



Mayer Ila Skyberg

Council Members:

- Rita Baller, Council President
- Allan Bramall
- Gary L. Hill, Jr
- Theresa McKnight
- Heather Stritzke
- Katie Vinson

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

RESOLUTION NUMBER: 15.16-008

*In the Matter of Approving a resolution for staff to
purchase a Radio SCADA system in a form approved
by the City Attorney*)
)
)
)

WHEREAS, the City Council of the City of Willamina, Oregon, has reviewed the Staff Report for a new Wireless SCADA system to operate our water sytem; and

WHEREAS, the City Council desires to authorize the City Manager to approve nessecary documents to effect the transaction;

NOW, THEREFORE, BE IT RESOLVED by the Willamina City Council as follows:

1. **THAT** the City Manager is authorized to sign needed documents to procure and install the Wireless SCADA system per the Staff report presented.

PASSED and **ADOPTED** by the City Council of the City of Willamina this 11th day of February, 2016.

[Redacted Signature]

Ila Skyberg, Mayor

ATTEST:

[Redacted Signature]

Debbie, City Recorder

F/RESOLUTIONS/2015-2016/15-16-008

City of Willamina
Staff report

Date Thursday February 11th, 2016
From Ross Schultz
 Willamina City Manager
Subject Water System SCADA system upgrade

Background

The City's water system has several locations that need to be monitored to provide water to the Citizens of Willamina. Currently these stations are connected via a wired system that is leased from Century Link. The rates for this connection paid to Century Link continue to increase.

Further, in the future should staff require water SCADA (supervisory control and data acquisition) information from any other locations in the City it will only require adding a new radio which will be far cheaper than turning up a data line and the subsequent equipment.

Staff's projection indicates that the payback for purchasing new radio's to replace the current land lines that we lease will have less than a 1 ½ year payback.

Financials

Currently we pay \$567 per month for our Land Line Service. The new equipment quote for the Staff recommended option is \$7,786 please see Exhibit A pp4. This provides for a 14-month payback.

Other Issues or Concerns

None

Council Options

Council can choose to;

1. Move to approve the Staff recommendation.
2. Deny the staff recommendation.

Staff Recommendation

Staff recommends approval of the resolution to replace our current telephone lines connecting our SCADA system with radio equipment.

**Proposed Replacement Of land Line Data Transmission Lines
With Radio In-House Owned and Operated Equipment For The
City of Willamina's Water Treatment Plant**

Submitted for approval by Justin Riggs City of Willamina Water Treatment Operator

EXHIBIT A

From the start up of the Water Treatment Plant in 2000 it was the previous operators(s) idea to remove the phone lines associated with the SCADA telemetry controllers located at each water treatment facility. To this date the City of Willamina has been utilizing phone lines for data transmissions costing \$567.03 per month for the services that could be replaced with in-house radio data transmission equipment. I have taken the liberty and investigated two sources that could potentially replace the continual service that the city currently is using.

1. Verizon wireless which provides an equipment package for purchase but a monthly fee per unit would be required for use of their network. The city would require 4 units.
2. Schneider electric, (Cb-Pacific) who bought the Control Microsystems SCADA system that the city currently has controlling the water plant facilities offers a radio telemetry system which can be purchased operated in-house utilizing radio frequencies. Which has been advised if deciding on this option to obtain an FCC radio frequency designated for the water treatment plant to communicate.
 - a. Within one year of purchasing the in-house radio system the package would be bought and paid by trading the monthly cost with century link phone lines for the data transmissions with the water treatment plant.

Thank You for your time and consideration.

BILL DATE: 9/11/2015 VENDOR #: CENLK CENTURYLINK MONTHLY BILLING (6075)

ACCOUNT #	TELEPHONE NUMBER	LOCATION	LINE ITEM	AMOUNT	DEPARTMENT TOTALS									
SEP OCT			CHARGE	DUPLICATE	010-150	010-300	010-350	010-400	010-450	010-550	020-100	030-100	040-100	
314009711	503-876-2010	MAIN #AUTO D	030-100-6075	87.12								87.12		
3130013154	503-876-8424	WWT E ST PUMP	040-100-6075	45.29									45.29	
313054538	503-876-2242	CITY HALL	VARIOUS	526.70	100.07	15.80	15.80		15.80			31.60	179.08	
	503-876-2500	SDM CHANNEL											188.54	
	503-876-2504	SDM CHANNEL												
	503-876-7362	7272												
	503-876-7519	MODEM												
	503-876-8282	SECOND LINE												
313164607	503-876-9000	MUSEUM	010-550-6075	61.62						61.62				
313409135	503-876-4000	WT	030-100-6075	44.24								44.24		
313929229	503-876-4000	WATER TELEMETRY	030-100-6075	195.62								195.62		
313408540	503-876-8541	WWT CONTROL RM	040-100-6075	94.68									94.68	
313485013	503-876-4913	WT-COMPUTER	030-100-6075	240.05								240.05		
313485013	503-876-3333	CITY HALL PAM	VARIOUS	28.07	2.97	3.28	3.28	0.82	3.28	0.82		2.52	18.77	
314301458	503-876-6182	LIBRARY	010-400-6075	84.84				84.84						
	503-876-2529	WWT S PUMP												
	503-876-8542	WWT OFFICE												
TOTALS				\$ 1,438.83	\$ 110.05	\$ 17.56	\$ 17.56	\$ 85.43	\$ 17.56	\$ 62.21	\$ 35.12	\$ 766.06	\$ 327.29	

F/ACCOUNTS PAYABLE/CENTURYLINK/CENTURYLINK.BILLINGS.15-16

PROOF \$ 1,438.83

Trio Radio Quote City of Willamina

Attn: Justin Riggs

Qty.	Part Number	Description	Cost	Total	Location
1	TBURER450-65F01EH0	ER Serial 5W HDX Rem 455-470MHz 12.5kHz FCC AES CSA	\$1,575.00	\$1,575.00	Base
3	TBURMR450-H003DH0	MR450 Serial 5W 450-520MHz 12.5kHz 9.6kpbs FCC CSA	\$979.00	\$2,937.00	
3	TBUM297441	YAGI, 10 dBd, 450-470 MHz, N-Female connector, (1) Clamp	\$229.00	\$687.00	
1	TBUM297388	OMNI, 5 dBd, 460-470 MHz, N-Female connector, (1) Clamp	\$499.00	\$499.00	Base
3	TBUM297294	25 ft. (7.62m) LMR 400 feedline, N-Male connectors on both ends, (5) ty-wraps	\$175.00	\$525.00	
1	TBUM297296	75 ft. (22.86m) LMR 400 feedline, N-Male connectors on both ends, (15) ty-wraps	\$260.00	\$260.00	Base
3	TBUM297882	M-Series Port Splitter, provided with M-Series radio, spalls User port & Diag. port into two connectors	\$94.00	\$282.00	
1	TBUM297817	M-Series Programming and User Data Cable, 6.5 feet (2m)	\$125.00	\$125.00	
4	TBUM297819	Antenna Cable, N-Male to N-Male (from E-Series Trio to a N-Female connection), 3 ft. (0.91m)	\$73.00	\$292.00	
4	TBUM297273	Surge suppressor, bulkhead mount, N-Female connector on both sides, 125MHz to 1000MHz	\$151.00	\$604.00	
Total				\$7,786.00	

Radio Path Study

Willamina, Oregon Area

S/N: 729

18 August 2015

This study presumes the use of 460 MHz Trio M Series serial licensed radios at a 9600 bps radio data rate.

It is required to communicate from the Base Water Treatment site to three remote sites in the Willamina area. The terrain in the area does include some hills but the paths are fairly free of such obstacles. There are quite a few tall trees but on these short paths the loss caused by the trees is not of significant concern.

The Base Water Treatment Master site includes two water storage tanks. The height of these have not been stated. The path analysis presumed a 30 foot antenna height at the Master, but it is important for reliability that the antenna here be mounted **above** the top of the tanks, as such large water-filled metal structures are very effective at blocking radio signals.

The antenna at the Base Water Treatment facility was presumed to be a 5 dBd omni-directional type, fed by Times Microwave LMR-400 coaxial cable.

Testing presumed the use of 10 foot masts and 10 dBd yagi (directional) antennas at the three Remote sites. It was found that the Intake Structure Raw site is in heavy trees and the path is partially obstructed so the 10 dBd yagi antenna is strongly recommended there.

However, the paths to the Reservoir and Booster Pump sites are fairly clear of major obstacles. These were found to have a very high fade margin. These two sites will operate well with even a no-gain 0 dBd whip type antenna if that is preferable to the larger yagi type.

General Notes:

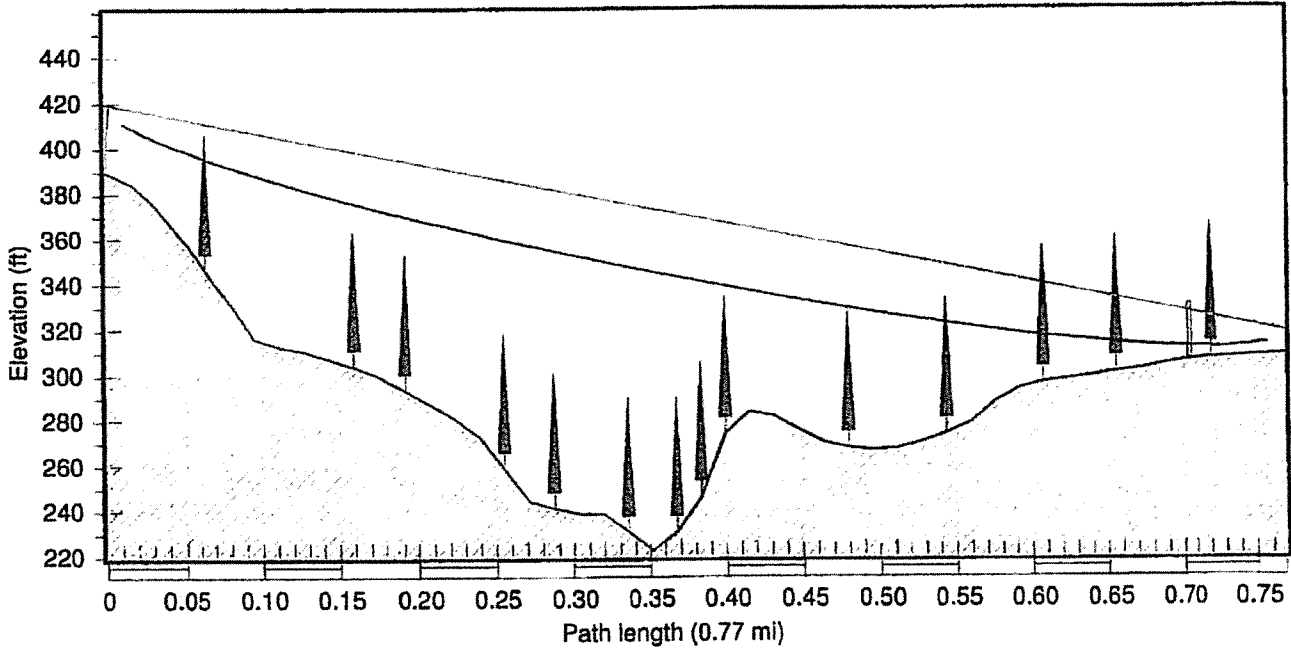
- 1) If any unforeseen taller structures such as buildings or trees are in the immediate vicinity of a site in a radio path, the antenna must be raised above these structures. Unreported structures or trees may otherwise cause a path to be unreliable.
- 2) Antenna azimuth (direction to aim a remote site's yagi antenna) is reported as "True Azimuth" in each link worksheet.
- 3) The coaxial cable type has been specified for each site. At 460 MHz it is critical that low-loss cable be used to minimize losses. Times Microwave LMR-400 cable or equivalent is sufficient for cable lengths of 75 feet or less. LMR-600 is required for cable lengths between 75 and 125 feet. LMR-900 may be used up to 200 feet. The cable type is stated on each worksheet.
- 4) Schneider Electric does not guarantee the results of this path study. This study is a free sales tool which is meant to demonstrate the feasibility of the desired radio system. If guaranteed results are required the customer (or sales rep) must contact a radio systems contractor who will perform an on-site survey and may also perform their own path study.
- 5) It is strongly recommended that all sites be equipped with a good quality surge (lightning) arrester to protect the site.

