



**Willamina City Council
Regular Meeting & Public Hearing
Tuesday, December 10, 2024, at 6:00 p.m.**

West Valley Fire Station
825 NE Main Street
Willamina, OR 97396

In-person attendance is allowed at the City Council meeting. The city also provides access via the Zoom platform. Zoom access information is available at the end of this Agenda.

AGENDA

CALL TO ORDER

ROLL CALL

FLAG SALUTE

AGENDA ADDITIONS, DELETIONS, AND CORRECTIONS

PUBLIC INPUT – BUSINESS FOR THE AUDIENCE

Public Input: Presentations not scheduled on the agenda are limited to three (3) minutes. Longer presentations should be submitted to the City Recorder prior to the meeting.

CORRESPONDENCE –

PRESENTATIONS –

1. Cale George, Mayor of City of Sheridan
2. Sheriff Sam Elliot, Yamhill County Sheriff's Office
3. Finance/HR Manager, Marissa Matias - Financial reports are available in the City Council Financial Reports binder which will be present at each City Council meeting. Financial Reports will also be available via email upon request from Deputy City Recorder Krystal Stevens.

CONSENT AGENDA

("A listing of routine business items, which are adopted with one motion, without discussion. However, any Councilor may request that an item be pulled from the Consent Agenda for discussion and separate action. The item is then not considered after the Consent Agenda items have been voted upon.")

1. Meeting Minutes from the November 12, 2024, City Council Regular Meeting.

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411 N.E. "C" Street, Willamina, Oregon 97396-2783 Telephone: (503) 876-2242 / Fax: (503) 876-1121

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PUBLIC HEARING

1. Annexation file # ANX 24-01. City of Willamina proposes to annex a section of public street right-of-way into city limits. The unincorporated island is 50 feet by 165 feet (0.19 acres) of SW Bales Avenue, near the intersection with SW Hill Drive. The public right-of-way is currently unimproved with no street, only underground water utilities. No development is proposed at this time.

REGULAR AGENDA

1. City Manager Evaluation
2. Willamina Public Library Policies
3. Planning Commission Resignation Acceptance
4. Planning Commission Vacancies and Applicants
5. Planning Commission Appointment Resolution
6. Budget Officer
7. Utility Billing RFP
8. Lien Search Fee

INFORMATIONAL REPORTS (Items that require no Council action)

1. Chamber Liaison –
2. Yamhill County Transit Authority Board Member – Councilor Johnson
3. Library Board Liaison – Mayor Hernandez

MAYOR'S REPORT

INFORMATIONAL REPORTS FROM CITY OFFICERS

1. City Manager
 - a. LOC Patty Mulvihill - "Three Things You Need to Know"
 - b. LOC Day at the Capitol
 - c. Elected Essentials Training-LOC- confirm date
 - d. Regional Solutions Program Updates
 - e. Visioning Workshop Update
2. Library Director
3. Public Works Director
4. Planning Report (provided in Agenda packet)
5. Sheriff's Report (provided in Agenda packet)
6. Code Enforcement (provided in Agenda packet)

COUNCIL COMMENTS

1. Yamhill County Commissioner Kit Johnston

ADJOURN

Next Council Meeting

City Council Regular Meeting on January 14, 2025, at 6:00 p.m.

Information regarding the above meeting(s) and Zoom access information can be found on the City of Willamina website at <https://www.willamina.oregon.gov>

Persons with hearing, visual or manual impairments who wish to participate in the meeting should contact the City of Willamina at least 48 hours prior to the meeting date in order that appropriate communication assistance can be arranged. The City of Willamina Council meetings are accessible to the disabled.

Please let us know if you need any special accommodations to attend this meeting.

Join Zoom Webinar

<https://us02web.zoom.us/j/81460432436?pwd=k6A3Ye4YQiKC2972EwtGtiX3ZAoL5p.1>

Webinar ID: 814 6043 2436

International numbers available: <https://us02web.zoom.us/j/kz5Uv8lcU>

Report Criteria:

Includes metered services

Customer Type.Customer type = "Municipal"

Meter ID	Description	Action	Date	Register Title	Reading	Usage	Multiplier	Ext Usage	Information Code
City of Willamina - E St. Pump Station - 453 NE E St.									
22074024	Water - Met	Beginning	10/15/2024	Reading	3,855		1.0000		
22074024	Water - Met	WATER Period Meter	11/14/2024	Reading	3,855	0	1.0000	0	
Total 1:								0	
CITY OF WILLAMINA - OLD DEPARTMENT STO - 115 NW MAIN ST									
21174093	Water - Met	Beginning	10/15/2024	Reading	2,879		1.0000		
21174093	Water - Met	WATER Period Meter	11/14/2024	Reading	2,880	1	1.0000	1	
Total 1:								1	
CITY OF WILLAMINA - SHOP - 250 WEST MAIN ST.									
21174208	Water - Met	Beginning	10/15/2024	Reading	7,502		1.0000		
21174208	Water - Met	WATER Period Meter	11/14/2024	Reading	7,533	31	1.0000	31	
Total 1:								31	
City of Willamina (old public works) - 220 NW MAIN ST									
21174209	Water - Met	Beginning	10/15/2024	Reading	0		1.0000		
21174209	Water - Met	WATER Period Meter	11/14/2024	Reading	0	0	1.0000	0	
Total 1:								0	
CITY OF WILLAMINA CITY HALL - 411 NE C ST									
21174236	Water - Met	Beginning	10/15/2024	Reading	32,873		1.0000		
21174236	Water - Met	WATER Period Meter	11/14/2024	Reading	32,990	117	1.0000	117	
Total 1:								117	
CITY OF WILLAMINA -OAKEN H PARK BATHROOM - 408 NE 3RD ST									
22074026	Water - Met	Beginning	10/15/2024	Reading	57		1.0000		
22074026	Water - Met	WATER Period Meter	11/14/2024	Reading	65	8	1.0000	8	
Total 1:								8	
TINA MILLER PARK / CO CITY OF WILLAMINA - A411 NE C ST									
89850789	Water - Met	Beginning	09/15/2024	Reading	11,467		1.0000		
89850789	Water - Met	WATER Remove Mete	11/14/2024	Reading	11,467	0	1.0000	0	
Total 1:								0	
Willamina Museum - 188 NE D ST									
21173693	Water - Met	Beginning	10/15/2024	Reading	3,322		1.0000		
21173693	Water - Met	WATER Period Meter	11/14/2024	Reading	3,328	6	1.0000	6	
Total 1:								6	
Willamina Public Library - 382 NE C STREET									
21173831	Water - Met	Beginning	10/15/2024	Reading	13,056		1.0000		
21173831	Water - Met	WATER Period Meter	11/14/2024	Reading	13,249	193	1.0000	193	
Total 1:								193	

Meter ID	Description	Action	Date	Register Title	Reading	Usage	Multiplier	Ext Usage	Information Code
Grand Totals:								356	

Includes metered services
Customer Type.Customer type = "Municipal"

Consent Agenda



**Willamina City Council
Meeting Minutes
Tuesday, November 12, 2024, at 6:00 p.m.**

Minutes taken by Deputy City Recorder Krystal Stevens

Location of Meeting:

West Valley Fire Station
825 NE Main Street
Willamina, OR 97396

Present at Meeting:

Interim Mayor Vickie Hernandez
Council President Rita Baller arrived at 6:02 p.m.
Councilor Barry Wilson
Councilor Craig Johnson
Councilor Karl Klym
City Manager Bridget Meneley
Public Works Director Jeff Brown
Finance Manager Marissa Matias
Deputy City Recorder Krystal Stevens

Absent from Meeting:

Library Director Sarah Frost excused absence
Councilor Jennifer Pederson excused absence

Guests Not Limited to:

Commissioner Kit Johnston

Interim Mayor Hernandez called the meeting of the City of Willamina City Council to order at 6:00 p.m.

Deputy City Recorder Stevens took the roll and a quorum was present.

Flag Salute

AGENDA ADDITIONS, DELETIONS, AND CORRECTIONS –

1. Annual evaluation and anniversary salary increase for City Manager added to the Regular Agenda.
2. Remove “Excused Absence” from the agenda under the report from Finance/HR Manager Marissa Matias presentation.

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PUBLIC INPUT – BUSINESS FOR THE AUDIENCE –

1. **Ginny Wymore Willamina EID-** Introduced John Glenski, the new co-chair for the Christmas Lights Parade. Due to Hampton's construction project, the parade cannot be staged at the Hampton property. Changing directions from previous years, this year the parade will begin on the street in front of the West Valley Campus and go through town to the West Valley Fire Station. There will be tree lighting, visits with Santa, carolers, high school and middle school band performances, hot chocolate, and cookies. Cadets and police are expected to help direct traffic. Preregistration is requested this year and a liability waiver is to be signed. However, no one will be turned away who shows up and wants to participate.

CORRESPONDENCE – None

PRESENTATIONS –

1. **Eric Skidmore, Nine Peaks Solutions -**

Gave an overview of what Laserfiche is and how Nine Peaks Solutions supports their customers.

Laserfiche is a cloud-based document management system. Pdfs are turned into searchable documents with optical character recognition, making pdfs searchable by content instead of title. It has an advanced audit trail which keeps records of all user access and has extensive security configurability. It helps with workflow and document management and can be used by all city employees. It will streamline processes and record management, by keeping track of record retention periods and notifying when a document is up for disposition. It will be an essential tool for codification of the city's municipal code, and for disaster prevention and recovery. Laserfiche also has the option of a public facing record search portal.

Nine Peaks provides training for staff and ongoing service. City staff will do scanning of documents and inputting into system.

2. **Finance/HR Manager, Marissa Matias –**

- a. **Utility Billing-** until now, the city has been sending unpaid utility bills to collectors. It was discovered that the city's municipal code states that unpaid utility bills will result in a lien on the property, so the city is changing to this process. The city will use a service provider called Conduits, aka Net Assets. The unpaid utility bill is uploaded into their database. When the home is bought a title company can search the database and will pay the fee. The title company will call the city to verify the amount and issue the city a check. Details of the process are still being

worked out with legal, such as how long to wait before sending the past due bill.

- b. Storage Unit - last month files were shifted around in the large storage unit to make room for moving files from the small storage units to the larger one. City staff plan to have one of the smaller units emptied and cleaned by the end of the month.

The monthly amount paid for storage was corrected from what was stated during the last council meeting. The amount is \$5,148 not \$9,252.

- c. Postage Meter – the city has leased a postage meter at the monthly cost of \$88.09. A total of \$1,057.08 per year. The goal is to cancel two storage units at the estimated cost of \$2,064 to help pay for the lease.
- d. City Utility Use – the council was given a statement of monthly utility usage for the city's properties. This was requested in lieu of the city billing itself for utility use. It was discussed that this monthly statement of usage will suffice.
- e. Check Registers and Financial Statements – city staff are working on a standard operating procedure for council approving checks.
- f. Reserve Account – the city is seeking council approval to open a reserve account to hold funds for the water loan. It is a USDA loan requirement. The amount will be \$52,813. A staff report and resolution will be presented to the Council for review.

CONSENT AGENDA

Interim Mayor Hernandez turned the meeting over to Council President Baller. Council President Baller announced that the Consent Agenda had one item, that being the Meeting Minutes from the October 8, 2024, City Council Regular Meeting.

MOTION: Council President Baller motioned to approve the Meeting Minutes from the October 8, 2024, City Council Regular Meeting. Councilor Johnson seconded the motion.

Council votes: Wilson aye, Johnson aye, Klym aye, Baller aye.
Motion carried.

REGULAR AGENDA

1. Nine Peaks Solutions proposal

Interim Mayor Hernandez read aloud from the staff report.

City Manager Meneley stated that the Laserfiche software aligns with the council goal of codification of the municipal code. Discussion that this software would cut down on staff time and human error involved in record retention and storage of documents. It would cut down on paper waste as well. This software meets all Oregon Secretary of State requirements of security standards for digital storage of documents. When documents are stored in this secure location, the digital copy can be the official copy. There are a select few documents that physical copies are required to keep. It has been determined to be more cost effective for city staff to do scanning of documents than to pay Nine Peaks to do scanning. Many of the items in storage are past their retention dates and can be destroyed at this point.

Discussion regarding the cost and any annual cost increases. City staff agreed to provide updates to Council as the project progresses.

MOTION: Council President Baller motioned to authorize the City Manager and staff to engage Nine Peaks Solutions as a service provider for Laserfiche Cloud system. Councilor Wilson seconded the motion.

Council votes: Wilson aye, Johnson aye, Klym aye, Baller aye.
Motion carried.

2. Council Applicant Review

City Manager Meneley stated that the council vacancy had been publicly noticed and one application had been received to fill the vacant city council seat. The applicant was the current City Council President Rita Baller. She requested that the Council review and vote on appointing her to the vacant position beginning in January of 2025.

MOTION: Councilor Wilson motioned to appoint Rita Baller to the vacant position on the city council starting in January of 2025. Councilor Klym seconded the motion.

Council votes: Wilson aye, Johnson aye, Klym aye, Interim Mayor Hernandez aye.
Council President Baller recused herself from the vote.
Motion carried.

3. Annual Evaluation and Anniversary Salary Increase for City Manager

Interim Mayor Hernandez read aloud from the staff report.

The Council was asked to fill out a performance evaluation for City Manager Meneley and have it returned in an envelope to Finance/HR Manager Matias by December 2, 2024.

MOTION: Councilor Wilson motioned to authorize Mayor Hernandez to coordinate with each Council Member and city staff and summarize the performance evaluations into a letter to be read during the December 10, 2024, City Council meeting. This motion also

authorizes each Council Member to provide a recommended rate increase to the current City Manager's yearly salary of up to \$5,000.00. Councilor Johnson seconded the motion.

Council votes: Wilson aye, Johnson aye, Baller aye, Klym aye.
Motion carried.

INFORMATIONAL REPORTS

1. Chamber Liaison – Interim Mayor Hernandez & City Manager Meneley

Chamber is currently focused on the Christmas Parade. They have successfully confirmed a party to cover insurance on the parade and the city is covering as the secondary insurance. The parade permit has been submitted.

2. Yamhill County Transit Authority (YCTA) Board Member – Councilor Johnson

In McMinnville YCTA signs will be going up, working with ODOT to assure compliance. YCTA has received a petition from citizens in Willamina and Sheridan to implement a Dial-a-Ride in their area. YCTA supports the idea, but there is no budget to make this possible currently. The petition does make it more urgent, and the Board of Commissioners will be addressing ways to make this happen. Fares will be increasing in January. Cities were surveyed and the cities did not have the budget to support fare free.

3. Library Board Liaison – Interim Mayor Hernandez

Referred to Library Report included in package.

MAYOR'S REPORT

Interim Mayor Hernandez asked what the Council would like to hear in her report. Discussion that what she has been reporting is sufficient.

Interim Mayor Hernandez and City Manager Meneley met with Sheridan's City Manager and Mayor and will continue to do so on a regular basis to keep connected. Interim Mayor Hernandez asked for the Council's opinion on her having a recurring open-door event for the community to come visit her. Discussion that it would align with the idea of being more available to the community. Idea of doing a quarterly coffee-chat event that would move locations. Suggestion of also including council members in this event and that people may be more likely to approach city leadership in a more relaxed setting. Discussion of how to reach community members with information, and ideas of how to reach out to the community.

City Manager Meneley and Interim Mayor Hernandez attended a 4th of July Committee meeting. Did a tour of Willamina Schools with Superintendent Mike Gass, attended the Library Board meeting, and attended the public forum with the City Council candidates. City Manager Meneley offered a special thanks to Marianne Thompson for facilitating the event and a special thanks to the original two candidates, Jennifer Eckels and Jace Maroney, who set the event up and were willing to share it with the rest of the candidates.

Trunk or Treat was successful and well attended, and now the city Christmas parade float needs volunteers. She would like to have the council meeting in January be a small event to celebrate the new councilors being sworn in.

INFORMATIONAL REPORTS FROM CITY OFFICERS

1. **City Manager-** Welcomed Sheridan City Councilor Ian Houston. Connecting with Sheridan leadership has been important in the past and it is important to reestablish with the new mayors of the two cities. The next important connection that needs to be made will be with the CTGR Tribal Council. The city is in communication with Stacia Hernandez at the Tribe. One collaboration with the Tribe will be CERT and emergency management training coming up in January. It is required that at least 25 people sign up for the ten-week program. It will be Wednesday nights held at the West Valley Fire Station; it is open for anyone to attend. The city does already have an emergency management plan.
 - a. **Elected Essentials Training** – offered through the LOC and begins in November. The closest training to Willamina will be in Salem in February. The city will cover cost for elected officials to attend.
 - b. **LOC Legislative Priorities** – The councilors voted on their top five choices for legislative priorities at the September City Council meeting. This was an update on which legislative priorities were chosen for the LOC to advocate for this year.
 - c. **November Visioning Workshop** – Deputy City Recorder Stevens gave an update of the workshop. It was a continuation from the first workshop that was held. The group rated ideas based on feasibility and impact on the community. Participants voted for the top four projects they'd be willing to help with, and from the highest scoring four, work groups were formed to discuss what would be needed to get the ideas moving forward. There are no further workshops scheduled. From here, the plan is to form committees to begin working on the ideas that were discussed. The goal is to eventually form a downtown coalition or association.
 - d. **Deputy City Recorder- Oregon Main Street training for executive directors** – Attended a training meant for executive directors because at this point Deputy City Recorder Stevens is acting as executive director. The structure of the downtown group will form from the bottom up, starting with committees formed from visioning projects and then working on building a board. The city is

establishing this group, with the intent to eventually make it a self-supporting nonprofit.

- e. **Holiday Light Contest** - The city's role in the holiday parade is lighting. The city will provide two Christmas trees and light up Garden Spot Park. The city is encouraging downtown businesses to participate in the theme of gingerbread for their decorations.

- 2. **Library Director – excused absence, report provided** – Library Director Frost was attending the Love Our Library fundraising group meeting this evening.

3. **Public Works Director – Jeff Brown**

The water intake project is moving along slowly. Christmas lights on Main Street will be hung December 1, 2024. Oaken Hills Park Pump Track turf is about 95% done and work will continue depending on weather. A map was presented with preliminary plan drawings of changes to Oaken Hills Park. The plans reflect a basketball court installed on the pre-existing concrete slab and a shelter for pump track staging on the same slab. Also on the drawing were a volleyball court, pickle ball court, cornhole lanes, a paved parking lot and paved paths to the restroom and pump track. The public library is considering beginning to check out sports balls and cornhole bean bags for use at this park.

Ridgeview Heights Subdivision's latest phase was paved, and franchise items are being installed such as internet and electricity. This phase includes no more than 30 units.

Discussion about improving parks and the idea of a frisbee golf course. Improving parks was one of the topics of the Visioning Workshops and will be a focus of the downtown initiative. Cayla Catino from RDI will be compiling the information gathered from the visioning workshops and the Council will be given a copy.

The clay pressure valve has arrived and is ready to be installed. The Facility Wastewater Master Plan is still pending review from DEQ, once it is received it will be brought back to Council for adoption. The Huddleston Pond project is waiting to receive data back from the Geotech research. The city has received the loaned-out pump back from the City of Amity.

Discussion regarding researching alternative ways to get rid of the invasive weed in Huddleston Pond. Suggested sending a picture of the weed to a website that can offer natural suggestions. She also suggested using barley concentrate instead of bales as a way of treating the algae.

- 4. **Planning Report (provided in Agenda packet)**
- 5. **Sheriff's Report (provided in Agenda packet)**
- 6. **Code Enforcement (provided in Agenda packet)**

COUNCIL COMMENTS

1. **Yamhill County Commissioner Kit Johnston – None**
2. It was requested that Joel Boyce give an update on the cemetery at the next council meeting. Also requested that the city reach back out to BLM about property maintenance and possible beautification of the frontage of their property on Main Street.
3. There was an inquiry if Hampton Lumber owns the corner of the Huddleston Pond Park property that is eroding. City Manager Meneley said that a land survey needs to be done, and much of the land in the small parcel is already eroded. If it is determined that the land in the parcel does belong to Hampton Lumber, the city will need to obtain an easement from Hampton Lumber to have infrastructure over top of the land. After that there will be coordination with funding that needs to happen. She confirmed that David Hampton and Brad Blackwell are aware of the situation.

ADJOURN

MOTION: Councilor Wilson motioned to adjourn the meeting at 8:18 p.m. Councilor Klym seconded the motion.

Council votes: Wilson aye, Johnson aye, Klym aye, Baller aye.
Motion carried.

The meeting was adjourned by Interim Mayor Hernandez at 8:18 p.m.

Time and Place of Next Council Meeting

City Council Regular Meeting on December 10, 2024, at 6:00 p.m.
West Valley Fire Station
825 NW Main ST
Willamina, OR. 97396

Information regarding the above meeting(s) and Zoom access information can be found on the City of Willamina website at <https://www.willamina.oregon.gov>

Minutes taken by Deputy City Recorder Krystal Stevens

Minutes approved by Interim Mayor Vickie Hernandez

CITY COUNCIL STAFF REPORT

I. BACKGROUND

HEARING DATE:	December 10, 2024
FILE NO. / NAME:	Annexation # ANX 2024-01 – SW Bales Avenue Right-of-Way
APPLICANT:	City of Willamina
LOCATION:	No address or tax lot assigned. SW Bales Avenue near Hill Drive. Polk County Tax Assessor Map 6-7-12BA
PROPOSAL:	City of Willamina proposes to annex an island of public street right-of-way which is currently undeveloped, with water utilities.
SIZE / DIMENSIONS:	50 feet by 165 feet totaling 8,250 SF or 0.19 acres
CURRENT USE:	Unimproved street right-of-way with utilities
ZONING:	N/A -- Low Density Residential (R-1) to east and west
CRITERIA:	Willamina Development Code (WDC) 3.111.2.B criteria, and 3.111.4 procedures
EXHIBIT:	A. 2017 correspondence between City and County regarding annexation

II. SUMMARY OF PLANNING COMMISSION HEARING AND RECOMMENDATION

On Tuesday, December 3, 2024, the Willamina Planning Commission held a noticed public hearing on Annexation file #ANX 24-01. On that evening the Commission performed legal declarations, heard a staff report from the consulting City Planner, and accepted public testimony from all interested parties, online and in person. Two property owners who reside near the proposed annexation expressed concern about the potential for future street connectivity, substandard street conditions, increased traffic in the neighborhood, and potential removal of trees upon future development of abutting undeveloped property. The Planning Commission confirmed they understood the concerns, and reiterated that this annexation application proposes no new development at this time; that there will be future opportunities for public participation if/when land use development applications are considered by the Planning Commission. Once the public hearing was closed, the Planning Commission voted unanimously 6-0-0 to recommend the City Council approve the proposed annexation, adopt the findings contained in the staff report, and to direct staff to prepare an enacting ordinance.

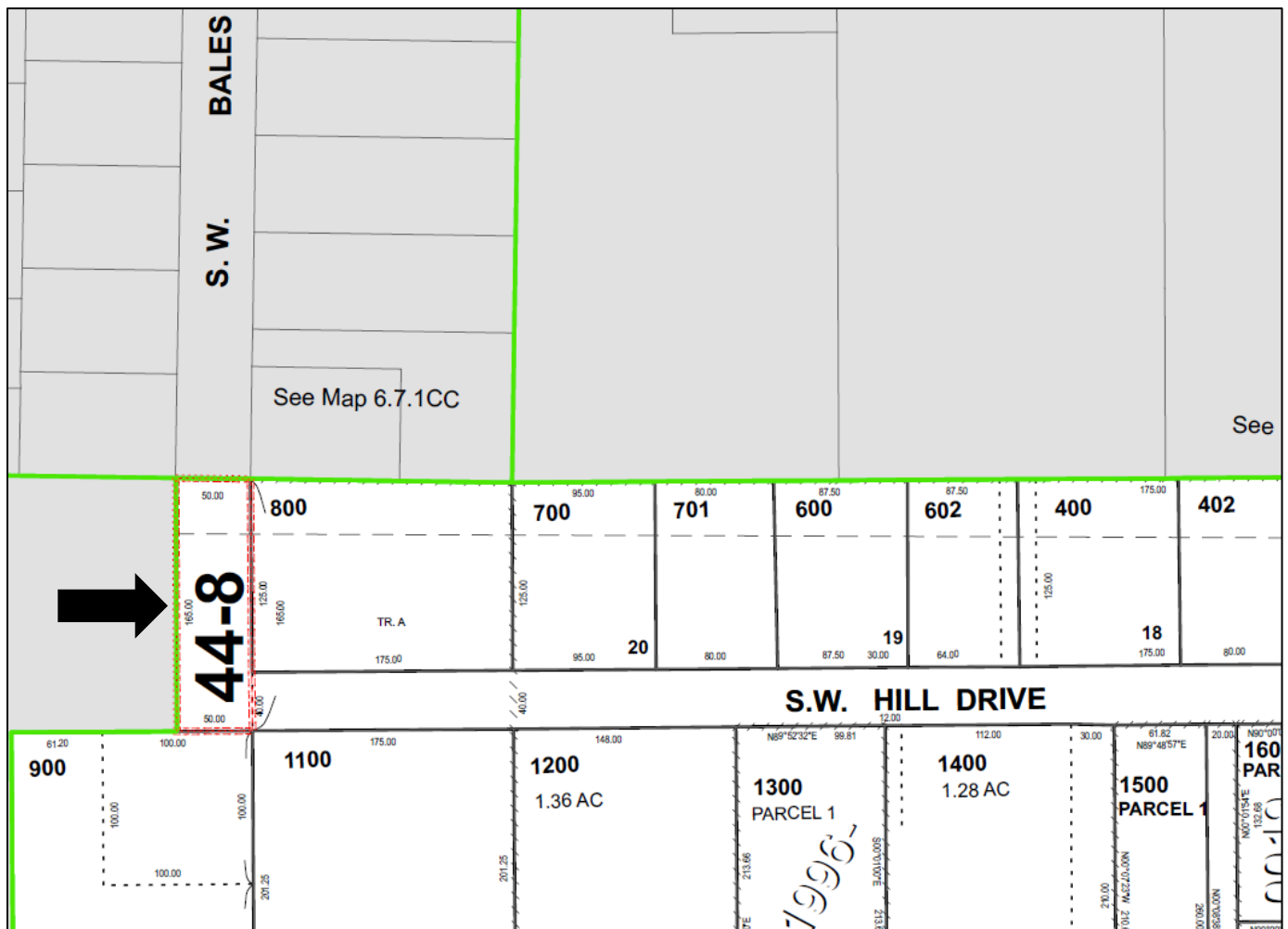
III. OVERVIEW

ANX 24-01 is a proposal to annex a portion of SW Bales Avenue right-of-way. Review of past records show the subject area conveyed to the City of Willamina for public right-of-way in year 1997 but also to be located outside city limits at the time, in unincorporated Polk County. Subsequently, in year 2017, Willamina City Council approved annexation of a 17-acre property to the west of SW Bales Avenue. The legal description for annexed area of 2017 excluded this portion of SW Bales Avenue right-of-way. Reasons for this exclusion are unknown.

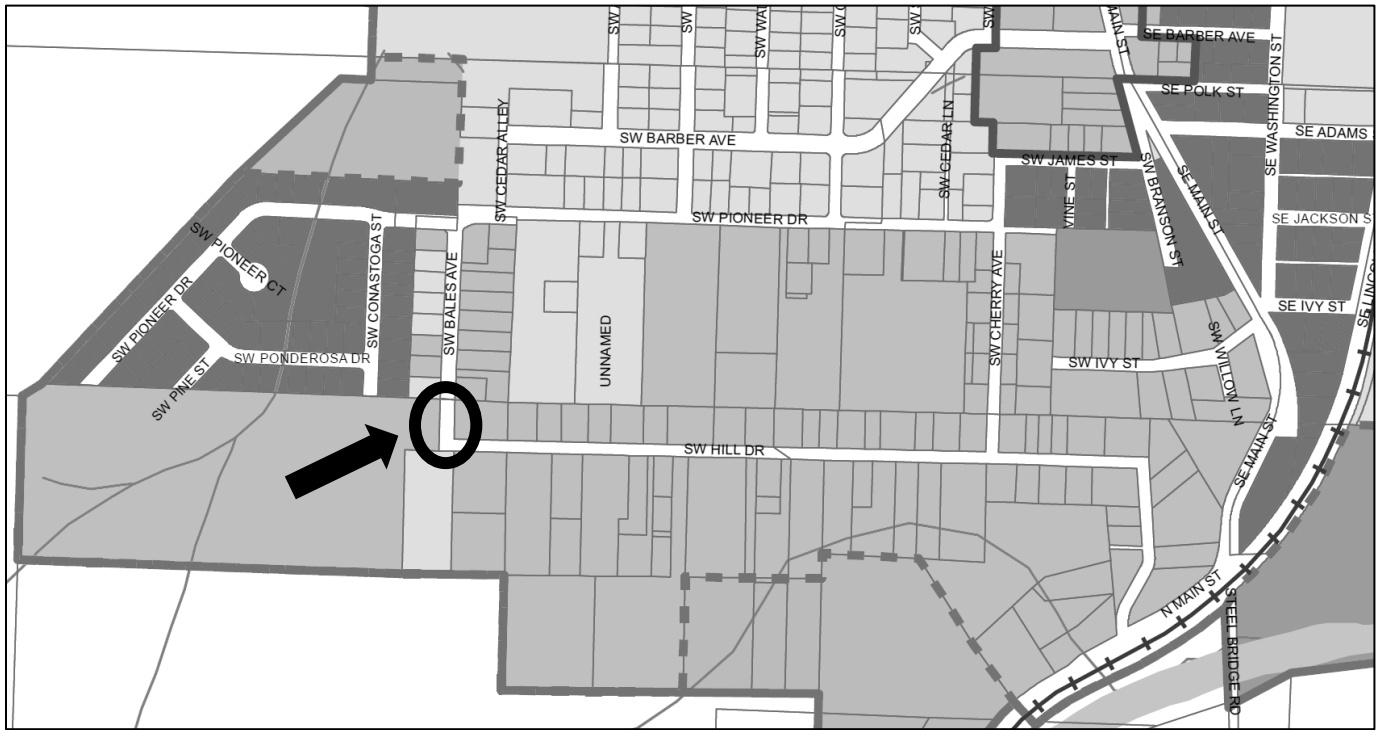
This proposal is solely for the purpose of annexation. There is no concurrent proposal to change the existing city Comprehensive Plan map designation or city zoning as applied to this area. There is no concurrent proposal to introduce street improvements (e.g., street, sidewalks, etc.). Also, there is no concurrent proposal to develop property in the vicinity.

IV. REFERENCE MAPS

A. POLK COUNTY TAX ASSESSOR MAP 6.7.12BA (cropped to zoom):

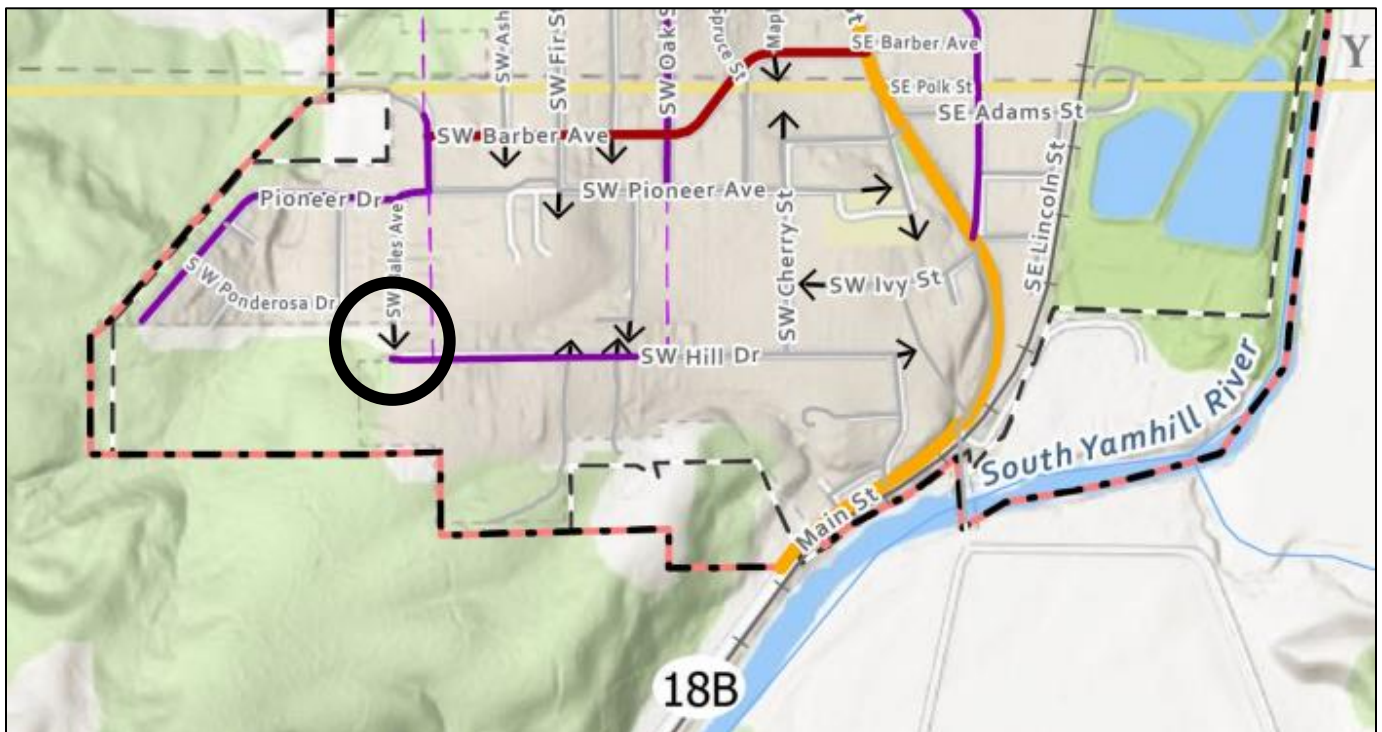


B. VICINITY MAP (City map cropped to zoom):



C. WILLAMINA TRANSPORTATION SYSTEM PLAN (TSP) 2022 (cropped to zoom):

The adopted Willamina TSP shows connection of SW Bales Ave to SW Hill Drive at this location.



V. PROCEDURE – WILLAMINA DEVELOPMENT CODE – ANNEXATION WITHOUT ELECTION

Authority of the city to annex territory is explained in Section 3.111 of the Willamina Development Code (WDC). Land subject to annexation consideration must be within the UGB and contiguous to the city or separated from it by a stream or right-of-way only.

Annexations are also governed by Chapter 222 of Oregon Revised Statutes (ORS). ORS subsection 222.120 describes the procedures for annexation without election. WDC subsection 3.111.4 is generally consistent with the procedures described in ORS 222.120. Where ORS 222.120 requires only one public hearing before the legislative body, WDC describes the role of the Planning Commission to hold a separate public hearing and recommend either approval or denial of the proposed annexation to the City Council (WDC 3.111.2).

In review of applicable sections of ORS and WDC, the following key procedural items have been completed to date:

- On October 8, 2024, Willamina City Council passed a motion to initiate annexation proceedings – annexation without election.
- On October 21, 2024, the city mailed required written notice to all property owners in 500-foot vicinity in addition to all affected government agencies (Polk County). The same notice identifies two hearing dates: December 3 (Commission) and December 10 (City Council).
- On October 30, 2024, the Oregon Department of Land Conservation and Development (DLCD) received notification of the proposed annexation commensurate with time required. Public notice was also uploaded to the DLCD website on this day.
- On October 25, 2024 and November 1, 2024, pursuant to Section 3.111.4.B, the News Register newspaper company published required notice of said public hearings.

WDC subsection 3.111.2 identifies remaining procedures for annexation without election. In summary, the Planning Commission is to hear testimony and recommend either approval or denial of the proposed annexation and submit such to the Council within ten days of the hearing. Thereafter, the City Council, conducts a second hearing and (after considering all testimony) shall sustain or reverse the Planning Commission's recommendation.

VI. DECISION CRITERIA

A. WILLAMINA DEVELOPMENT CODE

3.111 ANNEXATIONS

3.111.02 General Annexation Procedure

B. The Planning Commission shall hear testimony and shall recommend approval or denial of the proposed annexation and submit such recommendation to the Council within ten (10) days for the hearing. The Planning Commission's decision shall, in a written form, state the rationale used in justifying the decision, and that the decision is in conformance with the City's comprehensive plan. For all annexations the decision shall state how the proposal will:

- 1. Affect the community's air resources;*
- 2. Promote an orderly, timely and economical transition of rural and agricultural lands into urbanized lands;*
- 3. Relate to areas with natural hazards;*
- 4. Affect the fish and wildlife in the proposed annexation;*
- 5. Utilize energy resources and conserve energy use;*
- 6. Protect open spaces and scenic views and areas;*
- 7. Provides for transportation needs in a safe, orderly and economic manner;*
- 8. Provide for an orderly and efficient arrangement of public services;*
- 9. Provide for the recreational needs of the citizens;*
- 10. Affect identified historical sites and structures and provide for the preservation of such sites and structures;*
- 11. Improve and enhance the economy of the City, and*
- 12. Provide quality, safe housing through a variety of housing types and price ranges*

FINDINGS: In review of 1 – 12 above, staff underscores how this annexation proposal is limited to existing public right-of-way, approximately 0.19 acre in size, and 50 feet by 165 feet in dimensions. As previously mentioned, a prior annexation proposal (approved by the city in year 2017) excluded this portion of SW Bales Avenue for reasons unknown. Other background / existing circumstances are as follows:

1. That portion of SW Bales Avenue subject to annexation consideration is recognized as public street right-of-way by Polk County Assessor's Office on associated Tax Maps and is not shown to serve any other purpose. The Willamina Comprehensive Plan Land Use Designation map and Willamina Zone map both show the subject right-of-way as public street, lacking designation and zoning.

2. The same subject area is inside the Willamina Urban Growth Boundary (UGB) and surrounded by land inside city (i.e., incorporated areas).
3. The same subject area is maintained by the city (i.e., not recognized as County or State roadway and is not the responsibility of any other local jurisdiction or special district to maintain). No taxes are assessed on this property.
4. The same area is shown to Figure 33 (Local Street Connectivity Plan) of the Willamina Transportation Systems Plan (TSP, 2022) with an arrow indicating where existing SW Bales Avenue (i.e., improved portion to the north) may be extended in the future (see Exhibit A-2 of this report for location / description). Future connectivity with SW Hill Drive (to the south and east) is shown to Figure 33 of Willamina TSP. Future improvements (street or pedestrian) in the right-of-way would require permits (right-of-way access) through Polk County if this area remains unincorporated. Accordingly, staff find the annexation proposal to save future permit costs in response that part of criteria related to the “economic manner” of transportation needs.
5. The subject right-of-way is not shown to be encumbered by sensitive areas (e.g., wetlands) in review of the Statewide Wetlands Inventory (SWI) Map, and is also not shown to be encumbered by a flood zone identified to FEMA-FIRM panel maps specific to the City of Willamina, referenced in 2024.
6. The same area is not subject to concurrent consideration of improvements identified / considered as part of a development application and is not subject to concurrent consideration of improvements identified through a city-initiated capital improvement project.
7. The same area is recommended [required] for annexation by Polk County Tax Assessment Office via past written communication received (not included as exhibit to this report but available on request).
8. No impacts are anticipated to air quality, wildlife, scenic, historic, or energy resources as a result of the proposed annexation.

