,637	36.91
100-100-52002	Materials & Supplies	0	0	250	250	.00
100-100-52010	Miscellaneous	0	0	500	500	.00
100-100-52013	Travel and Training	0	0	2,000	2,000	.00
100-100-52016	Audit	0	3,000	28,940	25,940	10.37
100-100-52017	City Attorney	0	0	15,000	15,000	.00
100-100-52018	Planning Consultant	2,500	15,000	30,000	15,000	50.00
100-100-52019	Contract Service	0	12,096	74,800	62,704	16.17
100-100-52020	Development Engineering	3,413	27,266	70,000	42,734	38.95
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	20	114	0	(114)	.00
100-100-52103	Insurance	0	3,306	3,150	(156)	104.95
100-100-52106	Mileage	0	0	250	250	.00
Total General Fund Administrative:		18,576	133,567	445,206	311,639	30.00
Total City Administration:		18,576	133,567	445,206	311,639	30.00

Public Safety

General Fund Public Safety

100-200-50010	City Administrator	686	4,115	7,999	3,884	51.45
100-200-51010	Employee Health Ins Benefits	152	740	1,585	845	46.66
100-200-51020	Retirement Benefits	247	966	2,278	1,312	42.41
100-200-51030	Employment Taxes	50	404	1,076	672	37.51
100-200-52019	Contract Service	0	21,207	50,948	29,741	41.62
100-200-52103	Insurance	0	6,310	6,300	(10)	100.15
Total General Fund Public Safety:		1,135	33,741	70,186	36,445	48.07
Total Public Safety:		1,135	33,741	70,186	36,445	48.07

Parks and Recreation

GF Parks & Recreation

100-300-50052	Utility Worker III	924	6,007	12,014	6,007	50.00
100-300-50055	Operator	1,070	6,953	13,907	6,954	50.00
100-300-50058	Utility Worker I	0	2,150	3,803	1,653	56.54
100-300-51010	Employee Health Ins Benefits	611	3,041	8,855	5,814	34.34
100-300-51020	Retirement Benefits	1,110	4,348	8,465	4,118	51.36
100-300-51030	Employment Taxes	175	2,104	3,998	1,894	52.62
100-300-52002	Materials & Supplies	0	1,138	750	(388)	151.70
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	30	383	2,500	2,117	15.34
100-300-52019	Contract Service	0	0	800	800	.00
100-300-52022	Equipment Maintenance	0	0	5,000	5,000	.00
100-300-52023	Equipment Rental/Lease	0	0	100	100	.00
100-300-52025	Small Equipment Purchase	0	0	4,200	4,200	.00
100-300-52030	Miscellaneous	0	0	100	100	.00
100-300-52103	Insurance	0	3,237	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	40	202	750	548	26.88
100-300-52111	Parks-Events	0	2,622	5,500	2,878	47.68
100-300-52112	Parks - Youth Activities	0	5,054	6,500	1,446	77.76
Total GF Parks & Recreation:		3,959	37,506	82,067	44,561	45.70

Capital Outlay

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
GF Parks & Recreation						
100-300-53004	CapOutlay-ParkPavilion,Path,BR	0	57,996	601,000	543,004	9.65
Total GF Parks & Recreation:		0	57,996	601,000	543,004	9.65
Capital Outlay						
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
Transfers Out						
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:		3,959	148,555	808,067	659,512	18.38
Non-departmental						
General Fund Non-Departmental						
100-900-52002	Materials & Supplies	0	981	10,000	9,019	9.81
100-900-52010	Legal Notices	0	0	3,000	3,000	.00
100-900-52012	Maintenance - Bldg & Parks	324	4,087	10,000	5,913	40.87
100-900-52014	Vehicle Fuel & Maintenance	0	327	1,500	1,173	21.81
100-900-52015	Security Alarm	0	0	10,800	10,800	.00
100-900-52016	Audit	0	375	14,418	14,043	2.60
100-900-52017	City Attorney	0	3,369	10,000	6,631	33.69
100-900-52019	Contract Service	800	3,012	30,600	27,588	9.84
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	501	501	1,500	999	33.41
100-900-52023	Equipment Rental/Lease	131	655	2,000	1,345	32.75
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	36	5,000	4,964	.72
100-900-52101	Banking Charges	486	1,762	750	(1,012)	234.90
100-900-52102	Dues	0	6,469	7,500	1,031	86.26
100-900-52103	Insurance	0	13,423	15,750	2,327	85.23
100-900-52108	Postage	0	4,918	5,750	832	85.52
100-900-52109	Utilities	258	1,450	4,200	2,750	34.53
100-900-52110	Telephones	40	986	4,600	3,614	21.44
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	619	6,341	6,300	(41)	100.65
100-900-52115	Tangent Expenditures	151	18,769	125,000	106,231	15.02
100-900-52199	Property Taxes	0	9,089	8,700	(389)	104.47
Total General Fund Non-Departmental:		3,309	77,194	321,368	244,174	24.02
Capital Outlay						

