



Mayor Corey L Adams

Council Members:

*Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Heather Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor*

City Staff:

City Recorder, *Sue C Hollis*
Library: *Melissa Hansen & Denise Willms*
Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

WILLAMINA CITY COUNCIL REGULAR MEETING

Thursday, June 12, 2014

7:00 PM

- I. Roll Call
- II. Flag Salute
- III. Approval of Minutes *(Minutes currently under construction!)*
- IV. Public Hearings

1. Proposed Water & Sewer Rate Increases – City of Willamina – 7:00 pm

The City Council will conduct a Public Hearing to obtain public comment on a 5% increase in with the June 16-July 15, 2014 billing.

2. FY 2014/15 Budget Hearing – 7:15 pm

The City Council will conduct a Budget Hearing to obtain public comment on the budget for the fiscal year beginning July 1, 2014 as approved by the Budget Committee.

3. Proposed Use of State Revenue Sharing Funds in FY 2014/15 Budget – 7:15 pm

The City Council will conduct a Public Hearing to obtain public comment on the proposed uses of State Revenue Sharing Funds in the budget for the fiscal year beginning July 1, 2014. These funds are proposed to be used to assist with the cost of street lighting.

An Equal Opportunity Employer

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

www.willaminaoregon.gov

4. Proposed Rate Increase – Recology Western Oregon – 7:30 pm

The City Council will conduct a Public Hearing to obtain public comment on a request for an annual rate increase for Recology Western Oregon which is proposed to be effective July 1, 2014.

V. Public Input**VI. Proclamation**

Mayor Adams will issue a special proclamation at this time

VII. Old Business

1. **FY 2014/15 Police Services Contract Renewal**

VIII. New Business

1. **CCRLS IGA #10196600, Amendment #01**
2. **Contract for Land Use Planning Services with MWVCOG**
3. **Resolution #13-14.013, A Resolution Modifying the Master Services Agreement with US Bank**
4. **Resolution #13-14.014, A Resolution Declaring the City's Election to Receive State Revenues**
5. **Resolution #13-14.015, A Resolution Approving Proposed 2014/15 Rate Schedule for Recology Western Oregon**
6. **Resolution #13.14-016, A Resolution Increasing Rates for the Use & Sales of Water and Sewer Services**
7. **Ordinance #657, An Ordinance Correcting Scribner's Error in City of Willamina Zoning Map and Declaring an Emergency**
8. **Changes in June 26, 2014 Special City Council Meeting and Work Session**
9. **WAVE Broadband Rate Adjustment Notice (*Information Only*)**

IX. Mayor's Report**X. Council Liaison Reports**

1. **Chamber Liaison (Councilor St Onge)**
2. **School Board Liaison (None)**
3. **YCOM Board (Councilor Baller)**

XI. Council Committee Reports

1. **Finance Committee (*no meeting*)**
 - a. **Report of Bills Paid – May 1-31, 2014**
2. **Public Works Committee**
 - a. **Minutes of Work Session of May 27, 2014**
3. **Planning Commission Report (Commissioner Ulrich)**

XII. Reports of City Officers

1. City Recorder
2. Public Works
 - a. Monthly Report
3. Library
 - a. Library Board (*no meeting*)
 - b. Library Statistics (1st & 2nd Quarter)
 - c. Youth Services Librarian Report
 - 1) June 27, 2014 Family & Youth Benefits Fair
4. Sheriff's Office
 - a. Code Enforcement Report – May 2014
 - b. Crime Summary – May 2014

XIII. Adjourn**Next Council Meeting Dates**

Special Session & Work Session – June 26, 2014 (7:00 pm)

Regular Session – July 10, 2014 (7:00 pm)

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.



PUBLIC HEARING NOTICE CITY OF WILLAMINA

PROPOSED WATER & SEWER RATE INCREASES

The Willamina City Council will hold a public hearing on June 12, 2014, at 7:00 pm, at the Willamina City Hall, 411 NE C Street in Willamina. The purpose of the hearing is to obtain citizen comments on a proposed 5% increase in water rates and a 3% increase in sewer rates which would become effective with the June 16-July 15, 2014, billing cycle. The proposal would increase the base rate for water for a residential customer by \$1.90 per month and sewer by \$1.65 per month for a total increase of \$3.55. Base rates for eligible seniors would increase by \$1.55 per month for water and \$1.45 for sewer for a total increase of \$3.00. These rate increases are necessary to meet the operating costs of these utilities and to make required payments on outstanding loans for previous system improvements. Interested persons are encouraged to attend the meeting. Copies of the proposed rate schedule are available at City Hall during normal business hours of 8:00 am to 5:00 pm, weekdays. Written comments must be received at City Hall by 5:00 pm local time on Thursday, June 12, 2014.

PROPOSED



WATER & SEWER SERVICE RATES FOR FY 2014/15
(EFFECTIVE JUNE 16-JULY 15, 2014, BILLING CYCLE)

Code		Rate Per EDU*	Water Base	New	Sewer Flat	New	Total (New)	Change	Min Cons (cf**)	Overage Rate
Water	Sewer									
123	200	Single Family	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
117	214	Senior Rate	31.35	32.90	48.55	50.00	82.90	3.00	750 cf	1.10/100 cf
103	209	Vacation Rate	19.15	20.10	17.25	17.75	37.85	1.45		
109	202	Business	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
222****	201	Oaken Hills Campus	486.60	510.95	713.70	735.10	1246.05	45.75		Flat Rate
112	208	Group Home	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
105	201	Apartment Rate	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf per unit
123	203	Churches	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
110	205	Grocery	52.35	54.95	133.20	137.20	192.15	6.60	750 cf	1.60/100 cf
113	210	Laundry	178.00	186.90	274.40	282.65	469.55	17.15	750 cf	1.10/100 cf
111	204	Car Wash	74.90	78.65	109.80	113.10	191.75	7.05	750 cf	2.20/100 cf
221	212	Willamina Lumber	435.90	457.70	664.10	684.00	1141.70	41.70	750 cf	Flat Rate
116	213	House/Cabins	106.10	111.40	158.25	163.00	274.40	10.05	750 cf	1.10/100 cf
118	215	Café, Restaurant, Tav	89.45	93.90	131.75	135.70	229.60	8.40	750 cf	2.70/100 cf
119	216	Café, Restaurant, Tav	112.40	118.00	164.70	169.65	287.65	10.55	750 cf	3.40/100 cf
120	217	Café, Restaurant, Tav	119.85	125.85	175.65	180.90	306.75	11.25	750 cf	3.60/100 cf
121	218	Café, Restaurant, Tav	56.95	59.80	83.45	85.95	145.75	5.35	750 cf	1.70/100 cf
122	218	Café, Restaurant, Tav	68.60	72.05	83.45	85.95	158.00	5.95	750 cf	1.70/100 cf
106	200	West Valley Campus	74.85	78.60	109.80	113.10	191.70	7.05	750 cf	2.20/100 cf
M2*****		Conifer Fire Line	62.90	62.90			62.90	0.00		Flat Rate
DUPLEX, TRI-PLEX, FOUR-PLEX, & FIVE-PLEX RATES										
106		Duplex*****	74.85	78.60	109.80	113.20	191.80	7.15	1500 cf	2.20/100 cf
107		Tri-Plex*****	112.30	117.90	164.30	169.80	287.70	11.10	2250 cf	3.30/100 cf
108		Four-Plex*****	149.75	157.20	219.60	226.40	383.60	14.25	3000 cf	4.40/100 cf
		Five-Plex*****	187.15	196.50	274.50	283.00	479.50	17.85	3750 cf	5.50/100 cf

Anything over 5 Units use Apartment Rate Code with lot units

* EDU = Equivalent Dwelling Units

*** Charged 13 EDUs Flat Rate

*****Negotiated Rate

** 1 cf = 7.48 gallons

*****Properties sharing one Master Meter

**NOTICE OF BUDGET HEARING
THURSDAY, JUNE 12, 2014
7:15 PM**

A public meeting of the **Willamina City Council** will be held on **Thursday, June 12, 2014 at 7:15 pm at Willamina City Hall, 411 NE C Street, Willamina, Oregon.** The purpose of this meeting is to obtain public comment on and discuss the budget for the fiscal year beginning July 1, 2014 as approved by the City of Willamina Budget Committee. A copy of the budget may be inspected or obtained at Willamina City Hall, 411 NE C Street, between the hours of 8:00 a.m. and 5:00 p.m. weekdays, or online at www.willaminaoregon.gov. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

**NOTICE OF PUBLIC HEARING
STATE REVENUE SHARING FUNDS
THURSDAY, JUNE 12, 2014
7:15 PM**

Notice is hereby given that a public hearing to discuss proposed uses of State Revenue Sharing Funds in the City of Willamina FY 2014/2015 Budget will be held before the Willamina City Council at 7:15 pm, Thursday, June 12, 2014, in conjunction with the Budget Hearing. These funds are proposed to be used to offset the cost of street lighting in the City. All interested persons are encouraged to participate.

A public meeting of the **Willamina City Council** will be held on **Thursday, June 12, 2014** at 7:15 pm at **Willamina City Hall, 411 NE C Street, Willamina, Oregon**. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2014 as approved by the City of Willamina Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Willamina City Hall, 411 NE C Street, between the hours of 8:00 a.m. and 5:00 p.m. weekdays, or online at www.willaminaoregon.gov. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year. If different, the major changes and their effect on the budget are:

Contact: Sue C Holliss, City Recorder

Telephone: (503)876-2242

Email: holliss@ci.willamina.or.us

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Adopted Budget 2012-2013	Adopted Budget This Year 2013-2014	Approved Budget Next Year 2014-2015
Beginning Fund Balance/Net Working Capital	282,100	255,200	358,200
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	1,057,300	1,041,000	1,067,250
Federal, State and all Other Grants, Gifts, Allocations and Donations	1,064,300	314,400	404,300
Revenue from Bonds and Other Debt	607,500	4,000	3,100
Interfund Transfers / Internal Service Reimbursements	297,400	277,020	319,500
All Other Resources Except Current Year Property Taxes	11,800	5,570	6,730
Current Year Property Taxes Estimated to be Received	315,000	315,000	320,550
Total Resources	3,635,400	2,212,190	2,479,630

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
	Adopted Budget 2012-2013	Adopted Budget This Year 2013-2014	Approved Budget Next Year 2014-2015
Personnel Services	542,400	537,400	569,650
Materials and Services	1,055,500	1,045,060	998,800
Capital Outlay	1,390,100	58,870	223,550
Debt Service	261,900	240,800	320,100
Interfund Transfers	294,300	275,990	239,300
Contingencies	91,200	42,850	69,730
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	11,220	58,500
	3,635,400	2,212,190	2,479,630

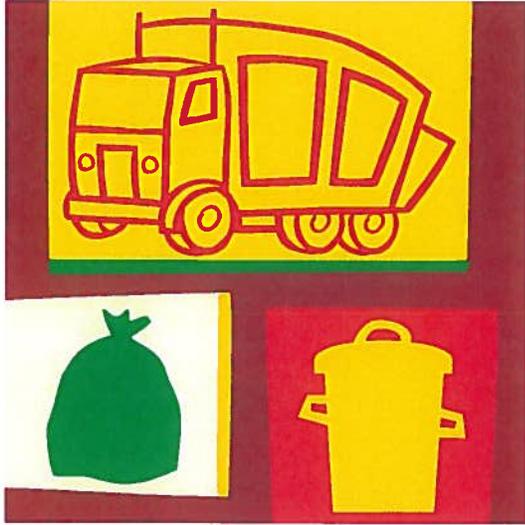
FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
GENERAL FUND	609,000	609,700	616,500
FTE	3.05	3.05	2.86
STREET FUND	178,000	146,000	318,000
FTE	0.58	0.58	0.66
STREET SDC FUND	12,500	6,020	41,100
FTE	0	0	0
WATER FUND	1,801,000	554,600	515,000
FTE	2.53	2.53	2.45
WATER SDC FUND	4,600	3,020	22,600.00
FTE	0	0	0.00
SEWER FUND	570,000	563,000	574,500
FTE	2	2.19	2.38
SEWER SDC FUND	10,200	4,070	28,600
FTE	0	0	0
UTILITY CAPITAL FUND	261,900	252,020	294,500
FTE	0	0	0
SPECIAL REVENUE FUND	119,300	45,350	36,600
FTE	0	0	0
DOWNTOWN LOAN FUND	43,700	25,150	27,300
FTE	0	0	0
BUILDING REPAIR & IMPROVEMENT FUND	20,200	0	0
FTE	0	0	0
WILLAMINA CEMETERY FUND	8,000	6,460	4,930
FTE	0	0	0
Not Allocated to Organizational Unit or Program			
FTE			
Total Requirements	3,635,400	2,212,190	2,479,630
Total FTE			

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *
None.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2012-2013	Rate or Amount Imposed This Year 2013-2014	Rate or Amount Approved Next Year 2014-2015
Permanent Rate Levy (rate limit \$4.2039 per \$1,000)	\$4.2039/\$1,000	\$4.2039/\$1,000	\$4.2039/\$1,000
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1,	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$1,592,372	\$0
Other Bonds		\$0
Other Borrowings	\$875,446	\$0
Total	\$2,467,818	\$0

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.



PUBLIC HEARING NOTICE CITY OF WILLAMINA

PROPOSED RATE INCREASE RECOLOGY WESTERN OREGON

The Willamina City Council will hold a public hearing on June 12, 2014, at 7:30 pm, at the Willamina City Hall, 411 NE C Street in Willamina. The purpose of the hearing is to obtain citizen comments on a proposed rate increase requested by the City's Solid Waste Collection Franchisee, Recology Western Oregon (formerly known as WOW). This increase is expected to be approximately 1.5% and would become effective July 1, 2014. Interested persons are encouraged to attend the meeting or provide written comments. Copies of the proposed rate schedule will be available at City Hall on or after June 2, 2014, during normal business hours of 8:00 am to 5:00 pm, weekdays. A copy will also be posted at the Willamina City Library, 382 NE C Street, and the US Post Office, 360 SW Maple Street. Written comments must be received at City Hall no later than 5:00 pm, Thursday, June 12, 2014.



Ms. Sue Hollis
City Recorder
City of Willamina
P.O. Box 629
Willamina, OR 97396

May 30th, 2014

Dear Sue:

Please find attached to this letter the following items:

1. Results of the CPI-U (West B/C) for April.
2. Rate sheets showing the proposed change to collection rates.

As we presented in our rate application submitted April 1st, 2014, rates for most services will be adjusted by the CPI adjustment of 0.90% to be effective July 1st, 2014.

You will note that some rates have not changed, and we are proposing to change the rates for medical waste services and debris box disposal to reflect changes in the rates charged to us by our disposal contractors.

Based on our previous conversation, we will plan to make our presentation at the June 12th Council meeting. Please let me know if you have any questions or service issues you want addressed at that time.

Respectfully,

A handwritten signature in blue ink that reads 'Dave Larmouth'.

Dave Larmouth
Rate Analyst

CC: Fred Stemmler, General Manager

Table 4. Consumer Price Index for All Urban Consumers (CPI-U): Selected areas, all items index, April 2014
 [1982-84=100, unless otherwise noted]

Area	Pricing Schedule ¹	Percent change to Apr. 2014 from:			Percent change to Mar. 2014 from:		
		Apr. 2013	Feb. 2014	Mar. 2014	Mar. 2013	Jan. 2014	Feb. 2014
U.S. city average.....	M	2.0	1.0	0.3	1.5	1.0	0.6
Region and area size²							
Northeast urban.....	M	1.6	0.5	0.0	1.5	0.5	0.5
Size A - More than 1,500,000.....	M	1.6	0.5	0.1	1.3	0.4	0.4
Size B/C - 50,000 to 1,500,000 ³	M	1.7	0.5	-0.2	1.9	1.0	0.7
Midwest urban.....	M	1.9	1.2	0.3	1.5	1.5	0.9
Size A - More than 1,500,000.....	M	1.9	1.3	0.3	1.5	1.5	1.0
Size B/C - 50,000 to 1,500,000 ³	M	2.0	1.2	0.4	1.5	1.5	0.8
Size D - Nonmetropolitan (less than 50,000).....	M	1.9	0.8	0.1	1.5	1.2	0.7
South urban.....	M	2.3	1.2	0.5	1.5	1.1	0.6
Size A - More than 1,500,000.....	M	2.2	0.9	0.4	1.8	0.9	0.6
Size B/C - 50,000 to 1,500,000 ³	M	2.3	1.3	0.7	1.4	1.1	0.6
Size D - Nonmetropolitan (less than 50,000).....	M	2.5	1.5	0.5	1.6	1.6	0.9
West urban.....	M	1.8	0.9	0.3	1.5	1.0	0.6
Size A - More than 1,500,000.....	M	2.1	1.0	0.3	1.7	1.1	0.6
Size B/C - 50,000 to 1,500,000 ³	M	0.9	0.7	0.2	0.9	0.6	0.5
Size classes							
A ⁴	M	1.9	0.9	0.3	1.6	0.9	0.6
B/C ³	M	1.9	1.1	0.4	1.4	1.1	0.6
D.....	M	2.5	1.2	0.4	1.8	1.4	0.8
Selected local areas⁵							
Chicago-Gary-Kenosha, IL-IN-WI.....	M	2.4	1.6	0.5	1.9	1.7	1.1
Los Angeles-Riverside-Orange County, CA.....	M	1.4	0.6	0.0	1.0	1.1	0.6
New York-Northern N.J.-Long Island, NY-NJ-CT-PA. . .	M	1.6	0.4	0.0	1.3	0.1	0.4
Boston-Brockton-Nashua, MA-NH-ME-CT.....	1				1.7	0.7	
Cleveland-Akron, OH.....	1				1.9	1.6	
Dallas-Fort Worth, TX.....	1				1.0	1.1	
Washington-Baltimore, DC-MD-VA-WV ⁶	1				1.6	0.6	
Atlanta, GA.....	2	2.5	0.8				
Detroit-Ann Arbor-Flint, MI.....	2	2.0	1.3				
Houston-Galveston-Brazoria, TX.....	2	2.8	0.7				
Miami-Fort Lauderdale, FL.....	2	2.5	0.7				
Philadelphia-Wilmington-Atlantic City, PA-NJ-DE-MD...	2	1.4	0.5				
San Francisco-Oakland-San Jose, CA.....	2	2.8	1.2				
Seattle-Tacoma-Bremerton, WA.....	2	2.4	1.6				

¹ Foods, fuels, and several other items are priced every month in all areas. Most other goods and services are priced as indicated: M - Every month, 1 - January, March, May, July, September, and November, 2 - February, April, June, August, October, and December.

² Regions defined as the four Census regions.

³ Indexes on a December 1996=100 base.

⁴ Indexes on a December 1986=100 base.

⁵ In addition, the following metropolitan areas are published semiannually and appear in Tables 34 and 39 of the January and July issues of the CPI Detailed Report: Anchorage, AK; Cincinnati-Hamilton, OH-KY-IN; Denver-Boulder-Greeley, CO; Honolulu, HI; Kansas City, MO-KS; Milwaukee-Racine, WI; Minneapolis-St. Paul, MN-WI; Phoenix-Mesa, AZ; Pittsburgh, PA; Portland-Salem, OR-WA; St. Louis, MO-IL; San Diego, CA; Tampa-St. Petersburg-Clearwater, FL.

⁶ Indexes on a November 1996=100 base.

NOTE: Local area indexes are byproducts of the national CPI program. Each local index has a smaller sample size than the national index and is, therefore, subject to substantially more sampling and other measurement error. As a result, local area indexes show greater volatility than the national index, although their long-term trends are similar. Therefore, the Bureau of Labor Statistics strongly urges users to consider adopting the national average CPI for use in their escalator clauses.

NOTE: Index applies to a month as a whole, not to any specific date.

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

Willamina	Current Rates	Rate Adjustment 0.90%	Proposed Rates
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Can & Cart Services - Curbside			
Curb side: within 4' of the curb/road & 4' away from all cars, mail boxes, or misc items			
1	1 Can Weekly	\$ 13.85	\$ 13.97
2	Each Additional Can Weekly	\$ 13.85	\$ 13.97
3	32 Gallon Cart Weekly	\$ 13.12	\$ 13.24
4	90 Gallon Cart Weekly	\$ 21.87	\$ 22.07
5	1 Can Every Other Week	\$ 9.00	\$ 9.08
6	Each Additional Can - EOW	\$ 9.00	\$ 9.08
7	32 Gallon Cart Every Other Week	\$ 8.53	\$ 8.60
8	90 Gallon Cart Every Other Week	\$ 14.21	\$ 14.34
9	1 Can Once a Month	\$ 4.87	\$ 4.91
10	Each Additional Can - OAM	\$ 4.87	\$ 4.91
11	32 Gallon Cart Once a Month	\$ 4.59	\$ 4.63
12	90 Gallon Cart Once a Month	\$ 7.65	\$ 7.72
Special Pick-up (off-week service for EOW or OAM) equals the OAM rate.			
13	On-Call Billed - 32 gal can (per can)	\$ 4.87	\$ 4.91
14	On-Call Billed - 32 gal cart (per cart)	\$ 4.59	\$ 4.63
15	On-Call Billed - 90 gal cart(per cart)	\$ 7.65	\$ 7.72
16	90 Gallon Cart Rent (for on-call service)	\$ 2.70	\$ 2.70

Note: Recycling Service not available for on-call customers.

17	Regular Customer - Add. Can, Bag, Misc.	\$ 3.46	\$ 3.49
18	Extra 90 Gallon Cart Pick Up	\$ 5.48	\$ 5.53

our new system has one code for extras, so now all are "curbside"

Can & Cart Services - Non Curbside			
Non curbside: visible from the street, outside garages and fenced areas			
19	1 Can Weekly	\$ 14.59	\$ 14.72
20	Each Additional Can - Weekly	\$ 14.59	\$ 14.72
21	32 Gallon Cart Weekly	\$ 20.42	\$ 20.61
22	90 Gallon Cart Weekly	\$ 33.55	\$ 33.85
23	1 Can Every Other Week	\$ 9.49	\$ 9.57
24	Each Additional Can - EOW	\$ 9.49	\$ 9.57
25	32 Gallon Cart Every Other Week	\$ 13.28	\$ 13.39
26	90 Gallon Cart Every Other Week	\$ 21.81	\$ 22.00
27	1 Can Once a Month	\$ 5.10	\$ 5.15
28	Each Additional Can - OAM	\$ 5.10	\$ 5.15
29	32 Gallon Cart Once a Month	\$ 7.15	\$ 7.21
30	90 Gallon Cart Once a Month	\$ 11.74	\$ 11.85
Special Pick-up (off-week service for EOW or OAM) equals the OAM rate.			
31	On-Call Billed - 32 gal can (per can)	\$ 5.10	\$ 5.15
32	On-Call Billed - 32 gal cart (per cart)	\$ 7.15	\$ 7.21
33	On-Call Billed - 90 gal cart(per cart)	\$ 11.74	\$ 11.85
34	90 Gallon Cart Rent (for on-call service)	\$ 2.70	\$ 2.70

Note: Recycling Service not available for on-call customers.

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

Willamina	Current Rates	Rate Adjustment 0.90%	Proposed Rates
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MISCELLANEOUS RATES

Charges for items on line 41- 47 do NOT include the additional service charge which is charged separately

rates reflect current prices at RWO-VRZ.

37	Refrigerators - Freezers	\$ 29.29		\$ 29.29
38	Appliances	\$ 11.72		\$ 11.72
39	Furniture - all types	\$ 17.57		\$ 17.57
40	Tires off rims	\$ 4.69		\$ 4.69
41	Tires with rims	\$ 9.37		\$ 9.37
42	Truck tires off rims	\$ 11.72		\$ 11.72
43	Truck tires with rims	\$ 35.15		\$ 35.15

(NOTE: Fees for oversize tires vary, and are not reflected in the above rates.)

44	Service Charge - In Route	\$ 18.08	\$ 0.16	\$ 18.25
45	Service Charge - Out of Route	\$ 95.26	\$ 0.86	\$ 96.11
46	One truck - One employee (Per Hour)	\$108.24	\$ 0.97	\$ 109.21
47	One truck - Two employees (Per Hour)	\$162.37	\$ 1.46	\$ 163.83

Note: "It's Not Junk" services are based on these rates, including estimated time in minutes + disposal.

