

## Willamina City Council Agenda

### Regular Meeting

Tuesday, August 14, 2018 6:00 pm

West Valley Fire District

825 NE Main St, Willamina (recorded meeting) revised 8/10/18

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 prior to 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

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 considered after the Consent Agenda items have been voted upon).”

1. Check Registers – June 1 to 30, 2018 (information only)
2. Financials June 2018
3. Minutes from the July 10, 2018 City Council Meeting
4. Council to consider – Resolution No. 18.19.004 A resolution extending Workers’ Compensation coverage to Volunteers

REGULAR AGENDA

5. Council to consider – Resolution 18.19.003 City Manager Appointment to YCAHC Board of Directors
6. Council to Consider Application for City Office – Parks Advisory Board

MAYORS REPORT

COUNCIL LIAISON REPORTS

1. Chamber Liaison (Councilor Wooden)
2. Library Liaison (Councilor McKnight)
3. YCOM Board (Councilor Baller)
4. Yamhill County Transit Authority Board Member (Councilor Johnson)

INFORMATIONAL REPORTS FROM/CITY OFFICERS

**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](http://willaminaoregon.gov)

5. City Manager
6. Sheriff's Report

EVENT CALENDAR- informational

PUBLIC HEARING-none

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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
<b>9542</b>										
06/18	06/05/2018	9542	110	A&E SAFE AND ALARM CO.	160983	1	10-12-5200	.00	59.85	59.85
Total 9542: .00 59.85										
<b>9543</b>										
06/18	06/05/2018	9543	310	AMAZON	051018	1	10-65-5106	.00	139.06	139.06
06/18	06/05/2018	9543	310	AMAZON	051018	2	10-65-5101	.00	14.96	14.96
06/18	06/05/2018	9543	310	AMAZON	051018	3	10-65-5102	.00	60.94	60.94
06/18	06/05/2018	9543	310	AMAZON	051018	4	10-12-5137	.00	618.79	618.79
Total 9543: .00 833.75										
<b>9544</b>										
06/18	06/05/2018	9544	4890	APRIL WOODEN	060118	1	10-13-5310	.00	50.00	50.00
Total 9544: .00 50.00										
<b>9545</b>										
06/18	06/05/2018	9545	700	BAKER AND TAYLOR BOOKS	4012226293	1	10-65-5106	.00	19.63	19.63
06/18	06/05/2018	9545	700	BAKER AND TAYLOR BOOKS	4012226293	2	10-65-5100	.00	10.79	10.79
Total 9545: .00 30.42										
<b>9546</b>										
06/18	06/05/2018	9546	5678	Bob Burr	060118	1	10-13-5310	.00	50.00	50.00
Total 9546: .00 50.00										
<b>9547</b>										
06/18	06/05/2018	9547	1380	CARQUEST	050118	1	10-72-5137	.00	89.35	89.35
06/18	06/05/2018	9547	1380	CARQUEST	4758-166698	1	10-72-5137	.00	9.99	9.99
06/18	06/05/2018	9547	1380	CARQUEST	4758-166876	1	30-11-5504	.00	85.01	85.01

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 9547:										
9548	06/18	06/05/2018	9548	940 CASELLE, INC.	88436	1	10-12-5235	.00	1,200.00	1,200.00
Total 9548:										
9549	06/18	06/05/2018	9549	1130 CITY OF WILLAMINA	1182.01 5-15	1	30-11-5415	.00	93.96	93.96
06/18	06/05/2018	9549	1130	CITY OF WILLAMINA	2235.01 05-1	1	10-65-5415	.00	129.08	129.08
Total 9549:										
9550	06/18	06/05/2018	9550	1135 CITY OF YAMHILL	316	1	10-14-5211	.00	250.00	250.00
Total 9550:										
9551	06/18	06/05/2018	9551	5726 Claud Davis	060518	1	30-00-2300	.00	42.69	42.69
06/18	06/05/2018	9551	5726	Claud Davis	060518	2	40-00-2400	.00	59.18	59.18
Total 9551:										
9552	06/18	06/05/2018	9552	5677 Craig Johnson	060118	1	10-13-5310	.00	50.00	50.00
Total 9552:										
9553	06/18	06/05/2018	9553	1460 DAVISON AUTO PARTS, INC.	827086	1	10-72-5504	.00	110.46	110.46
Total 9553:										
9554	06/18	06/05/2018	9554	5340 HEIDI'S HELPING HANDS	1196	1	10-12-5209	.00	70.00	70.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>9554:</b>										
Total 9554: _____										
<b>9555:</b>										
06/18	06/05/2018	9555	2160	HONEY BUCKET	550663282	1	10-66-5200	.00	106.00	106.00
06/18	06/05/2018	9555	2160	HONEY BUCKET	550663283	1	10-66-5200	.00	106.00	106.00
06/18	06/05/2018	9555	2160	HONEY BUCKET	550663284	1	10-66-5200	.00	106.00	106.00
06/18	06/05/2018	9555	2160	HONEY BUCKET	550663285	1	10-68-5510	.00	145.00	145.00
Total 9555: _____										
<b>9556:</b>										
06/18	06/05/2018	9556	5706	HRA VEBA Trust	060118	1	10-70-5040	.00	450.00	450.00
06/18	06/05/2018	9556	5706	HRA VEBA Trust	060118	2	10-71-5040	.00	375.00	375.00
06/18	06/05/2018	9556	5706	HRA VEBA Trust	060118	3	10-65-5040	.00	150.00	150.00
06/18	06/05/2018	9556	5706	HRA VEBA Trust	060118	4	30-11-5040	.00	75.00	75.00
06/18	06/05/2018	9556	5706	HRA VEBA Trust	060118	5	40-11-5040	.00	300.00	300.00
Total 9556: _____										
<b>9557:</b>										
06/18	06/05/2018	9557	2260	ILA SKYBERG	060118	1	10-13-5310	.00	100.00	100.00
Total 9557: _____										
<b>9558:</b>										
06/18	06/05/2018	9558	5747	Julie Giffen	053118	1	40-11-5540	.00	300.00	300.00
Total 9558: _____										
<b>9559:</b>										
06/18	06/05/2018	9559	2520	KATHY TAYLOR CONSULTING	053118	1	10-12-5200	.00	3,217.60	3,217.60
Total 9559: _____										
<b>9560:</b>										
06/18	06/05/2018	9560	2670	LOCAL 737 - LABORERS INTL U	060118	1	10-00-2130	.00	228.24	228.24

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 9560:										
228.24										
<b>9561</b>										
06/18	06/05/2018	9561	3060	NW NATURAL	1363282-3 0	1	10-65-5415	.00	26.24	26.24
06/18	06/05/2018	9561	3060	NW NATURAL	1391658-0 0	1	10-67-5415	.00	54.41	54.41
Total 9561:										
80.65										
<b>9562</b>										
06/18	06/05/2018	9562	5649	OCEA	053118	1	10-18-5137	.00	75.00	75.00
Total 9562:										
75.00										
<b>9563</b>										
06/18	06/05/2018	9563	3300	ONE CALL CONCEPTS, INC.	8050517	1	30-11-5200	.00	29.15	29.15
Total 9563:										
29.15										
<b>9564</b>										
06/18	06/05/2018	9564	3160	OREGON DEPARTMENT OF RE	053118	1	10-14-5306	.00	107.00	107.00
Total 9564:										
107.00										
<b>9565</b>										
06/18	06/05/2018	9565	3380	OREVAC WEST INC	3901	1	40-11-5504	.00	780.00	780.00
06/18	06/05/2018	9565	3380	OREVAC WEST INC	3902	1	40-11-5504	.00	780.00	780.00
06/18	06/05/2018	9565	3380	OREVAC WEST INC	3908	1	40-11-5504	.00	855.00	855.00
Total 9565:										
2,415.00										
<b>9566</b>										
06/18	06/05/2018	9566	3590	PGE	052518	1	40-11-5415	.00	1,981.75	1,981.75
06/18	06/05/2018	9566	3590	PGE	052518	2	10-67-5415	.00	71.50	71.50
06/18	06/05/2018	9566	3590	PGE	052518	3	10-12-5415	.00	301.39	301.39
06/18	06/05/2018	9566	3590	PGE	052518	4	30-11-5415	.00	2,941.38	2,941.38
06/18	06/05/2018	9566	3590	PGE	052518	5	10-65-5415	.00	99.01	99.01
06/18	06/05/2018	9566	3590	PGE	052518	6	10-66-5415	.00	51.60	51.60
06/18	06/05/2018	9566	3590	PGE	052518	7	10-72-5415	.00	313.86	313.86