Willamina System Overview Map:



Telemetry & Remote SCADA Solutions

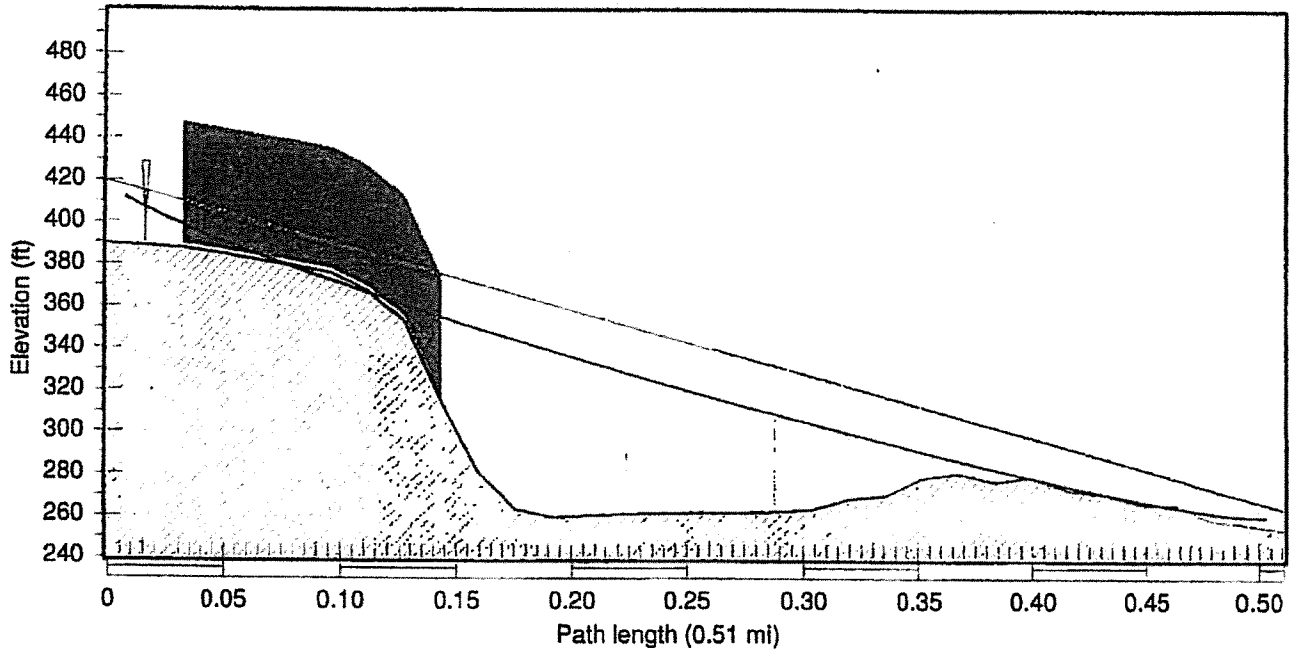
Transmission summary (Base Water Treatment-Booster Pump.pl5)



F = 460.00 MHz K = 1.33 %F1 = 60.0, 60.0

	Base Water Treatment	Booster Pump
Latitude	45 04 58.42 N	45 04 18.66 N
Longitude	123 29 21.11 W	123 29 14.24 W
True azimuth (°)	173.03	353.03
Vertical angle (°)	-1.43	1.42
Elevation (ft)	389.58	308.85
Antenna gain (dBd)	5.00	10.00
Antenna height (ft)	30.00	10.00
TX line model	LMR-400	LMR-400
TX line length (ft)	50.00	25.00
TX line loss (dB)	1.41	0.70
Connector loss (dB)	1.00	1.00
Frequency (MHz)	460.00	
Path length (mi)	0.77	
Free space loss (dB)	87.57	
Diffraction loss (dB)	19.68	
Net path loss (dB)	92.19	92.19
Radio model	M Series	M Series
TX power (dBm)	37.00	37.00
EIRP (dBm)	39.59	45.30
Receive signal (dBm)	-55.19	-55.19
Receive signal (µv)	388.92	388.92
Thermal fade margin (dB)	50.81	50.81
Annual location availability (%)	100.00000	100.00000

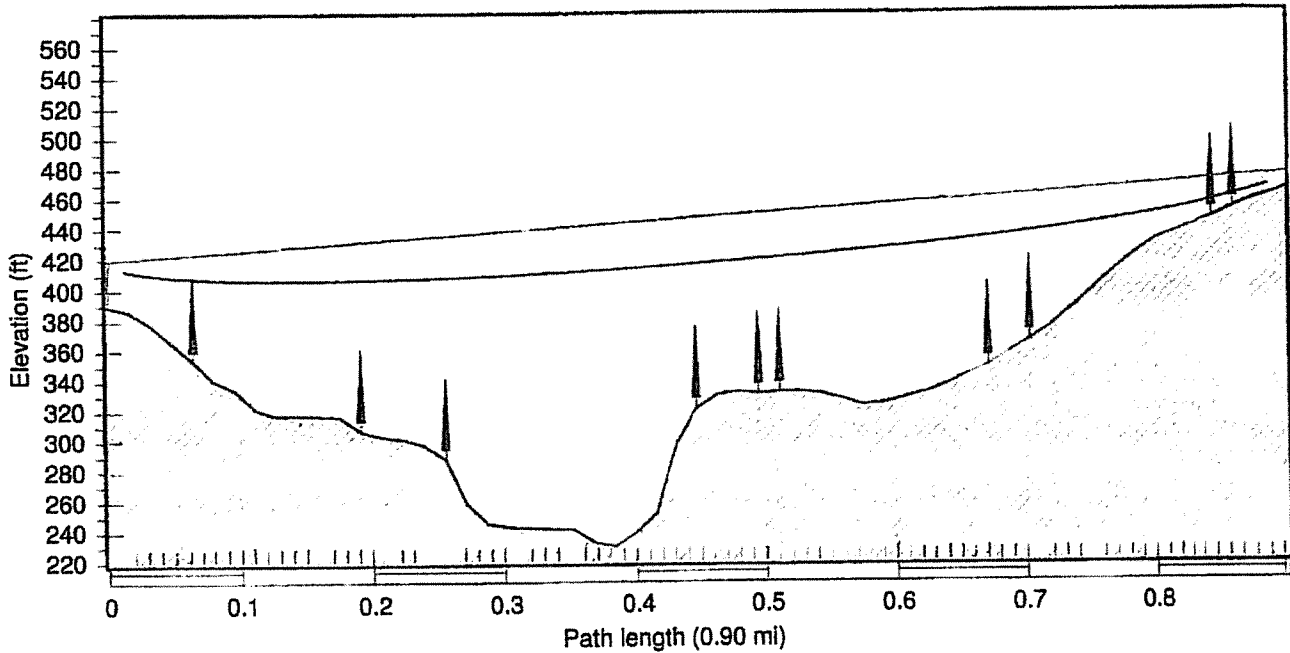
Transmission summary (Base Water Treatment-Intake Structure Raw.pl5)



F = 460.00 MHz K = 1.33 %F1 = 60.0, 60.0

	Base Water Treatment	Intake Structure Raw
Latitude	45 04 58.42 N	45 05 22.05 N
Longitude	123 29 21.11 W	123 29 38.43 W
True azimuth (°)	332.55	152.55
Vertical angle (°)	-3.32	3.31
Elevation (ft)	389.58	253.30
Antenna gain (dBd)	5.00	10.00
Antenna height (ft)	30.00	10.00
TX line model	LMR-400	LMR-400
TX line length (ft)	50.00	25.00
TX line loss (dB)	1.41	0.70
Connector loss (dB)	1.00	1.00
Frequency (MHz)		460.00
Path length (mi)		0.51
Free space loss (dB)		84.03
Diffraction loss (dB)		44.72
Net path loss (dB)	113.97	113.97
Radio model	M Series	M Series
TX power (dBm)	37.00	37.00
EIRP (dBm)	39.59	45.30
Receive signal (dBm)	-76.97	-76.97
Receive signal (µv)	31.70	31.70
Thermal fade margin (dB)	29.03	29.03
Annual location availability (%)	99.99993	99.99993

Transmission summary (Base Water Treatment-Reservoir.pl5)



F = 460.00 MHz K = 1.33 %F1 = 60.0, 60.0

	Base Water Treatment	Reservoir
Latitude	45 04 58.42 N	45 04 13.07 N
Longitude	123 29 21.11 W	123 29 39.12 W
True azimuth (°)	195.72	15.72
Vertical angle (°)	0.65	-0.66
Elevation (ft)	389.58	464.04
Antenna gain (dBd)	5.00	10.00
Antenna height (ft)	30.00	10.00
TX line model	LMR-400	LMR-400
TX line length (ft)	50.00	25.00
TX line loss (dB)	1.41	0.70
Connector loss (dB)	1.00	1.00
Frequency (MHz)		460.00
Path length (mi)		0.90
Free space loss (dB)		88.98
Diffraction loss (dB)		18.40
Net path loss (dB)	92.22	92.22
Radio model	M Series	M Series
TX power (dBm)	37.00	37.00
EIRP (dBm)	39.59	45.30
Receive signal (dBm)	-55.22	-55.22
Receive signal (µV)	387.54	387.54
Thermal fade margin (dB)	50.78	50.78
Annual location availability (%)	100.00000	100.00000



Quote No:

July 15, 2015
151507

Encore Networks - City of Willamina

Item	Product Name	Part Number	Quantity	Unit Price	Discount	EXT. Price
1	BANDIT 3 IP Commercial Router Base Platform	B3000-XXXX-XXXX-1	1	\$1,400.00		\$1,400.00
2	B3-V92-Modem (factory installed)	B30M0	1	\$125.00		\$125.00
3	Verizon CDMA EVDO cellular radio. Includes dual antennas	CEVM	1	\$1,200.00		\$1,200.00
4	Rack Mount Kit	B30RM	1	\$100.00		\$100.00
5	Ordering Part Number	B30M0-CEVM-B30RM-1	1			
TOTAL						\$2,825.00
OPTIONS						
Item	Product Name	Part Number	Quantity	Unit Price	Discount	EXT. Price
1	Software Assurance - Cover all patches, fixes, new Encore features. (Does not cover custom development) - Price Per Year/Per Unit	BISWA	1	\$100.00		\$100.00
2	Product Extended Warranty - Ordered after shipment but before the original 3 year warranty expires - Price Per Year/Per Unit	BVEW-Ewarranty	2	\$100.00		\$100.00

QUOTE SUMMARY

- Basic platform with universal card slot, 3 port Ethernet switch (10/100) 1 RS-232 serial port, V92 modem, Verizon Wireless CDMA/EVDO cellular modem, routing and firewall software and IPsec VPN (3DES/AES/SLE) Encryption, IP+Legacy. AC power supply 0-50°C-Metal Enclosure and dual cellular antennas
 - Standard Three (3) year hardware and software warranty.
- Order terms and conditions are attached. Pricing is valid until 5/22/15. If you should have any questions please feel free to contact me.
- No payment terms extended unless a credit application is completed and approved by Encore Networks

The Price is exclusive of all freight charges and applicable federal, state or local sales, use or similar taxes (collectively "Taxes"), all of which shall be paid by BUYER upon invoice therefore Taxes will be applied to all Orders shipped to a state with a resident EN office, unless a tax exempt certificate is supplied. In the event that EN does not invoice for Taxes, Buyer acknowledges that it may owe Taxes and accordingly is responsible for paying Taxes directly to the appropriate taxing authority.