Miscellaneous Charges

48	Container Re-Delivery Charge	\$ 95.26	\$ 0.86	\$ 96.11
49	Off No Pay Reinstatement Charge	\$ 15.00		\$ 15.00
50	NSF Check Charge	\$ 25.00		\$ 25.00
51	Cart Replacement <small>(loss/damage beyond normal wear & tear)</small>	\$ 65.00		\$ 65.00
52	Cart Re-Delivery (after suspend) - In Route	\$ 10.00		\$ 10.00
53	Cart Re-Delivery (after suspend) - Out of Route	\$ 20.00		\$ 20.00

MEDICAL WASTE RATES

Small Volume Generators

Sharps Container and Disposal

57	4.7 Qt -- Per Container	\$ 26.73	\$ 0.53	\$ 27.27
58	10 Qt -- Per Container	\$ 29.49	\$ 0.59	\$ 30.08
59	23 Qt -- Per Container	\$ 48.55	\$ 0.97	\$ 49.52

increase per vendor contract

Steri-Tub Rental and Disposal

60	21 Gallons -- Per Tub	\$ 39.54	\$ 0.79	\$ 40.33
61	48 Gallons -- Per Tub	\$ 45.20	\$ 0.90	\$ 46.10
62	Overweight Charge -- Per Tub	\$121.50	\$ 2.43	\$ 123.93

increase per vendor contract

Confidential Document Destruction

63	9 Gallon Box	\$ 35.18	\$ 0.32	\$ 35.50
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Miscellaneous Rates - All Customers

Sharps Container Purchase

64	4.7 Qt - Per Container	\$ 6.57		\$ 6.57
65	10 Qt - Per Container	\$ 9.28		\$ 9.28
66	23 Qt - Per Container	\$ 17.33		\$ 17.33

67	Special Service/Re-packaging Fee (per hr)	\$108.24	\$ 0.97	\$ 109.21
	- supplies billed separately			
69	Emergency Spill Remediation	\$135.24	\$ 1.22	\$ 136.46
	- per person, per hour - supplies billed separately			

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

	Willamina	Current Rates	Rate Adjustment 0.90%	Proposed Rates
70	Spill Kit	\$ 15.14	\$ 0.14	\$ 15.28

Temporary Rental Containers		our old system used a combined rate:		
Defined as: not longer than 30 days and 45 days between container rentals or for the term of project for contractors		\$ 90.61	garbage	\$ 91.42
		\$ 77.72	recycling	\$ 78.42
71	Rental Container Delivery Fee	\$ 23.93	\$ 0.22	\$ 24.15
72	Rental Container Service Fee	\$ 66.68	\$ 0.60	\$ 67.28
73	Recycling Rental Delivery Fee	\$ 23.93	\$ 0.22	\$ 24.15
74	Recycling Rental Service Fee	\$ 53.79	\$ 0.48	\$ 54.27
75	Daily Rental Charge - 3 Yd Rental	\$ 2.00		\$ 2.00

DROP BOXES

76	Delivery charge (Based on hourly truck time)	\$ 95.26	\$ 0.86	\$ 96.11
77	Daily Rent - after 48 hrs/excl. weekends	\$ 8.00	\$ 0.07	\$ 8.08

Industrial Invoiced Permanent Customers

78	Rent (per month) - 1 year or longer	\$112.91	\$ 1.02	\$ 113.92
79	Truck Time (per hour)	\$108.24	\$ 0.97	\$ 109.21
80	Haul Fee	\$162.37	\$ 1.46	\$ 163.83
81	Rec./Mkt. Hauls (per hour) - plus disposal	\$108.24	\$ 0.97	\$ 109.21
82	Disposal Charge (per ton)	\$ 37.60	\$ 0.27	\$ 37.87

**increase based on adjustment to disposal fees charged by Riverbend Landfill.

COD Temporary Customers

83	10 Yard Box	\$215.48	\$ 1.94	\$ 217.42
84	20 Yard Box	\$302.44	\$ 2.72	\$ 305.16
85	30 Yard Box	\$389.42	\$ 3.50	\$ 392.93
86	47 Yard Box	\$564.90	\$ 5.08	\$ 569.99
87	50 Yard Box	\$600.67	\$ 5.41	\$ 606.07

CONTAINER RATES

Weekly Service - Containers

88	1 Yard Container	\$104.84	\$ 0.94	\$ 105.79
89	1 1/2 Yard Container	\$131.20	\$ 1.18	\$ 132.38
90	2 Yard Container	\$157.56	\$ 1.42	\$ 158.98
91	3 Yard Container	\$210.30	\$ 1.89	\$ 212.19
92	4 Yard Container	\$263.04	\$ 2.37	\$ 265.40
93	5 Yard Container	\$315.77	\$ 2.84	\$ 318.61
94	6 Yard Container	\$368.51	\$ 3.32	\$ 371.83
95	8 Yard Container	\$436.20	\$ 3.93	\$ 440.13

Each Add'l Stop per Week - Containers

formula = weekly - rent

96	1 Yard Container	\$ 84.84		\$ 85.79
97	1 1/2 Yard Container	\$111.20		\$ 112.38
98	2 Yard Container	\$137.56		\$ 138.98
99	3 Yard Container	\$190.30		\$ 192.19
100	4 Yard Container	\$243.04		\$ 245.40
101	5 Yard Container	\$295.77		\$ 298.61
102	6 Yard Container	\$348.51		\$ 351.83
103	8 Yard Container	\$416.20		\$ 420.13

Every Other Week Service - Containers

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

	Willamina	Current Rates	Rate Adjustment 0.90%	Proposed Rates
100	1 Yard Container	\$ 63.82	\$ 0.57	\$ 64.39
105	1 1/2 Yard Container	\$ 77.00	\$ 0.69	\$ 77.69
106	2 Yard Container	\$ 90.19	\$ 0.81	\$ 91.00
107	3 Yard Container	\$116.54	\$ 1.05	\$ 117.59
108	4 Yard Container	\$142.92	\$ 1.29	\$ 144.21
109	5 Yard Container	\$169.27	\$ 1.52	\$ 170.80
110	6 Yard Container	\$195.64	\$ 1.76	\$ 197.40
111	8 Yard Container	\$229.50	\$ 2.07	\$ 231.57

Once a Month Service - Containers

112	1 Yard Container	\$ 41.73	\$ 0.38	\$ 42.11
113	1 1/2 Yard Container	\$ 47.83	\$ 0.43	\$ 48.26
114	2 Yard Container	\$ 53.92	\$ 0.49	\$ 54.40
115	3 Yard Container	\$ 66.10	\$ 0.59	\$ 66.70
116	4 Yard Container	\$ 78.27	\$ 0.70	\$ 78.98
117	5 Yard Container	\$ 90.46	\$ 0.81	\$ 91.27
118	6 Yard Container	\$102.62	\$ 0.92	\$ 103.55
119	8 Yard Container	\$118.27	\$ 1.06	\$ 119.33

On-Call Service - Containers

120	1 Yard Container	\$ 20.85	\$ 0.19	\$ 21.03
121	1 1/2 Yard Container	\$ 27.54	\$ 0.25	\$ 27.79
122	2 Yard Container	\$ 34.23	\$ 0.31	\$ 34.54
123	3 Yard Container	\$ 47.64	\$ 0.43	\$ 48.07
124	4 Yard Container	\$ 61.03	\$ 0.55	\$ 61.58
125	5 Yard Container	\$ 74.43	\$ 0.67	\$ 75.10
126	6 Yard Container	\$ 87.82	\$ 0.79	\$ 88.61
127	8 Yard Container	\$105.02	\$ 0.95	\$ 105.97

Rent - Containers (per month; same price for all sizes)

128	1 to 8 Yard Container	\$ 20.00		\$ 20.00
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Permanent Frontload Compactor Rates
This includes all compacted material including pre compacted waste

129	Compaction Ratio - 4:1	1.50		1.50
130	Compaction Ratio - 3:1	1.30		1.30
131	Compaction Ratio - 2:1	1.12		1.12

NOTES: Finance Charges (0.75% monthly, 9% annually) will be assessed on any past due amount (excluding amounts in dispute over billing or service issues). Billing Terms: Commercial Accounts are billed on a monthly basis. Residential accounts are billed once every three months in advance



Mayor Corey L Adams

Council Members:

Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Heather Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen & Denise Willms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE C HOLLIS, CITY RECORDER

SUBJECT: FY 2014/15 POLICE SERVICES CONTRACT RENEWAL

Background:

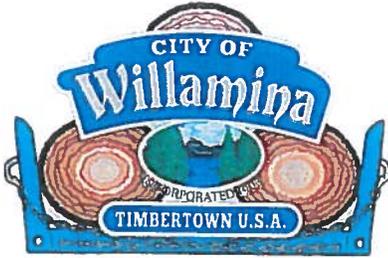
1. The City Council reviewed this contract at their April 1, 2014, meeting. At that time, they deferred action on the contract until after the Budget Committee had approved a budget for the upcoming fiscal year. That approval was obtained on May 22, 2014, and the Police Services Contract was included in the document.
2. I have included the April 1, 2014, agenda memo as background for the contract.

Recommendation

That City Council approve the Agreement for Police Services and Code Enforcement Services for FY 2014/15 at a cost of \$213,269.

Attachments

F:/CITY COUNCIL/AGENDAMEMOS/POLICE SERVICES CONTRACT.CCMEMO.06-12-14.



Mayor Corey L Adams

Council Members:

Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laure Toney
Mariah Woodward, Honorary City Councilor

City Staff:

City Recorder: *Sue C Hollis*
 Library: *Melissa Hansen & Denise Willms*
 Office Coordinator: *Debra Bernard*
 Office Specialist: *Amber Deibel*
 Public Works Director: *Jeff Brown*

MEMO TO: CITY COUNCIL
DATE: APRIL 10, 2014
FROM: FINANCE COMMITTEE
SUBJECT: FY 2014/15 POLICE SERVICES CONTRACT RENEWAL

Background:

1. The City has received the FY 2014/15 Agreement for Police Services and Code Enforcement Services (copy attached). Following is a comparison of this year to FY 2013/14. The increase is approximately 2.7%.

	<u>FY 2013/14</u>	<u>FY 2014/15</u>	<u>DIFF</u>
Police Svcs	\$171,352.32	\$175,424.91	+\$4,072.59
Code Enfc Svcs	\$ 36,388.68*	\$ 37,843.53	+\$1,454.85
Total	\$207,741.00	\$213,268.43	+\$5,527.44

**Based on full year of service*

2. There were some savings in the FY 2013/14 contract due to collective bargaining and the absence of a Code Enforcement Officer when he was out on medical leave. These saved the City a total of \$7,832.98. Adjustments are outlined below.
 - a. Reduction in costs for Police Services – Monthly cost reduced by \$110.69 per month due to collective bargaining agreement terms. Total savings of \$1,328.28.
 - b. Reduction in costs for Code Enforcement Services – Monthly cost reduced by \$36.66 per month due to collective bargaining agreement terms. In addition, credit was received for two months of the costs (\$3,032.29/mo) because Deputy Stuart was out on medical leave. Total savings of \$6,504.70.
3. The Finance Committee discussed concerns about the escalating costs of police services. Although this year's increase is modest at under 3%, there are potentially other cost increases that will heavily impact the General Fund. As all costs continue to rise, at some point, City Council will need to prioritize these expenditures as future budgets are developed.

Recommendation

The Finance Committee recommends City Council approval of the Agreement for Police Services and Code Enforcement Services for FY 2014/15 at a cost of \$213,268.43, and authorize the Mayor to execute the Agreement.

Attachment

F/FINANCE COMMITTEE/POLICE SERVICES AGREEMENT.04-01-13

**AGREEMENT FOR POLICE SERVICES AND CODE ENFORCEMENT SERVICES
(City of Willamina 2014-2015)**

THIS AGREEMENT is made effective July 1, 2014 by and between Yamhill County, Oregon, a political subdivision of the state of Oregon ("the County") and the **City of Willamina**, a municipal corporation of the State of Oregon ("the City").

RECITALS:

- A. ORS 190.010 and 206.345 allow cities to contract with county sheriffs and governing bodies for the provision of county police services to incorporated cities.
- B. The City desires to continue to contract with the County for the Yamhill County Sheriff's Office to provide police services, and desires to have a number of personnel under this agreement equivalent to fulltime equivalents (FTE). The County is agreeable to providing police services on the terms and conditions set forth in this agreement from July 1, 2014 through June 30, 2015. It is now appropriate to restate the parties agreement for police services. NOW, THEREFORE,

AGREEMENT

In exchange for the mutual promises and obligations as set forth herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

Section 1. Scope of Services. The County agrees to provide police services and code enforcement services within the City as provided in this section.

a. **Police Services.** The County agrees to provide police protection within the corporate limits of the City to the extent and in the manner described in this section. The police services shall encompass duties and enforcement functions of those normally undertaken by the Yamhill County Sheriff's Office under the statutes of the State of Oregon. Such services shall include public safety, criminal law enforcement, issuing of citations based on City ordinances, traffic enforcement, preparation of police reports and/or attendance at council meetings, collection of dog license fees, and related services which are within the legal authority of the sheriff to provide.

b. **Code Enforcement Services.** The code enforcement services will encompass duties and enforcement functions of those normally undertaken by the Yamhill County Sheriff's Office under the statutes of the State of Oregon, with primary emphasis on enforcement of provisions of the City code and City ordinances.

Section 2. Management by the County. Subject to applicable bargaining agreements and law, the rendition of such service, standards of performance, discipline of officers, personnel issues and other matters incident to the performance of such services shall be subject to the

control of the County. However, if the City is unhappy with any such items, the parties will attempt to resolve the dispute through a joint meeting of a representative of the Sheriff's Office and the City Manager. In addition, management of deputies by the County will be subject to the following:

a. **County to Provide Monthly Schedule.** Deputies assigned to the City shall maintain schedules on a monthly basis which will set forth the time deputies spend within the City.

b. **Scheduling of Deputies.** The City shall determine the schedule to extent feasible. The County agrees to exercise its best efforts to accommodate the City's desired schedule for deputies assigned to provide police services under this agreement.

c. **Areas of Assignment.** The County agrees to exercise its best efforts to accommodate the City's desired target areas for police services and code enforcement services under this agreement. The City will communicate desired target areas to the County's West Valley Supervisor. The Supervisor will use all reasonable efforts to fulfill the City's request.

d. **Deputies shall do paperwork in the City.** The County and the deputies assigned to the City will use every reasonable effort to perform report-writing and other office based functions of law enforcement in the City to maximize the number of hours which the assigned deputies remain within the City.

Section 3. The County Furnishes Labor and Materials. For the purpose of performing these functions, the County shall furnish and supply all labor, supervision, vehicles, equipment, communication facilities and supplies necessary to provide the services described in Section 1.

Section 4. Personnel Commitments.

a. FTE equivalents assigned to the City for police services; code enforcement services for City.

1. The County will provide 1.5 patrol deputy FTE equivalent positions certified by DPSST to perform the services described in Section 1.

2. In addition, the County will provide the City with a DPSST certified police officer to provide code enforcement services at approximately 19 hours per week. The code enforcement services will encompass duties and enforcement functions of those normally undertaken by the Yamhill County Sheriff's Office under the statutes of the State of Oregon, with primary emphasis on enforcement of provisions of the City code and City ordinances.

b. **FTE Equivalent Defined.** As used in this section, an FTE equivalent position constitutes approximately 2,080 hours per year, less time used for the following purposes: leaves authorized by the collective bargaining agreement or state or federal law, court time, training

time related to maintenance or enhancement of proficiency and standards, and any other function directly related to job performance as an employee of the County.

c. **Extra Personnel to the City; Temporary Absence from the City.** When available, the County shall provide, at no cost, extra patrol for the City if emergency backup or coverage is needed. Deputies assigned to the City will not be sent out of the City to surrounding calls unless it is necessary for the deputies to provide backup or make a first response to an emergency. When response to a surrounding call is made, the deputy will return to the City as soon as a rural patrol deputy or other law enforcement official has relieved the deputy.

d. **Authority to Reallocate Time or Share Deputies by Separate Agreement between Authorized Representatives of Cities.** The City and the County recognize the County has separate police services agreements with the City and the City of Sheridan. On occasion, authorized City representatives appointed under subsection (e) may determine County deputies assigned to work under one city's police services agreement should be shared with the other city. For example, the authorized representatives may agree that a patrol deputy on duty within the City should patrol areas or respond to calls within the City of Sheridan, and vice versa. The County agrees to exercise its best efforts when providing services under this agreement to comply with any mutual, written agreement of authorized representatives of the City and the City of Sheridan to temporarily reassign or share patrol deputies; provided, however, both cities shall be required to pay the County the compensation stated in their respective police services agreements without offset or recomputation for time a deputy assigned to one city spends in another.

e. **City Representatives Authorized to Reallocate Time or Request Emergency Patrols.** The City shall designate, in writing, a representative or representatives who are authorized to make the mutual agreements described in subsection (d) or to request special or emergency patrols or response by the Sheriff.

Section 5. Personnel Employed by the County. All persons employed in the performance of this agreement shall be Yamhill County employees. The City shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any County personnel performing services herein for the City. Except as otherwise specified herein, the City shall not be liable for compensation or indemnity to any County employee for any injury or sickness arising out of the employee's employment with the County. The County shall comply with ORS 656.017, which requires the County to provide workers compensation coverage for its subject workers.

Section 6. The City's Reciprocal Indemnification. The County, its officers and employees, shall not be deemed to have assumed any liability for acts of the City, or of any officer, employee or agent thereof, and the City hereby covenants and agrees to hold and save the County and all of its officers, agents, and employees harmless from all claims whatsoever that might arise against the County, its officers, agents, or employees, by reason of any act of the City, its officers, agents, and employees.

Section 7. The County's Reciprocal Indemnification. The City, its officers and

employees, shall not be deemed to have assumed any liability for acts of the County, or of any officer, employee or agent thereof, and the County hereby covenants and agrees to hold and save the City and all of its officers, agents, and employees harmless from all claims whatsoever that might arise against the City, its officers, agents or employees, by reason of any act of the County, its officers, agents, and employees.

Section 8. Term and Termination of Agreement.

a. **Term.** Unless terminated in accordance with subsection (b), the term of this agreement is from July 1, 2014 through June 30, 2015.

b. **Termination.** Either party may terminate this agreement on 30 days written notice to the other party. Termination shall not excuse liabilities incurred prior to the termination date.

Section 9. Compensation by City. City will pay to County for performance of the duties identified in Section 1 as specified in Section 4(a) the sum of **\$213,268.43** for the period July 1, 2014 to June 30, 2015 at a monthly rate of **\$17,772.37** due by the 15th day of the month in which services were provided. County shall exercise its best efforts to notify City in writing of any proposed rate adjustment for the subsequent fiscal year no later than April 30.

Section 10. Transfer of ordinance enforcement authority. Upon execution of this agreement and during its effective term, the police authority of the City for enforcing City ordinances is transferred to the Yamhill County Sheriff's Office. For the limited purpose of compliance with applicable City charters, the City upon execution of this agreement hereby designates the Yamhill County Sheriff as the Chief of Police of said City.

DONE the dates set forth adjacent to the signatures below.

CITY OF WILLAMINA, OREGON

YAMHILL COUNTY, OREGON

COREY ADAMS, Mayor

Date: _____

ATTEST:

ATTEST:

APPROVED AS TO FORM:

JACK CRABTREE, Sheriff

Date: _____

MARY STERN, Chair, Board of Commissioners

Date: _____

SUE HOLLIS, Willamina City Recorder

Date: _____

CHRISTIAN BOENISCH

County Counsel

Date: _____

YAMHILL COUNTY SHERIFF'S OFFICE 2014-2015 DEPUTY COSTING

POSITION	RANGE/ STEP	BASE SALARY	MOS.	AMOUNT	CERT /LONG	TOTAL	HEALTH INS	RETI 7.638	FICA 4.020	MEDICARE 940	Disability Ins 256	ACCID INS	UNEMP INS	W/C ASSES.	Time Loss	TOTAL
Deputy	1217	4,957.04	12	59,484	5,354	64,838	17,662	7,638	4,020	940	256	5,129	713	69	130	101,265
					9%	5,606		660	348	81	24	443	62		11	7,224
Deputy	1217	4,957.04	6	29,742	2,677	32,419	8,891	3,819	2,010	470	256	2,564	357	35	65	50,760
					9%	2,803		330	174	41	12	222	31		6	3,612
						105,665	26,493	12,447	6,551	1,532	548	8,358	1,162	104	211	\$162,861
PERSONNEL COSTS (2 Deputies)		152,025.01														
OVERTIME 10hrs/month		10,835.89														
VEHICLE COSTS 50 miles @ .57 x 264 days Equipment -Radar UNIFORMS FTE * \$71/mo.)		11,286.00														
		1,278.00														
TOTAL COST		\$175,424.91														
Cost per month		\$14,618.74														
Health & Life Insurance		17,662.0000														
Retirement		0.1178	1.5 FTE			\$175,424.91										
FICA		0.0620	CE			\$37,843.53										
Medicare		0.0145				\$213,268.43										
Disability Insurance		0.0043				\$17,772.37										
Accident Insurance		0.0791														
Unemployment Insurance		0.0110														
Worker's Comp. Assessment		69.0000														
Time Loss		0.0020														

YAMHILL COUNTY SHERIFF'S OFFICE 2014-2016 DEPUTY COSTING

POSITION	RANGE/ STEP	BASE SALARY	Hours	AMOUNT	CERT /LONG	TOTAL	HEALTH INS	RETIR	FICA	MEDICARE	Disability Ins	ACCID INS	UNEMP INS	W/C ASSES	Time Loss	TOTAL
Code Enf (19 hrs/wk) for 52 weeks	12/5	24.60	988	24,303	1,215 5%	25,518	1,766	3,006	1,582	370	0	2,018	281	4	51	34,596
Special rate for Initial startup						0		0	0	0	0	0	0			0
PERSONNEL COSTS (15 hr Code Enf)																
OVERTIME 10hrs/month																
VEHICLE COSTS 50 miles @ 57 x 264 days																
UNIFORMS FTE * \$71/mo.)																
TOTAL COST																
Cost per month																
Health & Life Insurance							17,662.0000									
Retirement							0.1178									
FICA							0.0620									
Medicare							0.0145									
Disability Insurance							0.0043									
Accident Insurance							0.0791									
Unemployment Insurance							0.0110									
Worker's Comp. Assessment							69.0000									
Time Loss							0.0020									



Mayor Corey L Adams

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Rita Baller
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Heather Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor

City Staff:

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Library: *Melissa Hansen & Denise Wilms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE C HOLLIS, CITY RECORDER

SUBJECT: CCRLS IGA #10196600, AMENDMENT #01

Background:

1. In June, 2013, the City and the Chemeketa Cooperative Regional Library Service (CCRLS) entered into a new 5-year intergovernmental agreement (IGA). The contract began on July 1, 2013 and will end on June 30, 2018.
2. Each year after the initial contract is approved, an amendment to the contract is made to reiterate the responsibilities of both parties and to set forth the Compensation Schedule for the affected year. Attached for Council approval is Amendment #01 to the IGA. The only change is the cover Amendment #01 and Exhibit 2, Attachment A1 (Compensation Schedule FY 2014-15).
3. Each year CCRLS receives a pot of money based upon property taxes in the district. This pot increases only up to the 3% allowable with any taxing entity. One-half of the taxes received is distributed among member libraries based upon a formula. The formula is developed based on property taxes in the member library boundaries and the circulation activity for non-residents. This latter part of the formula is district-wide, not just in the Willamina Public Library boundaries. For example, Willamina's circulation activity could be stable, but Sheridan's could have increased. That would affect Willamina and all other libraries in the system. Melissa Hansen, Senior Librarian, has indicated that our non-resident circulation numbers are much lower than the previous year. As a result, the City will receive approximately \$1,196 less this year than last. Because this number had been increasing yearly in the past, the 2014/15 Budget anticipated an increase as well. The budget has \$17,000 for this line item which is \$3,193 less than we are now scheduled to receive. Staff will work hard to make up the difference in lower operational costs.

Recommendation

That City Council approve Amendment #01 to IGA #10196600 as written.

Attachment

F:/CITY COUNCIL/AGENDAMEMOS/CCRLSIGA#10196600.AMENDMENT#01.CCMEMO.06-12-14

An Equal Opportunity Employer

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

www.willaminaoregon.gov

Chemeketa Cooperative Regional Library Service



Community. Literacy. Technology.

TO: CCRLS Library Directors
FROM: John Goodyear, CCRLS Director
DATE: May 13, 2014
SUBJECT: CCRLS Contract Renewal

We are pleased to present you with the Chemeketa Cooperative Regional Library Services [CCRLS] Library Participation in CCRLS Contract Renewal Amendment for the FY2014-15.

Please review your agreement and attachments carefully, there were some updates. If any changes need to be made please contact me by phone at 503-315-4584 or by email at jgoodyear@ccrls.org. If no changes are required, please print 2 complete copies of this document and then, both you as library director, and your designated city/district official, need to sign both copies of the amendment.

PLEASE NOTE: The CCRLS Advisory Council List of Board Members (Attachment B – Exhibit 3), has been withheld to avoid delay in sending out the agreements. After the School Board's approval in June the list will be emailed to you electronically and it will be posted to the CCRLS website.

When the agreements have been fully signed and executed, please return both original copies to my Administrative Assistant at the following address:

Kelly Robinson
Chemeketa Cooperative Regional Library Service
PO Box 14007
4000 Lancaster Drive NE
Salem, OR 97309-7070

Once we receive the signed originals I will sign both copies and then one fully signed copy will be returned to you.

If possible, we would like to receive the signed agreements back from you by Friday, June 6th at our next PYM meeting. We realize that in every case it may not be possible to have the agreements signed and returned to CCRLS by then because of local government schedules. If you anticipate a delay, please let us know. At the very latest we would like them by the end of June.