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 9566:										
06/18	06/05/2018	9567	610	RITA BALLER	060118	1	10-13-5310	.00	50.00	50.00
Total 9567:										
9568										
06/18	06/05/2018	9568	4110	SHELDON OIL COMPANY	31276	1	10-18-5120	.00	99.34	99.34
06/18	06/05/2018	9568	4110	SHELDON OIL COMPANY	31276	2	10-66-5120	.00	130.57	130.57
06/18	06/05/2018	9568	4110	SHELDON OIL COMPANY	31276	3	10-72-5120	.00	297.25	297.25
06/18	06/05/2018	9568	4110	SHELDON OIL COMPANY	31276	4	20-11-5120	.00	235.75	235.75
06/18	06/05/2018	9568	4110	SHELDON OIL COMPANY	31276	5	30-11-5120	.00	332.78	332.78
06/18	06/05/2018	9568	4110	SHELDON OIL COMPANY	31276	6	40-11-5120	.00	72.36	72.36
Total 9568:										
9569										
06/18	06/05/2018	9569	4160	SKYBERGS	053118	1	10-12-5137	.00	119.30	119.30
06/18	06/05/2018	9569	4160	SKYBERGS	053118	2	10-18-5137	.00	2.38	2.38
06/18	06/05/2018	9569	4160	SKYBERGS	053118	3	10-65-5137	.00	236.43	236.43
06/18	06/05/2018	9569	4160	SKYBERGS	053118	4	10-66-5137	.00	70.90	70.90
06/18	06/05/2018	9569	4160	SKYBERGS	053118	5	10-72-5137	.00	357.18	357.18
06/18	06/05/2018	9569	4160	SKYBERGS	053118	6	20-11-5137	.00	794.89	794.89
06/18	06/05/2018	9569	4160	SKYBERGS	053118	7	30-11-5137	.00	49.33	49.33
06/18	06/05/2018	9569	4160	SKYBERGS	053118	8	40-11-5137	.00	4.98	4.98
Total 9569:										
9570										
06/18	06/05/2018	9570	5635	SOLUTIONS YES	INV147316	1	10-65-5137	.00	124.81	124.81
06/18	06/05/2018	9570	5635	SOLUTIONS YES	INV147316	2	10-12-5137	.00	454.83	454.83
Total 9570:										
9571										
06/18	06/05/2018	9571	4330	STUCK ELECTRIC CO	11005	1	30-11-5530	.00	118.00	118.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 9571:										
9572	06/18	06/05/2018	9572	5516 The Bulletin Board	2571	1	10-12-5230	.00	198.00	198.00
Total 9572:										
9573	06/18	06/05/2018	9573	4540 THERESA MCKNIGHT	060118	1	10-13-5310	.00	50.00	50.00
Total 9573:										
9574	06/18	06/05/2018	9574	4700 US BANK	051718	1	10-12-5342	.00	274.69	274.69
06/18	06/05/2018	9574	4700 US BANK	051718	051718	2	10-12-5230	.00	53.55	53.55
06/18	06/05/2018	9574	4700 US BANK	051718	051718	3	10-1-2-5504	.00	285.80	285.80
06/18	06/05/2018	9574	4700 US BANK	051718	051718	4	30-1-5504	.00	20.12	20.12
06/18	06/05/2018	9574	4700 US BANK	051718	051718	5	10-12-5320	.00	400.00	400.00
06/18	06/05/2018	9574	4700 US BANK	051718	051718	6	30-1-5342	.00	275.00	275.00
Total 9574:										
9575	06/18	06/05/2018	9575	4690 USABUEBOOK	581440	1	30-11-5530	.00	57.57	57.57
Total 9575:										
9576	06/18	06/05/2018	9576	4720 USPS	060118	1	10-65-5126	.00	56.00	56.00
06/18	06/05/2018	9576	4720 USPS	060118	60118	1	10-12-5126	.00	92.00	92.00
Total 9576:										
9577	06/18	06/05/2018	9577	4830 WILCO	531185	1	10-72-5137	.00	35.99	35.99
Total 9577:										

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>9578</b>										
06/18	06/05/2018	9578	5020	XEROX	93444751	1	10-12-5606	.00	165.97	165.97
Total 9578:										
<b>9579</b>										
06/18	06/05/2018	9579	5150	YAMHILL COUNTY SHERIFFS O	060118	1	10-18-5217	.00	16,376.23	16,376.23
06/18	06/05/2018	9579	5150	YAMHILL COUNTY SHERIFFS O	53118	1	10-14-5313	.00	32.00	32.00
Total 9579:										
<b>9580</b>										
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	20911898	1	10-66-5140	.00	49.90	49.90
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	20911898	2	20-11-5140	.00	14.68	14.68
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	20911898	3	30-11-5140	.00	82.18	82.18
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	20911898	4	40-11-5140	.00	146.75	146.75
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863472951	1	10-66-5140	.00	11.25	11.25
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863472951	2	20-11-5140	.00	3.31	3.31
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863472951	3	30-11-5140	.00	18.52	18.52
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863472951	4	40-11-5140	.00	33.07	33.07
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863483210	1	10-66-5140	.00	11.25	11.25
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863483210	2	20-11-5140	.00	3.31	3.31
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863483210	3	30-11-5140	.00	18.52	18.52
06/18	06/12/2018	9580	430	ARAMARK UNIFORM SERVICES	863483210	4	40-11-5140	.00	33.07	33.07
Total 9580:										
<b>9581</b>										
06/18	06/12/2018	9581	700	BAKER AND TAYLOR BOOKS	4012232193	1	10-65-5111	.00	140.03	140.03
Total 9581:										
<b>9582</b>										
06/18	06/12/2018	9582	1380	CARQUEST	4758-166982	1	10-72-5137	.00	6.20	6.20
06/18	06/12/2018	9582	1380	CARQUEST	4758-167257	1	10-72-5137	.00	24.10	24.10
06/18	06/12/2018	9582	1380	CARQUEST	4758-167361	1	10-72-5137	.00	136.90	136.90
06/18	06/12/2018	9582	1380	CARQUEST	4758-167439	1	10-72-5137	.00	30.35	30.35
06/18	06/12/2018	9582	1380	CARQUEST	4758-167535	1	10-72-5137	.00	14.39	14.39
06/18	06/12/2018	9582	1380	CARQUEST	4758-167537	1	10-72-5137	.00	16.78	16.78

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 9582:										
9583	06/18	06/12/2018	9583	5719	First Op Manufacturing, Inc.	2020	30-11-5504	.00	40.00	40.00
Total 9583:										
9584	06/18	06/12/2018	9584	2660	LEAGUE OF OREGON CITIES	4351	10-12-5342	.00	15.00	15.00
06/18	06/12/2018	9584	2660	LEAGUE OF OREGON CITIES	4352	1	10-12-5342	.00	15.00	15.00
Total 9584:										
9585	06/18	06/12/2018	9585	2890	MOVIE LICENSING USA	2515941	10-65-5320	.00	307.00	307.00
Total 9585:										
9586	06/18	06/12/2018	9586	3070	NEWS REGISTER	78020	10-12-5230	.00	507.50	507.50
Total 9586:										
9587	06/18	06/12/2018	9587	3120	OREGON ASSOCIATION OF WA	060118	10-72-5342	.00	295.00	295.00
Total 9587:										
9588	06/18	06/12/2018	9588	5748	Patricia Pullin	060718	40-00-2400	.00	85.19	85.19
Total 9588:										
9589	06/18	06/12/2018	9589	3590	PGE	062218	10-19-5400	.00	1,589.35	1,589.35
Total 9589:										

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>9590</b>										
06/18	06/12/2018	9590	3730	PRIMISYS	9951205	1	10-12-5233	.00	700.00	700.00
06/18	06/12/2018	9590	3730	PRIMISYS	9951205	2	10-12-5234	.00	400.00	400.00
06/18	06/12/2018	9590	3730	PRIMISYS	9951629	1	10-12-5234	.00	400.00	400.00
06/18	06/12/2018	9590	3730	PRIMISYS	9951629	2	10-12-5233	.00	100.00	100.00
Total 9590:									1,600.00	
<b>9591</b>										
06/18	06/12/2018	9591	3740	PRINT NW	19200-01	1	10-12-5137	.00	54.00	54.00
06/18	06/12/2018	9591	3740	PRINT NW	19564	1	10-18-5137	.00	238.00	238.00
Total 9591:									292.00	
<b>9592</b>										
06/18	06/12/2018	9592	3820	RECOLOGY WESTERN OREGO	09196569	1	10-66-5415	.00	34.74	34.74
06/18	06/12/2018	9592	3820	RECOLOGY WESTERN OREGO	09196577	1	10-12-5415	.00	35.11	35.11
06/18	06/12/2018	9592	3820	RECOLOGY WESTERN OREGO	09196874	1	30-11-5415	.00	10.71	10.71
06/18	06/12/2018	9592	3820	RECOLOGY WESTERN OREGO	09196882	1	10-65-5415	.00	10.71	10.71
06/18	06/12/2018	9592	3820	RECOLOGY WESTERN OREGO	09196890	1	10-72-5415	.00	149.60	149.60
Total 9592:									240.87	
<b>9593</b>										
06/18	06/12/2018	9593	2860	RICHARD MOWER	060518	1	10-66-5140	.00	90.00	90.00
Total 9593:									90.00	
<b>9594</b>										
06/18	06/12/2018	9594	4400	S & W ELECTRIC WORKS INC.	738	1	40-11-5504	.00	1,993.00	1,993.00
Total 9594:									1,993.00	
<b>9595</b>										
06/18	06/12/2018	9595	4290	STAPLES CREDIT PLAN	2084036261	1	10-12-5137	.00	45.19	45.19
06/18	06/12/2018	9595	4290	STAPLES CREDIT PLAN	2096373231	1	10-12-5137	.00	40.44	40.44
Total 9595:									85.63	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9596	06/18	06/12/2018	9596	5740 Thomas Holt	061118	1	10-12-5209	.00	340.00	340.00
Total 9596:										
9597	06/18	06/12/2018	9597	4600 TRAFFIC SAFETY SUPPLY CO I	INV001888	1	20-11-5523	.00	530.53	530.53
Total 9597:										
9598	06/18	06/12/2018	9598	4960 WATERLAB CORP.	74775	1	30-11-5250	.00	205.00	205.00
06/18	06/12/2018	9598	4960 WATERLAB CORP.	74775	2	40-11-5250	.00	70.00	70.00	70.00
Total 9598:										
9599	06/18	06/12/2018	9599	5575 WEST ONE HOMES	061118	1	30-00-2300	.00	20.08	20.08
06/18	06/12/2018	9599	5575 WEST ONE HOMES	061118	2	40-00-2400	.00	27.95	27.95	27.95
Total 9599:										
9600	06/18	06/19/2018	9600	540 AMERICAN WATER WORKS AS	052418	1	30-11-5320	.00	345.00	345.00
Total 9600:										
9601	06/18	06/19/2018	9601	5752 Connie Crawford Lain	061518	1	30-00-2300	.00	61.04	61.04
Total 9601:										
9602	06/18	06/19/2018	9602	3350 DEPARTMENT OF ENVIRONME	WQ19WSC-0	1	30-11-5320	.00	100.00	100.00
Total 9602:										
9603	06/18	06/19/2018	9603	2040 HACH	10999039	1	30-11-5108	.00	181.65	181.65