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
Total Capital Outlay:		0	16,843	60,000	43,157	28.07
Transfers Out						
100-900-55500	Transfer to Water Fund	0	0	9,577	9,577	.00
100-900-55530	Transfer to SDC Fund	0	0	77,861	77,861	.00
Total Transfers Out:		0	0	87,438	87,438	.00
Total Non-departmental:		3,309	94,037	468,805	374,768	20.06
Contingency						
100-998-58000	Contingency	0	0	250,000	250,000	.00
Total Contingency:		0	0	250,000	250,000	.00
Ending Fund Balance						
100-999-59000	Reserve for Future Expenditure	0	0	83,192	83,192	.00
100-999-59001	Set-aside State Shad Rev Proj	0	0	1,419,363	1,419,363	.00
Total Ending Fund Balance:		0	0	1,502,556	1,502,556	.00
General Fund Revenue Total:		312,206	2,348,561	3,544,820	1,196,259	66.25
General Fund Expenditure Total:		26,979	409,900	3,544,820	3,134,920	11.56
Total General Fund:		285,227	1,938,661	0	(1,938,661)	.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
Street Fund						
Street Fund Revenue						
200-000-40000	Beginning Fund Balance	0	365,585	250,000	(115,585)	146.23
200-000-41040	Highway Apportionment	9,780	48,624	105,000	56,376	46.31
200-000-46057	Miscellaneous	0	0	200	200	.00
200-000-48000	Interest	0	4,787	3,000	(1,787)	159.57
Total Street Fund Revenue:		9,780	418,995	358,200	(60,795)	116.97
Public Works - Streets						
Public Works - Streets						
200-410-50010	City Administrator	343	2,058	3,999	1,941	51.45
200-410-50016	Utility clerk	63	427	775	348	55.11
200-410-50018	Finance Clerk	241	1,582	3,042	1,460	52.00
200-410-50050	Public Works Supervisor	721	4,688	9,377	4,689	50.00
200-410-50052	Utility Worker III	231	1,502	3,003	1,501	50.01
200-410-50055	Operator I	267	1,738	3,477	1,739	50.00
200-410-50058	Utility Worker I	0	538	951	413	56.52
200-410-51010	Employee Health Ins Benefits	377	2,620	6,510	3,890	40.25
200-410-51020	Retirement Benefits	616	2,415	6,792	4,377	35.56
200-410-51030	Employment Taxes	142	1,440	3,312	1,872	43.47
200-410-52002	Materials & Supplies	0	0	1,200	1,200	.00
200-410-52011	System Maintenance & Repair	0	0	10,000	10,000	.00
200-410-52016	Audit	0	563	5,426	4,864	10.37
200-410-52019	Contract Service	0	2,268	6,600	4,332	34.36
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	1,200	2,400	10,000	7,600	24.00
200-410-52030	Miscellaneous	0	0	100	100	.00
200-410-52103	Insurance	0	2,721	6,300	3,579	43.19
200-410-52109	Utilities	1,855	8,863	14,500	5,637	61.13
200-410-52114	Software Hosting Fees	101	503	1,200	698	41.88
Total Public Works - Streets:		6,157	36,325	102,815	66,490	35.33
Capital Outlay						
200-410-53001	Street Improvements	1,138	7,991	50,000	42,010	15.98
200-410-53002	Equipment Purchase	0	0	3,000	3,000	.00
Total Capital Outlay:		1,138	7,991	53,000	45,009	15.08
Transfers Out						
200-410-55600	Transfer to Reserve Fund	0	0	250	250	.00
Total Transfers Out:		0	0	250	250	.00
Total Public Works - Streets:		7,294	44,316	156,065	111,749	28.40
Contingency						
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
Ending Fund Balance						
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:		9,780	418,995	358,200	(60,795)	116.97
Street Fund Expenditure Total:		7,294	44,316	358,200	313,884	12.37
Total Street Fund:		2,486	374,679	0	(374,679)	.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
Water Fund						
Water Fund - Revenue						
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	53,225	383,640	720,228	336,588	53.27
500-000-42033	Backflow Inspection Fees	645	3,785	0	(3,785)	.00
500-000-42035	Reconnect Fees	0	0	500	500	.00
500-000-42036	Water Outside Assessments	5,294	46,961	70,000	23,039	67.09
500-000-42045	Utility Deposit	(71)	2,131	4,000	1,869	53.27
500-000-46030	Fees - Other	405	3,645	500	(3,145)	729.00
500-000-46055	Refunds	0	0	1,000	1,000	.00
500-000-46057	Miscellaneous	120	2,195	4,500	2,305	48.78
500-000-48000	Interest	0	4,028	5,000	972	80.56
Total Water Fund - Revenue:		59,618	955,690	1,030,580	74,890	92.73
Transfers In						
500-000-49100	Transfer in from General Fund	0	0	9,577	9,577	.00
500-000-49600	Transfer from Reserve	0	0	80,000	80,000	.00
Total Transfers In:		0	0	89,577	89,577	.00
Public Works - Water						
Water Fund Expenditures						
500-420-50010	City Administrator	2,743	16,460	31,996	15,536	51.45
500-420-50016	Utility/Court Clerk	629	4,270	7,748	3,478	55.11
500-420-50018	Finance Clerk	2,405	15,815	30,416	14,601	52.00
500-420-50050	Public Works Supervisor	4,328	28,130	53,917	25,787	52.17
500-420-50052	Utility Worker III	2,541	16,519	33,037	16,518	50.00
500-420-50055	Operator I	2,674	17,384	38,245	20,861	45.45
500-420-50058	Utility Worker I	0	5,913	10,459	4,546	56.53
500-420-51010	Employee Health Ins Benefits	3,550	23,887	55,799	31,912	42.81
500-420-51020	Retirement Benefits	5,178	20,290	56,410	36,120	35.97
500-420-51030	Employment Taxes	1,169	12,259	27,682	15,424	44.28
500-420-52001	Chemicals	150	3,282	20,000	16,718	16.41
500-420-52002	Materials & Supplies	0	1,716	8,314	6,598	20.65
500-420-52010	Publications-Legal Notices	0	0	100	100	.00
500-420-52011	System Maintenance & Repair	15,036	129,515	50,000	(79,515)	259.03
500-420-52013	Travel and Training	0	0	3,779	3,779	.00
500-420-52014	Vehicle Fuel & Maintenance	445	8,241	10,000	1,759	82.41
500-420-52016	Audit	0	1,500	14,470	12,970	10.37
500-420-52019	Contract Service	984	27,377	17,600	(9,777)	155.55
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	286	1,354	3,200	1,846	42.31
500-420-52102	Dues	417	4,092	3,200	(892)	127.88
500-420-52103	Insurance	0	12,600	12,600	0	100.00
500-420-52104	Lab Analysis	90	225	3,646	3,421	6.17
500-420-52105	Refunds-Utility Deposit	36	508	2,845	2,337	17.86
500-420-52107	Permits	0	195	5,600	5,405	3.48