B. COMPREHENSIVE PLAN and STATEWIDE PLANNING GOALS

FINDINGS: Criteria of WDC 3.111.2 states that the Planning Commission's decision shall, in a written form, state the rationale used in justifying the decision, and that the decision is in conformance with the City's Comprehensive Plan. Once a city's Comprehensive Plan is acknowledged by the State, the plan is determined to be generally consistent with the 19 Statewide Planning Goals. The Willamina Comprehensive Plan contains no goal or policy which conflicts with the proposed annexation.

Specifically, Transportation Goal 12 generally describes the need for providing a safe, convenient, and economic local transportation system. There are benefits to having the subject right-of-way inside the city, rather than outside city limits, in Polk County jurisdiction. Annexation of the right-of-way enables the City of Willamina to construct and maintain public improvements within the subject right-of-way, as a part of the greater interconnected local transportation street and underground utility networks.

VII. CONCLUSION

Based on the findings above, the Willamina Planning Commission concludes applicable criteria for annexation without election are met. The proposal is also found to be consistent with Willamina Comprehensive Plan and Statewide Planning Goals, where applicable.

VIII. CITY COUNCIL OPTIONS

Following a public hearing, the Willamina City Council has the following options:

1. Motion to APPROVE Annexation #24-01 regarding a 50-foot by 165-foot section of SW Bales Avenue right-of-way, adopt the findings contained in the staff report, and direct staff to prepare an enacting ordinance.
2. Motion to DENY Annexation #24-01 regarding a 50-foot by 165-foot section of SW Bales Avenue right-of-way, adopt REVISED findings, stating desired revisions.
3. Motion to CONTINUE the public hearing to a time and date certain to allow for additional information, stating information required to make a decision on the proposed annexation.

EXHIBIT A

Notice to Taxing Districts

ORS 308.225

DOR 27-431-2017



Cadastral Information Systems Unit
PO Box 14380
Salem, OR 97309-5075
fax 503-945-8737
boundary.changes@oregon.gov

City of Willamina
Budget Officer
PO Box 629
Willamina OR 97396

**Description and Map Approved
November 7, 2017
As per ORS 308.225**

☒ Description ☒ Map - Received from: Debbie Bernard
On: 5/19/2017, 11/2/2017

This is to notify you that your boundary change in Polk County for:
ANNEX to CITY OF WILLAMINA

ORD. #667 (Draper Acres)

has been: ☒ Approved 11/7/2017
☐ Disapproved

Notes: The new map (Exhibit B) and description (Exhibit A) received from Edwin Sharer on 11-2-17 are approved and should be sent to the required agencies, including the County Assessor.

A few noted typos that do not affect approval:

- The description is missing "W.M." or "Willamette Meridian".
- Paragraph 2, line 2: the description has "75.4 feet" while the map has "74.50 feet".
- Paragraph 2, lines 3 and 4: the description has "Turnidge" while the map has "Turnage", both are in two places.

Department of Revenue File Number: 27-431-2017

Reviewed by: Tammy Keen, Tammy.E.Keen@oregon.gov

Boundary: ☒ Change ☐ Proposed Change

The change is for:

- ☐ Formation of a new district
- ☒ Annexation of a territory to a district
- ☐ Withdrawal of a territory from a district
- ☐ Dissolution of a district

If you have not already done so, the approved version of the map(s), legal descriptions(s) and signed ordinance must also be filed with the County Assessor and Secretary of State

- ☐ Transfer
- ☐ Merge
- ☐ Establishment of Tax Zone

APPROVED

EXHIBIT "A" ✓

Date: 22 May 2017

DRAPER - Legal Description of TL 1100 (17.12 Ac. More or Less)

A tract of land in Section 12, Township 6 South, Range 7 West, Polk County, Oregon, being that tract of land described in deed from INEZ AREND to STEVEN M. DRAPER, THOMAS R and LEONO FAY DRAPER and recorded in Book 286 Page 0291 on April 19, 1994 and being more particularly described as follows:

Beginning at the corner common to Sections 1, 2, 11 & 12 in said Township 6 South, Range 7 West; thence North 41° East 75.4 feet to the southwest corner of Ace Turnidge Ranch; thence East along the south boundary of said Ace Turnidge Ranch 1368.5 feet; thence South 569.3 feet to the north boundary of the F.J. Harris Ranch; thence South $89^{\circ}16'$ West 1,408 feet along the north boundary of said F.J. Harris Ranch to a fir stake; thence North 528.0 feet to the point of beginning.

SAVE AND EXCEPT THE FOLLOWING DESCRIBED TRACT OF LAND:

Beginning at the northeast corner of tract of land 100' by 100', deeded to OTTO W. HEIDER and wife to GEORGE W. DAVIS and wife and recorded in Volume 125 Page 307, Polk County Deed Records, said northeast corner being on the south boundary of Oak Street and being South 165.0 feet and West 175.0 feet from the northwest corner of HILLCREST ADDITION to Willamina, thence West 161.00 feet; thence South 407.11 feet to the south boundary of FIET LAND; thence North $89^{\circ}16'$ East 161.2 feet along said south boundary; thence North 404.85 feet to the point of beginning.

ALSO EXCEPTING THAT TRACT OF LAND described in deed to the City of Willamina for road purposes, recorded March 10, 1998 in Book 350 Page 1389, Polk county, Oregon

Matt Dunckel
MacDonald & Assoc.
Land Surveyors
3765 Riverside Drive
McMinnville, OR 97128
Phone: 503-472-7904

APPROVED

Exhibit "B" ✓

Map of Proposed Annexation

Location: NW 1/4 Section 12, T. 6 S., R. 7 W., WM.,
Polk County, Oregon

Tax Lot: 6.7.12 - 1100

Date: 25 October 2017

TL6.7.02-101

SW Pioneer Drive

SW Pine St.

Ponderosa Drive

Tax Map 6.7.01CC

SW Conastoga Street

SW Bales Ave.

Scale: 1" = 200'

NW corner of
HILLCREST
ADDITION to
Williamina

North

N41°00'E
14.50

11 12

SW corner of Ace
Turnage Ranch

Point of Beginning
section corner common to
Sections 1, 2, 11 & 12

DRAPER Book 286 Pg. 291

TL-1500

area to be annexed—
17.12 Ac. more or less

East
along south line of Ace Turnage Ranch

EXCEPTION TO DRAPER
City of Williamina, Bk.350 Pg.1389
50' wide

TL-800

(Oak St.)

SW Hill Dr.

NE cor. of DAVIS,
Volume 125 Pg.307
100'X100' tract

South 407.11

EXCEPTION TO DRAPER

TL-900

TL-1100

South

404.85

Tax Map 6.7.12BA

TL6.7.11-100

North

(fir stake)

S89°16'00"W
along north line of F.J. Harris Ranch

TL-1200

Water Pipes Right of Way per Book
110 Pg. 278 along the south line
of DRAPER

Legend

===== existing City Limits

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON

July 13, 1981

MATTHEW E. DUNCKEL

1942

By: Matt Dunckel
Leland Macdonald & Assoc., LLC
3765 Riverside Drive
McMinnville, Oregon 97128
Phone: 503-472-7904
Email: matt@macdonaldsurveying.com

Renewable 31 December 2017

7501



POLK COUNTY

POLK COUNTY COURTHOUSE ★ OFFICE: 503-623-8391 ★ FAX: 503-831-3015
DALLAS, OREGON 97338-3180

ASSESSOR'S OFFICE

DOUGLAS SCHMIDT
Assessor

December 20, 2017

Kenna West
Manager, City of Willamina
411 NE C. St.
Willamina, OR 97396

RE: Annexation Request 27-431-2017

Ms. West, we have talked with the Oregon Department of Revenue and Mr. Dunckel. After our discussions, both of the above parties agree the legal description, even though historical, causes confusion and concern in how it describes the property being annexed and in fact my office believes it does not accurately identify your southerly boundary which could eventually impact Polk County.

The majority of the concerns we have expressed could have been resolved by clarifying the legal description. The Department of Revenue indicates that can be completed without restarting the annexation process, however Mr. Dunckel does not believe, due to his professional standards, he can add the clarifying language without doing a survey and I do not believe he has been directed to do that at this time.

I have attached a copy of a letter sent to the City of Willamina on May 30, 2017 letting you know we could not process the annexation and the reasons why. Yet, it does not appear anything has been done by the City to resolve the concerns we had 6 months ago concerning the southerly boundary line, even though we have had multiple contacts with the City and the representatives for the people annexing this property. Our concerns are not invalid or extreme, and in fact ORS 308.217 (3) states "The owner of any real property shall, upon request of the assessor, furnish to the assessor a description of the property from which its area can be computed accurately and the location and boundary lines made certain."

By the City of Willamina choosing not to resolve the concerns we have expressed, it puts my office in a precarious and difficult position between being able to accurately map this parcel for the public record and providing public service.

With that said and contrary to the concerns I expressed above, and in opposition to my staffs recommendations, my office will process the annexation request that has been submitted by the City of Willamina. We will process the requested annexation based on the documents that were approved by the City of Willamina and the Oregon Department of Revenue even though we do not believe those documents comply with Oregon Statute in defining and describing the property.

City of Willamina
December 20, 2017


Regardless of my decision on this annexation, if in the future my office has concerns over legal descriptions or documents coming to us from the City of Willamina, we will hold to the statutory requirements that control or process.

Also, any future partitions, subdivisions, lot line adjustments or boundary changes to this parcel not lining up with the city limit boundary created by these annexation documents will not be processed or worked by my office until the boundary line discrepancy has been resolved by the city to my satisfaction.

In addition to the concerns I have expressed in the letter, the City of Willamina will need to submit an annexation ordinance for the 2018 year for the road that was "excepted" from the annexation legal description. Excepting out the road leaves an enclave of property not in the city that is surrounded by the city.

Ms. West, please reply to the email this letter was attached to so I know you have received it.

Sincerely,


Douglas Schmidt
Polk County Assessor

cc: Matt Dunckel
Ed Sharer
Mathew Taylor, Oregon Department of Revenue
Morgan Smith, Polk County Counsel
Commissioner Craig Pope, Board of Commissioners Chair



POLK COUNTY

POLK COUNTY COURTHOUSE ★ OFFICE: 503-623-8391 ★ FAX: 503-831-3015
DALLAS, OREGON 97338-3180

ASSESSOR'S OFFICE

DOUGLAS SCHMIDT
Assessor

May 30, 2017

Debbie Bernard, City Recorder
411 NE. C St.
Willamina, OR 97396-2783

RE: Annexation of Draper Property; ORD #667; DOR No. 27-431-2017

Ms. Bernard:

My staff has reviewed the Ordinance and documents to annex the "Draper" property into the City of Willamina. Polk County will not be able to process the annexation because of inadequate documentation. The Oregon Department of Revenue has reviewed the documents and has also disapproved the annexation and documents for some of the same reasons.

Per ORS 308.225(2)(a & b) Polk County needs these documents in order to process the annexation:

- a) A plottable legal description of the property to be annexed.
- b) An 18" x 20" Assessor Map of the property to be annexed.
- c) A site map that matches the legal description and includes the following identified on the map:
 - i) The initial starting point.
 - ii) The point of beginning plainly shown.
 - iii) All bearings and distances displayed.
 - iv) Monuments (creeks, roads, DLC's, section corners, etc.) described in the legal description need to be shown.
 - v) If the property has curves, the map must show the curve data on the map.
 - vi) The area to be annexed must be highlighted in a color other than yellow.

While the legal description you provided may be adequate for assessment purposes, for setting the boundary for city limits purposes, it appears to create a vague and unclear boundary. There are references in the legal description to the boundary of the Ace Turnage Ranch, the F.J. Harris Ranch, a fir stake on the north boundary of the F.J. Harris Ranch and something called the Fiet Land. These descriptions do not clearly describe identifiable points on the ground. You may want to consider a survey be completed to better define the potential boundary for the City of Willamina.

You will also need to keep the following (don't save and except or also except them) in the legal description annexing the property into the City of Willamina: 1) the Right-of-Way conveyed to the City of Willamina to construct and maintain water pipes; and 2) the tract of land conveyed to the City of Willamina for Road Purposes.

Also, because the annexation documents were not submitted in final form to the Assessors Office and the Department of Revenue by March 31st, the annexation will not be processed for the 2017-2018 Tax Year.

Sincerely,

Douglas Schmidt
Polk County Assessor

cc: Department of Revenue

Regular Agenda

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: CITY COUNCIL

FROM: VICKIE HERNANDEZ, INTERIM MAYOR

**SUBJECT: TWO (2) YEAR ANNIVERSARY SALARY INCREASE FOR THE CITY
MANAGER**

ISSUE

Shall the City Council approve a salary increase, based on the performance evaluation presented on December 10, 2024, for the City of Willamina City Manager pursuant to the employment contract entered into on December 14, 2022?

SUMMARY AND BACKGROUND

The City of Willamina City Code at 30.15(G) states that the City and the proposed City Manager will enter into a written contract which specifies the terms and conditions of the City Manager's employment with the City. Such a contract was entered into between the City and the current City Manager on December 14, 2022.

The terms of that contract, Section 4, includes a review of the City Manager's performance annually. Should the City Council provide a favorable review, the City Manager is eligible for an increase in her base salary in an amount the council, in its sole discretion, deems appropriate.

PROPOSED MOTION

MOTION: Move to approve an increase in the current City Manager's yearly salary of _____ based on the results of her favorable annual performance evaluation.

Vickie Hernandez
Interim Mayor

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: MAYOR AND CITY COUNCIL

FROM: SARAH FROST, LIBRARY DIRECTOR

SUBJECT: WILLAMINA PUBLIC LIBRARY POLICIES

ISSUE

Shall the City Council adopt Resolution 24-25-005, approving the policies brought forth by the Library Board?

RECOMMENDATION:

Adopt Resolution 24-25-005.

FACTS AND FINDINGS

1. The Library Board, established as a body to provide recommendations to the City Council pursuant to Chapter 31 of the Willamina Code of Ordinances.
2. The Library Board moved for the Library Director to begin researching and drafting these policies May 16, 2023.
3. The Library Board began reviewing draft policies at their January 16, 2024 Regular Board Meeting.
4. The Library Director requested policy feedback from the City Attorney in March 2024. The Attorney submitted notes and suggestions in April 2024.
5. The Library Board held a Policy Work Session in October 2024.
6. The Library Board approved final revisions at their November 19, 2024 meeting.
7. The Library Board, at properly noticed meetings, with a quorum present, voted to present the proposed policies attached to the City Council for consideration as the Willamina Public Library official policies.
8. If approved and adopted by the City Council, the policies will become the official policies of the Willamina Public Library.

Proposed Motion: I move that the City Council adopt Resolution 24-25-005.

Sarah Frost

Sarah Frost, Library Director

**City of Willamina, Oregon
Resolution No. 24-25-005**

**RESOLUTION OF THE WILLAMINA CITY COUNCIL ADOPTING THE POLICIES PROPOSED BY THE
WILLAMINA LIBRARY BOARD**

WHEREAS, the Willamina Library Board is established as a body to provide recommendations to the City Council pursuant to Chapter 31 of the Willamina Code of Ordinances; and

WHEREAS, the Willamina Library Board, at properly noticed meetings, with a quorum present, developed the following policies: Security Camera Policy, and Photography and Video Recording Policy; and

WHEREAS, the Willamina Library Board, at properly noticed meetings, with a quorum present, voted to present the attached proposed policies to the City Council for consideration as the Willamina Public Library official policies.

NOW THEREFORE, THE CITY OF WILLAMINA RESOLVES AS FOLLOWS:

SECTION 1: That the attached policies are approved and shall become the official policies of the Willamina Public Library

SECTION 2: This resolution will be effective immediately upon adoption by the City Council.

THIS RESOLUTION IS ADOPTED BY THE WILLAMINA CITY COUNCIL THIS ____ DAY OF DECEMBER, 2024.

Vicki Hernandez, Interim Mayor

ATTEST:

Krystal Stevens, Deputy City Recorder

Security Camera Policy

Approved by Library Advisory Board: November 19, 2024

Approved by City Council:

Security cameras and the associated recordings are intended to:

- Promote the safety and security of the staff, community members, and library facilities,
- Support enforcement of the library's code of conduct,
- Discourage inappropriate and illegal behavior, and
- Aid in the apprehension and prosecution of offenders.

Recordings will be obtained and used in a manner that is consistent with the patron record and confidentiality guidelines.

Retention

Security camera recordings are stored digitally on hardware under the control of the City of Willamina. Recordings are generally maintained for a minimum of (30) days or as required by law.

Recordings are confidential and secure to the extent permitted by law. Typically, the recordings are not monitored or reviewed. The location of security cameras is limited to areas that do not violate a person's reasonable expectation of privacy. If an incident comes to the attention of library staff or the contract security officers, the related recordings may be reviewed, retained, and saved for as long as necessary.

Security Camera Placement

Security cameras may be placed in public areas of the Library to document events involving the safety and security of patrons, staff, and Library property (including the Library building, the parking lot, collections, and equipment). Cameras may be placed in both indoor and outdoor locations.

Cameras will not be located or positioned to intentionally identify a person's reading, viewing, or listening activities in the library.

Cameras will not be located or positioned to monitor staff performance.

Camera locations and positioning will not be changed, nor will cameras be installed or removed without permission from the Library Director, Public Works Director, or City Manager. Any future changes to camera locations and positioning will be in accordance with this policy.

Signs are posted at the entrance of library facilities indicating the use of security cameras for monitoring and recording activity in public areas of library property.

Access to Camera Data

Access to camera recordings within the Library is limited to the following authorized individuals: Library Director, Library Assistant, Library Clerk, City of Willamina Code Enforcement, Public Works Director, and City of Willamina City Manager.

Technicians may have or be granted access to camera data to configure, maintain, or troubleshoot camera hardware and associated systems.

Use and Disclosure of Camera Data

Camera data is subject to applicable provisions of Oregon Public Records Law. Any provisions of the law take precedence over this policy.

Authorized individuals may review camera data to determine the sequence of events and to identify those responsible for suspected Library policy violations, criminal activity, damage or destruction of Library property, or actions disruptive to normal Library operations.

Camera data may be made available to law enforcement officials to assist with investigating and resolving library-related policy violations, suspected criminal activity, reported or observed destruction or theft of library resources, or other reported or observed security or safety-related incidents.

If law enforcement officials request access to camera data for non-library-related investigations, the Library Director in conjunction with the Chief of Police, City Manager, and City Attorney will review any such request and determine whether camera data can or should be provided.

Camera data is not shared with the public, other than as may be required by Oregon Public Records Law.

Liability

This policy shall not impose any responsibility on the Library, its employees, the Library Board, or the City of Willamina to protect against or prevent personal injury or loss of property.

Photography and Video Recording Policy

Approved by Library Advisory Board: November 19, 2024

Approved by City Council:

As public buildings, library facilities are subject to similar rules associated with sidewalks or public places, whereby people and items in plain view may be photographed. That being said, library staff members have the right to impose certain time, place, or manner restrictions for safety reasons and continuous library operations to ensure no disruptions in library services.

The use of photographic equipment – such as tripods or lighting – is not permitted because of safety, liability, and other issues, unless previously authorized by the Library Director. Library staff members may stop any photography or video recording that appears to interfere with the library's ability to conduct business, that compromises public safety or security, or that violates the privacy of library users.

Photographers/videographers are asked to be respectful of other library users and to observe the following:

- Refrain from disturbing other library users. The privacy of library users should not be violated.
- Taking photos/videos of specific, copyrighted (or otherwise protected) materials for redistribution is not permitted.
- Taking photos, video, or audio of any other person in restrooms is not permitted.
- Taking photos, video, or audio of any other person in staff-only areas is not permitted.
- Members of the media are asked to notify the Library Director before or upon entering the library to alert staff of the intent to photograph or video inside the library. When possible, staff in the facility will be notified in advance to avoid potential interruption of library services and operations.

Please note that Willamina Public Library staff may photograph and record programs and events for library publicity and promotional purposes. Library staff will make every effort to notify members of the public when photography and video recording are taking place, and any patrons who do not want to be photographed or recorded will be respected.

The City of Willamina is not able to collect release forms from all photo subjects for the use of images or videos taken in the library.

By visiting the Library, a public property, participating in a City program or activity, or attending a City event, you (or for children under 18, your parent or guardian) consent to the capture and/or use of your image and/or voice by the City of Willamina and waive any claims or rights, whether in law or in equity unless you opt-out as described below.

Community members who do not want to be photographed or recorded, or to have their names, voices, or biographical materials used in connection with any such recording, may opt-out by notifying City-affiliated photographers or videographers (or designated staff on-site) for each event or activity.

While the City will take reasonable measures to honor such requests, community members who do not want to be photographed or recorded are responsible for removing themselves (or their children) from the area in which photographing/recording is occurring or notifying the camera operator of their opt-out status so that their images can be identified and excluded as appropriate.

Failure to do so may result in the individual's inclusion in a photograph or recording; it will be deemed equivalent to a release and will allow the City to use that photograph or recording as it chooses until the City is notified otherwise by the individual.

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: MAYOR AND CITY COUNCIL

FROM: BRIDGET MENELEY, CITY MANAGER

SUBJECT: PLANNING COMMISSION RESIGNATION

ISSUE

Shall the City Council accept the recommendation from the Planning Commission to accept the resignation from Commissioner Jennifer Eckles

RECOMMENDATION:

Accept the recommendation of the Planning Commission to accept the resignation of Commissioner Eckles.

SUMMARY AND BACKGROUND

On December 3, 2024, during the regular Planning Commission meeting the resignation was received by Planning Commissioner Jennifer Eckles. She will begin her elected role of City Councilor in January of 2025.

- Please note that during the planning commission meeting there was an amendment to the effective date of the resignation. Commissioner Eckles will attend the January 7, 2025, planning commission meeting to ensure that a quorum is present and changed the effective date to January 8 2025.

Proposed Motion: I move that the City Council accept the resignation of Commissioner Eckles.

Bridget Meneley
Bridget Meneley, City Manager

Krystal Grace Stevens

From: Bridget Meneley
Sent: Monday, November 25, 2024 6:07 PM
To: Jennifer Eckels; Krystal Grace Stevens
Subject: RE: Resignation from Planning Commission

Thank you very much Jennifer.

From: Jennifer Eckels <jenniferrehm@gmail.com>
Sent: Friday, November 22, 2024 7:09 PM
To: Krystal Grace Stevens <StevensK@ci.willamina.or.us>
Cc: Bridget Meneley <MeneleyB@ci.willamina.or.us>
Subject: Resignation from Planning Commission

To Whom It May Concern:

I hereby resign my position of Planning Commissioner for the City of Willamina effective December 31, 2024.

It was an honor to serve on the Planning Commission. I will look forward to continuing my Civic duty as a Willamina City Councilor in the new year.

Best regards,
Jennifer Eckels

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: MAYOR AND CITY COUNCIL

FROM: BRIDGET MENELEY, CITY MANAGER

SUBJECT: VACANCY ON THE PLANNING COMMISSION

ISSUE

Shall City Council accept the recommendation of the Planning Commission to declare a vacancy on the Planning Commission and direct staff to publish the vacancy and collect applications for the appointment?

SUMMARY AND BACKGROUND

On December 3, 2024 Commissioner Jennifer Eckles tendered her letter of resignation as a City of Willamina Planning Commissioner. Commissioner Ila Schunter also notified the Planning Commission that her term as Planning Commissioner will expire effective December 31, 2024 and will not be submitting an application to run for another term. This resignation is in accordance with the Willamina City Charter. *Charter, Chapter VII, Section 27(2)(C)&(F)*

The City Council may now declare open positions and direct City staff to publish the vacancy. Once authorized, City staff will publish the opening, reach out to those persons who applied for the previous open Commission position, if possible, collect any submitted applications, and then bring those applications to the Planning Commission for review and recommendation. This will be done in accordance with Willamina City Charter. *Charter, Chapter XXXI, Section 17(A) & Section 15(D)*

RECOMMENDATION:

Proposed Motion: *I move to declare vacant positions on the Planning Commission, authorize City staff to publish the opening, reach out to prior applications if possible, and collect applications for review during the appropriate Planning Commission Meeting.*

Bridget Meneley

Bridget Meneley, City Manager



City of Willamina

Application for City Office

See back for position criteria and requirements

Applicant's Full Name Eric Wagner
Physical Address [REDACTED]
Mailing Address [REDACTED]
Home Phone Number
Cell Phone Number [REDACTED]
Email [REDACTED]
Occupation real estate professional

Years of Residency Registered Voter ☒ Yes ☐ No

Parks Advisory Board ☐ Budget Committee ☐ Library Board ☐ Planning Commission ☒ City Council ☐

(Attach additional sheets, if desired, when answering the questions below)

Why are you interested in serving the City of Willamina in one or more of the capacities chosen?

I have been on the planning commission since 2019 for 3 years
terms. I like giving back to the city and I am very interested
in seeing the city grow and prosper. Proper ~~coord~~ coordinated planning
is part of this.

Please share any governmental or volunteer experience you have had

- 14 years as active ~~scoutmaster~~ assistant scoutmaster spanning
thousands of hours of volunteer time.
- Food bank treasurer and construction coordinator, 1 year

What do you think makes you the best candidate for this position?

I am in the real estate and construction business, ~~and~~ I bring
real world experience to the planning commission.

Signature Eric Wagner Date 21 Nov '24

An Equal Opportunity Employer

411 NE C Street, Willamina, Oregon 97396-2783 – Telephone (503) 876-2242 / Fax (503) 876-1121

www.willaminaoregon.gov



City of Willamina

Application for City Office

See back for position criteria and requirements

Applicant's Full Name Jace Maroney

Physical Address [REDACTED]

Mailing Address Same

Home Phone Number N/a

Cell Phone Number [REDACTED]

Email [REDACTED]

Occupation Protection Specialist

Years of Residency 1

Registered Voter ☒ Yes ☐ No

Position(s)
Select all you wish to apply for

Budget Committee ☐

Library Board ☐

Planning Commission ☒

City Council ☐

(Attach additional sheets, if desired, when answering the questions below)

Why are you interested in serving the City of Willamina in one or more of the capacities chosen?

I enjoy being a Planning Commissioner because it gives me the opportunity to help shape our community's growth in a way that is practical for everyone. I'm passionate about finding the right balance between welcoming new opportunities and protecting what makes our city unique. This role allows me to listen to residents, work with others, and come up with practical solutions that move our city forward. I'd like to continue so I can keep building on the progress we've made.

Please share any governmental or volunteer experience you have had

I've been actively involved in our community through various roles, including serving as a Planning Commissioner, where I've worked with other members in shaping the thoughtful growth and development of our city. I also participated in the Polk County Sheriff's Buckets of Brass cleanup and Envisioning Main Street, which focused on improving our public spaces. Additionally, I've engaged in events like Trunk or Treat and other local activities to connect with residents and support community initiatives.

What do you think makes you the best candidate for this position?

I believe I am the best candidate for this position because of my strong commitment to our community, my hands-on experience as a Planning Commissioner, and my dedication to listening and collaborating with residents. I have a proven track record of working on initiatives that balance growth, sustainability, and community values. My involvement in local events and programs has helped me build relationships and stay connected to the needs and concerns of our city.

Signature

Date 11/26/2024

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**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: MAYOR AND CITY COUNCIL

FROM: BRIDGET MENELEY, CITY MANAGER

SUBJECT: RESOLUTION 24.25.006 APPOINTING INDIVIDUALS TO PLANNING COMMISSION

ISSUE

Shall City Council approve resolution 24.25.006 which accepts the recommendation of legal counsel to retroactively appoint three planning commissioners

SUMMARY AND BACKGROUND

While conducting an internal audit of the current Planning Commissioners it was found that there was an error in the documented dates within the terms of three Planning Commissioners.

The City of Willamina has a 7-member Planning Commission and originally those Planning Commission members served four-year terms under Willamina Municipal Code Section 31.16; and the City changed those terms from four years to three years through Ordinance 643 in April 2012.

Staff used the old four year terms when considering the three positions that termed December 31, 2023 and those three positions were not reappointed on or before January 2024; and to rectify this situation, the Council desires to appoint the following positions: position one filled by Shana Reid, position two filled by Susan Richman, and position three filled by Geneva Wymore, to another three year term beginning retroactively on January 1, 2024 and terming on December 31, 2026.

Proposed Motion: *I move to approve Resolution 24.25.006*

Bridget Meneley
Bridget Meneley, City Manager

**City of Willamina, Oregon
Resolution No. 24-25-006**

A RESOLUTION APPOINTING INDIVIDUALS TO PLANNING COMMISSION POSITIONS

WHEREAS, the City of Willamina has a 7-member Planning Commission and originally those Planning Commission members served four-year terms under Willamina Municipal Code Section 31.16; and

WHEREAS, the City changed those terms from four years to three years through Ordinance 643 in April 2012; and

WHEREAS, staff used the old four year terms when considering the three positions that termed December 31, 2023 and those three positions were not reappointed on or before January 2024; and

WHEREAS, to rectify this situation, the Council desires to appoint the following positions: position one filled by Shana Reid, position two filled by Susan Richman, and position three filled by Geneva Wymore, to another three year term beginning retroactively on January 1, 2024 and terming on December 31, 2026.

NOW THEREFORE, THE CITY OF WILLAMINA RESOLVES AS FOLLOWS:

SECTION 1: The City Council, on behalf the City of Willamina appoints the following individuals to serve the following positions with a three-year term beginning retroactively on January 1, 2024 and terming December 31, 2026:

Position 1 – Shana Reid
Position 2 – Susan Richman
Position 3 – Geneva Wymore

SECTION 2: This resolution will be effective immediately upon adoption by the City Council.

THIS RESOLUTION IS ADOPTED BY THE WILLAMINA CITY COUNCIL THIS ____ DAY OF DECEMBER, 2024.

Vicki Hernandez, Interim Mayor

ATTEST:

Krystal Stevens, Deputy City Recorder



RECEIVED

City of Willamina

NOV 26 2024

Application for City Office

See back for position criteria and requirements

Applicant's Full Name

Shana Elaine Reid

Physical Address

Mailing Address

Home Phone Number

Cell Phone Number

Email

Occupation

Retired, caregiver, museum Director

Years of Residency

2

Registered Voter

☒

Yes

☐

No

Parks Advisory Board

☐

Budget Committee

☐

Library Board

☐

Planning Commission

☒

City Council

☐

(Attach additional sheets, if desired, when answering the questions below)

Why are you interested in serving the City of Willamina in one or more of the capacities chosen?

I am interested in helping the development/growth of our town and to learn more about our city government.

Please share any governmental or volunteer experience you have had

Willamina Museum Director

Willamina Planning Commission

What do you think makes you the best candidate for this position?

I have lived in Willamina most of my life and desire to help in any capacity to better our community and give back to my neighbors and our town.

Signature

Shana Reid

Date

11/23/24

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RECEIVED

DEC 02 2024

City of Willamina

Application for City Office

See back for position criteria and requirements

Applicant's Full Name

Susan Richardson

Physical Address

[Redacted]

Mailing Address

Same

Home Phone Number

2

Cell Phone Number

[Redacted]

Email

[Redacted]

Occupation

Farmer

Years of Residency

14 yrs

Registered Voter

☒ Yes

☐ No

Parks Advisory Board

☐

Budget Committee

☐

Library Board

☐

Planning Commission

☒

City Council

☐

(Attach additional sheets, if desired, when answering the questions below)

Why are you interested in serving the City of Willamina in one or more of the capacities chosen?

As a resident I am part of the community. I know participating is contributing and the best way to build community.

Please share any governmental or volunteer experience you have had

*Board Chair - Friends of Family Farmers 7 yrs
Volunteer - W.S. Campers
Donations - Civic Club & Food Bank
Co-host Bx - Ford Family Foundation*

What do you think makes you the best candidate for this position?

Can't say I am the best. I can say that I believe in this community. My goal is to help create a place where community thrives.

Signature

Susan Richardson

Date

12/3/24

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RECEIVED

DEC 02 2024

City of Willamina

Application for City Office

See back for position criteria and requirements

Applicant's Full Name Geneva E. Wymore
Physical Address [REDACTED]
Mailing Address [REDACTED]
Home Phone Number [REDACTED]
Cell Phone Number Same
Email [REDACTED]
Occupation Retired (ARTIST/Pharmacy clerk)

Years of Residency 48 Registered Voter ☒ Yes ☐ No

Parks Advisory Board ☐ Budget Committee ☐ Library Board ☐ Planning Commission ☒ City Council ☐

(Attach additional sheets, if desired, when answering the questions below)

Why are you interested in serving the City of Willamina in one or more of the capacities chosen?

I enjoy living in our smaller community and love helping out where needed. Seeing the community thrive and in a good light is one of my goals.

Please share any governmental or volunteer experience you have had

I have been Sec. and or treasurer for EID in Willamina (economic improvement Dist.) since 1995. Also serving as Sec. for Willamina Coastal Hills Chamber since 1995. plus a host of other

What do you think makes you the best candidate for this position? city wide committees

I'm interested in planning for our city for future generations. I enjoyed the past several years of learning, listening and decision making with City planning & County.

Signature Geneva E. Wymore Date 12-02-24

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**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: MAYOR AND CITY COUNCIL
FROM: BRIDGET MENELEY, CITY MANAGER
SUBJECT: APPOINTMENT OF 2024-2025 BUDGET OFFICER

ISSUE

Shall the City Council appoint the City Manager as the Budget Officer?

RECOMMENDATION:

Appoint the City Manager as the Budget Officer.

FACTS AND FINDINGS

1. In accordance with state law, the City Council must designate one person to serve as Budget Officer, unless otherwise provided by the City Charter. See ORS §294.331(1) State law further provides that the City Council shall establish a budget committee in accordance with ORS §294.414 The City of Willamina Code of Ordinances, Title III, Chapter 30, Section 30.15 provides that the City Manager will prepare and transmit to the Council an annual city budget.

Proposed Motion: I move that we appoint the City Manager as the Budget Officer.

Bridget Meneley
Bridget Meneley, City Manager

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: MAYOR AND CITY COUNCIL

**FROM: CHRISTINE TALLEY, FINANCE ASSISTANT
BRIDGET MENELEY, CITY MANAGER
KELLER ASSOCIATES**

SUBJECT: UTILITY RATE AND FEES STUDY

ISSUE

Shall the City Council authorize the City Manager to execute the attached request for proposal process (RFP) and any other amendments, contracts, or similar documents relating to the RFP to conduct a utility rate and fee study?

RECOMMENDATION:

Staff recommends that the council authorize the City Manager to execute the attached agreements and any other amendments, contracts, or similar documents relating to the RFP.

SUMMARY AND BACKGROUND

The most recent rate study was conducted in 2015 and was included in the Water Master Plan.

The last rate increase was adopted on June 12, 2018, with an annual increase each year to occur in January.

The request of staff is to focus on a missing element within the current rate study; it is common for municipalities to have a fair and consistent industrial rate.

It is recommended that rate studies should be conducted a minimum of every three (3) to five (5) years depending on the size of the utility, local market conditions, and capital project needs within the service area. It is not uncommon for local utilities to update their rates annually to guide Staff and City Council on increases or decreases.

Proposed Motion: *I move to authorize the City Manager to execute the attached request for proposal process and any other amendments, contracts, or similar documents relating to the RFP to conduct a utility rate and fee study. Upon completion of the rate study staff will provide their findings to the City Council.*

Christine Talley

Christine Talley, Finance Assistant

Bridget Meneley

Bridget Meneley, City Manager

Attachments:

RFP Utility Rate Study

2018 Memo Rate Increases

2018 16.17.011

2018 Exhibit A. 2018-19 utility Rate Table



Request for Proposals

UTILITY RATE & SYSTEM DEVELOPMENT CHARGE STUDY

**Proposals are due to the City
by Friday, January 24, 2025, 4:30 p.m.**

The City of Willamina is requesting proposals from qualified consultants to conduct a comprehensive utility study for rates and System Development Charges (SDCs). The goal of the study is to independently assess and evaluate the City's existing water delivery and sewer service cost structure and provide a new 10-year plan with rates and guidelines. The broad objective of the study is to adequately fund water and sewer utility operations and infrastructure costs and promote conservation, while minimizing rates to the greatest degree possible. The study will be based on a comprehensive review of the City of Willamina's water and sewer funds and budgets, customer classes, current usage data, future planned growth of the City pursuant to the Comprehensive Plan, and Water and Sewer planning documents. These services shall also include recommendations for funding the operation and maintenance of the Storm Drainage System and a review of existing Systems Development Charges (SDC's) for the Storm Drainage system.

Proposals are due no later than 4:30 p.m., Friday, January 24, 2025, and must be received by that time and date. Proposal postmark dates and times will not be considered as meeting that deadline. Proposers must send six (6) bound copies of their proposal, one (1) unbound copy, and one (1) separately sealed fee proposal envelope to:

City of Willamina
411 NE C Street
Willamina, OR, 97396
Attn: Christine Talley

Proposals shall be clearly marked: "Utility Rate & SDC Study — City of Willamina."

The City is not responsible for proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. The City

Commented [CT1]: Should we include sewer lift stations?

Commented [PO2R1]: It is part of the sewer system recommendations in the planning study that would be included by default in the rate and SDC study.

reserves the right, after opening the proposals, to reject any or all proposals, or to accept the proposal(s) that in its sole judgment is (are) in the best interest of the City.

DESCRIPTION

The city has a population of 2,200 and is located in both Yamhill and Polk Counties, 28 miles west of Salem, Oregon. The water and sewer utility serves all areas within the city limits as well as a lumber mill just outside City limits. Service is provided to approximately 900 water and sewer accounts, including 20 commercial accounts. All residences are charged for sewer by means of a flat rate schedule. Water meters have been installed on all residential and commercial accounts. The City's total budgeted revenues/expenditures for fiscal year 2024/2025 are \$2.8M/\$2.8M for the sewer fund and \$5.8M/\$5.8M for the water fund. The City uses Caselle accounting software on a Windows based server.

BACKGROUND

The current utility rate structure was adopted in June 2018 after a rate study was conducted in 2015. The water rate study recommended two potential actions. The council adopted a third option that included a portion of the recommendations by the rate study. The Council resolution no.17-18-011 with the new rates and a scheduled 5% annual increase to each of the water base rate, usage rate, and sewer flat rate to occur every January unless amended by the City Council.

Funding for operation and maintenance of the City's storm drainage system have been historically included in the sewer fund.

The City is currently developing a wastewater facilities planning study that includes an upgrade to the sewer lift stations in the capital improvement plan (CIP).

The City has Systems Development Charges (SDC's) for Sewer, Water, and Storm Drainage. Sewer and water SDC's were established in the mid 1990's. Storm Drainage SDC's were established in 2003.

SCOPE OF WORK

STUDY OBJECTIVES

1. Propose a rate schedule that is fair and objective that reflects the costs of service and promotes conservation.
2. Propose a fee schedule for new service connections that is fair and objective and fully recovers the cost of construction, engineering and planning.
3. Develop a sound financial rate structure for ten years of operation, maintenance, rainy day savings, capital replacement and future regulatory requirements.
4. Provide guidelines for rate definitions of customer classes, including non-standard connections, i.e. multi-family properties on one-meter, mixed use, and commercial customers without pretreatment devices (e.g. a Food Service Establishment (FSE) without a grease interceptor)
5. Provide guidelines for funding the operation and maintenance of the Storm Drainage System.
6. Review Systems Development Charges (SDC's) for Sewer, Water and Storm Drainage and make recommendations, if needed, in order to fully fund future improvements to the utility systems that are needed as a result of new development and regulatory requirements.