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
06/18	06/19/2018	9603	2040	HACH	11001332	1	30-11-5108	.00	276.49	276.49
Total 9603: 458.14										
<b>9604</b>										
06/18	06/19/2018	9604	5749	Jason Schut	061318	1	30-00-2300	.00	24.54	24.54
06/18	06/19/2018	9604	5749	Jason Schut	061318	2	40-00-2400	.00	34.11	34.11
Total 9604: 58.65										
<b>9605</b>										
06/18	06/19/2018	9605	5751	Joshua Brooks	061518	1	30-00-2300	.00	38.49	38.49
Total 9605: 38.49										
<b>9606</b>										
06/18	06/19/2018	9606	2900	MID-WILAMETTE VALLEY COU	1718357	1	10-17-5214	.00	703.75	703.75
06/18	06/19/2018	9606	2900	MID-WILAMETTE VALLEY COU	MMW/COG 6-	1	10-12-5320	.00	30.00	30.00
Total 9606: 733.75										
<b>9607</b>										
06/18	06/19/2018	9607	5730	Rob Chastain	061518	1	40-11-5344	.00	100.00	100.00
06/18	06/19/2018	9607	5730	Rob Chastain	0615181	1	40-11-5137	.00	75.27	75.27
06/18	06/19/2018	9607	5730	Rob Chastain	061618	1	40-11-5140	.00	128.02	128.02
Total 9607: 303.29										
<b>9608</b>										
06/18	06/19/2018	9608	5630	U.S. BANK EQUIPMENT FINANC	359674397	1	10-12-5606	.00	210.94	210.94
06/18	06/19/2018	9608	5630	U.S. BANK EQUIPMENT FINANC	359674397	2	10-65-5606	.00	127.57	127.57
Total 9608: 338.51										
<b>9609</b>										
06/18	06/19/2018	9609	5575	WEST ONE HOMES	061418	1	30-00-2300	.00	15.49	15.49
06/18	06/19/2018	9609	5575	WEST ONE HOMES	061418	2	40-00-2400	.00	21.40	21.40

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>9610</b>										
06/18	06/19/2018	9610	5080	YAMHILL COUNTY COMMUNITY	061218	1	10-68-5510	.00	200.00	200.00
Total 9610: .00										
<b>9611</b>										
06/18	06/27/2018	9611	5736	AKMIE Concrete Construction	062518	1	20-11-5521	.00	7,495.00	7,495.00
Total 9611: .00										
<b>9612</b>										
06/18	06/27/2018	9612	310	AMAZON	061018	1	10-65-5101	.00	14.96	14.96
06/18	06/27/2018	9612	310	AMAZON	061018	2	10-65-5912	.00	498.93	498.93
06/18	06/27/2018	9612	310	AMAZON	061018	3	10-65-5137	.00	51.46	51.46
06/18	06/27/2018	9612	310	AMAZON	061018	4	10-12-5137	.00	11.51	11.51
Total 9612: .00										
<b>9613</b>										
06/18	06/27/2018	9613	430	ARAMARK UNIFORM SERVICES	863493438	1	10-66-5140	.00	11.25	11.25
06/18	06/27/2018	9613	430	ARAMARK UNIFORM SERVICES	863493438	2	20-11-5140	.00	3.31	3.31
06/18	06/27/2018	9613	430	ARAMARK UNIFORM SERVICES	863493438	3	30-11-5140	.00	18.52	18.52
06/18	06/27/2018	9613	430	ARAMARK UNIFORM SERVICES	863493438	4	40-11-5140	.00	33.07	33.07
Total 9613: .00										
<b>9614</b>										
06/18	06/27/2018	9614	700	BAKER AND TAYLOR BOOKS	4012243960	1	10-65-5100	.00	11.57	11.57
Total 9614: .00										
<b>9615</b>										
06/18	06/27/2018	9615	1380	CARQUEST	4758-167173	1	10-72-5137	.00	6.20	6.20
06/18	06/27/2018	9615	1380	CARQUEST	4758-167712	1	10-72-5137	.00	32.12	32.12

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>9615</b>										
Total 9615: _____ .00 _____ 25.92										
<b>9616</b>										
06/18	06/27/2018	9616	1020	CENTURYLINK	061118	1	10-12-5413	.00	371.04	371.04
06/18	06/27/2018	9616	1020	CENTURYLINK	061118	2	10-66-5413	.00	15.27	15.27
06/18	06/27/2018	9616	1020	CENTURYLINK	061118	3	10-65-5413	.00	76.38	76.38
06/18	06/27/2018	9616	1020	CENTURYLINK	061118	4	10-67-5413	.00	65.73	65.73
06/18	06/27/2018	9616	1020	CENTURYLINK	061118	5	20-11-5413	.00	30.54	30.54
06/18	06/27/2018	9616	1020	CENTURYLINK	061118	6	30-11-5413	.00	220.27	220.27
06/18	06/27/2018	9616	1020	CENTURYLINK	061118	7	40-11-5413	.00	263.46	263.46
Total 9616: _____ .00 _____ 1,042.69										
<b>9617</b>										
06/18	06/27/2018	9617	1130	CITY OF WILLAMINA	1182.01 6-15	1	30-11-5415	.00	94.45	94.45
06/18	06/27/2018	9617	1130	CITY OF WILLAMINA	1792.00 6-15	1	10-67-5415	.00	126.85	126.85
06/18	06/27/2018	9617	1130	CITY OF WILLAMINA	2235.01 6-15	1	10-65-5415	.00	127.87	127.87
06/18	06/27/2018	9617	1130	CITY OF WILLAMINA	2236.00 6-15	1	10-12-5415	.00	225.40	225.40
06/18	06/27/2018	9617	1130	CITY OF WILLAMINA	2238.00 6-15	1	10-12-5415	.00	96.39	96.39
Total 9617: _____ .00 _____ 670.96										
<b>9618</b>										
06/18	06/27/2018	9618	1580	DK QUARRIES INC	100788	1	30-11-5504	.00	149.35	149.35
Total 9618: _____ .00 _____ 149.35										
<b>9619</b>										
06/18	06/27/2018	9619	5733	Jared Nunley	060118	1	40-11-5200	.00	500.00	500.00
Total 9619: _____ .00 _____ 500.00										
<b>9620</b>										
06/18	06/27/2018	9620	5600	JON'S COMPLETE AUTOMOTIV	27363	1	30-11-5504	.00	2,324.72	2,324.72
Total 9620: _____ .00 _____ 2,324.72										

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9621	06/18	06/27/2018	9621	5694 Select Portfolio Servicing, Inc.	061918	1	30-10-4330	.00	100.44	100.44
Total 9621:										
9622	06/18	06/27/2018	9622	4230 SPRINT	569622313-1	1	10-18-5413	.00	46.14	46.14
06/18	06/27/2018	9622	4230 SPRINT	569622313-1	2	10-12-5413	.00	11.88	11.88	
06/18	06/27/2018	9622	4230 SPRINT	569622313-1	3	10-66-5413	.00	47.57	47.57	
06/18	06/27/2018	9622	4230 SPRINT	569622313-1	4	20-11-5413	.00	2.85	2.85	
06/18	06/27/2018	9622	4230 SPRINT	569622313-1	5	30-11-5413	.00	62.30	62.30	
06/18	06/27/2018	9622	4230 SPRINT	569622313-1	6	40-11-5413	.00	61.61	61.61	
Total 9622:										
9623	06/18	06/27/2018	9623	4250 SUMMIT SUPPLY CORPORATIO	81137	1	10-72-5137	.00	108.00	108.00
Total 9623:										
9624	06/18	06/27/2018	9624	4570 TERRY'S AUTO CLINIC	062518	1	10-72-5507	.00	20.00	20.00
Total 9624:										
9625	06/18	06/27/2018	9625	4700 US BANK	061818	1	10-12-5137	.00	391.41	391.41
06/18	06/27/2018	9625	4700 US BANK	061818	2	10-12-5342	.00	28.00	28.00	
06/18	06/27/2018	9625	4700 US BANK	061818	3	30-11-5342	.00	337.10	337.10	
06/18	06/27/2018	9625	4700 US BANK	061818	4	10-12-5320	.00	299.00	299.00	
Total 9625:										
9626	06/18	06/27/2018	9626	5551 Wright Business Graphics	4205260	1	30-11-5200	.00	590.00	590.00
06/18	06/27/2018	9626	5551 Wright Business Graphics	4205260	2	40-11-5200	.00	407.00	407.00	
06/18	06/27/2018	9626	5551 Wright Business Graphics	4205260	3	40-11-5140	.00	21.29	21.29	
06/18	06/27/2018	9626	5551 Wright Business Graphics	4205260	4	40-11-5140	.00	100.00	100.00	
Total 9626:										

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
				Total 9626:					1,118.29	
				Grand Totals:					66,579.10	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-00-2000	6.20	38,748.75	38,742.55-
10-00-2130	228.24	.00	228.24
10-12-5126	92.00	.00	92.00
10-12-5137	1,735.47	.00	1,735.47
10-12-5200	3,277.45	.00	3,277.45
10-12-5209	410.00	.00	410.00
10-12-5230	759.05	.00	759.05
10-12-5233	800.00	.00	800.00
10-12-5234	800.00	.00	800.00
10-12-5235	1,200.00	.00	1,200.00
10-12-5320	729.00	.00	729.00
10-12-5342	332.69	.00	332.69
10-12-5413	382.92	.00	382.92
10-12-5415	658.29	.00	658.29
10-12-5504	285.80	.00	285.80
10-12-5606	376.91	.00	376.91
10-13-5310	350.00	.00	350.00
10-14-5211	250.00	.00	250.00
10-14-5306	107.00	.00	107.00
10-14-5313	32.00	.00	32.00
10-17-5214	703.75	.00	703.75
10-18-5120	99.34	.00	99.34
10-18-5137	315.38	.00	315.38
10-18-5217	16,376.23	.00	16,376.23
10-18-5413	46.14	.00	46.14
10-19-5400	1,589.35	.00	1,589.35
10-65-5040	150.00	.00	150.00
10-65-5100	22.36	.00	22.36