ENCORE NETWORKS, INC. STANDARD TERMS AND CONDITIONS OF SALE

ORDERING INFORMATION

To place an order, please email P.O. to gholt@encorenetworks.com or fax all orders to 703-787-4625. Please reference any valid Encore quotation when placing your order.

PRICING

Encore is constantly striving to improve its products to meet the needs of its customers. In doing so, our products may change from time to time. As a result, model names, part numbers and prices are subject to change at Encore's sole discretion.

PAYMENT TERMS

The equipment prices contained herein are in U.S. dollars and are exclusive of any agent fees, duties, taxes, on-site expenses or shipping charges. Payment terms are pre-paid unless net 30 days is agreed upon from date of shipment for domestic orders, solely contingent on Encore's evaluation of the credit worthiness of the buyer. Alternative payment terms offered by Encore are wire transfer in advance of shipment or documentary irrevocable letter of credit confirmed by a U.S. banking institution payable at time of shipment. Please contact your sales agent for information required to open an account. Overdue Invoices are subject to a service charge of one and one-half percent per month on all unpaid balances.

ORDER ACCEPTANCE

Orders are only accepted at Encore's corporate headquarters in Chantilly, Virginia. Neither the buyer's order or correspondence pertaining to the same, nor Encore's shipment of the ordered products shall be construed as acknowledgment or acceptance of terms contained in buyer's order. In all cases, the terms and conditions of Encore, as presented herein, apply. Encore reserves the right to refuse any order.

WARRANTY

All products manufactured by Encore are backed by a three (3) year in factory limited warranty. The product warranty commences from the date of shipment. If Encore provides on-site installation and testing, the warranty will commence from satisfactory completion of on-site testing. Please refer to the Encore warranty statement.

DELIVERY

Encore products are packaged in commercial containers built to best commercial standards. Overseas packaging can be provided per specification for an additional charge. Encore strives to ship orders as soon as practicable using commercially reasonable efforts. Delivery of standard products is FOB factory typically within 30 to 60 days after receipt of written order.

INSURANCE

Encore Networks, Inc. and the common carriers used by Encore carry normal transport insurance on shipments based on material weights when applicable. If additional insurance is required, the buyer should make the necessary arrangements to obtain this coverage.

RIGHT OF POSSESSION

Encore retains the right to withhold shipments, recall goods in transit, or otherwise repossess goods in storage should the buyer default on payment, or for any other credit reasons. These goods become the sole property of Encore, providing the buyer is notified of said action and given any applicable credit.



Industrially hardened or commercial grade cyber security appliance with integrated router, firewall, terminal server, serial-to-IP conversion, legacy-protocol conversion, and VPN functionality.

Industrially Hardened Security Appliance

The BANDIT 3™, the latest addition to the Encore's BANDIT™ (Broadband Access Network Device for Intelligent Termination™) family, is an industrially hardened cyber security appliance with integrated router, firewall, terminal server, serial to IP converter, legacy protocol conversion, and VPN functionality. Ideally suited for electric, gas, oil and water utilities, AMI/AMR, transportation, green energy, and traffic control system applications, the BANDIT 3™ ensures system data and SCADA network connections directly to the Internet, secure Wide Area Network (WAN) and/or Local Area Network (LAN), or commercial cellular data IP services.

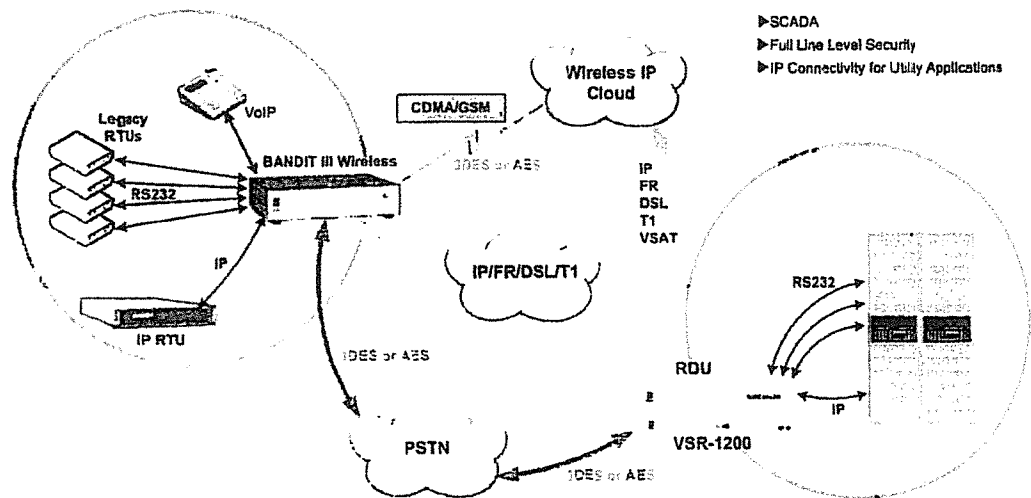
Cyber security is an urgent issue in industries where advanced automation and communications networks have mission critical applications and high reliability is of paramount importance. These industries have mandated industry specific requirements to ensure their data networking and cyber assets are reliable and secure. The BANDIT 3™ has the necessary features to comply with the most stringent security requirements.

The BANDIT 3™ supports up to 6 serial RS232 ports, integrated four port fully managed Ethernet switch, selectable power supplies and redundancy options, and an optional integrated V.92 modem. In addition, the BANDIT 3™ supports two expansion slots supporting optional digital connectivity modules such as Fiber, Ethernet DMZ, T1/E1 CSU/DSUs, 56/64K CSU/DSU, or 4 wire E&M, allowing for connectivity to microwave, satellite, IP, Frame Relay/MPLS services, analog radio and/or cellular connectivity modules allowing connectivity to public carrier secure cellular data services. Supported cellular interfaces include CDMA 1X/EVDO Rev A and GSM GPRS/EDGE/UMTS/HSDPA/HSPA.

Summary Points

- ▶ Industrial hardened cyber security appliance
- ▶ IP Sec with DES, 3DES, and AES (256)
- ▶ Manageability (Monitoring and Configuration)
- ▶ Provides connectivity over any network (MPLS/Frame Relay or IP network to include Fiber, Ethernet, VSAT)
- ▶ Cellular connectivity option
- ▶ Up to 6 serial ports for legacy traffic support
- ▶ Alarm Ports
- ▶ Legacy protocol support - serial and IP conversion

Application Example - Multi-Network



ENCORE NETWORKS

General Features

- ▶ Protocol management (spoofing) and translation
- ▶ NERC CIP (003, 005, 007, 009) compliant firewall security
- ▶ Secure Wireless Cellular connection
- ▶ SNMP manageability (Monitoring and Config)
- ▶ Operating System (OS) and Configuration Servers
- ▶ Disaster Recovery and Load Sharing
- ▶ QoS Enforcement
- ▶ VPN

Security Appliance Features

- ▶ Integrated router/firewall/VPN
- ▶ DMZ LAN port
- ▶ NAT
- ▶ VPN (up to 30 tunnels)
 - IP Sec (RFC 2401) with DES, 3DES and AES (256)
 - GRE (RFC 1701)
 - Internet Key Exchange - IKE (RFC 2409)
- ▶ Selective Layer Encryption (SLE)

Protocols

- ▶ WAN
 - Frame Relay (RFC1490)
 - Asynchronous PPP
 - Synchronous PPP
 - X.25
 - MLPPP
- ▶ IP
 - IP Routing (RIP v1/v2) or static routing
 - DHCP client/server/BootP/Relay
 - IP QoS and traffic prioritization
 - IP fragmentation/reassembly
 - IP routing over VPN
 - VRRP (RFC3768)
- ▶ Ethernet
 - 802.1q VLAN tagging
 - PPPoE

Serial Legacy Support

- ▶ Up to 5 DB25 ports supporting EIA/TIA RS485, RS232, RS422
- ▶ Supports any asynchronous or synchronous traffic over IP.
- ▶ Protocol support for DNP3, IEC 60870-5-101/103/104, MODBUS, CDC, S/NET, CONITEL, ABB, and most electrical industry proprietary protocols; inquire for additional protocols

Physical Ports

- ▶ Serial
 - 1 universal DB25 port (RS232)
 - Optional four DB25 ports (RS232)
 - 1 RS232 console
- ▶ Modem - Optional
 - integrated 56Kbps V.90/92 with PPP support (PAP/CHAP)
- ▶ Ethernet
 - 4 10/100 Base T - 3 switched and 1 configurable
- ▶ Expansion Slot
 - Dual Port Fiber Module – Multimode or Single Mode SFPs
 - Single T1/E1 CSU/DSU channelized/unchannelized
 - Dual T1/E1 CSU/DSU channelized/unchannelized
 - 56/64k CSU/DSU
 - Ethernet DMZ
 - Single Port High Speed Serial (V.35, RS 485, RS 422)
 - Dual Port 4 wire E&M
- ▶ Alarm Port
 - Programmable alarm indicators
- ▶ Optional
 - CDMA (1xRTT), EVDO
 - GSM, GPRS, EDGE, UMTS, HSDPA, HSPA

Electrical

- ▶ 10 Watts maximum
- ▶ DC: 12VDC, 24VDC, 48VDC, 130VDC, 250VDC
- ▶ AC: 100-240VAC, 50-60Hz (with external adapter)

Environmental

- ▶ Operating: -40°C to +85°C
- ▶ Storage: -40°C to +85°C
- ▶ Humidity: 5 to 95%, non-condensing

Mechanical

- Height: 2.375" (6.0 cm)
- Width: 10.375" (26.4 cm)
- Depth: 7.5" (219.1 cm)
- Weight: 2.25 lb. (1.02 kg)

Standards Compliance

RoHS Compliant EMC

- FCC Part 15
- EN 55011/CISPR II
- IEC 61850-3
- IEEE 1613

Product Safety

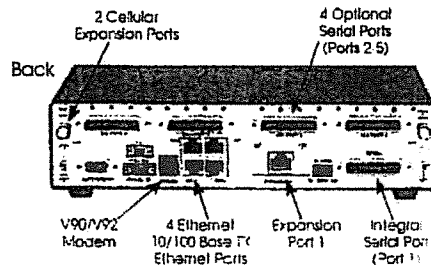
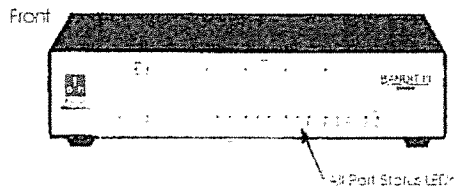
- UL/CSA 60950-1
- CAN/CSA-C22.2 No. 60950-1-03
- EN 60950-1

Part Number

- B3000-0000-0000-0

Bandwidth

Consult your area sales representative for available features and optional modules.



Specifications subject to change



Encore Networks, Inc.
 3800 Concorde Parkway | Suite #1500 | Charlottesville, VA 20151 | Phone 703-318-7750
 Email sales@encorenetworks.com | Web www.encorenetworks.com

INSTALLATION

The equipment prices do not include on-site assistance. On-site installation, testing and training services can be provided by Encore at an additional charge. Please contact Encore or one of our authorized agents for the cost for your application. Normal installation and test time should be in the order of two days per chassis per site. In the event the site equipment interfaces are not complete or reprogramming is required, additional on-site time may be required.

CANCELLATION

An accepted order for Encore standard products can only be canceled with Encore's written consent, and only on terms that will indemnify Encore against any resulting losses. A cancellation charge may be assessed to the buyer.

RETURN MATERIALS

No return of Products will be accepted by Encore without a return material authorization number (RMA No.), which will be issued at Encore's sole discretion. Returned Products must be in original shipping cartons and must be complete with all packing materials. All Products for return must be freight prepaid. If Products are claimed to be defective, a complete description regarding the nature of the defect must be included with all returned products. All items not eligible for credit will be returned to Buyer, transportation collect. A fee of 25% of the purchase price will be applied.