If you have any concerns, please feel free to call me at 503-315-4584, or my Administrative Assistant Kelly Robinson at 503-399-5165. If you would like an electronic copy of the fully signed agreement please let us know and we will email one to you.

Thank you for your immediate assistance in reviewing and signing these agreements. CCRLS looks forward to working with you and your staff in the next fiscal year.



P.O. Box 14007, Salem, OR 97309-7070 - Phone: (503) 315-4584 - Fax: (503) 399-7316

AMENDMENT TO INTERGOVERNMENTAL AGREEMENT

Contract #10196600, Amendment #01

This Agreement is by and between Chemeketa Community College hereafter known as COLLEGE, and the City of Willamina, hereafter known as CITY.

Purpose: The purpose of this amendment is to add funding for the 2014-15 fiscal year and to make changes in the contract consistent with the purchase of a new interlibrary loan system.

- 1) **Attachment A** is deleted in its entirety and replaced by the revised **Attachment A** which is attached to this amendment as **Exhibit 1** and which is incorporated herein by this reference.
- 2) **Attachment A1** is deleted in its entirety and replaced by the revised **Attachment A1** which is attached to this amendment as **Exhibit 2** and which is incorporated herein by this reference.
- 3) This amendment is effective upon signature by both parties. The changes to Attachment A1 are effective for the period July 1, 2014 - June 30, 2015 upon signature by both parties.

Signatures

Parties concur that all other terms and conditions of the original Agreement, and the terms and conditions of any Amendment to the original agreement, shall remain in effect.

In witness whereof, the parties hereto have caused this agreement to be executed on the date set forth below, effective as of the date set forth herein.

For COLLEGE:

For CITY:

(Signature) (Date)
John Goodyear
Executive Director
Chemeketa Cooperative Regional Library Service

Melissa K Hansen 13 July 14

(Signature) (Date)
Melissa Hansen
Senior Librarian

(Signature) (Date)
Corey Adams
Mayor

Chemeketa Community College is an equal opportunity/affirmative action employer and educational institution.
To request this publication in an alternative format, please call 503.399.5192.

Exhibit 1 to Amendment 01
10196600 Attachment A
Statement of Work/Consideration

1) Statement of Work

- a) Under this agreement CITY shall:
- 1) Provide at least the basic level of service to nonresidents within the COLLEGE District. Basic level of service is defined as one checkout and one hold per person at a time, utilizing individual rather than household cards.
 - 2) Provide free borrowing privileges to card holding residents/patrons of other participating CCRLS cities (including Silver Falls District) and all currently registered College students who present a valid library card.
 - 3) Ensure that in no case shall card-holding residents of the CCRLS district receive less than the basic level of service from CITY.
 - 4) CITY may, at its sole option, elect to provide services to persons incarcerated in county, state, or federal jail or prison facilities. CITY may, at its sole option, elect not to allow its owned materials to be circulated to such facilities.
 - 5) Notify each current non-resident cardholder within its geographic zone at least 30 days prior to instituting a fee for service above the basic level. No advance notification is necessary for fee increases.
 - 6) Provide reference and information services to patrons of the participating libraries of the CCRLS District in cooperation with COLLEGE and other participating libraries.
 - 7) Provide for the regular participation of the library director in meetings of the Polk, Yamhill and Marion Library Association (PYM) and as may be necessary in meetings of the CCRLS Advisory Council. Regular participation shall be defined as attendance by the library director at each meeting, unless excused. CITY library director's attendance at the September meeting of the PYM Association is highly encouraged. Library directors will have private secure email for communicating confidential CCRLS information. Directors will provide a chain of command to allow coverage in their absence.
 - 8) Provide for the regular participation of library staff at training events provided by COLLEGE.
 - 9) Assume full responsibility for the accuracy of data at its entry into the automation system database, and for updating that data accurately to reflect the proper links to the material in its library. Such data includes, but is not limited to Barcode number, library location, volume number, call number, copy number, type of material, status, etc.
 - 10) Take reasonable measures to protect equipment in CITY's possession from abuse, theft, and misuse, CITY shall, while in possession of the computer system hardware, including peripheral devices, repair or replace as necessary any such items which are lost, physically damaged, or destroyed as a result of fire, theft, vandalism or other sudden and unforeseen occurrence which would be a peril insurable under a standard form electronic data processing property insurance policy; provided that CITY shall have no obligation under this paragraph with respect to loss resulting from defect in the computer system itself, or from the acts of vandals gaining access to the computer system programs. Or data accessed externally and not by the application of physical force to the tangible components of the system; and, provided further, that the CITY shall not be liable under this Agreement for any consequential damages incident to any loss under this section.

- 11) Prepare, provide, and maintain the furniture and physical location for installation of automated system terminals and equipment in its library. This responsibility includes cable installation, electrical power, and environment, all meeting manufacturer and vendor specifications.
- 12) CITY may purchase equipment and software to expand and enhance its own operations; provided that such equipment and software is acceptable to CCRLS as compatible with the automated system. CCRLS shall not be responsible for maintenance of CITY equipment, but will configure and ensure CCRLS network connectivity. CITY shall not connect or install any such equipment or software without the review and written approval of CCRLS after at least 90 days prior to notice by CITY. To facilitate this approval it is recommended that CITY include CCRLS in the examination and selection process. CCRLS cannot be responsible for making equipment and software work if this process is not followed. Any computer device connected to the CCRLS network must have approved anti-virus security software and a current, secure Operating System. CITY will not alter COLLEGE network or workstation equipment within their building without communication or direction from CCRLS.
- 13) Provide library staff possessing minimum level of technical ability and skill, with available phone access, to provide an onsite interface with CCRLS technical staff.

b) Under this agreement College shall:

1) Provide for the fiscal and administrative management of the CCRLS

a. Maintain the following:

1. The Chemeketa Cooperative Regional Library Advisory Council hereinafter referred to as the CCRLS Advisory Council, through which recommendations on policies of the Service can be expressed. The present membership of the CCRLS Advisory Council which shall be updated as needed and sent electronically for inclusion to all Library Directors and posted on the CCRLS website.
2. An ongoing liaison with Polk, Yamhill and Marion Library Association (PYM) (or their executive committee) through which recommendations on procedures and their implementation can be expressed.

b. Provide operation and maintenance of the CCRLS Automated System and related databases, including:

1. Maintain bibliographic, circulation, and borrower data in an automated database management system. Design, applications, enhancements of, and major changes of operation to the automated system database management system shall be subject to review by the PYM Technology Committee.
2. Manage the CCRLS automated system under the terms of this agreement and other applicable agreements with vendors and participating library so that CITY has access to its bibliographic, circulation, and borrower records during library business hours, and at other times as agreed upon between the City Library Director and the CCRLS Executive Director. The management responsibility for the automated system includes the obligation of CCRLS to monitor and evaluate entries for new materials and retrospective conversion of cataloging of old materials in order to maintain the highest quality bibliographic MARC database.
3. Acquire and provide for effective maintenance and support of all present and future central and remote automated system equipment at its own expense; and provide for secure installation and housing for automated system except such automated system equipment as is acquired by CITY for installation at its library, or as otherwise provided in Attachment A 1) Statement of Work a) 13) of this agreement.
4. Coordinate and assume cost for installation of telecommunications equipment and lines at CITY's central and branch libraries for use with automated system. Parties agree that COLLEGE does not control, and therefore cannot warrant, the telecommunication networks used to communicate data from a remote site, nor does this agreement cover maintenance of telecommunication lines.
5. Acquire and furnish to CITY, at COLLEGE's direct cost, certain necessary supplies, such as utilities, report forms, reserve notices,

bar codes, overdue notices, magnetic tapes, and other supplies except printer paper, cartridges and toner which may be required to provide the services of automated system to CITY.

6. Provide through CCRLS, at CITY request, specialized reports not regularly generated by automation system. CITY shall reimburse COLLEGE for the cost of providing such special reports.
7. Coordinate all service, support, equipment purchases and maintenance necessary to the proper operation of automated system and enforce rules and standards for use of automated system by participating libraries. CITY shall enter, retrieve, modify, and delete data in and from automated system in accordance with those rules and standards.
8. Maintain agreements for hardware maintenance and software support with current provider of library automation service(s) CCRLS shall provide reasonable approved maintenance and support for automated system hardware and software not provided by automation vendor. CCRLS shall provide reasonable prior notice to CITY when system operation must be suspended for operational or maintenance requirements. CCRLS shall exercise its best efforts to schedule such periods of suspension during hours when CITY's libraries are closed. Except for suspension of operation for necessary system maintenance or because security of the CCRLS automated system database or software is compromised or damaged, CCRLS shall not "lock out" CITY terminals from automated system.
9. Provide, through CCRLS, one or more dedicated telephone lines to serve the system, and related telecommunication equipment as provided in the agreement with the vendor for the automation system, and pay all related installation, acquisition, maintenance, and use cost.
10. Except for equipment and software purchased by CITY under Attachment A 1) Statement of Work a) 13), all automated system hardware, software, and other capital equipment shall remain the property of COLLEGE, and CITY shall have no claim thereto other than the right to use thereof under this AGREEMENT.
11. Through automation vendor, provide for regular backup of CCRLS automated system data and store the media containing such backup in a secure facility. In the event of system malfunction or loss of data, CCRLS shall work with automation vendor to restore the most recently backed up data to the system once it is again functioning. No liability is assumed by CCRLS if the automated system experiences down time or loss of data which cannot be recovered.
12. Provide training for at least one CITY staff person at any time the automated system operating systems or procedures are changed, enhanced, or otherwise revised. CCRLS shall provide up-to-date user manuals for CITY's staff. All other training of CITY staff shall be the responsibility of CITY. CITY shall designate one staff position responsible for coordinating training and operations matters with the CCRLS staff person responsible for automation system operations.

13. Provide and maintain appropriate space for the central computer facility serving CCRLS automated system.
14. Provide for general maintenance and utilities to support the CCRLS automated system. This obligation includes janitorial service, maintenance painting as necessary, structural repairs, lighting and electrical system maintenance, and HVAC maintenance.
15. While in possession of the computer system hardware, including peripheral devices, repair or replace as necessary any such items which are lost, physically damaged, or destroyed as a result of fire, theft, vandalism, or other sudden and unforeseen occurrence which would be a peril insurable under a standard form electronic data processing property insurance policy; provided that CITY shall have no obligation under this paragraph with the acts of vandals gaining access to the computer system, programs, or data tangible components of the system; and, provided further, that CITY shall not be liable under this agreement for any consequential damages incident to any loss covered under this section.
16. Provide personnel for the operation of the system. "Operation" includes: use of supplied software to generate reports, notices, lists, and similar documents and files; preparation and sending of overdue notices, hold notices, reports, billings, and other specified documents produced for routine system operation by the vendor(s) of the system and its installation, maintenance, or support of software, or the maintenance, repair or replacement of hardware or firmware.
17. Through its governing board, retain final authority over the policies and decisions relating to budget, operating procedures, system design, participation by other libraries, and other like issues of a general policy nature affecting their operation of CCRLS and automated system. The board, however, shall not take such actions without the recommendation of the CCRLS Advisory Council.
18. In serving card-holding CCRLS district nonresident patrons, abide by each CITY's rules and procedures regarding borrowing privileges. In no case shall card-holding residents of the CCRLS district receive less than the basic level of service from COLLEGE.
19. Provide a monthly accounting and quarterly reporting of expenditures under this program to the CCRLS Advisory Council.
20. Reimburse CITY for library materials borrowed by non-residents under this AGREEMENT and not returned by the borrowers within six months of due date. CITY hereby transfers and assigns all interests in such materials and all rights to unpaid overdue fines and replacement charges with respect thereto.
21. Provide regular courier service between the participating libraries.
22. COLLEGE may coordinate group purchasing of CCRLS related equipment, software or non-essential supplies, as needed, to assist CITY and other participants. Charges for purchased supplies,

equipment, services, maintenance contracts, delivery charges, postage, etc. will be billed to CITY at direct cost and payable to COLLEGE.

- c. Electronic Payments for Fines, Lost Book Charges, or Other Charges
 1. Through CCRLS, collect and process electronic payments for fines, lost book charges, or other charges owed to CCRLS member libraries.
 2. Process charges that are paid only through the shared library automation system operated by COLLEGE.
 3. COLLEGE shall not be financially responsible to refund corrected charges to a library patron. Any dispute of charges is the responsibility of CITY to resolve with the patron. Deductions from the merchant banking account will be deducted from the next regular payment to the associated CITY library.
 4. Compile and calculate charges on a monthly basis. However, payment to CITY will be made on a quarterly basis. In the event the amount due to CITY is less than \$15, the payment may be held for the next quarterly payment.
 5. Make payment to CITY in the amount paid on their behalf, minus merchant services for the period. Associated fees will be distributed on a pro-rata basis to each library based on the percentage of total funds collected that month and total fees that month.
 6. COLLEGE shall be credited payments for unidentified charges, or for items which COLLEGE has previously reimbursed CITY.
 7. COLLEGE shall acknowledge responsibility only for the amount of any correction without penalty.

2) Consideration

- a) CITY will be compensated by COLLEGE in the amount shown in Attachment A1 – Compensation Schedule for CITY for providing nonresident library service for the residents of the COLLEGE District. Payments shall be made in four equal installments at the end of each quarter as provided herein.
- b) COLLEGE shall pay CITY for each net loan provided, i.e., the difference between the number of CITY items loaned to and checked out in another library and the number of items owned by other libraries borrowed and checked out by the CITY library. Tabulation of net loans shall be provided by the CCRLS automated integrated library system. Each net loan shall be paid in the amount shown in Attachment A1. Payments shall be made quarterly as provided herein.
- c) Payments issued under this Agreement, either for full or partial payment, shall reference the College contract number written herein.

Revised 5.12.14

**ATTACHMENT A1
COMPENSATION SCHEDULE
FY 2014-15**

Non-Resident Library Service Fee to City by College

Library	Amount	Quarterly Payment
AMITY	6,002	1,501
CHEMEKETA	6,987	1,747
DALLAS	63,502	15,876
DAYTON	6,782	1,695
INDEPENDENCE	42,366	10,592
JEFFERSON	10,106	2,527
LYONS	10,243	2,561
MCMINNVILLE	138,768	34,692
MONMOUTH	57,971	14,493
MT ANGEL	14,740	3,685
NEWBERG	95,106	23,777
SALEM	559,643	139,911
SHERIDAN	14,075	3,519
SILVER FALLS	76,402	19,101
STAYTON	56,723	14,181
WAGNER LIBRARY (FALLS CITY SD)	4,513	1,128
WILLAMINA	13,807	3,452
WOODBURN	70,324	17,581

Net Loan Payment to City by College

The net loan payment rate for fiscal year 2014-15 shall be \$1.50 per item.



Mayor Corey L Adams

Council Members:

Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Heather Stritzke
Katie Vinson
Marrah Woodward, Honorary City Councilor

City Staff:

City Recorder: *Sue Hollis*
Library: *Melissa Hansen & Denise Willms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE C HOLLIS, CITY RECORDER

SUBJECT: CONTRACT FOR LAND USE PLANNING SERVICES WITH MWVCOG

Background:

1. The City contracts with the Mid-Willamette Valley Council of Governments for Planning Services in support of City staff and the Planning Commission. Each contract is for one year.
2. Attached is the contract for the period July 1, 2014 through June 30, 2015 along with a cover letter from Suzanne Dufner, Community Development Director, who supervises the planning staff. This letter outlines changes in the contract and the various services that will be provided or can be accessed without charge.
3. The rate for the Planner will increase by \$1 from \$76 to \$77 with no minimum number of hours required. The City will continue to pay mileage charges at the IRS rate. This rate is very cost-effective compared to private planning consultants and we have been pleased with the planner's availability and responsiveness to City needs. We have worked hard, and so has the COG, to keep these costs down and will continue to do so.
4. The cover letter also mentions the evaluation form (copy attached). It would be most helpful to have any City Council members who wished to fill out the evaluation and give it to staff to send it back to the COG. We will also be sending this to the Planning Commission members. Although Marjorie Mattson has retired, answering these questions would still be helpful for both Ms Dufner and the new planner, Aneta Synan.

Recommendation

That City Council approve renewal of the contract with the Mid-Willamette Valley Council of Governments for FY 2014/15.

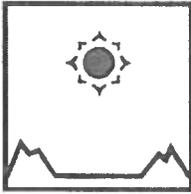
Attachment

F:/CITY COUNCIL/AGENDAMEMOS/MWVCOGCONTRACTRENEWAL.CCMEMO.06-12-14

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Mid-Willamette Valley Council of Governments

100 HIGH STREET S.E., Suite 200 • SALEM, OREGON 97301 • www.mwvcog.org
PHONE 503-588-6177 • FAX 503-588-6094 • email: mwvcog@mwvcog.org
An equal opportunity lender, provider, and employer

Getting things done together!

May 22, 2014

Sue Hollis, City Recorder
City of Willamina
PO Box 629
Willamina, Oregon 97396

Dear Sue,

As we near the close of another fiscal year, I am enclosing for your consideration two copies of a contract for continuing land use planning services from July 1, 2014 to June 30, 2015.

This agreement covers land use planning services on an as-needed, on-demand basis. This year, the rate will increase one dollar from \$76 to \$77 per hour for land use planning services. As in previous years, this rate does not require a minimum number of hours. Mileage costs associated with providing land use planning services are charged directly to the city at the IRS mileage rate. To help reduce travel costs to the city, land use planners are able to participate in meetings by phone and make arrangements for conference calls as needed by the city.

Our costs for on-demand service reflect the fact that it is much more difficult to plan and budget for this work. Most of the cities that we provide this service to are able to pass this cost on to the developers or applicants who require the planning service, either through direct billing or through the collection of fees. We would be glad to assist you with putting such a system in place if you do not already have such a means of recovering these costs.

One planning service that we will continue to provide to client cities at no charge is the preparation of grant applications to pay for land use planning projects. Also, when we assign a planner to a city, they become responsible for reporting back to the rest of the COG staff on other needs that you may have such as public works improvements, transportation needs, etc., so that you can take full advantage of other COG resources that may be available.

Please sign and return both copies of the enclosed contract by **June 24th**. Or, if you have questions or wish to discuss this further, please contact me at 503-540-1616 or sdufner@mwvcog.org.

Also enclosed is an evaluation questionnaire regarding our planning services. Please share this with members of your city council or planning commission, as you think appropriate, and send it back to me. This year individuals also have the option of completing the evaluation questionnaire online at: <http://www.surveymonkey.com/s/3JZYDLLD>. Your feedback is critical to our efforts to monitor and improve services.

We appreciate the opportunity to provide land use planning services to you and look forward to working with you in the coming year.

Sincerely,

Suzanne Dufner
Community Development Director

CONTRACT

LAND USE PLANNING SERVICES

THIS AGREEMENT is made and entered into this 1st day of July, 2014 by and between the CITY OF WILLAMINA, OREGON, a municipal corporation ("CITY"), and the MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS ("COG"), a voluntary intergovernmental association created by charter and Agreement pursuant to ORS Chapter 190 of which CITY is a member.

WITNESSETH:

IN CONSIDERATION of the mutual premises and stipulations set out below, the CITY and COG do hereby agree as follows:

A. COG Responsibilities

1. COG shall provide an experienced land use planner to assist the CITY in processing land use actions, zone code revisions and other related activities which may be requested by the CITY.
2. COG shall provide to CITY mapping, graphics and document production services related to work requested by CITY under paragraph A.1.
3. COG shall provide monthly billing statements.

B. CITY Responsibilities

1. CITY agrees to engage COG as a provider of land use planning consulting services.
2. CITY agrees to pay for land use planning services under paragraph A.1. at a rate of \$77.00 per hour for a land use planner or GIS mapping analyst and \$48.00 per hour for staff support assistance, plus mileage, at the IRS mileage rate, for travel related to providing said services.
3. CITY agrees to pay the actual cost of mapping, graphics and document production provided under paragraph A.2.
4. CITY shall review, process and pay COG's monthly invoices within 30 days of receipt.
5. CITY shall designate a key contact person through which all requests for services will come and with whom the activities of COG's land use planner will be coordinated.

C. COG Services Provided Without Additional Compensation

1. COG shall provide advice and assistance to CITY with grant and loan applications for financing of public improvements at no additional charge except in those instances when such work may be eligible for compensation from the granting agency.
2. COG shall prepare documentation and applications for funding for additional planning projects on behalf of CITY.
3. COG shall refer CITY to other available resources that may be available to address needs of CITY upon request.

D. Termination and Amendment

1. This Agreement shall be terminated on June 30, 2015 unless otherwise agreed to by COG and CITY by amendment to this Agreement.
2. This Agreement may be terminated for convenience by either party upon written notice of 30 calendar days.
3. This Agreement may be amended only by written agreement executed between the parties.

E. Independent Contract

1. The CITY has engaged COG as an independent contractor for the accomplishment of a particular service. Neither party, nor the officers and employees of either party shall be deemed the agents or employees of the other party for any purpose.

F. Limited Warranty

1. CITY agrees to seek and rely exclusively on the advice of its own legal counsel as to the legal sufficiency of the land use planning process and its products. The parties expressly recognize that the review process involves political and legal judgment entirely within the control and authority of the CITY. COG's only obligation is to provide advice from the perspective of land use planning principles, and not legal or political counsel.
2. In no event shall COG be liable for indirect or consequential damages of any nature. In no event, regardless of theory of recovery, shall COG be liable for any damages in excess of the amounts actually paid by CITY to COG under Paragraph B. hereof.

3. CITY agrees to provide a representative to present the CITY's viewpoint at public hearings regarding a dispute between the CITY and the County or another city. COG will provide support and information as appropriate (including research and staff reports) to aid the CITY in making its arguments.

IN WITNESS WHEREOF, COG and the CITY have, by approval of their respective governing bodies, caused this Agreement to be executed as of the day and year aforesaid.

**MID-WILLAMETTE VALLEY
COUNCIL OF GOVERNMENTS**

CITY OF WILLAMINA

By: _____
Nancy J. Boyer, Executive Director

By: _____

EVALUATION QUESTIONNAIRE
COG Planning Work

*Please attach additional pages if needed. You may also complete the questionnaire online at:
<https://www.surveymonkey.coms/3JZYDLL>*



City of _____

Please indicate which category you are in: City Council City Staff Planning Commission Public

1. Did the COG planner communicate effectively in meetings and hearings? Please rate their oral presentation skills: excellent good average poor
2. Did the planner promptly respond to your planning questions or concerns in the past year?
 very prompt usually prompt sometimes slow to respond
3. Do you know of any missed deadlines for reports or other planning work?

4. Were written staff reports thorough and clear? How would you rate the quality of their written reports?
 excellent very good satisfactory sometimes inadequate or poor do not know
5. Was the COG planner always courteous and professional with members of the public, developers, and others with planning questions? Do you know of any problems in this area?

6. Are there any other comments that you would like to make about the performance of the COG planning staff in the past year?

7. COG staff often prepare grant applications to state and federal agencies for planning projects. Are there any planning needs or projects for which you would like our staff to pursue funds for next year?

PLEASE RETURN THIS QUESTIONNAIRE TO:
Suzanne Dufner, Mid-Willamette Valley COG, 100 High Street SE, Suite 200, Salem OR 97301



Mayor Corey L Adams

Council Members:

*Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Heather Stritzke
Katie Vinson
Mariab Woodward, Honorary City Councilor*

City Staff:

*City Recorder, Sue Hollis
Library: Melissa Hansen & Denise
Willms
Office Coordinator: Debbie Bernard
Office Specialist: Amber Deibel
Public Works Director: Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE HOLLIS, CITY RECORDER

SUBJECT: RESOLUTION #13.14-013, A RESOLUTION MODIFYING THE MASTER SERVICES AGREEMENT WITH US BANK

Background

1. With the recent closure of the Willamina Branch of the Bank of America, the City elected to move their primary checking and payroll accounts to the US Bank, Sheridan Branch. On May 8 2014, City Council adopted Resolution #13.14-011 making that change and establishing authorized signers on the account.
2. Since adoption of the resolution, Councilor Hill discovered that, for certain legal reasons, he needed to change his identification information to conform to the first name on his birth certificate. This will necessitate a change in the Master Services Agreement with US Bank and certain related appendices. All authorized signers will need to re-sign the Master Services Agreement and Councilor Hill will need to re-sign the appendices.
3. Attached for Council adoption is Resolution #13.14-013, A Resolution Modifying the Master Services Agreement with US Bank.

Action Requested:

That Council adopt Resolution #13.14-013, A Resolution Modifying the Master Services Agreement with US Bank.