GL Account	Debit	Credit	Proof
10-65-5101	29.92	.00	29.92
10-65-5102	60.94	.00	60.94
10-65-5106	158.69	.00	158.69
10-65-5111	140.03	.00	140.03
10-65-5126	56.00	.00	56.00
10-65-5137	412.70	.00	412.70
10-65-5320	307.00	.00	307.00
10-65-5413	76.38	.00	76.38
10-65-5415	392.91	.00	392.91
10-65-5606	127.57	.00	127.57
10-65-5912	498.93	.00	498.93
10-66-5120	130.57	.00	130.57
10-66-5137	70.90	.00	70.90
10-66-5140	173.65	.00	173.65
10-66-5200	318.00	.00	318.00
10-66-5413	62.84	.00	62.84
10-66-5415	86.34	.00	86.34
10-67-5413	65.73	.00	65.73
10-67-5415	252.76	.00	252.76
10-68-5510	345.00	.00	345.00
10-70-5040	450.00	.00	450.00
10-71-5040	375.00	.00	375.00
10-72-5120	297.25	.00	297.25
10-72-5137	861.35	6.20-	855.15
10-72-5342	295.00	.00	295.00
10-72-5415	463.46	.00	463.46
10-72-5504	110.46	.00	110.46
10-72-5507	20.00	.00	20.00
20-00-2000	.00	9,114.17-	9,114.17-
20-11-5120	235.75	.00	235.75
20-11-5137	794.89	.00	794.89
20-11-5140	24.61	.00	24.61
20-11-5413	33.39	.00	33.39
20-11-5521	7,495.00	.00	7,495.00
20-11-5523	530.53	.00	530.53
30-00-2000	.00	9,454.85-	9,454.85-
30-00-2300	202.33	.00	202.33
30-10-4330	100.44	.00	100.44
30-11-5040	75.00	.00	75.00
30-11-5108	458.14	.00	458.14

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
30-11-5120	332.78	.00	332.78
30-11-5137	49.33	.00	49.33
30-11-5140	137.74	.00	137.74
30-11-5200	619.15	.00	619.15
30-11-5250	205.00	.00	205.00
30-11-5320	445.00	.00	445.00
30-11-5342	612.10	.00	612.10
30-11-5413	282.57	.00	282.57
30-11-5415	3,140.50	.00	3,140.50
30-11-5504	2,619.20	.00	2,619.20
30-11-5530	175.57	.00	175.57
40-00-2000	.00	9,267.53-	9,267.53-
40-00-2400	227.83	.00	227.83
40-11-5040	300.00	.00	300.00
40-11-5120	72.36	.00	72.36
40-11-5137	80.25	.00	80.25
40-11-5140	495.27	.00	495.27
40-11-5200	907.00	.00	907.00
40-11-5250	70.00	.00	70.00
40-11-5344	100.00	.00	100.00
40-11-5413	325.07	.00	325.07
40-11-5415	1,981.75	.00	1,981.75
40-11-5504	4,408.00	.00	4,408.00
40-11-5540	300.00	.00	300.00
<b>Grand Totals:</b>	<b>66,591.50</b>	<b>66,591.50-</b>	<b>.00</b>



CITY OF WILLAMINA  
 COMBINED CASH INVESTMENT  
 JUNE 30, 2018

COMBINED CASH ACCOUNTS

99-00-1010	US BANK OPERATIONS	271,862.89
99-00-1015	XPRESS DEPOSIT ACCOUNT	3,122.18
99-00-1020	PAYROLL - CHECKING	24,555.21
99-00-1030	INVESTMENTS-LGIP	1,134,617.75
99-00-1035	FIRST FEDERAL CEMETERY ACCOUNT	2,985.13
99-00-1040	PETTY CASH	300.00
		<hr/>
	TOTAL COMBINED CASH	1,437,443.16
99-00-1009	CASH ALLOCATED	( 1,437,443.16)
		<hr/>
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	328,802.36
20	ALLOCATION TO STREET FUND	162,441.64
21	ALLOCATION TO STREET SDC FUND	147,000.00
30	ALLOCATION TO WATER FUND	302,464.24
31	ALLOCATION TO WATER SDC FUND	65,653.98
40	ALLOCATION TO WASTEWATER FUND	404,857.36
41	ALLOCATION TO WASTEWATER SDC FUND	26,223.58
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,437,443.16
	ALLOCATION FROM GENERAL FUND - 99-00-1009	( 1,437,443.16)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

CITY OF WILLAMINA  
 BALANCE SHEET  
 JUNE 30, 2018

GENERAL FUND

<u>ASSETS</u>			
10-00-1009	CASH ALLOCATED	328,802.36	
10-00-1200	ACCOUNTS RECEIVABLE	4,156.93	
10-00-1280	TAXES RECEIVABLE	28,722.00	
10-00-1300	INVENTORY	8,213.00	
10-00-1400	LAND	117,841.00	
10-00-1420	LAND IMPROVEMENTS	980,055.00	
10-00-1430	BUILDINGS	296,847.00	
10-00-1440	EQUIPMENT	194,313.00	
10-00-1460	VEHICLES	57,462.00	
10-00-1490	ACCUMULATED DEPRECIATION	( 666,727.00)	
10-00-1900	DEFERRED PENSION	41,182.00	
	TOTAL ASSETS		<u>1,390,867.29</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
10-00-2000	ACCOUNTS PAYABLE	7,320.63	
10-00-2100	ACCRUED PAYROLL	10,182.66	
10-00-2110	PAYROLL TAX PAYABLE	( 52.55)	
10-00-2130	UNION DUES PAYABLE	( 180.12)	
10-00-2140	PERS PAYABLE	2,658.63	
10-00-2150	ACCRUED VACATION	32,208.45	
	TOTAL LIABILITIES		52,137.70
<u>FUND EQUITY</u>			
10-00-3000	FUND BALANCE	138,251.40	
10-00-3060	RESTRICTED DOWNTOWN LOAN	25,000.00	
10-00-3100	FUND BALANCE CAPITAL LESS DEBT	979,791.00	
	REVENUE OVER EXPENDITURES - YTD	<u>195,687.19</u>	
	BALANCE - CURRENT DATE	<u>1,338,729.59</u>	
	TOTAL FUND EQUITY		<u>1,338,729.59</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,390,867.29</u>