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	2,747	13,051	25,000	11,949	52.20
500-420-52110	Telephones	141	703	1,200	498	58.54
500-420-52114	Software Hosting Fees	905	4,523	10,000	5,478	45.23
500-420-52115	Debt Issuance Costs	0	0	6,763	6,763	.00
Total Water Fund Expenditures:		46,454	369,808	616,871	247,063	59.95
Capital Outlay						
500-420-53001	Equipment Purchase	0	12,451	53,000	40,549	23.49
500-420-53500	Water System Improvements	9,083	77,539	154,500	76,961	50.19
Total Capital Outlay:		9,083	89,990	207,500	117,510	43.37
Debt Service						
500-420-54005	IFA Loan Payment	0	139,013	139,013	0	100.00
500-420-54006	IFA Loan - Safe Drinking Water	0	0	20,240	20,240	.00
Total Debt Service:		0	139,013	159,253	20,240	87.29
Total Public Works - Water:		55,537	598,811	983,624	384,813	60.88
Contingency						
500-998-58000	Contingency	0	0	100,000	100,000	.00
Total Contingency:		0	0	100,000	100,000	.00
Ending Fund Balance						
500-999-59000	Reserve for Future Expenditure	0	0	36,533	36,533	.00
Total Ending Fund Balance:		0	0	36,533	36,533	.00
Water Fund Revenue Total:		59,618	955,690	1,120,157	164,467	85.32
Water Fund Expenditure Total:		55,537	598,811	1,120,157	521,346	53.46
Total Water Fund:		4,081	356,879	0	(356,879)	.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
Wastewater Fund						
Wastewater Fund Revenue						
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	36,993	223,091	449,516	226,425	49.63
510-000-46057	Miscellaneous	0	0	1,000	1,000	.00
510-000-47000	FEMA Region 10 Grant ER Power	0	0	245,753	245,753	.00
510-000-48000	Interest	0	2,410	5,000	2,590	48.21
Total Wastewater Fund Revenue:		36,993	963,365	1,191,269	227,904	80.87
Debt Proceeds						
510-000-49012	2020 Wastewater Loan	0	926,227	600,000	(326,227)	154.37
Total Debt Proceeds:		0	926,227	600,000	(326,227)	154.37
Public Works - Wastewater						
Wastewater Fund Expenditures						
510-430-50010	City Administrator	2,058	12,345	23,997	11,652	51.45
510-430-50016	Utility/Court Clerk	346	2,349	4,261	1,913	55.12
510-430-50018	Finance Clerk	1,323	8,700	16,729	8,029	52.00
510-430-50050	Public Works Supervisor	1,803	11,721	23,442	11,721	50.00
510-430-50052	Utility Worker III	693	4,505	9,010	4,505	50.00
510-430-50055	Operator I	1,070	6,953	10,430	3,477	66.67
510-430-50058	Utility Worker I	0	1,613	2,852	1,239	56.54
510-430-51010	Employee Health Ins Benefits	1,424	10,186	23,657	13,471	43.06
510-430-51020	Retirement Benefits	2,219	8,696	24,624	15,928	35.31
510-430-51030	Employment Taxes	537	5,413	12,202	6,789	44.36
510-430-52001	Chemicals	45	2,597	19,800	17,203	13.11
510-430-52002	Materials & Supplies	0	223	3,500	3,277	6.37
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	119	2,977	3,300	323	90.20
510-430-52016	Audit	0	1,500	14,470	12,970	10.37
510-430-52019	Contract Service	0	6,048	17,600	11,552	34.36
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	286	1,354	2,000	646	67.70
510-430-52102	Dues	0	0	100	100	.00
510-430-52103	Insurance	0	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	24	339	0	(339)	.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	1,481	4,695	15,000	10,305	31.30
510-430-52110	Telephones	100	498	2,500	2,002	19.94
510-430-52114	Software Hosting Fees	302	1,508	3,300	1,793	45.68
Total Wastewater Fund Expenditures:		13,829	109,587	373,874	264,287	29.31
Capital Outlay						