Attachment

F/RESOLUTIONS/2013-2014/R13/14-013.CCMEMO.06-12-14



Mayor Corey L Adams

Council Members:

*Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Hether Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor*

City Staff:

City Recorder: *Sue C Hollis*
Library: *Melissa Hansen & Denise Willms*
Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

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

RESOLUTION NUMBER: 13.14-013

A Resolution Modifying the Master Services Agreement with US Bank

WHEREAS, on May 8, 2014, the City Council adopted Resolution #13.14-011, establishing the US Bank as a new banking depository for General Operating and Payroll Accounts, authorizing access to information, making transfers between accounts, direct deposits and wire transfers, and designating account signers; and

WHEREAS, one of the signers on the account desires to correct his name for legal purposes; and

WHEREAS, this person is a contract signer on the Master Services Agreement; and

WHEREAS, any change in the Master Services Agreement requires that a new agreement be executed;

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

- 1. THAT** the City Council hereby adopts the modified US Bank Master Services Agreement for Government Entities and Appendix A (Account Signers) and Appendix B (Treasury Management Signers) thereto, all attached hereto as Exhibit A and by this reference made a part hereof; and
- 2. THAT** any two (2) of the following persons are authorized to sign checks on account numbers 153695268174 (General Operating Account) and 153695268182 (Payroll Account); and

Corey Adams, Mayor
Jeri St Onge, Council President
Gerald L Hill, Jr, City Councilor
Katie Vinson, City Councilor
Sue C Hollis, City Recorder

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3. **THAT** the authority outlined herein is effective immediately and shall remain in effect until rescinded, or until term of office or employment with the City has ended; and
4. **THAT** this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this **12th** day of **June, 2014**.



Corey L Adams, Mayor

ATTEST:

Sue C Hollis, City Recorder

Attachment – Exhibit A

F/RESOLUTIONS/2013-14/13.14-013

Master Services Agreement (Governmental Entities)

Customer Tax Identification Number: 936002281

I, Corey Adams, HEREBY CERTIFY that I am Mayor
of City of Willamina ("Customer"). I further certify that I have full power and lawful authority to execute this Master Services Agreement ("MSA") on behalf of Customer. I further certify that Customer has taken all action required by its resolutions and other organizational documents, records or agreements to authorize the individuals listed below to act on behalf of Customer in all transactions contemplated under this MSA. Customer shall not be bound by the terms and conditions for those specific services described, to the extent Customer elects not to use such service(s). Customer hereby agrees as follows:

DEPOSIT ACCOUNTS:

1. U.S. Bank National Association ("Bank") is hereby designated as Customer's banking depository. Customer has received a copy of the deposit account terms and conditions and agrees that such terms shall govern the deposit account services provided by Bank. All transactions between Customer and Bank involving any of Customer's accounts at Bank will be governed by the deposit account terms and conditions, this MSA and other disclosures provided to Customer. Customer agrees to provide Bank with a copy of documents requested by Bank.

2. Any one (1) of the persons whose names and signatures appear in Appendix A (individually, an "Account Signer") are hereby authorized to open, add, modify, or close accounts in the name of Customer or its subsidiaries or affiliates, or if applicable, as an agent for another entity, and to sign, on behalf of Customer, its subsidiaries or affiliates or as an agent for another entity, checks, drafts or other orders for the payment, transfer or withdrawal of any of the funds or other property of Customer, whether signed, manually or by use of a facsimile or mechanical signature or otherwise authorized, including those payable to the individual order of the person or persons signing or otherwise authorizing the same and including also those payable to the Bank or to any other person for application, or which are actually applied to the payment of any indebtedness owing to the Bank from the person or persons who signed such checks, drafts or other withdrawal orders or otherwise authorized such withdrawals; and are also authorized to endorse for deposit, payment or collection any check, bill, draft or other instrument made, drawn or endorsed to the accounts governed by this MSA for deposit into these accounts. The authorization contained in the preceding sentence includes transfers of funds or other property of Customer to accounts outside of those accounts Customer maintains at Bank. Any one of the Contract Signers (as defined below) is also authorized to execute any documentation that Bank may require to add or delete Account Signers.

3. Unless Customer otherwise advises Bank in writing and Bank has a reasonable opportunity to act on such writing, the Account Signers listed in Appendix A will be Account Signers on any future deposit accounts that Customer maintains with Bank.

4. Customer acknowledges and agrees that Bank is not required to obtain the consent of or otherwise contact an Account Signer for transactions other than those listed in paragraph 2 above, including, but not limited to, transfers between accounts Customer maintains at Bank, advances on loans Customer has with Bank and transfers to pay down loans Customer has with Bank.

TREASURY MANAGEMENT SERVICES:

5. Bank's treasury management services ("Treasury Management Service(s)") are described in the U.S. Bank Services Terms and Conditions, any supplements thereto, any implementation documents, user manuals, operating guides and other related documentation and disclosures provided by Bank, and any addendum to any of the foregoing (collectively the "Services Agreement"). Customer has received and reviewed the Services Agreement and desires to use one or more of the Treasury Management Services.

6. Any one (1) of the persons whose names and signatures appear in Appendix B (individually, a "Treasury Management Signer") are empowered in the name of and on behalf of the Customer to enter into all transactions contemplated in the Services Agreement including, but not limited to, selecting Treasury Management Services, appointing agents to act on behalf of Customer in the delivery of Treasury Management Services, signing additional documentation necessary to implement the Treasury Management Services and giving Bank instructions with regard to any Treasury Management Service, including without limitation, wire transfers, ACH transfers, and any other electronic or paper transfers from or to any account Customer may maintain with Bank. Bank may, at its discretion, require Customer to execute additional documentation to implement or amend certain Treasury Management Services. In such cases, documentation necessary to implement or amend such Services shall be signed by a Treasury Management Signer. Customer further acknowledges and agrees that Bank may implement or amend Services based on the verbal, written, facsimile, voice mail, email or other electronically communicated instructions that it believes in good faith to have been received from a Treasury Management Signer. Any one of the Contract Signers (as defined below) is also authorized to execute any documentation that Bank may require to add or delete Treasury Management Signers.

MONEY CENTER AND SAFEKEEPING SERVICES:

7. Any one (1) of the persons referenced in Appendix M (individually, a "Money Center Signer") are each authorized and empowered in the name of and on behalf of the Customer to transact any and all depository and investment business through the Bank's Money Center division (the "Money Center") and any securities custodial business through the Bank's Safekeeping Department (the "Safekeeping Department"), which such person may at any time deem to be advisable, including, without limiting the generality of the foregoing, selecting any services that may from time to time be offered by the Money Center or the Safekeeping Department (collectively referred to herein as "Money Center Services" and "Safekeeping Services", respectively), appointing additional Money Center Signers or agents to act on behalf of Customer with respect to Money Center Services and Safekeeping Services, signing additional documentation necessary to implement the Money Center Services and Safekeeping Services and giving Bank instructions with regard to any Money Center Service and Safekeeping Service. Customer has received and reviewed the Services Agreement and may use one or more of the Money Center Services or Safekeeping Services from time to time. Bank may, at its discretion, require Customer to execute additional documentation to implement or amend certain Money Center Services or Safekeeping Services. In those cases, the required documentation shall be signed by a Money Center Signer. Customer further acknowledges and agrees that Bank may take any action with respect to any Money Center Services or Safekeeping Services requested by a Money Center Signer based on the verbal, written, facsimile, voice mail, email or other electronically communicated instructions that Bank believes in good faith to have been received from a Money Center Signer. Any one of the Money Center Signers is also authorized to execute any documentation that Bank may require to add or delete Money Center Signers.

FOREIGN EXCHANGE:

8. Bank is authorized by Customer to enter into foreign exchange transactions. Customer has received a copy of the Services Agreement and agrees that the terms contained in the Services Agreement, this MSA and other disclosures provided to Customer shall govern the foreign exchange services provided by Bank. Customer agrees to provide Bank with a copy of documents requested by Bank.

FOREIGN CURRENCY ACCOUNTS:

9. Bank is hereby designated as Customer's banking depository for one or more Foreign Currency Account(s) (the "Foreign Account(s)"). Any one (1) of the persons whose names and signatures appear in Appendix C (individually, a "Foreign Currency Account Signer") are hereby authorized to open, add, modify, or close any Foreign Account(s) in the name of Customer or its subsidiaries or affiliates and to make, on behalf of Customer, orders for payment or transfer of any of the funds or other property of Customer, whether signed, manually or by use of a facsimile or mechanical signature or otherwise authorized, including those payable to the individual order of the person or persons signing or otherwise authorizing the same. Customer hereby expressly authorizes and directs Bank to accept written and oral instructions any payment orders, by telephone or otherwise, consistent with the Services Agreement. Customer has received a copy of the Services Agreement and agrees that the terms contained in the Services Agreement, this MSA and other disclosures provided to Customer shall govern the Foreign Accounts. Any one of the Contract Signers (as defined below) is also authorized to execute any documentation that Bank may require to add or delete Foreign Currency Account Signers.

OTHER SERVICES:

10. A Contract Signer is authorized and empowered on behalf of Customer to transact any and all other depository and investment business with and through Bank, and, in reference to any such business, to make any and all agreements and to execute and deliver to Bank any and all contracts and other writings which such person may deem to be necessary or desirable.

GENERAL:

11. All Account Signers, Treasury Management Signers, Foreign Currency Account Signers and/or Money Center Signers (whether designated in this MSA or in a prior document [for example, a Certificate of Authority or a Treasury Management Services Agreement] executed by Customer) will remain in place until Bank receives written notice of any change and has a reasonable time to act upon Customer's written notice.

12. Any and all transactions by or in behalf of Customer with the Bank prior to the adoption of this MSA (whether involving deposits, withdrawals, Treasury Management Services, or otherwise) are in all respects ratified, approved and confirmed.

13. Customer agrees to furnish Bank with the names and signatures (either actual or any form or forms of facsimile or mechanical signatures adopted by the person authorized to sign) of the persons who presently are Account Signers, Treasury Management Signers, Foreign Currency Account Signers and/or Money Center Signers. Bank shall be indemnified and saved harmless by Customer from any claims, demands, expenses, loss or damage resulting from or growing out of honoring or relying on the signature or other authority (whether or not properly used and, in the case of any facsimile signature, regardless of when or by whom or by what means such signature may have been made or affixed) of any officer or person whose name and signature was so certified, or refusing to honor any signature or authority not so certified.



Master Services Agreement (Governmental Entities)

EXHIBIT A

Each of the undersigned (individually and collectively, the "Contract Signers") certifies that, based on his or her review of Customer's books and records, Customer has, and at the time of adoption of this MSA had, full power and lawful authority to adopt the MSA and to confer the powers herein granted to the persons named, and that such persons have full power and authority to exercise the same.

Each of the Contract Signers further certifies that he or she has the full power and lawful authority to execute this MSA on behalf of Customer, its subsidiaries and affiliates, or if applicable, as an agent for another entity who has entered into an agreement with Customer authorizing Customer to act on such entity's behalf.

Each of the Contract Signers further certifies that the Account Signers, Treasury Management Signers, Foreign Currency Account Signers and/or Money Center Signers have been duly elected to and now hold the offices of Customer set opposite their respective names, and the signatures appearing opposite their names are the authentic, official signatures of the said signer.

The undersigned Contract Signers have executed this MSA as of the 12th day of June, 20 14.

Contract Signer
Signature: _____
Print Name: Corey L. Adams
Print Title: Mayor

Contract Signer
Signature: _____
Print Name: Jeri St Onge
Print Title: Council President

Contract Signer
Signature: _____
Print Name: Sue Hollis
Print Title: City Recorder

Contract Signer
Signature: _____
Print Name: Gerald L. Hill, Jr
Print Title: City Councilor

Contract Signer
Signature: _____
Print Name: Katie Vinson
Print Title: City Councilor

Contract Signer
Signature: _____
Print Name: _____
Print Title: _____

Contract Signer
Signature: _____
Print Name: _____
Print Title: _____

Contract Signer
Signature: _____
Print Name: _____
Print Title: _____

For Internal Use Only:

Review _____	Validation Method _____	TL Review _____	Imaged _____
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New Account/Change in Authorized Account Signer(s)

Customer Information

Customer Name: City of Willamina

New Account

Tax Identification Number: 936002281

Change in Authorized Account Signers

Account Information

Account Name	Account Number	Tax Identification Number
City of Willamina - General Operating	153695268174	936002281
City of Willamina - Payroll Account	153695268182	936002281

Authorized Account Signers

Add Authorized Account Signer(s):

Name	Title	Specimen Signature
Gerald L. Hill, Jr	City Councilor	

Delete Authorized Account Signer(s) (list name(s) only):

Gary L. Hill, Jr		
------------------	--	--

Existing Authorized Account Signer(s) other than those new Authorized Account Signers listed above (list name(s) only, no specimen signatures are needed)

Corey L. Adams	Jeri St Onge	Katie Vinson
Sue Hollis		

REQUEST FOR FEDERAL TAXPAYER IDENTIFICATION NUMBER

UNDER PENALTIES OF PERJURY I CERTIFY THAT:

A. THE NUMBER(S) SHOWN ABOVE IS/ARE THE CORRECT TAXPAYER IDENTIFICATION NUMBER(S) FOR THE CORRESPONDING TAXPAYER.

B. I AM NOT SUBJECT TO BACKUP WITHHOLDING AS A RESULT OF FAILURE TO REPORT ALL INTEREST OR DIVIDENDS SINCE I HAVE NOT BEEN NOTIFIED I AM SUBJECT TO OR HAVE BEEN NOTIFIED I AM NO LONGER SUBJECT TO BACKUP WITHHOLDING BY THE INTERNAL REVENUE SERVICE. (IF YOU CANNOT CERTIFY THIS, CROSS OUT STATEMENT B.)

C. I AM A U.S. PERSON (AS DEFINED IN THE IRS FORM W-9 INSTRUCTIONS, WHICH INSTRUCTIONS WILL BE PROVIDED BY BANK UPON REQUEST).

D. I AM AN EXEMPT CUSTOMER AS LISTED IN THE IRS FORM W-9 INSTRUCTIONS - CHECK BOX THE INTERNAL REVENUE SERVICE DOES NOT REQUIRE YOUR CONSENT TO ANY PROVISIONS OF THIS DOCUMENT OTHER THAN THE CERTIFICATIONS REQUIRED TO AVOID BACKUP WITHHOLDING.

The Signer listed below further represents and warrants to the Bank that the signatures listed above are the true and authentic signatures of the Authorized Account Signer(s) and that Customer has taken all action required by its organizational documents to appoint the Authorized Account Signer(s). Account Signer may execute this Appendix A-1 to add an account(s) for Customer if the Existing Authorized Signers remain the same. Otherwise, this Appendix A-1 must be executed by a Contract Signer. This Appendix A-1 becomes effective only after U.S. Bank receives and has time to modify its records to reflect the changes noted herein.

Signer Signature: _____

Print Title: City Recorder

Print Name: Sue C Hollis

Date: _____

For Internal Use Only:

Authorized Signers are related to the Master Services Agreement dated: _____

Review _____ Validation Method _____ TL Review _____ Imaged _____



Appendix B-1

Change in Authorized Treasury Management Signer(s)

Customer Information

Customer Name: City of Willamina

Tax Identification Number: 936002281

Authorized Treasury Management Signers:

Add Authorized Treasury Management Signer(s):

Name	Title	Specimen Signature
Gerald L. Hill, Jr	City Councilor	

Delete Authorized Treasury Management Signer(s) (list name(s) only):

Gary L. Hill Jr		

Existing Authorized Treasury Management Signer(s) other than those new Authorized Treasury Management signers listed above (list name(s) only, no specimen signatures are needed)

Corey L. Adams		
Jeri St Onge		
Katie Vinson		
Sue Hollis		

The Contract Signer listed below further represents and warrants to the Bank that the signatures listed above are the true and authentic signatures of the Authorized Treasury Management Signer(s) and that Customer has taken all action required by its organizational documents to appoint the Authorized Treasury Management Signer(s). This Appendix B-1 becomes effective only after U.S. Bank receives and has time to modify its records to reflect the changes noted herein.

Contract Signer Signature: _____ Print Title: City Recorder
 Print Name: Sue C Hollis _____ Date: _____

For Internal Use Only:
 Authorized Signers are related to the Master Services Agreement dated: _____
 Review _____ Validation Method _____ TL Review _____ Imaged _____



Mayor Corey L Adams

Council Members:

*Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Heather Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor*

City Staff:

*City Recorder, Sue Hollis
Library: Melissa Hansen & Denise
Willms
Office Coordinator: Debbie Bernard
Office Specialist: Amber Deibel
Public Works Director: Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE HOLLIS, CITY RECORDER

SUBJECT: RESOLUTION #13.14-014, A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

Background

1. The City receives various state revenues each year. The State Revenue Sharing Law, ORS 221.770, requires City's to annually pass an ordinance or resolution Stating that they wish to receive this money. The City must also certify that two public hearings have been held:
 - a. One before the Budget Committee to discuss possible use of the funds in the budget. This hearing was held on May 22, 2014.
 - b. One before the City Council to discuss the proposed use of the funds in relation to the entire budget. This hearing is scheduled for June 12, 2014.
2. Attached for Council adoption is Resolution #13.14-014, A Resolution Declaring the City's Election to Receive State Revenues.

Action Requested:

That Council adopt Resolution #13.14-014, A Resolution Declaring the City's Election to Receive State Revenues.

Attachment

F/RESOLUTIONS/2013-2014/R13/14-014.CCMEMO.06-12-14



Mayor Corey L Adams

Council Members:

Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L. Hill Jr
Heather Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor

City Staff:

City Recorder: *Sue C Hollis*
Library: *Melissa Hansen & Denise Willms*
Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

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

RESOLUTION NUMBER 13-14.014

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

The City of Willamina ordains as follows:

Section 1. THAT pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2014-2015.

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

PASSED and ADOPTED by the City Council of the City of Willamina this **12th day of June, 2014.**



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

I certify that a public hearing was held before the Budget Committee on May 22, 2014, and a public hearing before the City Council was held on June 12, 2014, giving citizens an opportunity to comment on use of State Revenue Sharing.

Sue C Hollis, City Recorder

F/RESOLUTIONS/2013-2014/R13.14-014



Mayor Corey L Adams

Council Members:

*Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L. Hill Jr
Heather Stritzke
Katie Vinson
Mariab Woodward, Honorary City Councilor*

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen & Denise Willms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE C HOLLIS, CITY RECORDER

SUBJECT: RESOLUTION #13.14-015, A RESOLUTION APPROVING PROPOSED 2014/15 RATE SCHEDULE FOR RECOLOGY WESTERN OREGON

Background:

1. Attached for Council consideration is Resolution #13.14-015, A Resolution Approving Proposed 2014/15 Rate Schedule for Recology Western Oregon. The rate increase is .9%. This increase matches the CPI-U for April 2013.
2. Section 9, subsection (c)(2) of the Franchise Agreement requires holding a public hearing on the proposed rates. The hearing was held on June 12, 2014.
3. The Finance Committee has not reviewed the proposed rates which were received on May 30, 2014, however, unless the franchise holder requests a rate increase above the CPI-U, the rate increases are somewhat automatic provided that Council does not have serious concerns about performance of the franchisee.

Recommendation:

That the City Council adopt Resolution #13.14-015, A Resolution Approving Proposed 2014/15 Rate Schedule for Recology Western Oregon.

Attachment

F/RESOLUTIONS/2013-2014/R13.14-015.CCMEMO.06-12-14

An Equal Opportunity Employer

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

www.willaminaoregon.gov



Mayor Corey L Adams

Council Members:

*Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Heather Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor*

City Staff:

City Recorder: *Sue C Hollis*
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Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

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

RESOLUTION NUMBER 13.14-015

**A RESOLUTION APPROVING PROPOSED 2014/15 RATE SCHEDULE FOR
RECOLOGY WESTERN OREGON**

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 12, 2014, 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 1, 2014.

Passed and adopted by the Willamina City Council this **12th** day of **June 2014**.



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

Attachment – Exhibit A

F/RESOLUTIONS/2013-2014.13.14-015

Resolution #13-14.015

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

Willamina	Current Rates	Rate Adjustment 0.90%	Proposed Rates
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Can & Cart Services - Curbside				
Curb side: within 4' of the curb/road & 4' away from all cars, mail boxes, or misc items				
1	1 Can Weekly	\$ 13.85	\$ 0.12	\$ 13.97
2	Each Additional Can Weekly	\$ 13.85	\$ 0.12	\$ 13.97
3	32 Gallon Cart Weekly	\$ 13.12	\$ 0.12	\$ 13.24
4	90 Gallon Cart Weekly	\$ 21.87	\$ 0.20	\$ 22.07
5	1 Can Every Other Week	\$ 9.00	\$ 0.08	\$ 9.08
6	Each Additional Can - EOW	\$ 9.00	\$ 0.08	\$ 9.08
7	32 Gallon Cart Every Other Week	\$ 8.53	\$ 0.08	\$ 8.60
8	90 Gallon Cart Every Other Week	\$ 14.21	\$ 0.13	\$ 14.34
9	1 Can Once a Month	\$ 4.87	\$ 0.04	\$ 4.91
10	Each Additional Can - OAM	\$ 4.87	\$ 0.04	\$ 4.91
11	32 Gallon Cart Once a Month	\$ 4.59	\$ 0.04	\$ 4.63
12	90 Gallon Cart Once a Month	\$ 7.65	\$ 0.07	\$ 7.72
Special Pick-up (off-week service for EOW or OAM) equals the OAM rate.				
13	On-Call Billed - 32 gal can (per can)	\$ 4.87	\$ 0.04	\$ 4.91
14	On-Call Billed - 32 gal cart (per cart)	\$ 4.59	\$ 0.04	\$ 4.63
15	On-Call Billed - 90 gal cart(per cart)	\$ 7.65	\$ 0.07	\$ 7.72
16	90 Gallon Cart Rent (for on-call service)	\$ 2.70		\$ 2.70

Note: Recycling Service not available for on-call customers.

17	Regular Customer - Add. Can, Bag, Misc.	\$ 3.46	\$ 0.03	\$ 3.49
18	Extra 90 Gallon Cart Pick Up	\$ 5.48	\$ 0.05	\$ 5.53

our new system has one code for extras, so now all are "curbside"

Can & Cart Services - Non Curbside				
Non curbside: visible from the street, outside garages and fenced areas				
19	1 Can Weekly	\$ 14.59	\$ 0.13	\$ 14.72
20	Each Additional Can - Weekly	\$ 14.59	\$ 0.13	\$ 14.72
21	32 Gallon Cart Weekly	\$ 20.42	\$ 0.18	\$ 20.61
22	90 Gallon Cart Weekly	\$ 33.55	\$ 0.30	\$ 33.85
23	1 Can Every Other Week	\$ 9.49	\$ 0.09	\$ 9.57
24	Each Additional Can - EOW	\$ 9.49	\$ 0.09	\$ 9.57
25	32 Gallon Cart Every Other Week	\$ 13.28	\$ 0.12	\$ 13.39
26	90 Gallon Cart Every Other Week	\$ 21.81	\$ 0.20	\$ 22.00
27	1 Can Once a Month	\$ 5.10	\$ 0.05	\$ 5.15
28	Each Additional Can - OAM	\$ 5.10	\$ 0.05	\$ 5.15
29	32 Gallon Cart Once a Month	\$ 7.15	\$ 0.06	\$ 7.21
30	90 Gallon Cart Once a Month	\$ 11.74	\$ 0.11	\$ 11.85
Special Pick-up (off-week service for EOW or OAM) equals the OAM rate.				
31	On-Call Billed - 32 gal can (per can)	\$ 5.10	\$ 0.05	\$ 5.15
32	On-Call Billed - 32 gal cart (per cart)	\$ 7.15	\$ 0.06	\$ 7.21
33	On-Call Billed - 90 gal cart(per cart)	\$ 11.74	\$ 0.11	\$ 11.85
34	90 Gallon Cart Rent (for on-call service)	\$ 2.70		\$ 2.70

Note: Recycling Service not available for on-call customers.

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

Willamina	Current Rates	Rate Adjustment 0.90%	Proposed Rates
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MISCELLANEOUS RATES

Charges for items on line 41- 47 do NOT include the additional service charge which is charged separately

rates reflect current prices at RWO-VRZ.

37	Refrigerators - Freezers	\$ 29.29		\$ 29.29
38	Appliances	\$ 11.72		\$ 11.72
39	Furniture - all types	\$ 17.57		\$ 17.57
40	Tires off rims	\$ 4.69		\$ 4.69
41	Tires with rims	\$ 9.37		\$ 9.37
42	Truck tires off rims	\$ 11.72		\$ 11.72
43	Truck tires with rims	\$ 35.15		\$ 35.15

(NOTE: Fees for oversize tires vary, and are not reflected in the above rates.)

