

Willamina City Council Regular Meeting
Tuesday, March 12, 2019, 6:00 pm
West Valley Fire Station
825 NE Main St.
Willamina, OR 97396

AGENDA

CALL TO ORDER

ROLL CALL

FLAG SALUTE

AGENDA ADDITIONS, DELETIONS, AND CORRECTIONS

PUBLIC INPUT – BUSINESS FROM THE AUDIENCE

Public Input: Presentations not scheduled on the Agenda are limited to three (3) minutes. Longer presentations should be submitted to the City Recorder before the meeting. Anyone wishing to comment on an item of the Regular Agenda will need to sign in on the sign in form.

CORRESPONDENCE - none

PRESENTATIONS

1. Homeward Bound Pets - Ronnie Votinak, Executive Director
2. Yamhill County Transit – Cynthia Thompson, Transit Manager
3. Juliette's House - Carole Joa
4. Mud Drags – Sherry Dawkins

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

5. Check Registers – January 1 to 31, 2019 (information only)
6. Financials January 31, 2019
7. Minutes from the February 12, 2019 City Council Meeting

REGULAR AGENDA

Equal Opportunity Employer TTY Dial 7-1-1 or 1-800-735-2900

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

willaminaoregon.gov

- 8. Lease of Parking Lot for City Library Use
- 9. Cemetery Savers
- 10. Willamina Historic Cemetery Committee Appointments

INFORMATIONAL REPORTS (Items that require no Council action) - none

MAYORS REPORT

COUNCIL LIAISON REPORTS

- 11. Cemetery Committee Liaison (Councilor Baller)
- 12. Chamber Liaison (Councilor Wooden)
- 13. Library Liaison (Councilor Lawson)
- 14. YCOM Board (Councilor Baller)
- 15. Yamhill County Transit Authority Board Member (Councilor Johnson)

INFORMATIONAL REPORTS FROM CITY OFFICERS

- 16. City Manager
- 17. Sheriff's Report

EVENT CALENDAR- Informational

CONSENT AGENDA

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10135										
01/19	01/07/2019	10135	110	A&E SAFE AND ALARM CO.	166891	1	10-12-5200	.00	59.85	59.85
01/19	01/07/2019	10135	110	A&E SAFE AND ALARM CO.	166891-1	1	10-65-5200	.00	59.85	59.85
01/19	01/07/2019	10135	110	A&E SAFE AND ALARM CO.	166895	1	10-67-5200	.00	59.85	59.85
Total 10135:									179.55	
10136										
01/19	01/07/2019	10136	5789	Advanced Mechanical	S16659	1	10-65-5504	.00	353.78	353.78
Total 10136:									353.78	
10137										
01/19	01/07/2019	10137	4890	APRIL WOODEN	010119	1	10-13-5310	.00	50.00	50.00
Total 10137:									50.00	
10138										
01/19	01/07/2019	10138	430	ARAMARK UNIFORM SERVICES	863778419	1	10-66-5140	.00	11.63	11.63
01/19	01/07/2019	10138	430	ARAMARK UNIFORM SERVICES	863778419	2	20-11-5140	.00	3.42	3.42
01/19	01/07/2019	10138	430	ARAMARK UNIFORM SERVICES	863778419	3	30-11-5140	.00	19.16	19.16
01/19	01/07/2019	10138	430	ARAMARK UNIFORM SERVICES	863778419	4	40-11-5140	.00	34.22	34.22
Total 10138:									68.43	
10139										
01/19	01/07/2019	10139	700	BAKER AND TAYLOR BOOKS	4012409133	1	10-65-5100	.00	27.37	27.37
01/19	01/07/2019	10139	700	BAKER AND TAYLOR BOOKS	4012413626	1	10-65-5100	.00	15.52	15.52
01/19	01/07/2019	10139	700	BAKER AND TAYLOR BOOKS	4012413626	2	10-65-5106	.00	87.26	87.26
Total 10139:									130.15	
10140										
01/19	01/07/2019	10140	5678	Bob Burr	010119	1	10-13-5310	.00	50.00	50.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 10140:										
10141	01/19	01/07/2019	10141	5795 Brandan or Brandalyn Coleman	122718	1	40-00-2400	.00	14.31	14.31
Total 10141:										
14.31										
10142										
01/19	01/07/2019	10142	1380 CARQUEST		4758-177265	1	10-66-5137	.00	25.07	25.07
01/19	01/07/2019	10142	1380 CARQUEST		4758-177265	2	20-11-5137	.00	25.07	25.07
01/19	01/07/2019	10142	1380 CARQUEST		4758-177265	3	30-11-5137	.00	58.51	58.51
01/19	01/07/2019	10142	1380 CARQUEST		4758-177265	4	40-11-5137	.00	58.51	58.51
01/19	01/07/2019	10142	1380 CARQUEST		4758-177488	1	10-72-5137	.00	25.77	25.77
Total 10142:										
192.93										
10143										
01/19	01/07/2019	10143	1390 CASCADE COLUMBIA		738887	1	40-11-5108	.00	985.00	985.00
Total 10143:										
985.00										
10144										
01/19	01/07/2019	10144	940 CASELLE, INC.		92708	1	10-12-5235	.00	1,200.00	1,200.00
Total 10144:										
1,200.00										
10145										
01/19	01/07/2019	10145	890 CHARLENE BROWN		010119	1	10-67-5310	.00	200.00	200.00
Total 10145:										
200.00										
10146										
01/19	01/07/2019	10146	1130 CITY OF WILLAMINA		1182.01 1215	1	30-11-5415	.00	98.73	98.73
01/19	01/07/2019	10146	1130 CITY OF WILLAMINA		1792.00 121	1	10-67-5415	.00	133.53	133.53
01/19	01/07/2019	10146	1130 CITY OF WILLAMINA		2235.01 121	1	10-65-5415	.00	136.53	136.53
01/19	01/07/2019	10146	1130 CITY OF WILLAMINA		2236.00 121	1	10-12-5415	.00	101.39	101.39
01/19	01/07/2019	10146	1130 CITY OF WILLAMINA		2238.00 121	1	10-12-5415	.00	98.93	98.93

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M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 10146:										
10147	01/19	01/07/2019	10147	1135 CITY OF YAMHILL	327	1	10-14-5211	.00	2.50	2.50
	01/19	01/07/2019	10147	1135 CITY OF YAMHILL	327-1	1	10-14-5211	.00	247.50	247.50
Total 10147:										
250.00										
10148										
01/19	01/07/2019	10148	5677 Craig Johnson		010119	1	10-13-5310	.00	50.00	50.00
Total 10148:										
50.00										
10149										
01/19	01/07/2019	10149	1690 ENVIRO-CLEAN		S19-010407	1	20-11-5504	.00	378.64	378.64
Total 10149:										
378.64										
10150										
01/19	01/07/2019	10150	2200 HARBOR FREIGHT TOOLS		867637	1	10-72-5600	.00	46.98	46.98
Total 10150:										
46.98										
10151										
01/19	01/07/2019	10151	5706 HRA VEBA Trust		010119	1	10-70-5040	.00	450.00	450.00
01/19	01/07/2019	10151	5706 HRA VEBA Trust		010119	2	10-71-5040	.00	375.00	375.00
01/19	01/07/2019	10151	5706 HRA VEBA Trust		010119	3	10-65-5040	.00	150.00	150.00
01/19	01/07/2019	10151	5706 HRA VEBA Trust		010119	4	10-66-5040	.00	150.00	150.00
01/19	01/07/2019	10151	5706 HRA VEBA Trust		010119	5	30-11-5040	.00	75.00	75.00
Total 10151:										
1,200.00										
10152										
01/19	01/07/2019	10152	2260 ILA SKYBERG		010119	1	10-13-5310	.00	100.00	100.00
Total 10152:										
100.00										

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10153										
01/19	01/07/2019	10153	5793	James Daley	010119	1	10-13-5310	.00	50.00	50.00
Total 10153:										
10154										
01/19	01/07/2019	10154	5733	Jared Nunley	010119	1	40-11-5200	.00	500.00	500.00
Total 10154:										
10155										
01/19	01/07/2019	10155	2440	KELLER ASSOCIATES, INC.	18-1	1	40-11-5204	.00	1,530.00	1,530.00
01/19	01/07/2019	10155	2440	KELLER ASSOCIATES, INC.	27-1	1	10-17-5204	.00	765.00	765.00
01/19	01/07/2019	10155	2440	KELLER ASSOCIATES, INC.	31-1	1	30-11-5204	.00	1,915.00	1,915.00
01/19	01/07/2019	10155	2440	KELLER ASSOCIATES, INC.	6	1	21-80-6000	.00	960.00	960.00
01/19	01/07/2019	10155	2440	KELLER ASSOCIATES, INC.	6	2	41-80-6000	.00	3,935.00	3,935.00
Total 10155:										
10156										
01/19	01/07/2019	10156	2700	LES SCHWAB TIRE CENTER	2160034401	1	20-11-5504	.00	773.70	773.70
Total 10156:										
10157										
01/19	01/07/2019	10157	2670	LOCAL 737 - LABORERS INTL U	010119	1	10-00-2130	.00	152.16	152.16
01/19	01/07/2019	10157	2670	LOCAL 737 - LABORERS INTL U	010119-1	1	10-00-2130	.00	4.00	4.00
Total 10157:										
10158										
01/19	01/07/2019	10158	5529	McMinnville Gas Inc.	123118	1	10-72-5415	.00	619.98	619.98
Total 10158:										
10159										
01/19	01/07/2019	10159	3060	NW NATURAL	1363282.3 1	1	10-65-5415	.00	157.40	157.40
01/19	01/07/2019	10159	3060	NW NATURAL	1391658-0 1	1	10-67-5415	.00	237.52	237.52

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 10159:										
10160	01/19	01/07/2019	10160	3300 ONE CALL CONCEPTS, INC.	8120519	1	30-11-5200	.00	27.05	27.05
Total 10160:										
10161	01/19	01/07/2019	10161	3100 OREGON ASSOC OF MUNICIPAL	01547	1	10-12-5320	.00	60.00	60.00
Total 10161:										
10162	01/19	01/07/2019	10162	3270 OREGON MAYORS ASSOCIATI	1221/18	1	10-13-5355	.00	106.00	106.00
Total 10162:										
10163	01/19	01/07/2019	10163	3380 OREVAC WEST INC	4349	1	40-11-5504	.00	780.00	780.00
Total 10163:										
10164	01/19	01/07/2019	10164	5659 Petty Cash	122718	1	10-12-5137	.00	269.68	269.68
01/19	01/07/2019	10164	5659	Petty Cash	122718	2	10-12-5126	.00	8.25	8.25
Total 10164:										
10165	01/19	01/07/2019	10165	3590 PGE	122618	1	40-11-5415	.00	3,112.89	3,112.89
01/19	01/07/2019	10165	3590	PGE	122618	2	10-67-5415	.00	99.95	99.95
01/19	01/07/2019	10165	3590	PGE	122618	3	10-12-5415	.00	523.40	523.40
01/19	01/07/2019	10165	3590	PGE	122618	4	30-11-5415	.00	4,548.98	4,548.98
01/19	01/07/2019	10165	3590	PGE	122618	5	10-65-5415	.00	114.45	114.45
01/19	01/07/2019	10165	3590	PGE	122618	6	10-66-5415	.00	125.72	125.72
01/19	01/07/2019	10165	3590	PGE	122618	7	10-72-5415	.00	391.21	391.21
Total 10165:										

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GL	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 10165:										
10166	01/19	01/07/2019	10166	3730 PRIMISYS	9953161	1	10-12-5234	.00	400.00	400.00
	01/19	01/07/2019	10166	3730 PRIMISYS	9953161	2	10-72-5233	.00	50.00	50.00
	01/19	01/07/2019	10166	3730 PRIMISYS	9953161	3	10-12-5233	.00	2,016.06	2,016.06
Total 10166:										
								.00		2,466.06
10167	01/19	01/07/2019	10167	5766 Ramen Real Estate Llc	122618	1	40-00-2400	.00	34.09	34.09
Total 10167:										
								.00		34.09
10168	01/19	01/07/2019	10168	3820 RECOLOGY WESTERN OREGO	10608461	1	10-66-5415	.00	2.70	2.70
	01/19	01/07/2019	10168	3820 RECOLOGY WESTERN OREGO	10608479	1	10-12-5415	.00	36.34	36.34
	01/19	01/07/2019	10168	3820 RECOLOGY WESTERN OREGO	10608750	1	30-11-5415	.00	10.99	10.99
	01/19	01/07/2019	10168	3820 RECOLOGY WESTERN OREGO	10608768	1	10-65-5415	.00	10.99	10.99
	01/19	01/07/2019	10168	3820 RECOLOGY WESTERN OREGO	10608776	1	10-72-5415	.00	154.84	154.84
Total 10168:										
								.00		215.86
10169	01/19	01/07/2019	10169	610 RITA BALLER	010119	1	10-13-5310	.00	50.00	50.00
Total 10169:										
								.00		50.00
10170	01/19	01/07/2019	10170	5794 Roberta Lawson	010119	1	10-13-5310	.00	50.00	50.00
Total 10170:										
								.00		50.00
10171	01/19	01/07/2019	10171	4400 S & W ELECTRIC WORKS INC.	1663	1	40-11-5540	.00	2,193.00	2,193.00
Total 10171:										
								.00		2,193.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10172	01/19	01/07/2019	10172	5637 SECRETARY OF STATE	12272018	1	10-12-5320	.00	250.00	250.00
Total 10172:										
10173	01/19	01/07/2019	10173	4110 SHELDON OIL COMPANY	37445	1	30-11-5120	.00	71.14	71.14
01/19	01/07/2019	10173	4110 SHELDON OIL COMPANY		37445	2	10-72-5120	.00	68.68	68.68
01/19	01/07/2019	10173	4110 SHELDON OIL COMPANY		37445	3	40-11-5120	.00	157.62	157.62
01/19	01/07/2019	10173	4110 SHELDON OIL COMPANY		37445	4	10-18-5120	.00	65.49	65.49
01/19	01/07/2019	10173	4110 SHELDON OIL COMPANY		37445	5	20-11-5120	.00	76.51	76.51
Total 10173:										
10174	01/19	01/07/2019	10174	4160 SKYBERGS	123118	1	10-12-5137	.00	56.00	56.00
01/19	01/07/2019	10174	4160 SKYBERGS		123118	2	40-11-5137	.00	13.95	13.95
01/19	01/07/2019	10174	4160 SKYBERGS		123118	3	10-72-5137	.00	197.13	197.13
Total 10174:										
10175	01/19	01/07/2019	10175	4230 SPRINT	121818	1	10-18-5413	.00	46.29	46.29
01/19	01/07/2019	10175	4230 SPRINT		121818	2	10-12-5413	.00	11.57	11.57
01/19	01/07/2019	10175	4230 SPRINT		121818	3	10-66-5413	.00	47.68	47.68
01/19	01/07/2019	10175	4230 SPRINT		121818	4	20-11-5413	.00	2.78	2.78
01/19	01/07/2019	10175	4230 SPRINT		121818	5	30-11-5413	.00	62.03	62.03
01/19	01/07/2019	10175	4230 SPRINT		121818	6	40-11-5413	.00	61.10	61.10
Total 10175:										
10176	01/19	01/07/2019	10176	4290 STAPLES CREDIT PLAN	2212269881	1	10-12-5137	.00	103.47	103.47
Total 10176:										
10177	01/19	01/07/2019	10177	5516 The Bulletin Board	3176	1	10-12-5230	.00	79.80	79.80