FORCE MAJEURE

Encore Networks, Inc. shall not be held responsible for any delay or failure in performance of its obligations due to circumstances beyond its control including, but not limited to: fire, flood, explosion, strikes, embargo, inability to secure materials, acts of God, acts of any government or agency thereof, judicial action or other external circumstances.

APPLICABLE LAW

An order, upon acceptance by Encore Networks, Inc., shall constitute a binding contract governed by and construed in accordance with the laws of the Commonwealth of Virginia, regardless of the laws that might otherwise govern under applicable principles of conflicts of laws thereof.

Attn: Justin Riggs

Trio Radio Quote City of Willamina

Qty.	Part Number	Description	Cost	Total
4	TBURQR4HH-F00E1L00	QR4 Ser-Eth 10W HDplx 450-518MHz	\$1,740.00	\$6,960.00
3	TBUM297441	YAGI, 10 dBd, 450-470 MHz, N-Female connector, (1) Clamp	\$229.00	\$687.00
1	TBUM297388	OMNI, 5 dBd, 460-470 MHz, N-Female connector, (1) Clamp	\$499.00	\$499.00
3	TBUM297294	25 ft. (7.62m) LMR 400 feedline, N-Male connectors on both ends, (5) ty-wraps	\$175.00	\$525.00
1	TBUM297296	75 ft. (22.86m) LMR 400 feedline, N-Male connectors on both ends, (16) ty-wraps	\$260.00	\$260.00
3	TBUM297882	M-Series Port Splitter, provided with M-Series radio, splits User port & Diag. port into two connectors	\$94.00	\$282.00
1	TBUM297817	M-Series Programming and User Data Cable, 6.6 feet (2m)	\$125.00	\$125.00
4	TBUM297818	Antenna Cable, TNC-Male to N-Male (from QR/KR/JR to a N-Female connector), 3 ft. (0.91m)	\$73.00	\$292.00
4	TBUM297273	Surge suppressor, bulkhead mount, N-Female connector on both sides, 125MHz to 1000MHz	\$151.00	\$604.00

Cost \$10,234.00
Discount \$9,210.60

Attn: Justin Riggs

Trio Radio Quote City of Willamina

Qty.	Part Number	Description	Cost	Total
4	TBURQR4HH-F00E1L00	QR4 Ser-Eth 10W HDplx 450-518MHz	\$1,740.00	\$6,960.00
3	TBUM297441	YAGI, 10 dBd, 450-470 MHz, N-Female connector, (1) Clamp	\$229.00	\$687.00
1	TBUM297388	OMNI, 5 dBd, 460-470 MHz, N-Female connector, (1) Clamp	\$499.00	\$499.00
3	TBUM297294	25 ft. (7.62m) LMR 400 feedline, N-Male connectors on both ends, (5) ty-wraps	\$175.00	\$525.00
1	TBUM297296	75 ft. (22.86m) LMR 400 feedline, N-Male connectors on both ends, (15) ty-wraps	\$260.00	\$260.00
3	TBUM297882	M-Series Port Splitter, provided with M-Series radio, splits User port & Diag. port into two connectors	\$94.00	\$282.00
1	TBUM297817	M-Series Programming and User Data Cable, 6.5 feet (2m)	\$125.00	\$125.00
4	TBUM297818	Antenna Cable, TNC-Male to N-Male (from QRKR/JR to a N-Female connection), 3 ft. (0.91m)	\$73.00	\$292.00
4	TBUM297273	Surge suppressor, bulkhead mount, N-Female connector on both sides, 125MHz to 1000MHz	\$151.00	\$604.00

Cost \$10,234.00

Discount \$9,210.60

Attn: Justin Riggs

Trio Radio Quote City of Willamina

Qty.	Part Number	Description	Cost	Total
4	TBURQR4HH-F00E1L00	QR4 Ser-Eth 10W HDpix 450-518MHz	\$1,740.00	\$6,960.00
3	TBUM297441	YAGI, 10 dBd, 460-470 MHz, N-Female connector, (1) Clamp	\$229.00	\$687.00
1	TBUM297388	OMNI, 5 dBd, 460-470 MHz, N-Female connector, (1) Clamp	\$499.00	\$499.00
3	TBUM297294	25 ft. (7.62m) LMR 400 feedline, N-Male connectors on both ends, (5) ty-wraps	\$175.00	\$525.00
1	TBUM297296	75 ft. (22.86m) LMR 400 feedline, N-Male connectors on both ends, (15) ty-wraps	\$260.00	\$260.00
3	TBUM287882	M-Series Port Splitter, provided with M-Series radio, splits User port & Diag. port into two connectors	\$94.00	\$282.00
1	TBUM297817	M-Series Programming and User Data Cable, 6.5 feet (2m)	\$125.00	\$125.00
4	TBUM297818	Antenna Cable, TNC-Male to N-Male (from QR/KR/JR to a N-Female connection), 3 ft. (0.91m)	\$73.00	\$292.00
4	TBUM297273	Surge suppressor, bulkhead mount, N-Female connector on both sides, 125MHz to 1000MHz	\$151.00	\$604.00

Cost \$10,234.00
Discount \$9,210.60

Attn: Justin Riggs

Trio Radio Quote City of Willamina

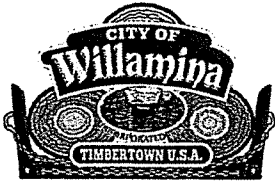
Qty.	Part Number	Description	Cost	Total
4	TBURQR4HH-F00E1L00	QR4 Ser-Eth 10W HDpix 450-518MHz	\$1,740.00	\$6,960.00
3	TBUM297441	YAGI, 10 dBd, 450-470 MHz, N-Female connector, (1) Clamp	\$229.00	\$687.00
1	TBUM297388	OMNI, 5 dBd, 460-470 MHz, N-Female connector, (1) Clamp	\$499.00	\$499.00
3	TBUM297294	25 ft. (7.62m) LMR 400 feedline, N-Male connectors on both ends, (5) ty-wraps	\$175.00	\$525.00
1	TBUM297296	75 ft. (22.86m) LMR 400 feedline, N-Male connectors on both ends, (15) ty-wraps	\$260.00	\$260.00
3	TBUM297882	M-Series Port Splitter, provided with M-Series radio, splits User port & Diag. port into two connectors	\$94.00	\$282.00
1	TBUM297817	M-Series Programming and User Data Cable, 6.5 feet (2m)	\$125.00	\$125.00
4	TBUM297818	Antenna Cable, TNC-Male to N-Male (from QR/KR/JR to a N-Female connection), 3 ft. (0.91m)	\$73.00	\$292.00
4	TBUM297273	Surge suppressor, bulkhead mount, N-Female connector on both sides, 125MHz to 1000MHz	\$151.00	\$604.00

Cost \$10,234.00
Discount \$9,210.60

Attn: Justin Riggs

Trio Radio Quote City of Willamina

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4	TBURQR4HH-F00E1L00	QR4 Ser-Eth 10W HDplx 450-518MHz	\$1,740.00	\$6,960.00
3	TBUM297441	YAGI, 10 dBd, 450-470 MHz, N-Female connector, (1) Clamp	\$229.00	\$687.00
1	TBUM297388	OMNI, 5 dBd, 460-470 MHz, N-Female connector, (1) Clamp	\$499.00	\$499.00
3	TBUM297284	25 ft. (7.62m) LMR 400 feedline, N-Male connectors on both ends, (5) ty-wraps	\$175.00	\$525.00
1	TBUM297286	75 ft. (22.86m) LMR 400 feedline, N-Male connectors on both ends, (15) ty-wraps	\$260.00	\$260.00
3	TBUM297882	M-Series Port Splitter, provided with M-Series radio, splits User port & Diag. port into two connectors	\$94.00	\$282.00
1	TBUM297817	M-Series Programming and User Data Cable, 6.5 feet (2m)	\$125.00	\$125.00
4	TBUM297818	Antenna Cable, TNC-Male to N-Male (from QR/KR/JR to a N-Female connection), 3 ft. (0.91m)	\$73.00	\$292.00
4	TBUM297273	Surge suppressor, bulkhead mount, N-Female connector on both sides, 125MHz to 1000MHz	\$151.00	\$604.00
			Cost	\$10,234.00
			Discount	\$9,210.60



Mayor Ila Skyberg

Council Members:

Rita Baller, Council President

Allan Bramall

Heather Stritzke

Katie Vinson

Theresa McKnight

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

RESOLUTION Number: 15.16-009

In the Matter of the City of Willamina approving)
a resolution to renew personal services agreement)
with Beery Elsner & Hammond, LLP)

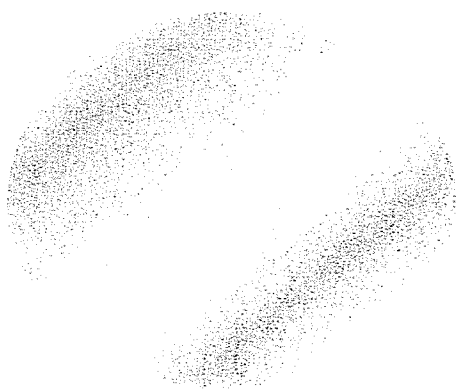
The City Council of the City of Willamina, on the 29th day of February 2016 sat in regular session for the transaction of City Business.


WHEREAS, The City Council of the City of Willamina, Oregon, has reviewed the agreement

WHEREAS, due consideration has been given to all relevant factors;

NOW THEREFORE, BE IT RESOLVED that the Personal Services Agreement of the City Willamina and Beery Elsner & Hammond, LLP is effective February 29, 2016 and will expire December 31, 2018 terms shall be as listed on the attached Exhibit A.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WILLAMINA this 29th day of February 2016.




Ila Skyberg, Mayor

Attest:


Debbie Bernard, City Recorder



Mayor Ila Skyberg

Council Members:

- Rita Baller, Council President*
- Allan Bramall*
- Heather Stritzke*
- Katie Vinson*
- Theresa McKnight*

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

RESOLUTION Number: 15.16-009

In the Matter of the City of Willamina approving)
a resolution to renew personal services agreement)
with Beery Elsner & Hammond, LLP)

The City Council of the City of Willamina, on the 29th day of February 2016 sat in regular session for the transaction of City Business.

WHEREAS, The City Council of the City of Willamina, Oregon, has reviewed the agreement

WHEREAS, due consideration has been given to all relevant factors;

NOW THEREFORE, BE IT RESOLVED that the new Contract for Legal Services with Beery Elsner & Hammond, LLP are approved by City of Willamina, effective February 29, 2016 and expire December 31, 2018 terms shall be as listed on the attached Exhibit A.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WILLAMINA this 29th day of February 2016.



Ila Skyberg, Mayor

Attest:

Debbie Bernard, City Recorder

**CITY OF WILLAMINA
BEERY ELSNER & HAMMOND, LLP**

PERSONAL SERVICES AGREEMENT

This Contract is made and entered into effective this 29 day of February, 2016, by and between the City of Willamina, a municipal corporation in the State of Oregon ("CITY"), and Beery Elsner & Hammond, LLP ("ATTORNEY").