STUDY REQUIREMENTS

1. The recommended rate structure shall be based on cost of service and shall be sufficient to meet the short and long-term revenue requirements of the City of Willamina utilities (water, sewer, and storm).
2. The study shall recommend rate structures that consider and make provision for the following factors:

- a) Current and future cost of providing utility service in accordance with established and anticipated standards and regulations.
 - b) Projected demands.
 - c) Availability of supply -- seasonal fluctuations and potential draught.
 - d) Age and condition of the system and the need to fund long-term capital improvement and replacement for the supply, treatment, and distribution infrastructure.
 - e) Impact of current and future environmental regulations.
 - f) A base rate and usage rate to encourage water conservation.
3. The recommended rate structures shall provide identification of revenues appropriated to major funded activities and infrastructure.
 4. The recommended rate structures shall be consistent with industry practice for utility rates in the State of Oregon.
 5. The study shall provide at least two recommended alternatives for commercial sewer rates based upon high BOD or FOG.
 6. Rates shall include provision for an emergency rate structure to address drought conditions or other interruptions in supply.
 7. The recommended rate structure shall result in no decrease in stability of the revenue stream to the utility, as compared to the current structure.
 8. The recommended rate structure shall be easy to administer and understand.
 9. The proposed rate structure must work with the City's automated billing system.
 10. The recommended rate structure shall be planned for at least ten years.
 11. The study shall provide recommendations for funding of storm drainage operations, maintenance and improvements, both within the existing rate structure or as a separate utility.

Commented [P03]: Should it include capital improvements as well. The City does not have a current stormwater master plan, but this fund could fund that stormwater master plan to start.

SERVICES TO BE PROVIDED BY CONSULTANT

Draft Report:

1. Conduct a detailed review of the existing utility rates and status of the utility, and develop a general familiarity with the City's billing system.
2. Confer with staff as needed.
3. Prepare a preliminary proposal and attend one meeting (evening) with the City Council for a working session to present the proposal and obtain their input.
4. Hold a public meeting during one evening to obtain comments on the proposal.
5. One additional public meeting may be required.

Final Report:

- a) Incorporate changes based on comments received at the first presentations.
- b) Submit 10 copies, plus one reproducible copy.
- c) Provide a disc or drive with the report in MS Word format, with spreadsheets in Excel format.
- d) Present the final report and recommended rate structure to the City Council and members of the public at a regular Council meeting.

SERVICES TO BE PROVIDED BY THE CITY

The services to be provided by the City include, but are not necessarily limited to the following:

1. Furnish all reasonably available records and information, including financial reports, budgets, and consumption data.
2. Provide a loaner copy of the Water and Sewer Plans.
3. Provide staff support as required and agreed to in advance of study.

Proposal Content

The City of Willamina requires the proposer to submit a concise proposal clearly addressing all of the requirements outlined in this RFP. Proposal must include, at a minimum, the following sections **in the order indicated**:

- 1) **Information Page** – Include project name, name of firm submitting the proposal, contact information for the person that will act as project leader including name, title, address, telephone and fax numbers and email address.
- 2) **Description of Study Understanding** - Outline of the proposer's understanding of the study and summarizing the basic approach to the rate study and revenue program.
- 3) **Methodology** - Descriptions which enable the City of Willamina to assess the proposer's capability to conduct this study in a structured and efficient fashion.
- 4) **Scope of Work** - Details with specific task descriptions to demonstrate that the proposer has considered all aspects of the study and that the proposer will cover them thoroughly.
- 5) **Timetable** – A timetable which identifies the main elements of the project, according to the Scope of Work, and projected completion dates throughout the project period. This timetable will be used to pre-notify City staff of their required involvement and the timing of same. The complete draft report shall be submitted to the City within 90 days after award of contract. The City recognizes that performance by consultant is dependent upon performance by City. The City shall make schedule adjustments to reflect any delays caused by City. The final report, in hard copy and in Microsoft Word format on a disk, shall be submitted to City within 30 days of receipt of City comments.
- 6) **Personnel** - Resumes of the individual(s) assigned to the study and other staff personnel available to support the study. Particular attention should be given to the proposer's organization which provides internal service for supporting the study team and facilitates quality assurance auditing of the study work.
- 7) **Qualifications** - Description of the organization, covering background experience connected with wastewater rate studies, as well as other rate studies and revenue programs.
- 8) **Representative Study Descriptions and Client References** -Submit descriptions of similar assignments which were conducted by the proposer, including other agency's contact name and telephone number. |

9) A copy of a proposed contract may be attached. Proposers shall provide evidence of professional liability insurance.

Submittal Date & Information

Proposals are due no later than 4:30 p.m., Friday, January 24, 2025, and must be **received** by that time and date. Proposal postmark dates and times will not be considered as meeting that deadline. Proposers must send six (6) bound copies of their proposal, one (1) unbound copy, and one (1) separately sealed fee proposal envelope to:

City of Willamina
411 NE C Street
Willamina, OR, 97396
Attn: Christine Talley

Proposals shall be clearly marked: "Utility Rate & SDC Study — City of Willamina."

The City is not responsible for proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. The City reserves the right, after opening the proposals, to reject any or all proposals, or to accept the proposal(s) that in its sole judgment is (are) in the best interest of the City.

Commented [AE4]: We would not typically advocate for asking for fees in an RFQ, but get someone selected and then negotiate that with the scope

Proposers are encouraged to register by email at the address below. The city will create a list to disseminate changes, amendments and deletions to the RFP. Those registered by email will receive all questions presented by proposers and responses by the City.

Sign up by email with:
ctalley@ci.willamina.or.us

Selection Process

The following is an outline of the procedures the City will use in the selection process:

- 1) Organize the Selection Committee.
- 2) Selection Committee sends out request for proposals to interested parties.
- 3) Selection Committee reviews the proposals submitted by the prospective consultants.
- 4) Selection Committee selects proposals which qualify based on the following factors:
 - a) Experience of the firm and project manager and assigned team in preparing wastewater rate studies, development of rate structures, development of financing scenarios, preparation of revenue programs.
 - b) Record of the firm, and project manager and assigned team in preparing rate studies within required time frames.
 - c) Record of the firm and project manager in being responsive to the clients' requests.
 - d) Quality of work previously performed by the firm for the City and other agencies.
 - e) Community relations, including evidence of sensitivity to citizen concerns.
 - f) Ability to communicate effectively with citizens, elected officials, and staff professionals.
 - g) Ability to tailor a rate study and revenue program to meet the requirements and needs of the City.
 - h) Geographic location of the principal offices of the firm and proximity of staff working on the study to the City.
- 5) Negotiations will take place with the primary firm on the final scope of work, the final contract proposal, and the proposal price. If a contract cannot be negotiated for this study, the negotiations with the designated consultant shall be terminated in writing and negotiations shall be started with the next highest rated consultant.
- 6) The selected firm will be notified of the final approval of the contract by the City Council.
- 7) Firms not selected will be notified following the approval of the contract by the City Council.

Evaluation Criteria

The City intends to engage the most qualified consultant available for this assignment. It is imperative the consultant's proposal fully address all aspects of the RFP. It must provide the City's staff with clearly expressed information concerning the consultant's understanding of the City's specific requirements which would result in the conduct of this study in a thorough and efficient manner. The following criteria shall be used in evaluation of the proposer's offer of services:

- 1) Consultant experience in providing financial consulting services on studies of similar scope for water and wastewater rate studies.
- 2) Project manager and his/her team's experience in conducting assignments of similar scope.
- 3) Methodology to be employed in conducting the study.

- 4) Proposer's support organization and in-house quality control and quality assurance methods.
- 5) Proposal clarity in expressing the understanding of the City needs and in defining a work plan for satisfying these needs.
- 6) Schedule compatibility with City needs.
- 7) Availability to work with City staff.

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF MAY 8, 2018**

TO: MAYOR AND CITY COUNCIL

FROM: KENNA WEST, CITY MANAGER

SUBJECT: RESOLUTION 17.18-011 WATER, SEWER, UTILITY RATE INCREASE

ISSUE

Shall City Council approves Resolution 17.18-011 increasing utility rates for 2018-19 fiscal year and approving an annual increase each year after in January?

RECOMMENDATION:

Staff recommends that City Council approve the proposed increase in water and sewer rates as described below.

SUMMARY AND BACKGROUND

The City currently has two Enterprise operations which are accounted for in Fund 30 (Water) and Fund 40 (Sewer). Enterprise Funds are established to finance and account for acquiring, operating, and maintaining facilities and services. These operations are required to be self-sustaining and are primarily funded from user charges and fees. Historically, the Water Fund has run at a deficit. A 2015 Water Master Plan recommended water rate increases to bring this fund out of a deficit status. In accordance with those recommendations, Staff recommends a 10% increase in the water to become effective with the June 16-July 15, 2018 billing cycle. Although it is expected that the Water Fund will reach a positive status in Fiscal Year 2018-2019, that Fund has considerable debt that must be paid in the coming years as well as significant infrastructure repairs, maintenance, and upgrades which must undertaken to continue to provide safe and consistent water service. In order to keep the Water Fund in a self-sustaining status, it is recommended that an annual 5% increase to become effective every January be approved.

Historically, the Sewer Fund has been in a self-sustaining status. However, recent forecasting has shown that this fund, without the proposed increases, will run into the deficient in the coming years. In order to keep this fund in a self-sustaining status, Staff recommends an increase of 2.5% effective with the June 16-July 15, 2018 billing cycle and annual increase of 5% in January of each year thereafter.

FACTS AND FINDINGS

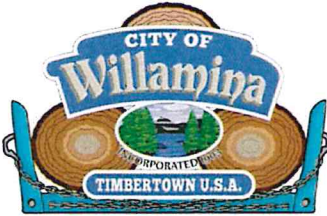
Facts and Findings

1. The Water Fund has historically run at a deficit. In order to become and remain self-sustaining, it is recommended that a 10% increase in water rates be approved and become effective with the June 16-July 15, 2018 billing cycle. Thereafter, each January, a 5% increase will go into effect. The City Council may adjust the annual increase should they deem it necessary.
2. The Sewer Fund has historically been self-sustaining. However, without a rate increase, it will run in a deficit position within the next few years. It is recommended that a 2.5% increase in the sewer rates be approved and become effective with the June 16-July 15, 2018 billing cycle. Thereafter, each January, a 5% increase will go into effect. The City Council may adjust the annual increase should they deem it necessary.

Proposed Motion: I move to approve Resolution 17.18-011 approving the outlined rate increases.

Kenna West, City Manager

Attachments:
Resolution 17.18-011 and Exhibit A



Mayor Ila Skyberg

Council Members:

*Council President, Rita Baller
Robert Burr
Heather Stritzke
Craig Johnson
Theresa McKnight
April Wooden*

BEFORE THE COUNCIL OF THE CITY OF WILLAMINA SITTING FOR THE TRANSACTION OF BUSINESS

RESOLUTION NUMBER 16.17-011 Utility Fee

WHEREAS, Ordinance 660 adds section 33.40 to the Willamina Municipal Code authorizing the establishment and imposition of fees and other charges for streets, sidewalks, streetlights and other public places and amenities.

WHEREAS, The City Council is authorized to establish and impose fees and other charges it deems necessary to fund construction, maintenance and operation of streets, sidewalks, pedestrian pathways, street lights and other public places and amenities in amounts to be established by resolution and which amounts shall be included on a schedule kept in the City Recorder's office and available to the public for review.

WHEREAS, Said fees of \$3.00 per utility customer is imposed by resolution ~~and may be made retroactive.~~

WHEREAS Said fees and other charges may be included with invoices for charges imposed by the City to users of the City's water and/or sewer invoicing and shall be deemed to be the first fees and charges collected.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA:

SECTION 1. That the City Council hereby approves the rate charge of \$2.50 to \$3.00 to each utility customer which is proposed to begin with the June 16-July 15, 2017 billing. Two dollars will go to pay for Street lighting and \$1.00 will go into a reserve.


SECTION 2. That Resolution 15.16.018 is hereby repealed in its entirety; and

SECTION 3. That this resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Willamina this 25th day of April 2017.


Ila Skyberg, Mayor

ATTEST:


Debbie Bernard, City Recorder

New Utility Rate 2018/2019

2018/2019

Base Amount

\$ 3.50

Existing Water Rates 2017/2018					New Water Rates 2018/2019				
Rate Number	Description	2017/2018		Consumption Rate/100 cu ft.	2018/2019 Base Amount	2018/2019 Consumption Rate/100 cu ft.	Extraterritorial Surcharge (Outside City Limits)	15%	
		Base Amount							
103	Vacation Rate	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
105	Apt > 4 Units	\$ 126.40	\$ 3.79	\$ 139.04	\$ 4.17	\$ 20.86			
106	Duplex	\$ 26.32	\$ 3.79	\$ 28.95	\$ 4.17	\$ 4.34			
107	3-Plex	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
108	4-Plex or Mult Units	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
109	Business	\$ 63.18	\$ 3.79	\$ 69.50	\$ 4.17	\$ 10.42			
110	Rays Grocery	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
111	Car Wash	\$ 63.18	\$ 3.79	\$ 69.50	\$ 4.17	\$ 10.42			
112	Group Home	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
113	Laundry	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
114	Willamina Lumber	\$ 2,861.74	\$ 3.79	\$ 3,147.91	\$ 4.17	\$ 472.19			
115	Meter - 2 Inch	\$ 126.35	\$ 3.79	\$ 138.99	\$ 4.17	\$ 20.85			
116	House Cabin	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
117	3/4 Base Rate"	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
118	Cafe Resteraunt	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
119	Business - 1	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
120	Cafe Restaurant	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
121	Cafe Resteraunt (T4)	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
122	Cafe Restaurant (T6)	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
123	Single Family (W1)	\$ 31.58	\$ 3.79	\$ 34.74	\$ 4.17	\$ 5.21			
322	Highschool New	\$ 631.75	\$ 3.79	\$ 694.93	\$ 4.17	\$ 104.24			

New Rates: Meter Size Breakdown		
Base Rate by		
Meter Size		Size
5/8	\$	34.74
3/4	\$	34.74
1	\$	55.59
1 1/2	\$	69.49
2	\$	126.40
6	\$	694.93
8	\$	2,084.78
10	\$	2,779.71
12	\$	3,891.60
F-3/4	\$	34.74
I-2	\$	786.98
I-3/4	\$	62.96
I-8	\$	31.47
Consumption/ 100 cu ft		
100 cu ft	\$	4.17
Consumption/ 100 cu ft - I		
100 cu ft - I	\$	1.25

Exiting Sewer Rates 2017/2018

Rate Number	Description	2017/2018 Base Amount		
300	Single Family (S1)	\$	59.38	\$ -
301	Apartment / Duplex (SA)	\$	59.38	\$ -
302	Business - Sewer (SB)	\$	59.38	\$ -
303	Church - Sewer (SC)	\$	59.38	\$ -
304	Car Wash - Sewer (SCW)	\$	113.00	\$ -
305	Grocery Store (SF)	\$	143.93	\$ -
308	Group Home (SGH)	\$	59.38	\$ -
309	Vacation Rate (SH)	\$	18.62	\$ -
310	Laundry - Sewer (SL)	\$	296.51	\$ -
312	Willamina Lumber (SLW)	\$	717.55	\$ -
313	House / Cabins (SPS)	\$	171.00	\$ -
314	Senior Rate (SS)	\$	59.38	\$ -
315	Cafe / Resteraunt (ST1)	\$	142.30	\$ -
317	Cafe / Resteraunt (ST3)	\$	189.78	\$ -
318	Cafe / Resteraunt (ST4)	\$	90.17	\$ -
320	ST6	\$	59.38	\$ -

New Sewer Rates 2018/2019

2018/2019 Base Amount		Extraterritorial Surcharge (Outside City Limits)	15%
\$	60.86	\$	9.13
\$	60.86	\$	9.13
\$	60.86	\$	9.13
\$	60.86	\$	9.13
\$	115.83	\$	17.37
\$	147.53	\$	22.13
\$	60.86	\$	9.13
\$	19.09	\$	2.86
\$	303.92	\$	45.59
\$	735.49	\$	110.32
\$	175.28	\$	26.29
\$	60.86	\$	9.13
\$	145.86	\$	21.88
\$	194.52	\$	29.18
\$	92.42	\$	13.86
\$	60.86	\$	9.13

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF DECEMBER 10, 2024**

TO: MAYOR AND CITY COUNCIL

**FROM: CHRISTINE TALLEY, FINANCE ASSISTANT
BRIDGET MENELEY, CITY MANAGER**

SUBJECT: LIEN SEARCH FEE

ISSUE

Shall City Council authorize an increase in the lien search fee to \$30.00

RECOMMENDATION:

Staff recommend increasing the lien search fee to \$30.00 to cover the cost of managing an online lien record.

SUMMARY AND BACKGROUND

Per Willamina Municipal Code 51.31, past due amounts for water and sewer are to be entered on a lien docket maintained by the City.

According to ORS 93.643(1)(b), the City “must maintain a record of the lien in an electronic medium that is accessible online during the regular business hours of the city”.

Conduits by NetAssets is used by 90% of Cities in Oregon for lien recording. Title companies are able to easily search and pay through the online portal.

The cost to the city is \$18 per search completed by Title companies. The remaining \$12 per search will be issued back to the City at the end of the month.

Proposed Motion: *I move to authorize an increase to the lien search fee to \$30.00 effective immediately.*

Christine Talley

Christine Talley, Finance Assistant

Bridget Meneley

Bridget Meneley, City Manager

Attachments:
Willamina Municipal Code 51.31
ORS 93.643(1)(b)

§ 51.31 DELINQUENT PAYMENTS.

(A) All charges for water supplied during any month shall be paid not later than 30 days after billing date. If the charges are not paid prior to the thirty-first day after billing, the water may be turned off for any premises against which these charges have been made. On failure to comply with the rules and regulations established as a condition to the use of water, or on failure to pay the water rents in the time and manner provided in this chapter, the water shall be shut off until there is compliance or there is payment of the amount due to the time the water is again turned on. There shall be a charge, the amount to be set by resolution, for the expense of turning the water on after it has been shut off pursuant to the provisions of this section.

(B) If a renter of property moves from the premises and leaves an unpaid water rent, the owner shall be notified of the amount of the arrearage and given 30 days in which to pay. If amounts remain unpaid after 30 days, the Clerk shall report the amount due, including 10% thereof for administrative costs, together with the name or names of the owner or owners of record of the real property, to the Recorder and the same shall become a lien against the property and entered in the city lien docket as directed by the City Council, to bear interest at the standard rate per annum from the date of the end of the 30-day period.

(Ord. 529, passed 5-9-1985; Ord. 529-A, passed 1-11-1990; Res. 89-90-4, passed 1-11-1990)

93.643 Method of giving constructive notice of interest in real property; electronic lien records. (1) To give constructive notice of an interest in real property, a person must have documentation of the interest recorded in the indices maintained under ORS 205.130 in the county where the property is located. Such recordation, and no other record, constitutes constructive notice to any person of the existence of the interest, except:

(a) Constructive notice may be given as provided in ORS 311.405 and ORS chapters 87, 450, 451, 452, 453, 454, 455 and 456 and local government charters; or

(b) A city may give constructive notice of a governmental lien by maintaining a record of the lien in an electronic medium that is accessible online during the regular business hours of the city.

Map/Tax Lot	Address	Account	Type	Description	Date	Amount	Admin Fee	Total
			Finance	Final Bill	11/12/2024	\$ 1,189.45	10%	\$ 1,308.40
			Finance	Final Bill	11/12/2024	\$ 423.70	10%	\$ 466.07
			Finance	Final Bill	11/12/2024	\$ 908.52	10%	\$ 999.37
			Finance	Final Bill	11/12/2024	\$ 468.70	10%	\$ 515.57
			Finance	Final Bill	11/12/2024	\$ 61.61	10%	\$ 67.77
			Finance	Utility Bill	11/20/2024	\$ 273.84	10%	\$ 301.22
			Finance	Utility Bill	11/20/2024	\$ 767.21	10%	\$ 843.93
			Finance	Utility Bill	11/20/2024	\$ 721.63	10%	\$ 793.79

Krystal Grace Stevens

From: Patty Mulvihill <leagueoforegoncities@orcities.org>
Sent: Tuesday, November 19, 2024 2:27 PM
To: Krystal Grace Stevens
Subject: Three Things You Need to Know



Hello LOC Members,

I'm excited to announce a new initiative from the LOC. Each month, I'll be providing a brief video update with, "Three Things You Need to Know." This will include upcoming events, new resources, and updates on LOC activities that will impact your cities. We know you're busy, and we think this video will keep you apprised of important information and action items without taking too much of your time. Enjoy!



Thank you for all you do for your city. Talk to you soon!



Patty Mulvihill, *Executive Director*

503-588-6550 direct: 971-428-7271

1201 Court St. NE, Suite 200, Salem, OR 97301-4194

www.orcities.org



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Krystal Grace Stevens

From: Bridget Meneley
Sent: Tuesday, December 3, 2024 3:07 PM
To: Krystal Grace Stevens
Subject: FW: Register Now for City Day at the Capitol

Hello –

Can you add this to the packet under the CM update?

From: League of Oregon Cities <leagueoforegoncities@orcities.org>
Sent: Tuesday, December 3, 2024 12:06 PM
To: Bridget Meneley <MeneleyB@ci.willamina.or.us>
Subject: Register Now for City Day at the Capitol

[View this email in your browser](#)



Register Now for City Day at the Capitol!

The LOC invites current elected and appointed city officials to join mayors, city councilors, and city staff members for City Day at the Capitol on **January 28, 2025 starting at 9 a.m. in Salem**. This event is your opportunity to stand with other city officials from around Oregon in support of the LOC's advocacy efforts. It is also the time to let legislators know how actions they take could impact local communities and the difficult decisions we make. By coming together, our collective voices will make a difference to advance our legislative agenda.

Highlights of City Day at the Capitol will include presentations from the LOC's government relations team on legislative priorities, and briefings from Oregon's governor and legislative leadership about their priorities for the 2025 session. You will also have time for individual visits with your legislators, afternoon seminars and a special reception with legislators and staff that will officially kick off the LOC's Centennial Year. We expect nearly 200 people to attend.

[View preliminary agenda](#)

[Learn More and Register](#)

Scholarships Available

City staff and elected officials who would otherwise be unable to attend are invited to apply for a scholarship to attend City Day at the Capitol. Scholarships may be requested now through **December 11** to cover some or all of: registration, lodging expenses, and travel expenses. Limited funds are available and will be shared among scholarship recipients.

[City Day at the Capitol Scholarship Application](#)

Questions? Contact Brie Ligammari, Conference Coordinator - bligammari@orcities.org

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League of Oregon Cities · 1201 Court St NE Ste 200 · Salem, OR 97301 · USA



AGENDA

CITY DAY AT THE CAPITOL

JANUARY 28, 2025

7:30 – 9:00 a.m. REGISTRATION AND CONTINENTAL BREAKFAST

Salem Convention Center, Willamette Foyer

9:00 – 12:00 p.m. GENERAL SESSION

Salem Convention Center, Willamette Room

- Welcome from Salem Mayor Julie Hoy and LOC President Jessica Engelke
- Governor and Legislative leadership remarks, invited speakers:
 - Governor Tina Kotek
 - Senate President Ron Wagner
 - Speaker of the House Julie Fahey
 - Senate Republican Leader Daniel Bonham
 - House Republican Leader Christine Drazan
- Legislative Landscape & Lobbying
- LOC Legislative Priorities

11:45 – 1:15 p.m. HEADSHOTS & BOXED LUNCHES AVAILABLE

Salem Convention Center, Willamette Foyer

12:00 – 4:15 p.m. INDIVIDUAL LEGISLATIVE MEETINGS*

State Capitol

1:00 – 4:00 p.m. WORKSHOPS

Salem Convention Center, Willamette Room

- | | |
|----------|---|
| 1-2 p.m. | Public Meetings Law |
| 2-3 p.m. | Lobbying at the Federal Level with NLC's Irma Esparza Diggs, Sr. Executive & Director, Federal Advocacy |
| 3-4 p.m. | Revenue Reform Update |

3:00 – 4:45 p.m. STATE AGENCY TABLES

Salem Convention Center, Willamette Foyer

- | | |
|---|-------------------------------------|
| • Oregon Water Resources Department | • State Fire Marshal |
| • Department of Land Conservation and Development | • More will be updated as confirmed |

4:00 – 5:00 p.m. LOBBYIST CHECK-IN AFTER CAPITOL MEETINGS

Salem Convention Center, Willamette Foyer

5:00 – 9:00 p.m. NETWORKING RECEPTION & LOC CENTENNIAL KICK-OFF

Salem Convention Center

Join us for food, beverages*, live music and dancing as we celebrate 100 years of advocating for cities. *No-host bar

**A shuttle will run between the Salem Convention Center and the State Capitol. The first bus will depart the Salem Convention Center at 1:00 p.m. and the last shuttle will depart the State Capitol at 4:45 p.m., with stops at each location approximately every 15-20 minutes throughout the afternoon. A map will be provided in your packet on the day of the event.*

Krystal Grace Stevens

From: Lisa Trevino <LTrevino@orcities.org>
Sent: Tuesday, November 26, 2024 9:52 AM
To: Lisa Trevino
Subject: Scholarships Available for City Day at the Capitol - Apply by December 11, 2024



Good morning!

The League of Oregon Cities (LOC) is excited to announce the availability of scholarships to help city officials attend the **City Day at the Capitol** on **January 28, 2025**, in Salem. These scholarships are designed to assist city staff and elected officials who would otherwise be unable to attend this important event.

Scholarship Details:

- **Eligibility:** Open to all city staff and elected officials.
- **Coverage:** Scholarships may be requested to cover any or all of the following:
 - Registration fees
 - Lodging expenses
 - Travel expenses

LOC is thrilled to celebrate its Centennial Year in 2025 and is pleased to offer \$17,200 in scholarships. Please note that the funds will be allocated to recipients based on demonstrated need.

To apply for a scholarship, please complete [this application form](#) and submit it by **December 11, 2024**.

We encourage you to participate in City Day at the Capitol, an event that offers valuable insights and opportunities to engage with state legislators on key issues affecting local governments.

Thank you for your commitment to public service, and we look forward to seeing you at the event!

Best regards,



Lisa Trevino, *Member Engagement Director*
503-588-6550 direct: 971-428-7276
1201 Court St. NE, Suite 200, Salem, OR 97301-4194
www.orcities.org





RS EXCHANGE

REGIONAL SOLUTIONS

Monday, November 25th, 2024

Regional Solutions Program Updates

Upcoming Regional Solutions Advisory Committee (RSAC) Meetings

- [Northeast Oregon](#) (Baker, Union, and Wallowa Counties) December 2nd, 11am-1pm
 - Eastern Oregon University, Hoke 301
 - [Meeting Link](#)
- [North Central](#) (Hood River, Sherman, and Wasco Counties) December 2nd, 1-3pm
 - 1730 College Way, Hood River
 - [Meeting Link](#)
- [Southern](#) (Jackson & Josephine Counties) December 5, 1-2pm, virtual only, [Meeting link](#)
- [South Coast](#) (Coos, Curry & Douglas Counties) December 6, 1-3pm, virtual only, [Meeting link](#)
- [South-Valley/Mid-Coast](#) (Benton, Lane, Lincoln, and Linn Counties) December 11th, 1-3pm
- [North Coast](#) (Clatsop, Columbia, and Tillamook Counties) December 16th, 10am-12pm

Agendas, meeting materials, and minutes for all RSAC meeting can be found on our [website](#) (links above will take you directly to the page that includes committee information).

Regional Updates

Mid-Valley – Beth Wytoski

- **All In Meals:** Business Oregon recently awarded \$70,000 to All In Meals, a Keizer-based fitness-focused meal kit delivery service in the Salem area through the Small Business Sustainability Fund. The company plans to expand and hire additional permanent positions. These grants are taken from the department's Strategic Reserve Fund, from which qualifying companies can borrow up to \$75,000 in forgivable loans to stabilize and grow small businesses which may be at risk if traditional loans were pursued. The funds may only be used to complete stated goals and projects and cannot be used to relieve any debts.

- **Three Basin Rule:** Oregon's Three Basin Rule has regulated new or increased wastewater discharges, and the required NPDES permits, along the Clackamas, upper McKenzie, and North Santiam watersheds while further limiting pollution discharges, excepting only onsite septic systems and certain construction stormwater runoff. In August, Marion County submitted a petition to amend the rule, allowing a new publicly owned treatment plant to operate, discharging into groundwater (not directly to the nearby Santiam River) as long as the potential discharge meets certain requirements. After thorough review, DEQ submitted a recommendation to begin rulemaking, which was upheld by the Environmental Quality Commission on November 21st. The EQC is the formal policy and rulemaking body which will lead the process. The commission will determine whether new rules should separately address each basin or update rules for all basins in addition to drafting the new rules. While the process has not yet been established, it will include public comment opportunities.
- **Regional Solutions Advisory Committee:** The RSAC is working toward priority setting for the region. The recent meeting of the Mid-Valley committee included presentations from our Economic Development District and our infrastructure experts from Business Oregon and city leadership. We reviewed the Comprehensive Economic Development Strategy (CEDS), which included strengths and weakness as well as a plan of action to spur economic growth across the region. The infrastructure presentation was a series of case studies that looked at local challenges and how some cities have been able to address deferred maintenance and underfunded capital improvement funds, largely through collaborations with state agencies and other partners. As we work toward the adoption of our 5-6 priority areas, we are considering many topics including the following:
 - Housing: Workforce housing, Land Supply, Capital Funding, Infrastructure Capacity, Regional Coordination
 - Community Resilience: Wildfire Prevention and Recovery, Healthcare Access, Behavioral Health Support, Agricultural Competitiveness, Economic Diversification, Food Security, Emergency Communications, Education Attainment and Workforce, Entrepreneurship, and Business Development
 - Infrastructure: Drinking Water, Wastewater, Electricity/Power Capacity, Childcare, Transit, Regionalization, Industrial Land Re-Development
 - Natural Resources: Water, Timber, BiOp Mitigation, Agri-Tourism, Irrigation Modernization
 - Waste Management: Long Term Solid Waste Planning

Northeastern – Courtney Crowell

- **Walla Walla Basin Tour and Milton-Freewater Potential Oregon Solutions Project:** Regional Solutions spent an afternoon recently with OWRD, CTUIR and Washington's Department of Ecology along with many local stakeholders learning more about the work happening in the Walla Walla basin related to water planning and management. It was a great day to celebrate all the collaborative work that has happened over the last decade and celebrate the legislation that both states passed recently that allows the two states to co-manage the basin together.

A small part of the overall Walla Walla basin strategy is to address fish passage and flood control along the Walla Walla River within the city of Milton-Freewater. Regional Solutions brought in Oregon Solutions to see if there was a possible Oregon Solutions project to bring the Milton-Freewater Water Control District and the CTUIR together to work on an MOU agreement to move forward with a general investigation study of the river within the city. The idea is to have everyone work together on comprehensive solutions so that we can address the myriad of issues along the river in the future. Oregon Solutions presented their assessment findings at a meeting of the Milton-Freewater Water Control District and it looks promising that we'll be getting a request for a Governor's designation for this Oregon Solutions project.

- **Baker City Wastewater Project:** Regional Solutions met with Baker City and DEQ this week to brainstorm solutions for their wastewater system. Baker City has been working for a number of years on wastewater options after they built a new storage lagoon and the land they were planning to use for land application was disqualified due to poor soil quality. We talked through ways that the city might be able to use part of this land in the future if they were able to find other lands that would qualify under DEQ rules. This would help the city immensely and would be a great compromise for both parties. Baker City is going to see what might be possible and we'll be meeting again next month to continue conversations on moving this project forward.
- **Baker County Healthcare Conversations:** Oregon's Kitchen Table program has been in Baker County over the past week to hold community conversations around what the future of healthcare in the community looks like. This comes on the heels of last year's decision by St. Alphonsus to close the ICU and maternity services in the community. There is a community group that is working on developing options for healthcare in the community and Regional Solutions helped connect Baker County with Oregon's Kitchen Table to do some community engagement around healthcare needs. I attended the community meeting last week and there were over 70 people who attended to share their thoughts and concerns about health care in Baker County. Additionally, there has been a community survey circulating around the past month asking residents to share their thoughts on what the future of health care should look like.

South-Valley/Mid-Coast – Courtney Flathers

- **Green Peter Drawdown Halted:** Late last week the U.S. Army Corps of Engineers halted the deep drawdown of Green Peter Reservoir in Linn County in response to requests filed by the Cities of Lebanon, Sweet Home and Albany. Increased turbidity due to the drawdown placed significant strain on the cities' drinking water systems. The requests were assessed by state agencies including the Oregon Health Authority, Oregon Department of Environmental Quality and Oregon Department of Fish and Wildlife against a set of criteria established in the state's Deep Drawdown Emergency Response Communications Plan. The Governor's Office requested the drawdown be halted following this assessment. Refill operations are underway. The timeframe for refilling the reservoirs will be dependent on weather and may take several weeks or more to reach typical storage levels.

- CWEDD Board Meeting:** This month I attended the Cascades West Economic Development District Quarterly Board Meeting in Newport. We heard updates on the deployment of HB 3995 Infrastructure Funding, how the Oregon Coast SBDC is exploring the use of AI in economic development, and regional efforts to advance the blue economy, in addition to several other topics. Following the meeting, we toured the [Central Coast Food Web](#) whose mission is to strengthen local, coastal and regional food systems by providing services and support to small, independent food producers. Their Yaquina Lab is a fully functional processing facility, complete with blast freezers, fridges, dry storage, cleaning stations, a vacuum sealer, and commercial-grade dehydrator and smoker, helping small producers get their products to market without the upfront capital expense.



- Rose Street Cottages Groundbreaking:** On November 15th the McKenzie Community Land Trust hosted a groundbreaking event to mark the development of the Rose Street Cottages in Blue River. This project will provide six permanently affordable homeownership opportunities for McKenzie families earning less than 80% of area medium income. The Rose Street neighborhood will also serve as a model for building firewise homes incorporating firewise landscaping. Funding partners include Oregon Housing and Community Services, Lane County, PacificSource and the Eugene Water and Electric Board. Congratulations to the community members and partners who have worked tirelessly to bring this vision to reality!



Metro – Kathy Hyzy

- **Metro Regional Solutions Advisory Committee Meeting #2:** The Metro RSAC committee met for a lively discussion of regional priorities. They are narrowing in on where they'd like to focus; it's clear they would like to establish a regional goal around the restoration and redevelopment of the Willamette River. Workforce development (particularly in behavioral health), small business supports, and the regional reshape created by more employees working from home, are also hot topics. We will reconvene online in December to finalize the priorities.
- **Portland Botanical Gardens** The long-envisioned Portland Botanical Gardens is working to find a home on the 41-acre former Baxter & McCormick Superfund site in North Portland, and Metro Regional Solutions is in the midst of determining if there is a role for us in this process. Adjacent to Willamette Cove and below the bluff where University of Portland resides, PBG is building strong relationships with UP and Metro, trying to raise the necessary funds for site purchase and ongoing maintenance, and are working through a PPA with DEQ. This is a site with a long history of importance to and engagement with the tribes, and DEQ has been leading a consultation effort to ensure their interests are recognized; thus far, the Grande Ronde have accepted the invitation to formal consultation. The site plan includes an extensive set-aside from a riverfront path with beach access, native plants to stabilize and remediate the site, as well as a smaller, admission-only garden area. PBG is particularly interested in making the gardens known as a center for horticulture workforce development.

South Coast – Jessica LaBerge

- **Salmon Harbor Marina Master Plan:** Regional Solutions attended a Technical Advisory Committee meeting with the Salmon Harbor Marina located in Winchester Bay (Douglas County). They are finalizing a strategic plan that will guide the Marina policies, projects, and practices over the next 10 years. They have done a lot of work to get to this point and have many projects aimed at increasing opportunities for people and economic development to this part of the coast. Winchester Bay has seen an explosion of interest in the summer as recreation to the dunes, fishing and exploration bring people out. The strategic plan addresses the collective community interest in having more stable and reliable year round tourism, which there was good discussion at this meeting on strategies. RS is working with the Marina Director and Douglas County on an outreach event with the RST and others in early 2025 to discuss projects and potential funding opportunities.
- **ODHS OREM Evacuation Assembly Demonstration:** The State Resilience Officer and I attended the Able Readiness Demonstration in Coos County last week, hosted on Coquille Indian property. The purpose was to demonstrate the resources that Oregon Dept. of Human Services, Office of Resiliency and Emergency Management (OREM) has acquired and have been staged with the Coquille Indian Tribe for an Evacuation Assembly Point (EAP); and what additional partnerships, contracts and resources would be called upon if such an event was to occur. They had roughly 15 tents set up hosting registration, showers, medical, communications, feeding tents and more. The US Coast Guard flew in to demonstrate a rescue operation and Scappoose Fire demonstrated delivering a pay load with an

unmanned aircraft. A Taiwanese delegation gave several presentations highlighting their rescue operations after a major earthquake, landslides, typhoon flooding and more from their fire and search and rescue leadership. The Director of OREM and the Taiwanese both spoke to the partnership and efforts each are making to protect citizens and offer knowledge and a desire to learn from each other and support where possible. It was a very informative and interesting day and I look forward to working with many of these partners on community resiliency.



Resources and Opportunities

- **USDA Webinar on Resources for Industrial Hemp Producers & Businesses on December 11**

The U.S. Department of Agriculture (USDA) will host a webinar on Dec. 11 at 4 p.m. ET to share information on financial and technical assistance available to expand the domestic industrial hemp industry. USDA program experts from the following agencies and mission areas will be available to connect webinar participants with resources that support industrial hemp production:

- Rural Business Cooperative Service
- Office of the Chief Scientist
- Agricultural Marketing Service
- Farm Service Agency
- Risk Management Agency
- Foreign Agricultural Service

USDA provides federal regulatory oversight of industrial hemp production, approving plans submitted by states and Indian Tribes through the U.S. Domestic Hemp Production Program. The Department offers programs and services that provide capital, training, education and entrepreneurial skills to help people in rural areas start and grow businesses or find jobs in agricultural markets, including in the industrial hemp industry. It also offers loans, loan guarantees and grants across several programs that support eligible hemp producers and businesses.

To register, visit the [webinar registration page](#)

- **EPA Environmental Justice Thriving Communities Grantmakers**

The EPA has selected 11 Environmental Justice Thriving Communities Grantmakers (Grantmakers) that will receive \$600 million to serve as pass-through entities nationwide. Grantmakers will provide subgrants to eligible applicants and will alleviate much of the burden that the federal grants process places on small, resource-constrained community-based organizations supporting underserved communities and marginalized populations. Philanthropy Northwest is serving as the Grantmaker for Oregon and will be distributing grants to chronically underinvested communities that have been negatively impacted by environmental changes in our region, including air quality, water quality, drought, flooding, fires, or types of events that have an impact on access to safe housing, healthy food or water, subsistence practices or quality of life. Projects could address a range of environmental issues and promote healthy communities such as small local cleanups, emergency preparedness and disaster relief, green jobs and youth programs, air and water quality projects, and healthy homes. This funding will focus on project development and implementation, including: technical development for construction or cleanup projects, obtaining permits, land acquisitions, project implementation, and public outreach and education.