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 10177:										
10178	01/19	01/07/2019	10178	5740 Thomas Holt	122718	1	10-12-5137	.00	113.92	113.92
	01/19	01/07/2019	10178	5740 Thomas Holt	9	1	10-12-5209	.00	400.00	400.00
Total 10178:										
10179	01/19	01/07/2019	10179	4600 TRAFFIC SAFETY SUPPLY CO I	INV009383	1	20-11-5523	.00	559.74	559.74
Total 10179:										
10180	01/19	01/07/2019	10180	4700 US BANK	121718	1	10-13-5355	.00	134.71	134.71
	01/19	01/07/2019	10180	4700 US BANK	121718	2	20-11-5504	.00	297.36	297.36
	01/19	01/07/2019	10180	4700 US BANK	121718	3	10-12-5137	.00	1,008.65	1,008.65
Total 10180:										
10181	01/19	01/07/2019	10181	4960 WATERLAB CORP.	76332	1	30-11-5250	.00	105.00	105.00
Total 10181:										
10182	01/19	01/07/2019	10182	5551 Wright Business Graphics	4209329	1	30-11-5230	.00	334.20	334.20
	01/19	01/07/2019	10182	5551 Wright Business Graphics	4209329	2	40-11-5230	.00	334.20	334.20
Total 10182:										
10183	01/19	01/07/2019	10183	5150 YAMHILL COUNTY SHERIFFS O	010119	1	10-18-5217	.00	16,621.42	16,621.42
Total 10183:										
10184	01/19	01/15/2019	10184	430 ARAMARK UNIFORM SERVICES	863789527	1	10-66-5140	.00	11.63	11.63

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
	01/19	01/15/2019	10184	430 ARAMARK UNIFORM SERVICES	863789527	2	20-11-5140	.00	3.42	3.42
	01/19	01/15/2019	10184	430 ARAMARK UNIFORM SERVICES	863789527	3	30-11-5140	.00	19.16	19.16
	01/19	01/15/2019	10184	430 ARAMARK UNIFORM SERVICES	863789527	4	40-11-5140	.00	34.22	34.22
	Total 10184: .00 68.43									
10185										
	01/19	01/15/2019	10185	1760 FERGUSON ENTERPRISES, IN	0731411	1	30-11-5137	.00	215.88	215.88
	Total 10185: .00 215.88									
10186										
	01/19	01/15/2019	10186	2160 HONEY BUCKET	0550934146	1	10-66-5200	.00	106.00	106.00
	01/19	01/15/2019	10186	2160 HONEY BUCKET	0550934147	1	10-66-5200	.00	106.00	106.00
	01/19	01/15/2019	10186	2160 HONEY BUCKET	0550934148	1	10-68-5510	.00	106.00	106.00
	Total 10186: .00 318.00									
10187										
	01/19	01/15/2019	10187	2700 LES SCHWAB TIRE CENTER	2020106305	1	40-11-5504	.00	957.12	957.12
	01/19	01/15/2019	10187	2700 LES SCHWAB TIRE CENTER	2020106305	2	30-11-5600	.00	957.12	957.12
	Total 10187: .00 1,914.24									
10188										
	01/19	01/15/2019	10188	2690 LOWES	123118	1	10-12-5504	.00	3.79	3.79
	Total 10188: .00 3.79									
10189										
	01/19	01/15/2019	10189	2900 MID-WILAMETTE VALLEY COU	1819216	1	10-17-5214	.00	546.75	546.75
	Total 10189: .00 546.75									
10190										
	01/19	01/15/2019	10190	3490 PACIFIC REFLEX SIGNS	90591	1	10-72-5137	.00	39.00	39.00
	Total 10190: .00 39.00									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10191	01/19	01/15/2019	10191	3590 PGE	7840710000	1	10-19-5400	.00	1,564.71	1,564.71
Total 10191:										
10192	01/19	01/15/2019	10192	5635 SOLUTIONS YES	INV174114	1	10-12-5230	.00	124.66	124.66
Total 10192:										
10193	01/19	01/15/2019	10193	5796 Tom Hall	010919	1	30-00-2300	.00	65.00	65.00
01/19	01/15/2019	10193	5796 Tom Hall		010919	2	40-00-2400	.00	90.00	90.00
Total 10193:										
10194	01/19	01/23/2019	10194	310 AMAZON	011019	1	10-65-5106	.00	42.85	42.85
01/19	01/23/2019	10194	310 AMAZON		011019	2	10-65-5137	.00	550.44	550.44
01/19	01/23/2019	10194	310 AMAZON		011019	3	10-65-5112	.00	27.33	27.33
01/19	01/23/2019	10194	310 AMAZON		011019	4	10-65-5101	.00	17.96	17.96
01/19	01/23/2019	10194	310 AMAZON		011019	5	10-65-5102	.00	125.65	125.65
01/19	01/23/2019	10194	310 AMAZON		011019	6	10-12-5600	.00	731.93	731.93
01/19	01/23/2019	10194	310 AMAZON		011019	7	10-12-5137	.00	1,298.61	1,298.61
Total 10194:										
10195	01/19	01/23/2019	10195	320 AMERICAN EXTERMINATION PL	136794	1	10-12-5200	.00	92.00	92.00
Total 10195:										
10196	01/19	01/23/2019	10196	430 ARAMARK UNIFORM SERVICES	863799721	1	10-66-5140	.00	11.63	11.63
01/19	01/23/2019	10196	430 ARAMARK UNIFORM SERVICES		863799721	2	20-11-5140	.00	3.42	3.42
01/19	01/23/2019	10196	430 ARAMARK UNIFORM SERVICES		863799721	3	30-11-5140	.00	19.16	19.16
01/19	01/23/2019	10196	430 ARAMARK UNIFORM SERVICES		863799721	4	40-11-5140	.00	34.22	34.22
01/19	01/23/2019	10196	430 ARAMARK UNIFORM SERVICES		863809942	1	10-66-5140	.00	21.31	21.31
01/19	01/23/2019	10196	430 ARAMARK UNIFORM SERVICES		863809942	2	20-11-5140	.00	6.27	6.27

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
10202										
	01/19	01/23/2019	10202	4230 SPRINT	011819	2	10-12-5413	.00	11.61	11.61
	01/19	01/23/2019	10202	4230 SPRINT	011819	3	10-66-5413	.00	47.84	47.84
	01/19	01/23/2019	10202	4230 SPRINT	011819	4	20-11-5413	.00	2.79	2.79
	01/19	01/23/2019	10202	4230 SPRINT	011819	5	30-11-5413	.00	62.24	62.24
	01/19	01/23/2019	10202	4230 SPRINT	011819	6	40-11-5413	.00	61.31	61.31
	01/19	01/23/2019	10202	4230 SPRINT	011819	7	30-11-5413	.00	.01	.01
	Total 10202:									232.25
10203										
	01/19	01/23/2019	10203	5647 US BANK EQUIPMENT FINANCE	375459070	1	10-12-5606	.00	210.94	210.94
	01/19	01/23/2019	10203	5647 US BANK EQUIPMENT FINANCE	375459070	2	10-65-5606	.00	127.57	127.57
	Total 10203:									338.51
10204										
	01/19	01/23/2019	10204	4070 WILLAMINA SELECT MARKET	011319	1	10-12-5137	.00	122.53	122.53
	Total 10204:									122.53
10205										
	01/19	01/23/2019	10205	5551 Wright Business Graphics	4209787	1	30-11-5230	.00	290.06	290.06
	01/19	01/23/2019	10205	5551 Wright Business Graphics	4209787	2	40-11-5230	.00	290.05	290.05
	Total 10205:									580.11
10206										
	01/19	01/29/2019	10206	700 BAKER AND TAYLOR BOOKS	4012435138	1	10-65-5100	.00	7.99	7.99
	01/19	01/29/2019	10206	700 BAKER AND TAYLOR BOOKS	4012435138	2	10-65-5106	.00	47.73	47.73
	Total 10206:									55.72
10207										
	01/19	01/29/2019	10207	1390 CASCADE COLUMBIA	740916	1	40-11-5108	.00	484.00	484.00
	Total 10207:									484.00
10208										
	01/19	01/29/2019	10208	990 CHEMEKETA COMMUNITY COL	S1026965	1	10-65-5200	.00	8.95	8.95

M = Manual Check, V = Void Check

GL	Check Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 10208:											
10209	01/19	01/29/2019	10209	1130	CITY OF WILLAMINA	1182.01 01-1	1	30-11-5415	.00	98.64	98.64
	01/19	01/29/2019	10209	1130	CITY OF WILLAMINA	1792.00 01-1	1	10-67-5415	.00	133.49	133.49
	01/19	01/29/2019	10209	1130	CITY OF WILLAMINA	2235.001 01-	1	10-65-5415	.00	135.86	135.86
	01/19	01/29/2019	10209	1130	CITY OF WILLAMINA	2236.00 01-1	1	10-12-5415	.00	63.86	63.86
	01/19	01/29/2019	10209	1130	CITY OF WILLAMINA	2238.00 01-1	1	10-12-5415	.00	98.60	98.60
Total 10209:											
									.00	530.45	530.45
10210	01/19	01/29/2019	10210	1580	DK QUARRIES INC	118199	1	30-11-5504	.00	306.30	306.30
Total 10210:											
									.00	306.30	306.30
10211	01/19	01/29/2019	10211	2040	HACH	11308048	1	30-11-5530	.00	233.45	233.45
Total 10211:											
									.00	233.45	233.45
10212	01/19	01/29/2019	10212	2440	KELLER ASSOCIATES, INC.	7	1	41-80-6000	.00	420.00	420.00
Total 10212:											
									.00	420.00	420.00
10213	01/19	01/29/2019	10213	4700	US BANK	011619	1	10-17-5342	.00	20.00	20.00
	01/19	01/29/2019	10213	4700	US BANK	011619	2	10-12-5342	.00	595.00	595.00
	01/19	01/29/2019	10213	4700	US BANK	011619	3	10-12-5342	.00	20.00	20.00
	01/19	01/29/2019	10213	4700	US BANK	011619	4	10-12-5413	.00	352.93	352.93
	01/19	01/29/2019	10213	4700	US BANK	011619	5	10-12-5200	.00	146.24	146.24
Total 10213:											
									.00	1,134.17	1,134.17
10214	01/19	01/29/2019	10214	5575	WEST ONE HOMES	012419	1	30-00-2300	.00	16.26	16.26
	01/19	01/29/2019	10214	5575	WEST ONE HOMES	012419	2	40-00-2400	.00	90.00	90.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-17-5342	20.00	.00	20.00
10-18-5120	65.49	.00	65.49
10-18-5217	16,621.42	.00	16,621.42
10-18-5413	92.74	.00	92.74
10-19-5400	1,564.71	.00	1,564.71
10-65-5040	150.00	.00	150.00
10-65-5100	82.92	.00	82.92
10-65-5101	17.96	.00	17.96
10-65-5102	125.65	.00	125.65
10-65-5106	307.76	.00	307.76
10-65-5112	27.33	.00	27.33
10-65-5137	550.44	.00	550.44
10-65-5200	68.80	.00	68.80
10-65-5415	555.23	.00	555.23
10-65-5504	353.78	.00	353.78
10-65-5606	127.57	.00	127.57
10-66-5040	150.00	.00	150.00
10-66-5137	25.07	.00	25.07
10-66-5140	56.20	.00	56.20
10-66-5200	212.00	.00	212.00
10-66-5413	107.36	.00	107.36
10-66-5415	128.42	.00	128.42
10-67-5200	59.85	.00	59.85
10-67-5310	200.00	.00	200.00
10-67-5413	16.73	.00	16.73
10-67-5415	604.49	.00	604.49
10-68-5510	106.00	.00	106.00
10-70-5040	450.00	.00	450.00
10-71-5040	375.00	.00	375.00
10-72-5120	68.68	.00	68.68
10-72-5137	261.90	.00	261.90
10-72-5233	50.00	.00	50.00
10-72-5344	110.07	.00	110.07
10-72-5415	1,166.03	.00	1,166.03
10-72-5504	20.00	.00	20.00
10-72-5600	46.98	.00	46.98
20-00-2000	.00	2,156.80-	2,156.80-
20-11-5120	76.51	.00	76.51
20-11-5137	25.07	.00	25.07
20-11-5140	16.53	.00	16.53

GL Account	Debit	Credit	Proof
20-11-5413	29.25	.00	29.25
20-11-5504	1,449.70	.00	1,449.70
20-11-5523	559.74	.00	559.74
21-00-2000	.00	960.00-	960.00-
21-80-6000	960.00	.00	960.00
30-00-2000	.00	11,930.84-	11,930.84-
30-00-2300	81.26	.00	81.26
30-11-5040	75.00	.00	75.00
30-11-5120	71.14	.00	71.14
30-11-5137	274.39	.00	274.39
30-11-5140	92.58	.00	92.58
30-11-5200	27.05	.00	27.05
30-11-5204	4,020.00	.00	4,020.00
30-11-5230	624.26	.00	624.26
30-11-5250	105.00	.00	105.00
30-11-5413	305.95	.00	305.95
30-11-5415	4,757.34	.00	4,757.34
30-11-5504	306.30	.00	306.30
30-11-5530	233.45	.00	233.45
30-11-5600	957.12	.00	957.12
40-00-2000	.00	12,754.79-	12,754.79-
40-00-2400	228.40	.00	228.40
40-11-5108	1,469.00	.00	1,469.00
40-11-5120	157.62	.00	157.62
40-11-5137	72.46	.00	72.46
40-11-5140	165.34	.00	165.34
40-11-5200	500.00	.00	500.00
40-11-5204	1,530.00	.00	1,530.00
40-11-5230	624.25	.00	624.25
40-11-5320	614.00	.00	614.00
40-11-5413	350.71	.00	350.71
40-11-5415	3,112.89	.00	3,112.89
40-11-5504	1,737.12	.00	1,737.12
40-11-5540	2,193.00	.00	2,193.00
41-00-2000	.00	4,355.00-	4,355.00-
41-80-6000	4,355.00	.00	4,355.00
Grand Totals:	70,385.60	70,385.60-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check Type = (<>) "Adjustment"