WHEREAS, CITY has need for legal services with the particular training, ability, knowledge, and experience possessed by ATTORNEY; and

WHEREAS, CITY has determined that ATTORNEY is qualified and capable of performing the professional services as CITY hereinafter requires, under the terms and conditions set forth below

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Term
The term of this Contract shall become effective on the date above and will continue until December 31, 2018 unless terminated consistent with the provisions of Section 11 of this Agreement.
2. Services
ATTORNEY shall provide general and specialized municipal legal services to CITY as the same may be requested by the City Manager, City Council, Mayor or other consultants representing CITY.
3. Attorney Identification
ATTORNEY shall furnish CITY WITH its employer identification number, as designated by the Internal Revenue Service.
4. Compensation
 - A. Payment will be made to ATTORNEY for services identified based upon a detailed monthly billing showing work performed. Payment will be made within thirty (30) days of CITY's receipt of the detailed monthly billing from ATTORNEY.
 - B. Current hourly rates are:

▪ Partners and Of Counsel	\$215.00 per hour
▪ Senior Associates	\$205.00 per hour
▪ Associates	\$190.00 per hour
▪ Paralegals	\$125.00 per hour
▪ Legal Assistants	\$100.00 per hour

It is understood that the above rates may be adjusted or changed by ATTORNEY on not more than a yearly basis with not less than sixty (60) days written notice to CITY. It is anticipated that these rates will be adjusted July 1, 2017.
 - C. Costs. CITY shall reimburse ATTORNEY for out-of-pocket expenses at ATTORNEY'S direct cost without additional markup.

5. Project Managers
CITY'S Project Manager is Russ Schultz and Lead Attorney will be David F. Doughman. Each party shall give the other written notification of any change.
6. Project Information
ATTORNEY agrees to share all project information, to fully cooperate with all corporations, firms, contractors, governmental entities, and persons involved in or associated with matters assigned to ATTORNEY. No information, news, or press releases shall be made to representatives of newspapers, magazines, television and radio stations, or any other news medium without the prior written or oral authorization of the CITY's Project Manager.
7. Indemnity and Insurance
 - A. Indemnity: ATTORNEY acknowledges responsibility for any and all liability arising out of its performance under the terms of this Agreement and shall hold CITY harmless from, defend and indemnify CITY as against any and all liability, settlements, loss, costs and expenses in connection with any action, suit or claim resulting or allegedly resulting from Attorney's acts, omissions, activities or services in the course of performing this contract.
 - B. Liability Insurance: ATTORNEY shall maintain professional liability insurance insuring ATTORNEY against errors or omissions in the amount and on the conditions required by the Professional Liability Fund of the Oregon State Bar.
8. Law of Oregon
The contract shall be governed by the laws of the State of Oregon. Venue shall be in the Circuit Court, Yamhill County, Oregon.
9. Successors and Assignments
 - A. ATTORNEY shall not assign any of its obligations hereunder without the prior consent of CITY.
 - B. In the event the ATTORNEY assigns, transfers or subcontracts any of the work contemplated or necessitated by the terms of this contract to some third party, ATTORNEY will ensure that said third party is made subject to all the terms and conditions of this Agreement.
10. Records
 - A. ATTORNEY shall retain all books, documents, papers, and records that are directly pertinent to this Agreement and any work done under its term for at least three (3) years.
 - B. ATTORNEY shall allow the CITY, or any of its authorized representatives, to audit, examine, copy, take excerpts from, or transcribe any books, documents, papers, or records that are subject to the foregoing retention requirement.
11. Termination for Convenience
 - A. The CITY may terminate all or part of this Agreement at any time for its own convenience by written notice to ATTORNEY. Upon termination under this paragraph, ATTORNEY shall be entitled to compensation for all services

rendered prior to ATTORNEY'S actual notice of the termination or the receipt of the CITY's written notice of termination, whichever is earlier, plus ATTORNEY'S reasonable costs actually incurred in closing out the contract.

B. In the event, ATTORNEY terminates this Agreement, it may do so with or without cause but shall give not less than sixty (60) days written notice of its intent to do so to the City.

12. Payment of Claims by the CITY

If ATTORNEY fails, neglects or refuses to make prompt payment of any claim for labor or services furnished to ATTORNEY or a subcontractor by any person in connection with this contract as the claim becomes due, the CITY may pay the claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due to ATTORNEY pursuant to this contract. The CITY's payment of a claim under this Paragraph shall not relieve ATTORNEY or Attorney's surety, if any, from responsibility for those claims.

13. Modification

Any modification of the provisions of this contract shall be reduced to writing and signed by the parties.

14. No Waiver of Legal Rights

A waiver by a party of any breach by the other shall not be deemed to be a waiver of any subsequent breach.

CITY OF WILLAMINA

BEERY, ELSNER & HAMMOND, LLP

By:

By: _____

Title:

City Recorder

Title: _____

Date:

2-29-16

Date: _____



Mayor Ila Skyberg

Council Members:

- Rita Baller, Council President
- Allan Bramall
- Katie Vinson
- Heather Stritzke
- Theresa McKnight

**CITY OF WILLAMINA, OREGON
RESOLUTION NO: 15.16-010**

A RESOLUTION OF THE WILLAMINA CITY COUNCIL)
DECLARING VACANCY)
IN ONE OFFICE OF THE CITY COUNCIL)
PURSUANT TO SECTION 27 OF)
THE WILLAMINA CITY CHARTER)

WHEREAS, Gary Hill was elected at the November 4, 2012 general election as a member of the Willamina City Council for a four(4) year term starting January 7, 2013.

WHEREAS, Gary Hill resigned his position as a City Councilor on February 1, 2016.

WHEREAS, Chapter VII of the Willamina City Charter addresses the determination, declaration and filling of vacancies in City Council offices.

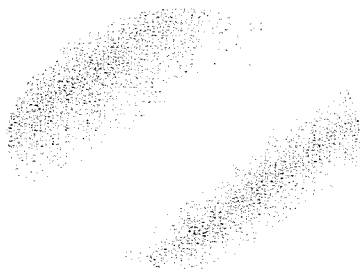
WHEREAS, Section 27(2)(F) of the Willamina Charter provides is to declare that a vacancy in the office of city councilor occurs when the incumbent thereof resigns from the office

NOW THEREFORE, BASED ON THE FOREGOING, the Willamina City Council hereby resolves as follows:

Section 1. The Willamina City Council hereby declares, consistent with the terms of Willamina City Charter Sections 27(2)(F), the offices of City Councilor held by Gary Hill are vacant inasmuch as Gary Hill has tendered his resignation for her city council position – which the Council hereby accepts.

Section 2. This resolution is effective immediately upon its passage by the Council.

ADOPTED this 29th day of February, 2016.



[Redacted Signature] 15
Ila Skyberg, Mayor

[Redacted Signature] 29-15
Debbie Bernard, City Recorder

CHAPTER VII

VACANCIES IN OFFICE

Section 27: Vacancies: Occurrence

The office of a member of the council becomes vacant:

1. Upon the incumbent's
 - A. Death;
 - B. Adjudicated incompetence;
 - C. Recall from the office; or

2. Upon declaration of the council of the vacancy in case of the incumbent's:
 - A. Failure, following election or appointment to qualify for the office within ten (10) days after the time for the office to begin;
 - B. Absence from the city for 30 days without the council's consent or from all meetings of the council within a 60 day period;
 - C. Ceasing to reside in the city;
 - D. Ceasing to be a qualified elector under state law;
 - E. Conviction of a criminal offense; or
 - F. Resignation from the office.

Section 28: Vacancies: Filling

A vacancy in the council shall be filled by appointment by a majority of the council. The appointee's term of office runs from the time of his or her qualifying for the office after the appointment and until expiration of the term of the predecessor who has left the office vacant. During a council member's absence from the city, a majority of the other council members may, by appointment, fill the vacancy pro-tem.

CHAPTER VIII

ORDINANCESSection 29: Ordaining Clause

The ordaining clause of an ordinance shall be:

"The City of Willamina, Oregon ordains as follows:"

Section 30: Adoption by Council

1. Except as subsection (2) of this section allows adoption at a single meeting and subsection (3) of this section allows reading by title only, an ordinance shall be fully and distinctly read in open council meeting on two different days before being adopted by council.

2. Except as subsection (3) of this section allows reading by title only, the council may adopt an ordinance at a single meeting by the express unanimous vote of all council members present, provided the ordinance is read first in full and then by title.

3. A reading of an ordinance may be by title only if:
 - A. No council member present at the reading requests, that the ordinance be read in full or
 - B. At least one week before the reading:
 - (1) A copy of the ordinance is provided for each council member,
 - (2) Three copies of the ordinance are available for public inspection in the office of the custodian of city records, and;
 - (3) Notice of their availability is given by written notice posted at the city hall and two other public places in the city.

4. An ordinance read by title only has no legal effect if it differs substantially from its terms as it was filed prior to the reading unless each section so differing is read fully and distinctly in open council meeting before the council adopts the ordinance.

5. Upon the adoption of an ordinance, the ayes and nays of the council members shall be entered in the record of council proceedings.

6. After adoption of an ordinance, the custodian of city records and the mayor shall endorse it with its date of adoption and the endorsers' names and titles of office.

Section 31: When Ordinances Take Effect

An ordinance enacted by the council shall take effect on the thirtieth day after its enactment. When the council deems it advisable, however, an ordinance may provide a later time for it to take effect, and in case of an emergency, it may take effect immediately.

City of Willamina

Incorporated 1903

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

In the Matter of Emergency Preparedness; The City of Willamina values emergency preparedness and is committed to being ready for all emergencies.)

Resolution No. 15.16.011

The City Council of the City of Willamina, Oregon, on the 12th day of April 2016, sat in regular session for the transaction of business.


WHEREAS, the City of Willamina’s City Council makes mention to Emergency Preparedness in nature, it is committed to being prepared for emergencies.


WHEREAS, there have been members from the Willamina City Council in attendance at Emergency Management meetings, thereby creating the commitment to preparedness, it is the desire of the City to acknowledge emergency preparedness.

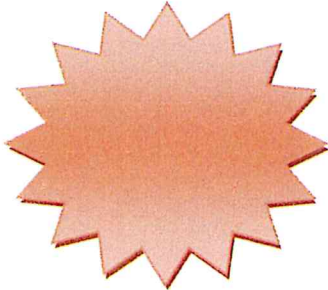
NOW, THEREFORE, BE IT RESOLVED by the Willamina City Council as follows:

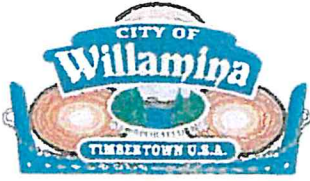
1. *In the Matter of Emergency Preparedness; The City of Willamina values emergency preparedness and is committed to being ready for all emergencies.*

PASSED and ADOPTED by the City Council of the City of Willamina this 13 day of April, 2016.


Ila Skyberg, Mayor

ATTEST:

Debbie Bernard, City Recorder





Mayor Ila Skyberg

Council Members:

Council President, Rita Butler

Bob Barr

Heather Striegel

Kate Vinson

Theresa M. Knight

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

RESOLUTION NUMBER 15.16-12

A Resolution Declaring the City's Election to Receive State Revenues


Section 1. THAT pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2016-2017.

Section 2. THAT this resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Willamina this 9th day of June, 2016.