CITY OF WILLAMINA  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	42,423.00	42,423.00	.0
10-10-4001 PROPERTY TAX	7,067.42	368,460.94	345,000.00	( 23,460.94)	106.8
10-10-4002 PROPERTY TAX PRIOR	897.12	8,702.48	20,000.00	11,297.52	43.5
10-10-4003 INTEREST ON TAXES	15.49	89.75	.00	( 89.75)	.0
10-10-4110 STATE CIGARETTE TAX	414.99	2,634.42	2,500.00	( 134.42)	105.4
10-10-4111 STATE REVENUE SHARING	5,432.27	25,104.28	25,000.00	( 104.28)	100.4
10-10-4112 STATE LIQUOR TAX	3,094.94	31,282.05	32,000.00	717.95	97.8
10-10-4113 STATE MARIJUANA TAX	1,349.01	8,959.44	.00	( 8,959.44)	.0
10-10-4501 BUSINESS LICENSES	105.00	2,540.00	2,000.00	( 540.00)	127.0
10-10-4511 LIEN SEARCHES	230.00	1,849.25	600.00	( 1,249.25)	308.2
10-10-4571 OLCC LICENSE FEE	.00	210.00	200.00	( 10.00)	105.0
10-10-4600 FRANCHISE FEES CENTURYLINK	.00	794.80	12,250.00	11,455.20	6.5
10-10-4601 FRANCHISE FEES NW NATURAL	.00	13,246.69	12,950.00	( 296.69)	102.3
10-10-4602 FRANCHISE FEES PGE	.00	62,558.21	59,000.00	( 3,558.21)	106.0
10-10-4603 FRANCHISE FEES WAVE BROADBAND	.00	10,267.20	6,000.00	( 4,267.20)	171.1
10-10-4604 FRANCHISE FEES WESTERN ORWASTE	805.65	5,740.85	5,000.00	( 740.85)	114.8
10-10-4605 FRANCHISE FEES ONLINENW	.00	2,301.26	5,000.00	2,698.74	46.0
10-10-4701 RENT - CENTER MARKET	200.00	1,400.00	.00	( 1,400.00)	.0
10-10-4816 DONATIONS	.00	4.00	.00	( 4.00)	.0
10-10-4900 INTEREST INCOME	2,001.03	16,931.98	3,500.00	( 13,431.98)	483.8
10-10-4901 MISCELLANEOUS INCOME	431.50	1,007.43	1,000.00	( 7.43)	100.7
10-10-4905 SALE OF CITY ASSETS	.00	121,938.00	.00	( 121,938.00)	.0
<b>TOTAL DEPARTMENT 10</b>	<b>22,044.42</b>	<b>686,023.03</b>	<b>574,423.00</b>	<b>( 111,600.03)</b>	<b>119.4</b>
<u>COURT</u>					
10-14-4506 CODE ENFORCEMENT FINES	.00	393.57	.00	( 393.57)	.0
10-14-4507 COURT FINES AND FEES	890.00	4,987.00	500.00	( 4,487.00)	997.4
10-14-4508 COURT COSTS ASSESSED	.00	.00	500.00	500.00	.0
<b>TOTAL COURT</b>	<b>890.00</b>	<b>5,380.57</b>	<b>1,000.00</b>	<b>( 4,380.57)</b>	<b>538.1</b>
<u>PLANNING</u>					
10-17-4583 PLANNING FEES	.00	7,690.00	35,000.00	27,310.00	22.0
10-17-4584 ENGINEERING FEES PLANNING	.00	.00	10,000.00	10,000.00	.0
<b>TOTAL PLANNING</b>	<b>.00</b>	<b>7,690.00</b>	<b>45,000.00</b>	<b>37,310.00</b>	<b>17.1</b>
<u>PUBLIC SAFETY</u>					
10-18-4506 CODE ENFORCEMENT FEES	.00	3,520.00	500.00	( 3,020.00)	704.0
<b>TOTAL PUBLIC SAFETY</b>	<b>.00</b>	<b>3,520.00</b>	<b>500.00</b>	<b>( 3,020.00)</b>	<b>704.0</b>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET LIGHTS</u>					
10-19-4822 STREET LIGHTS FEE	2,366.17	19,994.20	18,864.00	( 1,130.20)	106.0
10-19-4823 MISC UTILITY RESERVE	( 6.54)	8,022.53	5,400.00	( 2,622.53)	148.6
TOTAL STREET LIGHTS	2,359.63	28,016.73	24,264.00	( 3,752.73)	115.5
<u>SPECIAL</u>					
10-60-4010 EID BUSINESS TAXES	.00	7,979.37	8,000.00	20.63	99.7
10-60-4758 DOWNTOWN LOAN PRINC PAY	.00	.00	2,000.00	2,000.00	.0
TOTAL SPECIAL	.00	7,979.37	10,000.00	2,020.63	79.8
<u>LIBRARY</u>					
10-65-4560 FINES	.00	890.85	750.00	( 140.85)	118.8
10-65-4561 LOST BOOK REIMBURSEMENT	.00	386.71	.00	( 386.71)	.0
10-65-4705 CCRLS FORMULA PAYMENT	3,940.00	19,977.00	14,000.00	( 5,977.00)	142.7
10-65-4708 CCRLS LOST BOOK	216.93	304.79	500.00	195.21	61.0
10-65-4711 CCRLS NET LENDING	.00	.00	1,000.00	1,000.00	.0
10-65-4714 CCRLS RURAL PATRON	.00	.00	200.00	200.00	.0
10-65-4811 READY TO READ GRANT	.00	1,900.00	1,000.00	( 900.00)	190.0
10-65-4816 DONATIONS	.00	648.00	250.00	( 398.00)	259.2
10-65-4901 MISCELLANEOUS INCOME	.00	662.61	.00	( 662.61)	.0
TOTAL LIBRARY	4,156.93	24,769.96	17,700.00	( 7,069.96)	139.9
<u>CEMETERY</u>					
10-68-4588 SALE OF INTERNMENT RIGHTS	.00	.00	500.00	500.00	.0
TOTAL CEMETERY	.00	.00	500.00	500.00	.0
<u>GRANT REV GRANT YOUNG MEMORIAL</u>					
10-81-4812 GRANT REV GRANT YOUNG MEMORIAL	.00	1,000.00	.00	( 1,000.00)	.0
TOTAL DEPARTMENT 81	.00	1,000.00	.00	( 1,000.00)	.0
<u>TRANSFER</u>					
10-90-9130 IN LIEU OF FRANCHISE FEE WATER	.00	15,697.00	18,476.00	2,779.00	85.0
10-90-9140 IN LIEU OF FRANCHISE FEE WW	.00	14,438.00	16,800.00	2,362.00	85.9
10-90-9600 OVERHEAD ALLOCATED	12,591.00	151,092.00	152,292.00	1,200.00	99.2
TOTAL TRANSFER	12,591.00	181,227.00	187,568.00	6,341.00	96.6

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	42,041.98	945,606.66	860,955.00	( 84,651.66)	109.8

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
10-12-5115	95.02	1,491.14	1,800.00	308.86	82.8
10-12-5123	.00	432.92	550.00	117.08	78.7
10-12-5124	225.73	3,084.49	4,000.00	915.51	77.1
10-12-5126	92.00	1,192.52	1,300.00	107.48	91.7
10-12-5137	941.81	15,571.45	18,000.00	2,428.55	86.5
10-12-5200	59.85	39,682.50	42,000.00	2,317.50	94.5
10-12-5201	.00	14,000.00	14,400.00	400.00	97.2
10-12-5203	.00	7,938.08	13,000.00	5,061.92	61.1
10-12-5207	.00	21,327.18	23,500.00	2,172.82	90.8
10-12-5209	340.00	3,065.00	3,100.00	35.00	98.9
10-12-5230	740.50	4,427.47	5,000.00	572.53	88.6
10-12-5233	200.00	9,802.50	12,000.00	2,197.50	81.7
10-12-5234	400.00	4,400.00	5,000.00	600.00	88.0
10-12-5235	1,200.00	14,400.00	15,000.00	600.00	96.0
10-12-5320	2,086.71	8,248.20	6,500.00	( 1,748.20)	126.9
10-12-5342	28.00	1,506.69	5,000.00	3,493.31	30.1
10-12-5344	.00	.00	500.00	500.00	.0
10-12-5355	.00	352.50	750.00	397.50	47.0
10-12-5413	382.92	4,568.09	5,500.00	931.91	83.1
10-12-5415	908.49	9,263.04	9,500.00	236.96	97.5
10-12-5504	.00	4,123.67	10,000.00	5,876.33	41.2
10-12-5600	.00	1,229.08	4,350.00	3,120.92	28.3
10-12-5606	376.91	4,354.68	6,500.00	2,145.32	67.0
TOTAL ADMIN	8,077.94	174,461.20	207,250.00	32,788.80	84.2
<u>COUNCIL</u>					
10-13-5307	.00	1,390.00	2,000.00	610.00	69.5
10-13-5310	.00	4,750.00	4,900.00	150.00	96.9
10-13-5342	.00	4,229.30	5,000.00	770.70	84.6
10-13-5344	.00	.00	750.00	750.00	.0
10-13-5355	.00	763.47	900.00	136.53	84.8
TOTAL COUNCIL	.00	11,132.77	13,550.00	2,417.23	82.2
<u>COURT</u>					
10-14-5211	.00	2,800.00	3,600.00	800.00	77.8
10-14-5306	106.00	1,453.00	1,375.00	( 78.00)	105.7
10-14-5313	32.00	496.00	600.00	104.00	82.7
10-14-5320	.00	.00	125.00	125.00	.0
10-14-5342	.00	.00	750.00	750.00	.0
10-14-5344	.00	.00	200.00	200.00	.0
TOTAL COURT	138.00	4,749.00	6,650.00	1,901.00	71.4

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING</u>					
10-17-5204 ENGINEERING SERVICES	.00	5,079.00	6,000.00	921.00	84.7
10-17-5214 PLANNING SERVICES	703.75	34,060.14	39,000.00	4,939.86	87.3
TOTAL PLANNING	703.75	39,139.14	45,000.00	5,860.86	87.0
<u>PUBLIC SAFETY</u>					
10-18-5000 SALARY - WAGES	1,857.99	21,120.85	21,000.00	( 120.85)	100.6
10-18-5020 PAYROLL TAX	168.10	1,688.71	1,800.00	111.29	93.8
10-18-5040 BENEFITS	5.90	59.28	4,000.00	3,940.72	1.5
10-18-5060 PERS	74.81	1,006.35	3,000.00	1,993.65	33.6
10-18-5090 WORKERS COMP	1.26	15.90	613.00	597.10	2.6
10-18-5120 GAS - OIL	90.05	909.76	1,300.00	390.24	70.0
10-18-5137 SUPPLIES	259.58	1,245.34	1,300.00	54.66	95.8
10-18-5217 POLICE SERVICES CONTRACT	.00	196,514.76	198,000.00	1,485.24	99.3
10-18-5302 DUES YCOM	.00	22,569.96	25,000.00	2,430.04	90.3
10-18-5413 TELEPHONE	46.14	553.62	825.00	271.38	67.1
10-18-5504 REPAIRS - MAINTENANCE	.00	1,306.22	1,500.00	193.78	87.1
TOTAL PUBLIC SAFETY	2,503.83	246,990.75	258,338.00	11,347.25	95.6
<u>STREET LIGHTS</u>					
10-19-5400 STREET LIGHTS	1,589.35	17,243.28	19,000.00	1,756.72	90.8
TOTAL STREET LIGHTS	1,589.35	17,243.28	19,000.00	1,756.72	90.8
<u>SPECIAL</u>					
10-60-5758 DOWNTOWN LOAN	.00	.00	2,000.00	2,000.00	.0
10-60-5900 EID TAX DISBURSEMENT	.00	7,925.49	8,000.00	74.51	99.1
TOTAL SPECIAL	.00	7,925.49	10,000.00	2,074.51	79.3