CITY OF WILLAMINA
COMBINED CASH INVESTMENT
JANUARY 31, 2019

COMBINED CASH ACCOUNTS

99-00-1010	US BANK OPERATIONS	197,317.15
99-00-1015	XPRESS DEPOSIT ACCOUNT	1,645.76
99-00-1020	PAYROLL - CHECKING	12,054.18
99-00-1030	INVESTMENTS-LGIP	1,486,049.93
99-00-1035	FIRST FEDERAL CEMETERY ACCOUNT	2,986.12
99-00-1040	PETTY CASH	300.00
	TOTAL COMBINED CASH	1,700,353.14
99-00-1910	MERCHANT SERVICES CLEARING	(596.23)
99-00-1009	CASH ALLOCATED	(1,699,756.91)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	502,788.19
20	ALLOCATION TO STREET FUND	157,343.77
21	ALLOCATION TO STREET SDC FUND	161,140.00
30	ALLOCATION TO WATER FUND	365,497.31
31	ALLOCATION TO WATER SDC FUND	62,230.23
40	ALLOCATION TO WASTEWATER FUND	429,689.21
41	ALLOCATION TO WASTEWATER SDC FUND	21,068.20
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,699,756.91
	ALLOCATION FROM GENERAL FUND - 99-00-1009	(1,699,756.91)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

GENERAL FUND

ASSETS

10-00-1009	CASH ALLOCATED	502,788.19	
10-00-1280	TAXES RECEIVABLE	30,299.00	
10-00-1300	INVENTORY	8,213.00	
10-00-1350	PREPAID EXPENSES	1,757.71	
10-00-1400	LAND	117,674.00	
10-00-1420	LAND IMPROVEMENTS	980,055.00	
10-00-1430	BUILDINGS	273,506.00	
10-00-1440	EQUIPMENT	193,843.00	
10-00-1460	VEHICLES	56,367.00	
10-00-1490	ACCUMULATED DEPRECIATION	(721,598.71)	
10-00-1900	DEFERRED PENSION	48,321.00	
	TOTAL ASSETS		1,491,225.19

LIABILITIES AND EQUITY

LIABILITIES

10-00-2000	ACCOUNTS PAYABLE	4,564.73	
10-00-2100	ACCRUED PAYROLL	10,182.66	
10-00-2130	UNION DUES PAYABLE	(244.88)	
10-00-2140	PERS PAYABLE	2,635.28	
10-00-2150	ACCRUED VACATION	32,208.45	
	TOTAL LIABILITIES		49,346.24

FUND EQUITY

10-00-3000	FUND BALANCE	249,806.07	
10-00-3060	RESTRICTED DOWNTOWN LOAN	25,000.00	
10-00-3100	FUND BALANCE CAPITAL LESS DEBT	899,846.29	
	REVENUE OVER EXPENDITURES - YTD	267,226.59	
	BALANCE - CURRENT DATE	1,441,878.95	
	TOTAL FUND EQUITY		1,441,878.95
	TOTAL LIABILITIES AND EQUITY		1,491,225.19

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	278,548.00	278,548.00	.0
10-10-4001 PROPERTY TAX	3,624.17	370,989.04	369,000.00	(1,989.04)	100.5
10-10-4002 PROPERTY TAX PRIOR	468.74	13,037.18	10,000.00	(3,037.18)	130.4
10-10-4003 INTEREST ON TAXES	39.36	183.43	75.00	(108.43)	244.6
10-10-4110 STATE CIGARETTE TAX	201.47	1,538.21	1,800.00	261.79	85.5
10-10-4111 STATE REVENUE SHARING	1,644.77	13,960.20	24,000.00	10,039.80	58.2
10-10-4112 STATE LIQUOR TAX	.00	19,574.58	32,000.00	12,425.42	61.2
10-10-4113 STATE MARIJUANA TAX	.00	1,442.12	5,000.00	3,557.88	28.8
10-10-4501 BUSINESS LICENSES	.00	140.00	3,500.00	3,360.00	4.0
10-10-4511 LIEN SEARCHES	200.00	4,703.16	1,000.00	(3,703.16)	470.3
10-10-4571 OLCC LICENSE FEE	35.00	35.00	200.00	165.00	17.5
10-10-4600 FRANCHISE FEES CENTURYLINK	135.71	459.98	1,500.00	1,040.02	30.7
10-10-4601 FRANCHISE FEES NW NATURAL	.00	.00	13,000.00	13,000.00	.0
10-10-4602 FRANCHISE FEES PGE	.00	.00	62,000.00	62,000.00	.0
10-10-4603 FRANCHISE FEES WAVE BROADBAND	.00	.00	8,000.00	8,000.00	.0
10-10-4604 FRANCHISE FEES WESTERN ORWASTE	367.82	3,436.56	5,200.00	1,763.44	66.1
10-10-4605 FRANCHISE FEES ONLINENW	.00	1,087.06	2,000.00	912.94	54.4
10-10-4701 RENT - CENTER MARKET	200.00	1,600.00	2,000.00	400.00	80.0
10-10-4816 DONATIONS	.00	.00	3,000.00	3,000.00	.0
10-10-4900 INTEREST INCOME	3,445.85	18,373.06	15,000.00	(3,373.06)	122.5
10-10-4901 MISCELLANEOUS INCOME	23,011.25	23,175.38	1,000.00	(22,175.38)	2317.5
TOTAL DEPARTMENT 10	33,374.14	473,734.96	837,823.00	364,088.04	56.5
COURT					
10-14-4507 COURT FINES AND FEES	.00	2,313.00	1,500.00	(813.00)	154.2
10-14-4508 COURT COSTS ASSESSED	.00	.00	100.00	100.00	.0
TOTAL COURT	.00	2,313.00	1,600.00	(713.00)	144.6
PLANNING					
10-17-4583 PLANNING FEES	.00	.00	10,000.00	10,000.00	.0
10-17-4584 ENGINEERING FEES PLANNING	.00	.00	500.00	500.00	.0
10-17-4585 DEVELOPMENT FEES PLANNING	50,000.00	52,150.00	.00	(52,150.00)	.0
TOTAL PLANNING	50,000.00	52,150.00	10,500.00	(41,650.00)	496.7
PUBLIC SAFETY					
10-18-4200 CODE ENFORCEMENT FINES	330.00	330.00	2,500.00	2,170.00	13.2
10-18-4506 PUBLIC SAFETY FEE	.00	.00	50,000.00	50,000.00	.0
TOTAL PUBLIC SAFETY	330.00	330.00	52,500.00	52,170.00	.6

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET LIGHTS</u>					
10-19-4822 STREET LIGHTS FEE	1,595.06	9,755.16	19,000.00	9,244.84	51.3
10-19-4823 UTILITY FEE	791.67	6,886.35	9,500.00	2,613.65	72.5
TOTAL STREET LIGHTS	2,386.73	16,641.51	28,500.00	11,858.49	58.4
<u>SPECIAL</u>					
10-60-4010 EID BUSINESS TAXES	.00	8,037.18	8,341.00	303.82	96.4
10-60-4758 DOWNTOWN LOAN PRINC PAY	.00	.00	25,000.00	25,000.00	.0
TOTAL SPECIAL	.00	8,037.18	33,341.00	25,303.82	24.1
<u>LIBRARY</u>					
10-65-4560 FINES	.00	374.69	900.00	525.31	41.6
10-65-4705 CCRLS FORMULA PAYMENT	.00	4,622.00	18,000.00	13,378.00	25.7
10-65-4708 CCRLS LOST BOOK	.00	20.00	200.00	180.00	10.0
10-65-4714 CCRLS RURAL PATRON	.00	70.53	.00	(70.53)	.0
10-65-4811 READY TO READ GRANT	.00	1,000.00	1,000.00	.00	100.0
10-65-4812 YOUTH COLLECTION GRANT	.00	3,000.00	3,000.00	.00	100.0
10-65-4816 DONATIONS	.00	105.00	100.00	(5.00)	105.0
10-65-4901 MISCELLANEOUS INCOME	.00	296.50	300.00	3.50	98.8
TOTAL LIBRARY	.00	9,488.72	23,500.00	14,011.28	40.4
<u>CEMETERY</u>					
10-68-4588 SALE OF INTERNMENT RIGHTS	.00	.00	1,500.00	1,500.00	.0
TOTAL CEMETERY	.00	.00	1,500.00	1,500.00	.0
<u>OR DEPT OF FISH & WILDLIFE</u>					
10-81-4814 OR DEPT OF FISH & WILDLIFE	.00	22,658.16	1,000.00	(21,658.16)	2265.8
TOTAL DEPARTMENT 81	.00	22,658.16	1,000.00	(21,658.16)	2265.8
<u>TRANSFER</u>					
10-90-9130 IN LIEU OF FRANCHISE FEE WATER	1,750.00	12,250.00	21,000.00	8,750.00	58.3
10-90-9140 IN LIEU OF FRANCHISE FEE WW	1,575.00	11,025.00	18,900.00	7,875.00	58.3
TOTAL TRANSFER	3,325.00	23,275.00	39,900.00	16,625.00	58.3
TOTAL FUND REVENUE	89,415.87	608,628.53	1,030,164.00	421,535.47	59.1

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
10-12-5115 BANK CHARGES	162.97	960.28	1,800.00	839.72	53.4
10-12-5119 DISCREPENCIES	.00	.00	60.00	60.00	.0
10-12-5123 MERCHANT FEES	.00	.00	200.00	200.00	.0
10-12-5124 PAYROLL PROCESSING FEES	357.34	1,786.47	4,500.00	2,713.53	39.7
10-12-5126 POSTAGE	.00	571.88	1,500.00	928.12	38.1
10-12-5137 SUPPLIES	1,600.95	10,412.84	12,000.00	1,587.16	86.8
10-12-5200 CONTRACT SERVICES	298.09	5,372.58	22,500.00	17,127.42	23.9
10-12-5201 AUDIT SERVICES	.00	14,000.00	15,000.00	1,000.00	93.3
10-12-5203 LEGAL SERVICES	.00	1,842.47	11,000.00	9,157.53	16.8
10-12-5207 INSURANCE	.00	20,353.83	25,000.00	4,646.17	81.4
10-12-5209 CLEANING SERVICES	400.00	2,820.00	5,200.00	2,380.00	54.2
10-12-5230 PRINTING AND PUBLISHING	204.46	2,008.14	5,000.00	2,991.86	40.2
10-12-5233 TECHNOLOGY SERVICES	250.00	5,619.86	12,000.00	6,380.14	46.8
10-12-5234 TECHNOLOGY BACK UP	400.00	2,800.00	5,500.00	2,700.00	50.9
10-12-5235 SOFTWARE MAINTENANCE	1,200.00	8,400.00	15,000.00	6,600.00	56.0
10-12-5320 DUES, LICENSE, PERMITS	.00	3,582.55	6,000.00	2,417.45	59.7
10-12-5342 CONFERENCE/SEMINAR/TRAINING	615.00	3,153.56	5,000.00	1,846.44	63.1
10-12-5344 TRAVEL	194.93	611.08	1,000.00	388.92	61.1
10-12-5355 MISCELLANEOUS EXPENSE	.00	.00	750.00	750.00	.0
10-12-5413 TELEPHONE	617.50	6,864.78	5,000.00	(1,864.78)	137.3
10-12-5415 UTILITIES	804.73	4,635.41	9,000.00	4,364.59	51.5
10-12-5504 REPAIRS - MAINTENANCE	.00	3,520.88	8,000.00	4,479.12	44.0
10-12-5600 EQUIPMENT	731.93	2,476.14	3,500.00	1,023.86	70.8
10-12-5606 EQUIPMENT LEASE	210.94	2,574.09	6,000.00	3,425.91	42.9
TOTAL ADMIN	8,048.84	104,366.84	180,510.00	76,143.16	57.8
<u>COUNCIL</u>					
10-13-5307 COMMUNITY PROJECT	.00	491.00	1,000.00	509.00	49.1
10-13-5310 STIPEND	400.00	2,800.00	5,000.00	2,200.00	56.0
10-13-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	3,500.00	3,500.00	.0
10-13-5344 TRAVEL	.00	.00	750.00	750.00	.0
10-13-5350 VOLUNTEER APPRECIATION	.00	650.00	800.00	150.00	81.3
10-13-5355 COUNCIL EXPENSE	.00	1,688.27	1,000.00	(688.27)	168.8
TOTAL COUNCIL	400.00	5,629.27	12,050.00	6,420.73	46.7