Ila Skyberg, Mayor

ATTEST:

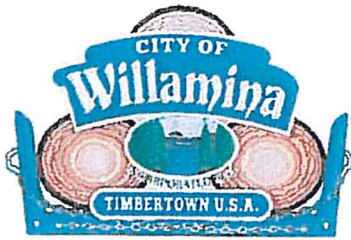

Debbie Bernard, City Recorder

I certify that a public hearing was held before the Budget Committee on May 11, 2016, and a public hearing before the City Council was held on May 26, 2015, giving citizens an opportunity to comment on use of State Revenue Sharing.
Debbie Bernard, City Recorder

(00438136, 1) An Equal Opportunity Employer

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

www.willaminaor.gov



Mayor Ila Skyberg

Council Members:
Council President, Rita Butler
Bob Burr
Theresa McKnight
Heather Stritzke
Katie Timon

BEFORE THE COUNCIL OF THE CITY OF WILLAMINA SITTING FOR THE TRANSACTION OF BUSINESS
RESOLUTION NUMBER #15-16-013

ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Willamina, Oregon hereby adopts the budget for fiscal year in the total of **\$2,944,156** now on file at the Willamina City Hall 411 NE C Street, Willamina, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2016 and for the purposes shown below are hereby appropriated:

General Fund		Budget Year 2016/2017
Personal Services		129,355
Materials and Services		505,409
Capital Outlay		850
Contingencies		133,746
Total		769,360
Streets Fund		
Personal Services		42,333
Materials and Services		44,142
Capital Outlay		2,000
Transfers		16,758
Contingency		67,828
Total		173,061
Streets SDC Fund		
Contingencies		103,268
Total		103,268
Water Fund		
Personal Services		239,362
Materials and Services		180,384
Capital Outlay		19,000
Transfers		122,845
Contingencies		-119,293
Total		442,298
Water SDC Fund		
Transfers		13,203
Contingencies		59,512
Total		72,715

Waste Water Fund	
Personal Services	242,733
Materials and Services	81,774
Capital Outlay	1,000
Transfers	229,432
Contingencies	157,850
Total	712,789
Waste Water SDC Fund	
Transfers	24,157
Contingencies	5,117
Total	29,274
Debt Service Fund	
Debt Service	276,657
Contingencies	364,734
Total	641,391
Total	\$2,944,156

IMPOSING THE TAX

BE IT RESOLVED that the City Council of the City of Willamina hereby imposes the taxes provided for in the adopted budget at the rate of 4.2039 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2016-2017 upon the assessed value of all taxable property

CATEGORIZING THE TAX

	General Government Limitation	Excluded from Limitation
General Fund	4.2039/\$1,000	
Category Total	4.2039/\$1,000	
Total Levy	4.2039/\$1,000	

PASSED and ADOPTED by the City Council of the City of Willamina this 9 day of June, 2016.



Debbie Bernard, City Recorder



Mayor



Mayor Ila Skyberg

Council Members:

Council President, Rita Baller
Robert Burr
Heather Stritzke
Katie Vinson
Theresa McKnight

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

RESOLUTION NUMBER 15.16-014

Increasing Rates for the Use and Sales of Water & Decreasing Sewer Rates

WHEREAS, Ordinance 529-A states that rates and fees for the use and sale of water and sewer services in the City of Willamina shall be prescribed by resolution; and

WHEREAS, the last rate increase was adoption by Resolution #14-15-008 on May 14, 2015.

WHEREAS, costs related to loans for water and sewer system improvements, and increased costs for maintenance of the city’s water and sewer systems make it necessary to increase both water and sewer rates;

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

SECTION 1. That the City Council hereby approves a change of rates to water by increase the base charge by 10% from \$23.93 to \$26.32 and the commodity rate by 10% from \$2.87 to \$3.16. Also approving the decrease of the sewer rate charge by 3% from \$59.43 to \$57.65; in addition to an extraterritorial utility surcharge of 15% which are proposed to begin with the June 16-July 15, 2016 billing. Attached, as Exhibit “A”, said rates to be effective with the June 16-July 15, 2016 billing; and

SECTION 2. That Exhibit A to Resolution 14-15-008 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 9th day of June 2016.

[Redacted Signature] _____
Ila Skyberg, Mayor

ATTEST:
[Redacted Signature] _____
Debbie Bernard, City Recorder
F/RESOLUTIONS/2015-2016/15.16-014



EXHIBIT A, RESOLUTION NUMBER 15.16-014

WATER

Existing Water Rates 2015/2016					New Water Rates 2016/2017				New Rates: Meter Size Breakdown		
Rate Number	Description	2015/2016		2016/2017	2016/2017		Extraterritorial Surcharge (Outside City Limits)	Base Rate by			
		Base Amount	Consumption Rate/100 cu ft.		Base Amount	Consumption Rate/100 cu ft.		15%			Meter Size
103	Vacation Rate	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		5/8	\$ 26.32		
105	Apt > 4 Units	\$ 95.75	\$ 2.87	\$ 105.33	\$ 3.16	\$ 15.80		3/4	\$ 26.32		
106	Duplex	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		1	\$ 42.12		
107	3-Plex	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		1 1/2	\$ 52.65		
108	4-Plex or Mult Units	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		2	\$ 105.29		
109	Business	\$ 47.86	\$ 2.87	\$ 52.65	\$ 3.16	\$ 7.90		6	\$ 526.46		
110	Rays Grocery	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		8	\$ 1,579.38		
111	Car Wash	\$ 47.86	\$ 2.87	\$ 52.65	\$ 3.16	\$ 7.90		10	\$ 2,105.84		
112	Group Home	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		12	\$ 2,948.18		
113	Laundry	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		F-3/4	\$ 26.32		
114	Willamina Lumber	\$ 2,167.98	\$ 0.86	\$ 2,384.78	\$ 0.95	\$ 357.72		I-2	\$ 596.20		
115	Meter - 2 Inch	\$ 95.72	\$ 2.87	\$ 105.29	\$ 3.16	\$ 15.79		I-3/4	\$ 47.70		
116	House Cabin	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95		I-8	\$ 2,384.78		
117	3/4 Base Rate"	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95					
118	Cafe Resteraunt	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95					
119	Business - 1	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95					
120	Cafe Restaurant	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95					
121	Cafe Resteraunt (T4)	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95					
122	Cafe Restaurant (T6)	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95					
123	Single Family (W1)	\$ 23.93	\$ 2.87	\$ 26.32	\$ 3.16	\$ 3.95					
322	Highschool New	\$ 478.60	\$ 2.87	\$ 526.46	\$ 3.16	\$ 78.97					

Consumption	
/100 cu ft	\$ 3.16
Consumption	
/100 cu ft - I	\$ 0.95

SEWER

Existing Sewer Rates 2015/2016					New Sewer Rates 2016/2017		
Rate Number	Description	2015/2016			2016/2017	Extraterritorial Surcharge (Outside City Limits)	15%
		Base Amount	Consumption Rate/100 cu ft.	Consumption Rate/100 cu ft.			
300	Single Family (S1)	\$ 59.43	\$ -	\$ -	\$ 57.65	\$ 8.65	
301	Apartment / Duplex (SA)	\$ 59.43	\$ -	\$ -	\$ 57.65	\$ 8.65	
302	Business - Sewer (SB)	\$ 59.43	\$ -	\$ -	\$ 57.65	\$ 8.65	
303	Church - Sewer (SC)	\$ 59.43	\$ -	\$ -	\$ 57.65	\$ 8.65	
304	Car Wash - Sewer (SCW)	\$ 113.10	\$ -	\$ -	\$ 109.71	\$ 16.46	
305	Grocery Store (SF)	\$ 144.06	\$ -	\$ -	\$ 139.74	\$ 20.96	
308	Group Home (SGH)	\$ 59.43	\$ -	\$ -	\$ 57.65	\$ 8.65	
309	Vacation Rate (SH)	\$ 18.64	\$ -	\$ -	\$ 18.08	\$ 2.71	
310	Laundry - Sewer (SL)	\$ 296.78	\$ -	\$ -	\$ 287.88	\$ 43.18	
312	Willamina Lumber (SLW)	\$ 718.20	\$ -	\$ -	\$ 696.65	\$ 104.50	
313	House / Cabins (SPS)	\$ 171.15	\$ -	\$ -	\$ 166.02	\$ 24.90	
314	Senior Rate (SS)	\$ 59.43	\$ -	\$ -	\$ 57.65	\$ 8.65	
315	Cafe / Resteraunt (ST1)	\$ 142.43	\$ -	\$ -	\$ 138.16	\$ 20.72	
317	Cafe / Resteraunt (ST3)	\$ 189.95	\$ -	\$ -	\$ 184.25	\$ 27.64	
318	Cafe / Resteraunt (ST4)	\$ 90.25	\$ -	\$ -	\$ 87.54	\$ 13.13	
320	ST6	\$ 59.43	\$ -	\$ -	\$ 57.65	\$ 8.65	



Mayor Ila Skyberg

Council Members:

- Rita Baller, Council President
- Bob Burr
- Heather Stritzke
- Katie Vinson
- Theresa McKnight

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

RESOLUTION NUMBER 15.16-015

**A RESOLUTION APPROVING PROPOSED 2016/17 RATE SCHEDULE FOR
RECOLOGY WESTERN OREGON (FORMERLY WESTERN OREGON WASTE)**

WHEREAS, Recology Western Oregon (hereinafter called "Recology") is the franchise holder for the provision of solid waste collection services in the City of Willamina; and

WHEREAS, Ordinance #551 sets out the terms and conditions of the franchise; and


WHEREAS, Section 9, Rates, of that Ordinance provides a process for rate changes upon the request of the provider; and

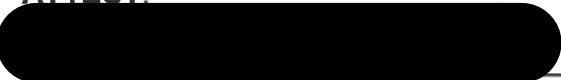
WHEREAS, Recology has submitted a proposed rate increase in accordance with the requirements of Section 9 of the Ordinance; and

WHEREAS, a public hearing on the proposed rates was held on June 09, 2016, and due consideration has been given to all relevant factors;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA that the proposed rate schedule for solid waste collection services by Recology Western Oregon, attached hereto as Exhibit A and by this reference made a part hereof, is approved and shall be effective July 9, 2016.

Passed and adopted by the Willamina City Council this **9th** day of **June 2016**.


Ila Skyberg, Mayor

ATTEST:

Debbie Bernard, City Recorder



Attachment – Exhibit A

F/RESOLUTIONS/2015-2016/15.16-015

Resolution #15.16-15



Mayor Ila Skyberg
Council Members:
Council President, Rita Baller
Bob Burr
Heather Stritzke
Katie Vinson
Theresa McKnight

**WORKERS' COMPENSATION VOLUNTEER
RESOLUTION FOR COVERAGE YEAR 2016-2017**

RESOLUTION NUMBER 15.16-016

Effective Date: 7-1.2016

A resolution extending workers' compensation coverage to volunteers of City of Willamina, in which City of Willamina elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers

Applicable _____ Non-applicable x

An assumed monthly wage of \$800 will be used for public safety volunteers in the following volunteer positions (check all that apply):

- Police reserve
- Search and rescue
- Firefighter
- Emergency medical personnel
- Ambulance drivers

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

Applicable x Non-applicable _____

An Equal Opportunity Employer

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

willaminaoregon.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 Chambers are accessible to the disabled. Please let us know if you need any special accommodations to attend this meeting.

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are (list each body):

- a. City of Willamina City Council
- b. City of Willamina Library Board
- c. City of Willamina Finance Committee
- d. City of Willamina Public Works Committee
- e. Planning Commission
- f. Budget Committee

3. Manual labor by elected officials.

Applicable Non-applicable

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above

List duties

- Watering flower baskets.
- Painting at City Hall

4. Non-public safety volunteers

Applicable Non-applicable

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

- Parks and recreation
- Senior center
- Public works
- Library
- Other

5. Public Events

An Equal Opportunity Employer

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Applicable Non-applicable

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation: (List specific events)

- a. Fourth of July Event
- b. City Wide Clean Up Event
- c. City County Dinner Event

6. Community Service Volunteers/Inmates

Applicable Non-applicable

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by Yamhill County Sherriff.

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

7. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that The City of Willamina:

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
- b. CIS approves the coverage and date of coverage
- c. CIS provides written confirmation of coverage

The City of Willamina agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.

ADOPTED by the City Council of the City of Willamina this 9th day of June, 2016

PASSED AND ADOPTED BY THE CITY COUNCIL OF
WILLAMINA this

09th day of June 2016

Attest:

An Equal Opportunity Employer

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

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[Redacted signature]

Ira Skyberg, Mayor

[Redacted signature]

Debbie Bernard, City Recorder

Now, therefore, be it resolved by

The City of Willamina provide workers' compensation coverage as indicated above.