44	Service Charge - In Route	\$ 18.08	\$ 0.16	\$ 18.25
45	Service Charge - Out of Route	\$ 95.26	\$ 0.86	\$ 96.11
46	One truck - One employee (Per Hour)	\$108.24	\$ 0.97	\$ 109.21
47	One truck - Two employees (Per Hour)	\$162.37	\$ 1.46	\$ 163.83

Note: "It's Not Junk" services are based on these rates including estimated time in minutes + disposal

Miscellaneous Charges

48	Container Re-Delivery Charge	\$ 95.26	\$ 0.86	\$ 96.11
49	Off No Pay Reinstatement Charge	\$ 15.00		\$ 15.00
50	NSF Check Charge	\$ 25.00		\$ 25.00
51	Cart Replacement <small>(loss/damage beyond normal wear & tear)</small>	\$ 65.00		\$ 65.00
52	Cart Re-Delivery (after suspend) - In Route	\$ 10.00		\$ 10.00
53	Cart Re-Delivery (after suspend) - Out of Route	\$ 20.00		\$ 20.00

MEDICAL WASTE RATES

Small Volume Generators

Sharps Container and Disposal

57	4.7 Qt -- Per Container	\$ 26.73	\$ 0.53	\$ 27.27
58	10 Qt -- Per Container	\$ 29.49	\$ 0.59	\$ 30.08
59	23 Qt -- Per Container	\$ 48.55	\$ 0.97	\$ 49.52

increase per vendor contract

Steri-Tub Rental and Disposal

60	21 Gallons -- Per Tub	\$ 39.54	\$ 0.79	\$ 40.33
61	48 Gallons -- Per Tub	\$ 45.20	\$ 0.90	\$ 46.10
62	Overweight Charge -- Per Tub	\$121.50	\$ 2.43	\$ 123.93

increase per vendor contract

Confidential Document Destruction

63	9 Gallon Box	\$ 35.18	\$ 0.32	\$ 35.50
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Miscellaneous Rates - All Customers

Sharps Container Purchase

64	4.7 Qt - Per Container	\$ 6.57		\$ 6.57
65	10 Qt - Per Container	\$ 9.28		\$ 9.28
66	23 Qt - Per Container	\$ 17.33		\$ 17.33

67	Special Service/Re-packaging Fee (per hr) - supplies billed separately	\$108.24	\$ 0.97	\$ 109.21
69	Emergency Spill Remediation - per person, per hour - supplies billed separately	\$135.24	\$ 1.22	\$ 136.46

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

Willamina		Current Rates	Rate Adjustment 0.90%	Proposed Rates
70	Spill Kit	\$ 15.14	\$ 0.14	\$ 15.28

Temporary Rental Containers Defined as: not longer than 30 days and 45 days between container rentals or for the term of project for contractors		our old system used a combined rate: \$ 90.61 garbage \$ 91.42 \$ 77.72 recycling \$ 78.42		
71	Rental Container Delivery Fee	\$ 23.93	\$ 0.22	\$ 24.15
72	Rental Container Service Fee	\$ 66.68	\$ 0.60	\$ 67.28
73	Recycling Rental Delivery Fee	\$ 23.93	\$ 0.22	\$ 24.15
74	Recycling Rental Service Fee	\$ 53.79	\$ 0.48	\$ 54.27
75	Daily Rental Charge - 3 Yd Rental	\$ 2.00		\$ 2.00

DROP BOXES

76	Delivery charge (Based on hourly truck time)	\$ 95.26	\$ 0.86	\$ 96.11
77	Daily Rent - after 48 hrs/excl. weekends	\$ 8.00	\$ 0.07	\$ 8.08

Industrial Invoiced Permanent Customers

78	Rent (per month) - 1 year or longer	\$112.91	\$ 1.02	\$ 113.92
79	Truck Time (per hour)	\$108.24	\$ 0.97	\$ 109.21
80	Haul Fee	\$162.37	\$ 1.46	\$ 163.83
81	Rec./Mkt. Hauls (per hour) - plus disposal	\$108.24	\$ 0.97	\$ 109.21
82	Disposal Charge (per ton)	\$ 37.60	\$ 0.27	\$ 37.87

**increase based on adjustment to disposal fees charged by Riverbend Landfill.

COD Temporary Customers

83	10 Yard Box	\$215.48	\$ 1.94	\$ 217.42
84	20 Yard Box	\$302.44	\$ 2.72	\$ 305.16
85	30 Yard Box	\$389.42	\$ 3.50	\$ 392.93
86	47 Yard Box	\$564.90	\$ 5.08	\$ 569.99
87	50 Yard Box	\$600.67	\$ 5.41	\$ 606.07

CONTAINER RATES

Weekly Service - Containers

88	1 Yard Container	\$104.84	\$ 0.94	\$ 105.79
89	1 1/2 Yard Container	\$131.20	\$ 1.18	\$ 132.38
90	2 Yard Container	\$157.56	\$ 1.42	\$ 158.98
91	3 Yard Container	\$210.30	\$ 1.89	\$ 212.19
92	4 Yard Container	\$263.04	\$ 2.37	\$ 265.40
93	5 Yard Container	\$315.77	\$ 2.84	\$ 318.61
94	6 Yard Container	\$368.51	\$ 3.32	\$ 371.83
95	8 Yard Container	\$436.20	\$ 3.93	\$ 440.13

Each Add'l Stop per Week - Containers

formula = weekly - rent

96	1 Yard Container	\$ 84.84		\$ 85.79
97	1 1/2 Yard Container	\$111.20		\$ 112.38
98	2 Yard Container	\$137.56		\$ 138.98
99	3 Yard Container	\$190.30		\$ 192.19
100	4 Yard Container	\$243.04		\$ 245.40
101	5 Yard Container	\$295.77		\$ 298.61
102	6 Yard Container	\$348.51		\$ 351.83
103	8 Yard Container	\$416.20		\$ 420.13

Every Other Week Service - Containers

RECOLOGY WESTERN OREGON
Proposed Rates - Effective July 1st, 2014

	Willamina	Current Rates	Rate Adjustment 0.90%	Proposed Rates
100	1 Yard Container	\$ 63.82	\$ 0.57	\$ 64.39
105	1 1/2 Yard Container	\$ 77.00	\$ 0.69	\$ 77.69
106	2 Yard Container	\$ 90.19	\$ 0.81	\$ 91.00
107	3 Yard Container	\$116.54	\$ 1.05	\$ 117.59
108	4 Yard Container	\$142.92	\$ 1.29	\$ 144.21
109	5 Yard Container	\$169.27	\$ 1.52	\$ 170.80
110	6 Yard Container	\$195.64	\$ 1.76	\$ 197.40
111	8 Yard Container	\$229.50	\$ 2.07	\$ 231.57

Once a Month Service - Containers

112	1 Yard Container	\$ 41.73	\$ 0.38	\$ 42.11
113	1 1/2 Yard Container	\$ 47.83	\$ 0.43	\$ 48.26
114	2 Yard Container	\$ 53.92	\$ 0.49	\$ 54.40
115	3 Yard Container	\$ 66.10	\$ 0.59	\$ 66.70
116	4 Yard Container	\$ 78.27	\$ 0.70	\$ 78.98
117	5 Yard Container	\$ 90.46	\$ 0.81	\$ 91.27
118	6 Yard Container	\$102.62	\$ 0.92	\$ 103.55
119	8 Yard Container	\$118.27	\$ 1.06	\$ 119.33

On-Call Service - Containers

120	1 Yard Container	\$ 20.85	\$ 0.19	\$ 21.03
121	1 1/2 Yard Container	\$ 27.54	\$ 0.25	\$ 27.79
122	2 Yard Container	\$ 34.23	\$ 0.31	\$ 34.54
123	3 Yard Container	\$ 47.64	\$ 0.43	\$ 48.07
124	4 Yard Container	\$ 61.03	\$ 0.55	\$ 61.58
125	5 Yard Container	\$ 74.43	\$ 0.67	\$ 75.10
126	6 Yard Container	\$ 87.82	\$ 0.79	\$ 88.61
127	8 Yard Container	\$105.02	\$ 0.95	\$ 105.97

Rent - Containers (per month, same price for all sizes)

128	1 to 8 Yard Container	\$ 20.00		\$ 20.00
-----	-----------------------	----------	--	----------

Permanent Frontload Compactor Rates
This includes all compacted material including pre compacted waste

129	Compaction Ratio - 4:1	1.50		1.50
130	Compaction Ratio - 3:1	1.30		1.30
131	Compaction Ratio - 2:1	1.12		1.12

NOTES: Finance Charges (0.75% monthly, 9% annually) will be assessed on any past due amount (excluding amounts in dispute over billing or service issues). Billing Terms: Commercial Accounts are billed on a monthly basis. Residential accounts are billed once every three months in advance



Mayor Corey L Adams

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Public Works Director: *Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE C HOLLIS, CITY RECORDER

SUBJECT: RESOLUTION #13.14-016, A RESOLUTION INCREASING RATES FOR THE USE AND SALES OF WATER & SEWER SERVICES

Background:

1. Attached for Council consideration is Resolution #13.14-016, A Resolution Increasing Rates for the Use and Sales of Water & Sewer Services. The proposed rate increases are 5% for water and 3% for sewer.
2. A public hearing for the proposed increases is being held on June 12, 2014.

Recommendation:

That the City Council adopt Resolution #13.14-016, A Resolution Increasing Rates for the Use and Sales of Water & Sewer Services.

Attachment

F/RESOLUTIONS/2013-2014/R13.14-016.CCMEMO.06-12-14

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

RESOLUTION NUMBER 13.14-016

In the Matter of Increasing Rates for the Use and Sales of Water & Sewer Services

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 adopted by Resolution #12-13.015 on June 13, 2013, and

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 5% increase in water rates and a 3% increase in sewer rates as shown on the schedule attached, as Exhibit "A," said rates to be effective with June 16-July 15, 2014, billing ; and

Section 2. THAT Exhibit A to Resolution #12-13.015 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 **12th day of June, 2014.**



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

Attachment – Exhibit A

F/RESOLUTIONS/2013-2014/13.14-016



WATER & SEWER SERVICE RATES FOR FY 2014/15

(EFFECTIVE JUNE 16-JULY 15, 2014, BILLING CYCLE)

Code		Rate Per EDU*	Water Base	New	Sewer Flat	New	Total (New)	Change	Min Cons (cf**)	Overage Rate
Water	Sewer									
123	200	Single Family	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
117	214	Senior Rate	31.35	32.90	48.55	50.00	82.90	3.00	750 cf	1.10/100 cf
103	209	Vacation Rate	19.15	20.10	17.25	17.75	37.85	1.45		
109	202	Business	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
222****	201	Oaken Hills Campus	486.60	510.95	713.70	735.10	1246.05	45.75		Flat Rate
112	208	Group Home	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
105	201	Apartment Rate	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf per unit
123	203	Churches	37.45	39.30	54.95	56.60	95.90	3.50	750 cf	1.10/100 cf
110	205	Grocery	52.35	54.95	133.20	137.20	192.15	6.60	750 cf	1.60/100 cf
113	210	Laundry	178.00	186.90	274.40	282.65	469.55	17.15	750 cf	1.10/100 cf
111	204	Car Wash	74.90	78.65	109.80	113.10	191.75	7.05	750 cf	2.20/100 cf
221	212	Willamina Lumber	435.90	457.70	664.10	684.00	1141.70	41.70	750 cf	Flat Rate
116	213	House/Cabins	106.10	111.40	158.25	163.00	274.40	10.05	750 cf	1.10/100 cf
118	215	Café, Restaurant, Tav	89.45	93.90	131.75	135.70	229.60	8.40	750 cf	2.70/100 cf
119	216	Café, Restaurant, Tav	112.40	118.00	164.70	169.65	287.65	10.55	750 cf	3.40/100 cf
120	217	Café, Restaurant, Tav	119.85	125.85	175.65	180.90	306.75	11.25	750 cf	3.60/100 cf
121	218	Café, Restaurant, Tav	56.95	59.80	83.45	85.95	145.75	5.35	750 cf	1.70/100 cf
122	218	Café, Restaurant, Tav	68.60	72.05	83.45	85.95	158.00	5.95	750 cf	1.70/100 cf
106	200	West Valley Campus	74.85	78.60	109.80	113.10	191.70	7.05	750 cf	2.20/100 cf
M2****		Conifer Fire Line	62.90	62.90			62.90	0.00		Flat Rate
DUPLEX, TRI-PLEX, FOUR-PLEX, & FIVE-PLEX RATES										
106		Duplex****	74.85	78.60	109.80	113.20	191.80	7.15	1500 cf	2.20/100 cf
107		Tri-Plex****	112.30	117.90	164.30	169.80	287.70	11.10	2250 cf	3.30/100 cf
108		Four-Plex****	149.75	157.20	219.60	226.40	383.60	14.25	3000 cf	4.40/100 cf
		Five-Plex****	187.15	196.50	274.50	283.00	479.50	17.85	3750 cf	5.50/100 cf

Anything over 5 Units use Apartment Rate Code with lot units

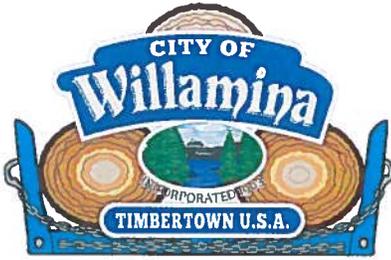
* EDU = Equivalent Dwelling Units

*** Charged 13 EDUs Flat Rate

*****Negotiated Rate

** 1 cf = 7.48 gallons

****Properties sharing one Master Meter



Mayor Corey L Adams

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Public Works Director: *Jeff Brown*

MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE C HOLLIS, CITY RECORDER

SUBJECT: ADOPTING ORDINANCE #657, AN ORDINANCE DECLARING & CORRECTING A SCRIVENER'S ERROR IN THE CITY OF WILLAMINA ZONING MAP & DECLARING AN EMERGENCY

Background:

1. Several weeks ago, the City was contacted by an individual who was trying to buy a property for sale at 167 SW Main Street. They were told by their mortgage broker that the banks would not lend on this property because it was zoned "Public." After checking the City's Zoning Map, it appeared that this property did carry that zoning. This property has had a home on it since the 1800's and the zoning shown on the map did not really make sense. The property immediately behind this parcel is Lamson Park which is appropriately zoned "P." Jeff Brown, Public Works Director, made contact with the donor, OC Yokum, who confirmed that he did not donate this front parcel to the City as part of Lamson Park.
2. Debra Bernard, Office Coordinator, Marjorie Mattson, City Planner, and I did extensive research to determine the correct zoning of this property. The Department of Land Conservation and Development (DLCD) has on file the last adopted zoning map for the City which is dated 1987. A copy is shown as Exhibit A to the attached ordinance. That map shows the property (and the adjacent property to the east) zoned as partially R-1 (Single Family Residential) and partially C-2 (Commercial-Residential) There have been no ordinances changing the zoning of either of these properties since the 1987 map date. It is clear that the map prepared by Yamhill County approximately 2 years ago, contains an error that was not discovered by staff prior to this time. This map was intended to match the current map on file at DLCD. Such a mistake is defined as a "scrivener's error."

3. After checking with David Doughman, City Attorney, it was his recommendation that the City adopt an ordinance declaring and correcting the scrivener's error in the map and notifying DLCD of the action. This would correct the map to the zoning shown in Exhibit A to the attached ordinance. The correction would include the adjacent property as well.
4. Because the map error is the City's, adopting the ordinance without an emergency clause would, in staff's opinion, place an undue hardship on the seller and any potential buyer. Therefore, again after discussion with the City Attorney, the ordinance includes an emergency clause which will allow it to be adopted at one meeting and become effective immediately.
5. Chapter VIII, Section 30, of the City Charter provides two options for adopting the ordinance at a single meeting:

a. Option 1:

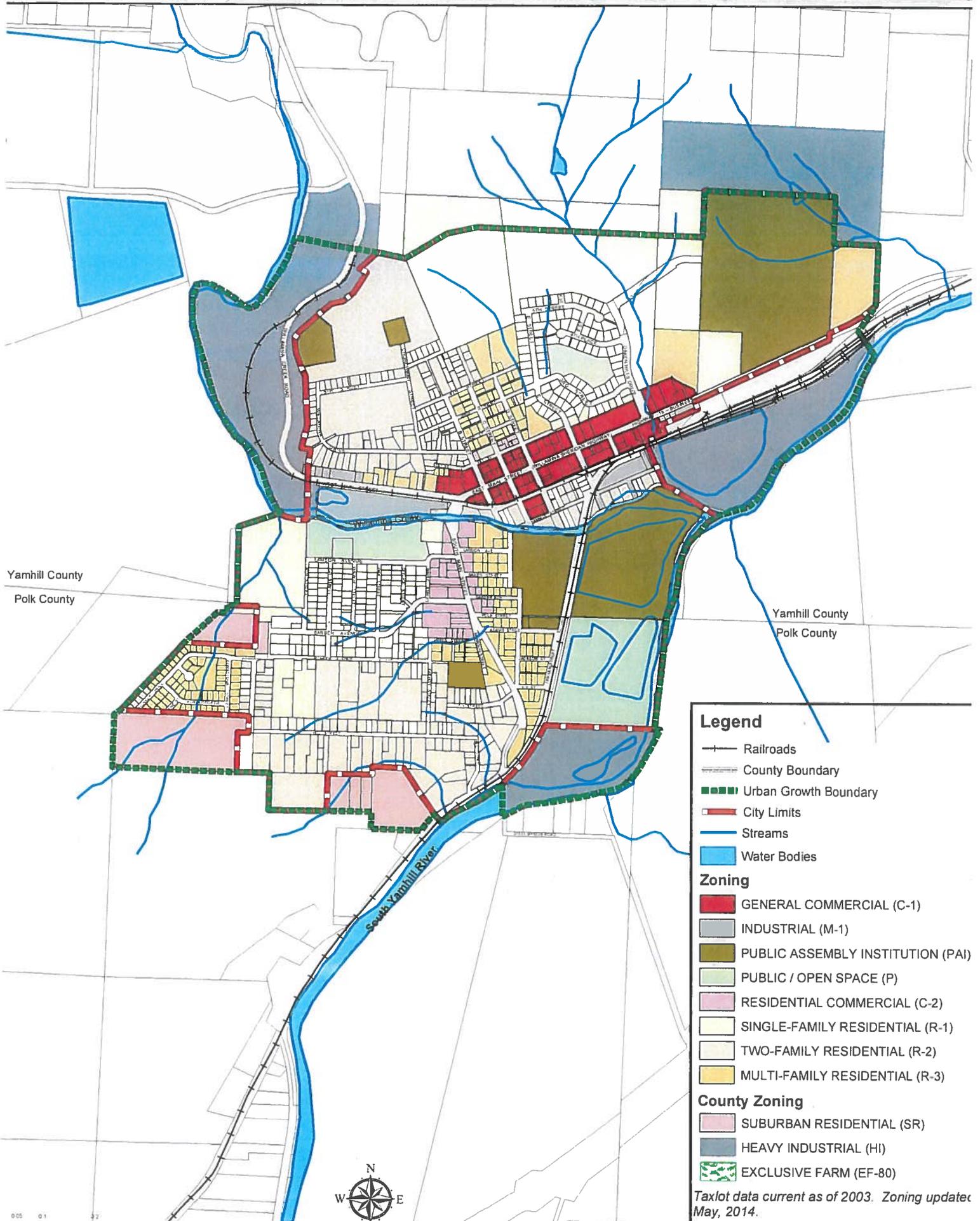
The Council may adopt an ordinance at a single meeting by the express unanimous vote of all Council members present, provided the ordinance is read first in full and then by title only; or

b. Option 2:

An ordinance may be read by title only if:

- 1) No Council member present at the meeting requests that the ordinance be read in full, or
- 2) At least one (1) week before the meeting:
 - a) A copy of the ordinance is provided for each Council member;
 - b) Three copies of the ordinance are available for inspection at the office of the custodian of city records; and
 - c) Notice of their availability is given by written notice posted at the City Hall and two other public places in the City.

City of Willamina Zoning Map



Legend

- Railroads
 - County Boundary
 - Urban Growth Boundary
 - City Limits
 - Streams
 - Water Bodies
- Zoning**
- GENERAL COMMERCIAL (C-1)
 - INDUSTRIAL (M-1)
 - PUBLIC ASSEMBLY INSTITUTION (PAI)
 - PUBLIC / OPEN SPACE (P)
 - RESIDENTIAL COMMERCIAL (C-2)
 - SINGLE-FAMILY RESIDENTIAL (R-1)
 - TWO-FAMILY RESIDENTIAL (R-2)
 - MULTI-FAMILY RESIDENTIAL (R-3)
- County Zoning**
- SUBURBAN RESIDENTIAL (SR)
 - HEAVY INDUSTRIAL (HI)
 - EXCLUSIVE FARM (EF-80)

Taxlot data current as of 2003. Zoning updated May, 2014.



ORDINANCE NO. 657

AN ORDINANCE DECLARING & CORRECTING A SCRIVENER'S ERROR IN THE CITY OF WILLAMINA ZONING MAP AND DECLARING AN EMERGENCY

WHEREAS, the City of Willamina has on file with the Department of Land Conservation and Development (DLCD) an adopted Zoning Map dated 1987 (attached hereto as Exhibit A); and

WHEREAS, the City asked Yamhill County (hereafter called "County") to prepare a color version of the map with their GIS system approximately 2 years ago (attached hereto as Exhibit B); and

WHEREAS, it has been discovered that the map prepared by the County has an error on two parcels on SW Main Street further identified as Tax Lot Numbers R6701DB-00301 and R6701DB-00500;

NOW THEREFORE THE CITY OF WILLAMINA ORDAINS AS FOLLOWS:

Section 1. **THAT** a scrivener's error is hereby declared to exist on the County map (attached hereto as Exhibit B); and

Section 2. **THAT** said map should be corrected to show the parcels zoned as they appear on the 1987 City of Willamina Zoning Map (attached hereto as Exhibit A); and

Section 3. **THAT** in order to protect the peace, health and welfare of Willamina, its residents and its visitors, the City Council declares an emergency to exist, and, therefore, this ordinance will be effective immediately upon its adoption by the City Council.

First Reading: _____ **Second Reading:** _____

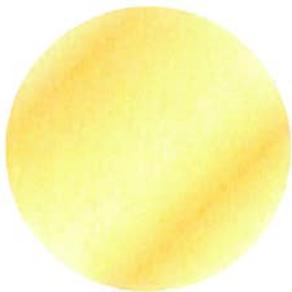
PASSED AND ADOPTED by the City Council of the City of Willamina this **12th** day of **June, 2014**, by the following votes:

YEAS _____

NAYS _____

ABSTAIN _____

ABSENT _____



Corey L Adams, Mayor

ATTEST:

Sue C Hollis, City Recorder

Attachments – EXHIBITS A & B

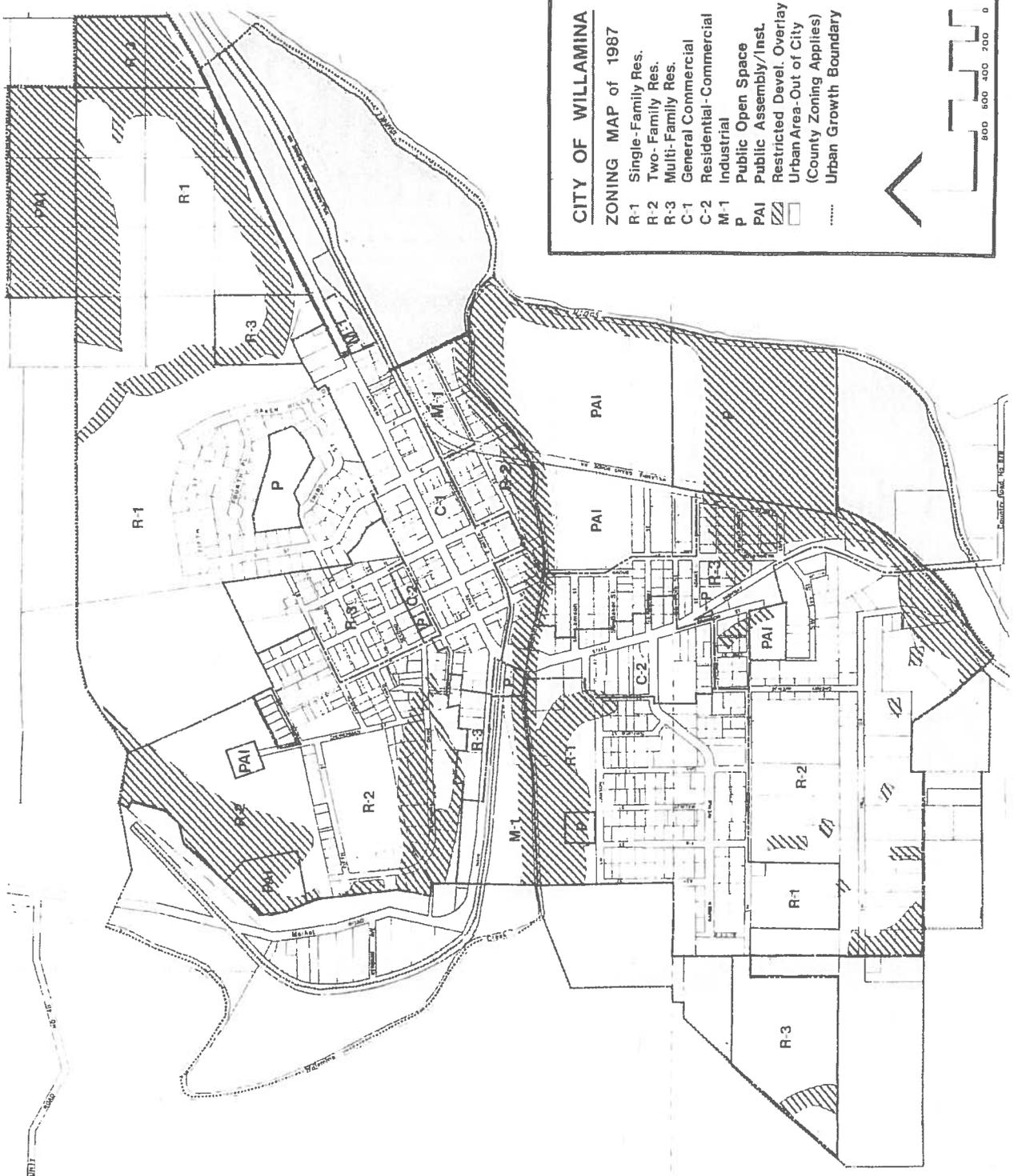
CITY OF WILLAMINA
ZONING MAP of 1987

- R-1 Single-Family Res.
- R-2 Two-Family Res.
- R-3 Multi-Family Res.
- C-1 General Commercial
- C-2 Residential-Commercial
- M-1 Industrial
- P Public Open Space
- PAI Public Assembly/Inst.
- Restricted Devel. Overlay
- Urban Area-Out of City (County Zoning Applies)
- Urban Growth Boundary