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COURT</u>					
10-14-5105	.00	.00	100.00	100.00	.0
10-14-5211	250.00	1,500.00	3,400.00	1,900.00	44.1
10-14-5306	.00	321.00	1,500.00	1,179.00	21.4
10-14-5313	.00	96.00	600.00	504.00	16.0
10-14-5320	.00	.00	200.00	200.00	.0
10-14-5342	.00	.00	500.00	500.00	.0
10-14-5344	.00	.00	200.00	200.00	.0
TOTAL COURT	250.00	1,917.00	6,500.00	4,583.00	29.5
<u>PLANNING</u>					
10-17-5203	.00	172.00	500.00	328.00	34.4
10-17-5204	.00	2,875.00	10,000.00	7,125.00	28.8
10-17-5214	546.75	11,573.30	40,000.00	28,426.70	28.9
10-17-5342	20.00	20.00	500.00	480.00	4.0
TOTAL PLANNING	566.75	14,640.30	51,000.00	36,359.70	28.7
<u>PUBLIC SAFETY</u>					
10-18-5000	2,170.25	15,647.14	28,000.00	12,352.86	55.9
10-18-5020	175.03	1,219.50	2,800.00	1,580.50	43.6
10-18-5040	1,552.40	1,587.80	25,300.00	23,712.20	6.3
10-18-5060	103.09	743.23	1,800.00	1,056.77	41.3
10-18-5090	1.52	11.89	300.00	288.11	4.0
10-18-5120	95.56	528.24	1,800.00	1,271.76	29.4
10-18-5137	.00	275.35	1,000.00	724.65	27.5
10-18-5217	16,621.42	116,349.94	200,000.00	83,650.06	58.2
10-18-5302	.00	14,050.75	25,000.00	10,949.25	56.2
10-18-5342	.00	453.76	500.00	46.24	90.8
10-18-5413	46.45	413.64	900.00	486.36	46.0
10-18-5504	.00	147.44	2,000.00	1,852.56	7.4
TOTAL PUBLIC SAFETY	20,765.72	151,428.68	289,400.00	137,971.32	52.3
<u>STREET LIGHTS</u>					
10-19-5400	1,564.71	11,036.99	19,500.00	8,463.01	56.6
TOTAL STREET LIGHTS	1,564.71	11,036.99	19,500.00	8,463.01	56.6

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SPECIAL</u>					
10-60-5758 DOWNTOWN LOAN	.00	.00	25,000.00	25,000.00	.0
10-60-5900 EID TAX DISBURSEMENT	.00	8,037.18	8,341.00	303.82	96.4
TOTAL SPECIAL	.00	8,037.18	33,341.00	25,303.82	24.1
<u>LIBRARY</u>					
10-65-5000 SALARY - WAGES	3,127.27	22,466.81	39,500.00	17,033.19	56.9
10-65-5020 PAYROLL TAX	250.69	1,713.81	3,950.00	2,236.19	43.4
10-65-5040 BENEFITS	1,437.74	9,470.30	19,500.00	10,029.70	48.6
10-65-5060 PERS	148.52	1,067.14	2,400.00	1,332.86	44.5
10-65-5090 WORKERS COMP	2.09	18.25	60.00	41.75	30.4
10-65-5100 BOOKS CHILDREN	95.40	1,795.48	2,200.00	404.52	81.6
10-65-5101 AUDIO VISUAL CHILDREN	122.82	279.48	800.00	520.52	34.9
10-65-5102 AUDIO VISUAL ADULT	198.41	539.23	800.00	260.77	67.4
10-65-5103 AUDIO VISUAL LOST REPLACEMENT	.00	.00	25.00	25.00	.0
10-65-5106 BOOKS ADULTS	285.60	1,898.29	2,200.00	301.71	86.3
10-65-5107 BOOKS LOST REPLACEMENT	.00	.00	100.00	100.00	.0
10-65-5111 SPECIAL PROGRAM CHILDREN	.00	942.17	800.00	(142.17)	117.8
10-65-5112 SPECIAL PROGRAM ADULT	27.33	246.68	500.00	253.32	49.3
10-65-5126 POSTAGE	.00	106.88	150.00	43.12	71.3
10-65-5137 SUPPLIES	550.44	1,400.36	2,200.00	799.64	63.7
10-65-5200 CONTRACT SERVICES	68.80	543.75	800.00	256.25	68.0
10-65-5209 CLEANING SERVICES	.00	.00	100.00	100.00	.0
10-65-5233 TECHNOLOGY SERVICES	.00	796.06	1,750.00	953.94	45.5
10-65-5320 DUES, LICENSE, PERMITS	.00	234.00	550.00	316.00	42.6
10-65-5321 SUBSCRIPTIONS	.00	79.80	500.00	420.20	16.0
10-65-5342 CONFERENCE/SEMINAR/TRAINING	.00	10.00	300.00	290.00	3.3
10-65-5344 TRAVEL	.00	.00	100.00	100.00	.0
10-65-5350 PARKING LOT LEASE	.00	.00	500.00	500.00	.0
10-65-5413 TELEPHONE	.00	1,479.01	1,200.00	(279.01)	123.3
10-65-5415 UTILITIES	404.90	2,385.91	3,800.00	1,414.09	62.8
10-65-5504 REPAIRS - MAINTENANCE	(1,328.44)	(842.63)	1,500.00	2,342.63	(56.2)
10-65-5600 EQUIPMENT	.00	.00	100.00	100.00	.0
10-65-5606 EQUIPMENT LEASE	127.57	935.86	2,000.00	1,064.14	46.8
10-65-5912 GRANT EXPENSE READY TO READ	.00	.00	1,000.00	1,000.00	.0
10-65-5913 YOUTH COLLECTION GRANT	.00	2,912.45	3,000.00	87.55	97.1
TOTAL LIBRARY	5,519.14	50,479.09	92,385.00	41,905.91	54.6

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
10-66-5000 SALARY - WAGES	1,042.42	13,051.93	26,000.00	12,948.07	50.2
10-66-5001 PW ALLOCATED PAYROLL	210.92	1,476.44	2,531.00	1,054.56	58.3
10-66-5020 PAYROLL TAX	296.04	2,198.77	2,600.00	401.23	84.6
10-66-5040 BENEFITS	150.00	450.00	4,750.00	4,300.00	9.5
10-66-5060 PERS	176.56	723.30	1,600.00	876.70	45.2
10-66-5090 WORKERS COMP	2.69	971.97	300.00	(671.97)	324.0
10-66-5120 GAS - OIL	154.93	839.48	1,000.00	160.52	84.0
10-66-5137 SUPPLIES	73.26	670.35	1,500.00	829.65	44.7
10-66-5140 UNIFORMS - TOWELS	58.03	400.90	900.00	499.10	44.5
10-66-5200 CONTRACT SERVICES	212.00	2,313.42	5,000.00	2,686.58	46.3
10-66-5413 TELEPHONE	59.68	516.09	750.00	233.91	68.8
10-66-5415 UTILITIES	148.54	1,513.89	3,000.00	1,486.11	50.5
10-66-5504 REPAIRS - MAINTENANCE	.00	2,615.30	2,500.00	(115.30)	104.6
10-66-5510 LANDSCAPE MAINTENANCE	.00	.00	500.00	500.00	.0
10-66-5512 POND AQUATIC WEED CONTROL	.00	.00	8,500.00	8,500.00	.0
10-66-5600 EQUIPMENT	.00	601.48	2,000.00	1,398.52	30.1
10-66-6000 CAPITAL OUTLAY	.00	200.00	10,000.00	9,800.00	2.0
10-66-9615 PW EXPENSE ALLOCATION	41.42	289.94	497.00	207.06	58.3
TOTAL PARKS	2,626.49	28,833.26	73,928.00	45,094.74	39.0
<u>MUSEUM</u>					
10-67-5200 CONTRACT SERVICES	59.85	455.76	800.00	344.24	57.0
10-67-5233 TECHNOLOGY SERVICES	.00	450.00	500.00	50.00	90.0
10-67-5310 STIPEND	200.00	1,400.00	2,400.00	1,000.00	58.3
10-67-5320 DUES, LICENSE, PERMITS	.00	68.00	100.00	32.00	68.0
10-67-5413 TELEPHONE	16.73	1,499.15	850.00	(649.15)	176.4
10-67-5415 UTILITIES	445.11	2,327.76	3,400.00	1,072.24	68.5
10-67-5504 REPAIRS - MAINTENANCE	.00	23.94	1,000.00	976.06	2.4
10-67-5606 EQUIPMENT LEASE	.00	.00	100.00	100.00	.0
TOTAL MUSEUM	721.69	6,224.61	9,150.00	2,925.39	68.0
<u>CEMETERY</u>					
10-68-5200 CONTRACT SERVICES	.00	.00	1,000.00	1,000.00	.0
10-68-5320 DUES, LICENSE, PERMITS	.00	.00	100.00	100.00	.0
10-68-5510 LANDSCAPE MAINTENANCE	106.00	1,130.00	2,500.00	1,370.00	45.2
TOTAL CEMETERY	106.00	1,130.00	3,600.00	2,470.00	31.4

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PAYROLL ADMIN</u>					
10-70-5000 SALARY - WAGES	16,397.17	121,032.50	209,000.00	87,967.50	57.9
10-70-5002 ADMIN ALLOCATED PAYROLL	(19,218.42)	(134,528.94)	(230,621.00)	(96,092.06)	(58.3)
10-70-5020 PAYROLL TAX	1,319.51	9,060.95	20,900.00	11,839.05	43.4
10-70-5040 BENEFITS	5,626.11	36,492.82	72,000.00	35,507.18	50.7
10-70-5060 PERS	778.86	5,749.03	12,300.00	6,550.97	46.7
10-70-5090 WORKERS COMP	4.81	214.67	1,000.00	785.33	21.5
TOTAL PAYROLL ADMIN	4,908.04	38,021.03	84,579.00	46,557.97	45.0
<u>PAYROLL PUBLIC WORKS</u>					
10-71-5000 SALARY - WAGES	12,002.87	90,301.05	155,500.00	65,198.95	58.1
10-71-5001 PW ALLOCATED PAYROLL	(21,095.84)	(147,670.88)	(253,150.00)	(105,479.12)	(58.3)
10-71-5020 PAYROLL TAX	782.90	5,475.63	15,500.00	10,024.37	35.3
10-71-5040 BENEFITS	4,110.03	26,761.21	67,250.00	40,488.79	39.8
10-71-5060 PERS	897.48	6,675.35	13,200.00	6,524.65	50.6
10-71-5090 WORKERS COMP	5.03	39.99	1,700.00	1,660.01	2.4
TOTAL PAYROLL PUBLIC WORKS	(3,297.53)	(18,417.65)	.00	18,417.65	.0
<u>PUBLIC WORKS OPERATIONS</u>					
10-72-5120 GAS - OIL	176.41	1,958.86	3,400.00	1,441.14	57.6
10-72-5137 SUPPLIES	259.04	3,225.24	8,000.00	4,774.76	40.3
10-72-5140 UNIFORMS - TOWELS	.00	140.98	1,000.00	859.02	14.1
10-72-5200 CONTRACT SERVICES	.00	96.25	500.00	403.75	19.3
10-72-5203 LEGAL SERVICES	.00	.00	500.00	500.00	.0
10-72-5207 INSURANCE	.00	12,000.00	12,000.00	.00	100.0
10-72-5233 TECHNOLOGY SERVICES	.00	100.00	500.00	400.00	20.0
10-72-5320 DUES, LICENSE, PERMITS	100.00	100.00	1,000.00	900.00	10.0
10-72-5342 CONFERENCE/SEMINAR/TRAINING	.00	813.92	1,000.00	186.08	81.4
10-72-5344 TRAVEL	110.07	110.07	300.00	189.93	36.7
10-72-5415 UTILITIES	1,166.67	4,432.87	10,000.00	5,567.13	44.3
10-72-5504 REPAIRS - MAINTENANCE	20.00	843.49	6,000.00	5,156.51	14.1
10-72-5507 EQUIPMENT MAINTENANCE	.00	117.99	2,500.00	2,382.01	4.7
10-72-5600 EQUIPMENT	.00	890.17	3,000.00	2,109.83	29.7
10-72-9615 FUND/DEPT ALLOCATIONS	(4,141.67)	(28,991.69)	(49,700.00)	(20,708.31)	(58.3)
TOTAL PUBLIC WORKS OPERATIONS	(2,309.48)	(4,161.85)	.00	4,161.85	.0
<u>CAPITAL</u>					
10-80-6001 CAPITAL OUTLAY -WEBSITE	.00	2,715.00	10,000.00	7,285.00	27.2
10-80-6003 CAPITAL OUTLAY -CH - SIDINGI	.00	.00	8,000.00	8,000.00	.0
TOTAL CAPITAL	.00	2,715.00	18,000.00	15,285.00	15.1

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

		GENERAL FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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10-81-5915	GRANT EXP-ODFW HUDELSTON POND	.00	21,708.07	1,000.00	(20,708.07)	2170.8
	TOTAL DEPARTMENT 81	.00	21,708.07	1,000.00	(20,708.07)	2170.8
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<u>TRANSFER</u>						
10-90-9610	OVERHEAD CHARGE	(11,740.84)	(82,185.88)	(140,890.00)	(58,704.12)	(58.3)
	TOTAL TRANSFER	(11,740.84)	(82,185.88)	(140,890.00)	(58,704.12)	(58.3)
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<u>CONTINGENCY</u>						
10-99-9900	CONTINGENCY	.00	.00	296,111.00	296,111.00	.0
	TOTAL CONTINGENCY	.00	.00	296,111.00	296,111.00	.0
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	TOTAL FUND EXPENDITURES	28,129.53	341,401.94	1,030,164.00	688,762.06	33.1
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	NET REVENUE OVER EXPENDITURES	61,286.34	267,226.59	.00	(267,226.59)	.0
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CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

STREET FUND

<u>ASSETS</u>			
20-00-1009	CASH ALLOCATED	157,343.77	
	TOTAL ASSETS		157,343.77
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
20-00-2000	ACCOUNTS PAYABLE	548.06	
	TOTAL LIABILITIES		548.06
<u>FUND EQUITY</u>			
20-00-3000	FUND BALANCE	160,326.96	
	REVENUE OVER EXPENDITURES - YTD	(3,531.25)	
	BALANCE - CURRENT DATE	156,795.71	
	TOTAL FUND EQUITY		156,795.71
	TOTAL LIABILITIES AND EQUITY		157,343.77

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
20-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	141,773.00	141,773.00	.0
20-10-4115 STATE HIGHWAY REVENUE	13,988.19	94,337.34	145,000.00	50,662.66	65.1
TOTAL DEPARTMENT 10	13,988.19	94,337.34	286,773.00	192,435.66	32.9
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20-81-4850 GRANT SMALL CITIES ALLOTMENT	.00	50,000.00	50,000.00	.00	100.0
TOTAL DEPARTMENT 81	.00	50,000.00	50,000.00	.00	100.0
TOTAL FUND REVENUE	13,988.19	144,337.34	336,773.00	192,435.66	42.9