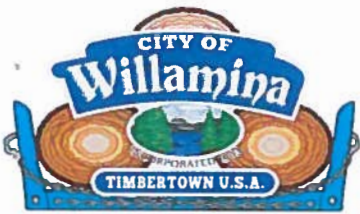


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Mayor Ila Skyberg

Council Members:

- Council President, Rita Baller
- Bob Burr
- Heather Stritzke
- Katie Vinson
- Theresa McKnight

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

RESOLUTION NUMBER 15.16-017

Annual Certification for State Shared Revenue 2016-17(221.760)

Whereas, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
 - (2) Fire protection
 - (3) Street construction, maintenance, and lighting
 - (4) Sanitary sewer
 - (5) Storm sewers
 - (6) Planning, zoning, and subdivision control
 - (7) One or more utility services
- and

Whereas, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

Be it resolved, that the City of **WILLAMINA** hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- Police protection _____
- Fire protection _____
- Street construction, maintenance, & lighting _____
- Sanitary sewer _____
- Storm Sewers _____
- Planning, zoning, and subdivision control _____

One or more utility services not checked off on left:



PASSED AND ADOPTED by the City Council of the City of Willamina this 9th day of June, 2016.


Ila Skyberg, Mayor

ATTEST:


Debbie Bernard, City Recorder

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, OREGON

RESOLUTION NO. #15-16-019

A RESOLUTION APPROVING REFERRAL TO THE ELECTORS OF THE CITY OF WILLAMINA THE QUESTION OF IMPOSING A THREEE PERCENT TAX ON THE SALE OF MARIJUANA ITEMS BY A MARIJUANA RETAILER WITHIN THE CITY

WHEREAS, ORS 475B.345 provides that a city council may adopt an ordinance to be referred to the voters that imposes up to a three percent tax or fee on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city;

WHEREAS, the city of Willamina city council adopted Ordinance #661, which imposes a tax of three percent on the sale of marijuana items by a marijuana retailer in the area subject to the jurisdiction of the city;

NOW THEREFORE, BE IT RESOLVED by the City Council for the City of Willamina that:

Section 1. An election is hereby called in and for the City of Willamina, Yamhill County, Oregon, to submit to the legal voters of the City the following question:

Shall the City impose a 3% tax on marijuana items sold by a marijuana retailer in Willamina?

Section 2. Tuesday, November 8, 2016 is hereby designated as the date for holding the election for voting on the measure.

Section 3. The election shall be conducted by the Yamhill County Elections Department.

Section 4. The precincts for said election shall be and do constitute all of the territory included within the corporate limits of the City of Willamina.

Section 5. The ballot title to appear on the ballots shall read as follows:

CAPTION : **Authorizing tax on recreational retail sales of marijuana items**

QUESTION: **Shall the City impose a 3% tax on recreational marijuana items sold by a marijuana retailer in Willamina?**

SUMMARY:

Under a state law, cities in Oregon may adopt ordinances imposing up to a three percent tax or fee on the sale of recreational marijuana items in the city by state-licensed marijuana retailers as long as the ordinance is referred to the voters for approval at the next statewide general election. This measure seeks the required voter approval for a 3% tax on recreational marijuana sold in the city by state-licensed marijuana retailers.

If this measure is approved, the City would be authorized to impose a three percent (3%) tax on recreational marijuana sales in Willamina.

Section 6. The City Recorder is hereby authorized to submit an impartial explanatory statement for the Yamhill County Voters' Pamphlet on behalf of the City to read something substantially similar to the following:

EXPLANATORY STATEMENT:

Approval of this measure would impose a three percent tax on the sale of recreational marijuana items by all licensed marijuana retailers within the city. If approved, the revenues from this tax are estimated to be approximately \$4,000. There are no restrictions on how the city may use the revenues generated by this tax.

Under Measure 91, adopted by Oregon voters in November 2014 and amended by the Legislature in 2015, the Oregon Liquor Control Commission must license entities to provide for the retail sale of recreational marijuana. The 2015 legislation provides that a city may adopt an ordinance imposing up to a three percent tax on the sale of recreational marijuana items (which include marijuana concentrates, extracts, edibles, and other products intended for human consumption and use) by retail licensees in the city, but the city must refer the tax to the voters at a statewide general election. The City of Willamina adopted an ordinance imposing a three percent tax on the sale of recreational marijuana items by a retail licensee in the city. As a result, this measure has been referred to the voters consistent with the requirements of state law.

Section 7. The City Recorder shall take any and all steps necessary to place this measure on the ballot at the November 8, 2016 statewide general election including but not limited to publishing a copy of the ballot title in the next available edition of a newspaper of general distribution in the City as well as notice of the seven day challenge ballot title challenge period as required in ORS250.296.

Section 8. This resolution is effective upon its adoption by the City Council.

PASSED AND APPROVED this 30th day of June 2016.

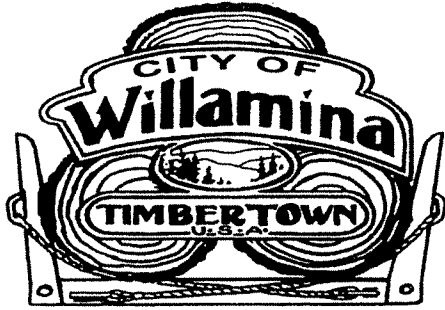


Mayor Ila Skyberg

ATTEST:



City Recorder



Mayor Ila Skyberg

Council Members:
Rita Baller, President
Bob Burr
Theresa McKnight
Heather Stritzke
Katie Vinson

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

RESOLUTION NUMBER 15.16.020

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET ESTABLISHING
APPROPRIATIONS WITHIN THE 2015-2016 BUDGET

Recitals:

ORS 294.480 permits the governing body of a municipal corporation to make a supplemental budget for the fiscal year for which the regular budget has been prepared under one or more of the following reasons

- a. An occurrence or condition, which had not been ascertained at the time of the preparation of a budget for the current year which requires a change in financial planning.
- b. A pressing necessity, which was not foreseen at the time of the preparation of the budget for the current year which requires prompt action.
- c. Funders were made available by another unit of federal, state or local government and the availability of such funds could not have been ascertained at the time of the preparation of the budget for the current year.
- d. Other reasons identified per the statutes.

THE CITY OF WILLAMINA RESOLVES AS FOLLOWS:

SECTION 1. Because of the circumstances stated in the attached **Exhibit A**, the Mayor and City Council of the City of Willamina determine that it is necessary to adopt a supplemental budget, amending appropriations as follows in **Exhibit B** for the 2015-16 Supplemental Budget.

SECTION 2. This resolution takes effect upon signing by the Mayor.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF
WILLAMINA** this

30 day of June 2016

Attest:

Ila Skyberg, Mayor

Debbie Bernard, City Recorder

Supplemental Budget 2015-16

The budget is being revised as a result of five factors:

1 Changes - changes in revenue and expenses or new items.

- Declare Revenue are revised estimates for property tax and water revenue.
- Increase Expense for inaccurate estimate for street lights and administration wages, additional payroll for terminated library employees, decision to pay-off a water bond with high interest rate, eliminate some capital expenses, update allocations based on more accurate information and to balance transfers for In Lieu of Franchise Fees.

2 New Department

- A department was created in the General Fund for Public Works Expenses that are shared by Parks, Street, Water and Sewer. An allocation charges out 100% of the expense the appropriate fund.

3 Supplemental impact on Fund Balance

- The changes and the new department are typical items for a supplemental budget. This entry recognizes the impact on the ending Fund Balance for 1 Changes and 2 Department entries.

4 New Chart of Accounts

- There is no incremental impact on the budget but these items represent a revised chart of accounts with a new fund structure and departments. One fund was (Cemetery) and moving it into a department in the General Fund.

5 Prior Period Adjustments

- Because of the condition of the general ledger when the budget was prepared last spring the Beginning Fund Balances were inaccurate. (see Adjust Actual Beg Fund Balance entry).
- The correction to Beginning Fund Balance, of course, impacts Ending Fund Balance to the same degree. This is displayed as Adjust Prior Period Fund Balance.
- During the review to reconstruct June 30, 2015 Balance Sheet an estimate of prior years' Overhead Allocation was erroneously omitted. A one-time estimate is proposed approximately equal to the current year for charge. This would cover all past years. This takes into account that, in the past, many expense invoices and payroll entries were charged to multiple funds which captured some of the overhead expense.
- Finally, a transfer from Debt to Water is needed to offset the negative fund balance in water. This interfund loan must be repaid in the future. This was to be expected, because it has long been known that water revenue was inadequate to cover costs.

In summary, the City very closely followed the budget this year as shown in 1, 2 and 3 above. After recording 5 Prior Period Adjustments, the ending fund balances for each fund is what was expected.

Supplemental Budget	Original	Supplemental Resource	Supplemental Expenditure	Revised Budget
1 Changes				
Declare Revenue				
10-10-4001 Property Tax	(328,440)	(8,000)	-	(336,440)
30-10-4330 Water Revenue	(408,997)	(10,000)	-	(418,997)
Increase Expense				
10-19-5400 Street Lights	8,000	-	12,000	20,000
10-65-5000 Salary - Wages	59,733	-	8,000	67,733
10-80-6001 Capital Outlay -Virtual Server	-	-	7,000	7,000
10-80-6007 Capital Outlay - Parks' Tractor	-	-	7,500	7,500
Payoff Water Bond				
50-82-8030 Water Debt Service Princ	27,752	-	48,850	76,602
50-99-9900 Contingency	-	-	(48,850)	(48,850)
Reduce Expense				
10-12-6003 Capital Outlay -City HallPaint	8,000	-	(8,000)	-
10-67-6000 Capital Outlay - Paint Museum	12,000	-	(12,000)	-
10-70-5000 Salary - Wages	118,371	-	(13,612)	104,759
10-80-6004 Capital Outlay - iCampus	-	-	(3,500)	(3,500)
Allocation Update	210,857	55,113	(99,970)	166,000
10-66-5001 PW Allocated Payroll	548	-	695	1,243
10-70-5002 Admin Allocated Payroll	(110,041)	2,605	-	(107,436)
10-70-9610 Overhead Allocation	-	-	15,484	15,484
10-71-5000 Salary - Wages	128,980	-	(27,081)	101,899
10-71-5001 PW Allocated Payroll	(217,770)	27,085	-	(190,685)
10-71-5002 Admin Allocated Payroll	-	-	9,483	9,483
10-71-5020 Payroll Tax	13,864	-	(6,564)	7,300
10-71-5040 Benefits	59,371	-	(12,171)	47,200
10-71-5060 PERS	15,555	-	(5,955)	9,600
10-71-9610 Overhead Allocation	-	-	15,203	15,203
10-72-5002 Admin Allocated Payroll	-	-	2,171	2,171
10-72-9610 Overhead Allocation	-	-	3,461	3,461
10-90-9600 Overhead Allocated	(212,290)	25,423	-	(186,867)
10-90-9610 Overhead Allocation	46,363	-	(46,363)	-
20-11-5001 PW Allocated Payroll	35,753	-	(10,478)	25,275
20-11-5002 Admin Allocated Payroll	15,157	-	(2,378)	12,779
20-90-9610 Overhead Allocation	25,812	-	(5,437)	20,375
30-11-5001 PW Allocated Payroll	93,675	-	(15,263)	78,412
30-11-5002 Admin Allocated Payroll	39,714	-	(69)	39,645
30-90-9610 Overhead Allocation	67,630	-	(4,418)	63,212
40-11-5001 PW Allocated Payroll	97,178	-	(11,422)	85,756
40-11-5002 Admin Allocated Payroll	41,199	-	2,159	43,358
40-90-9610 Overhead Allocation	70,159	-	(1,027)	69,132
Balance In Lieu of Fee	(32,640)	640	(640)	(32,640)
10-90-9130 In Lieu of Franchise Fee	(15,300)	300	-	(15,000)
10-90-9140 In Lieu of Franchise Fee	(17,340)	340	-	(17,000)
10-99-9900 Contingency	-	-	(640)	(640)
2 New Dept				
PW Expense to Allocations	-	-	44,019	44,019
10-72-5120 Gas - Oil	-	-	1,019	1,019
10-72-5137 Supplies	-	-	12,000	12,000
10-72-5140 Uniforms - Towels	-	-	4,000	4,000
10-72-5200 Contract Services	-	-	12,000	12,000