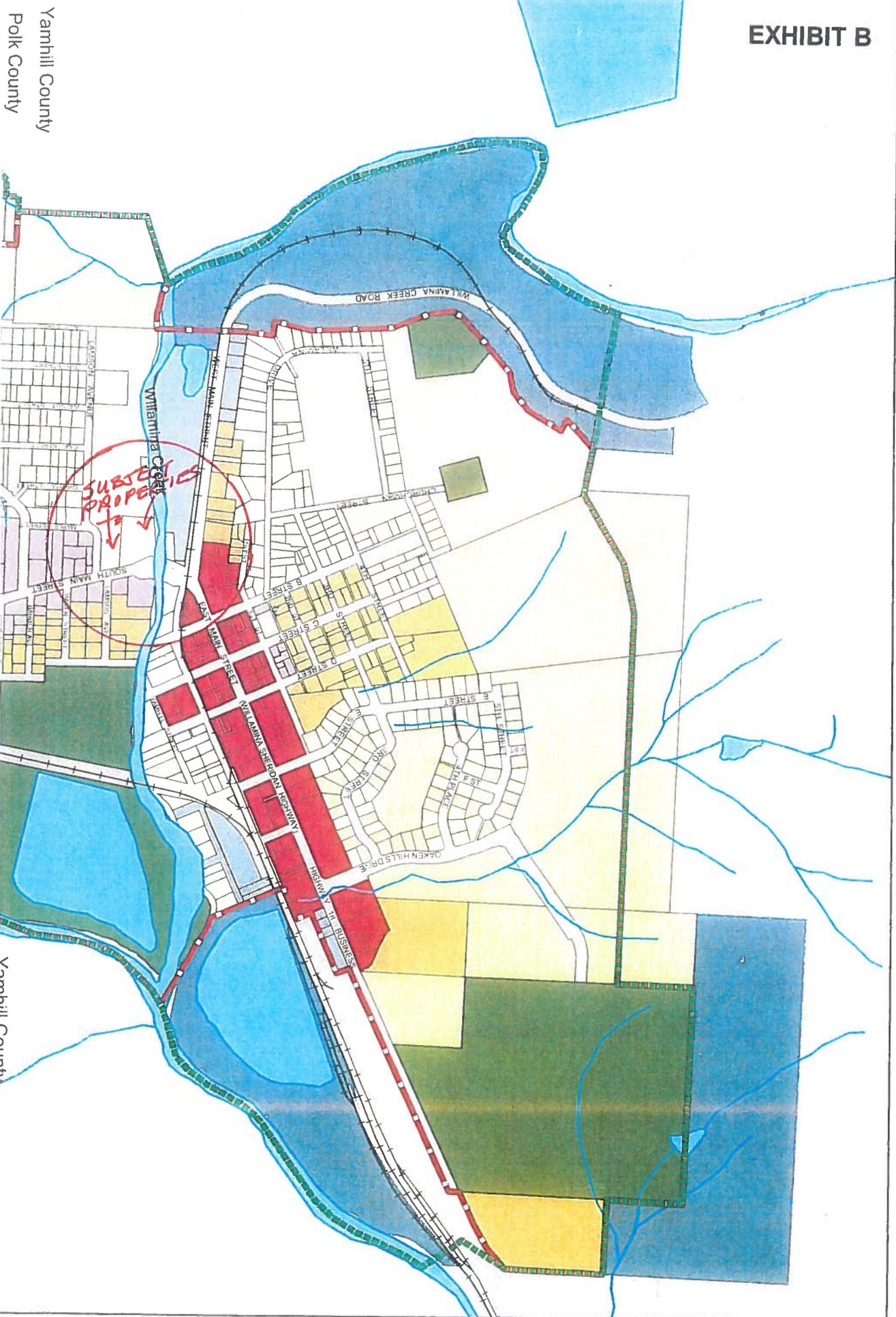






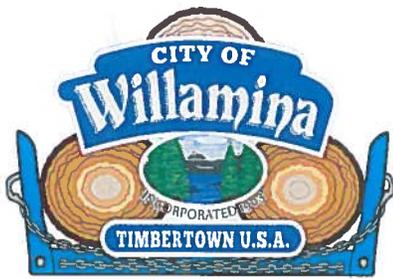
City of Willamina Zoning Map

EXHIBIT B



Yamhill County
Polk County

Yamhill County



Mayor Corey L Adams

Council Members:

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Rita Baller
Allan Bramall
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MEMO TO: CITY COUNCIL

DATE: JUNE 12, 2014

FROM: SUE C HOLLIS, CITY RECORDER

SUBJECT: CHANGE IN JUNE 26, 2014 SPECIAL MEETING & WORK SESSION AGENDA

Background:

1. The City Council has a Special Meeting and Work Session scheduled for June 26, 2014. This is meeting where the FY 2014/15 Budget must be adopted. Following this brief special meeting, Council was to go into a Work Session to discuss the FY 09/10 Audit and the draft Water Master Plan.
2. Two things have occurred to change this schedule. The first is that the auditors would prefer presenting the audit in other than a Work Session. Since we are already planning a Special Meeting, this should not create any problem. The second is that Peter Olsen must be in Utah that week and will be unable to participate. It will be really important for him to be present to discuss his work.
3. A request has been received from the League of Oregon Cities (LOC) that might be a good topic for this Work Session. The issue relates to legislative priorities for the 2015 Legislative Session. Attached is a letter from Michael McCauley, Executive Director, LOC, dated June 2, 2014, providing a list of proposed legislative priorities developed over the last 3 months by various LOC committees. They are asking each City to select their top 4 legislative priorities for 2015. The deadline for response is July 25, 2014.
4. Council may also have another topic that they wish to discuss at this Work Session. Council made the decision at the May meeting not to have a Work Session in July. Peter Olsen will be available for the Work Session in August.

Action Requested

Council decision about topic for Work Session on June 26, 2014.

Attachment

F/CITY COUNCIL/WORK SESSION AGENDA CHANGE.CCMEMO.06-12-14.

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June 2, 2014

Dear Chief Administrative Official:

For the past three months, eight policy committees have worked very diligently to identify and propose specific actions as part of the League's effort to develop a pro-active legislative agenda for the 2015 session. They have identified 22 legislative objectives as set forth in the enclosed ballot and legislative recommendation materials. These objectives span a variety of issues and differ in the potential resources required to seek their achievement. Therefore, it is desirable to prioritize them in order to ensure that efforts are focused where they are most needed.

The LOC Board of Directors has made long term commitments to two issues critical to cities: revenue and land use reform. **As a result of their designation as top legislative priorities on an ongoing basis neither of these issues appear on the enclosed ballot.**

The League will continue to advocate for a constitutional amendment that gives local voters the opportunity to pass local option levies outside of compression. Currently, statewide property tax limitations can prevent local voters from supporting the services they demand via local option levy. This amendment would enable voters to determine the level of services they desire and the associated level of taxation. The League will also advocate for a constitutional amendment that will improve the fairness of the property tax system by recalibrating taxes at the time a property is sold. Oregon's property tax system created a new assessed, or taxable, value based on 1995-96 real market values and capped annual growth. As property values have grown at different rates since that time, huge disparities in tax bills have emerged. The League will also continue to engage in legislative efforts to reform land use processes to reduce the burden on cities as they make local decisions about urban growth. Land use requirements have become increasingly difficult for cities to implement – with increased costs, time, and frequency of appeals – and the League will build on recent efforts to reform the urban growth boundary process to ensure that reforms streamline the land use process.

Each city is being asked to review the recommendations of the policy committees and provide input to the LOC Board of Directors as it prepares to adopt the League's 2015 legislative agenda. After your city council has had the opportunity to review the 22 proposals and discuss them with your staff, please return the enclosed ballot indicating the top four issues that your city council would like to see the League focus on in the 2015 session. **The deadline for response is July 25, 2014.** The board of directors will then review the results of this survey of member cities, along with the recommendations of the policy committees, and determine the League's 2015 legislative agenda.

Helping Cities Succeed

Your city's participation and input will assist the board in creating a focused set of specific legislative targets that reflect the issues of greatest importance for cities. Thank you for your involvement, and thanks to those among you who gave many hours of time and expertise in developing these proposals.

Do not hesitate to contact me or Craig Honeyman, Legislative Director, with questions.

Sincerely,

A handwritten signature in black ink, reading "Michael J. McCauley". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Michael J. McCauley
Executive Director

cc: Oregon Mayors

INSTRUCTIONS

1. Each city should submit one form that reflects the consensus opinion of its city council on the **top four** legislative priorities for 2015.
2. Simply place an X in the space to the left of the city's top four legislative proposals (last page of the document).
3. The top four do not need to be prioritized.
4. Return by **July 25th** via mail, fax or e-mail to:

Angela Carey
League of Oregon Cities
1201 Court St. NE, Suite 200
Salem, Oregon 97301
Fax – (503) 399-4863
acarey@orcities.org

Thank you for your participation.

LOC Policy Committees' Legislative Recommendations

Priority	Description
Community Development	
A. Provide tools for brownfield remediation including \$10 million in recapitalization of the redevelopment fund, new incentives such as tax credits, or regulatory modifications.	Supports finding funding sources and cost reductions for cleaning up brownfields to support economic development. The Brownfield Redevelopment Fund Program provides gap financing to clean-up industrial sites but has not been recapitalized to address the increasing need for clean-up of brownfield sites. However, the fund is not large enough to address this need on a statewide basis, so further support for efforts to determine alternative means to incentivize brownfield redevelopment will increase available industrial sites and help drive economic development. Overall, increasing tools to redevelop brownfields provides more options to cities looking to redevelop current brownfields into a better use.
B. Support capitalization of the industrial site readiness loan program at \$10 million and the industrial site readiness assessment program at \$200,000.	Provides funding for two programs created in 2013 for addressing lands that are zoned industrial but are not being used for industrial purposes: the industrial site readiness program and the industrial site readiness assessment program. The first provides forgivable loans to local governments that bring industrial sites to shovel ready status, such as by placing infrastructure or cleaning up a brownfield. The second allows regions to determine what is preventing land designated for industrial use from being built for industrial use. However, no money was provided to fund either program in the 2013-2015 budget.
C. Prioritize grants providing assistance for natural disaster planning and updating comprehensive plans to address likely natural disasters in a community, and increase the grant funds available to cities through the DLCD's general grant funds to \$2 million.	In the last two biennia, the Oregon Department of Land Conservation and Development general fund grant program has seen a significant drop in the money allocated to it with increasing need from local governments to address technical planning issues and update pursuant to periodic review. In addition, the Oregon Seismic Safety Policy Advisory Commission, has released a report related to ongoing need for upgrading resilience in response to a major earthquake and recent natural disasters have raised awareness relating to land use planning. Raising the general fund grant program back to the 2009-2011 budget levels will help more cities address their planning needs and seek technical assistance. This would also alter the uses for these funds to include planning that increases resilience to natural disasters and meet their Goal 7 requirements.
D. Reform the Post Acknowledgment Plan Amendment process to require appellants to raise issues before the local government before raising the issue on appeal.	Changing the appeals requirements for post-acknowledgement plan amendments (PAPAs) will keep decision making for land use policy at the local level first, allowing city official to determine the scope of legislative changes they make to their plans without trying to fight a new issue on appeal. This "raise it or waive it" standard currently exists for quasi-judicial decisions at the local level and insures that local decisions are not attacked on appeal on an issue that a city could have resolved in finalizing its decision. Modifying the PAPA appeal insures more land use decisions start with addressing all issues at the local level first.
Energy	
E. Modify the existing "1.5% green energy technology for public buildings" requirement to allow for offsite solar investments.	<p>Oregon statute currently requires public contracting agencies to invest 1.5% of the total contract price for new construction or major renovation of certain public buildings on solar or geothermal technology. The requirement allows for offsite technology, but only if the energy is directly transmitted back to the public building site and is more cost-effective than onsite installation.</p> <p>Removing the requirement that an offsite project be directly connected to the public building project could result in increased flexibility for local governments to invest in solar projects that are more cost-effective and that could provide for increased solar energy production.</p>

LOC Policy Committees' Legislative Recommendations

<p>F. Support efforts to eliminate the sunset on the Low Carbon Fuel Standard program.</p>	<p>Oregon's low carbon fuel standard, also known as the Clean Fuels Program, was initially adopted by the 2009 legislature. The standard would require fuel producers and importers to cut the carbon intensity of gasoline and diesel fuels by ten percent over a 10-year period in order to reduce greenhouse house gas emissions, reduce dependence on imported oil, and expand upon Oregon's renewable fuel industry. Fuel producers and importers can meet the standard through providing additional biofuels, natural gas or electricity, or by purchasing clean fuel credits. The program includes several consumer protection mechanisms to help ensure an adequate fuel supply and competitive fuel pricing.</p> <p>The program, as initially adopted is scheduled to expire, or sunset, on December 31, 2015. The League will work to support efforts to eliminate the sunset on the program.</p>
<p>Finance & Taxation</p>	
<p>G. Phase out the 3% discount for the early payment of property taxes.</p>	<p>Oregon law offers a 3% discount for property owners who pay the full amount due by November 15th. A 2% discount is offered for those that pay two-thirds of the amount due by November 15th.</p> <p>The League will phase out the discount over a period of time and adopt a penalty for failing to pay by November 15th to mitigate any cash flow issues for local governments.</p>
<p>H. Improve the fairness of how new and improved property is added to the tax roll.</p>	<p>New and improved property is brought on the tax rolls by applying an annual county-wide ratio of assessed values (AV) to real market values (RMV) to the new or added value of a property, in an attempt to replicate the property tax discount given to properties via Measure 50.</p> <p>However, significant variation between AV and RMV exist within a county, resulting in the discount often being inequitable compared to neighboring properties, as well as being out of line with the discount originally offered to properties when Measure 50 passed in 1997.</p> <p>As a result, similarly situated and valued properties can have significantly different property tax liabilities.</p> <p>The League will work to modify the property tax system to improve the fairness of how new property is added to the tax roll.</p>
<p>I. Improve clarity and certainty around transient lodging tax statute.</p>	<p>State law limits how transient lodging taxes increased or adopted after July 2003 can be spent, with statute requiring that 70 percent of increased or new transient lodging tax revenues be expended on tourism promotion or tourism-related facilities. There is uncertainty, however, as to what qualifies as a tourism-related facility and the timeline in which such expenditures can be legally challenged.</p> <p>The League will seek to improve the certainty around what qualifies as a tourism-related facility and reasonably limit the timeframe in which such expenditures can be legally challenged.</p>
<p>General Government</p>	
<p>J. Reform Oregon's recall procedures to encourage a greater participation of the electorate and ensure that it is used for reasons involving misconduct.</p>	<p>Under Oregon law, an elected official may be recalled by an initiative petition for any reason after the first six months of their term. Limiting recalls to cases where there has been demonstrated wrong doing by a court or regulatory body (such as the Oregon Government Ethics Commission) would prevent the misuse of recalls without limiting the power of the electorate to reverse a decision. Recalls should be limited to acts of malfeasance or offenses involving moral turpitude.</p>

LOC Policy Committees' Legislative Recommendations

<p>K. Allow for price comparison when procuring architects and engineers.</p>	<p>In 2011 the Oregon Legislature required cities to use a qualifications based selection (QBS) process that prohibits the consideration of price until an initial selection has been made when hiring architects, engineers and photogrammetrists. This requirement prevents local governments from comparing pricing and effectively eliminates price competition when procuring these services.</p>
<p>L. Clarify and enhance medical marijuana dispensary regulations.</p>	<p>Existing restrictions on the placement of medical marijuana dispensaries (MMD) are inconsistent with land use regulations and should be clarified. Additionally, background checks are not required on people who work in MMD and there is no regulation on the manufacture of oils and other liquid marijuana products that use flammable/explosive substances in their processing.</p>
<p>M. Enhance mental health services.</p>	<p>Oregon's police departments have marked an increase in interactions with the mentally ill in recent years. Crisis intervention teams (CIT) have proven effective and deescalating interactions with the mentally ill, but this service model is not available in all parts of the state. Additionally, there is a demonstrated need for "drop-in" mental health services that allow for treatment before a person enters a state of crisis. There should be statewide access of CITs, and emergency access to mental health services to promote patient and community safety. Additionally, mental health services should be examined holistically to ensure that Oregon is providing the best possible care to the mentally ill.</p>
Human Resources	
<p>N. Ensure that arbitrator awards are in compliance with state, as well as local policies.</p>	<p>Currently, an arbitrator's award overturning an employer's disciplinary decision must comply with state policies on issues including, but not limited to: use of force, sexual harassment, or misconduct. Precedent has established that only state policies apply to the enforceability to an arbitrator's award.</p>
<p>O. Ensure that collective bargaining agreements trump state mandates on police investigations.</p>	<p>"The Police Officer's Bill of Rights" was intended to offer protections for officers who were under investigation if there was no collective bargaining contract or the contract was silent on how investigations were to be conducted. Changes made in 2009 have resulted in confusion and manipulation of the bargaining process. The statute needs to be amended to bring it back to the original intent of the bill.</p>
<p>P. Require earlier submission of last best offer.</p>	<p>Under current law, last best offers (LBOs) must be submitted 14 days prior to opening of arbitration in the event parties have declared an impasse, and binding arbitration is being used to settle the contract. Most arbitrators use a 30-day cancellation policy that requires payment even if parties settle prior to the commencement of arbitration. Requiring LBOs to be submitted 35 days prior to the opening of arbitration would provide an opportunity to settle without paying unnecessary fees.</p>
Telecommunications	
<p>Q. Support the reintroduction of legislation that repeals ORS 221.515 (HB 2455 -7 in 2013) removing the franchise fee rate and revenue restrictions which currently apply to incumbent local exchange carriers, or other legislation that:</p> <ul style="list-style-type: none"> • Does not preempt local authority to manage the public ROW and be compensated for its use; • Maintains or increases the opportunity for revenue growth; and • Is technology neutral. 	<p>Protection of local authority to manage public rights of way (ROW) and receive compensation for any use of those facilities continues to be at the forefront of the League's telecommunications agenda. The League's "Oregon Municipal Policy" generally asserts local government Home Rule authority and specifically refers to the telecom management and compensation authority of Oregon cities.</p> <p>Since 1989 state statute has caused a disparity between certain types of telecommunications providers with regard to how franchise fees are collected. The League's preference is equity between all providers using the ROW, but with continued local ability to negotiate individual franchise agreements with individual service providers.</p> <p>During the 2013 legislative session the League supported efforts by Comcast to enact legislation doing away with the disparity. HB 2455 would have repealed ORS 221.515, thus allowing cities to charge all telecommunications in the same manner. The proposal received a hearing but was not approved in committee.</p> <p>The committee chair may be interested in re-introducing the proposal in 2015. However the telecom industry, this time including Comcast, is likely to introduce legislation dealing with the disparity in a manner that cities may find objectionable, including rate</p>

LOC Policy Committees' Legislative Recommendations

	caps on an overly narrow revenue base and other policies that could infringe upon both management and compensation authority and negatively impact city revenues.
<p>R. Oppose legislation preempting the ability of cities to manage and receive compensation for the use of a public ROW including:</p> <ul style="list-style-type: none"> • Establishment of a “one-size-fits all,” state-wide franchise fee policy and collection system. • Prohibition of a city’s authority to levy franchise fees on other local government entities. 	<p><i>Same as above.</i></p>
Transportation	
<p>S. Pass a comprehensive transportation funding and policy package containing the following elements:</p> <ul style="list-style-type: none"> • A gas tax increase of up to 5 cents/gallon. • Index the gas tax either to the consumer price index or some other accepted and relevant economic index. • Continued development and expansion of the state’s commitment to a transportation user fee based on vehicle miles traveled (VMT). • License plate fee increases to include lightweight trailers. • No change in the constitutional dedication of State Highway Trust Fund dollars to highway, road and street projects (Article 9, Section 3a, Oregon Constitution). • New revenues coming to the State Highway Trust Fund should continue to be split between the state, counties and cities 50%-30%-20% respectively. • Increase in the statutory (ORS 366.805) “Small City Allotment” fund from \$1 million to \$5 million annually, split evenly between the Oregon Department of Transportation (ODOT) and the cities’ share of the trust fund. 	<p>The League of Oregon Cities agrees that the state’s transportation system and the policy and funding programs that support it must be multimodal in scope. The League will therefore support and work to achieve passage of legislation in 2015 that seeks to address funding and policy initiatives relating to all modes (streets, bike/ped, transit, rail, aviation and marine) and in so doing addresses such issues as:</p> <ul style="list-style-type: none"> • Connectivity • Safety • Jobs and economic development • Transportation impact on climate change • Active transportation and public health <p>Given the fact that maintenance and preservation needs have outpaced the resources available for streets, roads and highways, and given the threat that represents to investments already made in the transportation system, the League will insist on a transportation package that increases and makes more sustainable the ability of all government jurisdictions to preserve and maintain these assets.</p> <p>Note: The Small City Allotment has not been increased since its inception in the early 1990’s. The additional revenue to cities from the 2009 Jobs and Transportation Act did not increase road funding for small cities.</p>

LOC Policy Committees' Legislative Recommendations

<ul style="list-style-type: none"> • No restriction, moratorium or preemption of local government ability to generate their own revenues for transportation funding. • Adequate funding for the maintenance and preservation of “orphan highways” in Oregon as part of a more robust jurisdictional transfer program. 	
<p>T. Continued or enhanced funding for <i>ConnectOregon</i></p>	<p><i>ConnectOregon</i> is the state’s premier multi-modal funding program, and is funded out of lottery revenues.</p>
<p>Water/Wastewater</p>	
<p>U. Support efforts and program funding to address Oregon’s long term water supply needs including recapitalization of the Water Conservation, Reuse and Storage Grant Program and implementation of a place-based pilot program for local water resources planning</p>	<p>According to the Oregon Water Resources Department, 2013 marked the fourth driest year on record for Oregon, with some areas experiencing their driest year on record yet. Oregon experienced below average precipitation in 2013 and continuing into 2014. As of May 2014, snow measurement sites in many part of Oregon show record lows for snowpack levels. As a result, summer streamflows are expected to be below average and water shortages are likely for many part of Oregon.</p> <p>The League will work in conjunction with the Oregon Water Resources Department to fund programs to address water supply shortages. These efforts will include support for ongoing funding of the Water Conservation, Reuse and Storage Grant program which provides grant funding for water supply project feasibility studies. The League will also support efforts for the Oregon Water Resources Department to establish a place-based planning pilot program to facilitate local collaboration among interested stakeholders and the creation of a blueprint for long-term integrated water resources planning and implementation.</p>
<p>V. Support efforts to establish a program that would provide low-interest loan opportunities to address failing residential onsite septic systems. The new loan program would support repair and replacement of failing systems or conversion to a municipal wastewater system, if the conversion is at the request of the impacted municipality.</p>	<p>According to the Oregon Department of Environmental Quality, over 30 percent of Oregonians rely on septic systems to treat wastewater from their homes and businesses. Many of these systems are within the boundaries of a municipal wastewater system, and a number of these systems are in need of repair or replacement. Failing septic systems, especially those within proximity to groundwater resources, create a significant human health hazard. However, significant costs to address failing septic systems often create a burden for homeowners who are unable to pay for costs associated with repair, replacement or conversion over to a public sewer system.</p> <p>The League will work with the Oregon Department of Environmental Quality to establish a revolving loan program that private residents can access in order to address failing septic systems. The League will further advocate that the program include mechanisms to encourage participants to convert over to a municipal wastewater system if conversion is at the request of the impacted municipality.</p>

City: _____

Please mark 4 boxes with an X that reflects the top 4 issues that your city recommends be added to the priorities for the League's 2015 legislative agenda.

Community Development

- A. Provide tools for brownfield remediation including \$10 million in recapitalization of the redevelopment fund, new incentives such as tax credits, or regulatory modifications.
- B. Support capitalization of the industrial site readiness loan program at \$10 million and the industrial site readiness assessment program at \$200,000.
- C. Prioritize grants providing assistance for natural disaster planning and updating comprehensive plans to address likely natural disasters in a community, and increase the grant funds available to cities through the DLCDC's general grant funds to \$2 million.
- D. Reform the Post Acknowledgment Plan Amendment process to require appellants to raise issues before the local government before raising the issue on appeal.