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

STREET FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
20-11-5001 PW ALLOCATED PAYROLL	2,697.50	18,882.50	32,370.00	13,487.50	58.3
20-11-5002 ADMIN ALLOCATED PAYROLL	2,457.42	17,201.94	29,489.00	12,287.06	58.3
20-11-5090 WORKERS COMP	.00	2,266.38	1,000.00	(1,266.38)	226.6
20-11-5120 GAS - OIL	46.72	569.59	1,500.00	930.41	38.0
20-11-5137 SUPPLIES	42.38	520.80	1,500.00	979.20	34.7
20-11-5140 UNIFORMS - TOWELS	17.07	117.93	500.00	382.07	23.6
20-11-5204 ENGINEERING SERVICES	.00	11,003.80	10,000.00	(1,003.80)	110.0
20-11-5413 TELEPHONE	26.47	204.99	600.00	395.01	34.2
20-11-5504 REPAIRS - MAINTENANCE	833.64	2,149.70	3,000.00	850.30	71.7
20-11-5521 SIDEWALK MAINTENANCE	.00	32.00	10,000.00	9,968.00	.3
20-11-5522 STREET MAINTENANCE	.00	27,150.59	60,000.00	32,849.41	45.3
20-11-5523 TRAFFIC CONTROL	.00	1,058.49	2,000.00	941.51	52.9
20-11-5600 EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
TOTAL EXPENDITURE	6,121.20	81,158.71	153,459.00	72,300.29	52.9
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20-81-5909 GRANT EXP SMALLCITIES ALLOTMNT	.00	52,494.00	50,000.00	(2,494.00)	105.0
TOTAL DEPARTMENT 81	.00	52,494.00	50,000.00	(2,494.00)	105.0
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<u>TRANSFER</u>					
20-90-9610 OVERHEAD ALLOCATION	1,501.25	10,508.75	18,015.00	7,506.25	58.3
20-90-9615 PW EXPENSE ALLOCATION	529.59	3,707.13	6,355.00	2,647.87	58.3
TOTAL TRANSFER	2,030.84	14,215.88	24,370.00	10,154.12	58.3
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<u>CONTINGENCY</u>					
20-99-9900 CONTINGENCY	.00	.00	108,944.00	108,944.00	.0
TOTAL CONTINGENCY	.00	.00	108,944.00	108,944.00	.0
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TOTAL FUND EXPENDITURES	8,152.04	147,868.59	336,773.00	188,904.41	43.9
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NET REVENUE OVER EXPENDITURES	5,836.15	(3,531.25)	.00	3,531.25	.0

CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

STREET SDC FUND

<u>ASSETS</u>			
21-00-1009	CASH ALLOCATED	161,140.00	
	TOTAL ASSETS		161,140.00
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
21-00-3050	FUND BALANCE, RESTRICTED	90,000.00	
21-00-3100	FUND BALANCE, RESTRICTED	57,000.00	
	REVENUE OVER EXPENDITURES - YTD	14,140.00	
	BALANCE - CURRENT DATE	161,140.00	
	TOTAL FUND EQUITY		161,140.00
	TOTAL LIABILITIES AND EQUITY		161,140.00

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
21-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	129,000.00	129,000.00	.0
21-10-4421 SYSTEM DEVELOPMENT CHARGES	3,000.00	18,000.00	30,000.00	12,000.00	60.0
TOTAL DEPARTMENT 10	3,000.00	18,000.00	159,000.00	141,000.00	11.3
TOTAL FUND REVENUE	3,000.00	18,000.00	159,000.00	141,000.00	11.3

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
21-80-6000 CAPITAL OUTLAY	.00	3,860.00	10,000.00	6,140.00	38.6
TOTAL DEPARTMENT 80	.00	3,860.00	10,000.00	6,140.00	38.6
<u>CONTINGENCY</u>					
21-99-9900 CONTINGENCY	.00	.00	149,000.00	149,000.00	.0
TOTAL CONTINGENCY	.00	.00	149,000.00	149,000.00	.0
TOTAL FUND EXPENDITURES	.00	3,860.00	159,000.00	155,140.00	2.4
NET REVENUE OVER EXPENDITURES	3,000.00	14,140.00	.00	(14,140.00)	.0

CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

WATER FUND

ASSETS

30-00-1009	CASH ALLOCATED	365,497.31	
30-00-1251	UTILITY RECEIVABLE	49,788.62	
30-00-1300	INVENTORY	16,426.00	
30-00-1400	LAND	122,298.00	
30-00-1410	SYSTEMS	1,599,368.40	
30-00-1420	LAND IMPROVEMENTS	388.00	
30-00-1430	BUILDINGS	605,516.00	
30-00-1440	EQUIPMENT	129,858.00	
30-00-1460	VEHICLES	42,663.00	
30-00-1490	ACCUMULATED DEPRECIATION	(1,760,206.08)	
	TOTAL ASSETS		1,171,597.25

LIABILITIES AND EQUITY

LIABILITIES

30-00-2000	ACCOUNTS PAYABLE	4,536.85	
30-00-2100	ACCRUED PAYROLL	996.41	
30-00-2150	ACCRUED VACATION	3,429.48	
30-00-2300	WATER DEPOSITS	53,754.46	
30-00-2820	ACCRUED INTEREST	13,723.00	
30-00-2831	WATER FHA 91-02 SERIES 2001	747,130.42	
30-00-2940	DUE TO FUND 40	185,000.00	
	TOTAL LIABILITIES		1,008,570.62

FUND EQUITY

30-00-3000	FUND BALANCE	156,514.96	
30-00-3100	FUND BALANCE CAPITAL LESS DEBT	(7,244.86)	
	REVENUE OVER EXPENDITURES - YTD	13,756.53	
	BALANCE - CURRENT DATE	163,026.63	
	TOTAL FUND EQUITY		163,026.63
	TOTAL LIABILITIES AND EQUITY		1,171,597.25

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
30-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	197,407.00	197,407.00	.0
30-10-4330 WATER REVENUE	56,330.57	435,765.18	700,000.00	264,234.82	62.3
30-10-4332 NEW CONNECTION FEE	550.00	3,300.00	5,000.00	1,700.00	66.0
30-10-4337 DOUBLE CHECK VALVE	200.00	1,400.00	1,500.00	100.00	93.3
30-10-4350 RECOVERY BAD DEBT	179.94	879.19	500.00	(379.19)	175.8
30-10-4581 PENALTY AND FEES	350.00	1,800.00	2,500.00	700.00	72.0
30-10-4582 NON-SUFFICIENT CHECK FEES	.00	100.00	150.00	50.00	66.7
TOTAL DEPARTMENT 10	57,610.51	443,244.37	907,057.00	463,812.63	48.9
TOTAL FUND REVENUE	57,610.51	443,244.37	907,057.00	463,812.63	48.9

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
30-11-5000 SALARY - WAGES	4,152.62	32,446.53	58,000.00	25,553.47	55.9
30-11-5001 PW ALLOCATED PAYROLL	9,683.34	67,783.38	116,200.00	48,416.62	58.3
30-11-5002 ADMIN ALLOCATED PAYROLL	8,821.58	61,751.06	105,859.00	44,107.94	58.3
30-11-5020 PAYROLL TAX	323.04	2,321.38	5,800.00	3,478.62	40.0
30-11-5040 BENEFITS	805.81	5,238.44	10,200.00	4,961.56	51.4
30-11-5060 PERS	530.77	4,084.33	7,000.00	2,915.67	58.4
30-11-5090 WORKERS COMP	2.07	2,138.11	1,500.00	(638.11)	142.5
30-11-5105 BAD DEBT	179.81	2,397.79	4,000.00	1,602.21	59.9
30-11-5108 CHEMICALS	.00	5,157.72	20,000.00	14,842.28	25.8
30-11-5120 GAS - OIL	135.80	972.39	3,000.00	2,027.61	32.4
30-11-5123 MERCHANT FEES	281.43	2,057.22	8,000.00	5,942.78	25.7
30-11-5126 POSTAGE	.00	.00	750.00	750.00	.0
30-11-5137 SUPPLIES	284.87	880.82	3,100.00	2,219.18	28.4
30-11-5140 UNIFORMS - TOWELS	95.58	910.34	2,000.00	1,089.66	45.5
30-11-5200 CONTRACT SERVICES	.00	619.25	5,000.00	4,380.75	12.4
30-11-5204 ENGINEERING SERVICES	2,105.00	16,545.00	5,000.00	(11,545.00)	330.9
30-11-5230 PRINTING AND PUBLISHING	290.06	2,167.96	3,000.00	832.04	72.3
30-11-5250 SYSTEM ANALYSIS	105.00	900.00	6,000.00	5,100.00	15.0
30-11-5320 DUES, LICENSE, PERMITS	.00	1,462.73	1,000.00	(462.73)	146.3
30-11-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	1,000.00	1,000.00	.0
30-11-5344 TRAVEL	.00	279.43	500.00	220.57	55.9
30-11-5355 MISCELLANEOUS EXPENSE	.00	.00	100.00	100.00	.0
30-11-5413 TELEPHONE	243.92	1,905.82	5,000.00	3,094.18	38.1
30-11-5415 UTILITIES	4,536.83	26,239.10	45,000.00	18,760.90	58.3
30-11-5504 REPAIRS - MAINTENANCE	1,263.42	10,372.38	5,000.00	(5,372.38)	207.5
30-11-5530 SUPPLY SYSTEM MAINTENANCE	1,168.81	19,148.61	50,000.00	30,851.39	38.3
30-11-5531 DISTRIBUTION MAINTENANCE	.00	3,885.00	5,500.00	1,615.00	70.6
30-11-5535 NEW CONNECTION EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
30-11-5600 EQUIPMENT	.00	15,215.34	7,000.00	(8,215.34)	217.4
TOTAL EXPENDITURE	35,009.76	286,880.13	485,509.00	198,628.87	59.1
30-80-6001 CAPITAL OUTLAY-INTAKE REDESIGN	.00	27,027.15	50,000.00	22,972.85	54.1
30-80-6002 CAPITAL-GIS MAPPING OF SYSTEM	.00	.00	5,000.00	5,000.00	.0
TOTAL DEPARTMENT 80	.00	27,027.15	55,000.00	27,972.85	49.1
30-82-8030 WATER PRINCIPAL	.00	.00	19,203.00	19,203.00	.0
30-82-8035 WATER INTEREST	.00	.00	33,609.00	33,609.00	.0
TOTAL DEPARTMENT 82	.00	.00	52,812.00	52,812.00	.0

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

		WATER FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>						
30-90-9040	INTERFUND LOAN	.00	60,000.00	60,000.00	.00	100.0
30-90-9110	IN LIEU OF FRANCHISE FEE	1,750.00	12,250.00	21,000.00	8,750.00	58.3
30-90-9231	TRANSFER IN	(1,100.25)	(7,701.75)	(13,203.00)	(5,501.25)	(58.3)
30-90-9610	OVERHEAD ALLOCATION	5,389.25	37,724.75	64,671.00	26,946.25	58.3
30-90-9615	PW EXPENSE ALLOCATION	1,901.08	13,307.56	22,813.00	9,505.44	58.3
	TOTAL TRANSFER	7,940.08	115,580.56	155,281.00	39,700.44	74.4
<u>CONTINGENCY</u>						
30-99-9900	FUND BALANCE	.00	.00	158,455.00	158,455.00	.0
	TOTAL CONTINGENCY	.00	.00	158,455.00	158,455.00	.0
	TOTAL FUND EXPENDITURES	42,949.84	429,487.84	907,057.00	477,569.16	47.4
	NET REVENUE OVER EXPENDITURES	14,660.67	13,756.53	.00	(13,756.53)	.0

CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

WATER SDC FUND

<u>ASSETS</u>			
31-00-1009	CASH ALLOCATED	62,230.23	
	TOTAL ASSETS		62,230.23
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
31-00-3050	FUND BALANCE, RESTRICTED	57,554.72	
31-00-3100	FUND BALANCE, RESTRICTED	8,099.26	
	REVENUE OVER EXPENDITURES - YTD	(3,423.75)	
	BALANCE - CURRENT DATE	62,230.23	
	TOTAL FUND EQUITY		62,230.23
	TOTAL LIABILITIES AND EQUITY		62,230.23

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
31-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	60,752.00	60,752.00	.0
31-10-4431 SYSTEM DEVELOPMENT CHARGES	1,848.00	11,088.00	20,000.00	8,912.00	55.4
TOTAL DEPARTMENT 10	1,848.00	11,088.00	80,752.00	69,664.00	13.7
TOTAL FUND REVENUE	1,848.00	11,088.00	80,752.00	69,664.00	13.7

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
31-80-6000 CAPITAL OUTLAY	.00	6,810.00	10,000.00	3,190.00	68.1
TOTAL DEPARTMENT 80	.00	6,810.00	10,000.00	3,190.00	68.1
<u>TRANSFER</u>					
31-90-9750 DEBT SERVICE TRANSFER TO 50	1,100.25	7,701.75	13,203.00	5,501.25	58.3
TOTAL TRANSFER	1,100.25	7,701.75	13,203.00	5,501.25	58.3
<u>CONTINGENCY</u>					
31-99-9900 CONTINGENCY	.00	.00	57,549.00	57,549.00	.0
TOTAL CONTINGENCY	.00	.00	57,549.00	57,549.00	.0
TOTAL FUND EXPENDITURES	1,100.25	14,511.75	80,752.00	66,240.25	18.0
NET REVENUE OVER EXPENDITURES	747.75	(3,423.75)	.00	3,423.75	.0

CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

WASTEWATER FUND

ASSETS

40-00-1009	CASH ALLOCATED	429,689.21	
40-00-1251	UTILITY RECEIVABLE	44,667.49	
40-00-1300	INVENTORY	16,426.00	
40-00-1400	LAND	426,426.00	
40-00-1410	SYSTEMS	3,560,287.00	
40-00-1420	LAND IMPROVEMENTS	388.00	
40-00-1430	BUILDINGS	313,738.00	
40-00-1440	EQUIPMENT	297,855.00	
40-00-1460	VEHICLES	69,004.00	
40-00-1490	ACCUMULATED DEPRECIATION	(2,467,873.69)	
40-00-1930	DUE FROM FUND 30	185,000.00	
	TOTAL ASSETS		2,875,607.01

LIABILITIES AND EQUITYLIABILITIES

40-00-2000	ACCOUNTS PAYABLE	6,061.90	
40-00-2100	ACCRUED PAYROLL	735.45	
40-00-2150	ACCRUED VACATION	575.20	
40-00-2400	SEWER DEPOSITS	40,852.08	
40-00-2820	ACCRUED INTEREST	34,953.70	
40-00-2840	WASTEWATER TREATMENT G0300	1,024,490.00	
40-00-2841	WASTEWATER TREATMENT G9900	260,116.00	
	TOTAL LIABILITIES		1,367,784.33