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	2,121	63,432	600,000	536,568	10.57
Total Capital Outlay:		2,121	75,883	870,000	794,117	8.72
Wastewater Fund Expenditures						
510-430-54005	2020 WW Treatment Plant Loan	0	191,743	135,000	(56,743)	142.03
Total Wastewater Fund Expenditures:		0	191,743	135,000	(56,743)	142.03
Transfers Out						
510-430-55600	Transfer to Reserve Fund	0	0	1,000	1,000	.00
Total Transfers Out:		0	0	1,000	1,000	.00
Total Public Works - Wastewater:		15,950	377,213	1,379,874	1,002,661	27.34
Contingency						
510-998-58000	Contingency	0	0	150,000	150,000	.00
Total Contingency:		0	0	150,000	150,000	.00
Ending Fund Balance						
510-999-59000	Reserve for Future Expenditure	0	0	261,395	261,395	.00
Total Ending Fund Balance:		0	0	261,395	261,395	.00
Wastewater Fund Revenue Total:		36,993	1,889,592	1,791,269	(98,323)	105.49
Wastewater Fund Expenditure Total:		15,950	377,213	1,791,269	1,414,056	21.06
Total Wastewater Fund:		21,043	1,512,379	0	(1,512,379)	.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
Storm Drain Fund						
Storm Drain Revenue						
520-000-40000	Beginning Fund Balance	0	66,747	50,000	(16,747)	133.49
520-000-42040	Storm Drain Fees	3,369	20,309	40,000	19,691	50.77
520-000-46057	Miscellaneous	0	0	200	200	.00
520-000-48000	Interest	0	621	0	(621)	.00
Total Storm Drain Revenue:		3,369	87,677	90,200	2,523	97.20
Public Works - Storm Drain						
Storm Drain Expenditures						
520-440-50010	City Administrator	343	2,058	3,999	1,941	51.45
520-440-50016	Utility/Court Clerk	31	213	388	174	55.08
520-440-50018	Finance Clerk	120	791	1,521	730	52.02
520-440-50050	Public Works Supervisor	361	2,344	4,688	2,344	50.00
520-440-50052	Utility Worker III	231	1,502	3,003	1,501	50.01
520-440-50055	Operator I	267	1,738	3,477	1,739	50.00
520-440-50058	Utility Worker I	0	538	951	413	56.52
520-440-51010	Employee Health Ins Benefits	303	2,317	4,758	2,441	48.70
520-440-51020	Retirement Benefits	493	1,932	5,024	3,091	38.46
520-440-51030	Employment Taxes	105	1,084	2,425	1,341	44.69
520-440-52002	Materials & Supplies	0	0	75	75	.00
520-440-52011	System Maintenance & Repair	0	0	1,500	1,500	.00
520-440-52014	Vehicle Fuel & Maintenance	0	0	220	220	.00
520-440-52016	Audit	0	563	5,426	4,864	10.37
520-440-52019	Contract Service	0	2,268	6,600	4,332	34.36
520-440-52023	Equipment Rental/Lease	0	0	220	220	.00
520-440-52101	Banking Charges	96	454	250	(204)	181.41
520-440-52103	Insurance	0	2,340	3,150	810	74.30
520-440-52114	Software Hosting Fees	101	503	1,200	698	41.88
Total Storm Drain Expenditures:		2,452	20,644	48,874	28,230	42.24
Transfers Out						
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:		2,452	20,644	49,124	28,480	42.02
Contingency						
520-998-58000	Contingency	0	0	25,000	25,000	.00
Total Contingency:		0	0	25,000	25,000	.00
Ending Fund Balance						
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:		3,369	87,677	90,200	2,523	97.20
Storm Drain Fund Expenditure Total:		2,452	20,644	90,200	69,556	22.89
Total Storm Drain Fund:		917	67,033	0	(67,033)	.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
System Development Fund						
System Development Fund Revenue						
530-000-40000	Beginning Fund Balance	0	1,993,548	1,470,657	(522,891)	135.55
530-000-42141	Park	0	4,960	230,600	225,640	2.15
530-000-42142	Street Imp.	0	28,825	242,120	213,295	11.91
530-000-42143	Water Imp.	0	39,275	125,400	86,125	31.32
530-000-42144	WW Imp.	0	17,175	12,200	(4,975)	140.78
530-000-42145	Storm Drain Fees	0	1,525	39,680	38,155	3.84
530-000-46030	Fees - Other	0	4,100	32,800	28,700	12.50
530-000-48000	Interest	0	20,251	25,000	4,749	81.00
Total System Development Fund Revenue:		0	2,109,659	2,178,457	68,798	96.84
Transfers In						
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
Ending Fund Balance						
Transfers Out						
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
Ending Fund Balance						
530-999-59000	Reserve for Future Expenditure	0	0	2,076,318	2,076,318	.00
Total Ending Fund Balance:		0	0	2,076,318	2,076,318	.00
System Development Fund Revenue Total:		0	2,109,659	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:		0	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
Reserve Fund						
600-000-40000	Beginning Fund Balance	0	157,502	133,800	(23,702)	117.71
Reserve Fund Revenue						
600-000-48000	Interest	0	1,551	0	(1,551)	.00
Total Reserve Fund Revenue:		0	1,551	0	(1,551)	.00
Transfers In						
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
Non-departmental						
Transfers Out						
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
Ending Fund Balance						
600-999-59000	Reserve for Future Expenditure	0	0	60,300	60,300	.00
Total Ending Fund Balance:		0	0	60,300	60,300	.00
Reserve Fund Revenue Total:		0	159,054	140,300	(18,754)	113.37
Reserve Fund Expenditure Total:		0	0	140,300	140,300	.00
Total Reserve Fund:		0	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:		421,967	7,969,228	9,301,264	1,332,036	85.68
Total Expenditure:		108,212	1,450,884	9,301,264	7,850,380	15.60
Grand Revenue Total:		421,967	7,969,228	9,301,264	1,332,036	85.68
Grand Expenditure Total:		108,212	1,450,884	9,301,264	7,850,380	15.60
Grand Totals:		313,755	6,518,344	0	(6,518,344)	.00

ACCOUNT STATEMENT
For the Month Ending
November 30, 2025

ADAIR VILLAGE CITY OF

Client Management Team

Jeremy King
Key Account Manager
213 Market Street
Harrisburg, PA 17101-2141
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4333 ADAIR VILLAGE CITY OF

Important Messages

Oregon LGIP will be closed on 12/25/2025 for Christmas Day.
Oregon LGIP will be closed on 01/01/2026 for New Years Day.

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

Online Access www.oregon.gov/lgip **Customer Service** 1-855-678-5447





Account Statement - Transaction Summary

For the Month Ending November 30, 2025

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Asset Summary		November 30, 2025	October 31, 2025
Oregon LGIP		5,350,914.59	5,240,740.79
Total		\$5,350,914.59	\$5,240,740.79

Oregon LGIP	
Opening Balance	5,240,740.79
Purchases	310,173.90
Redemptions	(200,000.10)

Closing Balance	\$5,350,914.59
Dividends	18,866.62





Account Statement

For the Month Ending **November 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
Oregon LGIP					
Opening Balance					5,240,740.79
11/03/25	11/03/25	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - October 2025	1.00	(0.10)	5,240,740.69
11/07/25	11/07/25	SFMS Fr:OLCC 700LCC Tax (Liquor)	1.00	1,040.03	5,241,780.72
11/07/25	11/07/25	Redemption - ACH Redemption	1.00	(200,000.00)	5,041,780.72
11/14/25	11/14/25	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	24,776.77	5,066,557.49
11/14/25	11/14/25	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	48,787.67	5,115,345.16
11/18/25	11/18/25	ODOOT - ODOT PYMNT	1.00	9,780.25	5,125,125.41
11/19/25	11/19/25	SFMS Fr:Administrative Services, Dept 70City Cigarette Tax	1.00	64.28	5,125,189.69
11/19/25	11/19/25	SFMS Fr:Administrative Services, Dept 70Revenue Sharing Tax	1.00	3,087.74	5,128,277.43
11/21/25	11/21/25	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	141,148.89	5,269,426.32
11/26/25	11/26/25	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	62,621.65	5,332,047.97
11/28/25	12/01/25	Accrual Income Div Reinvestment - Distributions	1.00	18,866.62	5,350,914.59



Account Statement

For the Month Ending November 30, 2025

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Trade Date	Settlement Date	Transaction Description	Month of November	Fiscal YTD July-November	Closing Balance	Average Monthly Balance	Monthly Distribution Yield	Share or Unit Price	Dollar Amount of Transaction	Balance
										5,350,914.59
		Opening Balance	5,240,740.79	4,194,222.87					5,350,914.59	
		Purchases	310,173.90	1,356,692.22					5,188,131.39	
		Redemptions	(200,000.10)	(200,000.50)					4.43%	
		Closing Balance	5,350,914.59	5,350,914.59						
		Dividends	18,866.62	85,946.22						





December 19, 2025

Honorable William Currier, Mayor
City of Adair Village
6030 NE William R Carr Ave.
Adair Village, OR 97330

RE: Project Closeout for Special Public Works Fund, Wastewater Treatment Plant Improvements, Project Number L20005

Dear Mayor Currier:

We have determined that the project is complete, and the terms and conditions related to project completion have been met. This letter signifies that the project has been formally closed. We are pleased to have been a part of your project, which has been successful in strengthening the local economy.