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-65-5000 SALARY - WAGES	3,515.78	35,995.68	37,000.00	1,004.32	97.3
10-65-5020 PAYROLL TAX	205.27	2,710.69	3,000.00	289.31	90.4
10-65-5040 BENEFITS	1,338.76	16,874.30	19,000.00	2,125.70	88.8
10-65-5060 PERS	119.04	1,550.16	2,000.00	449.84	77.5
10-65-5090 WORKERS COMP	2.13	28.66	51.00	22.34	56.2
10-65-5100 BOOKS CHILDREN	11.57	1,335.19	2,200.00	864.81	60.7
10-65-5101 AUDIO VISUAL CHILDREN	14.96	398.49	1,100.00	701.51	36.2
10-65-5102 AUDIO VISUAL ADULT	.00	554.98	1,100.00	545.02	50.5
10-65-5106 BOOKS ADULTS	.00	1,461.82	2,200.00	738.18	66.5
10-65-5107 BOOKS LOST REPLACEMENT	.00	.00	300.00	300.00	.0
10-65-5111 SPECIAL PROGRAM CHILDREN	.00	479.52	800.00	320.48	59.9
10-65-5112 SPECIAL PROGRAM ADULT	.00	52.64	300.00	247.36	17.6
10-65-5137 SUPPLIES	227.14	2,687.77	2,700.00	12.23	99.6
10-65-5200 CONTRACT SERVICES	.00	534.06	700.00	165.94	76.3
10-65-5209 CLEANING SERVICES	.00	.00	500.00	500.00	.0
10-65-5233 TECHNOLOGY SERVICES	.00	40.00	500.00	460.00	8.0
10-65-5320 DUES, LICENSE, PERMITS	363.00	597.00	750.00	153.00	79.6
10-65-5321 SUBSCRIPTIONS	.00	265.92	500.00	234.08	53.2
10-65-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	500.00	500.00	.0
10-65-5344 TRAVEL	.00	.00	200.00	200.00	.0
10-65-5413 TELEPHONE	76.38	1,126.12	1,200.00	73.88	93.8
10-65-5415 UTILITIES	365.85	3,971.48	4,000.00	28.52	99.3
10-65-5504 REPAIRS - MAINTENANCE	.00	716.10	1,100.00	383.90	65.1
10-65-5606 EQUIPMENT LEASE	127.57	1,530.84	1,600.00	69.16	95.7
10-65-5912 GRANT EXPENSE READY TO READ	648.93	3,180.26	2,700.00	( 480.26)	117.8
<b>TOTAL LIBRARY</b>	<b>7,016.38</b>	<b>76,091.68</b>	<b>86,001.00</b>	<b>9,909.32</b>	<b>88.5</b>
<u>PARKS</u>					
10-66-5000 SALARY - WAGES	1,989.45	19,655.46	20,000.00	344.54	98.3
10-66-5001 PW ALLOCATED PAYROLL	.00	.00	1,073.00	1,073.00	.0
10-66-5020 PAYROLL TAX	106.41	1,909.32	2,499.00	589.68	76.4
10-66-5060 PERS	53.82	1,049.87	1,200.00	150.13	87.5
10-66-5090 WORKERS COMP	1.22	277.16	1,437.00	1,159.84	19.3
10-66-5120 GAS - OIL	401.15	920.89	800.00	( 120.89)	115.1
10-66-5137 SUPPLIES	513.40	1,426.26	1,600.00	173.74	89.1
10-66-5140 UNIFORMS - TOWELS	135.00	857.65	900.00	42.35	95.3
10-66-5200 CONTRACT SERVICES	318.00	4,193.40	6,000.00	1,806.60	69.9
10-66-5413 TELEPHONE	62.84	682.44	850.00	167.56	80.3
10-66-5415 UTILITIES	138.50	1,873.56	3,500.00	1,626.44	53.5
10-66-5504 REPAIRS - MAINTENANCE	815.09	1,420.69	2,500.00	1,079.31	56.8
10-66-5510 LANDSCAPE MAINTENANCE	.00	15.80	1,500.00	1,484.20	1.1
10-66-5512 POND AQUATIC WEED CONTROL	.00	8,263.32	16,875.00	8,611.68	49.0
10-66-5600 EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
10-66-9615 PW EXPENSE ALLOCATION	.00	.00	303.00	303.00	.0
<b>TOTAL PARKS</b>	<b>4,534.88</b>	<b>42,545.82</b>	<b>62,037.00</b>	<b>19,491.18</b>	<b>68.6</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MUSEUM</u>					
10-67-5000 SALARY - WAGES	205.00	3,286.40	5,200.00	1,913.60	63.2
10-67-5020 PAYROLL TAX	17.41	226.74	500.00	273.26	45.4
10-67-5090 WORKERS COMP	.00	.00	50.00	50.00	.0
10-67-5320 DUES, LICENSE, PERMITS	.00	68.00	100.00	32.00	68.0
10-67-5413 TELEPHONE	65.73	795.86	850.00	54.14	93.6
10-67-5415 UTILITIES	308.13	3,516.11	3,400.00	( 116.11)	103.4
10-67-5504 REPAIRS - MAINTENANCE	239.98	1,785.91	2,000.00	214.09	89.3
TOTAL MUSEUM	836.25	9,679.02	12,100.00	2,420.98	80.0
<u>CEMETERY</u>					
10-68-5320 DUES, LICENSE, PERMITS	.00	.00	100.00	100.00	.0
10-68-5510 LANDSCAPE MAINTENANCE	.00	1,545.00	1,700.00	155.00	90.9
TOTAL CEMETERY	.00	1,545.00	1,800.00	255.00	85.8
<u>PAYROLL ADMIN</u>					
10-70-5000 SALARY - WAGES	21,222.03	190,036.33	209,000.00	18,963.67	90.9
10-70-5002 ADMIN ALLOCATED PAYROLL	( 13,420.00)	( 161,040.00)	( 184,991.00)	( 23,951.00)	( 87.1)
10-70-5020 PAYROLL TAX	1,580.24	14,311.61	14,000.00	( 311.61)	102.2
10-70-5040 BENEFITS	5,219.81	69,841.76	71,000.00	1,158.24	98.4
10-70-5060 PERS	724.14	7,984.54	7,914.00	( 70.54)	100.9
10-70-5090 WORKERS COMP	6.28	858.26	1,400.00	541.74	61.3
TOTAL PAYROLL ADMIN	15,332.50	121,992.50	118,323.00	( 3,669.50)	103.1
<u>PAYROLL PUBLIC WORKS</u>					
10-71-5000 SALARY - WAGES	18,684.15	152,691.49	147,000.00	( 5,691.49)	103.9
10-71-5001 PW ALLOCATED PAYROLL	( 17,504.00)	( 210,046.00)	( 232,541.00)	( 22,495.00)	( 90.3)
10-71-5020 PAYROLL TAX	895.52	9,217.21	16,321.00	7,103.79	56.5
10-71-5040 BENEFITS	3,835.72	46,688.05	53,058.00	6,369.95	88.0
10-71-5060 PERS	919.82	10,929.05	12,970.00	2,040.95	84.3
10-71-5090 WORKERS COMP	5.45	322.43	3,191.00	2,868.57	10.1
TOTAL PAYROLL PUBLIC WORKS	6,836.66	9,802.23	( 1.00)	( 9,803.23)	98022

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS OPERATIONS</u>					
10-72-5120 GAS - OIL	385.22	3,697.66	4,000.00	302.34	92.4
10-72-5137 SUPPLIES	( 295.72)	5,545.38	11,300.00	5,754.62	49.1
10-72-5140 UNIFORMS - TOWELS	.00	278.36	2,200.00	1,921.64	12.7
10-72-5200 CONTRACT SERVICES	.00	33.75	6,300.00	6,266.25	.5
10-72-5203 LEGAL SERVICES	.00	.00	2,500.00	2,500.00	.0
10-72-5207 INSURANCE	.00	11,000.00	11,000.00	.00	100.0
10-72-5233 TECHNOLOGY SERVICES	.00	.00	1,000.00	1,000.00	.0
10-72-5320 DUES, LICENSE, PERMITS	.00	601.00	900.00	299.00	66.8
10-72-5342 CONFERENCE/SEMINAR/TRAINING	295.00	295.00	1,500.00	1,205.00	19.7
10-72-5415 UTILITIES	767.14	8,538.39	11,500.00	2,961.61	74.3
10-72-5504 REPAIRS - MAINTENANCE	.00	4,437.82	5,500.00	1,062.18	80.7
10-72-5507 EQUIPMENT MAINTENANCE	20.00	2,375.23	3,000.00	624.77	79.2
10-72-9615 FUND/DEPT ALLOCATIONS	( 4,182.00)	( 50,181.00)	( 60,700.00)	( 10,519.00)	( 82.7)
<b>TOTAL PUBLIC WORKS OPERATIONS</b>	<b>( 3,010.36)</b>	<b>( 13,378.41)</b>	<b>.00</b>	<b>13,378.41</b>	<b>.0</b>
<u>CONTINGENCY</u>					
10-99-9900 CONTINGENCY	.00	.00	20,906.00	20,906.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>20,906.00</b>	<b>20,906.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>44,559.18</b>	<b>749,919.47</b>	<b>860,954.00</b>	<b>111,034.53</b>	<b>87.1</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 2,517.20)</b>	<b>195,687.19</b>	<b>1.00</b>	<b>( 195,686.19)</b>	<b>19568</b>

CITY OF WILLAMINA  
 BALANCE SHEET  
 JUNE 30, 2018  
 STREET FUND

<u>ASSETS</u>			
20-00-1009	CASH ALLOCATED	162,441.64	
	TOTAL ASSETS		162,441.64
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
20-00-2000	ACCOUNTS PAYABLE	179.68	
	TOTAL LIABILITIES		179.68
<u>FUND EQUITY</u>			
20-00-3000	FUND BALANCE	154,704.94	
	REVENUE OVER EXPENDITURES - YTD	7,557.02	
	BALANCE - CURRENT DATE	162,261.96	
	TOTAL FUND EQUITY		162,261.96
	TOTAL LIABILITIES AND EQUITY		162,441.64

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
20-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	124,574.00	124,574.00	.0
20-10-4115 STATE HIGHWAY REVENUE	13,091.45	122,684.12	110,000.00	( 12,684.12)	111.5
TOTAL DEPARTMENT 10	13,091.45	122,684.12	234,574.00	111,889.88	52.3
TOTAL FUND REVENUE	13,091.45	122,684.12	234,574.00	111,889.88	52.3