FUND EQUITY

40-00-3000	FUND BALANCE	606,510.69	
40-00-3100	FUND BALANCE CAPITAL LESS DEBT	915,217.91	
	REVENUE OVER EXPENDITURES - YTD	(13,905.92)	
	BALANCE - CURRENT DATE	1,507,822.68	
	TOTAL FUND EQUITY		1,507,822.68
	TOTAL LIABILITIES AND EQUITY		2,875,607.01

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
40-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	135,749.00	135,749.00	.0
40-10-4340 WASTEWATER REVENUE	54,000.78	378,171.76	630,000.00	251,828.24	60.0
40-10-4342 NEW CONNECTION FEE	150.00	900.00	1,500.00	600.00	60.0
40-10-4350 RECOVERY BAD DEBT	248.48	1,163.21	500.00	(663.21)	232.6
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TOTAL DEPARTMENT 10	54,399.26	380,234.97	767,749.00	387,514.03	49.5
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<u>TRANSFER</u>					
40-90-9530 INTERFUND LOAN	.00	60,000.00	60,000.00	.00	100.0
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TOTAL TRANSFER	.00	60,000.00	60,000.00	.00	100.0
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TOTAL FUND REVENUE	54,399.26	440,234.97	827,749.00	387,514.03	53.2
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CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WASTEWATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
40-11-5000 SALARY - WAGES	567.94	18,468.42	57,000.00	38,531.58	32.4
40-11-5001 PW ALLOCATED PAYROLL	8,504.08	59,528.56	102,049.00	42,520.44	58.3
40-11-5002 ADMIN ALLOCATED PAYROLL	7,939.42	55,575.94	95,273.00	39,697.06	58.3
40-11-5020 PAYROLL TAX	.00	1,441.82	5,700.00	4,258.18	25.3
40-11-5040 BENEFITS	438.45	18,937.01	20,000.00	1,062.99	94.7
40-11-5060 PERS	.00	1,256.75	3,600.00	2,343.25	34.9
40-11-5090 WORKERS COMP	.00	1,839.97	1,500.00	(339.97)	122.7
40-11-5105 BAD DEBT	149.40	1,973.38	4,000.00	2,026.62	49.3
40-11-5108 CHEMICALS	484.00	5,226.18	15,000.00	9,773.82	34.8
40-11-5120 GAS - OIL	63.17	1,332.68	1,500.00	167.32	88.9
40-11-5123 MERCHANT FEES	281.44	2,057.22	8,000.00	5,942.78	25.7
40-11-5126 POSTAGE	.00	.00	500.00	500.00	.0
40-11-5137 SUPPLIES	.00	1,102.63	3,000.00	1,897.37	36.8
40-11-5140 UNIFORMS - TOWELS	170.70	1,179.21	2,500.00	1,320.79	47.2
40-11-5200 CONTRACT SERVICES	550.00	3,577.00	8,000.00	4,423.00	44.7
40-11-5204 ENGINEERING SERVICES	.00	4,463.75	3,000.00	(1,463.75)	148.8
40-11-5230 PRINTING AND PUBLISHING	290.05	2,167.92	3,000.00	832.08	72.3
40-11-5250 SYSTEM ANALYSIS	.00	970.00	7,000.00	6,030.00	13.9
40-11-5320 DUES, LICENSE, PERMITS	614.00	1,499.73	4,000.00	2,500.27	37.5
40-11-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	500.00	500.00	.0
40-11-5344 TRAVEL	.00	.00	250.00	250.00	.0
40-11-5413 TELEPHONE	289.61	2,216.71	4,000.00	1,783.29	55.4
40-11-5415 UTILITIES	3,312.39	17,593.01	34,000.00	16,406.99	51.7
40-11-5504 REPAIRS - MAINTENANCE	4,295.56	13,757.96	9,000.00	(4,757.96)	152.9
40-11-5540 TREATMENT SYSTEM MAINTENANCE	2,517.00	3,202.14	20,000.00	16,797.86	16.0
40-11-5600 EQUIPMENT	957.12	1,357.12	8,000.00	6,642.88	17.0
TOTAL EXPENDITURE	31,424.33	220,725.11	420,372.00	199,646.89	52.5
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40-80-6000 CAPITAL OUTLAY	.00	20,949.00	10,000.00	(10,949.00)	209.5
TOTAL DEPARTMENT 80	.00	20,949.00	10,000.00	(10,949.00)	209.5
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40-82-8040 SEWER PRINCIPAL	.00	109,193.00	109,193.00	.00	100.0
40-82-8045 SEWER INTEREST	.00	60,464.72	60,465.00	.28	100.0
TOTAL DEPARTMENT 82	.00	169,657.72	169,658.00	.28	100.0

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>					
40-90-9110 IN LIEU OF FRANCHISE FEE	1,575.00	11,025.00	18,900.00	7,875.00	58.3
40-90-9241 TRANSFER IN	(1,979.34)	(13,855.38)	(23,752.00)	(9,896.62)	(58.3)
40-90-9610 OVERHEAD ALLOCATION	4,850.34	33,952.38	58,204.00	24,251.62	58.3
40-90-9615 PW EXPENSE ALLOCATION	1,669.58	11,687.06	20,035.00	8,347.94	58.3
TOTAL TRANSFER	6,115.58	42,809.06	73,387.00	30,577.94	58.3
<u>CONTINGENCY</u>					
40-99-9900 CONTINGENCY	.00	.00	154,332.00	154,332.00	.0
TOTAL CONTINGENCY	.00	.00	154,332.00	154,332.00	.0
TOTAL FUND EXPENDITURES	37,539.91	454,140.89	827,749.00	373,608.11	54.9
NET REVENUE OVER EXPENDITURES	16,859.35	(13,905.92)	.00	13,905.92	.0

CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

WASTEWATER SDC FUND

<u>ASSETS</u>			
41-00-1009	CASH ALLOCATED	21,068.20	
	TOTAL ASSETS		21,068.20
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
41-00-3050	FUND BALANCE, RESTRICTED	9,546.58	
41-00-3100	FUND BALANCE, RESTRICTED	16,677.00	
	REVENUE OVER EXPENDITURES - YTD	(5,155.38)	
	BALANCE - CURRENT DATE	21,068.20	
	TOTAL FUND EQUITY		21,068.20
	TOTAL LIABILITIES AND EQUITY		21,068.20

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
41-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	18,724.00	18,724.00	.0
41-10-4441 SYSTEM DEVELOPMENT CHARGES	2,500.00	15,000.00	20,000.00	5,000.00	75.0
TOTAL DEPARTMENT 10	2,500.00	15,000.00	38,724.00	23,724.00	38.7
TOTAL FUND REVENUE	2,500.00	15,000.00	38,724.00	23,724.00	38.7

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2019

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
41-80-6000 CAPITAL OUTLAY	420.00	6,300.00	10,000.00	3,700.00	63.0
TOTAL DEPARTMENT 80	420.00	6,300.00	10,000.00	3,700.00	63.0
<u>TRANSFER</u>					
41-90-9750 DEBT SERVICE TRANSFER TO 50	1,979.34	13,855.38	23,752.00	9,896.62	58.3
TOTAL TRANSFER	1,979.34	13,855.38	23,752.00	9,896.62	58.3
<u>CONTINGENCY</u>					
41-99-9900 CONTINGENCY	.00	.00	4,972.00	4,972.00	.0
TOTAL CONTINGENCY	.00	.00	4,972.00	4,972.00	.0
TOTAL FUND EXPENDITURES	2,399.34	20,155.38	38,724.00	18,568.62	52.1
NET REVENUE OVER EXPENDITURES	100.66	(5,155.38)	.00	5,155.38	.0

CITY OF WILLAMINA
BALANCE SHEET
JANUARY 31, 2019

DEBT FUND

LIABILITIES AND EQUITY

FUND EQUITY

50-00-3000	FUND BALANCE	(457,837.37)	
50-00-3050	FUND BALANCE, RESTRICTED		457,837.37	
	TOTAL FUND EQUITY			<u>.00</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>.00</u></u>

**City of Willamina
City Council Minutes Regular Meeting
February 12, 2019
6:00 PM**

Location of Meeting:

West Valley Fire Station
825 NE Main St
Willamina, Oregon 97132

Present at Meeting: Mayor Ila Skyberg

Council President Rita Baller

Councilor April Wooden

Councilor Craig Johnson

Councilor Bob Burr

City Manager Kenna West

Deputy City Recorder Debbie Bernard

Public Works Director Jeff Brown

Guest: (not limited to:)

News-Register Reporter Paul Daquilante

Polk County Sheriff Mark Garton

Yamhill County Mediators Retired Executive Director Marlena Bertram

Yamhill County Mediators Executive Director Chuck Pattishall

Absent from Meeting:

Councilor Roberta Lawson

Councilor James Daley

The regular meeting of the City Council of City of Willamina was called to order at 6:00 PM on February 12, 2019 at West Valley Fire Station by Mayor Ila Skyberg.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved.

III. Consideration of Open Issues

1. Agenda Additions, Deletion, And Corrections

Mayor Ila Skyberg

Mayor Skyberg announced the following additions to the agenda:

1. Willamina Historical Cemetery Applications
2. Willamina Budget Committee Application

2. Public Input

Mayor Ila Skyberg

Mayor Skyberg invited Sherry Dawkins to speak who signed in under public input.

Sherry introduced a flyer for the Council and handed it to the Deputy City Recorder.

The Flyer announced the Willamina Mud Drags held on June 1, 2019 and 29, 2019. Sherry said she was present on behalf of the fundraiser for the Willamina 4th of July Fireworks Committee. She asked the Council for permission to use City property for the Mud Drags. City Manager Kenna West commented that she was under public input and no decision could be made by the City Council at that time.

5. Presentations

Mayor Ila Skyberg

Mayor Skyberg welcomed Polk County Sheriff Mark Garton. Sheriff Garton thanked the Council for allowing him to make a presentation and bring them up to date on the Polk County Sheriff's Office. Sheriff Garton reviewed the prior year's activity. Sheriff Garton also provided the City Council with updated information on the upcoming Public Safety Levy in Polk County. After completion of his presentation, Sheriff Garton requested the City's support in regard to this Levy.

MOTION: Councilor Baller moved to support the Levy. Councilor Burr seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

Mayor Skyberg requested Marlana Bertram, Interim Executive Director from Your Community Mediators of Yamhill County, to speak next. Marlana presented copies of their fiscal year 2017-18 City of Willamina statistical summary report to the Deputy City Recorder for the Council. The report reviewed the case type, number of cases, number of Willamina residents served by mediation, operational staff expense, and volunteer valuation rate. Ms. Bertram then asked for the support of \$1, 000 donation. Further, Ms. Bertram explained that she is retiring. New Director, Chuck Pattishall, introduced himself and provided a summary of his prior experience.

6. Consent Agenda

Mayor Ila Skyberg

Mayor Skyberg requested the Council President read the items on the consent agenda. Councilor Baller read the following:

- 1) Check Registers from December 1 to 31, 2018
- 2) Financials from December 31, 2018
- 3) Minutes from the January 8, 2019 City Council Meeting and
- 4) Annual Liquor License renewals

MOTION: Councilor Baller moved to approve the Consent. Councilor Johnson seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

7. City Council Vacancy

Mayor Ila Skyberg

Mayor Skyberg stated, "Shall the City Council declare the City of Willamina City Councilor office held by James Daley to be vacant and move forward with the nomination/appointment of someone else to fill the vacant office?"

MOTION: Councilor Burr moved to declare the office held by Councilor Daley as vacant. Councilor Johnson seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

Mayor Skyberg asked if there were any nominations from Council.

MOTION: Councilor Wooden moved to nominate Theresa McKnight to the vacant position. Councilor Baller seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

The Deputy City Recorder Debbie Bernard read a letter of interest in serving on the Council from Theresa.

Budget Committee Appointments

Mayor Ila Skyberg

Mayor Skyberg stated, "Shall the Mayor and City Council appoint Laurie Toney, Vern Holstad, Phillip Lybarger, Katie Vinson, and Craig Kruchok to fill the vacant seats on the City of Willamina Budget Committee?"

MOTION: Councilor Johnson moved to appoint Laurie Toney, Vern Holstad, Phillip Lybarger, Katie Vinson, and Gregg Kruchok to serve on the Budget Committee. Councilor Baller seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

8. Budget Officer Appointment

Mayor Ila Skyberg

Mayor Skyberg stated, "Shall the City Council approve the City Manager as the Budget Officer for the 2019-2020 Budget?"

MOTION: Councilor Burr moved to appoint City Manager Kenna West as Budget Officer. Councilor Wooden seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

9. Willamina Historic Cemetery Committee Appointments

Mayor Ila Skyberg

Mayor Skyberg stated, "Shall the City Council appoint Joel Boyce and Charlene Brown to the Cemetery Committee?"

MOTION: Councilor Baller moved to appoint Joel Boyce and Charlene Brown to the Cemetery Committee. Councilor Wooden seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

10. Business License Fees - Resolution 18-19-012

Mayor Ila Skyberg

Mayor Skyberg stated, "Shall the City Council approve Resolution No. 18-19-012 adjusting the City of Willamina annual business license fee?"

MOTION: Councilor Wooden moved to approve Resolution 18-19-012 adjusting the business license fee to \$75.00 per year. Councilor Johnson seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

11. Economic Improvement District; Approved Budget, Election of Officers, And Request for Update

Mayor Ila Skyberg

Mayor Skyberg stated "Shall the City Council approve the nominees for the Economic Improvement District (EID) Advisory Committee as presented to the Council and accept the Annual Financial Report submitted by the EID Treasurer?"

MOTION: Councilor Johnson moved to approve the nominees presented by the EID for the Advisory Board, to accept the EID annual Financial Report, and to authorize the City Manager to allocate staff time, as she deems appropriate, to research, review and respond to the EID request. Councilor Wooden seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

12. Public Hearing - Public Hearing on Supplemental Budget for Fiscal Year 2018/2019

Mayor Ila Skyberg

Mayor Skyberg closed the Regular Session at 7:05 pm and opened the public hearing.

Mayor Skyberg read the public hearing script. She asked for comments from the those present. There were none. She asked for comments from the Council. There were none.

The Mayor then closed the Public Hearing and reopened the Regular Session.