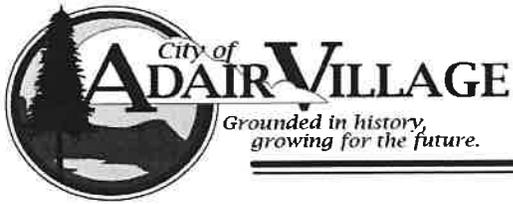
Should you have any questions or need further assistance, please do not hesitate to contact your Regional Project Manager, Becky Bryant, at 541-297-3682.

Sincerely,

Mollie Croisan

Mollie Croisan, J.D., Project and Services Manager
Business Oregon

c: Pat Hare, City Administrator/Recorder
Heather Stevens, Regional Development Officer



City Administrator Compensation

BACKGROUND

The purpose of this staff report is to respectfully request City Council consideration and discussion regarding the City Administrator's compensation. This request is based on documented accomplishments, continued progress on major city initiatives, successful acquisition of outside funding, and a comparison with salaries of city managers in comparable nearby jurisdictions.

Council has previously been provided with a summary of accomplishments achieved during my tenure as City Administrator. Since the publication of that document, the City of Adair Village has continued to make substantial progress across multiple fronts, including infrastructure investment, development activity, financial growth, and long-term planning.

RECENT ACCOMPLISHMENTS AND PROGRESS

Since my last salary adjustment, the City has achieved several significant milestones:

- Secured a \$4 million State grant for the expansion of the City's wastewater lagoon, a critical investment that supports continued residential and economic growth.
- Received a \$200,000 ODOT grant for roadway repaving.
- Increased the AVIS lease revenue from \$75,000 to \$83,000 annually.
- Negotiated a significant increase in the City's contract with the City of Tangent.
- Continued steady completion of capital projects and advancement of long-range planning goals.

Over the past five years, Adair Village has experienced growth and project completion that exceeds that of many comparable cities, including:

- Completion of a \$2.7 million wastewater infrastructure project.
- Completion of a \$2 million water tank project.
- Construction of more than 150 new homes, supporting population growth and expanding the city's tax base.

These efforts have positioned Adair Village for sustained growth while maintaining fiscal responsibility and transparency.

COMPARABLE CITY SALARY INFORMATION

To assist Council in its discussion, salary information for city managers in comparable nearby jurisdictions has been provided:

- Philomath: \$164,405 Negotiating Contract
- Monmouth: \$178,450
- Millersburg: \$204,334

The City Administrator's current salary in Adair Village is \$156,000.

It is also worth noting that, during the same period, Adair Village has completed more housing development and major infrastructure projects than these comparator cities.

FUTURE GOALS AND DIRECTION

Looking forward, my professional focus remains on continuing the positive momentum already established, including:

- Securing additional funding toward development of a new wastewater treatment facility.
- Implementing creative development strategies to sustain residential and economic growth.
- Advancing downtown development, an area where meaningful traction is anticipated over the next several years.
- Improving connectivity throughout the community, including trail systems and transportation linkages.
- Continuing to address and modernize the City's water infrastructure.

The expansion of the wastewater lagoon is a foundational step that enables these goals, particularly ongoing residential development.

COMMITMENT TO ADAIR VILLAGE

I greatly value the opportunity to serve the City of Adair Village. It has been a pleasure to work alongside Council, staff, and the community. I am deeply committed to the long-term success of the city and would welcome the opportunity to continue building my career here for many years to come.

I am not requesting a specific salary adjustment. Rather, I respectfully ask Council to review the information provided, consider the City's accomplishments and trajectory, and discuss where compensation should appropriately align given performance, responsibilities, and regional comparables.

Much of the City's success is a direct result of strong collaboration between Council and staff. I look forward to hearing Council's thoughts and continuing our work together to move Adair Village forward.

To: Adair Village City Council

From: Pat Hare, City Administrator

I'm asking the council to consider negotiating my contract to reflect the accomplishments and position the city is in. Over the last fifteen years I've shown that I can perform the duties required of this position at the highest level.

Since the last time I negotiated my contract, the City has established many new avenues of residual income and moved forward on most if not all projects and goals. These sources include but are not limited to new tax revenues because of growth, new contracts established by relationships with other cities, restructuring staff and resources, reviewing fees and leases and making appropriate increases.

Not only has the city seen a sizeable increase in revenues but we have achieved major reductions in water loss, infrastructure replacement and maintenance, sustainable growth, acquisitions of key pieces of property throughout the city, successfully completed a large UGB expansion, completed many different beautification projects throughout town, improved financial and utility billing policies, updated the comprehensive plan, land use development codes, design standards, and transportation system plans. The city has its first ever emergency preparedness plan and an active CERT team.

I love Adair Village, and I believe that I will never know a city better than this one. I was fortunate enough to be an intern, public works employee, assistant city administrator/public works director and now the City Administrator. This experience has given me the overview and tools needed to run this city to the highest level. I have spoken in the past about the impacts of not climbing the ladder so to speak on my ability to earn. The city of Lebanon and Sweet Home are cities that I could be managing and would be if I was seeking a bigger city. Their current pay structure is at a higher range, and I would like my structure to be similar.