Energy

- E. Modify the existing "1.5% green energy technology for public buildings" requirement to allow for offsite solar investments.
- F. Support efforts to eliminate the sunset on the Low Carbon Fuel Standard program.

Finance & Taxation

- G. Phase out the 3% discount for the early payment of property taxes.
- H. Improve the fairness of how new and improved property is added to the tax roll.
- I. Improve clarity and certainty around transient lodging tax statute.

General Government

- J. Reform Oregon's recall procedures to encourage a greater participation of the electorate and ensure that it is used for reasons involving misconduct.
- K. Allow for price comparison when procuring architects and engineers.
- L. Clarify and enhance medical marijuana dispensary regulations.
- M. Enhance mental health services.

Human Resources

- N. Ensure that arbitrator awards are in compliance with state, as well as local policies.
- O. Ensure that collective bargaining agreements trump state mandates on police investigations.
- P. Require earlier submission of last best offer.

Telecommunications

- Q. Support the reintroduction of legislation that repeals ORS 221.515.
- R. Oppose legislation preempting the ability of cities to manage and receive compensation for the use of a public ROW.

Transportation

- S. Pass a comprehensive transportation funding and policy package.
- T. Continued or enhanced funding for *ConnectOregon*.

Water/Wastewater

- U. Support efforts and program funding to address Oregon's long term water supply needs including recapitalization of the Water Conservation, Reuse and Storage Grant Program and implementation of a place-based pilot program for local water resources planning.
- V. Support efforts to establish a program that would provide low-interest loan opportunities to address failing residential onsite septic systems. The new loan program would support repair and replacement of failing systems or conversion to a municipal wastewater system, if the conversion is at the request of the impacted municipality.

Note: As indicated, property tax and land use reform will remain as priority efforts.



May 29, 2014

Willamina City Hall
PO Box 629
Willamina, OR 97396

ATTN: City Administrator

RE: WaveDivision IV, LLC (“Wave Broadband”); Rate Adjustment Notice

We are providing the following details in compliance with the 30-day advanced notification of an adjustment to rates under the applicable FCC regulations and the requirements of our franchise with the City of Willamina, Wave Broadband will be adjusting the retail price of some of its video services starting July 1st, 2014.

The monthly rates for the following services will be adjusted: Basic Cable service, and any packages including that service, will increase by \$2.26. These rate changes are exclusive of franchise fees, regulatory fees, and other governmentally imposed charges.

This rate adjustment is a result of increased video programming license fees from TV networks owned by Viacom (such as Nickelodeon, Comedy Central, MTV, VH1, CMT, Spike) and Disney/ESPN (such as Disney Channel, ESPN, ABC Family).

At Wave, we offer our Basic Cable TV programming tier to customers at the same cost we pay for the content included in it. When network owners increase their monthly fees to our customers, we must increase this portion of our TV rates to match.

We work diligently on our customers’ behalf to manage TV programming costs, seeking more choice for customers in the channels they pay for and reasonable rates for the channels customers care about most. We will continue to invest in our network to bring our customers the latest technologies, enhancing their service experience, at very competitive prices.

Please contact me directly with any questions.

Sincerely,

Karen Hurlburt Daniher
Vice President of Operations

56-02-14 409:55

BANK	CHECK #	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	DESCRIPTION	VENDOR NAME	INVOICE #	CHECK STATUS
WO #		AMOUNT	G/L ACCT #						INV VEND
1	4945	\$84.00	05/12/14	AMEXT	0	AMERICAN EXTERMINATION PLUS, INC.	QUARTERLY PEST CONTROL	92485	OUTSTANDING
		84.00	010-150-6005						
1	4946	\$257.50	05/12/14	ATCNT	0	ATCO INTERNATIONAL	ZYME	10399118	OUTSTANDING
		257.50	040-100-6008						
1	4947	\$263.49	05/12/14	BRTHH	0	BRETHAUER OIL CO.	FUEL-GAS CANS 4/28	CL95685	OUTSTANDING
		2.72	010-350-6025						
		9.24	020-100-6025						
		17.94	030-100-6025						
		24.47	040-100-6025						
		5.01	010-350-6025						
		17.05	020-100-6025						
		33.10	030-100-6025						
		45.13	040-100-6025						
		2.67	010-350-6025						
		9.07	020-100-6025						
		17.61	030-100-6025						
		24.01	040-100-6025						
		53.72	040-100-6025						
		0.09	010-350-6025						
		0.30	020-100-6025						
		0.58	030-100-6025						
		0.78	040-100-6025						
1	4948	\$5.79	05/12/14	CRQST	0	CARQUEST	2-CYCLE OIL	4758-96816	OUTSTANDING
		5.79	010-350-6020						
1	4949	\$250.00	05/12/14	CITY	0	CITY OF YAMHILL	MUNI JUDGE MAY 14	00145	OUTSTANDING
		250.00	010-300-6065						
1	4950	\$630.00	05/12/14	COPYC	0	COPY CATS	NOTARY STAMP/JOURNAL	119576	OUTSTANDING
		52.00	010-150-6070						
		57.80	010-150-6070						
		11.56	010-300-6070						
		57.80	010-350-6070						
		57.80	010-400-6070						
		17.34	010-450-6070						
		190.74	030-100-6070						
		184.96	040-100-6070						
1	4951	\$412.65	05/12/14	HARRS	0	HARRIS COMPUTER SYSTEMS	BILLING FORMS & SHIPPING	XT00091652	OUTSTANDING
		206.33	030-100-6070						
		206.32	040-100-6070						
1	4952	\$105.27	05/12/14	LOWES	0	LOWES	EDGER SUPPLIES	910135	OUTSTANDING
		52.64	010-350-6070						
		52.63	020-100-6070						

BANK	CHECK #	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	DESCRIPTION	VENDOR NAME	INVOICE #	INV VEND	CHECK STATUS
WO #		AMOUNT	G/L ACCT #							
1	4953	\$218.67	05/12/14	NWLGG		0 NORTHWEST LOGGING SUPPLY, INC.				OUTSTANDING
		109.34	010-350-6020			BLADES/LINE/OIL		199838		
		109.33	020-100-6020			BLADES/LINE/OIL				
1	4954	\$244.45	05/12/14	NWNTR		0 NW NATURAL				OUTSTANDING
		84.29	010-400-6090			NAT GAS 3/26-4/25		13632823	4/25/14	
		160.16	010-550-6090			NAT GAS 3/25-4/25		13916580	4/25/14	
1	4955	\$255.00	05/12/14	ODR		2 OREGON DEPARTMENT OF REVENUE				OUTSTANDING
		250.00	010-300-6268			STATE ASSESS-APR14		10583406	APR 14	
		5.00	010-300-6269			STATE FEE/APR 14				
1	4956	\$675.00	05/12/14	OREVA		0 OREVAC WEST INC				OUTSTANDING
		675.00	040-100-6067			JET SEWER LINE		1309		
1	4957	\$17.05	05/12/14	PEP		0 PETROLEUM ENERGY PRODUCTS				OUTSTANDING
		17.05	010-350-6025			DIESEL FUEL		110064		
1	4958	\$7256.60	05/12/14	PGE		0 PORTLAND GENERAL ELECTRIC				OUTSTANDING
		65.61	010-550-6090			ELEC SVC MAR/APR14		1614431	4/14	
		270.99	010-150-6090			ELEC SVC CH MAR/APR14		3242538	4/14	
		18.54	010-150-6090			902 NW MAIN		3455908	4/14	
		14.42	010-550-6090			OLD DEPT STORE		4688590	4/14	
		323.26	030-100-6090			HILL DR PUMP		4960203	4/14	
		114.19	010-400-6090			ELEC SVC MAR/APR14		5071216	4/14	
		21.01	010-350-6090			GARDN SPOT MAR/APR14		5134337	4/14	
		14.42	010-150-6090			FEST MTR MAR/APR14		6101749	4/14	
		1167.32	030-100-6090			INTAKE MAR/APR14		6411189	4/14	
		681.94	030-100-6090			6TH ST PUMP		7442324	4/14	
		15.59	030-100-6090			HILL DR TANK MAR/APR14		7503422	4/14	
		1504.97	030-100-6090			WTP MAR/APR14		7505336	4/14	
		653.26	040-100-6090			WWTN OFC MAR/APR14		8056065	4/14	
		294.53	040-100-6090			WWT N PUMP MAR/APR14		8057642	4/14	
		58.16	040-100-6090			WWTN HDWKS MAR/APR14		8074233	4/14	
		1371.45	040-100-6090			WWTN BLOWER MAR/APR14		8110573	4/14	
		31.92	010-350-6090			HUDDLSTN MAR/APR14		8412508	4/14	
		5.46	010-350-6090			ELEC-SHOP MAR/APR14		8647822	4/14	
		27.26	020-100-6090			ELEC-SHOP MAR/APR14				
		119.95	030-100-6090			ELEC-SHOP MAR/APR14				
		119.95	040-100-6090			ELEC-SHOP MAR/APR14				
		14.42	010-350-6090			LAMSON MAR/APR14		8928404	4/14	
		347.98	040-100-6090			WWT S PUMP MAR/APR		99972	4/24/14	
1	4959	\$196.00	05/12/14	POSEY		0 POSEYLAND FLORIST				OUTSTANDING
		58.00	010-150-6052			FLWRS-HAYNES SURGERY		075883		
		68.00	010-150-6052			FLWRS-HANSEN SURGERY		075884		
		70.00	010-150-6052			FLWRS-MOWER BEREAVMNT		076012		

BANK CHECK # CHECK AMT CHECK DATE VENDOR # ADDR # DESCRIPTION VENDOR NAME INVOICE # INV VEND CHECK STATUS

WO #	CHECK #	CHECK AMT	CHECK DATE	VENDOR #	ADDR #	DESCRIPTION	VENDOR NAME	INVOICE #	INV VEND	CHECK STATUS
1	4960	\$407.50	05/12/14	PRIMI		0 PRIMISYS				OUTSTANDING
		97.50	010-150-6068			IT SVCS		007328		
		155.00	030-100-6068			IT SVCS				
		155.00	040-100-6068			IT SVCS				
1	4961	\$603.58	05/12/14	SHOIL		0 SHELDON OIL COMPANY				OUTSTANDING
		126.34	040-100-6025			FUEL-F350 4/22		4193		
		4.86	010-350-6025			FUEL-RGRII 4/08-21				
		16.52	020-100-6025			FUEL-RGRII 4/08-21				
		32.07	030-100-6025			FUEL-RGRII 4/08-21				
		43.74	040-100-6025			FUEL-RGRII 4/08-21				
		4.28	010-350-6025			FUEL-F250 4/02				
		14.55	020-100-6025			FUEL-F250 4/02				
		28.23	030-100-6025			FUEL-F250 4/02				
		38.50	040-100-6025			FUEL-F250 4/02				
		7.81	010-350-6025			FUEL-DUMP TRK 4/17				
		26.54	020-100-6025			FUEL-DUMP TRK 4/17				
		51.52	030-100-6025			FUEL-DUMP TRK 4/17				
		70.24	040-100-6025			FUEL-DUMP TRK 4/17				
		35.88	020-100-6025			FUEL-SWEEPER 4/24				
		5.13	010-350-6025			FUEL-GAS CANS 4/1-9				
		17.43	020-100-6025			FUEL-GAS CANS 4/1-9				
		33.81	030-100-6025			FUEL-GAS CANS 4/1-9				
		46.13	040-100-6025			FUEL-GAS CANS 4/1-9				
1	4962	\$453.63	05/12/14	SKBRG		0 SKYBERG'S				OUTSTANDING
		16.26	010-350-6070			BOLTS		151340		
		45.74	010-150-6005			CLEANING SUPPLIES		151348		
		11.38	040-100-6070			BATTERIES		152077		
		10.99	010-350-6070			4-WAY KEY		152120		
		23.98	010-400-6005			HINGES		152143		
		7.99	030-100-6070			SPLICES		152223		
		2.96	010-350-6070			SHOP SUP/HRDWRE		152244		
		2.96	020-100-6070			SHOP SUP/HRDWRE				
		6.92	030-100-6070			SHOP SUP/HRDWRE				
		6.92	040-100-6070			SHOP SUP/HRDWRE				
		30.70	030-100-6070			PLUMBING PARTS		152247		
		43.87	040-100-6070			ELEC PARTS		152248		
		9.98	010-350-6041			GLOVES		152261		
		2.98	030-100-6070			HOSE CLAMPS		152316		
		36.65	010-400-6005			LUMBER/PLYWOOD		152406		
		0.53	010-350-6041			EAR PLUGS		152422		
		0.53	020-100-6041			EAR PLUGS				
		1.24	030-100-6041			EAR PLUGS				
		1.24	040-100-6041			EAR PLUGS				
		3.36	010-350-6070			SHOP SUPPLIES		152465		
		3.36	020-100-6070			SHOP SUPPLIES				

CITY OF WILLAMINA
 CHECK REGISTER
 DATE RANGE: 05/01/14 - 05/31/14

BANK	CHECK #	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	DESCRIPTION	VENDOR NAME	INVOICE #	CHECK STATUS
WO #		AMOUNT	G/L ACCT #					INVT VEND	
		7.85	030-100-6070			SHOP SUPPLIES			
		7.86	040-100-6070			SHOP SUPPLIES			
		8.77	030-100-6070			SHIMS/FLAPPER		152494	
		6.76	030-100-6070			CONNECTOR/BUSHING		152505	
		35.41	040-100-6070			MSIC HARDWARE/SUPP		152508	
		8.85	010-350-6041			EAR PLUGS		152595	
		8.85	020-100-6041			EAR PLUGS			
		20.65	030-100-6041			EAR PLUGS			
		20.65	040-100-6041			EAR PLUGS			
		7.64	010-350-6070			SHOP SUP/HRDWRE			
		7.64	020-100-6070			SHOP SUP/HRDWRE			
		17.83	030-100-6070			SHOP SUP/HRDWRE			
		17.83	040-100-6070			SHOP SUP/HRDWRE			
		6.50	020-100-6070			CONCRETE		152661	
1	4963	\$168.54	05/12/14	STPLS		0 STAPLES CREDIT PLAN			OUTSTANDING
		16.85	010-150-6070			SHARED OFC SUPPLIES		1061782691	
		3.37	010-300-6070			SHARED OFC SUPPLIES			
		16.85	010-350-6070			SHARED OFC SUPPLIES			
		16.85	010-400-6070			SHARED OFC SUPPLIES			
		5.06	010-450-6070			SHARED OFC SUPPLIES			
		55.63	030-100-6070			SHARED OFC SUPPLIES			
		53.93	040-100-6070			SHARED OFC SUPPLIES			
1	4964	\$101.83	05/12/14	STITL		0 STETTLE SUPPLY COMPANY			OUTSTANDING
		101.83	030-100-6067			BACK FLUSH VALVE SEAL/FRHT		104353	
1	4965	\$349.87	05/12/14	THSUN		0 THE SUN			OUTSTANDING
		349.87	010-150-6063			DISPLAY ADS/LEGAL NOTICES		SITMNT 4/30/14	
1	4966	\$900.00	05/12/14	WTRLB		0 WATERLAB CORP.			OUTSTANDING
		140.00	030-100-6093			ROUTINE TESTING		63948	
		760.00	040-100-6093			INFLUENT/EFFLUENT TESTING			
1	4967	\$239.98	05/12/14	WILCO		0 WILCO			OUTSTANDING
		36.00	010-350-6070			WEED KILLER		387802	
		36.00	020-100-6070			WEED KILLER			
		83.99	030-100-6070			WEED KILLER			
		83.99	040-100-6070			WEED KILLER			
1	4968	\$85.00	05/12/14	WHCC		0 WILLAMINA COASTAL HILLS CHAMBER OF COMMERCE			OUTSTANDING
		85.00	010-150-6050			2014/15 MEMBERSHIP DUES		RENEW 14/15	
1	4969	\$849.03	05/12/14	XEROX		0 XEROX CORPORATION			OUTSTANDING
		181.70	010-550-6021			COPIER 4/14		0738733981	
		178.57	010-400-6021			COPIER 4/14		073873973	
		146.63	010-150-6021			CH COPY CHGS 4/14		073873980	
		48.87	020-100-6021			CH COPY CHGS 4/14			

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	DESCRIPTION	VENDOR NAME	INVOICE #	INV VEND	CHECK STATUS
1	4970	146.63 146.63	030-100-6021 040-100-6021			CH COPY CHGS 4/14 CH COPY CHGS 4/14				OUTSTANDING
1	4973	\$64.00 64.00	05/12/14 010-300-6209	YCSHE		0 YAMHILL COUNTY SHERIFF'S OFFICE JAIL ASSESS 4/14	JAIL ASSESS 4/14			OUTSTANDING
1	4975	\$73.91 73.91	05/12/14 010-100-6010	ADAMS		0 COREY L ADAMS MAYOR STIPEND MAY14	STIPEND MAY 14			OUTSTANDING
1	4976	\$73.91 73.91	05/12/14 010-100-6010	ADAMS		0 COREY L ADAMS MAYOR STIPEND MAY 14	STIPEND 05/14			OUTSTANDING
1	4977	\$92.40 9.24 21.25 30.49 31.42	05/31/14 010-000-2032 020-000-2032 030-000-2032 040-000-2032	CITYW		0 CITY OF WILLAMINA BROWN ACCT#205 BROWN ACCT#205 BROWN ACCT#205 BROWN ACCT#205	053114 PAYROLL			OUTSTANDING
1	4978	\$216.24 100.91 9.01 55.86 50.46	05/31/14 010-000-2035 020-000-2035 030-000-2035 040-000-2035	UNION		0 CONST & GEN LABORERS UNION UNION DUES 053114 UNION DUES 053114 UNION DUES 053114 UNION DUES 053114	053114 PAYROLL			OUTSTANDING
1	5311401	\$281.65 24.06 59.26 36.35 14.43 69.95 9.61 67.99	05/31/14 010-000-2030 010-000-2032 020-000-2032 030-000-2030 030-000-2032 040-000-2030 040-000-2032	AFLAC		0 AFLAC PREMIUMS 053114 PREMIUMS 053114 PREMIUMS 053114 PREMIUMS 053114 PREMIUMS 053114 PREMIUMS 053114 PREMIUMS 053114	053114 PAYROLL			CLEARED
1	5311402	\$6847.77 1429.58 717.22 336.94 226.66 1189.34 806.41 1222.92 918.70	05/31/14 010-000-2013 010-000-2015 020-000-2013 020-000-2015 030-000-2013 030-000-2015 040-000-2013 040-000-2015	IRS		0 INTERNAL REVENUE SERVICE FICA/MC 053114 FED WITHH 053114 FICA/MC 053114 FED WITHH 053114 FICA/MC 053114 FED WITHH 053114 FICA/MC 053114 FED WITHH 053114	053114 PAYROLL			CLEARED
1	5311403	\$1738.58 550.85	05/31/14 010-000-2017	ODR		0 OREGON DEPARTMENT OF REVENUE STATE WITHH 053114	053114 PAYROLL			CLEARED

CITY OF WILLAMINA
 CHECK REGISTER
 DATE RANGE: 05/01/14 - 05/31/14

BANK WO #	CHECK #	CHECK AMT AMOUNT	CHECK DATE G/L ACCT #	VENDOR #	ADDRS #	DESCRIPTION	VENDOR NAME	INVOICE #	INV VEND	CHECK STATUS
1	5311404	143.53	020-000-2017			STATE WITHH 053114				
		509.62	030-000-2017			STATE WITHH 053114				
		534.58	040-000-2017			STATE WITHH 053114				
1	5311405	\$829.72	05/31/14	OEMD		0 OREGON EMPLOYMENT DEPARTMENT		053114	PAYROLL	CLEARED
		285.43	010-000-2018			UNEMPL 053114				
		67.69	020-000-2018			UNEMPL 053114				
		234.57	030-000-2018			UNEMPL 053114				
		242.03	040-000-2018			UNEMPL 053114				
1	5311405	\$10189.35	05/31/14	PREBS		0 EBS TRUST		053114	PAYROLL	CLEARED
		3291.68	010-000-2030			HEALTH PREM 053114				
		530.76	010-000-2032			LIFE/AD&D PREM 053114				
		859.48	020-000-2030			HEALTH PREM 053114				
		112.63	020-000-2032			LIFE/AD&D PREM 053114				
		2207.63	030-000-2030			HEALTH PREM 053114				
		288.97	030-000-2032			LIFE/AD&D PREM 053114				
		2558.68	040-000-2030			HEALTH PREM 053114				
		339.52	040-000-2032			LIFE/AD&D PREM 053114				
1	5311406	\$2752.17	05/31/14	PERS		0 PUBLIC EMPLOYEES RETIREMENT SYSTEM				CLEARED
		1019.41	010-000-2011			RET CONTR 053114		053114	PAYROLL	
		229.04	020-000-2011			RET CONTR 053114				
		819.20	030-000-2011			RET CONTR 053114				
		684.52	040-000-2011			RET CONTR 053114				

TOTAL # OF ISSUED CHECKS: 37 TOTAL AMOUNT: 38264.04
 TOTAL # OF VOIDED/REISSUED CHECKS: 0 TOTAL AMOUNT: 0.00
 TOTAL # OF ACH CHECKS: 0 TOTAL AMOUNT: 0.00
 TOTAL # OF UNISSUED CHECKS: 0

FUND TOTALS

FUND	FUND NAME	ISSUED TOTAL	VOIDED/REISSUED TOTAL
010	GENERAL FUND	11,677.44	0.00
020	STREETS FUND	2,493.09	0.00
030	WATER FUND	11,446.20	0.00
040	WASTEWATER FUND	12,647.31	0.00
TOTAL -		38,264.04	0.00



Mayor Corey L Adams

Council Members:

*Jeri St Onge, Council President
Rita Baller
Allan Bramall
Gerald L Hill Jr
Heather Stritzke
Katie Vinson
Mariah Woodward, Honorary City Councilor*

City Staff:

*City Recorder, Sue Hollis
Library: Melissa Hansen & Denise Willms
Office Coordinator: Debbie Bernard
Office Specialist: Amber Deibel
Public Works Director: Jeff Brown*

PUBLIC WORKS COMMITTEE WORK SESSION MINUTES

Tuesday, May 27, 2014

6:00 pm

PRESENT: Councilor Baller

ABSENT: Councilor Bramall
Honorary Councilor Woodward

STAFF: Jeff Brown, Public Works Director
Sue Hollis, City Recorder

I. Roll Call

The meeting was called to order at 6:15 pm. A quorum was not present. It was decided to proceed as a work session.

II. Public Input

None.

III. Old Business

Councilor Baller commented on two city projects that had been discussed at previous meetings:

Weed Control at Huddleston Pond

Councilor Baller expressed concern that the application of the herbicide at Huddleston Pond was begin done only one week before the fishing derby. She felt that it should be delayed. Jeff Brown, Public Works Director, did not know if it could be rescheduled, but he will follow-up with the contractor to discuss this concern.

Canary Grass

Councilor Baller asked if any follow-up had occurred on trying to obtain funding for a study of the canary grass issue on Willamina Creek. Jeff Brown responded that he had not, but will contact the Soil & Water Conservation District and the Greater Yamhill Basin Council to follow-up.

An Equal Opportunity Employer

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

www.willaminaoregon.gov

IV. New Business

a. Discussion on Future of Old City Shop

Jeff Brown reported that the City no longer uses the Old City Stop on NW Main Street and has very little stored in the building. The on-going maintenance is taking time away from more critical property maintenance. He recommended that the Chamber of Commerce be approached about either purchasing the old City Shop property or paying the electric bill and taking over maintenance at the site in exchange for its use. Sue Hollis, City Recorder, estimated the monthly electric bill at \$25.00. Councilor Baller felt that this was a good idea and suggested that Brown feel out the Chamber to see if they are interested.

b. Place-Based Integrated Water Resources Planning

Sue Hollis called attention to the attachment to the agenda on this subject and briefly reviewed the document. The State of Oregon adopted a state-wide water plan approximately 18 months ago. This plan will eventually change how we currently plan for water needs in a given area. The state will now be moving to what is known as "place-based" planning. The basic concept is that all the water users in a defined area would get together and buy into a plan to allocate these resources. These groups would also include environmental and regulatory groups. The specific areas have not been defined and part of the question is who will do this and how. The discussion paper includes questions and draft policies about which the Water Resources Department is seeking public input. Additional information can be obtained from Alyssa Mucken, Coordinator, Integrated Water Resources Strategy, with the Oregon Water Resources Department (alyssa.m.mucken@state.or.us).

V. Adjourn

There being no further business, the meeting adjourned at 6:50 pm.

Respectfully submitted,



Sue C Hollis
City Recorder

Attachments

Public Works Monthly Report to Council

June 6, 2014

During the month of June, in addition to our normal monthly activities, the focus is on preparing the downtown area for the 4th of July celebration. Curbs will be pressure washed and painted, planter strips spruced up and all the other tasks done to get the city ready.