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

STREET FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
20-11-5001 PW ALLOCATED PAYROLL	1,682.00	20,181.00	22,360.00	2,179.00	90.3
20-11-5002 ADMIN ALLOCATED PAYROLL	1,289.00	15,469.00	15,826.00	357.00	97.7
20-11-5090 WORKERS COMP	.00	382.50	2,000.00	1,617.50	19.1
20-11-5120 GAS - OIL	86.47	1,166.18	1,500.00	333.82	77.8
20-11-5137 SUPPLIES	89.90	1,648.94	3,500.00	1,851.06	47.1
20-11-5140 UNIFORMS - TOWELS	13.24	211.17	600.00	388.83	35.2
20-11-5204 ENGINEERING SERVICES	.00	1,192.50	10,000.00	8,807.50	11.9
20-11-5413 TELEPHONE	33.39	414.91	500.00	85.09	83.0
20-11-5504 REPAIRS - MAINTENANCE	.00	1,569.72	3,000.00	1,430.28	52.3
20-11-5521 SIDEWALK MAINTENANCE	7,495.00	8,120.00	10,000.00	1,880.00	81.2
20-11-5522 STREET MAINTENANCE	.00	44,412.16	50,000.00	5,587.84	88.8
20-11-5523 TRAFFIC CONTROL	.00	1,026.02	1,700.00	673.98	60.4
20-11-5600 EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
<b>TOTAL EXPENDITURE</b>	<b>10,689.00</b>	<b>95,794.10</b>	<b>122,486.00</b>	<b>26,691.90</b>	<b>78.2</b>
<b>TRANSFER</b>					
20-90-9610 OVERHEAD ALLOCATION	1,209.00	14,511.00	13,028.00	( 1,483.00)	111.4
20-90-9615 PW EXPENSE ALLOCATION	402.00	4,822.00	5,193.00	371.00	92.9
<b>TOTAL TRANSFER</b>	<b>1,611.00</b>	<b>19,333.00</b>	<b>18,221.00</b>	<b>( 1,112.00)</b>	<b>106.1</b>
<b>CONTINGENCY</b>					
20-99-9900 CONTINGENCY	.00	.00	93,867.00	93,867.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>93,867.00</b>	<b>93,867.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>12,300.00</b>	<b>115,127.10</b>	<b>234,574.00</b>	<b>119,446.90</b>	<b>49.1</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>791.45</b>	<b>7,557.02</b>	<b>.00</b>	<b>( 7,557.02)</b>	<b>.0</b>

CITY OF WILLAMINA  
 BALANCE SHEET  
 JUNE 30, 2018

STREET SDC FUND

<u>ASSETS</u>			
21-00-1009	CASH ALLOCATED		147,000.00
	TOTAL ASSETS		<u>147,000.00</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
21-00-3050	FUND BALANCE, RESTRICTED	90,000.00	
21-00-3100	FUND BALANCE, RESTRICTED	21,000.00	
	REVENUE OVER EXPENDITURES - YTD	<u>36,000.00</u>	
	BALANCE - CURRENT DATE		<u>147,000.00</u>
	TOTAL FUND EQUITY		<u>147,000.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>147,000.00</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
21-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	111,848.00	111,848.00	.0
21-10-4421 SYSTEM DEVELOPMENT CHARGES	9,000.00	36,000.00	30,000.00	( 6,000.00)	120.0
TOTAL DEPARTMENT 10	9,000.00	36,000.00	141,848.00	105,848.00	25.4
TOTAL FUND REVENUE	9,000.00	36,000.00	141,848.00	105,848.00	25.4

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
21-99-9900 CONTINGENCY	.00	.00	141,848.00	141,848.00	.0
TOTAL CONTINGENCY	.00	.00	141,848.00	141,848.00	.0
TOTAL FUND EXPENDITURES	.00	.00	141,848.00	141,848.00	.0
NET REVENUE OVER EXPENDITURES	9,000.00	36,000.00	.00	( 36,000.00)	.0

CITY OF WILLAMINA  
BALANCE SHEET  
JUNE 30, 2018

WATER FUND

<u>ASSETS</u>			
30-00-1009	CASH ALLOCATED	302,464.24	
30-00-1251	UTILITY RECEIVABLE	50,317.77	
30-00-1300	INVENTORY	16,426.00	
30-00-1400	LAND	122,465.00	
30-00-1410	SYSTEMS	1,564,436.00	
30-00-1420	LAND IMPROVEMENTS	388.00	
30-00-1430	BUILDINGS	609,457.00	
30-00-1440	EQUIPMENT	129,858.00	
30-00-1460	VEHICLES	37,508.00	
30-00-1490	ACCUMULATED DEPRECIATION	( 1,669,250.00)	
	TOTAL ASSETS		<u>1,164,070.01</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
30-00-2000	ACCOUNTS PAYABLE	( 3,643.28)	
30-00-2100	ACCRUED PAYROLL	996.41	
30-00-2150	ACCRUED VACATION	3,429.48	
30-00-2300	WATER DEPOSITS	32,722.96	
30-00-2820	ACCRUED INTEREST	14,681.00	
30-00-2831	WATER FHA 91-02 SERIES 2001	765,506.24	
30-00-2940	DUE TO FUND 40	185,000.00	
	TOTAL LIABILITIES		998,692.81
<u>FUND EQUITY</u>			
30-00-3000	FUND BALANCE	( 77,541.59)	
30-00-3100	FUND BALANCE CAPITAL LESS DEBT	29,356.00	
	REVENUE OVER EXPENDITURES - YTD	<u>213,562.79</u>	
	BALANCE - CURRENT DATE	<u>165,377.20</u>	
	TOTAL FUND EQUITY		<u>165,377.20</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,164,070.01</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
30-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	( 164,271.00)	( 164,271.00)	.0
30-10-4330 WATER REVENUE	59,626.63	661,237.48	615,864.00	( 45,373.48)	107.4
30-10-4332 NEW CONNECTION FEE	1,650.00	8,325.19	4,000.00	( 4,325.19)	208.1
30-10-4337 DOUBLE CHECK VALVE	600.00	2,462.00	500.00	( 1,962.00)	492.4
30-10-4350 RECOVERY BAD DEBT	51.97	2,300.89	500.00	( 1,800.89)	460.2
30-10-4581 PENALTY AND FEES	396.71	3,846.71	7,000.00	3,153.29	55.0
30-10-4582 NON-SUFFICIENT CHECK FEES	( 74.98)	50.02	200.00	149.98	25.0
<b>TOTAL DEPARTMENT 10</b>	<b>62,250.33</b>	<b>678,222.29</b>	<b>463,793.00</b>	<b>( 214,429.29)</b>	<b>146.2</b>
 <u>TRANSFER</u>					
30-90-9232 TRANSFER IN	.00	13,203.00	13,203.00	.00	100.0
30-90-9733 CLOSE DEBT LOAN FROM WW	.00	89,755.72	185,000.00	95,244.28	48.5
<b>TOTAL TRANSFER</b>	<b>.00</b>	<b>102,958.72</b>	<b>198,203.00</b>	<b>95,244.28</b>	<b>52.0</b>
 <b>TOTAL FUND REVENUE</b>	 <b>62,250.33</b>	 <b>781,181.01</b>	 <b>661,996.00</b>	 <b>( 119,185.01)</b>	 <b>118.0</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
30-11-5000 SALARY - WAGES	3,223.75	49,017.50	53,313.00	4,295.50	91.9
30-11-5001 PW ALLOCATED PAYROLL	8,175.00	98,101.00	110,494.00	12,393.00	88.8
30-11-5002 ADMIN ALLOCATED PAYROLL	6,268.00	75,215.00	88,601.00	13,386.00	84.9
30-11-5020 PAYROLL TAX	377.07	4,225.47	4,481.00	255.53	94.3
30-11-5040 BENEFITS	755.92	9,380.20	10,994.00	1,613.80	85.3
30-11-5060 PERS	591.89	7,598.54	7,350.00	( 248.54)	103.4
30-11-5090 WORKERS COMP	2.98	1,118.16	2,171.00	1,052.84	51.5
30-11-5105 BAD DEBT	( 628.09)	.00	.00	.00	.0
30-11-5108 CHEMICALS	458.14	11,670.01	20,000.00	8,329.99	58.4
30-11-5120 GAS - OIL	225.46	2,344.58	3,000.00	655.42	78.2
30-11-5123 MERCHANT FEES	922.19	7,293.52	7,600.00	306.48	96.0
30-11-5126 POSTAGE	.00	500.00	2,000.00	1,500.00	25.0
30-11-5137 SUPPLIES	( 1,745.23)	828.86	3,000.00	2,171.14	27.6
30-11-5140 UNIFORMS - TOWELS	74.08	1,445.65	2,000.00	554.35	72.3
30-11-5200 CONTRACT SERVICES	900.39	5,307.65	5,000.00	( 307.65)	106.2
30-11-5204 ENGINEERING SERVICES	.00	2,387.50	10,000.00	7,612.50	23.9
30-11-5250 SYSTEM ANALYSIS	460.00	4,025.00	6,000.00	1,975.00	67.1
30-11-5320 DUES, LICENSE, PERMITS	445.00	1,055.20	1,000.00	( 55.20)	105.5
30-11-5342 CONFERENCE/SEMINAR/TRAINING	337.10	707.10	800.00	92.90	88.4
30-11-5344 TRAVEL	.00	.00	1,000.00	1,000.00	.0
30-11-5413 TELEPHONE	282.57	4,668.22	7,000.00	2,331.78	66.7
30-11-5415 UTILITIES	5,960.52	44,032.11	52,000.00	7,967.89	84.7
30-11-5504 REPAIRS - MAINTENANCE	2,814.76	4,053.44	5,000.00	946.56	81.1
30-11-5530 SUPPLY SYSTEM MAINTENANCE	.00	28,226.23	50,100.00	21,873.77	56.3
30-11-5531 DISTRIBUTION MAINTENANCE	.00	1,908.41	5,200.00	3,291.59	36.7
30-11-5535 NEW CONNECTION EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
30-11-5600 EQUIPMENT	.00	2,560.47	11,400.00	8,839.53	22.5
<b>TOTAL EXPENDITURE</b>	<b>29,901.50</b>	<b>367,669.82</b>	<b>471,504.00</b>	<b>103,834.18</b>	<b>78.0</b>
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30-80-6000 CAPITAL-VEHICLES	.00	2,500.00	5,000.00	2,500.00	50.0
30-80-6001 CAPITAL OUTLAY-INTAKE REDESIGN	.00	34,932.40	60,000.00	25,067.60	58.2
30-80-6002 CAPITAL-GIS MAPPING OF SYSTEM	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL DEPARTMENT 80</b>	<b>.00</b>	<b>37,432.40</b>	<b>70,000.00</b>	<b>32,567.60</b>	<b>53.5</b>
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30-82-8030 WATER PRINCIPAL	.00	18,377.00	18,376.00	( 1.00)	100.0
30-82-8035 WATER INTEREST	.00	34,436.00	34,436.00	.00	100.0
<b>TOTAL DEPARTMENT 82</b>	<b>.00</b>	<b>52,813.00</b>	<b>52,812.00</b>	<b>( 1.00)</b>	<b>100.0</b>