The city has available funds and ability to reflect these cities and others of similar size. With your help and the help of very good staff I have been able to put Adair Village in this position. I also believe that I can continue to increase our financial stability while promoting and accomplishing the goals set out before me. Every time I have asked for a pay increase the city has increased its overall revenue.

City Accomplishments

Water Infrastructure

- Reduced water loss by over 50%
- Increased capacity by 50 percent
- Updating Water Plant
- The City's water system was almost completely failing and now we can provide as much water as needed for any amount of growth.

Audits:

- Completed 5 audits to catch the city up in 2015
- 2016/2023 Audits had no major deficiencies addressed and made all recommended changes by the auditors
- 2020 Audit had no comments
- Completed final recommendation this year with new financial software
- Will continue to stay current on all audits and financial responsibilities

Found creative ways to accomplish projects, find savings and fund projects for free:

- 2 mill water projects free (Help of OAWU, Republic Service, Volunteers)
- Received over \$600,000.00 in grant funding
- Reduction in water loss if sold water would have been worth over \$30,000.00 annually
- Did not replace Assistant City Manager over \$90,000.00 savings per year while still being more efficient and productive since 2015
- Contract Police with Benton County Sheriff \$30,000 annually was over \$200,000 for own department
- Fixing leaks throughout town estimated \$100,00 in savings to the city
- Managed and completed barracks project estimated at over \$500,000 the city accomplished for less than \$100,000
- New water intake Hyak park free grant over \$100,000 project and maintenance done for life by ODFW
- \$20,000 liner project on Hospital hill cost the city approximately \$1,000
- \$285,000 FEMA Grant
- \$100,000 ODOT Grant
- 485,000.00 Parks Grant
- Finished 2.7 million Dollar Wastewater Project
- Working on a 4 million Dollar Grant to replace mainlines
- Completed UGB expansion

Relationships and partnerships and residual income:

- Tangent Agreement \$137,000 per year
- \$82,000 Lease for entire AVIS property
- Free Transit was \$26,000 a year

Acquired properties that are vital to city growth

- Benton County property
- 4 plex

We've had the longest standing businesses in our buildings**Benton county property**

- Had to develop relationship with model railroad found solution to make them asset to the community while getting them to relocate
- Annexed property into the city

No big setbacks Resiliency

- The city has lost many different people throughout the last ten years, and we have created a culture where the impacts don't set the city back in a small city, this is difficult to do. This has been accomplished by having multiple people certified and trained to perform the different tasks required of the city to operate.
- Surrounding the city with capable people
- Increased pay for all employees by finding new funding sources while providing better service to our communities

Facilitated and fostered relationships that brought smart growth

- Helped Serve Pro Locate in Adair Village
- 111 homes built over the last 5 years
- Estimated over 30 additional this year and over two hundred more in the next five.

Committees Served on or Chair of

- Benton County Twenty Forty
- Cascade West Regional Consortium
- Statewide Transportation Improvement Fund Advisory Committee
- League of Oregon Cities

- International League of Cities

Consistency in all city operations

- Continued compliance with DEQ, OHA
- Supplying services
- Financial Accountability

Goals for the future

-Two Years/Four Years

- Set up Urban Renewal District
- Residential growth
- New wastewater infrastructure
- FEMA Grant 3 million Dollars
- Develop better relations with SCS/See Development
- Facilitate the development of connectivity through roads and trails
- Interpretive center/ historical markers

-Five Years/Ten Years

- Replace all water transmission lines
- Zip Code
- Stronger resiliency
- Increased public safety
- Better connectivity
- Increased open space access
- Complete all water line repairs
- Develop Downtown

-Long Term

- Find use for water rights
- Continued fiscal responsibility
- Replace Streets and Infrastructure in old sections of town

Appendix 5 – Salary Allocation Schedule by Position

Multi-Fund Positions

Salary Schedule	FTE	2025-26 Salary Range		General Fund	Sanitary Sewer Fund	Water Fund	Power & Light	Street	Stormwater	Building Services	Transit	Urban Renewal
		Low	High									
City Manager	1.00	178,450	n/a	5.00%	18.00%	25.00%	30.00%	8.00%	5.00%	1.00%	8.00%	
Finance Director	1.00	133,293	n/a	8.00%	20.00%	24.00%	30.00%	6.00%	5.00%	4.00%	3.00%	
Human Resources Mgr	1.00	96,217	n/a	7.50%	21.50%	24.00%	30.00%	5.00%	8.25%	3.75%		
Finance & Business Analyst	1.00	85,540	n/a	7.50%	21.50%	24.00%	30.00%	5.00%	8.00%	4.00%		
Acct Technician	1.00	58,801	n/a	5.00%	25.00%	25.00%	30.00%	4.50%	4.50%	6.00%		
Acct Clerk	1.00	55,536	n/a	5.00%	25.00%	25.00%	30.00%	3.00%	7.00%	5.00%		
City Recorder	1.00	83,010	n/a	18.00%	20.00%	20.00%	25.00%	8.00%	8.00%	1.00%		
Communications Director	1.00	84,046	n/a	20.00%	19.00%	19.00%	19.00%	5.00%	10.00%	3.00%	5.00%	
City Engineer	1.00	106,065	n/a		25.00%	25.00%		25.00%	25.00%			
Comm & Econ Dev Director	1.00	126,359	n/a	43.00%	3.00%	3.00%	3.00%	1.50%	1.50%	10.00%		35.00%
Associate Planner	1.00	77,040	n/a	55.00%	3.00%	3.00%		1.50%	1.50%	10.00%	8.00%	15.00%
Building Official	1.00	119,225	n/a		1.00%	1.00%	1.00%	0.50%	0.50%	96.00%		
Combo Building Inspector	1.00	82,741	n/a							100.00%		
Field Inspector	0.12	6,106	6,405		1.00%	1.00%	1.00%	0.50%	0.50%	96.00%		
Public Works Director	1.00	133,943	n/a	5.00%	32.00%	31.00%		20.00%	12.00%			
Operations Manager	1.00	100,114	n/a		50.00%			25.00%	25.00%			
Operations Manager	1.00	100,114	n/a	30.00%		70.00%						
Sewer Treat Specialist	1.00	73,382	n/a		100.00%							
Sewer Collection Specialist	1.00	73,382	n/a		100.00%							
Water Treatment Specialist	2.00	73,757	74,110			100.00%						
Utility Technician	1.00	68,326	n/a			100.00%						
Utility Technician	1.00	68,307	n/a						100.00%			
Utility Technician	1.00	68,307	n/a	10.00%	15.00%	50.00%		10.00%	15.00%			
Utility Technician	1.00	68,307	n/a					100.00%				
Utility Technician	1.00	38,307	n/a	50.00%		50.00%						
Utility Technician	1.00	62,748	n/a	100.00%								
Utility Technician	1.00	45,666	n/a		50.00%				50.00%			
PW Secretary	1.00	60,653	n/a	5.00%	40.00%	40.00%		10.00%	5.00%			
		<u>28.12</u>										