- Application Deadline: December 15, 2024
 - Awards: \$350K (Tier 3: Project Development)
 - Eligible Applicants: Local governments, Tribes, community-based nonprofit organizations, and institution of higher education
 - Apply: <https://philanthropyNW.org/epa-environmental-justice-thriving-communities-grantmaking-program>
 - Contact: Jacquie Braden, 907-318-2923, jbraden@philanthropyNW.org
- **Federal Funding & Resources for Tribes**
 - **Community Facilities Tribal College Grant Initiative**
USDA Rural Development provides funding to 1994 Land Grant Institutions to make capital improvements to their educational facilities and to purchase equipment. Funds can be used by Tribal Colleges for infrastructure improvements, to purchase equipment and to develop essential community facilities.
Application Deadline: Open
 - **Community Facilities Direct Loan & Grant Program**
USDA Rural Development program supporting the development of essential community facilities in rural areas. This includes qualified health care needs such as rural hospitals, ambulances, clinics, mobile dental units, firetrucks, and more. Also see RD's **Community Facilities Guaranteed Loan Program**.
Application Deadline: Open
 - **Water & Waste Facility Loans and Grants to Alleviate Health Risks on Tribal Lands**
USDA Rural Development offers this program to help get safe, reliable drinking water and waste disposal services to low-income communities that face significant health risks. **Application Deadline: Open**
 - **Single Family Housing Repair Loans & Grants**
USDA Rural Development provides loans to very-low-income homeowners to repair, improve or modernize their homes or grants to elderly very-low-income homeowners to remove health and safety hazards. **Application Deadline: Open**
 - **Single Family Housing Direct Loan Program (502 Loan Program)**
USDA Rural Development offers this program to assist low- and very-low-income applicants obtain decent, safe and sanitary housing in eligible rural areas by providing payment assistance to increase an applicant's repayment ability. **Application Deadline: Open**
 - **Rebuilding American Infrastructure with Sustainability and Equity (RAISE)**
U.S. Department of Transportation (DOT) Office of the Under Secretary for Policy offers funding for investments in road, rail, transit, and port projects supporting state and local levels to obtain funding for multimodal, multi-jurisdictional projects that are more difficult to support through traditional programs. This program includes zero-emission vehicle infrastructure. **Application Deadlines: Round 1 FY 2024 Projects of Merit 12/2/2024 | Round 2 All Applicants 1/13/2025**

- [Save America's Treasures Grants](#) – [Collection](#) and [Preservation](#)
U.S. Department of Interior (DOI) National Park Service, in cooperation with the [Institute of Museum and Library Services](#), [National Endowment for the Arts](#), and the [National Endowment for the Humanities](#), offers funding to provide preservation and/or conservation assistance to nationally significant historic properties and collections. **Application Deadline: 12/12/2024**
- [Oregon's Broadband Deployment Program Announces Notices of Intent to Award \\$133 Million to Bring High-Speed, Reliable Broadband Internet to Thousands by 2026](#)
This initial tranche of funding aims to enhance internet access in 12,182 locations, 10,755 of which are unserved (lacking 25/3 Mbps service) or lack sufficient broadband service. A total of 16 projects are slated for funding across 17 counties.

The Oregon Broadband Office is excited to announce it has issued Notices of Intent to Award \$132,917,084 through the Office's Broadband Deployment Program (BDP), part of the American Rescue Plan Act (ARPA) Coronavirus Capital Projects Fund (CPF). This initial tranche of funding will support the construction and deployment of high-speed, reliable wired broadband internet at speeds of 100/100 Mbps to unserved and underserved locations across the state.

The Oregon Broadband Office received 62 applications requesting approximately \$445 million for broadband infrastructure projects around the state. The total program allocation is \$156,795,418, so it was a highly competitive process. This oversubscription shows the demand to bring reliable broadband to all Oregonians. That goal is within reach between the Broadband Deployment Program and the upcoming Broadband Equity, Access, and Deployment program.

Awardees were ranked based on a composite score that prioritizes outcomes:

- [Social Vulnerability Index](#) - Applicants receive a 5% score bonus if 80% or more of their proposed project service locations are located within areas designated as "Moderate to High" or "High" on the state of Oregon's Social Vulnerability Index.
- [Unserved Locations](#)— 5 points for other eligible locations where wired 25/3 service already exists).
- [Affordability](#) - Applicants with projects that can offer service at \$30/month or less receive an additional 5 points per location. Applicants with projects that can provide service at \$50/month or less receive two additional points per location.

The Broadband Deployment Program Handbook is available on the Program's website and outlines the selection process and criteria used to determine awardees. Eligible applicants included municipalities, private and for-profit entities, electric utilities, co-operatives, municipal affiliates (economic development corporations, regional planning and development councils, and councils of government), nonprofit organizations, and partnerships between eligible applicants. All awarded funds must be utilized, and projects must be operational by December 2026.

Willamina Visioning | Fall 2024

The City of Willamina has partnered with Rural Development Initiatives (RDI) to help revitalize the community. Two workshops were held to gather ideas from community members and put them into action. This document includes the results of those two meetings. The first page outlines ideas generated at the first "Build your Dream Downtown" Workshops and the following pages include a prioritization matrix of the ideas generated and action plans for the top 4 projects that citizens were most interest in. This results summary can provide guidance on current and future community efforts.

Willamina Visioning Workshop | October 1, 2024

Build Your Dream Downtown Activity Photos



Key Themes from Group Discussion

TRANSPORTATION & HOUSING

- **Housing (apartments)**
- **Safe street crossing**
- **Lessen big log trucks**
- Attract cars from highway
- ADA accessible town

RECREATION

- **More Parks**
- **Splash Pad**
- **Riverfront Access**
- **Nature trails connect to large trail system**
- **Activities for youth**
- Bike Trails
- Fenced in dog park
- Family activities
- Disc golf course
- Pump Track

BUSINESS

- **Grocery Co-Op**
- **No empty storefronts**
- Business incubator
- Facade improvements
- Expand the natural resource economy
- Businesses serve local needs
- Childcare
- Bowling Alley

CULTURE & COMMUNITY

- **Theater & Performing Arts Club**
- **Beautification - trees & native plans**
- **Caring culture, communication, sharing**
- Welcome packet for new residents
- Collaboration with Sheridan
- Museum & Native people story
- Multi-purpose space
- Bigger Library with more hours
- Amphitheater
- Community Garden
- Comprehensive Marketing plan

BOLD = priority focus area

Regular font = already happening and/or second priority



For more information and to join one of these groups, please contact: Krystal Stevens, stevensk@ci.willamina.or.us



Willamina Visioning | Fall 2024

During the second community on November 7th, participants voted on their top projects and then split out into four groups based on the projects that received the highest number of votes (see impact feasibility matrix on page 4).

1. Splash Pad

There is already a group working on this and research is being done. There is an opportunity for more people to join the team and help make it happen!

1. What does success look like?
 - There will be a splash pad in a park in Willamina.
2. Who needs to be involved?
 - City Officials and Employees
 - Community Volunteers
 - EPA/Health Department?
 - Litigation
3. What resources are needed?
 - Money
 - Volunteer Time/Skill
 - Location
 - Power
 - Water
4. What are the next steps?
 - Connecting with local park directors in towns/cities with existing splash pads
 - Researching grant opportunities
 - Determining legalities



2. Downtown Revitalization

Even though the City has funds for façade improvements, businesses aren't applying. There is an opportunity for a liaison to connect businesses with resources available which may be the Chamber or a new Main Street/community organization.

1. What does success look like?
 - Support Existing Businesses
 - Lively/Live Events
 - Full/Occupied Store Fronts
 - Attract New Businesses
 - Music
 - Plants
 - Basic Needs Met
 - Affordable
2. Who needs to be involved?
 - Connect Existing Businesses with Residents
 - Local Business Owners
 - Chamber of Commerce
 - Volunteers from City/Community
3. What resources are needed?
 - People Interested in helping
 - New Committee? (Love Our Town)
 - Money
4. What are the next steps?
 - Market Needs to Citizens/Business Owners
 - Look Up Grants
 - Artistic Representation of Ideas (Visuals)



For more information and to join one of these groups, please contact: Krystal Stevens, stevensk@ci.willamina.or.us

Willamina Visioning | Fall 2024

3. Safe Streets

Many citizens would like to see the community be more pedestrian friendly which includes design elements to decrease traffic speed and increase beautification. It was brought up that there is already a plan for this, but community engagement is needed to see it forward.

1. What does success look like?
 - Crosswalks to Feel Safe and Lower Confusion
 - Lower Traffic Speed
 - More Pedestrians and Bikes Use It
2. Who needs to be involved?
 - ODOT
 - City/County
 - Start: Community & Business Buy-in – Grassroots Movement
3. What resources are needed?
 - Federal and State Funding (Signage, Lights, or What Will Help)
 - Volunteers to See It Through (Be a Squeaky Wheel & Bring Awareness)
4. What are the next steps?
 - Gather Action Committee Volunteers
 - Implement Existing/Update Biking and Pedestrian Portion of TSF



4. River Access

*There is a strong desire to create a bridge and trails to the river on the Community Center Campus.....?
(Ask Bridget & Krystal for more details)*

1. What does success look like?
 - Deck the Trestle
 - Campers – Private Waterfrontage
2. Who needs to be involved?
 - Hampton
3. What resources are needed?
 - Decking & Labor
4. What are the next steps?
 - Contact Hampton

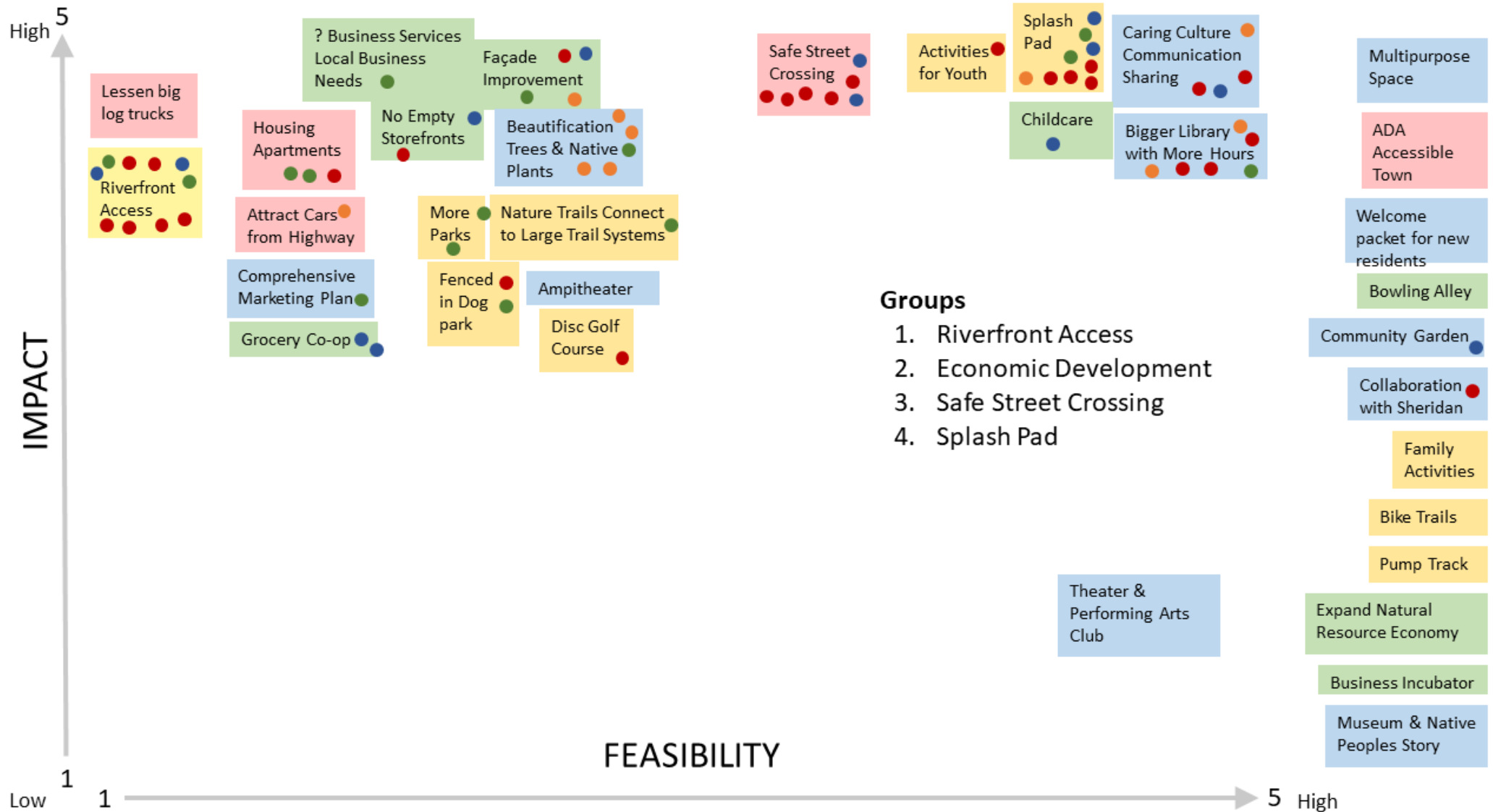


Other notes regarding River Access that appear to be part of a sketched map: Access path, safety, campus, locate fire department easement (Note: do we include the sketch??)



For more information and to join one of these groups, please contact: Krystal Stevens, stevensk@ci.willamina.or.us

Impact Feasibility



Recommended Next Steps

- Meet with City to clarify projects, identify team leads, and review report.
- Consider forming a Friends of Willamina/Main Street type of organization. A Main street organization could be a main entity where subcommittees for these four categories could be formed.
- Continue meeting as subgroups to move projects forward.
- Re-evaluate in a year to celebrate accomplishments and see if there is another priority to start working on.

The City of Willamina and its citizens are eager and excited to work on their community together. There is hope and opportunity in the town of Willamina and they are ready to implement. People who have lived here their whole lives are seeing a turn for the better and are optimistic about the future of their town. The soil is fertile to build strategic community led efforts that support community and economic revitalization. RDI does recommend creating a citizens-led group to help with revitalization using the Main Street four-tier approach. More information can be found at:

<https://www.oregon.gov/oprd/oh/pages/oms.aspx>



Library November 2024 Monthly Report, Sarah Frost, Library Director

Highlights:

- Sarah launched 2 Youth Minecraft Club servers in November. Richard ran an Improv 101 program for youth who signed up for the December Murder Mystery program.
- We ran recruitment in November for:
Library Clerk, part-time, Fridays/Saturdays, emphasis on customer service;
Early Literacy Program Coordinator, limited-duration, grant-funded, 150 hours/10 weeks
Interviews will occur on Saturday, December 14, and Friday, December 20.
- On December 19, we will participate in a Willamina Elementary School Virtual Field Trip to the Library.

Library Patron Visits: 406

*this does not include programs held outside operational hours and/or that are held off-site at the park or for outreach.

Number of Library Pantry uses: 19

Programs Held: 9

Attendance: 81

StoryTime (twice monthly)

Book Club (monthly)

Fiber Enthusiasts (monthly)

Toastmasters (twice monthly)

Warhammer/Tantalous Troupe (monthly)

Minecraft Club

Improv 101

South Yamhill River Astronomy Club (monthly)

Passive: Scavenger Hunt

Circulation: 1059

Self Checkout Circ: 24

*number of item checkouts and renewals

Hold Item Pull: 935

*number of items pulled from our shelves to fill holds within CCRLS

*CCRLS: Chemeketa Cooperative Library Service

Volunteer Hours: 52 + hours

*includes in-house library volunteers, library board, fundraising committee, and friends

Love Our Library (a Friends of the Library organization): 93-3612754

501c3 Friends of the Library Board is scheduled to meet on the first Tuesday at 6:30 PM. - They met on 11/12 and returned to their regular 1st Tuesday schedule on 12/3.

Love our Library Fundraiser: January 25, The Auction, a 21+ Murder Mystery Role-Play event! *The unfortunate death of Baroness Audry von Munchen has led to the auction of her archaeological treasures. At "The Auction" you get to play a character in a fascinating mystery filled with double-dealing, bribery, blackmail, and intrigue. You won't just be watching, you will be completely involved in the action - as a lord, perhaps a lady, an antiques dealer, a butler, even a spy... Additionally, a real-life auction will be held to raise funds for the library.*

Next L.O.L. Fundraising Committee meeting: Saturday, January 11, 3:00 PM
Become a friend at lolwillamina.org

LOVE OUR LIBRARY PRESENTS

"THE AUCTION"

A Library at Twilight Murder Mystery Fundraiser

Jan 25, 2025 | 5 PM
at Willamina Public Library

everyone is a suspect in this fully immersive role playing game

\$40 per person, includes a light meal
cash bar and silent auction with goods from local sponsors
20s - 40s era costumes encouraged



scan the QR
code to
purchase
your tickets!

The Auction is a Murder Mystery Games activity
www.murdermysterygames.net

Library Board:

The Library Board held their regular meeting on November 19. By charter, they will recess in December.

Meeting minutes are available upon request. Recordings are also available on YouTube at <https://www.youtube.com/@willaminalibrary>.

Planning Department Updates to City Council & Planning Commission

November 1 to November 30, 2024

LAND USE APPLICATIONS	
SUB 24-01 Psalm Subdivision/Variance 24-03	Site Plan Review, Variance application submitted and under review

BUILDING PERMITS, BUSINESS LICENSES, SIGN PERMITS	
PRE-APP 24-08 371 NE Main Street	Application submitted and meeting scheduled for December 2024
HOA 24-01 230 Spruce St	Withdrawn
Business License 24-193	New Landlord long term rental
Business License 24-194	New Massage Therapy
Business License 24-195	New Owners Local grocery stores

PUBLIC INQUIRIES & OTHER	
General public inquiries	Staff provided information and researched home occupation permits, partitions, fire and demo processes, permit processes, fence requirements, zoning inquiries and general code requirements.

BCA – Building Compliance Application

HOA – Home Occupation Application

PAR – Partition

SUB – Subdivision

WDC – Willamina Development Code

NOVEMBER CODE ENFORCEMENT DAILY LOG

DATE	Location	Code Enforcement	Concern	Correction	Follow-up
11/14/24	SW PIONEER DR	CODE ENFORCEMENT	RV STORED ON THE PUBLIC STREET	DOOR HANGERS 48'S TODAY I WENT BY AND THE RV IS STORED ON THE STREET HOOKED UP TO THE POWER SUPPLY AND THE CORD IS ON THE SIDEWALK. I LEFT DOOR HANGER ON THE DOOR TO LET THEM KNOW THAT THE RV CAN BE LEFT THERE FOR 72 HRS AND NEEDS TO MOVE.	THIS RV HAS BEEN REMOVED FROM THE PUBLIC STREET AS OF 11/14/24.
11/14/24	SW CHERRY ST		TRUCK REAR END OUT IN THE ROAD AND 1/2 IN THE DRIVEWAY	TALKED TO THE LADY OF THE HOUSE AND LET HER KNOW ABOUT THE TRUCK OUT IN THE ROAD. SHE SAID THEY WOULD PULL IT FURTHER UP INTO THE DRIVEWAY. ALSO TALKED TO JESSICA THE DAUGHTER AND SHE WAS CONCERNED THAT THEY WERE BEING TARGETED BY A NEIGHBOR. I LET HER KNOW THAT WASN'T THE CASE AND THAT IT WAS FROM OUR SIDE OF THE PUBLIC	I GOT BACK TO CITY HALL THE THE HUSBAND HAD CALLED ME TO TALK TO ME ABOUT A COMPLAINT THAT I HAD ADDRESSED LAST MONTH ABOUT THEIR DOGS BARKING AND THAT THE GUY THAT HAD COMPLAINED WAS HARRASSING THEIR DOGS. I LET HIM KNOW THAT I WOULD TALK TO THE GUY ABOUT STOPPING AND MAKING THE DOGS BARK CONTINUOUSLY. HE ALSO WANTED TO MAKE SURE THEIR WAS NO FINE ON THIS END AND I WAS ONLY DOING MY JOB IN ADDRESSING ISSUES THAT ARE BROUGHT TO ME.
11/14/24	D ST		BLOCKED DRAINAGE AREA	PUBLIC WORKS NEEDS TO GET INTO THE DRAINAGE AREA TO CLEAN IT OUT AND THEY PILED A BUNCH OF DEBRIS ON IT. PUBLIC WORKS IS REQUESTING THEY CLEAN IT UP SO THEY CAN GET TO THE DRAIN.	
11/14/24	4TH PLACE		MOTORCYCLE PARKED ON THE SIDEWALK	GOT A CALL FROM A PERSON CONCERNED ABOUT A MOTORCYCLE THAT WAS PARKED AND TARPED ON THE SIDEWALK. THE MOTORCYCLE IS BLOCKING THE AREA SO CHILD GOING TO SCHOOL HAVE TO WALK OUT INTO THE STREET TO GO AROUND IT AND NO WHEELCHAIR CAN GET THROUGH. I STOPPED AND ASKED THEM IF THEY COULD MOVE THE MOTORCYCLE AND SHE SAID IT WAS HER BOYFRIENDS AND SHE WILL HAVE HIM MOVE IT WHEN HE GETS HOME FROM WORK.	THIS MOTORCYCLE HAS BEEN MOVED INTO THEIR DRIVEWAY. NOTHING FURTHER ON MY END.
11/15/24	SW PIONEER DR	CODE ENFORCEMENT	BMW OR LIC# ZRD 223 ABANDONED ON PUBLIC STREET	THIS VEHICLE HAS BEEN ON THE STREET LONG TIME. THERE IS MOSS GROWING ON THE STREET UNDER THE VEHICLE. I TAGGED IT FOR TOW AND LEFT MY CARD IN THE DOOR OF THE PROPERTY I WAS TOLD THE CAR BELONGED TO FROM THE NEIGHBORS INFORMATION TO ME. I WILL TOW THIS VEHICLE ON MONDAY IF I DON'T HEAR FROM THE OWNERS.	11/17/24 I HAD TALKED TO THE OWNER OF THE BMW AND HE ASKED FOR A FEW MORE DAYS TO GET THE VEHICLE MOVED. HE CALLED U PULL IT OUT OF WOODBURN HE IS SELLING THE VEHICLE TO THEM AND IS MAKING ARRANGEMENTS TO HAVE THEM COME AND GET IT. HE ASKED FOR AN EXTENSION UNTIL 11/15/24. I TOLD HIM THATS NO PROBLEM, HOWEVER IF THE VEHICLE WAS NOT GONE BY THEN I WOULD HAVE OK TOWING TAKE IT FOR ME. 11/18/24 RECIEVED A NOTICE THAT THE VEHICLE HAS BEEN REMOVED I WILL GO UP AND VERIFY. 11/14/24 I WILL GO UP TODAY TO VERIFY THE VEHICLE HAS BEEN REMOVED FROM THE STREET 11/14/24 WENT UP AND THE BMW HAS BEEN REMOVED FROM THE STREET
11/16/24					CLOSED FOR VETERANS DAY - THANK YOU FOR YOUR SERVICE
11/11/24					
11/12/24 - 11/13/24		OUT SICK		LOOSE DOG RUNNING AT LARGE THE OWNER SHOWED UP IN A WHITE MINI VAN AND PICKED UP THE DOG. IT HAD DASHED OUT WHEN THE GATE OPENED AND WAS EXCITED TO RUN.	DOG IS BACK WITH ITS OWNER
11/18/24	NE C ST	CODE ENFORCEMENT	LOOSE DOG AT TINA MILLER PARKWHITE MINI VAN OWNER OR LIC # 207 PSD		

NOVEMBER CODE ENFORCEMENT DAILY LOG

DATE	Location	Code Enforcement	Concern	Correction	Follow-up
11/18/24	WILLAMINA DR		FORD F-150 OR LIC # 268PWW BLOCKING WILLAMINA DR	THIS PERSON IS A CONTRACTOR DOING WORK AT THIS RESIDENCE. HIS TRUCK WAS PULLED INTO THE DRIVEWAY WITH A CARGO TRAILER ATTACHED TO IT AND WAS HALFWAY OUT INTO THE STREET BLOCKING TRAFFIC HEADED UP WILLAMINA DR. I GOT A CALL ABOUT IT FROM A CALLER SO I WENT UP THERE. THE GUY WAS NOT NICE TO ME AT ALL AND TOLD ME HE WASN'T GOING TO MOVE HIS VEHICLE. I HAD TO CALL A DEPUTY AND DEPUTY SKAER CAME UP THERE TO TALK TO THE GUY. DEPUTY BAKER ALSO RESPONDED TO THE INCIDENT. THE GUY WAS A TOTAL JERK TO DEPUTY SKAER ALSO AND TOLD HIM HE WASN'T GOING TO MOVE THE VEHICLE BECAUSE THEY WERE WORKING. DEPUTY SKAER LET HIM KNOW THAT HE WAS GOING TO MOVE THE VEHICLE OR IT WAS GOING TO GET TOWED. IN THE END THE GUY COMPLIED AND MOVED HIS VEHICLE TO THE OTHER SIDE OF THE ROAD WHERE PARKING IS PERMITTED.	NOTHING FURTHER ON MY END AT THIS TIME.
11/19/24	PACIFIC HILLS DR	CODE ENFORCEMENT	2007 MINI COOPER OR LIC # 247 NZY PARKED LONG PERIOD OF TIME AND THE VEHICLE HAS FRONT DAMAGE AND FLAT TIRE	THIS VEHICLE HAS BEEN SITTING FOR A LITTLE BIT ACCORDING TO THE GIRL I TALKED TO. SHE SAID THEY WERE PLANNING ON FIXING IT AS SOME POINT. I GAVE HER MY CARD AND ASKED HER TO HAVE THE OWNERS OF THE CAR TO CALL ME TO TALK ABOUT MOVING THE VEHICLE INTO THEIR DRIVEWAY. I WILL TAG THE VEHICLE IF I DON'T HEAR FROM THEM.	11/26/24 WENT BY AND THIS VEHICLE WAS MOVED OFF THE ROAD AND NO WHERE IN THE AREA.
11/20/24	MAIN & SW POLK ST	CODE ENFORCEMENT	VW PASSAT OR LIC # 171 EXPIRED TAGS 6/8/23 MQT ABANDONED VEHICLE ON PUBLIC STREET	THIS VEHICLE IS WRECKED AND ABANDONED LEFT ON THE STREET. THE VEHICLE BELONGS TO A ADDRESS IN REDMOND. IF THE VEHICLE IS THERE STILL ON MONDAY I WILL HAVE IT TOWED BY "OK" TOWING AND I WILL SEND A LETTER OUT TO THE DMV REGISTERED OWNER.	THIS VEHICLE WAS MOVED OVER ONTO POLK STREET ON THURSDAY 11/21/24. WILL CHECK TO MAKE SURE THIS VEHICLE IS MOVING.
11/20/24	MAIN ST		COUCH THAT IS SITTING IN HIS FRONT YARD	CALLER CALLED CITY HALL TO SAY SOMETHING ABOUT A COUCH THAT IS SITTING OUT IN THE FRONT YARD. SHE SAID IT WAS UGLY AND WOULD LIKE TO SEE IT MOVED. I CALLED AND TALKED TO THE RENTER OF THIS PROPERTY AND HE SAID HE WOULD TRY TO GET IT MOVED AS SOON AS HE COULD BUT HE DID HAVE A BROKEN HAND AND WOULD HAVE A HARD TIME MOVING IT. HE ASKED ME IF I COULD HELP HIM GET RID OF THE COUCH AND I TOLD HIM I WOULD ASK OUR PUBLIC WORKS DIRECTOR ABOUT HELPING HIM DISPOSE OF THE COUCH IN OUR DUMPSTER.	TALED TO OUR PUBLIC WORKS DIRECTOR AND WE JUST HAD THE TRASH PICKED UP SO IT WOULD BE 2 WEEKS BEFORE I WOULD BE ABLE TO ASSIST IN THE REMOVAL OF THIS COUCH. I TOLD HIM I WOULD CALL HIM ON DEC. 2ND TO SEE IF THERE WAS ROOM IN THE DUMPSTER TO DISCARD THE COUCH AND EASE HIM OF THE BURDEN OF HAVING THE COUCH SITTING OUT ON HIS PROPERTY. HE WAS HAPPY THAT I COULD HELP HIM HOPEFULLY IN A COUPLE OF WEEKS

NOVEMBER CODE ENFORCEMENT DAILY LOG

DATE	Location	Code Enforcement	Concern	Correction	Follow-up
11/25/24	SW BRANSON ST		VEHICLE ABANDONDED ON THE ROAD TOYOTA CAMARY OR LIC # 359 FVD EXPIRED TAGS 7/27/20	GOT A CALL THAT THIS VEHICLE HAS BEEN PARKED ON THE PUBLIC STREET FOR A LONG PERIOD OF TIME. THE TENDANTS MOVED OUT AND SHE THINKS THEY LEFT THERE CARE BEHIND.	I RAN THE DMV REPORT ON THIS VEHICLE AND IT IS REGISTERED TO NEWBERG ADDRESS. WILL TAG THE VEHICLE TODAY 11/25/24. AND WILL HAVE THE VEHICLE TOWED ON MONDAY DEC 2ND. I WILL BE GONE BY TOW DATE FOR THANKSGIVING WEEK. HOPEFULLY THE PERSON WILL SEE IT AND MOVE OR TAKE IT TO THEIR DRIVEWAY. 12/2/24 ON THE WAY INTO WORK THIS MORNING I SEEN SOMEONE AT THIS VEHICLE WITH THE HOOD UP SO I STOPPED AND TALK TO A GUY THAT SAID HE WAS THE OWNER OF THE VEHICLE. HE SAID HE HAD SOLD IT TO A GIRL AND SHE NEVER TOOK IT OR REGISTERED IT IN HER NAME SO SOMEONE TOLD HIM I TAGGED IT. HE WENT TO THE GIRLS GRANDMAS HOUSE TO GET THE KEY TO THE CAR AND IS IN THE PROCESS OF MOVING IT OVER TO HIS APARTMENT ON MAIN ST. SOMEONE TOOK THE BATTERY OUT OF THE CAR AND IT HAS NO GAS SO HE IS TRYING TO GET THESE THINGS SO HE CAN MOVE IT TODAY.
11/25/24	C AND 1ST ST		SEMI PARKED IN THE PARKING LOT	THE CONCERN IS THERE IS A SEMI PARKED IN THE PARKING LOT. THE OWNER OF THE PROPERTY HAS ASKED THAT THE SEMI NOT BE PARKED THERE BECAUSE PEOPLE PARK THERE TO GO TO THE LIBRARY. THE OWNER OF THE SEMI MOVED THE TRUCK BUT IT IS PARKED AGAIN IN THE PARKING AREA. I LET SARAH KNOW THAT I WOULD TALK TO DEPUTY BAKER ABOUT THE SEMI PARKING THERE BUT I BELIEVE THIS IS A OWNER / SEMI OWNER ISSUE. WE DO LEASE THIS PARKING LOT FOR THE LIBRARY PATRONS TO PARK IN SO I WILL WAIT AND HEAR BACK ON WHAT DEPUTY BAKER SAYS ON THIS ISSUE	12/2/24 I HAD A MESSAGE ON MY WORK PHONE THAT HE GOT A HOLD OF A GUY NAMED GARY GRANT THAT I HAD TOLD HIM BUYS VEHICLES AND HE IS SUPPOSE TO COME THIS WEEK TO GET THE VEHICLE. GARY CAME OUT TO LOOK AT THE VEHICLE AND SAID HE WOULD BUY IT. I WILL CALL THE OWNER OF THE PILOT TODAY TO SEE WHEN HE THINKS GARY WILL BE BY TO GET THE VEHICLE OR IF HE WAS TOLD WHEN.
11/26/24	PACIFIC HILLS DR	CODE ENFORCEMENT	HONDA PILOT OR LIC # 717 GWW PARKED LONG TIME ON PUBLIC STREET	THIS VEHICLE WAS SUPPOSED TO BE TAKEN BY DALLAS U PULL IT THIS SUMMER AND IT WAS STILL SITTING ON THE PUBLIC STREET. I TAGGED THE VEHICLE FOR TOW AND TALKED TO ONE OF THE OWNERS OF THE HONDA. HE SAID NO ONE CAME TO GET THE HONDA PILOT SO IT HAS JUST SAT THERE AND HE WAS STILL WAITING. I TOLD HIM I TAGGED THE VEHICLE AND GAVE HIM OPTIONS ON WHO COULD COME GET IT FOR CASH OR HE COULD DONATE THE VEHICLE TO A NON PROFIT AND ALL PROCEEDS GO TO THE LOCAL LIBRARY. I LET HIM KNOW THAT THE VEHICLE IS SCHEDULED FOR TOW ON MONDAY 12/2/24 UNLESS I HEAR FROM HIM AND WE COULD WORK THROUGH THE VEHICLE BEING TAKEN.	OUT FOR THANKSGIVING
11/27/24 - 12/01/24					

WILLAINA CFS
November 2024

<u>Incident</u>	<u>Case Numbers</u>	<u>Units</u>	<u>Priority</u>	<u>Problem</u>	<u>Agency</u>	<u>Address</u>	<u>City</u>	<u>Response Date</u>
MNS-24-028910	24YC3178	313	4	DHS	LAW	Ne 1st St	WILLAMINA	11/1/2024 8:20
MNS-24-028928		322	1	911 HANG UP OPEN LINE	LAW	Nw Willamina Dr	WILLAMINA	11/1/2024 10:55
MNS-24-028932		322	2	ASSIST OUTSIDE AGENCY	LAW	Sw Hill Dr	WILLAMINA	11/1/2024 11:53
MNS-24-028953		313	4	DHS	LAW	Sw Conastoga St	WILLAMINA	11/1/2024 14:04
MNS-24-028991	24YC3188	334	4	EXTRA PATROL	LAW	Ne C St	WILLAMINA	11/1/2024 19:45
MNS-24-028993		334	2	TRAFFIC HAZARD	LAW	Sw Barber Ave	WILLAMINA	11/1/2024 20:22
MNS-24-029002		334	4	EXTRA PATROL	LAW	Ne C St	WILLAMINA	11/1/2024 23:18
MNS-24-029015		341	2	AREA CHECK	LAW	Ne C St	WILLAMINA	11/2/2024 7:04
MNS-24-029017		341	6	INFORMATION MISC	LAW	Ne Main St	WILLAMINA	11/2/2024 7:10
MNS-24-029018		341	1	ALARM AUDIBLE	LAW	Ne Main St	WILLAMINA	11/2/2024 7:29
MNS-24-029054		334	4	EXTRA PATROL	LAW	Ne C St	WILLAMINA	11/2/2024 19:25
MNS-24-029063		334						
MNS-24-029072	24YC3216	334, 339, 346	1	SUICIDAL	LAW	NE MAIN ST	WILLAMINA	11/2/2024 21:50
MNS-24-029092		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/2/2024 22:57
MNS-24-029093		341	2	CRIMINAL MISCHIEF	LAW	Nw Pacific Hills Dr	WILLAMINA	11/3/2024 9:15
MNS-24-029095		340	4	FOLLOW UP	LAW	Nw 5th St	WILLAMINA	11/3/2024 9:21
MNS-24-029120		340	2	TRAFFIC COMP MISC	LAW	Ne Yamhill St	WILLAMINA	11/3/2024 9:45
MNS-24-029192		341	3	TRAFFIC STOP	LAW	Ne Main St / Ne Oaken Hills Dr	WILLAMINA	11/3/2024 16:02
MNS-24-029198		328	4	FOLLOW UP	LAW	NE MAIN ST	WILLAMINA	11/4/2024 14:18
MNS-24-029244		340	2	ASSIST OUTSIDE AGENCY	LAW	Sw Hill Dr	WILLAMINA	11/4/2024 16:01
MNS-24-029255	24YC3229	316	4	DHS	LAW	Sw Hill Dr	WILLAMINA	11/5/2024 7:50
MNS-24-029258		PO72	3	FIELD INVESTIGATION	LAW	Ne Main St	WILLAMINA	11/5/2024 9:54
MNS-24-029297		PO72	3	FIELD INVESTIGATION	LAW	Sw Hill Dr	WILLAMINA	11/5/2024 10:26
MNS-24-029350		340	2	ASSIST OUTSIDE AGENCY	LAW	Ne 4th St	WILLAMINA	11/5/2024 19:05
MNS-24-029369		322, 340	2	CIVIL PAPER	LAW	Se Main St	WILLAMINA	11/6/2024 13:35
MNS-24-029384								
MNS-24-029387								
MNS-24-029389								
MNS-24-029390	24YC3241	314, 322, 334	1	DISTURBANCE	LAW	Ne Main St / Ne E St	WILLAMINA	11/6/2024 17:05
MNS-24-029402		320, 334	2	SEX CRIME MISC	LAW	Nw 5th St	WILLAMINA	11/6/2024 19:34
MNS-24-029411		323	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/6/2024 19:59
MNS-24-029427		334	3	FIELD INVESTIGATION	LAW	Ne C St	WILLAMINA	11/6/2024 20:05
MNS-24-029433	24YC3242	305, 314, 320,						
MNS-24-029445		323	2	JUVENILE ABUSE NEGLECT	LAW	Ne C St	WILLAMINA	11/6/2024 20:05
MNS-24-029453		YCOM	4	REPOSSESSED VEHICLE	LAW	Sw Walnut St	WILLAMINA	11/7/2024 2:18
MNS-24-029453		317	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/7/2024 7:07
MNS-24-029453		317	2	HARASSMENT	LAW	Nw 1st St	WILLAMINA	11/7/2024 9:15
MNS-24-029453		320	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/7/2024 10:29
MNS-24-029453		317	1	ALARM AUDIBLE	LAW	Ne Main St	WILLAMINA	11/7/2024 12:38
MNS-24-029453		317	2	CIVIL COMPLAINT	LAW	Ne 1st St	WILLAMINA	11/7/2024 13:32

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MNS-24-029459		306	4	DETAIL	LAW	Ne C St	WILLAMINA	11/7/2024 13:57
MNS-24-029503		320	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/7/2024 23:00
MNS-24-029552		320	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/8/2024 17:21
MNS-24-029577		320	4	FOLLOW UP	LAW	Ne Main St	WILLAMINA	11/8/2024 21:12
		314, 315, 320,						
MNS-24-029622	24YC3275	329	1	FIGHT NOW	LAW	SW HILL DR	WILLAMINA	11/9/2024 17:28
MNS-24-029628	24YC3276	314, 346	1	RESTRAINING ORDER VIOL NOW	LAW	Ne Main St	WILLAMINA	11/9/2024 18:29
MNS-24-029629		GRT	4	FOLLOW UP	LAW	Sw Maple St	WILLAMINA	11/9/2024 18:32
MNS-24-029644		320	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/9/2024 21:48
MNS-24-029712		340	4	FOLLOW UP	LAW	Sw Hill Dr	WILLAMINA	11/11/2024 13:19
MNS-24-029714		340	2	PREM UNSECURE	LAW	Nw Willamina Dr	WILLAMINA	11/11/2024 13:30
MNS-24-029807		323	2	CIVIL PAPER	LAW	Sw Hill Dr	WILLAMINA	11/12/2024 19:48
MNS-24-029906		320	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/13/2024 20:42
MNS-24-029920		323	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/14/2024 1:57
MNS-24-029967		341	2	HARASSMENT	LAW	Ne Oaken Hills Dr	WILLAMINA	11/14/2024 12:23
MNS-24-029991		322, 341	2	SUSPICIOUS	LAW	Nw 3rd St	WILLAMINA	11/14/2024 15:34
MNS-24-030012		320	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/14/2024 17:42
MNS-24-030018		320	4	DETAIL	LAW	Ne Main St	WILLAMINA	11/14/2024 19:30
MNS-24-030020		320	3	TRAFFIC STOP	LAW	NW MAIN ST	WILLAMINA	11/14/2024 20:14
MNS-24-030024	24YC3314	320, 346	1	WARRANT SERVICE	LAW	Nw Churchman St	WILLAMINA	11/14/2024 21:10
MNS-24-030028		320	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/14/2024 23:18
MNS-24-030045	24YC3317	322, 341, COS	1	MEDICAL ASSIST	LAW	Se Adams St	WILLAMINA	11/15/2024 8:15
MNS-24-030091		320	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/15/2024 17:21
MNS-24-030095		320	3	FIELD INVESTIGATION	LAW	Ne C St	WILLAMINA	11/15/2024 18:15
MNS-24-030100		320	4	DETAIL	LAW	Ne Main St	WILLAMINA	11/15/2024 19:38
MNS-24-030109		339	3	TRAFFIC STOP	LAW	Sw James St	WILLAMINA	11/15/2024 20:58
MNS-24-030113		320	4	EXTRA PATROL	LAW	Ne Yamhill St	WILLAMINA	11/15/2024 21:39
MNS-24-030136		315, 346	1	ALARM AUDIBLE	LAW	Ne Main St	WILLAMINA	11/16/2024 4:43
MNS-24-030141		322	2	DRUG VIOLATION	LAW	Ne 3rd St / Ne Oaken Hills Dr	WILLAMINA	11/16/2024 8:40
MNS-24-030142		322	2	ABANDONED VEHICLE	LAW	Se Main St	WILLAMINA	11/16/2024 9:20
MNS-24-030160		320	2	CIVIL PAPER	LAW	Ne E St	WILLAMINA	11/16/2024 16:57
MNS-24-030180		320	2	NOISE	LAW	Sw Barber Ave / Sw Maple St	WILLAMINA	11/16/2024 22:48
MNS-24-030181		320	2	SUSPICIOUS	LAW	Ne Yamhill St	WILLAMINA	11/16/2024 23:02
MNS-24-030183		320	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/16/2024 23:10
MNS-24-030203		340	1	ALARM AUDIBLE	LAW	Ne D St	WILLAMINA	11/17/2024 9:57
MNS-24-030210		317	2	CIVIL PAPER	LAW	Ne C St	WILLAMINA	11/17/2024 11:52
MNS-24-030211		317	2	CIVIL PAPER	LAW	Nw Pacific Hills Dr	WILLAMINA	11/17/2024 11:56
MNS-24-030266		317, 340	1	DISTURBANCE	LAW	NW WILLAMINA DR	WILLAMINA	11/18/2024 11:42