Supplemental Budget	Original	Supplemental Resource	Supplemental Expenditure	Revised Budget
10-72-5203 Legal Services	-	-	1,000	1,000
10-72-5207 Insurance	-	-	3,000	3,000
10-72-5320 Dues, License, Permits	-	-	1,000	1,000
10-72-5342 Conference/Seminar/Training	-	-	1,000	1,000
10-72-5344 Travel	-	-	-	-
10-72-5415 Utilities	-	-	5,000	5,000
10-72-5504 Repairs - Maintenance	-	-	1,000	1,000
10-72-5507 Equipment Maintenance	-	-	3,000	3,000
PW Expense Allocations	-	(49,651)	49,651	-
10-66-9615 PW Expense Allocation	-	-	324	324
10-72-9615 PW Expense Allocation	-	(49,651)		(49,651)
20-90-9615 PW Expense Allocation	-	-	6,581	6,581
30-90-9615 PW Expense Allocation	-	-	20,417	20,417
40-90-9615 PW Expense Allocation	-	-	22,329	22,329

3 Supplemental

Required to Balance Funds

10-99-9900 Contingency	46,208	-	12,444	58,652
20-99-9900 Contingency	6,948	-	11,712	18,660
30-99-9900 Contingency	24,552	-	9,333	33,885
40-99-9900 Contingency	53,347	-	(12,039)	41,308

4 New Chart of Accounts

Move Cemetery to General

10-10-4000 Beginning Fund Balance Budget	-	(5,000)	-	(5,000)
10-12-5207 Insurance	-	-	500	500
10-68-4588 Sale of Internment Rights	-	(500)	-	(500)
10-68-4900 Interest Income	-	(500)	-	(500)
10-68-5200 Contract Services	-	-	1,200	1,200
10-68-5320 Dues, License, Permits	-	-	100	100
10-68-5510 Landscape Maintenance	-	-	2,400	2,400
10-68-5513 Portable Restroom	-	-	200	200
10-99-9900 Contingency	-	-	1,600	1,600
81-60-4000 Beginning Fund Balance Budget	(5,000)	5,000	-	-
81-68-4588 Sale of Internment Rights	(500)	500	-	-
81-68-4900 Interest Income	(500)	500	-	-
81-68-5200 Contract Services	1,200	-	(1,200)	-
81-68-5207 Insurance	500	-	(500)	-
81-68-5320 Dues, License, Permits	100	-	(100)	-
81-68-5510 Landscape Maintenance	2,400	-	(2,400)	-
81-68-5513 Portable Restroom	200	-	(200)	-
81-68-9000 Contingency	1,600	-	(1,600)	-

Move Capital to 10-80

10-12-6000 Capital Outlay-Caselle	32,000	-	(32,000)	-
10-12-6001 Capital Outlay -Virtual Server	15,000	-	(15,000)	-
10-12-6002 Capital Outlay-City Hall Roof	10,000	-	(10,000)	-
10-12-6004 Capital Outlay - iCampus	3,500	-	(3,500)	-
10-80-6000 Capital Outlay -Caselle	-	-	32,000	32,000
10-80-6001 Capital Outlay -Virtual Server	-	-	15,000	15,000
10-80-6002 Capital Outlay-City Hall Roof	-	-	10,000	10,000
10-80-6004 Capital Outlay - iCampus	-	-	3,500	3,500

Move EID- DTL to General

10-10-4000 Beginning Fund Balance Budget	-	100	-	100
10-60-4010 EID Business Taxes	-	(8,000)	-	(8,000)
10-60-4758 Downtown Loan Princ Pay	-	(100)	-	(100)
10-60-5900 EID Tax Disbursement	-	-	8,000	8,000

Supplemental Budget

	Original	Supplemental Resource	Supplemental Expenditure	Revised Budget
61-10-4000 Beginning Fund Balance Budget	100	(100)	-	-
61-60-4010 Downtown Loan Princ Pay	(100)	100	-	-
61-60-4010 EID Business Taxes	(8,000)	8,000	-	-
61-60-5900 EID Tax Disbursement	8,000	-	(8,000)	-
Move Grants to 10-81	16,700	-	-	16,700
10-12-5912 Grant Exp Green GrowthDeptStor	5,000	-	(5,000)	-
10-12-5913 Grant Exp Green Growth WVCC	5,000	-	(5,000)	-
10-12-5914 Grant Exp YC SCA Dept Store	1,700	-	(1,700)	-
10-65-5915 Grant Exp Green Growth Facade	5,000	-	(5,000)	-
10-81-5912 Grant Exp Green GrowthDeptStor	-	-	5,000	5,000
10-81-5913 Grant Exp Green Growth WVCC	-	-	5,000	5,000
10-81-5914 Grant Exp YC SCA Dept Store	-	-	1,700	1,700
10-81-5915 Grant Exp Green Growth Facade	-	-	5,000	5,000
Move item from Planning to Admin	623	-	-	623
10-12-5355 Miscellaneous Expense	-	-	623	623
10-17-5342 Conference/Seminar/Training	623	-	(623)	-
5 Prior Period Adjustment				
Adjust Actual Beg Fund Balance	(366,000)	(488,955)	-	(854,955)
10-10-4000 Beginning Fund Balance Budget	(175,000)	103,563	-	(71,437)
20-10-4000 Beginning Fund Balance Budget	(30,000)	(18,542)	-	(48,542)
21-10-4000 Beginning Fund Balance Budget	(30,000)	(30,000)	-	(60,000)
30-10-4000 Beginning Fund Balance Budget	(50,000)	105,266	-	55,266
31-10-4000 Beginning Fund Balance Budget	(20,000)	(39,414)	-	(59,414)
40-10-4000 Beginning Fund Balance Budget	(50,000)	(107,302)	-	(157,302)
41-10-4000 Beginning Fund Balance Budget	(6,000)	(9,000)	-	(15,000)
50-10-4000 Beginning Fund Balance Budget	(5,000)	(493,526)	-	(498,526)
Adjust Prior Period Fund Balance	-	-	488,955	488,955
10-99-9914 Prior Period Adjustment to Fund Balance	-	-	(103,563)	(103,563)
20-99-9914 Prior Period Adjustment to Fund Balance	-	-	18,542	18,542
21-99-9914 Prior Period Adjustment to Fund Balance	-	-	30,000	30,000
30-99-9914 Prior Period Adjustment to Fund Balance	-	-	(105,266)	(105,266)
31-99-9914 Prior Period Adjustment to Fund Balance	-	-	39,414	39,414
40-99-9914 Prior Period Adjustment to Fund Balance	-	-	107,302	107,302
41-99-9914 Prior Period Adjustment to Fund Balance	-	-	9,000	9,000
50-99-9914 Prior Period Adjustment to Fund Balance	-	-	493,526	493,526
Prior Years Overhead	-	(152,000)	152,000	-
10-90-9600 Overhead Allocated	-	(152,000)	-	(152,000)
10-99-9914 Prior Period Adjustment to Fund Balance	-	-	152,000	152,000
20-90-9610 Overhead Allocation	-	-	20,000	20,000
20-99-9914 Prior Period Adjustment to Fund Balance	-	-	(20,000)	(20,000)
30-90-9610 Overhead Allocation	-	-	63,000	63,000
30-99-9914 Prior Period Adjustment to Fund Balance	-	-	(63,000)	(63,000)
40-90-9610 Overhead Allocation	-	-	69,000	69,000
40-99-9914 Prior Period Adjustment to Fund Balance	-	-	(69,000)	(69,000)
Interfund Loan	-	(150,000)	150,000	-
30-90-4999 Interfund Loan	-	(150,000)	-	(150,000)
30-99-9914 Prior Period Adjustment to Fund Balance	-	-	150,000	150,000
50-90-9630 Interfund Loan	-	-	150,000	150,000
50-99-9914 Prior Period Adjustment to Fund Balance	-	-	(150,000)	(150,000)
	(482,486)	(802,853)	802,853	(482,486)

City of Willamina
Supplemental Budget 2015-16

EXHIBIT B

Supplemental Budget

As of 6-27-2016	Original	Supplemental Resource	Supplemental Expenditure	Revised Budget
10 General	-	(64,335)	64,335	-
10 NonDept	(660,429)	90,663	-	(569,766)
12 Admin	334,774	-	(79,077)	255,697
13 Council	9,380	-	-	9,380
14 Court	848	-	-	848
17 Planning	4,113	-	(623)	3,490
18 Public Safety	247,930	-	-	247,930
19 Street Lights	8,000	-	12,000	20,000
60 Econ Dev	-	(8,100)	8,000	(100)
65 Library	105,756	-	3,000	108,756
66 Parks	21,117	-	1,019	22,136
67 Museum	17,342	-	(12,000)	5,342
68 Cemetery	-	(1,000)	3,900	2,900
70 Admin PR	65,228	2,605	1,872	69,705
71 PW PR	-	27,085	(27,085)	-
72 PW Allocation	-	(49,651)	49,651	-
80 Capital	-	-	71,500	71,500
81 Grant	(1,700)	-	16,700	15,000
90 Transfer	(198,567)	(125,937)	(46,363)	(370,867)
99 Fund	46,208	-	61,841	108,049
20 Streets	-	(18,542)	18,542	-
10 Revenue	(149,377)	(18,542)	-	(167,919)
11 Program	115,617	-	(12,856)	102,761
80 Capital	1,000	-	-	1,000
81 Grant	-	-	-	-
90 Transfer	25,812	-	21,144	46,956
99 Fund	6,948	-	10,254	17,202
21 Street SDC	-	(30,000)	30,000	-
10 Revenue	(51,420)	(30,000)	-	(81,420)
99 Fund	51,420	-	30,000	81,420
30 Water	-	(54,734)	54,734	-
10 Revenue	(480,015)	95,266	-	(384,749)
11 Program	345,699	-	(15,332)	330,367
80 Capital	-	-	-	-
81 Grant	(22,834)	-	-	(22,834)
90 Transfer	132,598	(150,000)	78,999	61,597
99 Fund	24,552	-	(8,933)	15,619
31 Water SDC	-	(39,414)	39,414	-
10 Revenue	(34,830)	(39,414)	-	(74,244)
90 Transfer	16,656	-	-	16,656
99 Fund	18,174	-	39,414	57,588

City of Willamina
Supplemental Budget 2015-16

As of 6-27-2016	Original	Supplemental Resource	Supplemental Expenditure	Revised Budget
40 Sewer	-	(107,302)	107,302	-
10 Revenue	(586,325)	(107,302)	-	(693,627)
11 Program	298,724	-	(9,263)	289,461
80 Capital	-	-	-	-
81 Grant	-	-	-	-
90 Transfer	234,254	-	90,302	324,556
99 Fund	53,347	-	26,263	79,610
41 Sewer SDC	-	(9,000)	9,000	-
10 Revenue	(24,921)	(9,000)	-	(33,921)
90 Transfer	23,946	-	-	23,946
99 Fund	975	-	9,000	9,975
50 Debt	-	(493,526)	493,526	-
10 Revenue	(5,000)	(493,526)	-	(498,526)
82 Debt	237,665	-	48,850	286,515
90 Transfer	(237,665)	-	150,000	(87,665)
99 Fund	5,000	-	294,676	299,676
61 Econ Dev	-	8,000	(8,000)	-
10 NonDept	100	(100)	-	-
60 Econ Dev	(100)	8,100	(8,000)	-
81 Cemetery	-	6,000	(6,000)	-
68 Cemetery	-	6,000	(6,000)	-
Grand Total	-	(802,853)	802,853	-