Single Fund Positions

Salary Schedule	FTE	2025-26 Salary Range		Power & Light	Salary Schedule	FTE	2025-26 Salary Range		General Fund
		Low	High				Low	High	
MPL Director	1.00	159,523	n/a	100.00%	Police Chief	1.00	144,128	n/a	100.00%
General Foreman	1.00	149,802	n/a	100.00%	Lieutenant	1.00	128,254	n/a	100.00%
Foreman	1.00	142,667	n/a	100.00%	Sergeant	4.00	95,680	123,093	100.00%
Serviceman	1.00	135,013	n/a	100.00%	Police Officer	10.00	63,632	99,629	100.00%
Journeyman Lineman	2.00	127,379	n/a	100.00%	Comm Serv Officer	1.00	57,453	n/a	100.00%
Field Services Planner	1.00	89,939	n/a	100.00%	Secretary/Supervisor	1.00	70,549	n/a	100.00%
Energy Services Coord.	1.00	58,739	n/a	100.00%	Records/Evidence Clerk	1.00	54,315	n/a	100.00%
Apprentice Lineman	1.00	113,693	n/a	100.00%		<u>19.00</u>			
Groundman	1.00	53,321	n/a	100.00%					
MPL Secretary	1.00	60,653	n/a	100.00%	Sr. Center Coordinator	1.00	73,565	n/a	100.00%
	<u>11.00</u>				Sr. Center Monitors	0.15	4,724	n/a	100.00%
						<u>1.15</u>			
Library Director	1.00	119,225	n/a	100.00%	Comm Dev Intern	0.17	3,000	n/a	100.00%
Assistant Library Director	1.00	83,404	n/a	100.00%		<u>0.17</u>			
Librarian I	1.00	60,463	n/a	100.00%					
Library Associate	0.60	39,951	n/a	100.00%	Municipal Judge	0.13	33,657	n/a	100.00%
Library Asst III	1.16	25,752	29,448	100.00%	Court Clerk	1.00	66,586	n/a	100.00%
Library Asst II	0.50	27,269	n/a	100.00%		<u>1.13</u>			
Library Asst I	1.00	18,542	20,510	100.00%					
	<u>6.25</u>								
									Total FTE: <u>66.82</u>

* The budget was proposed with wages projected as shown above; ie. a 3% COLA for non-represented employees and employees subject to the MPOA CBA and the IBEW CBA are pending contract negotiations. This is higher than the Western Region-CPI-U of 2.3% which would normally apply to non-represented staff. COLAs in FY22-FY25 have been lower than the benchmark.

BUDGET WORKSHEETS - RESOURCES/REQUIREMENTS
for Fiscal Year 2025-2026

Account No.	Description	FY 2022-2023	FY 2023-2024	FY 2024-25	FY 2025-2026	FY 2025-2026	FY 2025-2026
		Prior Year Actuals	Prior Year Actuals	Original Budget	Proposed Budget	Approved Budget	Adopted Budget
GENERAL FUND - 10							
ADMINISTRATION							
CITY MANAGER - Dept One							
PERSONAL SERVICES							
10-1-4110	City Manager	128,591	143,327	152,720	164,405	164,405	164,405
10-1-4120	Assistant City Manager	75,229	102,767	114,343	121,621	121,621	121,621
10-1-4130	Admin Secretary-Recorder	41,477	47,895	60,547	70,231	70,231	70,231
10-1-4259	Planning & Permit Tech	3,793	4,723	5,980	-	-	-
10-1-4261	Associate Planner	-	30,878	71,586	-	-	-
10-1-4320	Overtime	127	145	-	-	-	-
10-1-4360	Incentive Pay	1,800	-	-	-	-	-
10-1-4366	Longevity Pay	4,148	2,779	-	-	-	-
10-1-4370	Sick Leave Conversion	2,968	-	-	-	-	-
10-1-4500	Social Security	19,386	25,086	30,996	27,254	27,254	27,254
10-1-4520	PERS	46,106	62,663	81,973	73,044	73,044	73,044
10-1-4540	Workers Compensation	337	408	519	247	247	247
10-1-4560	Work-Day Tax	60	70	550	88	88	88
10-1-4620	Deferred Compensation	15,260	18,184	24,675	17,162	17,162	17,162
10-1-4630	Cell Phone Reimbursement	-	960	960	960	960	960
10-1-4640	Health Insurance	53,241	57,732	87,073	64,259	64,259	64,259
10-1-4660	Dental Insurance	5,457	5,714	8,547	5,987	5,987	5,987
10-1-4670	Health Reimbursement Account	3,900	4,380	6,300	4,500	4,500	4,500
10-1-4680	Life Insurance	90	106	211	155	155	155
10-1-4690	OR Paid Leave	518	1,304	1,609	761	761	761
10-1-4820	Sick and Vacation Accrual	-	16,366	20,500	15,000	15,000	15,000
	TOTAL PERSONAL SERVICES	402,488	525,487	669,089	565,673	565,673	565,673
MATERIAL & SERVICES							
10-1-5015	Advertising and Legal Notices	1,546	948	1,500	1,700	1,700	1,700
10-1-5033	Attorney	44,857	41,429	60,000	50,000	50,000	50,000
10-1-5034	Attorney - Non Contract	20,921	15,584	3,000	3,000	3,000	3,000
10-1-5137	Computer Support	-	-	-	10,600	10,600	10,600
10-1-5143	Computer/modem line charges	287	164	-	-	-	-
10-1-5147	Contracted Planner	42,060	18,555	-	-	-	-
10-1-5233	Dues	1,472	1,740	3,700	4,700	4,700	4,700
10-1-5245	Education and Training	4,016	8,324	8,800	6,300	6,300	6,300
10-1-5325	Insurance	2,493	2,624	7,085	7,747	7,747	7,747
10-1-5367	Labor Consultant	6,440	-	-	4,000	4,000	4,000
10-1-5390	Miscellaneous	4,685	3,841	4,500	6,500	6,500	6,500
10-1-5395	Municipal Code Updates	1,864	1,274	3,000	3,000	3,000	3,000
10-1-5401	Network Consultants-IT	67,278	84,600	76,000	89,000	89,000	89,000
10-1-5403	Newsletter	2,124	3,156	3,300	3,300	3,300	3,300
10-1-5413	Office Supplies	4,688	5,921	5,000	5,000	5,000	5,000
10-1-5415	Subscriptions	-	1,320	7,500	14,000	14,000	14,000
10-1-5454	Planning Expense	14,530	9,917	14,000	9,000	9,000	9,000
10-1-5465	Postage	790	1,170	1,500	1,200	1,200	1,200
10-1-5495	Publications	800	-	-	-	-	-
10-1-5505	Recording Fee	808	246	500	500	500	500
10-1-5563	Small Tools and Equipment	109	260	500	500	500	500
10-1-5603	Telephone	3,601	2,317	3,200	3,300	3,300	3,300
10-1-5665	Travel and Meals	4,701	5,796	6,500	7,250	7,250	7,250
10-1-5745	Vehicle Repair & Maintenance	34	-	500	500	500	500
10-1-5749	Web Page Maintenance	5,635	6,466	8,500	5,800	5,800	5,800
	TOTAL MATERIAL & SERVICES	235,739	215,652	218,585	236,897	236,897	236,897
TOTAL CITY MANAGER EXPENDITURES		638,227	741,139	887,674	802,570	802,570	802,570