Our summer youth worker has started. He will be with us through August and will help out with parks, etc. His first experience will be to help prepare the city for the celebration.

If the summer turns out to be a warm one for any length of time, we may adjust our hours to accommodate for the heat.

Jeff Brown

**WILLAMINA LIBRARY BOARD
MINUTES**

18 Mar 14

Present: Luana Aldama , Melissa Hansen

Absent: Linda Scott, Joyce Zimbrick, Dan Goff, Darlene Brown (excused)

Guests:

Old Business: No Quorum

New Business:

The next meeting will be 17 Jun 14 at 8:15 am.

CIRCULATION (CHECKOUT) STATISTICS

Willamina Public Library

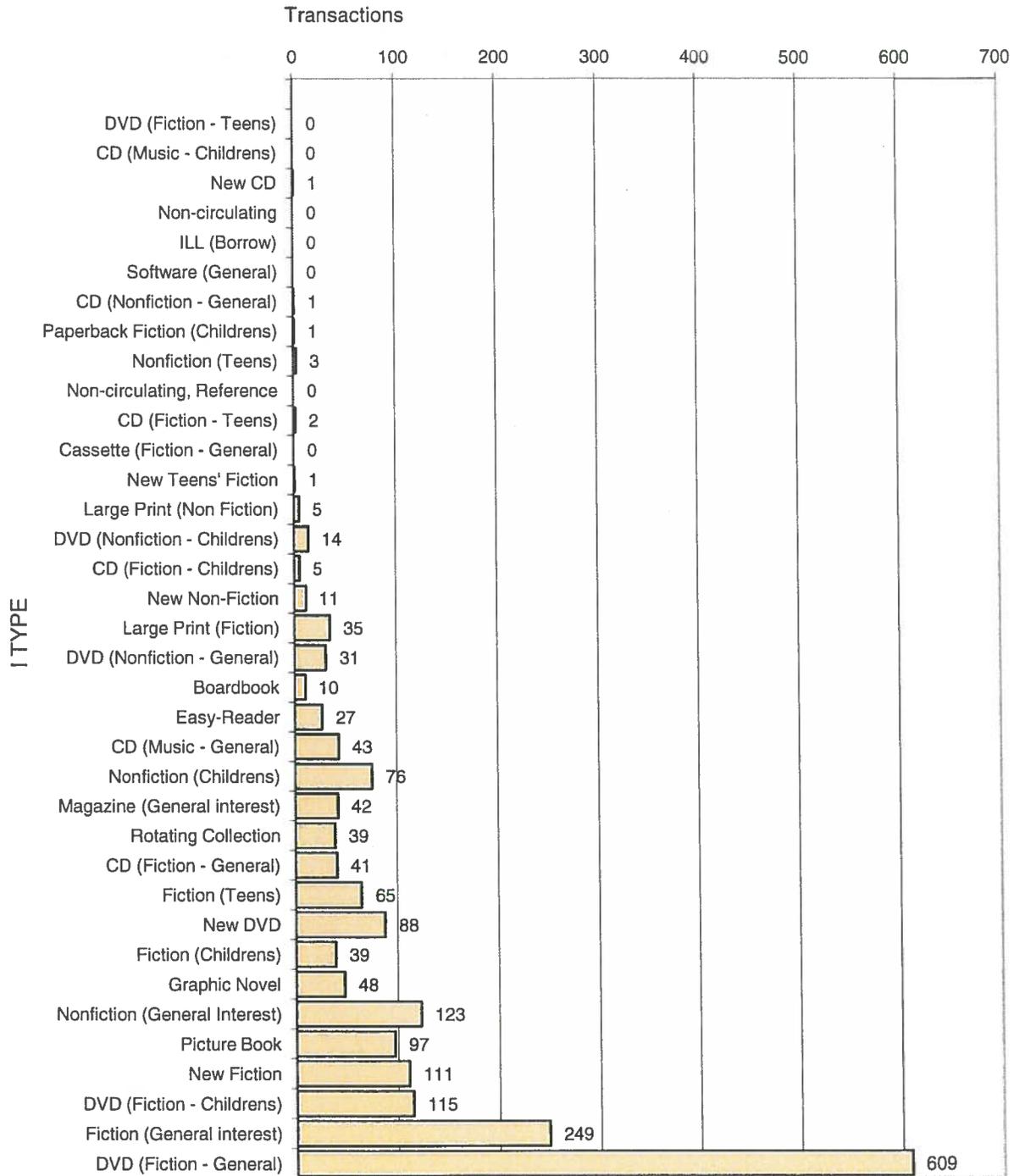
Apr 14

I TYPE	PERCENT	QTY
DVD (Fiction - General)	31.5%	609
Fiction (General interest)	12.9%	249
DVD (Fiction - Childrens)	6.0%	115
New Fiction	5.7%	111
Picture Book	5.0%	97
Nonfiction (General Interest)	6.4%	123
Graphic Novel	2.5%	48
Fiction (Childrens)	2.0%	39
New DVD	4.6%	88
Fiction (Teens)	3.4%	65
CD (Fiction - General)	2.1%	41
Rotating Collection	2.0%	39
Magazine (General interest)	2.2%	42
Nonfiction (Childrens)	3.9%	76
CD (Music - General)	2.2%	43
Easy-Reader	1.4%	27
Boardbook	0.5%	10
DVD (Nonfiction - General)	1.6%	31
Large Print (Fiction)	1.8%	35
New Non-Fiction	0.6%	11
CD (Fiction - Childrens)	0.3%	5
DVD (Nonfiction - Childrens)	0.7%	14
Large Print (Non Fiction)	0.3%	5
New Teens' Fiction	0.1%	1
Cassette (Fiction - General)	0.0%	0
CD (Fiction - Teens)	0.1%	2
Non-circulating, Reference	0.0%	0
Nonfiction (Teens)	0.2%	3
Paperback Fiction (Childrens)	0.1%	1
CD (Nonfiction - General)	0.1%	1
Software (General)	0.0%	0
ILL (Borrow)	0.0%	0
Non-circulating	0.0%	0
New CD	0.1%	1
CD (Music - Childrens)	0.0%	0

1932

Circulation (Checkout) Statistics

Willamina Public Library



CIRCULATION (CHECKOUT) STATISTICS

Willamina Public Library

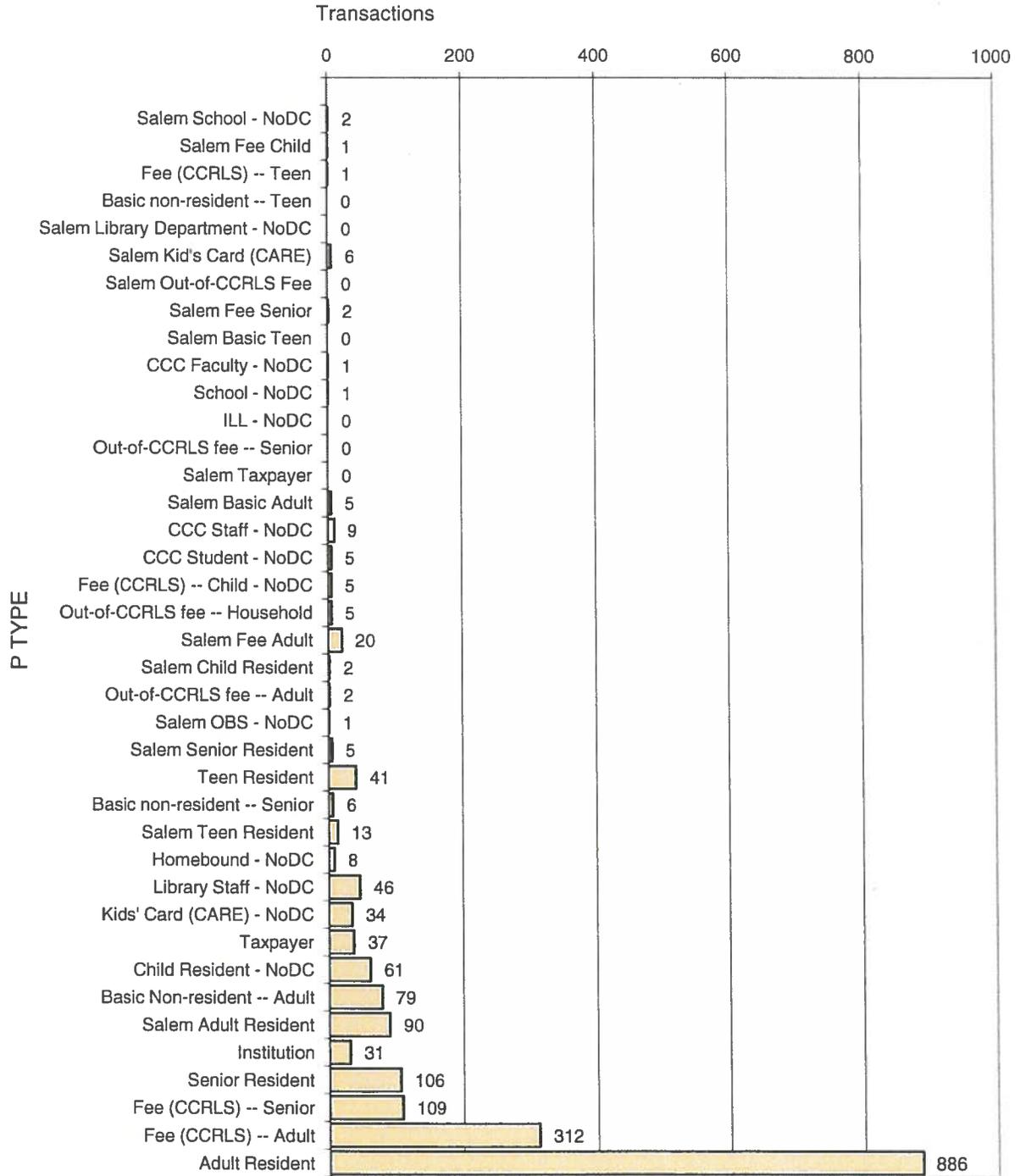
Apr 14

P TYPE	PERCENT	QTY
Adult Resident	45.9%	886
Fee (CCRLS) -- Adult	16.1%	312
Fee (CCRLS) -- Senior	5.6%	109
Senior Resident	5.5%	106
Institution	1.6%	31
Salem Adult Resident	4.7%	90
Basic Non-resident -- Adult	4.1%	79
Child Resident - NoDC	3.2%	61
Taxpayer	1.9%	37
Kids' Card (CARE) - NoDC	1.8%	34
Library Staff - NoDC	2.4%	46
Homebound - NoDC	0.4%	8
Salem Teen Resident	0.7%	13
Basic non-resident -- Senior	0.3%	6
Teen Resident	2.1%	41
Salem Senior Resident	0.3%	5
Salem OBS - NoDC	0.1%	1
Out-of-CCRLS fee -- Adult	0.1%	2
Salem Child Resident	0.1%	2
Salem Fee Adult	1.0%	20
Out-of-CCRLS fee -- Household	0.3%	5
Fee (CCRLS) -- Child - NoDC	0.3%	5
CCC Student - NoDC	0.3%	5
CCC Staff - NoDC	0.5%	9
Salem Basic Adult	0.3%	5
Salem Taxpayer	0.0%	0
Out-of-CCRLS fee -- Senior	0.0%	0
ILL - NoDC	0.0%	0
School - NoDC	0.1%	1
CCC Faculty - NoDC	0.1%	1
Salem Basic Teen	0.0%	0
Salem Fee Senior	0.1%	2
Salem Out-of-CCRLS Fee	0.0%	0
Salem Kid's Card (CARE)	0.3%	6
Salem Library Department - NoDC	0.0%	0

Basic non-resident -- Teen	0.0%	0
Fee (CCRLS) -- Teen	0.1%	1
Salem Fee Child	0.1%	1
Salem School - NoDC	0.1%	2
TOTAL	100.0%	1,932

Circulation (Checkout) Statistics

Willamina Public Library



**WILLAMINA PUBLIC LIBRARY MONTHLY REPORT
1ST QUARTER 2014**

Adult Books	Young Adult Books	Juvenile Books	Audio		Video		PC Use		Copies		Periodicals		Borrow ILL	Out of District Borrow ILL	Reference Answered	Attendance	Item Add	Patron Add	Total CK Out	Total CK In	CGRS
			J	Y	J	Y	J	Y	J	Y	J	Y									
726	201	245	10 J	133 J	286	124	38	242	630	1	3	49	1,275	155	14	2,189	1,886				
			1 Y	733 Y																	
613	148	240	7 J	114 J	217	118	56	334	519			61	1,041	153	7	1,914	1,795			3744 2Q	
			1 Y	752 Y																631.50	
788	267	241	9 J	117 J	121	69	46	294	409			34	812	167	11	2,445	1,338			net loans	
			Y	873 Y																	
			26 J	364 J			0 J														
			2 Y	0 Y			3 Y														
2,127	616	726	306	2,358	624	311	140	870	###	3	144	3,128	475	32	6,548	5,019	\$	631.50			

390
0
24,985

WILLAMINA PUBLIC LIBRARY INCOME REPORT

MONTH	Jan-14	Feb-14	Mar-14
I Fines \$	145.00 \$	74.25 \$	132.63 \$
N Cards	150	121	240.00
C Copies	31	29.5	11.75
O Lost Books		22.99	
M Other			
E Other			
TOTAL \$	326.00 \$	247.74 \$	384.38 \$

Volunteer Hours

CIRCULATION (CHECKOUT) STATISTICS

Willamina Public Library

MAR 14 ~~SEP 11~~

I TYPE	PERCENT	QTY
DVD (Fiction - General)	34.8%	852
Fiction (General interest)	18.4%	451
New Fiction	7.3%	179
Graphic Novel	6.3%	153
DVD (Fiction - Childrens)	4.8%	117
Nonfiction (General Interest)	4.7%	114
Picture Book	4.0%	97
Fiction (Teens)	3.4%	84
CD (Music - General)	2.2%	55
Nonfiction (Childrens)	2.0%	50
Magazine (General interest)	1.9%	46
Fiction (Childrens)	1.8%	43
Rotating Collection	1.5%	37
CD (Fiction - General)	1.4%	34
Easy-Reader	1.1%	27
Boardbook	0.9%	23
DVD (Nonfiction - General)	0.9%	21
Large Print (Fiction)	0.8%	20
New Non-Fiction	0.5%	12
Cassette (Fiction - Childrens)	0.2%	5
CD (Nonfiction - General)	0.2%	4
Magazine (Teens)	0.1%	3
New Teens' Fiction	0.1%	3
CD (Fiction - Childrens)	0.1%	3
Non-circulating, Reference	0.1%	2
Document	0.0%	1
Nonfiction (Teens)	0.0%	1
Holiday (childrens)	0.0%	1
Book/Media (CD)	0.0%	1
Cassette (Fiction - General)	0.0%	1
CD (Music - Childrens)	0.0%	1
Software (General)	0.0%	1
Software (Childrens)	0.0%	1
Media Bag	0.0%	1
Equipment (21-days)	0.0%	1

2445

CIRCULATION (CHECKOUT) STATISTICS

Willamina Public Library

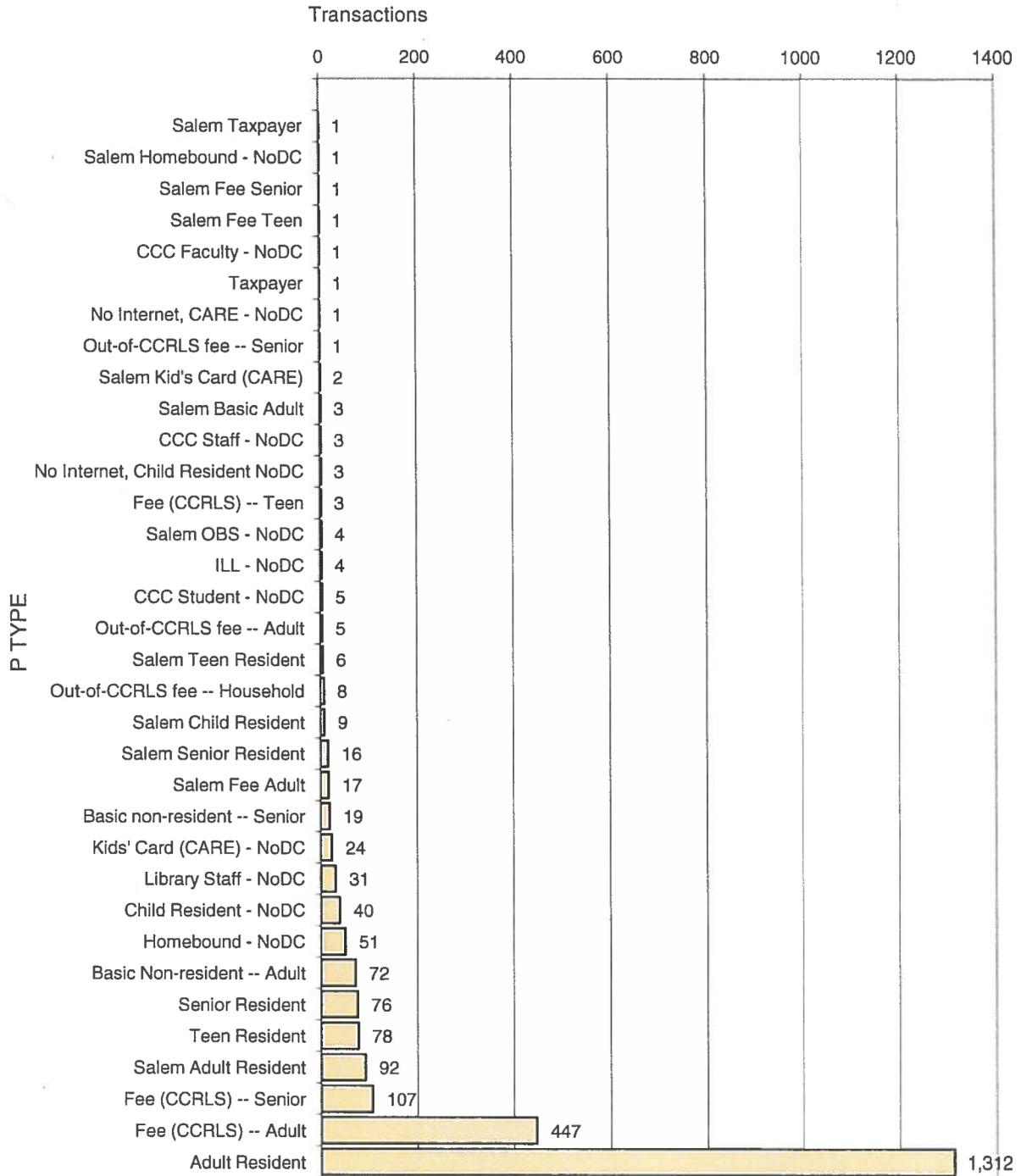
MAR 14 ~~Sep 11~~

P TYPE	PERCENT	QTY
Adult Resident	53.7%	1,312
Fee (CCRLS) -- Adult	18.3%	447
Fee (CCRLS) -- Senior	4.4%	107
Salem Adult Resident	3.8%	92
Teen Resident	3.2%	78
Senior Resident	3.1%	76
Basic Non-resident -- Adult	2.9%	72
Homebound - NoDC	2.1%	51
Child Resident - NoDC	1.6%	40
Library Staff - NoDC	1.3%	31
Kids' Card (CARE) - NoDC	1.0%	24
Basic non-resident -- Senior	0.8%	19
Salem Fee Adult	0.7%	17
Salem Senior Resident	0.7%	16
Salem Child Resident	0.4%	9
Out-of-CCRLS fee -- Household	0.3%	8
Salem Teen Resident	0.2%	6
Out-of-CCRLS fee -- Adult	0.2%	5
CCC Student - NoDC	0.2%	5
ILL - NoDC	0.2%	4
Salem OBS - NoDC	0.2%	4
Fee (CCRLS) -- Teen	0.1%	3
No Internet, Child Resident NoDC	0.1%	3
CCC Staff - NoDC	0.1%	3
Salem Basic Adult	0.1%	3
Salem Kid's Card (CARE)	0.1%	2
Out-of-CCRLS fee -- Senior	0.0%	1
No Internet, CARE - NoDC	0.0%	1
Taxpayer	0.0%	1
CCC Faculty - NoDC	0.0%	1
Salem Fee Teen	0.0%	1
Salem Fee Senior	0.0%	1
Salem Homebound - NoDC	0.0%	1
Salem Taxpayer	0.0%	1
TOTAL	100.0%	2,445

PATRON

Circulation (Checkout) Statistics

Willamina Public Library



Health and Human Services Department

Family and Youth Programs

Moore Building ❖ 420 N.E. 5th Street ❖ McMinnville, Oregon 97128

Dear Community Partners,

This year Family and Youth would like to have an event that includes many of our community partners. Our goal is to put on a small 'benefits fair' for the towns of Willamina and Sheridan to allow the community in these small rural areas to be educated on the services and supports in the county that are available to them and their families. Our goal is to have this event on June 27, 2014 from 11-3pm. It will be held at Sheridan High school next to the tennis courts on the grass area. We will be providing fun activities and therapeutic and interactive games that will allow families to engage in them together. The goal is to increase awareness of any services or supports that they may be able to access at any point. We are sending this letter out to invite you to be involved and show your support in this event.

Our goal is to have many booths set up with any information that can be taken home in order for them to reference it when need be. We encourage those that participate to please bring any props or objects that they believe will be helpful to the clients or those we serve in order to increase their awareness of the resources offered to them. We are very excited and look forward to this event. We feel it will really increase inclusion of these small communities with our support and services that they may need but do not know/have access to at this time. Please feel free to contact us with any questions as we really hope that this will be the first of many community inclusion events that Family and Youth will be sponsoring.

Sincerely,

Two handwritten signatures in black ink. The first signature is "Heidi Fernandez" and the second is "Jaclyn Branske".

Heidi Fernandez

Jaclyn Branske

Family and Youth
503-434-7462 office
971-241-1400 cell

Willamina Code Violations
May 2014
1

Complaints	Violation	Warnings	# of citations issued
	Abandoned vehicles on Public Street		
4	Assist YCSO Deputies with Criminal Complaints		
	Barking dog		
	Blocked Roadways/Alleys		
	Blocked Sidewalks		
1	Building code Violations & Inspections	1	
	Business Licenses		
	Citizens Assistance		
4	City Hall Admin duties		
	Dog Running at Large		
1	Fence, Walls, Hedges - Maintenance		
	Fire Code Violations		
14	Follow up on Code Violations		
34	Follow-up Property Inspections		
3	Follow-up with Public Service Agencies		
	Garage Sale Complaints		
	Graffiti		
2	Health & Safety Hazards	1	2
	Illegal Burning		
	Illegal Dumping		
7	Junk/Debris on Private Property	6	2
1	Miscellaneous Ordinance Follow-up		
1	Noise Complaints		
	Other Misc. Animal Complaints		
	Other Misc. Code Violations		
	Parking of Recreational Vehicles/Trailers		
15	Property Inspections	3	
1	Sidewalks Responsibility/Maintenance	1	
	Storage /Parking on Street		
1	Storage/Parking on Private Property	1	
1	Traffic Complaints		
	Unwanted Persons/trespassing		
3	Vacant Property inspections	1	
	Vacant Property Registrations		
	Wanted Subjects/Warrants		
28	Weeds & Noxious Growth	14	2
7	YCSO Admin Duties		
	YCSO Training		
summary:			



**Yamhill County Sheriff's Office
Crime Summary for WILLAMINA
From 5/1/2014 to 5/31/2014**

City	UCR Description	5/1/2013 to 5/31/2013	5/1/2014 to 5/31/2014	Percentage Change	YTD	Prior Year
WILLAMINA						
Part 1						
	Aggravated Assault	0	0		3	3
	Burglary-Business	0	0		1	1
	Burglary-Non-Residence	2	1	-50.00 %	1	7
	Burglary-Residence	0	0		1	7
	Larceny	5	3	-40.00 %	14	55
	Motor Vehicle Theft-Auto	0	1		2	3
	Part 1 Total	7	5	-28.57%	22	76
Part 2						
	All Other	0	3		7	8
	Animal Problems	0	0		1	3
	Disorderly Conduct	1	4	300.00 %	10	9
	Drug Laws	0	1		9	18
	DUII	0	0		3	6
	Forgery	0	0		1	2
	Fraud	0	0		3	3
	Kidnapping	0	0		1	1
	Liquor Laws	1	0			4
	Prostitution	0	0			1
	Runaway	0	0		2	4
	Sex Offenses	1	3	200.00 %	9	5
	Simple Assault	5	8	60.00 %	30	45
	Stolen Property	0	0		1	3
	Trespass/Prowler	1	2	100.00 %	6	9
	Vandalism	2	4	100.00 %	18	37
	Weapons	0	1		2	2
	Part 2 Total	11	26	57.69%	103	160
Part 3						
	All Other	2	11	450.00 %	38	67
	Non-Reportable Offenses	10	15	50.00 %	64	117
	Part 3 Total	12	26	53.85%	102	184
	Total For WILLAMINA	30	57	47.37%	227	420