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MNS-24-030272		340	4	ORDINANCE	LAW	Sw Matthews St	WILLAMINA	11/18/2024 13:19
MNS-24-030279		340	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/18/2024 14:25
MNS-24-030281		340	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/18/2024 14:32
MNS-24-030284	24YC3339	340	1	DRIVING WHILE SUSPENDED	LAW	Ne Main St	WILLAMINA	11/18/2024 14:54
MNS-24-030294	24YC3340	323	1	DOMESTIC NOW	LAW	Sw Pioneer Dr	WILLAMINA	11/18/2024 17:48
MNS-24-030344		317	2	CIVIL PAPER	LAW	Ne C St	WILLAMINA	11/19/2024 10:28
MNS-24-030345		317	2	CIVIL PAPER	LAW	Ne E St	WILLAMINA	11/19/2024 10:33
MNS-24-030346	24YC3346	340	2	SEX CRIME MISC	LAW	Nw Highlands Lp	WILLAMINA	11/19/2024 10:34
MNS-24-030347		317	2	CIVIL PAPER	LAW	Ne Main St	WILLAMINA	11/19/2024 10:38
307, 317, 340,								
MNS-24-030368		343, 8040	1	SUICIDAL	LAW	SW MATTHEWS ST	WILLAMINA	11/19/2024 14:53
MNS-24-030378	24YC3350	323, 340	1	TRF COLLISION UNKNOWN INJURIES	LAW	Ne Main St / N B St	WILLAMINA	11/19/2024 17:50
MNS-24-030404		322	1	ALARM AUDIBLE	LAW	Nw 3rd St	WILLAMINA	11/20/2024 7:27
MNS-24-030487		320	4	EXTRA PATROL	LAW	Ne Yamhill St	WILLAMINA	11/20/2024 20:18
MNS-24-030492		320	2	HARASSMENT	LAW	Ne Main St	WILLAMINA	11/20/2024 20:47
MNS-24-030496		320	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/20/2024 21:58
MNS-24-030509		329, 346	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/21/2024 2:25
MNS-24-030546		322	2	CIVIL PAPER	LAW	Sw Bales Av	WILLAMINA	11/21/2024 11:04
MNS-24-030568		322, 341	4	FOLLOW UP	LAW	Nw Main St	WILLAMINA	11/21/2024 15:16
MNS-24-030574		334	2	CIVIL COMPLAINT	LAW	Ne D St	WILLAMINA	11/21/2024 16:24
MNS-24-030589		334	2	AREA CHECK	LAW	NE YAMHILL ST	WILLAMINA	11/21/2024 18:53
MNS-24-030603		334	1	WELFARE CHECK	LAW	Se Main St / Se Lincoln St	WILLAMINA	11/21/2024 21:53
MNS-24-030610		334	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/22/2024 0:00
MNS-24-030611		334	1	BEHAVIORAL HEALTH CONCERN	LAW	Ne C St	WILLAMINA	11/21/2024 23:59
MNS-24-030691		334	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/22/2024 22:28
MNS-24-030710		346	1	ALARM AUDIBLE	LAW	Sw Maple St	WILLAMINA	11/23/2024 4:15
MNS-24-030739		317	1	ALARM AUDIBLE	LAW	Ne C St	WILLAMINA	11/23/2024 12:55
MNS-24-030743		334	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/23/2024 14:29
MNS-24-030749		334	2	CIVIL PAPER	LAW	Sw Bales Av	WILLAMINA	11/23/2024 16:07
314, 317, 334,								
MNS-24-030752	24YC3380	G113	1	DOMESTIC NOW	LAW	Sw Bales Av	WILLAMINA	11/23/2024 16:21
MNS-24-030774		314, 334	6	INFORMATION MISC	LAW	Ne Oaken Hills Dr	WILLAMINA	11/23/2024 22:34
MNS-24-030829		323	2	THEFT	LAW	Ne Main St	WILLAMINA	11/24/2024 21:30
MNS-24-030870		340	2	THEFT	LAW	Se Main St	WILLAMINA	11/25/2024 14:26
MNS-24-030875	24YC3401	340	1	DRIVING WHILE SUSPENDED	LAW	NE MAIN ST / NE D ST	WILLAMINA	11/25/2024 14:49
MNS-24-030879		PO65	3	FIELD INVESTIGATION	LAW	Ne 4th Pl	WILLAMINA	11/25/2024 15:15
MNS-24-030895		340	2	CIVIL PAPER	LAW	Sw Walnut St	WILLAMINA	11/25/2024 19:34
MNS-24-030896		340	2	CIVIL PAPER	LAW	Sw Bales Av	WILLAMINA	11/25/2024 19:37

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MNS-24-031052		342	2	FRAUD	LAW	NE C ST	WILLAMINA	11/27/2024 13:07
MNS-24-031108		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/27/2024 23:10
MNS-24-031113		334	2	CIVIL COMPLAINT	LAW	Ne Main St	WILLAMINA	11/28/2024 0:00
MNS-24-031117		315, 346	1	ALARM AUDIBLE	LAW	Sw Hill Dr	WILLAMINA	11/28/2024 3:45
MNS-24-031139		342	2	SUSPICIOUS	LAW	Ne 4th Pl	WILLAMINA	11/28/2024 13:02
MNS-24-031163		314	1	911 HANG UP OPEN LINE	LAW	Ne Main St	WILLAMINA	11/28/2024 19:25
MNS-24-031219	24YC3434		2	SEX CRIME MISC	LAW	NE E ST	WILLAMINA	11/29/2024 13:16
MNS-24-031237		323	2	THEFT	LAW	Ne Main St	WILLAMINA	11/29/2024 19:05
MNS-24-031246		334	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/29/2024 21:37
MNS-24-031250		323	1	ALARM AUDIBLE	LAW	Sw Hill Dr	WILLAMINA	11/30/2024 1:25
MNS-24-031262		WPWKS	6	INFORMATION MISC	LAW	Se Polk St	WILLAMINA	11/30/2024 6:44
MNS-24-031285		BCAST3	1	RECKLESS DRIVER	LAW	Nw Main St	WILLAMINA	11/30/2024 13:54
MNS-24-031310		334	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/30/2024 18:36
MNS-24-031320		323, 334	2	SUSPICIOUS	LAW	Sw Maple St / Sw Barber Ave	WILLAMINA	11/30/2024 20:07
MNS-24-031322		334	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/30/2024 20:17
MNS-24-031329		334	2	SUSPICIOUS	LAW	Sw Branson St	WILLAMINA	11/30/2024 23:29
MNS-24-031330		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/30/2024 23:50

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Calls	Cases
125	17

		Contract Deputy(s)	City/Rural	Rural	Other
Civil Paper	12				
Audible Alarm	9	334	21	6	33
Animal	0	340	16	4	
Area Check	10	0	0		
Agency Assist	3		37	10	88
Civil Complaint	3				
DHS	3				
Disturbance	2				
Domenstic Now	2				
Extra Patrol	8				
Field Investigation	5				
Follow Up	16				
Harassment	3				
Information Misc	3				
Noise	1				
Ordinance	1				
Suspicious	5				
Traffic Stop	7				
Warrant Service	1				
Welfare Check	1				

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		304, 323, 326						
MNS-23-028777			1	WELFARE CHECK	LAW	Sw Cherry Av	WILLAMINA	11/1/2023 9:19
MNS-23-028797		340	3	FIELD INVESTIGATION	LAW	Ne C St	WILLAMINA	11/1/2023 13:46
MNS-23-028819		334	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/1/2023 17:35
MNS-23-028820		334	4	DETAIL	LAW	Ne Main St / Ne Oaken Hills Dr	WILLAMINA	11/1/2023 17:47
MNS-23-028838		334	4	EXTRA PATROL	LAW	Ne Yamhill St	WILLAMINA	11/1/2023 22:45
MNS-23-028848		317	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/2/2023 0:05
MNS-23-028862		322	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/2/2023 7:09
MNS-23-028863	23003183	313	4	DHS	LAW	Ne C St	WILLAMINA	11/2/2023 7:12
MNS-23-028869	23003187	316	4	DHS	LAW	Nw Hope Ct	WILLAMINA	11/2/2023 8:19
MNS-23-028872		322	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/2/2023 8:39
MNS-23-028916			3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/2/2023 15:30
MNS-23-028922		322	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/2/2023 16:23
MNS-23-028927		334	2	SEX CRIME MISC	LAW	Ne Main St	WILLAMINA	11/2/2023 17:07
MNS-23-028928		322, 334	3	FIELD INVESTIGATION	LAW	NE C ST	WILLAMINA	11/2/2023 17:13
MNS-23-028937		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/2/2023 18:37
MNS-23-028939		334	2	SUSPICIOUS	LAW	Ne Yamhill St	WILLAMINA	11/2/2023 18:48
MNS-23-028946		339	2	AREA CHECK	LAW	Ne Main St	WILLAMINA	11/2/2023 19:41
MNS-23-028947		334	1	DISTURBANCE	LAW	Ne Main St	WILLAMINA	11/2/2023 19:42
MNS-23-028948	23003198	334, 339	1	WARRANT SERVICE	LAW	Nw Main St	WILLAMINA	11/2/2023 19:47
		330, 336, 339, G113,						
MNS-23-028970	23003201	GRT	2	SUSPICIOUS	LAW	Ne Main St	WILLAMINA	11/3/2023 1:17
MNS-23-028972		339	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/3/2023 2:58
MNS-23-028973		339	4	FOLLOW UP	LAW	Ne Main St	WILLAMINA	11/3/2023 4:46
MNS-23-028985		322	3	TRAFFIC STOP	LAW	Se Main St	WILLAMINA	11/3/2023 8:35
MNS-23-028988		322	4	EXTRA PATROL	LAW	Ne Yamhill St	WILLAMINA	11/3/2023 9:01
MNS-23-028989		322	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/3/2023 9:06
MNS-23-029011		322	2	SUSPICIOUS	LAW	Nw Churchman St	WILLAMINA	11/3/2023 12:03
MNS-23-029037		322	4	FOLLOW UP	LAW	Se Washington St	WILLAMINA	11/3/2023 15:37
MNS-23-029038		334	2	HARASSMENT	LAW	NE C ST	WILLAMINA	11/3/2023 15:39

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MNS-23-029050		334	6	INFORMATION MISC	LAW	Se Main St	WILLAMINA	11/3/2023 16:27
MNS-23-029071		330, 334	1	TRF COLLISION W/INJURIES	LAW	Se Main St / Se Ivy St	WILLAMINA	11/3/2023 18:58
MNS-23-029076		334	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/3/2023 19:52
MNS-23-029099		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/3/2023 23:25
MNS-23-029110		339	2	SUSPICIOUS	LAW	Ne Main St	WILLAMINA	11/4/2023 2:52
MNS-23-029117		322	4	EXTRA PATROL	LAW	Ne Yamhill St	WILLAMINA	11/4/2023 8:06
MNS-23-029169		334	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/4/2023 18:22
MNS-23-029188		334	2	SUSPICIOUS	LAW	Ne Yamhill St	WILLAMINA	11/4/2023 20:32
MNS-23-029202		339	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/4/2023 22:05
MNS-23-029203		334	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/4/2023 22:11
MNS-23-029204		339	4	FOLLOW UP	LAW	Nw Main St	WILLAMINA	11/4/2023 22:17
MNS-23-029227	23003228	607	4	DHS	LAW	Sw Bales Av	WILLAMINA	11/5/2023 10:11
MNS-23-029238		340	3	TRAFFIC STOP	LAW	Sw Cherry Av / Sw Hill Dr	WILLAMINA	11/5/2023 13:20
MNS-23-029263		332	2	SUSPICIOUS	LAW	Se Main St / Se Ivy St	WILLAMINA	11/5/2023 20:39
MNS-23-029285		323, COS	1	SUICIDAL	LAW	Ne 2nd St	WILLAMINA	11/6/2023 8:01
MNS-23-029299		340	3	TRAFFIC STOP	LAW	Ne Main St / Ne D St	WILLAMINA	11/6/2023 11:16
MNS-23-029317		340	3	TRAFFIC STOP	LAW	Ne Main St / Ne Oaken Hills Dr	WILLAMINA	11/6/2023 19:04
MNS-23-029329		YCOM	4	REPOSSESSED VEHICLE	LAW	Sw Barber Av	WILLAMINA	11/7/2023 0:54
MNS-23-029421		332	3	TRAFFIC STOP	LAW	Ne 1st St	WILLAMINA	11/7/2023 19:49
MNS-23-029424	23003250	302, 315, 324, 332, G109	2	SUSPICIOUS	LAW	Ne 1st St / Ne D St	WILLAMINA	11/7/2023 20:39
MNS-23-029437		322	3	TRAFFIC STOP	LAW	Nw Main St	WILLAMINA	11/8/2023 8:09
MNS-23-029443		308	4	DETAIL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/8/2023 8:51
MNS-23-029450		322	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/8/2023 9:43
MNS-23-029451		322	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/8/2023 9:54
MNS-23-029464		340	3	TRAFFIC STOP	LAW	Se Lamson St / Se Main St	WILLAMINA	11/8/2023 12:48
MNS-23-029474	23003254	340	2	THEFT	LAW	Ne C St	WILLAMINA	11/8/2023 14:27

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MNS-23-029482	23003255	311, 322, 340	1	SUICIDAL	LAW	Sw Pine St	WILLAMINA	11/8/2023 15:01
MNS-23-029487		322	3	TRAFFIC STOP	LAW	Se Main St / Se Lamson St	WILLAMINA	11/8/2023 15:32
MNS-23-029489		311	2	SUSPICIOUS	LAW	NW MAIN ST	WILLAMINA	11/8/2023 15:47
MNS-23-029490	23003258	306, 334, INFO	1	MISSING PERSON	LAW	Sw Pioneer Dr	WILLAMINA	11/8/2023 15:50
MNS-23-029520		334	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/8/2023 21:39
MNS-23-029524		334	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/8/2023 22:12
MNS-23-029532		330, 334	2	SUSPICIOUS	LAW	Ne Main St	WILLAMINA	11/9/2023 0:05
MNS-23-029556		322	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/9/2023 7:40
MNS-23-029557		322	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/9/2023 7:45
MNS-23-029562		322	2	PARKING	LAW	Ne 1st St	WILLAMINA	11/9/2023 8:17
MNS-23-029575		322	3	TRAFFIC STOP	LAW	Nw Main St	WILLAMINA	11/9/2023 11:34
MNS-23-029576		322	3	TRAFFIC STOP	LAW	Ne 3rd St / Ne E St	WILLAMINA	11/9/2023 11:54
MNS-23-029583		322	3	TRAFFIC STOP	LAW	Nw Main St	WILLAMINA	11/9/2023 12:26
MNS-23-029627		334	4	DETAIL	LAW	Ne Main St / Ne Oaken Hills Dr	WILLAMINA	11/9/2023 17:57
MNS-23-029648		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/9/2023 21:57
MNS-23-029679		322	3	FIELD INVESTIGATION	LAW	NE C ST / NE MAIN ST	WILLAMINA	11/10/2023 7:25
MNS-23-029680		322	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/10/2023 7:34
MNS-23-029684		322	1	DISTURBANCE	LAW	Ne 5th St / Ne E St	WILLAMINA	11/10/2023 8:54
MNS-23-029712		322	2	CIVIL PAPER	LAW	Sw Pioneer Dr	WILLAMINA	11/10/2023 14:50
MNS-23-029728		322	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/10/2023 16:11
MNS-23-029745		334	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/10/2023 19:41
MNS-23-029817		323, 334	3	FIELD INVESTIGATION	LAW	Ne C St	WILLAMINA	11/11/2023 16:08
MNS-23-029824		334	2	CRIMINAL MISCHIEF	LAW	Ne 1st St	WILLAMINA	11/11/2023 17:43
MNS-23-029828	23003296	330, 334, 605	1	DISTURBANCE	LAW	Ne 3rd St	WILLAMINA	11/11/2023 19:41
MNS-23-029847		334	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/11/2023 23:34
MNS-23-029850		317	2	SUSPICIOUS	LAW	Ne 5th St	WILLAMINA	11/12/2023 0:33
MNS-23-029856		317	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/12/2023 2:50
MNS-23-029917		311	2	CRIMINAL MISCHIEF	LAW	Ne Yamhill St	WILLAMINA	11/13/2023 8:09

WILLAINA CFS
November 2023

<u>Incident</u>	<u>Case Numbers</u>	<u>Units</u>	<u>Priority</u>	<u>Problem</u>	<u>Agency</u>	<u>Address</u>	<u>City</u>	<u>Response Date</u>
MNS-23-029930		340	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/13/2023 10:03
MNS-23-029951		340	3	FIELD INVESTIGATION	LAW	Ne C St	WILLAMINA	11/13/2023 12:09
MNS-23-029966		340	3	TRAFFIC STOP	LAW	NE MAIN ST / NE E ST	WILLAMINA	11/13/2023 14:30
MNS-23-029970		340	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/13/2023 14:43
MNS-23-029979		311	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/13/2023 16:06
MNS-23-030000		317	2	CIVIL PAPER	LAW	Nw Willamina Dr	WILLAMINA	11/13/2023 21:45
MNS-23-030001	23003322	317, 324	1	ASSAULT NOW	LAW	NE MAIN ST	WILLAMINA	11/13/2023 22:16
MNS-23-030021		322	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/14/2023 8:03
MNS-23-030035		340	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/14/2023 11:16
MNS-23-030043		340	3	TRAFFIC STOP	LAW	Nw Main St	WILLAMINA	11/14/2023 11:59
MNS-23-030046		340	6	INFORMATION MISC	LAW	Ne C St	WILLAMINA	11/14/2023 12:21
MNS-23-030060		340	3	FIELD INVESTIGATION	LAW	Nw Main St	WILLAMINA	11/14/2023 14:18
MNS-23-030067		340	4	DETAIL	LAW	Ne Main St / Ne Oaken Hills Dr	WILLAMINA	11/14/2023 15:55
MNS-23-030070		340	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/14/2023 16:03
MNS-23-030085		310	4	DETAIL	LAW	Ne C St	WILLAMINA	11/14/2023 18:40
MNS-23-030096		317, 324	1	DISTURBANCE	LAW	Ne Main St	WILLAMINA	11/14/2023 22:09
MNS-23-030133		322	3	FIELD INVESTIGATION	LAW	Ne C St	WILLAMINA	11/15/2023 9:18
MNS-23-030147		340	3	TRAFFIC STOP	LAW	Ne 4th St / Ne C St	WILLAMINA	11/15/2023 10:28
MNS-23-030154		322	3	TRAFFIC STOP	LAW	Ne Main St / Ne D St	WILLAMINA	11/15/2023 12:26
		311, 322,						
MNS-23-030159		340	4	DETAIL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/15/2023 12:56
MNS-23-030165		311	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/15/2023 14:04
MNS-23-030173		340	3	TRAFFIC STOP	LAW	Ne 1st St / Ne D St	WILLAMINA	11/15/2023 14:50
MNS-23-030176		322	3	TRAFFIC STOP	LAW	Nw Main St	WILLAMINA	11/15/2023 15:09
MNS-23-030198	23003343	320	4	DHS	LAW	Ne 1st St	WILLAMINA	11/15/2023 16:41
MNS-23-030210		306	4	FOLLOW UP	LAW	Ne 1st St	WILLAMINA	11/15/2023 17:40
MNS-23-030223		334	4	DETAIL	LAW	Ne Main St / Ne D St	WILLAMINA	11/15/2023 18:41
MNS-23-030233		334	2	SUSPICIOUS	LAW	Ne Yamhill St	WILLAMINA	11/15/2023 19:30
MNS-23-030242		330, 334	4	DETAIL	LAW	Ne Yamhill St	WILLAMINA	11/15/2023 20:33
MNS-23-030252		334	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/15/2023 23:15
MNS-23-030255		COS	1	MENTAL	LAW	Nw 5th St	WILLAMINA	11/15/2023 23:54
MNS-23-030286		322	4	EXTRA PATROL	LAW	NE OAKEN HILLS DR	WILLAMINA	11/16/2023 7:54

WILLAINA CFS
November 2023

<u>Incident</u>	<u>Case Numbers</u>	<u>Units</u>	<u>Priority</u>	<u>Problem</u>	<u>Agency</u>	<u>Address</u>	<u>City</u>	<u>Response Date</u>
MNS-23-030297		320	4	FOLLOW UP	LAW	Ne 1st St	WILLAMINA	11/16/2023 9:45
MNS-23-030312		322	3	TRAFFIC STOP	LAW	Nw Main St	WILLAMINA	11/16/2023 12:09
MNS-23-030315		322	2	AREA CHECK	LAW	Ne Main St	WILLAMINA	11/16/2023 12:20
MNS-23-030359		334	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/16/2023 17:41
MNS-23-030361		334	2	SUSPICIOUS	LAW	Ne Yamhill St	WILLAMINA	11/16/2023 17:48
MNS-23-030363		605	3	TRAFFIC STOP	LAW	Ne Main St / Ne D St	WILLAMINA	11/16/2023 18:09
MNS-23-030364		334	2	AREA CHECK	LAW	Ne Main St	WILLAMINA	11/16/2023 18:16
MNS-23-030369		334	4	DETAIL	LAW	Ne Oaken Hills Dr / Ne Main St	WILLAMINA	11/16/2023 19:02
MNS-23-030372		334	2	AREA CHECK	LAW	Ne Main St	WILLAMINA	11/16/2023 19:27
MNS-23-030398		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/16/2023 23:37
		315, 319, 330, 332, G103,						
MNS-23-030480	23003366	G113	1	DOMESTIC NOW	LAW	Ne C St	WILLAMINA	11/17/2023 22:48
MNS-23-030491		323	1	ALARM AUDIBLE	LAW	NW MAIN ST	WILLAMINA	11/18/2023 5:56
MNS-23-030500	23003371	323	2	SEX CRIME MISC	LAW	Ne C St	WILLAMINA	11/18/2023 9:25
MNS-23-030505		323	2	CIVIL PAPER	LAW	Sw Ash St	WILLAMINA	11/18/2023 11:56
MNS-23-030507		323	2	CIVIL PAPER	LAW	Ne 1st St	WILLAMINA	11/18/2023 12:06
MNS-23-030512		323	2	THEFT	LAW	Ne Main St	WILLAMINA	11/18/2023 13:10
MNS-23-030547		317, 324	1	WARRANT SERVICE	LAW	Sw Ivy St	WILLAMINA	11/18/2023 21:16
MNS-23-030581		323	2	THEFT	LAW	Ne Main St	WILLAMINA	11/19/2023 11:45
MNS-23-030583		COS	1	MENTAL	LAW	Ne 5th St	WILLAMINA	11/19/2023 12:15
MNS-23-030586		323	1	ALARM AUDIBLE	LAW	Ne C St	WILLAMINA	11/19/2023 13:06
MNS-23-030625		322	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/20/2023 6:50
MNS-23-030638		322	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/20/2023 9:17
MNS-23-030689		340	3	TRAFFIC STOP	LAW	Nw Main St	WILLAMINA	11/20/2023 16:20
MNS-23-030690		322, 340	1	DISTURBANCE	LAW	Se Washington St	WILLAMINA	11/20/2023 16:28
MNS-23-030700		339	4	FOLLOW UP	LAW	Ne 2nd St	WILLAMINA	11/20/2023 19:28
MNS-23-030702		339	1	WARRANT SERVICE	LAW	Sw Ivy St	WILLAMINA	11/20/2023 19:53
MNS-23-030721		339	2	SUSPICIOUS	LAW	Ne C St	WILLAMINA	11/21/2023 3:42

WILLAINA CFS
November 2023

<u>Incident</u>	<u>Case Numbers</u>	<u>Units</u>	<u>Priority</u>	<u>Problem</u>	<u>Agency</u>	<u>Address</u>	<u>City</u>	<u>Response Date</u>
MNS-23-030726		322	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/21/2023 7:35
MNS-23-030745		320	4	FOLLOW UP	LAW	Ne 1st St	WILLAMINA	11/21/2023 9:48
MNS-23-030790	23003398	322, 340	1	WARRANT SERVICE	LAW	NE YAMHILL ST	WILLAMINA	11/21/2023 14:54
		310, 324,						
MNS-23-030807	23003403	340	1	DISTURBANCE	LAW	Ne Main St	WILLAMINA	11/21/2023 17:47
MNS-23-030826		322	4	EXTRA PATROL	LAW	Ne Oaken Hills Dr	WILLAMINA	11/22/2023 7:24
MNS-23-030829		322	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/22/2023 9:06
MNS-23-030852		340	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/22/2023 14:13
MNS-23-030864		322	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/22/2023 16:23
MNS-23-030892		340	3	TRAFFIC STOP	LAW	Ne Main St	WILLAMINA	11/22/2023 18:37
		334, 339,						
MNS-23-030893		340	1	WARRANT SERVICE	LAW	Nw Main St	WILLAMINA	11/22/2023 18:47
MNS-23-030895	23003412	334	2	HARASSMENT	LAW	Nw Main St	WILLAMINA	11/22/2023 19:08
MNS-23-030904		339	2	AREA CHECK	LAW	Ne Main St	WILLAMINA	11/22/2023 19:40
MNS-23-030967		323	1	ALARM AUDIBLE	LAW	Ne C St	WILLAMINA	11/23/2023 12:59
MNS-23-030995		334	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/23/2023 21:04
MNS-23-031027		323	1	WELFARE CHECK	LAW	Ne Main St	WILLAMINA	11/24/2023 11:23
MNS-23-031062		334	4	EXTRA PATROL	LAW	Ne Yamhill St	WILLAMINA	11/24/2023 21:51
MNS-23-031068		334	4	FOLLOW UP	LAW	Ne C St	WILLAMINA	11/24/2023 23:09
MNS-23-031109		330, 334	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/25/2023 17:43
MNS-23-031176		322	2	ABANDONED VEHICLE	LAW	Sw James St	WILLAMINA	11/26/2023 15:36
MNS-23-031192		339	3	TRAFFIC STOP	LAW	Ne Main St / Ne D St	WILLAMINA	11/26/2023 21:35
MNS-23-031196		339	3	TRAFFIC STOP	LAW	Se Main St / Se Baker St	WILLAMINA	11/26/2023 22:35
MNS-23-031212		322	1	WARRANT SERVICE	LAW	NE YAMHILL ST	WILLAMINA	11/27/2023 7:15
MNS-23-031235		340	3	TRAFFIC STOP	LAW	NE OAKEN HILLS DR	WILLAMINA	11/27/2023 10:40
MNS-23-031238		340	3	TRAFFIC STOP	LAW	Ne Main St / Ne E St	WILLAMINA	11/27/2023 10:49
MNS-23-031239		340	3	TRAFFIC STOP	LAW	Ne Main St / Ne D St	WILLAMINA	11/27/2023 10:56
MNS-23-031250		340	3	TRAFFIC STOP	LAW	Ne Main St / N B St	WILLAMINA	11/27/2023 12:37
MNS-23-031267			2	CIVIL COMPLAINT	LAW	Sw Oak St	WILLAMINA	11/27/2023 16:21
MNS-23-031285		339	3	TRAFFIC STOP	LAW	Se Main St / Se Baker St	WILLAMINA	11/27/2023 19:46
MNS-23-031317		322	2	AREA CHECK	LAW	Ne Oaken Hills Dr	WILLAMINA	11/28/2023 9:00
MNS-23-031325	23003459	322, 340	1	WARRANT SERVICE	LAW	Sw Ivy St	WILLAMINA	11/28/2023 10:10

WILLAINA CFS
November 2023

<u>Incident</u>	<u>Case Numbers</u>	<u>Units</u>	<u>Priority</u>	<u>Problem</u>	<u>Agency</u>	<u>Address</u>	<u>City</u>	<u>Response Date</u>
MNS-23-031332		340	2	ASSIST OUTSIDE AGENCY	LAW	Ne Oaken Hills Dr	WILLAMINA	11/28/2023 11:59
MNS-23-031349		310	4	DETAIL	LAW	Ne C St	WILLAMINA	11/28/2023 15:03
MNS-23-031350		340	4	FOLLOW UP	LAW	Ne 4th St	WILLAMINA	11/28/2023 15:34
MNS-23-031368		324	4	FOLLOW UP	LAW	Sw Ivy St	WILLAMINA	11/28/2023 21:57
MNS-23-031403		340	6	INFORMATION MISC	LAW	Ne Main St	WILLAMINA	11/29/2023 10:50
MNS-23-031452		334	2	AREA CHECK	LAW	Ne Yamhill St	WILLAMINA	11/29/2023 23:00
	315, 317,							
MNS-23-031455	332		1	DOMESTIC NOW	LAW	Ne 1st St	WILLAMINA	11/30/2023 3:51

WILLAINA CFS
November 2023

Calls	Cases
177	18

		Contract Deputy(s)	City/Rural	Rural	Other
Civil Paper	4				
Audible Alarm	3	334	35	10	2
Animal	0	340	28	7	
Area Check	22	0	0		
Agency Assist	1		63	17	114
Civil Complaint	1				2
DHS	4				
Disturbance	6				
Domenstic Now	2				
Extra Patrol	13				
Field Investigation	7				
Follow Up	13				
Harassment	2				
Information Misc	3				
Noise	0				
Ordinance	0				
Suspicious	13				
Traffic Stop	47				
Warrant Service	7				
Welfare Check	2				

CITY OF WILLAMINA
COMBINED CASH INVESTMENT
OCTOBER 31, 2024

COMBINED CASH ACCOUNTS

99-00-1010	US BANK OPERATIONS	176,943.55
99-00-1015	XPRESS DEPOSIT ACCOUNT	4,846.66
99-00-1020	PAYROLL - CHECKING	(108,244.91)
99-00-1030	INVESTMENTS-LGIP	(658,920.60)
	TOTAL COMBINED CASH	(585,375.30)
99-00-1700	UTILITY CASH CLEARING	23.48
99-00-1905	GENERAL FUND CASH CLEARING	41,353.52
99-00-1910	MERCHANT SERVICES CLEARING	(6,921.69)
99-00-1009	CASH ALLOCATED	550,919.99
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	(624,092.67)
20	ALLOCATION TO STREET FUND	36,533.41
21	ALLOCATION TO STREET SDC FUND	4,142.00
30	ALLOCATION TO WATER FUND	(174,283.83)
31	ALLOCATION TO WATER SDC FUND	4,600.00
40	ALLOCATION TO WASTEWATER FUND	196,620.10
41	ALLOCATION TO WASTEWATER SDC FUND	5,128.00
42	ALLOCATION TO STORM-WATER SDC FUND	433.00
	TOTAL ALLOCATIONS TO OTHER FUNDS	(550,919.99)
	ALLOCATION FROM GENERAL FUND - 99-00-1009	550,919.99
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

GENERAL FUND

ASSETS

10-00-1009	CASH ALLOCATED	(624,092.67)	
10-00-1200	ACCOUNTS RECEIVABLE		99.76	
TOTAL ASSETS				(623,992.91)

LIABILITIES AND EQUITY

LIABILITIES

10-00-2000	ACCOUNTS PAYABLE		288,146.68	
10-00-2130	UNION DUES PAYABLE	(145.40)	
10-00-2140	PERS PAYABLE		6,511.03	
TOTAL LIABILITIES				294,512.31

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD	(918,505.22)		
BALANCE - CURRENT DATE	(918,505.22)		
TOTAL FUND EQUITY			(918,505.22)
TOTAL LIABILITIES AND EQUITY			(623,992.91)

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	788,310.00	788,310.00	.0
10-10-4001 PROPERTY TAX	.00	3,712.37	530,000.00	526,287.63	.7
10-10-4002 PROPERTY TAX PRIOR	2,320.71	5,843.73	5,800.00	(43.73)	100.8
10-10-4003 INTEREST ON TAXES	75.32	170.30	300.00	129.70	56.8
10-10-4110 STATE CIGARETTE TAX	105.03	489.83	1,600.00	1,110.17	30.6
10-10-4111 STATE REVENUE SHARING	8,726.88	16,451.84	35,000.00	18,548.16	47.0
10-10-4112 STATE LIQUOR TAX	3,145.80	13,639.91	44,000.00	30,360.09	31.0
10-10-4113 STATE MARIJUANA TAX	.00	856.07	3,500.00	2,643.93	24.5
10-10-4501 BUSINESS LICENSES	95.00	522.25	6,000.00	5,477.75	8.7
10-10-4511 LIEN SEARCHES	100.00	576.50	1,500.00	923.50	38.4
10-10-4571 OLCC LICENSE FEE	35.00	35.00	300.00	265.00	11.7
10-10-4600 FRANCHISE FEES CENTURYLINK	51.65	101.25	300.00	198.75	33.8
10-10-4601 FRANCHISE FEES NW NATURAL	.00	.00	18,000.00	18,000.00	.0
10-10-4602 FRANCHISE FEES PGE	.00	.00	75,000.00	75,000.00	.0
10-10-4603 FRANCHISE FEES WAVE BROADBAND	.00	.00	5,000.00	5,000.00	.0
10-10-4604 FRANCHISE FEES WESTERN ORWASTE	662.40	3,303.53	7,500.00	4,196.47	44.1
10-10-4605 FRANCHISE FEES HUNTER COMMUNIC	.00	.00	5,000.00	5,000.00	.0
10-10-4816 DONATIONS	.00	.00	500.00	500.00	.0
10-10-4900 INTEREST INCOME	7,206.75	32,478.94	60,000.00	27,521.06	54.1
10-10-4901 MISCELLANEOUS INCOME	229.18	322.93	500.00	177.07	64.6
10-10-4905 SALE OF CITY ASSETS	.00	.00	1,000.00	1,000.00	.0
10-10-4910 LATE FEE	.00	.00	50.00	50.00	.0
10-10-4915 ARP FUNDS	.00	.00	50.00	50.00	.0
TOTAL DEPARTMENT 10	22,753.72	78,504.45	1,589,210.00	1,510,705.55	4.9
COURT					
10-14-4507 COURT FINES AND FEES	175.00	1,855.00	3,000.00	1,145.00	61.8
TOTAL COURT	175.00	1,855.00	3,000.00	1,145.00	61.8
PLANNING					
10-17-4583 PLANNING FEES	1,422.06	3,813.24	50,000.00	46,186.76	7.6
10-17-4585 CONSTRUCTION FEES	10,000.00	10,000.00	30,000.00	20,000.00	33.3
10-17-4586 INSPECTION FEES PLANNING	(10,000.00)	.00	.00	.00	.0
TOTAL PLANNING	1,422.06	13,813.24	80,000.00	66,186.76	17.3
PUBLIC SAFETY					
10-18-4506 PUBLIC SAFETY FEE	10,194.15	40,627.60	120,000.00	79,372.40	33.9
TOTAL PUBLIC SAFETY	10,194.15	40,627.60	120,000.00	79,372.40	33.9

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET LIGHTS</u>					
10-19-4822 STREET LIGHTS FEE	2,585.33	10,353.72	32,000.00	21,646.28	32.4
TOTAL STREET LIGHTS	2,585.33	10,353.72	32,000.00	21,646.28	32.4
<u>SPECIAL</u>					
10-60-4010 EID BUSINESS TAXES	.00	.00	9,800.00	9,800.00	.0
10-60-4755 DOWNTOWN LOAN INTEREST PAY	254.20	716.80	1,500.00	783.20	47.8
10-60-4758 DOWNTOWN LOAN PRINC PAY	.00	300.00	1,500.00	1,200.00	20.0
TOTAL SPECIAL	254.20	1,016.80	12,800.00	11,783.20	7.9
<u>LIBRARY</u>					
10-65-4705 CCRLS FORMULA PAYMENT	.00	3,240.00	13,000.00	9,760.00	24.9
10-65-4711 CCRLS NET LENDING	2,607.00	5,379.00	6,000.00	621.00	89.7
10-65-4811 READY TO READ GRANT	.00	.00	1,000.00	1,000.00	.0
10-65-4813 OREGON COMM FOUNDA GRANT	.00	.00	20,500.00	20,500.00	.0
10-65-4816 DONATIONS-GRANTS	.00	1,150.00	600.00	(550.00)	191.7
10-65-4901 MISCELLANEOUS INCOME	(4.50)	.00	.00	.00	.0
TOTAL LIBRARY	2,602.50	9,769.00	41,100.00	31,331.00	23.8
<u>PARKS</u>					
10-66-4910 PARK ACQUISITION FEE	.00	5,126.00	5,000.00	(126.00)	102.5
TOTAL PARKS	.00	5,126.00	5,000.00	(126.00)	102.5
<u>MUSEUM</u>					
10-67-4816 DONATIONS	.00	.00	1,000.00	1,000.00	.0
TOTAL MUSEUM	.00	.00	1,000.00	1,000.00	.0
<u>CEMETERY</u>					
10-68-4588 SALE OF INTERNMENT RIGHTS	.00	.00	1,500.00	1,500.00	.0
TOTAL CEMETERY	.00	.00	1,500.00	1,500.00	.0