CITY OF MILLERSBURG
GENERAL FUND - ADMINISTRATION PROGRAM
FY 2025-2026

Actual FY 2022-2023	Actual FY 2023-2024	Adopted FY 2024-2025	ADMINISTRATION PROGRAM EXPENDITURES	Proposed FY 2025-2026	Approved FY 2025-2026	Adopted FY 2025-2026
			PERSONNEL SERVICES			
126,239	150,053	179,393	CITY MANAGER (1 FTE)	204,334	204,334	204,334
153,668	164,943	227,433	ENGINEERING SERVICES DIRECTOR/CITY ENGINEER (1 FTE)	140,252	140,252	140,252
87,673	82,852	85,865	FINANCE MANAGER/CITY RECORDER (1 FTE)	100,901	100,901	100,901
115,503	130,588	142,080	COMMUNITY DEVELOPMENT DIRECTOR (1 FTE)	144,598	144,598	144,598
41,859	39,995	44,817	BILLING/COLLECTION SPECIALIST (0.75 FTE)	44,753	44,753	44,753
30,894	25,229	35,554	OFFICE ASSISTANT - FINANCIAL (0.625 FTE)	32,768	32,768	32,768
75,309	80,789	83,393	MAINTENANCE SUPERVISOR (1 FTE)	87,796	87,796	87,796
52,444	56,659	59,489	MAINTENANCE ASSISTANT (1 FTE)	63,115	63,115	63,115
-	-	28,600	ADMINISTRATIVE SUPPORT (0.25 FTE)	14,300	14,300	14,300
-	-	20,000	OVERTIME	20,000	20,000	20,000
223,718	67,708	88,396	PAYROLL TAXES	72,916	72,916	72,916
188,017	213,323	251,379	PERS	264,357	264,357	264,357
93,938	103,043	134,670	MEDICAL INSURANCE	146,790	146,790	146,790
4,249	9,272	9,544	DISABILITY INSURANCE AND WORKERS COMP	10,162	10,162	10,162
45	-	-	SUPPLEMENTAL INSURANCE	-	-	-
11,134	9,979	11,841	DENTAL & VISION INSURANCE	14,400	14,400	14,400
1,184,688	1,136,205	1,402,453	TOTAL PERSONNEL SERVICES	1,361,442	1,361,442	1,361,442
			MATERIALS & SERVICES			
8,882	13,762	15,000	CONSULTANTS - ENGINEERING	15,000	15,000	15,000
8,137	4,800	7,000	BIDS PUBLICATION	7,000	7,000	7,000
55,321	59,461	66,049	PROPERTY/CASUALTY/LOSS INSURANCE	72,500	72,500	72,500
2,985	23,952	18,000	CITY HALL BUILDING AND SIGNS	15,000	15,000	15,000
19,261	19,544	23,728	CITY HALL UTILITIES	29,457	29,457	29,457
8,299	12,855	12,000	MERCHANT FEES	15,000	15,000	15,000
18,000	20,000	35,000	COMMUNITY SUPPORT	35,000	35,000	35,000
4,146	1,992	5,000	CALL-A-RIDE	5,000	5,000	5,000
5,652	7,254	12,000	POSTAGE AND SHIPPING	12,000	12,000	12,000
27,939	11,836	25,000	MATERIALS & SUPPLIES	25,000	25,000	25,000
24,616	43,042	37,250	OFFICE EQUIPMENT AND SOFTWARE	30,400	30,400	30,400
80,055	82,848	102,210	CONTRACTED SERVICES	99,190	99,190	99,190
848	1,001	14,800	CITY COUNCIL	14,800	14,800	14,800
3,946	4,849	10,000	EDUCATION & TRAINING	10,000	10,000	10,000
9,445	5,328	17,000	MEETINGS & TRAVEL	17,000	17,000	17,000
14,517	16,727	18,000	DUES & SUBSCRIPTIONS	20,000	20,000	20,000
29,599	-	-	ECONOMIC DEVELOPMENT	-	-	-
339,371	248,927	260,000	LEGAL SERVICES	200,000	200,000	200,000