Mayor Skyberg stated "Shall City Council approve Resolution 18-19-013 adopting a supplemental budget that includes three new line items, increases the adopted budget to allow receipt of grant revenues and planning fee revenues that were not anticipated in the adopted budget and expenditure of this unanticipated revenues; an increase in wastewater capital outlay, and reallocation of various other line items contained with the adopted budget?"

MOTION: Councilor Wooden move to approve Resolution 18-19-013 adopting a supplemental budget and allowing reallocations within Funds to the adopted budget. Councilor Burr seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson, and Burr all in favor.

IV. Informational Reports

13. Mayor Report

Mayor Ila Skyberg

Mayor Skyberg asked for a count of those attending the City-County Dinner in Dundee. Kenna noted this event is a day after the COG Dinner.

Mayor Skyberg attended the Elected Officials workshop on Jan 23, 2019. She also attended the Polk County Elected Officials Breakfast on the 25th where they were still discussing the 3rd bridge in Salem. The Mayor heard today they would not be moving forward with the 3rd bridge. Also, she and the City Manager attended the Yamhill County Housing Summit. She attended a Historical Cemetery Committee yesterday, and from that, it was decided that Councilor Baller would be appointed as the Cemetery Committee Liaison for the City Council.

14. Council Liaison Reports - Cemetery Committee Liaison

Mayor Ila Skyberg

Councilor Baller reported on the January 2019 Cemetery Committee and indicated Charlene Brown is working on a visitor's pamphlet. They talked about the Polk County Cemetery Savers who gave a presentation to Council in January. Councilor Baller referred to the presentation last month and said she is excited for the Willamina Cemetery and the work that will be done. The Committee also reviewed the Cemetery Rules and Regulations and last put out an advertisement for new Cemetery Committee members.

15. Chamber Liaison (Councilor Wooden)

Mayor Ila Skyberg

Councilor Wooden reported the Chamber is working on "Goose" Security; Jeff Brown and Ginny Wymore are working on covering the windows. They are still waiting for a location on the new welcome sign to be placed out by Highway 22. Carrie Zimbrick reported updates to the Chamber on the High School. There are 870 students this year, and all class sizes are under 25.

16. YCOM Board (Councilor Baller)
Mayor Ila Skyberg
Councilor Baller said they did not have a quorum last month and no meeting.
17. Library Liaison (Councilor Lawson)
Mayor Ila Skyberg
Councilor Lawson was absent.
18. Yamhill County Transit Authority Board Member (Councilor Johnson)
Mayor Ila Skyberg
Councilor Johnson reported that one of the main priorities for the Transit Authority is to work with local businesses in McMinnville to make sure the riders are safe. They have been talking to the Manager of Winco to bring the bus closer to their door for the safety of the passengers. Also, the Shopper shuttle is being tested.
19. City Managers Report
The City Manager reported that at the Elected Officials Essentials Training, Madam Mayor was asked to be on the presentation panel due to another speaker's inability to attend. Mayor Skyberg did a wonderful job!
- The City Manager reported that staff had been very busy at City Hall. Also, she has been working on a shared tour with the Grand Ronde Tribe for March 11, 2019 when the Tribe will tour the City of Willamina. There is a proposed luncheon at the Museum for a visit. Then the City of Willamina will tour Grand Ronde on March 15, 2019.
- Kenna updated the Council on new businesses coming in which are a resale store called Shyla Renovations, and of course the Dollar General.
20. Sheriff's Report
Mayor Ila Skyberg
City Manager Kenna West commented on the Sheriff's Report. She wanted to bring to the Council's attention the reduction in crime numbers. Larceny was down 92%, and vandalism was down 88%. She said these are impressive numbers and related the decline in numbers to the new drug dog.
- MOTION:** Councilor Wooden moved to adjourn at 8:10 PM. Councilor Baller seconded the motion. Motion carried with Councilors Wooden, Baller, Johnson and Burr all in favor.

V. Agenda and Time of Next Meeting

The next meeting will be held on March 12, 2019 at 6:00 PM at:

West Valley Fire Station
825 NE Main St
Willamina, Oregon 97132

The meeting was adjourned at 8:10 PM by Mayor Ila Skyberg.

Minutes submitted by:
Deputy City Recorder Debbie Bernard

Minutes approved by Mayor Ila Skyberg

**City of Willamina
Staff Report
FOR THE CITY COUNCIL MEETING OF MARCH 12, 2019**

TO: MAYOR AND CITY COUNCIL

FROM: KENNA WEST, CITY MANAGER

SUBJECT: LEASE OF PARKING LOT FOR CITY LIBRARY USE

ISSUE

Shall City Council approve the lease agreement attached hereto as Attachment A and authorize the City Manager to sign on behalf of the City?

RECOMMENDATION

Staff recommends that the City Council approve the lease agreement and authorize the City Manager to sign on behalf of the City.

SUMMARY AND BACKGROUND

For many years the City of Willamina Library has been using the lot adjacent to the building as a parking area for the Library. That lot is owned by R. Burr Holdings, LLC. The Library's use has been with the approval of R. Burr Holdings, LLC and without cost to the City of Willamina.

Recently, there have been a number of vehicles which are unrelated to Library matters, parking in this lot. This has reduced the available parking for Library patrons. Because this is a non-city owned or leased property, there is little that the City's Community Support and Code Enforcement Officer can do to alleviate these parking issues.

Further, there have periodically been junk or dismantled vehicles which appear in this lot that not only take up Library patron parking, but are unsightly. Although, there is a process for the private landowner to work with the City for removal of these unsightly vehicles, it takes approximately 30 days and leaves the Library parking area unsightly and with reduced space for patron parking during that time frame.

In order to bring this parking lot within the auspices of the City's enforcement capacity and formalize the agreement between the City and R. Burr Holdings, LLC, the City's contract attorney has prepared the attached lease agreement.

The lease agreement provides that the City may utilize the property for Library parking only, will maintain the property at the sole discretion of the City, will pay a nominal \$42.00 per month rent to R. Burr Holdings, LLC, and the City will have exclusive control of the property except for the placement of up to three garbage/recycle cans by R. Burr Holdings, LLC.

Once the lease agreement is in effect, the City of Willamina Community Support and Code Enforcement Officer will have the ability to immediately cite those vehicles parked in the lot that are not either Library patrons or Library staff and have them towed in a much quicker time frame. In this way, City Management hopes to eliminate those vehicles parked in this lot that are not there on Library business.

FACTS AND FINDINGS

1. There has recently been an increase in the number of vehicles which are unrelated to Library matters parked in the lot next to the Library. This lot is owned by R. Burr Holdings, LLC and has been used by the Library for parking purposes for a number of years without cost to the City.
2. The vehicles parked in the lot have reduced the parking capacity for Library patrons. In addition, some vehicles have been either dismantled or “junk” vehicles which are unsightly in addition to reducing the parking capacity for Library patrons.
3. Because the parking area is privately owned and not city-owned or city-leased, the City’s Community Support and Code Enforcement Officer is constrained in his enforcement abilities.
4. In order to bring this parking lot within the control of the City and to allow enforcement of City parking laws, smoking laws, among others, the City requested our contract attorney to prepare an appropriate lease between the City and R. Burr Holdings, LLC.
5. The proposed lease is attached hereto as Attachment A and contains both a description and a map of the property being leased by the City. The lease is for a five year period, which auto-renews each year unless one of the parties provides notice of non-renewal within 30 days prior to the auto renewal date.
6. The rental rate is \$504.00 annually, to be paid on a monthly basis in the sum of \$42.00. This is approximately the County tax on the property, and is considered reasonable by City Management.

Proposed Motion: *I move for approval of the attached lease agreement and to authorize the City Manager to sign on behalf of the City.*

Kenna L. West

Kenna L. West, City Manager

Attachment:

- A. Parking Lot Lease with attachments

REGULAR AGENDA

**PARKING LOT LEASE
CITY OF WILLAMINA AND R. BURR HOLDINGS, LLC**

This Lease Agreement (“Agreement” or “Lease”) is between the R. Burr Holdings, LLC (“Lessor”) and the City of Willamina (“Lessee” or “City”) and is dated this _____ day of March, 2019.

RECITALS

- A. Lessor owns land as described herein, and as more particularly set forth in Exhibit A: Taxlot R6701DA01400, Block 3 Lot 6; and R6701DA01000, Block 3 Lot 2 (the “Property”). The combined square foot area is 6,654.72 sq.ft.
- B. Lessee wishes to lease the Property for use as a parking lot for the Willamina Public Library.
- C. Lessor and Lessee wish to enter into this Agreement under which Lessor will lease the property to Lessee.

TERMS AND CONDITIONS

1. Property Description

Lessor hereby leases to Lessee the Property. Lessor does not lease any personal property as part of this Lease.

2. Term and Renewal

The initial term of this Lease runs from March 15, 2019, through March 15, 2020. This Lease shall automatically renew for terms of equal length as the initial term, for up to four additional renewal terms, unless notice of non-renewal is provided in writing by either party to this Lease to the other party at least 30 days prior to completion of the then-applicable term, and provided that neither party is in default under the terms of the Lease. Such notice shall be provided consistent with the terms of this Lease.

3. Payment of Rent

Lessee shall pay rent to Lessor at the rate of \$504 annually, to be paid on a monthly basis in the sum of \$42.00, due on or before the 15th day of each month.

4. Use of Property

- A. Lessee may only use the Property for patron parking for the Willamina Public Library.
- B. Lessee will maintain the property at its expense, which may include, at Lessee's discretion, the placement of rock, grading of the parking lot, parking demarcation, placement of planters or other beautification.
- C. All maintenance of the Property by the City is at the sole discretion of the City, and is not required under the terms of this Lease.
- D. Lessee will not pave, tar, or asphalt the Property without Lessor's prior written consent, which consent shall not be unreasonably withheld.
- E. Lessee has exclusive control of the Property during the duration of this Lease, with the exception that Lessor may place up to three (3) garbage or recycling cans on the property at its discretion.

5. Assignment/Sublease

Lessee may not sublet the Property or any part thereof and may not transfer or assign this Lease without obtaining the advance written consent of Lessor in each case. Lessor's consent may be granted or denied at Lessor's sole discretion. Lessor retains the right to transfer the Property and has the option to assign this Lease to the transferee.

6. Access to Property

Lessor may access the Property as necessary to ensure compliance with this Lease. Lessor will use its best efforts not to interfere with Lessee's use of the Property.

7. Defaults

- A. Lessee's Default. The following are Events of Default: (i) Failure to pay the rent when due; (ii) Commencement of any proceedings under any bankruptcy or insolvency laws by or against Lessee; (iii) Abandonment by Lessee of the Property; (iv) Failure of Lessee to comply with any of the terms, conditions and covenants set forth in this Lease.
- B. Upon the occurrence of an Event of Default, Lessor must provide Lessee with written Notice of Default specifying the nature of the default with reasonable particularity and directing Lessee to cure the default immediately. Within ten (10) days of Notice of Default, Lessee must either cure the default or provide Lessor with proof satisfactory to Lessor that Lessee will diligently complete a cure within thirty (30) days of the Notice of Default. If Lessee fails to provide satisfactory proof that

a cure will be completed or the default remains uncorrected thirty (30) days from the Notice of Default, Lessor may re-enter and re-take the Property or any part thereof without liability for damages, and may change the locks on any gates to the Property and exclude Lessee from the Property, in addition to any other remedies Lessor may have.

8. Termination

- A. This lease may be terminated by either party upon thirty (30) days written notice to the non-terminating party at the addresses provided in Section 13, below. Upon termination, all outstanding rights and obligations of the parties under the terms of this Lease (including but not limited to Lessee's obligation to pay rent) shall be discharged.
- B. The parties acknowledge that Lessor has the right to sell the Property prior to the scheduled Lease termination date. In the event Lessor chooses to sell the Property, Lessor may elect to assign this Lease to the purchaser.
- C. Upon termination of the Lease, Lessee shall restore the Property to the condition that existed prior to commencement of the lease within 30 days. Lessee may take in excess of 30 days to restore the Property if Lessor consents. Lessor's consent may not be unreasonably withheld. Lessor's consent must include a new time limit for the completion of Property restoration.

9. Compliance with Laws, Regulations

Lessee, at Lessee's sole expense, must comply with all laws, rules, orders, ordinances, directions, regulations, and requirements of federal, state, county and municipal authorities pertaining to Lessee's use of the Property and with all recorded covenants, conditions, and restrictions, regardless of when they become effective. These include, without limitation, any required alteration of the Property because of Lessee's specific use, and all applicable federal, state, local laws, regulations or ordinances pertaining to air and water quality, Hazardous Materials as defined in in this lease, waste disposal, air emissions and other environmental matters, and all zoning and other land use matters.

10. Indemnity/Hold Harmless

In addition to any other indemnifications set forth in this Lease, Lessee and Lessor both mutually agree to indemnify, defend and hold the other party, as well as its officers, employees, agents and representatives, harmless for, from, and against any and all claims, demands, losses, liabilities, penalties, and causes of action of any kind, including the cost of defense thereof and attorney fees, arising out of or relating to any activity of the indemnifying party or its agents, employees or invitees on the Property.

11. Hazardous Materials

- A. Use of Hazardous Materials Lessee shall not cause or knowingly permit any Hazardous Material to be brought upon, kept or used in or about the Property by Lessee, its agents, employees, contractors, or invitees without the prior written consent of Lessor.
- B. Hazardous Materials Indemnification Lessor shall indemnify, defend and hold Lessee and its officers, employees, agents and representatives harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities, or losses (including without limitation, diminution in value of the Property, attorneys' fees, consultant fees, and expert fees) that arise during or after the Lease term as a result of contamination by Hazardous Materials. This indemnification of Lessee by Lessor includes, without limitation, costs incurred in connection with any investigation of site conditions or any cleanup, remedial, removal or restoration work required by any federal, state, or local governmental agency or political subdivision because of Hazardous Materials present in the soil or ground water on or under the Property. Without limiting the foregoing, if the presence of any Hazardous Materials on the Property caused or permitted by the acts or omissions of Lessee or its agents, employees, contractors or invitees results in any contamination of the Property during the term of this Lease, Lessee shall promptly take all actions at its sole expense as necessary to return the Property to the condition existing prior to the release of any such Hazardous Material to the Property, provided that Lessor's approval of such actions shall first be obtained. The foregoing indemnity shall survive the expiration or earlier termination of this Lease.
- C. Definition As used herein, the term "Hazardous Material" means any hazardous or toxic substance, material, or waste, including, but not limited to, those substances, materials and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 CFR 172.101) or by the United States Environmental Protection Agency as hazardous substances (40 CFR Part 302) and amendments thereto, ORS Chapter 465, petroleum products or such other similar substances, materials or wastes that are or become regulated under any applicable local, state, or federal law.