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-81-4819	OPRD GRANT	.00	100,000.00	495,000.00	395,000.00	20.2
	TOTAL DEPARTMENT 81	.00	100,000.00	495,000.00	395,000.00	20.2
	TRANSFER					
10-90-9130	IN LIEU OF FRANCHISE FEE WATER	.00	.00	49,635.00	49,635.00	.0
10-90-9140	IN LIEU OF FRANCHISE FEE WW	.00	.00	44,975.00	44,975.00	.0
10-90-9630	TRANSFER IN-INTERFUND	.00	.00	2,000.00	2,000.00	.0
	TOTAL TRANSFER	.00	.00	96,610.00	96,610.00	.0
	TOTAL FUND REVENUE	39,986.96	261,065.81	2,477,220.00	2,216,154.19	10.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
10-12-5115 BANK CHARGES	.10	50.93	2,000.00	1,949.07	2.6
10-12-5119 DISCREPENCIES	.00	.00	50.00	50.00	.0
10-12-5123 MERCHANT FEES	.00	.00	200.00	200.00	.0
10-12-5124 PAYROLL PROCESSING FEES	325.12	1,333.21	5,000.00	3,666.79	26.7
10-12-5126 POSTAGE	155.85	199.97	2,000.00	1,800.03	10.0
10-12-5137 SUPPLIES	334.17	4,121.44	40,000.00	35,878.56	10.3
10-12-5200 CONTRACT SERVICES	1,234.04	24,940.19	20,000.00	(4,940.19)	124.7
10-12-5201 AUDIT SERVICES	.00	.00	20,000.00	20,000.00	.0
10-12-5203 LEGAL SERVICES	3,451.50	6,670.50	12,000.00	5,329.50	55.6
10-12-5207 INSURANCE	.00	27,292.30	40,000.00	12,707.70	68.2
10-12-5209 CLEANING SERVICES	400.00	1,312.50	6,000.00	4,687.50	21.9
10-12-5230 PRINTING AND PUBLISHING	950.20	1,361.33	8,500.00	7,138.67	16.0
10-12-5233 TECHNOLOGY SERVICES	2,764.50	14,701.00	18,000.00	3,299.00	81.7
10-12-5234 TECHNOLOGY BACK UP	.00	.00	7,500.00	7,500.00	.0
10-12-5235 SOFTWARE MAINTENANCE	1,285.00	5,140.00	16,000.00	10,860.00	32.1
10-12-5320 DUES, LICENSE, PERMITS	2,635.56	9,527.08	18,000.00	8,472.92	52.9
10-12-5342 CONFERENCE/SEMINAR/TRAINING	886.06	2,568.06	10,000.00	7,431.94	25.7
10-12-5344 TRAVEL	253.66	363.21	2,500.00	2,136.79	14.5
10-12-5350 COMMUNITY PROJECT	.00	(658.71)	2,000.00	2,658.71	(32.9)
10-12-5355 MISCELLANEOUS EXPENSE	.00	437.74	500.00	62.26	87.6
10-12-5413 TELEPHONE	548.89	1,742.43	10,000.00	8,257.57	17.4
10-12-5415 UTILITIES	369.17	3,523.58	17,000.00	13,476.42	20.7
10-12-5504 REPAIRS - MAINTENANCE	.00	77.98	10,000.00	9,922.02	.8
10-12-5600 EQUIPMENT	.00	.00	8,000.00	8,000.00	.0
10-12-5606 EQUIPMENT LEASE	460.45	1,027.84	3,000.00	1,972.16	34.3
10-12-5818 COMMUNITY DONATIONS	.00	.00	4,000.00	4,000.00	.0
10-12-5819 COMMUNITY ASSISTANCE	446.55	1,206.41	16,000.00	14,793.59	7.5
10-12-5820 COMMUNITY EVENT	1,043.11	5,853.51	10,000.00	4,146.49	58.5
TOTAL ADMIN	17,543.93	112,792.50	308,250.00	195,457.50	36.6
<u>COUNCIL</u>					
10-13-5310 STIPEND	350.00	1,550.00	5,000.00	3,450.00	31.0
10-13-5342 CONFERENCE/SEMINAR/TRAINING	105.00	105.00	500.00	395.00	21.0
10-13-5344 TRAVEL	.00	.00	200.00	200.00	.0
10-13-5355 COUNCIL EXPENSE	.00	42.65	1,800.00	1,757.35	2.4
TOTAL COUNCIL	455.00	1,697.65	7,500.00	5,802.35	22.6
<u>COURT</u>					
10-14-5211 MUNI COURT JUDGE	400.00	1,200.00	5,000.00	3,800.00	24.0
10-14-5306 STATE ASSESSMENT	289.00	553.00	1,500.00	947.00	36.9
10-14-5313 COUNTY JAIL ASSESSMENT	.00	.00	500.00	500.00	.0
10-14-5320 DUES, LICENSE, PERMITS	.00	60.00	100.00	40.00	60.0
TOTAL COURT	689.00	1,813.00	7,100.00	5,287.00	25.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>PLANNING</u>					
10-17-5203	LEGAL - PLANNING	.00	1,023.00	2,500.00	1,477.00	40.9
10-17-5204	ENGINEERING SERVICES	2,100.00	9,088.75	33,000.00	23,911.25	27.5
10-17-5214	PLANNING SERVICES	2,697.04	5,535.54	22,000.00	16,464.46	25.2
10-17-5230	PRINTING AND PUBLISHING	447.04	447.04	1,000.00	552.96	44.7
10-17-5233	TECHNOLOGY SERVICES	.00	.00	500.00	500.00	.0
10-17-5342	CONFERENCE/SEMINAR/TRAINING	811.04	811.04	1,000.00	188.96	81.1
	TOTAL PLANNING	6,055.12	16,905.37	60,000.00	43,094.63	28.2
	<u>PUBLIC SAFETY</u>					
10-18-5000	SALARY - WAGES	3,833.60	17,018.27	54,000.00	36,981.73	31.5
10-18-5020	PAYROLL TAX	275.70	1,237.45	3,600.00	2,362.55	34.4
10-18-5040	BENEFITS	1,449.09	7,339.05	25,000.00	17,660.95	29.4
10-18-5060	PERS	115.01	1,491.31	2,300.00	808.69	64.8
10-18-5090	WORKERS COMP	.90	5.07	100.00	94.93	5.1
10-18-5120	GAS - OIL	89.62	383.41	2,500.00	2,116.59	15.3
10-18-5137	SUPPLIES	160.65	161.70	3,000.00	2,838.30	5.4
10-18-5217	POLICE SERVICES CONTRACT	30,976.50	123,905.10	415,000.00	291,094.90	29.9
10-18-5233	TECHNOLOGY SERVICES	.00	.00	2,250.00	2,250.00	.0
10-18-5302	DUES YCOM	1,968.50	7,874.00	30,000.00	22,126.00	26.3
10-18-5342	CONFERENCE/SEMINAR/TRAINING	175.50	987.76	1,000.00	12.24	98.8
10-18-5413	TELEPHONE	30.41	121.64	800.00	678.36	15.2
10-18-5504	REPAIRS - MAINTENANCE	.00	.00	6,000.00	6,000.00	.0
	TOTAL PUBLIC SAFETY	39,075.48	160,524.76	545,550.00	385,025.24	29.4
	<u>STREET LIGHTS</u>					
10-19-5400	STREET LIGHTS	2,306.28	9,261.68	32,000.00	22,738.32	28.9
	TOTAL STREET LIGHTS	2,306.28	9,261.68	32,000.00	22,738.32	28.9
	<u>SPECIAL</u>					
10-60-5758	DOWNTOWN LOAN	.00	.00	15,000.00	15,000.00	.0
10-60-5900	EID TAX DISBURSEMENT	.00	.00	9,800.00	9,800.00	.0
	TOTAL SPECIAL	.00	.00	24,800.00	24,800.00	.0

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-65-5000 SALARY - WAGES	4,652.56	33,377.33	114,500.00	81,122.67	29.2
10-65-5020 PAYROLL TAX	425.80	2,854.86	9,000.00	6,145.14	31.7
10-65-5040 BENEFITS	2,187.67	10,232.84	40,000.00	29,767.16	25.6
10-65-5060 PERS	176.81	2,122.24	6,000.00	3,877.76	35.4
10-65-5090 WORKERS COMP	1.77	16.63	500.00	483.37	3.3
10-65-5100 BOOKS CHILDREN	790.49	2,102.68	4,800.00	2,697.32	43.8
10-65-5101 AUDIO VISUAL CHILDREN	91.23	238.99	1,200.00	961.01	19.9
10-65-5111 SPECIAL PROGRAM CHILDREN	55.40	781.68	3,000.00	2,218.32	26.1
10-65-5126 POSTAGE	.00	.00	200.00	200.00	.0
10-65-5137 SUPPLIES	.00	957.65	3,000.00	2,042.35	31.9
10-65-5200 CONTRACT SERVICES	353.78	759.48	2,000.00	1,240.52	38.0
10-65-5233 TECHNOLOGY SERVICES	1,528.94	1,528.94	4,500.00	2,971.06	34.0
10-65-5320 DUES, LICENSE, PERMITS	72.00 (111.00)	1,000.00	1,111.00 (11.1)
10-65-5321 SUBSCRIPTIONS	.00	.00	100.00	100.00	.0
10-65-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	500.00	500.00	.0
10-65-5344 TRAVEL	.00	.00	100.00	100.00	.0
10-65-5350 PARKING LOT LEASE	.00	.00	510.00	510.00	.0
10-65-5413 TELEPHONE	33.51	124.82	800.00	675.18	15.6
10-65-5415 UTILITIES	223.92	1,815.35	5,800.00	3,984.65	31.3
10-65-5504 REPAIRS - MAINTENANCE	432.49	482.81	2,000.00	1,517.19	24.1
10-65-5600 EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
10-65-5606 EQUIPMENT LEASE	233.05	512.52	1,500.00	987.48	34.2
10-65-5912 GRANT EXPENSE READY TO READ	.00	16.14	1,000.00	983.86	1.6
10-65-5914 OREGON COMM FOUNDA GRANT	4,660.06	8,519.24	20,000.00	11,480.76	42.6
10-65-5915 OREGON HUMANITIES GRANT	1,076.33	3,385.63	5,000.00	1,614.37	67.7
10-65-9990 RESERVE FOR FUTURE	.00	.00	8,000.00	8,000.00	.0
TOTAL LIBRARY	16,995.81	69,718.83	238,010.00	168,291.17	29.3

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
10-66-5000 SALARY - WAGES	3,267.47	19,275.71	60,000.00	40,724.29	32.1
10-66-5001 PW ALLOCATED PAYROLL	.00	.00	4,659.00	4,659.00	.0
10-66-5020 PAYROLL TAX	325.89	1,723.99	4,200.00	2,476.01	41.1
10-66-5040 BENEFITS	1,375.23	6,567.15	15,000.00	8,432.85	43.8
10-66-5060 PERS	122.70	2,302.24	2,500.00	197.76	92.1
10-66-5090 WORKERS COMP	1.70	6.73	200.00	193.27	3.4
10-66-5120 GAS - OIL	288.90	1,106.86	3,500.00	2,393.14	31.6
10-66-5137 SUPPLIES	40.01	649.52	1,800.00	1,150.48	36.1
10-66-5140 UNIFORMS - TOWELS	92.25	456.04	900.00	443.96	50.7
10-66-5200 CONTRACT SERVICES	351.56	2,458.56	6,000.00	3,541.44	41.0
10-66-5233 TECHNOLOGY SERVICES	.00	.00	2,250.00	2,250.00	.0
10-66-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	500.00	500.00	.0
10-66-5413 TELEPHONE	46.95	184.56	900.00	715.44	20.5
10-66-5415 UTILITIES	117.41	2,022.37	6,000.00	3,977.63	33.7
10-66-5504 REPAIRS - MAINTENANCE	501.32	1,409.57	4,000.00	2,590.43	35.2
10-66-5510 LANDSCAPE MAINTENANCE	.00	4,243.41	2,500.00	(1,743.41)	169.7
10-66-5512 POND AQUATIC WEED CONTROL	.00	.00	35,000.00	35,000.00	.0
10-66-5600 EQUIPMENT	.00	193.86	2,000.00	1,806.14	9.7
10-66-6000 CAPITAL OUTLAY	.00	1,105.25	3,500.00	2,394.75	31.6
10-66-6001 CAPITAL-POND WALKING TRAIL	.00	.00	5,000.00	5,000.00	.0
10-66-9615 PW EXPENSE ALLOCATION	.00	.00	1,046.00	1,046.00	.0
TOTAL PARKS	6,531.39	43,705.82	161,455.00	117,749.18	27.1
<u>MUSEUM</u>					
10-67-5137 SUPPLIES	.00	43.90	1,000.00	956.10	4.4
10-67-5200 CONTRACT SERVICES	115.85	331.70	800.00	468.30	41.5
10-67-5233 TECHNOLOGY SERVICES	.00	.00	2,250.00	2,250.00	.0
10-67-5310 STIPEND	300.00	1,200.00	3,600.00	2,400.00	33.3
10-67-5320 DUES, LICENSE, PERMITS	.00	.00	100.00	100.00	.0
10-67-5413 TELEPHONE	62.24	163.41	900.00	736.59	18.2
10-67-5415 UTILITIES	220.65	1,454.37	5,500.00	4,045.63	26.4
10-67-5504 REPAIRS - MAINTENANCE	275.00	275.00	2,000.00	1,725.00	13.8
10-67-5601 COLLECTION ACQUISITION	.00	.00	500.00	500.00	.0
10-67-5820 EVENTS	.00	.00	750.00	750.00	.0
10-67-9990 RESERVE FOR FUTURE	.00	.00	3,500.00	3,500.00	.0
TOTAL MUSEUM	973.74	3,468.38	20,900.00	17,431.62	16.6
<u>CEMETERY</u>					
10-68-5200 CONTRACT SERVICES	.00	.00	2,000.00	2,000.00	.0
10-68-5510 LANDSCAPE MAINTENANCE	1,600.00	4,000.00	12,000.00	8,000.00	33.3
10-68-5513 PORTABLE RESTROOM	.00	.00	1,000.00	1,000.00	.0
TOTAL CEMETERY	1,600.00	4,000.00	15,000.00	11,000.00	26.7

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PAYROLL ADMIN</u>					
10-70-5000 SALARY - WAGES	12,204.80	60,642.58	305,000.00	244,357.42	19.9
10-70-5002 ADMIN ALLOCATED PAYROLL	.00	.00	(447,700.00)	(447,700.00)	.0
10-70-5020 PAYROLL TAX	1,402.92	7,486.08	24,000.00	16,513.92	31.2
10-70-5040 BENEFITS	6,744.95	33,103.44	80,000.00	46,896.56	41.4
10-70-5060 PERS	539.22	8,151.06	30,000.00	21,848.94	27.2
10-70-5090 WORKERS COMP	(224.88)	2,862.90	8,700.00	5,837.10	32.9
TOTAL PAYROLL ADMIN	20,667.01	112,246.06	.00	(112,246.06)	.0
<u>PAYROLL PUBLIC WORKS</u>					
10-71-5000 SALARY - WAGES	34,946.15	190,908.53	305,000.00	114,091.47	62.6
10-71-5001 PW ALLOCATED PAYROLL	.00	.00	(465,800.00)	(465,800.00)	.0
10-71-5020 PAYROLL TAX	2,071.23	10,788.72	23,000.00	12,211.28	46.9
10-71-5040 BENEFITS	4,678.55	21,864.64	110,000.00	88,135.36	19.9
10-71-5060 PERS	503.84	8,886.26	20,000.00	11,113.74	44.4
10-71-5090 WORKERS COMP	(219.60)	2,890.59	7,800.00	4,909.41	37.1
TOTAL PAYROLL PUBLIC WORKS	41,980.17	235,338.74	.00	(235,338.74)	.0
<u>PUBLIC WORKS OPERATIONS</u>					
10-72-5120 GAS - OIL	110.60	541.32	5,000.00	4,458.68	10.8
10-72-5137 SUPPLIES	222.98	1,091.89	4,000.00	2,908.11	27.3
10-72-5140 UNIFORMS - TOWELS	.00	169.99	2,000.00	1,830.01	8.5
10-72-5200 CONTRACT SERVICES	40.00	160.00	800.00	640.00	20.0
10-72-5203 LEGAL SERVICES	.00	1,590.50	1,500.00	(90.50)	106.0
10-72-5207 INSURANCE	.00	48,000.00	48,000.00	.00	100.0
10-72-5233 TECHNOLOGY SERVICES	.00	.00	4,500.00	4,500.00	.0
10-72-5320 DUES, LICENSE, PERMITS	584.00	741.00	1,500.00	759.00	49.4
10-72-5342 CONFERENCE/SEMINAR/TRAINING	.00	651.51	2,800.00	2,148.49	23.3
10-72-5344 TRAVEL	.00	39.53	1,500.00	1,460.47	2.6
10-72-5415 UTILITIES	788.59	2,934.66	15,000.00	12,065.34	19.6
10-72-5504 REPAIRS - MAINTENANCE	488.54	581.80	10,000.00	9,418.20	5.8
10-72-5507 EQUIPMENT MAINTENANCE	.00	849.74	2,000.00	1,150.26	42.5
10-72-5600 EQUIPMENT	.00	32.42	6,000.00	5,967.58	.5
10-72-9615 FUND/DEPT ALLOCATIONS	.00	.00	(104,600.00)	(104,600.00)	.0
TOTAL PUBLIC WORKS OPERATIONS	2,234.71	57,384.36	.00	(57,384.36)	.0
<u>CAPITAL</u>					
10-80-6002 CAPITAL OUTLAY	.00	.00	58,000.00	58,000.00	.0
10-80-6003 CAPITAL OUTLAY - PARKS PUMP TR	25,095.90	315,202.50	395,000.00	79,797.50	79.8
10-80-6011 CAPITAL OUTLAY-OPRD GRANT	2,433.86	35,511.38	490,000.00	454,488.62	7.3
TOTAL CAPITAL	27,529.76	350,713.88	943,000.00	592,286.12	37.2

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TRANSFER</u>					
10-90-9610	OVERHEAD CHARGE	.00	.00	(194,639.00)	(194,639.00)	.0
	TOTAL TRANSFER	.00	.00	(194,639.00)	(194,639.00)	.0
	<u>CONTINGENCY</u>					
10-99-9900	CONTINGENCY	.00	.00	308,294.00	308,294.00	.0
	TOTAL CONTINGENCY	.00	.00	308,294.00	308,294.00	.0
	TOTAL FUND EXPENDITURES	184,637.40	1,179,571.03	2,477,220.00	1,297,648.97	47.6
	NET REVENUE OVER EXPENDITURES	(144,650.44)	(918,505.22)	.00	918,505.22	.0

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
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PARKS SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
11-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	23,000.00	23,000.00	.0
11-10-4431 SYSTEM DEVELOPMENT CHARGES	.00	.00	25,000.00	25,000.00	.0
TOTAL DEPARTMENT 10	.00	.00	48,000.00	48,000.00	.0
TOTAL FUND REVENUE	.00	.00	48,000.00	48,000.00	.0

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

PARKS SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TRANSFER</u>					
11-90-9750	DEBT SERVICE TRANSFER TO 10	.00	.00	2,000.00	2,000.00	.0
	TOTAL TRANSFER	.00	.00	2,000.00	2,000.00	.0
	<u>CONTINGENCY</u>					
11-99-9900	CONTINGENCY	.00	.00	46,000.00	46,000.00	.0
	TOTAL CONTINGENCY	.00	.00	46,000.00	46,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	48,000.00	48,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

STREET FUND

ASSETS

20-00-1009	CASH ALLOCATED	36,533.41	
	TOTAL ASSETS		36,533.41

LIABILITIES AND EQUITY

LIABILITIES

20-00-2000	ACCOUNTS PAYABLE	(299.64)	
	TOTAL LIABILITIES		(299.64)

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	36,833.05	
	BALANCE - CURRENT DATE	36,833.05	
	TOTAL FUND EQUITY		36,833.05
	TOTAL LIABILITIES AND EQUITY		36,533.41

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
20-10-4000	BEGINNING FUND BALANCE BUDGET	.00	.00	70,683.00	70,683.00	.0
20-10-4115	STATE HIGHWAY REVENUE	16,879.28	61,234.25	200,000.00	138,765.75	30.6
	TOTAL DEPARTMENT 10	16,879.28	61,234.25	270,683.00	209,448.75	22.6
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20-81-4850	GRANT SMALL CITIES ALLOTMENT	.00	.00	100,000.00	100,000.00	.0
	TOTAL DEPARTMENT 81	.00	.00	100,000.00	100,000.00	.0
	TOTAL FUND REVENUE	16,879.28	61,234.25	370,683.00	309,448.75	16.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURE</u>						
20-11-5001	PW ALLOCATED PAYROLL	.00	.00	63,744.00	63,744.00	.0
20-11-5002	ADMIN ALLOCATED PAYROLL	.00	.00	26,636.00	26,636.00	.0
20-11-5120	GAS - OIL	353.36	1,356.13	2,500.00	1,143.87	54.3
20-11-5137	SUPPLIES	3.00	125.14	300.00	174.86	41.7
20-11-5140	UNIFORMS - TOWELS	27.15	254.18	250.00	(4.18)	101.7
20-11-5204	ENGINEERING SERVICES	752.50	1,665.00	8,000.00	6,335.00	20.8
20-11-5233	TECHNOLOGY SERVICES	.00	.00	2,250.00	2,250.00	.0
20-11-5413	TELEPHONE	33.08	125.82	500.00	374.18	25.2
20-11-5504	REPAIRS - MAINTENANCE	.00	141.19	3,000.00	2,858.81	4.7
20-11-5522	STREET MAINTENANCE	.00	7,803.14	50,000.00	42,196.86	15.6
20-11-5523	TRAFFIC CONTROL	.00	.00	2,000.00	2,000.00	.0
20-11-5600	EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
	TOTAL EXPENDITURE	1,169.09	11,470.60	169,180.00	157,709.40	6.8
<u>CAPITAL</u>						
20-80-6000	CAPITAL OUTLAY	3,232.56	12,930.60	45,000.00	32,069.40	28.7
	TOTAL CAPITAL	3,232.56	12,930.60	45,000.00	32,069.40	28.7
<u>GRANT EXP SMALLCITIES ALLOTMENT</u>						
20-81-5909	GRANT EXP SMALLCITIES ALLOTMENT	.00	.00	100,000.00	100,000.00	.0
	TOTAL DEPARTMENT 81	.00	.00	100,000.00	100,000.00	.0
<u>TRANSFER</u>						
20-90-9232	TRANSFER IN	.00	.00	(5,000.00)	(5,000.00)	.0
20-90-9610	OVERHEAD ALLOCATION	.00	.00	26,636.00	26,636.00	.0
20-90-9615	PW EXPENSE ALLOCATION	.00	.00	14,314.00	14,314.00	.0
	TOTAL TRANSFER	.00	.00	35,950.00	35,950.00	.0
<u>CONTINGENCY</u>						
20-99-9900	CONTINGENCY	.00	.00	20,553.00	20,553.00	.0
	TOTAL CONTINGENCY	.00	.00	20,553.00	20,553.00	.0
	TOTAL FUND EXPENDITURES	4,401.65	24,401.20	370,683.00	346,281.80	6.6
	NET REVENUE OVER EXPENDITURES	12,477.63	36,833.05	.00	(36,833.05)	.0

CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

STREET SDC FUND

ASSETS

21-00-1009	CASH ALLOCATED	4,142.00	
	TOTAL ASSETS		4,142.00

LIABILITIES AND EQUITY

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD	4,142.00		
BALANCE - CURRENT DATE		4,142.00	
TOTAL FUND EQUITY			4,142.00
TOTAL LIABILITIES AND EQUITY			4,142.00

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
21-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	295,149.00	295,149.00	.0
21-10-4421 SYSTEM DEVELOPMENT CHARGES	.00	4,142.00	25,000.00	20,858.00	16.6
TOTAL DEPARTMENT 10	.00	4,142.00	320,149.00	316,007.00	1.3
TOTAL FUND REVENUE	.00	4,142.00	320,149.00	316,007.00	1.3

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

STREET SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
21-80-6000	CAPITAL OUTLAY	.00	.00	100,000.00	100,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	100,000.00	100,000.00	.0
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21-90-9750	DEBT SERVICE TRANSFER TO 20	.00	.00	5,000.00	5,000.00	.0
	TOTAL DEPARTMENT 90	.00	.00	5,000.00	5,000.00	.0
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	CONTINGENCY					
21-99-9900	CONTINGENCY	.00	.00	215,149.00	215,149.00	.0
	TOTAL CONTINGENCY	.00	.00	215,149.00	215,149.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	320,149.00	320,149.00	.0
	NET REVENUE OVER EXPENDITURES	.00	4,142.00	.00	(4,142.00)	.0

CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

WATER FUND

ASSETS

30-00-1009	CASH ALLOCATED	(174,283.83)	
30-00-1251	UTILITY RECEIVABLE	(10,843.67)	
30-00-1252	CONTRACT RECEIVABLE	(148.12)	
TOTAL ASSETS				(185,275.62)

LIABILITIES AND EQUITY

LIABILITIES

30-00-2000	ACCOUNTS PAYABLE	(44,169.09)	
30-00-2300	WATER DEPOSITS	(650.00)	
TOTAL LIABILITIES				(44,819.09)

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD	(140,456.53)		
BALANCE - CURRENT DATE	(140,456.53)		
TOTAL FUND EQUITY			(140,456.53)
TOTAL LIABILITIES AND EQUITY			(185,275.62)

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
30-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	1,326,837.00	1,326,837.00	.0
30-10-4330 WATER REVENUE	76,859.39	340,725.99	982,000.00	641,274.01	34.7
30-10-4332 NEW CONNECTION FEE	.00	3.51	4,000.00	3,996.49	.1
30-10-4337 DOUBLE CHECK VALVE	.00	.00	2,000.00	2,000.00	.0
30-10-4350 RECOVERY BAD DEBT	.00	.00	1,000.00	1,000.00	.0
30-10-4581 PENALTY AND FEES	350.00	1,385.00	2,500.00	1,115.00	55.4
30-10-4582 NON-SUFFICIENT CHECK FEES	.00	35.00	200.00	165.00	17.5
30-10-4600 BUS. OREGON GRANT	.00	.00	1,000.00	1,000.00	.0
30-10-4601 COVID CDBG	.00	.00	74,000.00	74,000.00	.0
30-10-4602 CDBG GRANT	.00	291,509.00	1,000,000.00	708,491.00	29.2
30-10-4603 BUS OREGON - WATER GRANT	.00	.00	100,000.00	100,000.00	.0
30-10-4610 BUS. OREGON LOAN	.00	.00	100,000.00	100,000.00	.0
30-10-4611 BUS OREGON-WATER LOAN	.00	.00	100,000.00	100,000.00	.0
30-10-4612 SAFE DRINK WATER LOAN	.00	.00	100,000.00	100,000.00	.0
30-10-4613 SAFE DRINK WATER FORGIVE LOAN	.00	961,649.00	1,000.00	(960,649.00)	96164.
30-10-4614 SCHOOL DIST MATCH	.00	140,000.00	1,000.00	(139,000.00)	14000.
30-10-4901 MISCELLANEOUS INCOME	13.79	136.89	100.00	(36.89)	136.9
30-10-4905 SALE OF CITY ASSETS	.00	.00	100.00	100.00	.0
30-10-4915 ARPA FUNDS-CONGRESSIONAL	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL DEPARTMENT 10	77,223.18	1,735,444.39	5,795,737.00	4,060,292.61	29.9
TOTAL FUND REVENUE	77,223.18	1,735,444.39	5,795,737.00	4,060,292.61	29.9

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURE</u>					
30-11-5000 SALARY - WAGES	8,169.42	37,242.82	120,000.00	82,757.18	31.0
30-11-5001 PW ALLOCATED PAYROLL	.00	.00	206,271.00	206,271.00	.0
30-11-5002 ADMIN ALLOCATED PAYROLL	.00	.00	88,139.00	88,139.00	.0
30-11-5020 PAYROLL TAX	605.70	2,895.02	9,000.00	6,104.98	32.2
30-11-5040 BENEFITS	286.29	2,929.11	10,500.00	7,570.89	27.9
30-11-5060 PERS	234.17	3,362.51	8,000.00	4,637.49	42.0
30-11-5090 WORKERS COMP	1.58	8.62	150.00	141.38	5.8
30-11-5105 BAD DEBT	.00	.00	2,000.00	2,000.00	.0
30-11-5108 CHEMICALS	8,800.00	13,792.67	30,000.00	16,207.33	46.0
30-11-5120 GAS - OIL	110.58	541.23	4,000.00	3,458.77	13.5
30-11-5123 MERCHANT FEES	528.32	2,262.97	8,000.00	5,737.03	28.3
30-11-5137 SUPPLIES	7.50	699.25	3,000.00	2,300.75	23.3
30-11-5140 UNIFORMS - TOWELS	151.95	641.13	1,500.00	858.87	42.7
30-11-5200 CONTRACT SERVICES	31.09	186.94	2,500.00	2,313.06	7.5
30-11-5204 ENGINEERING SERVICES	45,152.49	46,458.74	10,000.00	(36,458.74)	464.6
30-11-5230 PRINTING AND PUBLISHING	710.51	1,962.69	5,500.00	3,537.31	35.7
30-11-5233 TECHNOLOGY SERVICES	.00	120.84	4,500.00	4,379.16	2.7
30-11-5250 SYSTEM ANALYSIS	120.00	667.00	6,000.00	5,333.00	11.1
30-11-5320 DUES, LICENSE, PERMITS	.00	1,025.12	1,800.00	774.88	57.0
30-11-5342 CONFERENCE/SEMINAR/TRAINING	360.00	814.49	1,000.00	185.51	81.5
30-11-5344 TRAVEL	.00	.00	100.00	100.00	.0
30-11-5355 MISCELLANEOUS EXPENSE	149.70	296.20	100.00	(196.20)	296.2
30-11-5413 TELEPHONE	283.50	1,104.78	3,800.00	2,695.22	29.1
30-11-5415 UTILITIES	4,575.30	17,283.89	50,000.00	32,716.11	34.6
30-11-5504 REPAIRS - MAINTENANCE	501.84	5,322.29	15,000.00	9,677.71	35.5
30-11-5530 SUPPLY SYSTEM MAINTENANCE	239.22	9,953.54	55,000.00	45,046.46	18.1
30-11-5531 INFRASTRUCTURE IMPROVEMENTS	254.90	13,105.26	40,000.00	26,894.74	32.8
30-11-5600 EQUIPMENT	.00	32.41	10,000.00	9,967.59	.3
30-11-5605 HYDRANT REPLACEMENT	.00	.00	8,000.00	8,000.00	.0
TOTAL EXPENDITURE	71,274.06	162,709.52	703,860.00	541,150.48	23.1
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30-80-6000 CAPITAL	7,834.09	16,907.89	80,000.00	63,092.11	21.1
30-80-6001 CAPITAL-INTAKE & INFRAST. UPGR	2,245.10	2,500.00	.00	(2,500.00)	.0
30-80-6002 CAPITAL-GIS MAPPING OF SYSTEM	.00	.00	5,000.00	5,000.00	.0
30-80-6003 CAPITAL-YAMHILL ARPA	.00	.00	1,000.00	1,000.00	.0
30-80-6010 COVID CDBG GRANT	.00	.00	74,000.00	74,000.00	.0
30-80-6011 CDBG GRANT	26,701.75	1,693,783.51	1,000,000.00	(693,783.51)	169.4
30-80-6012 BUS OREGON WATER GRANT	.00	.00	100,000.00	100,000.00	.0
30-80-6013 BUS OREGON WATER LOAN	.00	.00	100,000.00	100,000.00	.0
30-80-6014 SAFE DRINK WATER LOAN	.00	.00	100,000.00	100,000.00	.0
30-80-6015 SAFE DRINK WATER FORGIVE LOAN	.00	.00	1,000.00	1,000.00	.0
30-80-6016 SCHOOL DIST MATCH	.00	.00	1,000.00	1,000.00	.0
30-80-6017 ARPA CONGRESSIONAL FUNDS	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL DEPARTMENT 80	36,780.94	1,713,191.40	3,462,000.00	1,748,808.60	49.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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30-82-8030	WATER PRINCIPAL	.00	.00	28,000.00	28,000.00	.0
30-82-8035	WATER INTEREST	.00	.00	32,000.00	32,000.00	.0
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	TOTAL DEPARTMENT 82	.00	.00	60,000.00	60,000.00	.0
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TRANSFER						
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30-90-9110	IN LIEU OF FRANCHISE FEE	.00	.00	49,635.00	49,635.00	.0
30-90-9231	TRANSFER IN	.00	.00	(14,000.00)	(14,000.00)	.0
30-90-9610	OVERHEAD ALLOCATION	.00	.00	88,139.00	88,139.00	.0
30-90-9615	PW EXPENSE ALLOCATION	.00	.00	46,320.00	46,320.00	.0
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	TOTAL TRANSFER	.00	.00	170,094.00	170,094.00	.0
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CONTINGENCY						
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30-99-9900	CONTINGENCY	.00	.00	1,399,783.00	1,399,783.00	.0
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	TOTAL CONTINGENCY	.00	.00	1,399,783.00	1,399,783.00	.0
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	TOTAL FUND EXPENDITURES	108,055.00	1,875,900.92	5,795,737.00	3,919,836.08	32.4
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	NET REVENUE OVER EXPENDITURES	(30,831.82)	(140,456.53)	.00	140,456.53	.0
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CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

WATER SDC FUND

ASSETS

31-00-1009	CASH ALLOCATED	4,600.00	
	TOTAL ASSETS		4,600.00

LIABILITIES AND EQUITY

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	4,600.00	
	BALANCE - CURRENT DATE	4,600.00	
	TOTAL FUND EQUITY		4,600.00
	TOTAL LIABILITIES AND EQUITY		4,600.00

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
31-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	122,997.00	122,997.00	.0
31-10-4431 SYSTEM DEVELOPMENT CHARGES	.00	4,600.00	30,000.00	25,400.00	15.3
TOTAL DEPARTMENT 10	.00	4,600.00	152,997.00	148,397.00	3.0
TOTAL FUND REVENUE	.00	4,600.00	152,997.00	148,397.00	3.0

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TRANSFER</u>					
31-90-9750	DEBT SERVICE TRANSFER TO 30	.00	.00	14,000.00	14,000.00	.0
	TOTAL TRANSFER	.00	.00	14,000.00	14,000.00	.0
	<u>CONTINGENCY</u>					
31-99-9900	CONTINGENCY	.00	.00	138,997.00	138,997.00	.0
	TOTAL CONTINGENCY	.00	.00	138,997.00	138,997.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	152,997.00	152,997.00	.0
	NET REVENUE OVER EXPENDITURES	.00	4,600.00	.00	(4,600.00)	.0

CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

WASTEWATER FUND

ASSETS

40-00-1009	CASH ALLOCATED	196,620.10	
40-00-1251	UTILITY RECEIVABLE	(1,657.58)	
40-00-1252	CONTRACT RECEIVABLE	(45.00)	
TOTAL ASSETS			<u>194,917.52</u>

LIABILITIES AND EQUITY

LIABILITIES

40-00-2000	ACCOUNTS PAYABLE	(1,941.41)	
40-00-2400	SEWER DEPOSITS	(990.00)	
TOTAL LIABILITIES		(2,931.41)	

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD	<u>197,848.93</u>		
BALANCE - CURRENT DATE		<u>197,848.93</u>	
TOTAL FUND EQUITY			<u>197,848.93</u>
TOTAL LIABILITIES AND EQUITY			<u>194,917.52</u>

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
40-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	1,937,015.00	1,937,015.00	.0
40-10-4340 WASTEWATER REVENUE	74,125.76	296,277.95	898,000.00	601,722.05	33.0
40-10-4342 NEW CONNECTION FEE	.00	.00	1,500.00	1,500.00	.0
40-10-4905 SALE OF CITY ASSETS	.00	.00	100.00	100.00	.0
TOTAL DEPARTMENT 10	74,125.76	296,277.95	2,836,615.00	2,540,337.05	10.4
TOTAL FUND REVENUE	74,125.76	296,277.95	2,836,615.00	2,540,337.05	10.4

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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EXPENDITURE					
40-11-5000 SALARY - WAGES	3,404.65	18,073.72	70,000.00	51,926.28	25.8
40-11-5001 PW ALLOCATED PAYROLL	.00	.00	191,126.00	191,126.00	.0
40-11-5002 ADMIN ALLOCATED PAYROLL	.00	.00	79,864.00	79,864.00	.0
40-11-5020 PAYROLL TAX	298.74	2,079.01	5,500.00	3,420.99	37.8
40-11-5040 BENEFITS	771.08	3,440.50	11,000.00	7,559.50	31.3
40-11-5060 PERS	117.98	2,011.96	4,000.00	1,988.04	50.3
40-11-5090 WORKERS COMP	1.35	6.60	200.00	193.40	3.3
40-11-5105 BAD DEBT	.00	.00	2,500.00	2,500.00	.0
40-11-5108 CHEMICALS	1,574.50	1,574.50	15,000.00	13,425.50	10.5
40-11-5120 GAS - OIL	110.58	541.23	4,000.00	3,458.77	13.5
40-11-5123 MERCHANT FEES	528.33	2,262.98	8,000.00	5,737.02	28.3
40-11-5137 SUPPLIES	150.34	328.87	3,000.00	2,671.13	11.0
40-11-5140 UNIFORMS - TOWELS	271.25	1,011.07	2,500.00	1,488.93	40.4
40-11-5200 CONTRACT SERVICES	501.09	2,001.09	37,000.00	34,998.91	5.4
40-11-5204 ENGINEERING SERVICES	75.00	1,286.25	20,000.00	18,713.75	6.4
40-11-5230 PRINTING AND PUBLISHING	710.52	1,962.69	6,000.00	4,037.31	32.7
40-11-5233 TECHNOLOGY SERVICES	.00	.00	4,500.00	4,500.00	.0
40-11-5250 SYSTEM ANALYSIS	500.00	2,000.00	7,500.00	5,500.00	26.7
40-11-5320 DUES, LICENSE, PERMITS	195.00	195.00	4,000.00	3,805.00	4.9
40-11-5342 CONFERENCE/SEMINAR/TRAINING	.00	279.50	2,500.00	2,220.50	11.2
40-11-5413 TELEPHONE	340.95	1,359.99	4,800.00	3,440.01	28.3
40-11-5415 UTILITIES	2,003.78	7,506.25	35,000.00	27,493.75	21.5
40-11-5504 REPAIRS - MAINTENANCE	649.61	2,782.41	20,000.00	17,217.59	13.9
40-11-5540 TREATMENT SYSTEM MAINTENANCE	1,898.14	3,393.69	30,000.00	26,606.31	11.3
40-11-5541 INFRASTRUCTURE IMPROVEMENTS	.00	5,686.00	25,000.00	19,314.00	22.7
40-11-5600 EQUIPMENT	.00	32.41	8,000.00	7,967.59	.4
TOTAL EXPENDITURE	14,102.89	59,815.72	600,990.00	541,174.28	10.0
40-80-6000 CAPITAL OUTLAY	.00	27,589.10	50,000.00	22,410.90	55.2
40-80-6005 CAPITAL OUTLAY-MASTER PLAN	.00	11,024.20	15,000.00	3,975.80	73.5
TOTAL DEPARTMENT 80	.00	38,613.30	65,000.00	26,386.70	59.4
40-82-8040 SEWER PRINCIPAL	.00	.00	100,000.00	100,000.00	.0
40-82-8045 SEWER INTEREST	.00	.00	28,000.00	28,000.00	.0
TOTAL DEPARTMENT 82	.00	.00	128,000.00	128,000.00	.0

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WASTEWATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TRANSFER</u>					
40-90-9110	IN LIEU OF FRANCHISE FEE	.00	.00	44,975.00	44,975.00	.0
40-90-9241	TRANSFER IN	.00	.00	(15,000.00)	(15,000.00)	.0
40-90-9610	OVERHEAD ALLOCATION	.00	.00	79,864.00	79,864.00	.0
40-90-9615	PW EXPENSE ALLOCATION	.00	.00	42,920.00	42,920.00	.0
	TOTAL TRANSFER	.00	.00	152,759.00	152,759.00	.0
	<u>CONTINGENCY</u>					
40-99-9900	CONTINGENCY	.00	.00	1,889,866.00	1,889,866.00	.0
	TOTAL CONTINGENCY	.00	.00	1,889,866.00	1,889,866.00	.0
	TOTAL FUND EXPENDITURES	14,102.89	98,429.02	2,836,615.00	2,738,185.98	3.5
	NET REVENUE OVER EXPENDITURES	60,022.87	197,848.93	.00	(197,848.93)	.0

CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

WASTEWATER SDC FUND

ASSETS

41-00-1009	CASH ALLOCATED	5,128.00	
	TOTAL ASSETS		5,128.00

LIABILITIES AND EQUITY

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	5,128.00	
	BALANCE - CURRENT DATE	5,128.00	
	TOTAL FUND EQUITY		5,128.00
	TOTAL LIABILITIES AND EQUITY		5,128.00

WASTEWATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
41-10-4000	BEGINNING FUND BALANCE BUDGET	.00	.00	82,164.00	82,164.00	.0
41-10-4441	SYSTEM DEVELOPMENT CHARGES	.00	5,128.00	35,000.00	29,872.00	14.7
	TOTAL DEPARTMENT 10	.00	5,128.00	117,164.00	112,036.00	4.4
	TOTAL FUND REVENUE	.00	5,128.00	117,164.00	112,036.00	4.4

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

WASTEWATER SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
41-80-6000	CAPITAL OUTLAY	.00	.00	15,000.00	15,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	15,000.00	15,000.00	.0
	<u>TRANSFER</u>					
41-90-9750	DEBT SERVICE TRANSFER TO 40	.00	.00	15,000.00	15,000.00	.0
	TOTAL TRANSFER	.00	.00	15,000.00	15,000.00	.0
	<u>CONTINGENCY</u>					
41-99-9900	CONTINGENCY	.00	.00	87,164.00	87,164.00	.0
	TOTAL CONTINGENCY	.00	.00	87,164.00	87,164.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	117,164.00	117,164.00	.0
	NET REVENUE OVER EXPENDITURES	.00	5,128.00	.00	(5,128.00)	.0

CITY OF WILLAMINA
BALANCE SHEET
OCTOBER 31, 2024

STORM-WATER SDC FUND

ASSETS

42-00-1009	CASH ALLOCATED	433.00	
	TOTAL ASSETS		433.00

LIABILITIES AND EQUITY

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	433.00	
	BALANCE - CURRENT DATE	433.00	
	TOTAL FUND EQUITY		433.00
	TOTAL LIABILITIES AND EQUITY		433.00

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

STORM-WATER SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
42-10-4431 SYSTEM DEVELOPMENT CHARGES	<u>.00</u>	<u>433.00</u>	<u>2,500.00</u>	<u>2,067.00</u>	<u>17.3</u>
TOTAL DEPARTMENT 10	<u>.00</u>	<u>433.00</u>	<u>2,500.00</u>	<u>2,067.00</u>	<u>17.3</u>
TOTAL FUND REVENUE	<u>.00</u>	<u>433.00</u>	<u>2,500.00</u>	<u>2,067.00</u>	<u>17.3</u>

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2024

STORM-WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
42-99-9900 CONTINGENCY	.00	.00	2,500.00	2,500.00	.0
TOTAL CONTINGENCY	.00	.00	2,500.00	2,500.00	.0
TOTAL FUND EXPENDITURES	.00	.00	2,500.00	2,500.00	.0
NET REVENUE OVER EXPENDITURES	.00	433.00	.00 (433.00)	.0

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
15541											
10/24	10/09/2024	15541	6118	Richard Guscott	04/26/24	1		10-65-5344	.00	116.18-	116.18- V
Total 15541:									.00		116.18-
15677											
10/24	10/03/2024	15677	5759	Sarah Frost	062124	1		10-12-5819	.00	53.08-	53.08- V
10/24	10/03/2024	15677	5759	Sarah Frost	062124	2		10-65-5915	.00	14.70-	14.70- V
10/24	10/03/2024	15677	5759	Sarah Frost	062124	3		10-12-5819	.00	85.22-	85.22- V
Total 15677:									.00		153.00-
15975											
10/24	10/03/2024	15975	310	AMAZON	143L-LMTF-9	1	Library Humanities Grant	10-65-5915	.00	92.87	92.87
Total 15975:									.00		92.87
15976											
10/24	10/03/2024	15976	700	BAKER AND TAYLOR BOOKS	2038528666	1	Library books	10-65-5100	.00	52.89	52.89
Total 15976:									.00		52.89
15977											
10/24	10/03/2024	15977	5672	Botten's Equipment and Event Re	121571-2	1	Bobcat rental for Pump Track	10-80-6011	.00	775.43	775.43
Total 15977:									.00		775.43
15978											
10/24	10/03/2024	15978	1130	CITY OF WILLAMINA	091524	1	Water & Sewer Utility	10-12-5415	.00	505.65	505.65
10/24	10/03/2024	15978	1130	CITY OF WILLAMINA	091524	2	Water & Sewer Utility	10-66-5415	.00	230.17	230.17
10/24	10/03/2024	15978	1130	CITY OF WILLAMINA	091524	3	Water & Sewer Utility	10-65-5415	.00	181.95	181.95
10/24	10/03/2024	15978	1130	CITY OF WILLAMINA	091524	4	Water & Sewer Utility	10-67-5415	.00	179.81	179.81
10/24	10/03/2024	15978	1130	CITY OF WILLAMINA	091524	5	Water & Sewer Utility	30-11-5415	.00	125.10	125.10

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 15978:									.00		1,222.68
15979											
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	631878	1	Vacuum trailer	10-72-5507	.00	2.91	2.91
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	631878	2	Vacuum trailer	10-66-5504	.00	2.91	2.91
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	631878	3	Vacuum trailer	30-11-5504	.00	2.90	2.90
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	631878	4	Vacuum trailer	40-11-5504	.00	2.90	2.90
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	632080	1	Supplies	10-72-5137	.00	18.10	18.10
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	632080	2	Supplies	10-66-5137	.00	18.10	18.10
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	632080	3	Supplies	30-11-5137	.00	18.10	18.10
10/24	10/03/2024	15979	1460	DAVISON AUTO PARTS, INC.	632080	4	Supplies	40-11-5137	.00	18.10	18.10
Total 15979:									.00		84.02
15980											
10/24	10/03/2024	15980	1580	DK QUARRIES LLC	132510	1	Rocks -Walking path @ pump track	10-80-6011	.00	697.72	697.72
10/24	10/03/2024	15980	1580	DK QUARRIES LLC	132551	1	Rock stockpile	10-72-5137	.00	112.65	112.65
10/24	10/03/2024	15980	1580	DK QUARRIES LLC	132551	2	Rock stockpile	20-11-5137	.00	112.65	112.65
Total 15980:									.00		923.02
15981											
10/24	10/03/2024	15981	6159	Dolores Brown Muller	092524	1	Sewer utility deposit refund	40-00-2400	.00	42.13	42.13
Total 15981:									.00		42.13
15982											
10/24	10/03/2024	15982	2040	HACH	14196683	1	Water treatment chemicals	30-11-5108	.00	192.17	192.17
Total 15982:									.00		192.17
15983											
10/24	10/03/2024	15983	6158	Hannah Barden	092524	1	Sewer utility deposit	40-00-2400	.00	.10	.10
Total 15983:									.00		.10
15984											
10/24	10/03/2024	15984	5981	INNOVA	44692	1	Security cameras	10-12-5200	.00	70.00	70.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/03/2024	15984	5981	INNOVA	44692	2	Security cameras	30-11-5200	.00	30.00	30.00
10/24	10/03/2024	15984	5981	INNOVA	44692	3	Security cameras	10-66-5200	.00	70.00	70.00
10/24	10/03/2024	15984	5981	INNOVA	44692	4	Security cameras	10-65-5200	.00	110.00	110.00
10/24	10/03/2024	15984	5981	INNOVA	44692	5	Security cameras	10-72-5200	.00	40.00	40.00
10/24	10/03/2024	15984	5981	INNOVA	44692	6	Security cameras	10-67-5200	.00	50.00	50.00
Total 15984:									.00		370.00
15985											
10/24	10/03/2024	15985	6160	Janet Rood	093024	1	Final bill overpaymnet	30-00-1251	.00	152.48	152.48
Total 15985:									.00		152.48
15986											
10/24	10/03/2024	15986	4760	KATIE VINSON	093024	1	Visioning event 10.01.24	10-12-5820	.00	79.60	79.60
Total 15986:									.00		79.60
15987											
10/24	10/03/2024	15987	6161	Legacy Paving & Construction LL	1447	1	Water line repair	30-11-5531	.00	12,250.32	12,250.32
Total 15987:									.00		12,250.32
15988											
10/24	10/03/2024	15988	3060	NW NATURAL	1363282-3 0	1	Library Utilities	10-65-5415	.00	38.42	38.42
10/24	10/03/2024	15988	3060	NW NATURAL	1391658-0 0	1	Museum Utilities	10-67-5415	.00	42.21	42.21
Total 15988:									.00		80.63
15989											
10/24	10/03/2024	15989	3380	OREVAC WEST INC	9031	1	Storm line maintenance	40-11-5541	.00	390.00	390.00
Total 15989:									.00		390.00
15990											
10/24	10/03/2024	15990	3500	PACIFIC SOLAR	3786	1	Catch basin repair @ Oaken Hills Park	40-11-5541	.00	2,496.00	2,496.00
Total 15990:									.00		2,496.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
15991											
10/24	10/03/2024	15991	3590	PGE	092524	1	Waste Water utility	40-11-5415	.00	2,402.39	2,402.39
10/24	10/03/2024	15991	3590	PGE	092524	2	Museum Utility	10-67-5415	.00	141.90	141.90
10/24	10/03/2024	15991	3590	PGE	092524	3	City Hall Utility	10-12-5415	.00	314.72	314.72
10/24	10/03/2024	15991	3590	PGE	092524	4	Water utility	30-11-5415	.00	4,132.06	4,132.06
10/24	10/03/2024	15991	3590	PGE	092524	5	Library utility	10-65-5415	.00	253.30	253.30
10/24	10/03/2024	15991	3590	PGE	092524	6	Parks utility	10-66-5415	.00	82.32	82.32
10/24	10/03/2024	15991	3590	PGE	092524	7	Public works utility	10-72-5415	.00	418.08	418.08
Total 15991:									.00		7,744.77
15992											
10/24	10/03/2024	15992	5912	T-Mobile	092124	1	CE cell phone	10-18-5413	.00	30.41	30.41
10/24	10/03/2024	15992	5912	T-Mobile	092124	2	Admin cell phone	10-12-5413	.00	46.76	46.76
10/24	10/03/2024	15992	5912	T-Mobile	092124	3	Parks cell phone	10-66-5413	.00	31.32	31.32
10/24	10/03/2024	15992	5912	T-Mobile	092124	4	Public Works cell phone	10-72-5415	.00	121.64	121.64
10/24	10/03/2024	15992	5912	T-Mobile	092124	5	Street cell phone	20-11-5413	.00	1.82	1.82
10/24	10/03/2024	15992	5912	T-Mobile	092124	6	Water cell phone	30-11-5413	.00	40.75	40.75
10/24	10/03/2024	15992	5912	T-Mobile	092124	7	Sewer cell phone	40-11-5413	.00	40.14	40.14
Total 15992:									.00		312.84
15993											
10/24	10/03/2024	15993	4700	US BANK	091824	1	Stormwater conference	10-72-5342	.00	547.01	547.01
10/24	10/03/2024	15993	4700	US BANK	091824	2	Storage unit B38	10-12-5200	.00	171.00	171.00
10/24	10/03/2024	15993	4700	US BANK	091824	3	Utility bills (late fee)	30-11-5230	.00	25.00	25.00
10/24	10/03/2024	15993	4700	US BANK	091824	4	Utility bills (late fee)	40-11-5230	.00	25.00	25.00
10/24	10/03/2024	15993	4700	US BANK	091824	5	Caselle software	10-12-5235	.00	1,285.00	1,285.00
10/24	10/03/2024	15993	4700	US BANK	091824	6	Costco Membership	10-12-5200	.00	325.00	325.00
10/24	10/03/2024	15993	4700	US BANK	091824	7	Mayor Gift	10-12-5355	.00	57.96	57.96
10/24	10/03/2024	15993	4700	US BANK	091824	8	Telephone service	10-12-5413	.00	188.36	188.36
10/24	10/03/2024	15993	4700	US BANK	091824	9	Sprinklers (Garden Spot Park)	10-66-5510	.00	576.25	576.25
10/24	10/03/2024	15993	4700	US BANK	091824	10	Employee picnic	10-12-5355	.00	28.96	28.96
10/24	10/03/2024	15993	4700	US BANK	091824	11	Employee picnic	10-12-5355	.00	89.00	89.00
10/24	10/03/2024	15993	4700	US BANK	091824	12	Employee picnic (gift certificates)	10-12-5355	.00	46.00	46.00
10/24	10/03/2024	15993	4700	US BANK	091824	13	Food pantry	10-12-5819	.00	132.94	132.94
10/24	10/03/2024	15993	4700	US BANK	091824	14	Employee picnic (gift certificates)	10-12-5355	.00	20.00	20.00
10/24	10/03/2024	15993	4700	US BANK	091824	15	playStation subscription/library program	10-65-5111	.00	7.99	7.99
10/24	10/03/2024	15993	4700	US BANK	091824	16	Lunch with Mayor	10-12-5355	.00	35.82	35.82

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/03/2024	15993	4700	US BANK	091824	17	Gloves	10-12-5137	.00	26.94	26.94
Total 15993:									.00		3,588.23
15994											
10/24	10/03/2024	15994	5647	US BANK EQUIPMENT FINANCE	539171108	1	Copier Lease	10-12-5606	.00	184.02	184.02
10/24	10/03/2024	15994	5647	US BANK EQUIPMENT FINANCE	539171108	2	Copier Lease	10-65-5606	.00	90.64	90.64
Total 15994:									.00		274.66
15995											
10/24	10/03/2024	15995	430	VESTIS	5090337215	1	Uniform Split Parks 17%	10-66-5140	.00	16.58	16.58
10/24	10/03/2024	15995	430	VESTIS	5090337215	2	Uniform Split Streets 5%	20-11-5140	.00	4.88	4.88
10/24	10/03/2024	15995	430	VESTIS	5090337215	3	Uniform Split Water 28%	30-11-5140	.00	27.31	27.31
10/24	10/03/2024	15995	430	VESTIS	5090337215	4	Uniform Split Sewer 50%	40-11-5140	.00	48.75	48.75
Total 15995:									.00		97.52
15996											
10/24	10/03/2024	15996	5551	Wright Business Graphics	4249300	1	Utility bills	30-11-5230	.00	411.15	411.15
10/24	10/03/2024	15996	5551	Wright Business Graphics	4249300	2	Utility bills	40-11-5230	.00	411.15	411.15
Total 15996:									.00		822.30
15997											
10/24	10/10/2024	15997	110	A&E SECURITY AND ELECTRO	208825	1	Security monitoring City Hall	10-12-5200	.00	65.85	65.85
10/24	10/10/2024	15997	110	A&E SECURITY AND ELECTRO	208825	2	Security monitoring library	10-65-5200	.00	65.85	65.85
10/24	10/10/2024	15997	110	A&E SECURITY AND ELECTRO	209057	1	MUSEUM security monitoring	10-67-5200	.00	65.85	65.85
Total 15997:									.00		197.55
15998											
10/24	10/10/2024	15998	310	AMAZON	19LQ-VJLV-R	1	Paper towels for City Hall	10-12-5137	.00	33.30	33.30
10/24	10/10/2024	15998	310	AMAZON	1FM7-MY9F-	1	Library grant	10-65-5915	.00	573.15	573.15
10/24	10/10/2024	15998	310	AMAZON	1JP1-9LT7-4	1	Library grant	10-65-5915	.00	237.81	237.81
10/24	10/10/2024	15998	310	AMAZON	1VT1-9YVG-	1	Library grant	10-65-5915	.00	13.49	13.49
10/24	10/10/2024	15998	310	AMAZON	1YFH-LTTN-	1	Office supplies	10-12-5137	.00	19.50	19.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 15998:									.00		877.25
15999											
10/24	10/10/2024	15999	700	BAKER AND TAYLOR BOOKS	203855615	1	Library books	10-65-5100	.00	109.96	109.96
10/24	10/10/2024	15999	700	BAKER AND TAYLOR BOOKS	2038557187	1	Library books	10-65-5100	.00	68.44	68.44
Total 15999:									.00		178.40
16000											
10/24	10/10/2024	16000	5924	Barry Wilson	100124	1	Stipend	10-13-5310	.00	50.00	50.00
Total 16000:									.00		50.00
16001											
10/24	10/10/2024	16001	1260	CONSOLIDATED SUPPLY COMP	S012094359.	1	Water meters & radios	30-80-6000	.00	3,773.56	3,773.56
Total 16001:									.00		3,773.56
16002											
10/24	10/10/2024	16002	5677	Craig Johnson	100124	1	Stipend	10-13-5310	.00	50.00	50.00
Total 16002:									.00		50.00
16003											
10/24	10/10/2024	16003	6145	Debbor Pernal	100724	1	Reduced court fine	10-14-4507	.00	50.00	50.00
Total 16003:									.00		50.00
16004											
10/24	10/10/2024	16004	1760	FERGUSON ENTERPRISES, IN	1282526	1	Backflow devices	30-80-6000	.00	5,300.24	5,300.24
Total 16004:									.00		5,300.24
16005											
10/24	10/10/2024	16005	6162	Guadalupe Lopez Gudino	100224	1	Water deposit refund	30-00-2300	.00	65.00	65.00
10/24	10/10/2024	16005	6162	Guadalupe Lopez Gudino	100224	2	Sewer deposit refund	40-00-2400	.00	90.00	90.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16005:									.00		155.00
16006											
10/24	10/10/2024	16006	6113	Hasco Stations LLC	141190	1	Fuel	10-18-5120	.00	46.69	46.69
10/24	10/10/2024	16006	6113	Hasco Stations LLC	141190	2	Fuel	10-66-5120	.00	98.45	98.45
10/24	10/10/2024	16006	6113	Hasco Stations LLC	141190	3	Fuel	10-72-5120	.00	54.22	54.22
10/24	10/10/2024	16006	6113	Hasco Stations LLC	141190	4	Fuel	20-11-5120	.00	119.29	119.29
10/24	10/10/2024	16006	6113	Hasco Stations LLC	141190	5	Fuel	30-11-5120	.00	54.20	54.20
10/24	10/10/2024	16006	6113	Hasco Stations LLC	141190	6	Fuel	40-11-5120	.00	54.20	54.20
Total 16006:									.00		427.05
16007											
10/24	10/10/2024	16007	6122	Integrity IT Group	1169	1	Library IT services	10-65-5914	.00	4,446.06	4,446.06
10/24	10/10/2024	16007	6122	Integrity IT Group	1169	2	Library IT Services	10-65-5233	.00	1,528.94	1,528.94
Total 16007:									.00		5,975.00
16008											
10/24	10/10/2024	16008	5733	Jared Nunley	100124	1	Monthly certificate work	40-11-5250	.00	500.00	500.00
10/24	10/10/2024	16008	5733	Jared Nunley	100124	2	Monthly certificate work	40-11-5200	.00	500.00	500.00
Total 16008:									.00		1,000.00
16009											
10/24	10/10/2024	16009	6043	Jennifer Pederson	100124	1	Stipend	10-13-5310	.00	50.00	50.00
Total 16009:									.00		50.00
16010											
10/24	10/10/2024	16010	6042	Karl Klym	100124	1	Stipend	10-13-5310	.00	50.00	50.00
Total 16010:									.00		50.00
16011											
10/24	10/10/2024	16011	4760	KATIE VINSON	100824	1	Food for visioning event	10-12-5820	.00	42.11	42.11

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16011:									.00		42.11
16012											
10/24	10/10/2024	16012	2440	KELLER ASSOCIATES, INC.	0242712	1	Water general engineering	30-11-5204	.00	738.75	738.75
10/24	10/10/2024	16012	2440	KELLER ASSOCIATES, INC.	0242713	1	Sewer general engineering	40-11-5204	.00	75.00	75.00
10/24	10/10/2024	16012	2440	KELLER ASSOCIATES, INC.	0242714	1	Planning general engineering	10-17-5204	.00	2,398.75	2,398.75
10/24	10/10/2024	16012	2440	KELLER ASSOCIATES, INC.	0242715	1	STREET general engineering	20-11-5204	.00	437.50	437.50
10/24	10/10/2024	16012	2440	KELLER ASSOCIATES, INC.	0242891	1	Water intake project	30-80-6011	.00	26,701.75	26,701.75
10/24	10/10/2024	16012	2440	KELLER ASSOCIATES, INC.	0242892	1	Huddleston pond project	10-80-6003	.00	19,737.65	19,737.65
Total 16012:									.00		50,089.40
16013											
10/24	10/10/2024	16013	6076	Krystal Stevens	10/09/2024	1	Per diem meals & Incidentals, OACA Co	10-12-5342	.00	163.00	163.00
10/24	10/10/2024	16013	6076	Krystal Stevens	100924	1	OAMR Conference Travel	10-12-5342	.00	377.88	377.88
Total 16013:									.00		540.88
16014											
10/24	10/10/2024	16014	6029	Mardette Cook	10/7/24	1	Meals per diem for training/conference	10-18-5342	.00	175.50	175.50
Total 16014:									.00		175.50
16015											
10/24	10/10/2024	16015	3120	OREGON ASSOCIATION OF WA	38422	1	Fall 2024 conference	30-11-5342	.00	360.00	360.00
Total 16015:									.00		360.00
16016											
10/24	10/10/2024	16016	3160	OREGON DEPARTMENT OF RE	100324	1	Court assessment fees	10-14-5306	.00	225.00	225.00
Total 16016:									.00		225.00
16017											
10/24	10/10/2024	16017	6096	O'Reilly Auto Parts	6684-118813	1	Truck maintenance	30-11-5504	.00	3.35	3.35
Total 16017:									.00		3.35

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
16018											
10/24	10/10/2024	16018	6118	Richard Guscott	04/26/24	1		10-65-5344	.00	116.18	116.18
Total 16018:									.00		116.18
16019											
10/24	10/10/2024	16019	610	RITA BALLER	100124	1	Stipend	10-13-5310	.00	50.00	50.00
Total 16019:									.00		50.00
16020											
10/24	10/10/2024	16020	5759	Sarah Frost	062124	1		10-12-5819	.00	53.08	53.08
10/24	10/10/2024	16020	5759	Sarah Frost	062124	2		10-65-5915	.00	14.70	14.70
10/24	10/10/2024	16020	5759	Sarah Frost	062124	3		10-12-5819	.00	85.22	85.22
10/24	10/10/2024	16020	5759	Sarah Frost	100324	1	Library programs foods/snacks	10-12-5819	.00	71.80	71.80
10/24	10/10/2024	16020	5759	Sarah Frost	100324	2	Library programs food/interns	10-65-5915	.00	78.78	78.78
Total 16020:									.00		303.58
16021											
10/24	10/10/2024	16021	5835	Shana Reid	100124	1	Museum director stipend	10-67-5310	.00	300.00	300.00
Total 16021:									.00		300.00
16022											
10/24	10/10/2024	16022	5937	Siobhan Skaer	43	1	Cleaning services	10-12-5209	.00	400.00	400.00
Total 16022:									.00		400.00
16023											
10/24	10/10/2024	16023	5758	Stericycle, Inc.	8008620797	1	Document shredding	10-12-5200	.00	128.12	128.12
Total 16023:									.00		128.12
16024											
10/24	10/10/2024	16024	430	VESTIS	5090339641	1	Uniform Split Parks 17%	10-66-5140	.00	16.58	16.58
10/24	10/10/2024	16024	430	VESTIS	5090339641	2	Uniform Split Streets 5%	20-11-5140	.00	4.88	4.88
10/24	10/10/2024	16024	430	VESTIS	5090339641	3	Uniform Split Water 28%	30-11-5140	.00	27.31	27.31
10/24	10/10/2024	16024	430	VESTIS	5090339641	4	Uniform Split Sewer 50%	40-11-5140	.00	48.75	48.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16024:									.00		97.52
16025											
10/24	10/10/2024	16025	6022	Vickie Hernandez	100124	1	Stipend	10-13-5310	.00	100.00	100.00
Total 16025:									.00		100.00
16026											
10/24	10/10/2024	16026	4830	WILCO	692686/1	1	Waste water treatment	40-11-5540	.00	431.46	431.46
Total 16026:									.00		431.46
16027											
10/24	10/10/2024	16027	5130	YAMHILL COMMUNICATIONS A	5029008	1	User dues	10-18-5302	.00	1,968.50	1,968.50
Total 16027:									.00		1,968.50
16028											
10/24	10/10/2024	16028	5150	YAMHILL COUNTY SHERIFF'S O	100124	1	POLICE SERVICES	10-18-5217	.00	30,976.50	30,976.50
10/24	10/10/2024	16028	5150	YAMHILL COUNTY SHERIFF'S O	100324	1	Court assessment fees	10-14-5306	.00	64.00	64.00
Total 16028:									.00		31,040.50
16029											
10/24	10/17/2024	16029	310	AMAZON	19X6-33XD-	1	Door hangers	10-12-5137	.00	76.50	76.50
10/24	10/17/2024	16029	310	AMAZON	1DJY-R7XC-	1	Library books	10-65-5100	.00	24.04	24.04
10/24	10/17/2024	16029	310	AMAZON	1NVG-CWW	1	Office supplies	10-12-5137	.00	11.94	11.94
10/24	10/17/2024	16029	310	AMAZON	1NWQ-P3W1	1	Library books	10-65-5100	.00	14.99	14.99
10/24	10/17/2024	16029	310	AMAZON	1R44-RJ93-	1	Food pantry	10-12-5819	.00	164.90	164.90
10/24	10/17/2024	16029	310	AMAZON	1TRW-M7W	1	Library program	10-65-5101	.00	26.99	26.99
Total 16029:									.00		319.36
16030											
10/24	10/17/2024	16030	2160	HONEY BUCKET	0554463736	1	lamson park honey bucket	10-66-5200	.00	138.00	138.00
10/24	10/17/2024	16030	2160	HONEY BUCKET	0554463737	1	garden spot honey bucket	10-66-5200	.00	121.00	121.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16030:									.00		259.00
16031											
10/24	10/17/2024	16031	6122	Integrity IT Group	1179	1	October IT Services	10-12-5233	.00	2,764.50	2,764.50
Total 16031:									.00		2,764.50
16032											
10/24	10/17/2024	16032	2690	LOWES	991486	1	Library bike rack repair	10-65-5504	.00	50.32	50.32
Total 16032:									.00		50.32
16033											
10/24	10/17/2024	16033	2900	MID-WILLAMETTE VALLEY COU	3513	1	PLANNING SERVICES	10-17-5214	.00	1,420.75	1,420.75
Total 16033:									.00		1,420.75
16034											
10/24	10/17/2024	16034	3370	OREGON DEPARTMENT OF MO	L0059908112	1	DMV2U Charges	10-18-5137	.00	.35	.35
Total 16034:									.00		.35
16035											
10/24	10/17/2024	16035	3230	OREGON LIBRARY ASSOCIATI	25202	1	Membership dues	10-65-5320	.00	72.00	72.00
Total 16035:									.00		72.00
16036											
10/24	10/17/2024	16036	6096	O'Reilly Auto Parts	6684-119379	1	2023 Tacoma repair	40-11-5504	.00	14.23	14.23
Total 16036:									.00		14.23
16037											
10/24	10/17/2024	16037	6164	PERS	1692304	1	Annual SSA FEE	10-12-5200	.00	8.84	8.84
10/24	10/17/2024	16037	6164	PERS	1692304	2	Annual SSA Fee	10-66-5200	.00	5.30	5.30
10/24	10/17/2024	16037	6164	PERS	1692304	3	Annual SSA Fee	30-11-5200	.00	1.09	1.09
10/24	10/17/2024	16037	6164	PERS	1692304	4	Annual SSA Fee	40-11-5200	.00	1.09	1.09

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16037:									.00		16.32
16038											
10/24	10/17/2024	16038	5659	Petty Cash	101624	1	Postage	10-12-5126	.00	155.85	155.85
10/24	10/17/2024	16038	5659	Petty Cash	101624	2	Food pantry	10-12-5819	.00	19.53	19.53
10/24	10/17/2024	16038	5659	Petty Cash	101624	3	OAMR Conference Donation	10-12-5342	.00	100.00	100.00
10/24	10/17/2024	16038	5659	Petty Cash	101624	4	Supplies	10-12-5137	.00	4.56	4.56
Total 16038:									.00		279.94
16039											
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-029817	1	Parks landscape maintenance	10-66-5510	.00	9.29	9.29
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-029820	1	Wastewater Repair	40-11-5504	.00	.60	.60
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-029989	1	Oaken hills marking paint	10-66-5137	.00	8.99	8.99
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-030049	1	Water maintenance	30-11-5530	.00	5.58	5.58
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-030376	1	Parks Supplies	10-66-5137	.00	10.49	10.49
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-030446	1	City hall sink repair	10-12-5504	.00	65.99	65.99
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-030565	1	Waterplant maintenance	30-11-5530	.00	7.79	7.79
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-030633	1	Waterplant maintenance	30-11-5530	.00	11.98	11.98
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-031035	1	Water intake maintenance	30-11-5530	.00	25.98	25.98
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-031318	1	Waterplant maintenance	30-11-5530	.00	16.48	16.48
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-031925	1	City hall supplies	10-12-5137	.00	3.76	3.76
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-031926	1	Shop supplies	10-72-5137	.00	11.99	11.99
10/24	10/17/2024	16039	4160	SKYBERG'S	2409-032387	1	Parks Supplies	10-66-5137	.00	5.97	5.97
Total 16039:									.00		184.89
16040											
10/24	10/17/2024	16040	6083	The Law Office of Larry J Blake Jr	372	1	Municipal judge	10-14-5211	.00	400.00	400.00
Total 16040:									.00		400.00
16041											
10/24	10/17/2024	16041	430	VESTIS	5090341870	1	Uniform Split Parks 17%	10-66-5140	.00	16.58	16.58
10/24	10/17/2024	16041	430	VESTIS	5090341870	2	Uniform Split Streets 5%	20-11-5140	.00	4.88	4.88
10/24	10/17/2024	16041	430	VESTIS	5090341870	3	Uniform Split Water 28%	30-11-5140	.00	27.31	27.31
10/24	10/17/2024	16041	430	VESTIS	5090341870	4	Uniform Split Sewer 50%	40-11-5140	.00	48.75	48.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16041:									.00		97.52
16042											
10/24	10/17/2024	16042	4960	WATERLAB CORP.	91667	1	WATER ANALYSIS	30-11-5250	.00	120.00	120.00
Total 16042:									.00		120.00
16043											
10/24	10/23/2024	16043	310	AMAZON	11YK-CD4F-	1	Trunk or Treat Decor	10-12-5820	.00	84.97	84.97
10/24	10/23/2024	16043	310	AMAZON	11YK-CD4F-	1	Trunk or Treat Decor	10-12-5820	.00	84.97-	84.97- V
10/24	10/23/2024	16043	310	AMAZON	16MN-WR3H	1	Food pantry	10-12-5819	.00	86.37	86.37
10/24	10/23/2024	16043	310	AMAZON	16MN-WR3H	1	Food pantry	10-12-5819	.00	86.37-	86.37- V
10/24	10/23/2024	16043	310	AMAZON	17HF-XRRL-	1	Library books	10-65-5100	.00	14.99	14.99
10/24	10/23/2024	16043	310	AMAZON	17HF-XRRL-	1	Library books	10-65-5100	.00	14.99-	14.99- V
10/24	10/23/2024	16043	310	AMAZON	19RP-9LW4-	1	City hall supplies	10-12-5137	.00	22.39	22.39
10/24	10/23/2024	16043	310	AMAZON	19RP-9LW4-	1	City hall supplies	10-12-5137	.00	22.39-	22.39- V
10/24	10/23/2024	16043	310	AMAZON	1CLR-9GX3-	1	Library books	10-65-5111	.00	29.99	29.99
10/24	10/23/2024	16043	310	AMAZON	1CLR-9GX3-	1	Library books	10-65-5111	.00	29.99-	29.99- V
10/24	10/23/2024	16043	310	AMAZON	1JJW-N7W6-	1	Library books	10-65-5100	.00	56.74	56.74
10/24	10/23/2024	16043	310	AMAZON	1JJW-N7W6-	1	Library books	10-65-5100	.00	56.74-	56.74- V
10/24	10/23/2024	16043	310	AMAZON	1L91-MM9Q-	1	WWTP Maintenance	40-11-5540	.00	40.63	40.63
10/24	10/23/2024	16043	310	AMAZON	1L91-MM9Q-	1	WWTP Maintenance	40-11-5540	.00	40.63-	40.63- V
10/24	10/23/2024	16043	310	AMAZON	1LKV-YQCV-	1	Food pantry	10-12-5819	.00	51.97	51.97
10/24	10/23/2024	16043	310	AMAZON	1LKV-YQCV-	1	Food pantry	10-12-5819	.00	51.97-	51.97- V
10/24	10/23/2024	16043	310	AMAZON	1TKP-QNGX	1	Library books	10-65-5111	.00	17.42	17.42
10/24	10/23/2024	16043	310	AMAZON	1TKP-QNGX	1	Library books	10-65-5111	.00	17.42-	17.42- V
10/24	10/23/2024	16043	310	AMAZON	1WGT-DLVH-	1	Covered area Oaken Hills	10-80-6011	.00	2,499.00	2,499.00
10/24	10/23/2024	16043	310	AMAZON	1WGT-DLVH-	1	Covered area Oaken Hills	10-80-6011	.00	2,499.00-	2,499.00- V
Total 16043:									.00		.00
16044											
10/24	10/23/2024	16044	700	BAKER AND TAYLOR BOOKS	2038579202	1	Library books	10-65-5100	.00	187.29	187.29
Total 16044:									.00		187.29
16045											
10/24	10/23/2024	16045	1020	CENTURYLINK	101124	1	City Hall Phones	10-12-5413	.00	292.11	292.11

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/23/2024	16045	1020	CENTURYLINK	101124	2	Parks phones	10-66-5413	.00	15.63	15.63
10/24	10/23/2024	16045	1020	CENTURYLINK	101124	3	Library phones	10-65-5413	.00	33.51	33.51
10/24	10/23/2024	16045	1020	CENTURYLINK	101124	4	Museum phones	10-67-5413	.00	62.24	62.24
10/24	10/23/2024	16045	1020	CENTURYLINK	101124	5	Streets phones	20-11-5413	.00	31.26	31.26
10/24	10/23/2024	16045	1020	CENTURYLINK	101124	6	Water phones	30-11-5413	.00	242.75	242.75
10/24	10/23/2024	16045	1020	CENTURYLINK	101124	7	Sewer phones	40-11-5413	.00	300.81	300.81
Total 16045:									.00		978.31
16046											
10/24	10/23/2024	16046	990	CHEMEKETA COMMUNITY COL	S1153240	1	PROFSERV LIBRARY COLLECTIONS	10-65-5200	.00	9.85	9.85
Total 16046:									.00		9.85
16047											
10/24	10/23/2024	16047	6165	Gabriel Horta	101624	1	Overpayment refund	99-00-1700	.00	55.73	55.73
Total 16047:									.00		55.73
16048											
10/24	10/23/2024	16048	6113	Hasco Stations LLC	142118	1	CE Fuel	10-18-5120	.00	43.10	43.10
10/24	10/23/2024	16048	6113	Hasco Stations LLC	142118	2	Parks fuel	10-66-5120	.00	127.05	127.05
10/24	10/23/2024	16048	6113	Hasco Stations LLC	142118	3	PW fuel	10-72-5120	.00	44.63	44.63
10/24	10/23/2024	16048	6113	Hasco Stations LLC	142118	4	Street fuel	20-11-5120	.00	176.90	176.90
10/24	10/23/2024	16048	6113	Hasco Stations LLC	142118	5	Water fuel	30-11-5120	.00	44.63	44.63
10/24	10/23/2024	16048	6113	Hasco Stations LLC	142118	6	Waste water fuel	40-11-5120	.00	44.63	44.63
Total 16048:									.00		480.94
16049											
10/24	10/23/2024	16049	6098	HD Supply Facilities Maintenance	9230249654	1	Parks supplies	10-66-5137	.00	72.95	72.95
Total 16049:									.00		72.95
16050											
10/24	10/23/2024	16050	6029	Mardette Cook	091224	1	OCEA Conference	10-18-5342	.00	537.26	537.26
Total 16050:									.00		537.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
16051											
10/24	10/23/2024	16051	6143	Michelle Long	101724	1	Candidate forum snacks	10-12-5820	.00	43.98	43.98
Total 16051:									.00		43.98
16052											
10/24	10/23/2024	16052	6096	O'Reilly Auto Parts	6684-119858	1	Water supplies	30-11-5137	.00	3.51	3.51
Total 16052:									.00		3.51
16053											
10/24	10/23/2024	16053	6015	PAPE Machinery	15665307	1	John Deere repair	10-66-5504	.00	9.90	9.90
10/24	10/23/2024	16053	6015	PAPE Machinery	15665307	2	John Deere repair	10-72-5504	.00	9.91	9.91
10/24	10/23/2024	16053	6015	PAPE Machinery	15665307	3	John Deere repair	40-11-5504	.00	9.90	9.90
10/24	10/23/2024	16053	6015	PAPE Machinery	15665307	4	John Deere repair	30-11-5504	.00	9.90	9.90
Total 16053:									.00		39.61
16054											
10/24	10/23/2024	16054	3820	RECOLOGY WESTERN OREGO	25016429	1	Parks garbage/recycle	10-66-5415	.00	36.30	36.30
10/24	10/23/2024	16054	3820	RECOLOGY WESTERN OREGO	25016437	1	City Hall garbage/recycle	10-12-5415	.00	48.66	48.66
10/24	10/23/2024	16054	3820	RECOLOGY WESTERN OREGO	25016627	1	Water garbage/recycle	30-11-5415	.00	3.00	3.00
10/24	10/23/2024	16054	3820	RECOLOGY WESTERN OREGO	25016635	1	Library garbage/recycle	10-65-5415	.00	39.30	39.30
10/24	10/23/2024	16054	3820	RECOLOGY WESTERN OREGO	25016643	1	Public works garbage/recycle	10-72-5415	.00	207.34	207.34
10/24	10/23/2024	16054	3820	RECOLOGY WESTERN OREGO	25016908	1	Museum garbage/recycle	10-67-5415	.00	6.65	6.65
Total 16054:									.00		341.25
16055											
10/24	10/23/2024	16055	5888	Santander Bank NA	13049583	1	Street sweeper lease	20-80-6000	.00	3,232.56	3,232.56
Total 16055:									.00		3,232.56
16056											
10/24	10/23/2024	16056	5833	Storage Etc	26299	1	A4, A5, A6 units	10-12-5200	.00	258.00	258.00
10/24	10/23/2024	16056	5833	Storage Etc	26316	1	Unit B38 rent	10-12-5200	.00	171.00	171.00
Total 16056:									.00		429.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
16057											
10/24	10/23/2024	16057	430	VESTIS	5090343970	1	Uniform Split Parks 17%	10-66-5140	.00	16.58	16.58
10/24	10/23/2024	16057	430	VESTIS	5090343970	2	Uniform Split Streets 5%	20-11-5140	.00	4.88	4.88
10/24	10/23/2024	16057	430	VESTIS	5090343970	3	Uniform Split Water 28%	30-11-5140	.00	27.31	27.31
10/24	10/23/2024	16057	430	VESTIS	5090343970	4	Uniform Split Sewer 50%	40-11-5140	.00	48.75	48.75
Total 16057:									.00		97.52
16058											
10/24	10/23/2024	16058	5516	West Valley Bulletin Board, LLC	2646	1	Advertising/Community Pages	10-12-5230	.00	391.20	391.20
10/24	10/23/2024	16058	5516	West Valley Bulletin Board, LLC	2927-2	1	Advertising/community pages	10-12-5230	.00	125.00	125.00
Total 16058:									.00		516.20
16059											
10/24	10/23/2024	16059	4830	WILCO	693289/1	1	Waste water supplies	40-11-5137	.00	43.98	43.98
Total 16059:									.00		43.98
16060											
10/24	10/23/2024	16060	5050	YAMHILL COUNTY TAX COLLEC	102124	1	Property Tax	10-12-5320	.00	18.19	18.19
Total 16060:									.00		18.19
16061											
10/24	10/23/2024	16061	310	AMAZON	11YK-CD4F-	1	Trunk or Treat Decor	10-12-5820	.00	84.97	84.97
10/24	10/23/2024	16061	310	AMAZON	16MN-WR3H	1	Food pantry	10-12-5819	.00	86.37	86.37
10/24	10/23/2024	16061	310	AMAZON	17HF-XRRL-	1	Library books	10-65-5100	.00	14.99	14.99
10/24	10/23/2024	16061	310	AMAZON	19RP-9LW4-	1	City hall supplies	10-12-5137	.00	22.39	22.39
10/24	10/23/2024	16061	310	AMAZON	1CLR-9GX3-	1	Library books	10-65-5111	.00	29.99	29.99
10/24	10/23/2024	16061	310	AMAZON	1JJW-N7W6-	1	Library books	10-65-5100	.00	56.74	56.74
10/24	10/23/2024	16061	310	AMAZON	1L91-MM9Q-	1	WWTP Maintenance	40-11-5540	.00	40.63	40.63
10/24	10/23/2024	16061	310	AMAZON	1LKV-YQCV-	1	Food pantry	10-12-5819	.00	51.97	51.97
10/24	10/23/2024	16061	310	AMAZON	1TKP-QNGX	1	Library books	10-65-5111	.00	17.42	17.42
Total 16061:									.00		405.47
16062											
10/24	10/31/2024	16062	310	AMAZON	1DGV-XFXR-	1	Library collection	10-65-5101	.00	23.99	23.99