12. No Liens on the Property

- A. Lessee will not suffer or permit any construction liens to attach to the interest of Lessee in all or any part of the Property by reason of any work, labor, services, or materials done for, or supplied to, or claimed to have been done for or supplied to, Lessee or anyone occupying or holding an interest in all or any part of the Improvements on the Property through or under Lessee. If any such lien at any time is filed against the Property, Lessee will cause the lien to be

discharged of record within 10 business days after the date of filing the same, by payment, deposit, or bond.

- B. Nothing in this Lease should be construed in any way as constituting the consent or request, express or implied, by inference or otherwise, to any person, firm, or corporation for the performance of any labor or the furnishing of any materials for any construction, rebuilding, alteration, or repair of or to the Property, or as giving any right, power, or authority to contract for or permit the rendering of any services or the furnishing of any materials that might in any way give rise to the right to file any lien against the Property. Lessor is not intended to be an agent of Lessee for the construction of improvements on the Property. Lessee has the right to post and keep posted at all reasonable times on the Property any notices that Lessee is required to post.

13. Notices

Notices required by this lease must be in writing and are deemed given and received upon deposit in the United States mail, certified or registered mail, postage prepaid, return receipt requested, addressed to the parties at their respective addresses listed herein.

Notices to Lessor:

R. Burr Holdings, LLC
900 NE Main
Willamina, OR 97396

Notices to Lessee:

City of Willamina
attn: City Manager
411 NE C Street
Willamina, Oregon 97396

14. Time of Essence

Lessee and Lessor hereby acknowledge and agree that time is strictly of the essence with respect to every term, condition, obligation, and provision.

15. Waiver

The waiver of one breach of any term, condition, covenant, obligation or agreement of this lease is not a waiver of that or any other term, condition, covenant, obligation or agreement or of any subsequent breach thereof.

16. Final Contract/Binding Effect/Attorney Fees

This document contains all of the terms and conditions of the parties' agreement. Any waiver or modification of the terms of this agreement must be in writing. This agreement shall be construed so that the plural includes the singular and the singular includes the plural. This

agreement is binding upon the parties, their successors and assigns. The prevailing party in any lawsuit arising out of this agreement is entitled to attorney fees, costs and disbursements, both at trial and on appeal.

R. Burr Holdings, LLC

CITY OF Willamina

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

**CITY OF WILLAMINA
STAFF REPORT
FOR THE CITY COUNCIL MEETING OF MARCH 12, 2019**

TO: MAYOR AND CITY COUNCIL
FROM: DEBBIE BERNARD, DEPUTY CITY RECORDER
SUBJECT: PARTNERSHIP WITH THE POLK COUNTY CEMETERY SAVERS

ISSUE

Shall the City Council approve a partnership between the City of Willamina and the Polk County Cemetery Savers?

RECOMMENDATION

Staff recommends the City Council support a partnership between the City of Willamina and Polk County Cemetery Savers.

SUMMARY AND BACKGROUND

At the January 8, 2019 City Council meeting Lloyd Collins with Polk County Cemetery Savers presented a proposal to partner with the City of Willamina to repair the Willamina Historic Cemetery headstones and markers. The Willamina Historic Cemetery was selected by the Polk County Cemetery Savers as the proposed site for a 2019 cemetery cleanup project.

The Polk County Cemetery Savers are Cemetery Conservators and they conform to rigorous standards, precautions, inspections, and procedures for cleaning cemetery headstones and markers. Mr. Collins explained that the City's contribution to the partnership would include 8 to 10 dedicated volunteers; two to three yards of crushed rock ($\frac{1}{2}$ inch minus with lots of fines), a portable toilet for the duration of work (about 10 to 12 weeks) placed next to a shed; a water supply at the cemetery, and a key to the vehicle gate. The project will include cleaning headstones and markers, raising flat markers to grade, and aligning and plumbing small markers. The Polk County Cemetery Savers will supply the specialized cleaning fluids, but the City volunteers would need to supply their own cleaning equipment and shovels. If the City Council approves the partnership, the work is scheduled to begin on Saturday, July 27, 2019.

FACTS AND FINDINGS

1. The City Council received a proposal from Lloyd Collins with the Polk County Cemetery Savers to join with them in a partnership to clean and repair the Willamina Historic Cemetery headstones and markers.
2. The Polk County Cemetery Savers will provide the expertise and specialized cleaning fluids, and the City of Willamina will supply 8 to 10 dedicated volunteers, two or three yards of crushed rock, a portable toilet for the duration of work (about 10 to 12 weeks), a water supply, and a key to the vehicle gate.

3. If approved by the City Council, the work is scheduled to begin July 27, 2019.

Debbie Bernard, Deputy City Recorder

**CITY OF WILLAMINA
STAFF REPORT
FOR THE CITY COUNCIL MEETING OF MARCH 12, 2019**

TO: MAYOR AND CITY COUNCIL
FROM: DEBBIE BERNARD, CITY RECORDER
SUBJECT: APPOINTMENT TO CEMETERY COMMITTEE

ISSUE

Shall the Mayor appoint Meg Commerford, Mike Nolan, and Howard Alkire to fill the vacant seats on the City of Willamina Historic Cemetery Committee?

RECOMMENDATION

The Staff recommends that the Mayor appoint Meg Commerford, Mike Nolan, and Howard Alkire to fill the vacant seats on the City of Willamina Historic Cemetery Committee?

SUMMARY AND BACKGROUND

The Willamina Historic Committee was established by the Willamina City Council through Ordinance No. 677 on January 8, 2019. The City Council's February 12, 2019 Regular Meeting the Mayor appointed 2 of the 7 members needed. The number of board members and qualifications for membership is set forth in Chapter 31 of the Willamina Code of Ordinances.

The City has received applications of interest to join the Cemetery Committee from Meg Commerford, Mike Nolan, and Howard Alkire, to join the city of Willamina Historic Cemetery Committee.

FACTS AND FINDINGS

1. The Willamina Historic Committee was established by Ordinance No. 677 on January 8, 2019.
2. Pursuant to the Willamina Code of Ordinances, Title III, Chapter 31, §31.42 (A) The Committee shall consist of up to seven voting members appointed by the Mayor;
3. The City has received applications to join the Cemetery Committee from Meg Commerford, Mike Nolan, and Howard Alkire.

Debbie Bernard, Deputy City Recorder

Attachments:

City of Willamina

Staff Report

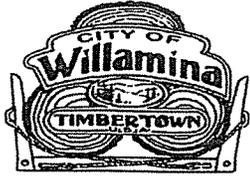
For the City Council Meeting of March 12, 2019

Applications for the Willamina Historic Cemetery Committee:

Meg Commerford

Mike Nolan

Howard Alkire



Timbertown USA

FILED FEB 21 2019

City of Willamina

Application for City Office

See back for position criteria and requirements

Applicant's Full Name (Meg) Mary E Commerford

Physical Address [REDACTED]

Mailing Address [REDACTED]

Home Phone Number [REDACTED]

Cell Phone Number [REDACTED]

Email Meg.Commerford@hotmail.com

Occupation H.R. Manager

Years of Residency 60

Registered Voter Yes No

Cemetery Committee

Budget Committee

Library Board

Planning Commission

City Council

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

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

I feel connection to the City. Our cemetery has potential and feel I could help. My husband will have riding mower + help if flat areas.

Please share any governmental or volunteer experience you have had

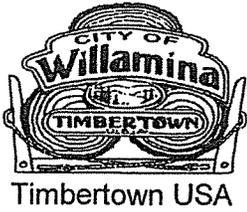
Kiwanis
Yamhill Co. Emp. Council

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

Don't feel I am best but willing to help

Signature Mary Commerford Date 2-18-2019

An Equal Opportunity Employer



City of Willamina

Application for City Office

See back for position criteria and requirements

Applicant's Full Name Mike Nolan

Physical Address [REDACTED]

Mailing Address 15 [REDACTED]

Home Phone Number [REDACTED]

Cell Phone Number 503 [REDACTED] 97

Email m/nolan1950@yahoo.com

Occupation Retired

Years of Residency 14 yr. Registered Voter Yes No

Cemetery Committee Budget Committee Library Board Planning Commission City Council

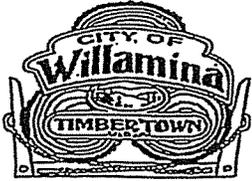
(Attach additional sheets, if desired, when answering the questions below)

Why are you interested in serving the City of Willamina in one or more of the capacities chosen?
I wish to put back into the community.

Please share any governmental or volunteer experience you have had
I am a retiree from the U.S. MARINE CORPS
My wife & I belong to the Yamhill County Gleaners
Member of VFW Post 4211 in Willamina

What do you think makes you the best candidate for this position?
Being retired my best asset is available time.

Signature Michael L Nolan Date 15 Feb 2019



Timbertown USA

City of Willamina Application for City Office

See back for position criteria and requirements

Applicant's Full Name Howard L. Alkire

Physical Address [REDACTED]

Mailing Address [REDACTED]

Home Phone Number [REDACTED]

Cell Phone Number [REDACTED] 35

Email howardalkire@yahoo.com

Occupation retired

Years of Residency 11 Registered Voter Yes No

Position(s) Select all you wish to apply for

Budget Committee Library Board Planning Commission City Council

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

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

I feel it's important to remember those who came before us and honor their contributions and sacrifices.

Remedary Committee

Please share any governmental or volunteer experience you have had

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

Signature Howard Alkire Date FEB 14, 2019



**Yamhill County Sheriff's Office
Crime Summary for WILLAMINA
From 2/1/2019 to 2/28/2019**

City	UCR Description	2/1/2018 to 2/28/2018	2/1/2019 to 2/28/2019	Percentage Change	YTD	Prior Year
WILLAMINA						
Part 1						
	Aggravated Assault	0	0		1	5
	Arson	1	0			4
	Burglary-Business	1	0			3
	Burglary-Non-Residence	1	0			4
	Burglary-Residence	0	2		2	6
	Larceny	6	4	-33.33 %	10	67
	Motor Vehicle Theft-Auto	0	2		2	3
	Murder	0	0			1
	Rape	0	0			2
	Robbery	0	0			1
	Part 1 Total	9	8	-11.11 %	15	96
Part 2						
	All Other	1	1		1	11
	Animal Problems	0	0			1
	Disorderly Conduct	3	2	-33.33 %	2	10
	Drug Laws	2	2		3	21
	DUII	2	0			4
	Forgery	0	1		1	5
	Fraud	0	0		1	1
	Kidnapping	0	0			1
	Liquor Laws	1	0			3
	Runaway	0	0			4
	Sex Offenses	1	0			5
	Simple Assault	1	3	200.00 %	7	36
	Stolen Property	0	0			1
	Trespass/Prowler	0	1		1	14
	Vandalism	5	2	-60.00 %	6	33
	Part 2 Total	16	12	-25.00 %	22	150
	Total For WILLAMINA	41	37	-9.76 %	74	529

Report run date: 3/4/2019



**Yamhill County Sheriff's Office
Crime Summary for WILLAMINA
From 2/1/2019 to 2/28/2019**

City	UCR Description	2/1/2018 to 2/28/2018	2/1/2019 to 2/28/2019	Percentage Change	YTD	Prior Year
WILLAMINA						
Part 3						
	All Other	8	6	-25.00 %	17	101
	Non-Reportable Offenses	8	11	37.50 %	20	182
	Part 3 Total	16	17	5.88 %	37	283
	Total For WILLAMINA	41	37	-9.76 %	74	529

Yearly Schedule of Events

CITY OF WILLAMNA CITY COUNCIL

January 2019

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January

01/01/19 (Tue)	New Year's Day -City Hall is Closed	holiday
01/01/19 (Tue)	Planning Commission - Canceled	holiday
01/8/19 (Tue)	City Council Regular Meeting	meeting
01/21/19 (Mon)	Martin Luther King Jr. Day - City Hall is Closed	holiday
		-
		-

February 2019

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

February

02/02/19 (Sat)	Groundhog Day	holiday
02/11/19 (Mon)	Cemetery Committee Meeting	meeting
02/12/19 (Tue)	City Council Regular Meeting	meeting
02/12/19 (Tue)	Lincoln's Birthday	holiday
02/14/19 (Thu)	Valentines Day	holiday
02/18/19 (Mon)	President's Day - City Hall is Closed	holiday
02/19/19 (Tue)	Library Board Meeting	meeting
	NO PLANNING COMMISSION MTG FEB	meeting
02/21/19 (Thu)	Work Session - Law Enforcement Needs	meeting

March 2019

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March

03/04/19 (Mon)	TENTATIVE-WORK SESSION CC GOALS	meeting
03/05/19 (Tue)	Planning Commission Regular Meeting	meeting
03/10/19 (Sun)	Daylight Saving (move clocks ahead 1 hour)	event
03/12/19 (Tue)	City Council Regular Meeting	meeting
03/19/19 (Tue)	Library Board Meeting	meeting

April 2019

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

04/02/19 (Tue)	Planning Commission Regular Meeting	meeting
04/08/19 (Mon)	Cemetery Committee Meeting	meeting
04/09/19 (Tue)	City Council Regular Meeting	meeting
04/15/19 (Mon)	SEI Filing Deadline - Ethics Commission Filing	deadline
04/16/19 (Tues)	TENTATIVE - WORK SESSION -TRANSPORATION	holiday
04/16/19 (Tues)	Library Board Meeting	meeting

May 2019

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May

05/07/19 (Tue)	Planning Commission Regular Meeting	meeting
05/14/19 (Tue)	City Council Regular Meeting	meeting
05/21/19 (Tue)	Budget Committee Meeting 21st, 22nd	meeting
05/27/19 (Mon)	Memorial Day - City Hall is Closed	holiday
05/21/19 (Tue)	Library Board Meeting	meeting

June 2019

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June

06/04/19 (Tue)	Planning Commission Regular Meeting	meeting
06/11/19 (Tue)	City Council Regular Meeting (moved to 18th)	meeting
06/10/19 (Mon)	Cemetery Committee Meeting	meeting
06/16/19 (Sun)	Father's Day	holiday
06/18/19 (Tues)	Library Board Meeting	meeting