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/31/2024	16062	310	AMAZON	1DGV-XFXR-	1	Library collection	10-65-5101	.00	23.99-	23.99- V
10/24	10/31/2024	16062	310	AMAZON	1HW7-6V1H-	1	Library collection	10-65-5101	.00	23.96	23.96
10/24	10/31/2024	16062	310	AMAZON	1HW7-6V1H-	1	Library collection	10-65-5101	.00	23.96-	23.96- V
10/24	10/31/2024	16062	310	AMAZON	1RKR-13G4-	1	Library collection	10-65-5101	.00	16.29	16.29
10/24	10/31/2024	16062	310	AMAZON	1RKR-13G4-	1	Library collection	10-65-5101	.00	16.29-	16.29- V
Total 16062:									.00		.00
16063											
10/24	10/31/2024	16063	700	BAKER AND TAYLOR BOOKS	2038606213	1	Library collection	10-65-5100	.00	269.76	269.76
10/24	10/31/2024	16063	700	BAKER AND TAYLOR BOOKS	2038606213	1	Library collection	10-65-5100	.00	269.76-	269.76- V
Total 16063:									.00		.00
16064											
10/24	10/31/2024	16064	1100	CITY OF LAFAYETTE	102824	1	City County Dinner X4	10-12-5342	.00	35.00	35.00
10/24	10/31/2024	16064	1100	CITY OF LAFAYETTE	102824	1	City County Dinner X4	10-12-5342	.00	35.00-	35.00- V
10/24	10/31/2024	16064	1100	CITY OF LAFAYETTE	102824	2	City County Dinner X4	10-13-5342	.00	105.00	105.00
10/24	10/31/2024	16064	1100	CITY OF LAFAYETTE	102824	2	City County Dinner X4	10-13-5342	.00	105.00-	105.00- V
Total 16064:									.00		.00
16065											
10/24	10/31/2024	16065	1260	CONSOLIDATED SUPPLY COMP	S012061215.	1	Meter register	30-80-6000	.00	130.01	130.01
10/24	10/31/2024	16065	1260	CONSOLIDATED SUPPLY COMP	S012061215.	1	Meter register	30-80-6000	.00	130.01-	130.01- V
Total 16065:									.00		.00
16066											
10/24	10/31/2024	16066	1760	FERGUSON ENTERPRISES, IN	1286702	1	WSD Concession Stand	30-80-6000	.00	1,974.47	1,974.47
10/24	10/31/2024	16066	1760	FERGUSON ENTERPRISES, IN	1286702	1	WSD Concession Stand	30-80-6000	.00	1,974.47-	1,974.47- V
10/24	10/31/2024	16066	1760	FERGUSON ENTERPRISES, IN	1286707-1	1	WSD Concession Stand	30-80-6000	.00	123.61	123.61
10/24	10/31/2024	16066	1760	FERGUSON ENTERPRISES, IN	1286707-1	1	WSD Concession Stand	30-80-6000	.00	123.61-	123.61- V
Total 16066:									.00		.00
16067											
10/24	10/31/2024	16067	6166	Greg D Summers	10621	1	Water equipment	30-80-6000	.00	5,000.00	5,000.00
10/24	10/31/2024	16067	6166	Greg D Summers	10621	1	Water equipment	30-80-6000	.00	5,000.00-	5,000.00- V

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16067:									.00		.00
16068											
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	1	HRA Veba Contributions Nov 2024	10-18-5040	.00	200.00	200.00
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	1	HRA Veba Contributions Nov 2024	10-18-5040	.00	200.00-	200.00- V
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	2	HRA Veba Contributions Nov 2024	10-66-5040	.00	200.00	200.00
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	2	HRA Veba Contributions Nov 2024	10-66-5040	.00	200.00-	200.00- V
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	3	HRA Veba Contributions Nov 2024	10-65-5040	.00	320.00	320.00
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	3	HRA Veba Contributions Nov 2024	10-65-5040	.00	320.00-	320.00- V
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	4	HRA Veba Contributions Nov 2024	10-70-5040	.00	800.00	800.00
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	4	HRA Veba Contributions Nov 2024	10-70-5040	.00	800.00-	800.00- V
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	5	HRA Veba Contributions Nov 2024	10-71-5040	.00	600.00	600.00
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	5	HRA Veba Contributions Nov 2024	10-71-5040	.00	600.00-	600.00- V
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	6	HRA Veba Contributions Nov 2024	30-11-5040	.00	80.00	80.00
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	6	HRA Veba Contributions Nov 2024	30-11-5040	.00	80.00-	80.00- V
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	7	HRA Veba Contributions Nov 2024	40-11-5040	.00	80.00	80.00
10/24	10/31/2024	16068	5706	HRA VEBA Trust	11/01/2024	7	HRA Veba Contributions Nov 2024	40-11-5040	.00	80.00-	80.00- V
Total 16068:									.00		.00
16069											
10/24	10/31/2024	16069	6167	Jorge Venegas	102424	1	Sewer utility deposit	40-00-2400	.00	5.77	5.77
10/24	10/31/2024	16069	6167	Jorge Venegas	102424	1	Sewer utility deposit	40-00-2400	.00	5.77-	5.77- V
Total 16069:									.00		.00
16070											
10/24	10/31/2024	16070	2440	KELLER ASSOCIATES, INC.	0243177	1	Water intake project	30-11-5204	.00	44,413.74	44,413.74
10/24	10/31/2024	16070	2440	KELLER ASSOCIATES, INC.	0243177	1	Water intake project	30-11-5204	.00	44,413.74-	44,413.74- V
10/24	10/31/2024	16070	2440	KELLER ASSOCIATES, INC.	0243178	1	Huddleston pond project	10-80-6003	.00	5,358.25	5,358.25
10/24	10/31/2024	16070	2440	KELLER ASSOCIATES, INC.	0243178	1	Huddleston pond project	10-80-6003	.00	5,358.25-	5,358.25- V
Total 16070:									.00		.00
16071											
10/24	10/31/2024	16071	6076	Krystal Stevens	102924	1	Travel to OACA Conference	10-12-5344	.00	127.44	127.44
10/24	10/31/2024	16071	6076	Krystal Stevens	102924	1	Travel to OACA Conference	10-12-5344	.00	127.44-	127.44- V
10/24	10/31/2024	16071	6076	Krystal Stevens	102924	2	Travel for City Council meetings	10-12-5344	.00	1.60	1.60

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/31/2024	16071	6076	Krystal Stevens	102924	2	Travel for City Council meetings	10-12-5344	.00	1.60-	1.60- V
Total 16071:									.00		.00
16072											
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	1	2020 Chevrolet Maintenance	10-72-5504	.00	436.91	436.91
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	1	2020 Chevrolet Maintenance	10-72-5504	.00	436.91-	436.91- V
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	2	2020 Chevrolet Maintenance	10-66-5504	.00	436.91	436.91
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	2	2020 Chevrolet Maintenance	10-66-5504	.00	436.91-	436.91- V
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	3	2020 Chevrolet maintenance	40-11-5504	.00	436.91	436.91
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	3	2020 Chevrolet maintenance	40-11-5504	.00	436.91-	436.91- V
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	4	2020 Chevrolet Maintenance	30-11-5504	.00	436.90	436.90
10/24	10/31/2024	16072	2700	LES SCHWAB TIRE CENTER	2160064057	4	2020 Chevrolet Maintenance	30-11-5504	.00	436.90-	436.90- V
Total 16072:									.00		.00
16073											
10/24	10/31/2024	16073	2670	LOCAL 737 - LABORERS INTL U	10/25/2024	1	Union Dues	10-00-2130	.00	172.00	172.00
10/24	10/31/2024	16073	2670	LOCAL 737 - LABORERS INTL U	10/25/2024	1	Union Dues	10-00-2130	.00	172.00-	172.00- V
Total 16073:									.00		.00
16074											
10/24	10/31/2024	16074	6029	Mardette Cook	102824	1	Uniform boots	10-18-5137	.00	159.95	159.95
10/24	10/31/2024	16074	6029	Mardette Cook	102824	1	Uniform boots	10-18-5137	.00	159.95-	159.95- V
Total 16074:									.00		.00
16075											
10/24	10/31/2024	16075	6143	Michelle Long	10/30/2024	1	Meals & Incidental for Conference (OR P	10-12-5342	.00	144.00	144.00
10/24	10/31/2024	16075	6143	Michelle Long	10/30/2024	1	Meals & Incidental for Conference (OR P	10-12-5342	.00	144.00-	144.00- V
Total 16075:									.00		.00
16076											
10/24	10/31/2024	16076	6046	Orchard and Vineyard Supply	LAF10086	1	Chlorine generator repair	40-11-5504	.00	114.10	114.10
10/24	10/31/2024	16076	6046	Orchard and Vineyard Supply	LAF10086	1	Chlorine generator repair	40-11-5504	.00	114.10-	114.10- V

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16076:									.00		.00
16077											
10/24	10/31/2024	16077	3380	OREVAC WEST INC	9102	1	wastewater maintenance	40-11-5540	.00	864.00	864.00
10/24	10/31/2024	16077	3380	OREVAC WEST INC	9102	1	wastewater maintenance	40-11-5540	.00	864.00-	864.00- V
Total 16077:									.00		.00
16078											
10/24	10/31/2024	16078	3590	PGE	100424	1	STREET lights	10-19-5400	.00	2,306.28	2,306.28
10/24	10/31/2024	16078	3590	PGE	100424	1	STREET lights	10-19-5400	.00	2,306.28-	2,306.28- V
Total 16078:									.00		.00
16079											
10/24	10/31/2024	16079	5635	SOLUTIONS YES	422264	1	Contract invoice	10-12-5200	.00	532.23	532.23
10/24	10/31/2024	16079	5635	SOLUTIONS YES	422264	1	Contract invoice	10-12-5200	.00	532.23-	532.23- V
10/24	10/31/2024	16079	5635	SOLUTIONS YES	422264	2	Contract invoice	10-65-5200	.00	100.51	100.51
10/24	10/31/2024	16079	5635	SOLUTIONS YES	422264	2	Contract invoice	10-65-5200	.00	100.51-	100.51- V
10/24	10/31/2024	16079	5635	SOLUTIONS YES	423552	1	PA2100cwx	10-65-5200	.00	67.57	67.57
10/24	10/31/2024	16079	5635	SOLUTIONS YES	423552	1	PA2100cwx	10-65-5200	.00	67.57-	67.57- V
Total 16079:									.00		.00
16080											
10/24	10/31/2024	16080	4360	SUMCO EXCAVATING INC	10622	1	Pump track rock	10-80-6011	.00	390.00	390.00
10/24	10/31/2024	16080	4360	SUMCO EXCAVATING INC	10622	1	Pump track rock	10-80-6011	.00	390.00-	390.00- V
10/24	10/31/2024	16080	4360	SUMCO EXCAVATING INC	10622	2	PW rock stock pile	10-72-5137	.00	130.00	130.00
10/24	10/31/2024	16080	4360	SUMCO EXCAVATING INC	10622	2	PW rock stock pile	10-72-5137	.00	130.00-	130.00- V
Total 16080:									.00		.00
16081											
10/24	10/31/2024	16081	6168	The Stone House Collective	102424	1	Overpayment refund	99-00-1700	.00	23.48	23.48
10/24	10/31/2024	16081	6168	The Stone House Collective	102424	1	Overpayment refund	99-00-1700	.00	23.48-	23.48- V
10/24	10/31/2024	16081	6168	The Stone House Collective	102424	2	Water deposit refund	30-00-2300	.00	65.00	65.00
10/24	10/31/2024	16081	6168	The Stone House Collective	102424	2	Water deposit refund	30-00-2300	.00	65.00-	65.00- V
10/24	10/31/2024	16081	6168	The Stone House Collective	102424	3	Sewer deposit refund	40-00-2400	.00	90.00	90.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/31/2024	16081	6168	The Stone House Collective	102424	3	Sewer deposit refund	40-00-2400	.00	90.00-	90.00- V
Total 16081:									.00		.00
16082											
10/24	10/31/2024	16082	4690	USABLUEBOOK	INV0051431	1	WTP Maintenance	30-11-5530	.00	166.95	166.95
10/24	10/31/2024	16082	4690	USABLUEBOOK	INV0051431	1	WTP Maintenance	30-11-5530	.00	166.95-	166.95- V
Total 16082:									.00		.00
16083											
10/24	10/31/2024	16083	430	VESTIS	5090346513	1	Uniform Split Parks 17%	10-66-5140	.00	25.93	25.93
10/24	10/31/2024	16083	430	VESTIS	5090346513	1	Uniform Split Parks 17%	10-66-5140	.00	25.93-	25.93- V
10/24	10/31/2024	16083	430	VESTIS	5090346513	2	Uniform Split Streets 5%	20-11-5140	.00	7.63	7.63
10/24	10/31/2024	16083	430	VESTIS	5090346513	2	Uniform Split Streets 5%	20-11-5140	.00	7.63-	7.63- V
10/24	10/31/2024	16083	430	VESTIS	5090346513	3	Uniform Split Water 28%	30-11-5140	.00	42.71	42.71
10/24	10/31/2024	16083	430	VESTIS	5090346513	3	Uniform Split Water 28%	30-11-5140	.00	42.71-	42.71- V
10/24	10/31/2024	16083	430	VESTIS	5090346513	4	Uniform Split Sewer 50%	40-11-5140	.00	76.25	76.25
10/24	10/31/2024	16083	430	VESTIS	5090346513	4	Uniform Split Sewer 50%	40-11-5140	.00	76.25-	76.25- V
Total 16083:									.00		.00
16084											
10/24	10/31/2024	16084	4830	WILCO	693607/1	1	Chlorine generator repair	40-11-5504	.00	32.75	32.75
10/24	10/31/2024	16084	4830	WILCO	693607/1	1	Chlorine generator repair	40-11-5504	.00	32.75-	32.75- V
10/24	10/31/2024	16084	4830	WILCO	693764/1	1	WTP Maintenance	30-11-5530	.00	49.29	49.29
10/24	10/31/2024	16084	4830	WILCO	693764/1	1	WTP Maintenance	30-11-5530	.00	49.29-	49.29- V
Total 16084:									.00		.00
16085											
10/24	10/31/2024	16085	5551	Wright Business Graphics	4249831	1	utility bills	30-11-5230	.00	710.51	710.51
10/24	10/31/2024	16085	5551	Wright Business Graphics	4249831	1	utility bills	30-11-5230	.00	710.51-	710.51- V
10/24	10/31/2024	16085	5551	Wright Business Graphics	4249831	2	utility bills	40-11-5230	.00	710.52	710.52
10/24	10/31/2024	16085	5551	Wright Business Graphics	4249831	2	utility bills	40-11-5230	.00	710.52-	710.52- V
Total 16085:									.00		.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
16086											
10/24	10/31/2024	16086	310	AMAZON	1DGV-XFXR-	1	Library collection	10-65-5101	.00	23.99	23.99
10/24	10/31/2024	16086	310	AMAZON	1HW7-6V1H-	1	Library collection	10-65-5101	.00	23.96	23.96
10/24	10/31/2024	16086	310	AMAZON	1RKR-13G4-	1	Library collection	10-65-5101	.00	16.29	16.29
Total 16086:									.00		64.24
16087											
10/24	10/31/2024	16087	700	BAKER AND TAYLOR BOOKS	2038606213	1	Library collection	10-65-5100	.00	269.76	269.76
Total 16087:									.00		269.76
16088											
10/24	10/31/2024	16088	1100	CITY OF LAFAYETTE	102824	1	City County Dinner X4	10-12-5342	.00	35.00	35.00
10/24	10/31/2024	16088	1100	CITY OF LAFAYETTE	102824	2	City County Dinner X4	10-13-5342	.00	105.00	105.00
Total 16088:									.00		140.00
16089											
10/24	10/31/2024	16089	1260	CONSOLIDATED SUPPLY COMP	S012061215.	1	Meter register	30-80-6000	.00	130.01	130.01
Total 16089:									.00		130.01
16090											
10/24	10/31/2024	16090	1760	FERGUSON ENTERPRISES, IN	1286702	1	WSD Concession Stand	30-80-6000	.00	1,974.47	1,974.47
10/24	10/31/2024	16090	1760	FERGUSON ENTERPRISES, IN	1286707-1	1	WSD Concession Stand	30-80-6000	.00	123.61	123.61
Total 16090:									.00		2,098.08
16091											
10/24	10/31/2024	16091	6166	Greg D Summers	10621	1	Water equipment	30-80-6000	.00	5,000.00	5,000.00
Total 16091:									.00		5,000.00
16092											
10/24	10/31/2024	16092	5706	HRA VEBA Trust	11/01/2024	1	HRA Veba Contributions Nov 2024	10-18-5040	.00	200.00	200.00
10/24	10/31/2024	16092	5706	HRA VEBA Trust	11/01/2024	2	HRA Veba Contributions Nov 2024	10-66-5040	.00	200.00	200.00
10/24	10/31/2024	16092	5706	HRA VEBA Trust	11/01/2024	3	HRA Veba Contributions Nov 2024	10-65-5040	.00	320.00	320.00
10/24	10/31/2024	16092	5706	HRA VEBA Trust	11/01/2024	4	HRA Veba Contributions Nov 2024	10-70-5040	.00	800.00	800.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/31/2024	16092	5706	HRA VEBA Trust	11/01/2024	5	HRA Veba Contributions Nov 2024	10-71-5040	.00	600.00	600.00
10/24	10/31/2024	16092	5706	HRA VEBA Trust	11/01/2024	6	HRA Veba Contributions Nov 2024	30-11-5040	.00	80.00	80.00
10/24	10/31/2024	16092	5706	HRA VEBA Trust	11/01/2024	7	HRA Veba Contributions Nov 2024	40-11-5040	.00	80.00	80.00
Total 16092:									.00		2,280.00
16093											
10/24	10/31/2024	16093	6167	Jorge Venegas	102424	1	Sewer utility deposit	40-00-2400	.00	5.77	5.77
Total 16093:									.00		5.77
16094											
10/24	10/31/2024	16094	2440	KELLER ASSOCIATES, INC.	0243177	1	Water intake project	30-11-5204	.00	44,413.74	44,413.74
10/24	10/31/2024	16094	2440	KELLER ASSOCIATES, INC.	0243178	1	Huddleston pond project	10-80-6003	.00	5,358.25	5,358.25
Total 16094:									.00		49,771.99
16095											
10/24	10/31/2024	16095	6076	Krystal Stevens	102924	1	Travel to OACA Conference	10-12-5344	.00	127.44	127.44
10/24	10/31/2024	16095	6076	Krystal Stevens	102924	2	Travel for City Council meetings	10-12-5344	.00	1.60	1.60
Total 16095:									.00		129.04
16096											
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	1	2020 Chevrolet Maintenance	10-72-5504	.00	436.91	436.91
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	1	2020 Chevrolet Maintenance	10-72-5504	.00	436.91-	436.91- V
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	2	2020 Chevrolet Maintenance	10-66-5504	.00	436.91	436.91
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	2	2020 Chevrolet Maintenance	10-66-5504	.00	436.91-	436.91- V
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	3	2020 Chevrolet maintenance	40-11-5504	.00	436.91	436.91
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	3	2020 Chevrolet maintenance	40-11-5504	.00	436.91-	436.91- V
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	4	2020 Chevrolet Maintenance	30-11-5504	.00	436.90	436.90
10/24	10/31/2024	16096	2700	LES SCHWAB TIRE CENTER	2160064057	4	2020 Chevrolet Maintenance	30-11-5504	.00	436.90-	436.90- V
Total 16096:									.00		.00
16097											
10/24	10/31/2024	16097	2670	LOCAL 737 - LABORERS INTL U	10/25/2024	1	Union Dues	10-00-2130	.00	172.00	172.00
10/24	10/31/2024	16097	2670	LOCAL 737 - LABORERS INTL U	10/25/2024	1	Union Dues	10-00-2130	.00	172.00-	172.00- V

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16097:									.00		.00
16098											
10/24	10/31/2024	16098	6029	Mardette Cook	102824	1	Uniform boots	10-18-5137	.00	159.95	159.95
10/24	10/31/2024	16098	6029	Mardette Cook	102824	1	Uniform boots	10-18-5137	.00	159.95-	159.95- V
Total 16098:									.00		.00
16099											
10/24	10/31/2024	16099	6143	Michelle Long	10/30/2024	1	Meals & Incidental for Conference (OR P	10-12-5342	.00	144.00	144.00
10/24	10/31/2024	16099	6143	Michelle Long	10/30/2024	1	Meals & Incidental for Conference (OR P	10-12-5342	.00	144.00-	144.00- V
Total 16099:									.00		.00
16100											
10/24	10/31/2024	16100	6046	Orchard and Vineyard Supply	LAF10086	1	Chlorine generator repair	40-11-5504	.00	114.10	114.10
10/24	10/31/2024	16100	6046	Orchard and Vineyard Supply	LAF10086	1	Chlorine generator repair	40-11-5504	.00	114.10-	114.10- V
Total 16100:									.00		.00
16101											
10/24	10/31/2024	16101	3380	OREVAC WEST INC	9102	1	wastewater maintenance	40-11-5540	.00	864.00	864.00
10/24	10/31/2024	16101	3380	OREVAC WEST INC	9102	1	wastewater maintenance	40-11-5540	.00	864.00-	864.00- V
Total 16101:									.00		.00
16102											
10/24	10/31/2024	16102	3590	PGE	100424	1	STREET lights	10-19-5400	.00	2,306.28	2,306.28
10/24	10/31/2024	16102	3590	PGE	100424	1	STREET lights	10-19-5400	.00	2,306.28-	2,306.28- V
Total 16102:									.00		.00
16103											
10/24	10/31/2024	16103	5635	SOLUTIONS YES	422264	1	Contract invoice	10-12-5200	.00	532.23	532.23
10/24	10/31/2024	16103	5635	SOLUTIONS YES	422264	1	Contract invoice	10-12-5200	.00	532.23-	532.23- V
10/24	10/31/2024	16103	5635	SOLUTIONS YES	422264	2	Contract invoice	10-65-5200	.00	100.51	100.51
10/24	10/31/2024	16103	5635	SOLUTIONS YES	422264	2	Contract invoice	10-65-5200	.00	100.51-	100.51- V
10/24	10/31/2024	16103	5635	SOLUTIONS YES	423552	1	PA2100cwx	10-65-5200	.00	67.57	67.57

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10/24	10/31/2024	16103	5635	SOLUTIONS YES	423552	1	PA2100cwx	10-65-5200	.00	67.57-	67.57- V
Total 16103:									.00		.00
16104											
10/24	10/31/2024	16104	4360	SUMCO EXCAVATING INC	10622	1	Pump track rock	10-80-6011	.00	390.00	390.00
10/24	10/31/2024	16104	4360	SUMCO EXCAVATING INC	10622	1	Pump track rock	10-80-6011	.00	390.00-	390.00- V
10/24	10/31/2024	16104	4360	SUMCO EXCAVATING INC	10622	2	PW rock stock pile	10-72-5137	.00	130.00	130.00
10/24	10/31/2024	16104	4360	SUMCO EXCAVATING INC	10622	2	PW rock stock pile	10-72-5137	.00	130.00-	130.00- V
Total 16104:									.00		.00
16105											
10/24	10/31/2024	16105	6168	The Stone House Collective	102424	1	Overpayment refund	99-00-1700	.00	23.48	23.48
10/24	10/31/2024	16105	6168	The Stone House Collective	102424	1	Overpayment refund	99-00-1700	.00	23.48-	23.48- V
10/24	10/31/2024	16105	6168	The Stone House Collective	102424	2	Water deposit refund	30-00-2300	.00	65.00	65.00
10/24	10/31/2024	16105	6168	The Stone House Collective	102424	2	Water deposit refund	30-00-2300	.00	65.00-	65.00- V
10/24	10/31/2024	16105	6168	The Stone House Collective	102424	3	Sewer deposit refund	40-00-2400	.00	90.00	90.00
10/24	10/31/2024	16105	6168	The Stone House Collective	102424	3	Sewer deposit refund	40-00-2400	.00	90.00-	90.00- V
Total 16105:									.00		.00
16106											
10/24	10/31/2024	16106	4690	USABBLUEBOOK	INV0051431	1	WTP Maintenance	30-11-5530	.00	166.95	166.95
10/24	10/31/2024	16106	4690	USABBLUEBOOK	INV0051431	1	WTP Maintenance	30-11-5530	.00	166.95-	166.95- V
Total 16106:									.00		.00
16107											
10/24	10/31/2024	16107	430	VESTIS	5090346513	1	Uniform Split Parks 17%	10-66-5140	.00	25.93	25.93
10/24	10/31/2024	16107	430	VESTIS	5090346513	1	Uniform Split Parks 17%	10-66-5140	.00	25.93-	25.93- V
10/24	10/31/2024	16107	430	VESTIS	5090346513	2	Uniform Split Streets 5%	20-11-5140	.00	7.63	7.63
10/24	10/31/2024	16107	430	VESTIS	5090346513	2	Uniform Split Streets 5%	20-11-5140	.00	7.63-	7.63- V
10/24	10/31/2024	16107	430	VESTIS	5090346513	3	Uniform Split Water 28%	30-11-5140	.00	42.71	42.71
10/24	10/31/2024	16107	430	VESTIS	5090346513	3	Uniform Split Water 28%	30-11-5140	.00	42.71-	42.71- V
10/24	10/31/2024	16107	430	VESTIS	5090346513	4	Uniform Split Sewer 50%	40-11-5140	.00	76.25	76.25
10/24	10/31/2024	16107	430	VESTIS	5090346513	4	Uniform Split Sewer 50%	40-11-5140	.00	76.25-	76.25- V

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16107:									.00		.00
16108											
10/24	10/31/2024	16108	4830	WILCO	693607/1	1	Chlorine generator repair	40-11-5504	.00	32.75	32.75
10/24	10/31/2024	16108	4830	WILCO	693607/1	1	Chlorine generator repair	40-11-5504	.00	32.75-	32.75- V
10/24	10/31/2024	16108	4830	WILCO	693764/1	1	WTP Maintenance	30-11-5530	.00	49.29	49.29
10/24	10/31/2024	16108	4830	WILCO	693764/1	1	WTP Maintenance	30-11-5530	.00	49.29-	49.29- V
Total 16108:									.00		.00
16109											
10/24	10/31/2024	16109	5551	Wright Business Graphics	4249831	1	utility bills	30-11-5230	.00	710.51	710.51
10/24	10/31/2024	16109	5551	Wright Business Graphics	4249831	1	utility bills	30-11-5230	.00	710.51-	710.51- V
10/24	10/31/2024	16109	5551	Wright Business Graphics	4249831	2	utility bills	40-11-5230	.00	710.52	710.52
10/24	10/31/2024	16109	5551	Wright Business Graphics	4249831	2	utility bills	40-11-5230	.00	710.52-	710.52- V
Total 16109:									.00		.00
16126											
10/24	10/31/2024	16126	2700	LES SCHWAB TIRE CENTER	2160064057	1	2020 Chevrolet Maintenance	10-72-5504	.00	436.91	436.91
10/24	10/31/2024	16126	2700	LES SCHWAB TIRE CENTER	2160064057	2	2020 Chevrolet Maintenance	10-66-5504	.00	436.91	436.91
10/24	10/31/2024	16126	2700	LES SCHWAB TIRE CENTER	2160064057	3	2020 Chevrolet maintenance	40-11-5504	.00	436.91	436.91
10/24	10/31/2024	16126	2700	LES SCHWAB TIRE CENTER	2160064057	4	2020 Chevrolet Maintenance	30-11-5504	.00	436.90	436.90
Total 16126:									.00		1,747.63
16127											
10/24	10/31/2024	16127	2670	LOCAL 737 - LABORERS INTL U	10/25/2024	1	Union Dues	10-00-2130	.00	172.00	172.00
Total 16127:									.00		172.00
16128											
10/24	10/31/2024	16128	6029	Mardette Cook	102824	1	Uniform boots	10-18-5137	.00	159.95	159.95
Total 16128:									.00		159.95
16129											
10/24	10/31/2024	16129	6143	Michelle Long	10/30/2024	1	Meals & Incidental for Conference (OR P	10-12-5342	.00	144.00	144.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 16129:									.00		144.00
16130											
10/24	10/31/2024	16130	6046	Orchard and Vineyard Supply	LAF10086	1	Chlorine generator repair	40-11-5504	.00	114.10	114.10
Total 16130:									.00		114.10
16131											
10/24	10/31/2024	16131	3380	OREVAC WEST INC	9102	1	wastewater maintenance	40-11-5540	.00	864.00	864.00
Total 16131:									.00		864.00
16132											
10/24	10/31/2024	16132	3590	PGE	100424	1	STREET lights	10-19-5400	.00	2,306.28	2,306.28
Total 16132:									.00		2,306.28
16133											
10/24	10/31/2024	16133	5635	SOLUTIONS YES	422264	1	Contract invoice	10-12-5200	.00	532.23	532.23
10/24	10/31/2024	16133	5635	SOLUTIONS YES	422264	2	Contract invoice	10-65-5200	.00	100.51	100.51
10/24	10/31/2024	16133	5635	SOLUTIONS YES	423552	1	PA2100cwx	10-65-5200	.00	67.57	67.57
Total 16133:									.00		700.31
16134											
10/24	10/31/2024	16134	4360	SUMCO EXCAVATING INC	10622	1	Pump track rock	10-80-6011	.00	390.00	390.00
10/24	10/31/2024	16134	4360	SUMCO EXCAVATING INC	10622	2	PW rock stock pile	10-72-5137	.00	130.00	130.00
Total 16134:									.00		520.00
16135											
10/24	10/31/2024	16135	6168	The Stone House Collective	102424	1	Overpayment refund	99-00-1700	.00	23.48	23.48
10/24	10/31/2024	16135	6168	The Stone House Collective	102424	2	Water deposit refund	30-00-2300	.00	65.00	65.00
10/24	10/31/2024	16135	6168	The Stone House Collective	102424	3	Sewer deposit refund	40-00-2400	.00	90.00	90.00
Total 16135:									.00		178.48

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Seq	Description	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
16136											
10/24	10/31/2024	16136	4690	USABBLUEBOOK	INV0051431	1	WTP Maintenance	30-11-5530	.00	166.95	166.95
Total 16136:									.00		166.95
16137											
10/24	10/31/2024	16137	430	VESTIS	5090346513	1	Uniform Split Parks 17%	10-66-5140	.00	25.93	25.93
10/24	10/31/2024	16137	430	VESTIS	5090346513	2	Uniform Split Streets 5%	20-11-5140	.00	7.63	7.63
10/24	10/31/2024	16137	430	VESTIS	5090346513	3	Uniform Split Water 28%	30-11-5140	.00	42.71	42.71
10/24	10/31/2024	16137	430	VESTIS	5090346513	4	Uniform Split Sewer 50%	40-11-5140	.00	76.25	76.25
Total 16137:									.00		152.52
16138											
10/24	10/31/2024	16138	4830	WILCO	693607/1	1	Chlorine generator repair	40-11-5504	.00	32.75	32.75
10/24	10/31/2024	16138	4830	WILCO	693764/1	1	WTP Maintenance	30-11-5530	.00	49.29	49.29
Total 16138:									.00		82.04
16139											
10/24	10/31/2024	16139	5551	Wright Business Graphics	4249831	1	utility bills	30-11-5230	.00	710.51	710.51
10/24	10/31/2024	16139	5551	Wright Business Graphics	4249831	2	utility bills	40-11-5230	.00	710.52	710.52
Total 16139:									.00		1,421.03
Grand Totals:									.00		218,392.59

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-00-2000	21,018.89	116,481.40-	95,462.51-
10-00-2130	516.00	344.00-	172.00
10-12-5126	155.85	.00	155.85
10-12-5137	221.28	22.39-	198.89
10-12-5200	2,794.50	1,064.46-	1,730.04
10-12-5209	400.00	.00	400.00

GL Account	Debit	Credit	Proof
10-12-5230	516.20	.00	516.20
10-12-5233	2,764.50	.00	2,764.50
10-12-5235	1,285.00	.00	1,285.00
10-12-5320	18.19	.00	18.19
10-12-5342	1,142.88	323.00-	819.88
10-12-5344	258.08	129.04-	129.04
10-12-5355	277.74	.00	277.74
10-12-5413	527.23	.00	527.23
10-12-5415	869.03	.00	869.03
10-12-5504	65.99	.00	65.99
10-12-5606	184.02	.00	184.02
10-12-5819	804.15	276.64-	527.51
10-12-5820	335.63	84.97-	250.66
10-13-5310	350.00	.00	350.00
10-13-5342	210.00	105.00-	105.00
10-14-4507	50.00	.00	50.00
10-14-5211	400.00	.00	400.00
10-14-5306	289.00	.00	289.00
10-17-5204	2,398.75	.00	2,398.75
10-17-5214	1,420.75	.00	1,420.75
10-18-5040	400.00	200.00-	200.00
10-18-5120	89.79	.00	89.79
10-18-5137	480.20	319.90-	160.30
10-18-5217	30,976.50	.00	30,976.50
10-18-5302	1,968.50	.00	1,968.50
10-18-5342	712.76	.00	712.76
10-18-5413	30.41	.00	30.41
10-19-5400	6,918.84	4,612.56-	2,306.28
10-65-5040	640.00	320.00-	320.00
10-65-5100	1,140.59	341.49-	799.10
10-65-5101	155.47	64.24-	91.23
10-65-5111	102.81	47.41-	55.40
10-65-5200	689.94	336.16-	353.78
10-65-5233	1,528.94	.00	1,528.94
10-65-5320	72.00	.00	72.00
10-65-5344	116.18	116.18-	.00
10-65-5413	33.51	.00	33.51
10-65-5415	512.97	.00	512.97
10-65-5504	50.32	.00	50.32
10-65-5606	90.64	.00	90.64

GL Account	Debit	Credit	Proof
10-65-5914	4,446.06	.00	4,446.06
10-65-5915	1,010.80	14.70-	996.10
10-66-5040	400.00	200.00-	200.00
10-66-5120	225.50	.00	225.50
10-66-5137	116.50	.00	116.50
10-66-5140	144.11	51.86-	92.25
10-66-5200	334.30	.00	334.30
10-66-5413	46.95	.00	46.95
10-66-5415	348.79	.00	348.79
10-66-5504	1,323.54	873.82-	449.72
10-66-5510	585.54	.00	585.54
10-67-5200	115.85	.00	115.85
10-67-5310	300.00	.00	300.00
10-67-5413	62.24	.00	62.24
10-67-5415	370.57	.00	370.57
10-70-5040	1,600.00	800.00-	800.00
10-71-5040	1,200.00	600.00-	600.00
10-72-5120	98.85	.00	98.85
10-72-5137	532.74	260.00-	272.74
10-72-5200	40.00	.00	40.00
10-72-5342	547.01	.00	547.01
10-72-5415	747.06	.00	747.06
10-72-5504	1,320.64	873.82-	446.82
10-72-5507	2.91	.00	2.91
10-80-6003	30,454.15	5,358.25-	25,095.90
10-80-6011	5,142.15	3,279.00-	1,863.15
20-00-2000	15.26	4,154.39-	4,139.13-
20-11-5120	296.19	.00	296.19
20-11-5137	112.65	.00	112.65
20-11-5140	42.41	15.26-	27.15
20-11-5204	437.50	.00	437.50
20-11-5413	33.08	.00	33.08
20-80-6000	3,232.56	.00	3,232.56
30-00-1251	152.48	.00	152.48
30-00-2000	54,664.55	162,836.55-	108,172.00-
30-00-2300	260.00	130.00-	130.00
30-11-5040	160.00	80.00-	80.00
30-11-5108	192.17	.00	192.17
30-11-5120	98.83	.00	98.83
30-11-5137	21.61	.00	21.61

GL Account	Debit	Credit	Proof
30-11-5140	237.37	85.42-	151.95
30-11-5200	31.09	.00	31.09
30-11-5204	89,566.23	44,413.74-	45,152.49
30-11-5230	2,567.68	1,421.02-	1,146.66
30-11-5250	120.00	.00	120.00
30-11-5342	360.00	.00	360.00
30-11-5413	283.50	.00	283.50
30-11-5415	4,260.16	.00	4,260.16
30-11-5504	1,326.85	873.80-	453.05
30-11-5530	716.53	432.48-	284.05
30-11-5531	12,250.32	.00	12,250.32
30-80-6000	23,529.98	7,228.09-	16,301.89
30-80-6011	26,701.75	.00	26,701.75
40-00-2000	4,775.46	15,315.20-	10,539.74-
40-00-2400	413.77	185.77-	228.00
40-11-5040	160.00	80.00-	80.00
40-11-5120	98.83	.00	98.83
40-11-5137	62.08	.00	62.08
40-11-5140	423.75	152.50-	271.25
40-11-5200	501.09	.00	501.09
40-11-5204	75.00	.00	75.00
40-11-5230	2,567.71	1,421.04-	1,146.67
40-11-5250	500.00	.00	500.00
40-11-5413	340.95	.00	340.95
40-11-5415	2,402.39	.00	2,402.39
40-11-5504	1,778.91	1,167.52-	611.39
40-11-5540	3,104.72	1,768.63-	1,336.09
40-11-5541	2,886.00	.00	2,886.00
99-00-1700	126.17	46.96-	79.21
99-00-2000	46.96	126.17-	79.21-
Grand Totals:	379,434.83	379,434.83-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"