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>					
30-90-9001 CLOSE DEBT CASH	.00	.00	54,557.00	54,557.00	.0
30-90-9110 IN LIEU OF FRANCHISE FEE	.00	15,697.00	18,476.00	2,779.00	85.0
30-90-9610 OVERHEAD ALLOCATION	5,881.00	70,570.00	72,940.00	2,370.00	96.8
30-90-9615 PW EXPENSE ALLOCATION	1,953.00	23,436.00	29,072.00	5,636.00	80.6
TOTAL TRANSFER	7,834.00	109,703.00	175,045.00	65,342.00	62.7
<u>CONTINGENCY</u>					
30-99-9900 FUND BALANCE	.00	.00	( 107,365.00)	( 107,365.00)	.0
TOTAL CONTINGENCY	.00	.00	( 107,365.00)	( 107,365.00)	.0
TOTAL FUND EXPENDITURES	37,735.50	567,618.22	661,996.00	94,377.78	85.7
NET REVENUE OVER EXPENDITURES	24,514.83	213,562.79	.00	( 213,562.79)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 JUNE 30, 2018

WATER SDC FUND

<u>ASSETS</u>			
31-00-1009	CASH ALLOCATED		65,653.98
	TOTAL ASSETS		<u>65,653.98</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
31-00-3050	FUND BALANCE, RESTRICTED		57,554.72
	REVENUE OVER EXPENDITURES - YTD	<u>8,099.26</u>	
	BALANCE - CURRENT DATE		<u>65,653.98</u>
	TOTAL FUND EQUITY		<u>65,653.98</u>
	TOTAL LIABILITIES AND EQUITY		<u>65,653.98</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
31-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	51,338.00	51,338.00	.0
31-10-4431 SYSTEM DEVELOPMENT CHARGES	5,544.00	25,872.00	15,000.00	( 10,872.00)	172.5
<b>TOTAL DEPARTMENT 10</b>	<b>5,544.00</b>	<b>25,872.00</b>	<b>66,338.00</b>	<b>40,466.00</b>	<b>39.0</b>
<b>TOTAL FUND REVENUE</b>	<b>5,544.00</b>	<b>25,872.00</b>	<b>66,338.00</b>	<b>40,466.00</b>	<b>39.0</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
31-80-6000 CAPITAL OUTLAY	.00	4,569.74	10,000.00	5,430.26	45.7
TOTAL DEPARTMENT 80	.00	4,569.74	10,000.00	5,430.26	45.7
<u>TRANSFER</u>					
31-90-9750 DEBT SERVICE TRANSFER TO 50	.00	13,203.00	13,203.00	.00	100.0
TOTAL TRANSFER	.00	13,203.00	13,203.00	.00	100.0
<u>CONTINGENCY</u>					
31-99-9900 CONTINGENCY	.00	.00	43,135.00	43,135.00	.0
TOTAL CONTINGENCY	.00	.00	43,135.00	43,135.00	.0
 TOTAL FUND EXPENDITURES	 .00	 17,772.74	 66,338.00	 48,565.26	 26.8
 NET REVENUE OVER EXPENDITURES	 5,544.00	 8,099.26	 .00	 ( 8,099.26)	 .0

CITY OF WILLAMINA  
BALANCE SHEET  
JUNE 30, 2018

WASTEWATER FUND

<u>ASSETS</u>			
40-00-1009	CASH ALLOCATED	404,857.36	
40-00-1251	UTILITY RECEIVABLE	43,746.91	
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	317,679.00	
40-00-1440	EQUIPMENT	297,855.00	
40-00-1460	VEHICLES	63,349.00	
40-00-1490	ACCUMULATED DEPRECIATION	( 2,272,840.00)	
40-00-1930	DUE FROM FUND 30	185,000.00	
		185,000.00	
	TOTAL ASSETS		3,043,174.27
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
40-00-2000	ACCOUNTS PAYABLE	5,211.93	
40-00-2100	ACCRUED PAYROLL	735.45	
40-00-2150	ACCRUED VACATION	575.20	
40-00-2400	SEWER DEPOSITS	40,098.79	
40-00-2820	ACCRUED INTEREST	36,352.70	
40-00-2840	WASTEWATER TREATMENT G0300	1,096,584.00	
40-00-2841	WASTEWATER TREATMENT G9900	296,381.00	
		296,381.00	
	TOTAL LIABILITIES		1,475,939.07
<u>FUND EQUITY</u>			
40-00-3000	FUND BALANCE	162,247.33	
40-00-3100	FUND BALANCE CAPITAL LESS DEBT	1,005,894.60	
	REVENUE OVER EXPENDITURES - YTD	399,093.27	
	BALANCE - CURRENT DATE	1,567,235.20	
	TOTAL FUND EQUITY		1,567,235.20
	TOTAL LIABILITIES AND EQUITY		3,043,174.27

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
40-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	142,821.00	142,821.00	.0
40-10-4340 WASTEWATER REVENUE	55,131.15	624,371.38	560,000.00	( 64,371.38)	111.5
40-10-4342 NEW CONNECTION FEE	450.00	2,190.00	1,000.00	( 1,190.00)	219.0
40-10-4350 RECOVERY BAD DEBT	71.78	3,074.33	1,500.00	( 1,574.33)	205.0
<b>TOTAL DEPARTMENT 10</b>	<b>55,652.93</b>	<b>629,635.71</b>	<b>705,321.00</b>	<b>75,685.29</b>	<b>89.3</b>
 <u>TRANSFER</u>					
40-90-9242 TRANSFER IN	.00	24,323.00	24,323.00	.00	100.0
40-90-9243 CLOSE DEBT CASH	.00	368,081.65	368,083.00	1.35	100.0
<b>TOTAL TRANSFER</b>	<b>.00</b>	<b>392,404.65</b>	<b>392,406.00</b>	<b>1.35</b>	<b>100.0</b>
 <b>TOTAL FUND REVENUE</b>	 <b>55,652.93</b>	 <b>1,022,040.36</b>	 <b>1,097,727.00</b>	 <b>75,686.64</b>	 <b>93.1</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING JUNE 30, 2018

WASTEWATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
40-11-5000 SALARY - WAGES	1,363.37	32,283.36	53,617.00	21,333.64	60.2
40-11-5001 PW ALLOCATED PAYROLL	7,647.00	91,764.00	100,461.00	8,697.00	91.3
40-11-5002 ADMIN ALLOCATED PAYROLL	5,863.00	70,356.00	80,564.00	10,208.00	87.3
40-11-5020 PAYROLL TAX	431.04	3,984.19	4,662.00	677.81	85.5
40-11-5040 BENEFITS	3,162.48	23,445.95	24,877.00	1,431.05	94.3
40-11-5060 PERS	175.11	4,147.29	4,900.00	752.71	84.6
40-11-5090 WORKERS COMP	4.06	830.73	1,981.00	1,150.27	41.9
40-11-5105 BAD DEBT	( 581.54)	.00	.00	.00	.0
40-11-5108 CHEMICALS	.00	7,174.20	15,000.00	7,825.80	47.8
40-11-5120 GAS - OIL	130.72	782.54	2,000.00	1,217.46	39.1
40-11-5123 MERCHANT FEES	886.94	7,946.10	8,300.00	353.90	95.7
40-11-5126 POSTAGE	.00	.00	500.00	500.00	.0
40-11-5137 SUPPLIES	( 1,748.73)	( 73.89)	2,500.00	2,573.89	( 3.0)
40-11-5140 UNIFORMS - TOWELS	381.59	2,557.67	3,800.00	1,242.33	67.3
40-11-5200 CONTRACT SERVICES	1,192.43	6,585.09	5,800.00	( 785.09)	113.5
40-11-5204 ENGINEERING SERVICES	.00	1,451.25	2,500.00	1,048.75	58.1
40-11-5250 SYSTEM ANALYSIS	140.00	6,110.00	7,000.00	890.00	87.3
40-11-5320 DUES, LICENSE, PERMITS	.00	2,879.50	3,500.00	620.50	82.3
40-11-5344 TRAVEL	100.00	100.00	100.00	.00	100.0
40-11-5413 TELEPHONE	325.07	4,055.97	5,000.00	944.03	81.1
40-11-5415 UTILITIES	4,105.46	32,849.66	38,000.00	5,150.34	86.5
40-11-5504 REPAIRS - MAINTENANCE	1,993.00	8,980.19	12,500.00	3,519.81	71.8
40-11-5540 TREATMENT SYSTEM MAINTENANCE	2,569.00	23,152.62	24,000.00	847.38	96.5
40-11-5600 EQUIPMENT	.00	5,475.00	14,000.00	8,525.00	39.1
<b>TOTAL EXPENDITURE</b>	<b>28,140.00</b>	<b>336,837.42</b>	<b>415,562.00</b>	<b>78,724.58</b>	<b>81.1</b>
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40-80-6000 CAPITAL OUTLAY	.00	10,000.00	10,000.00	.00	100.0
<b>TOTAL DEPARTMENT 80</b>	<b>.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>.00</b>	<b>100.0</b>
<hr/>					
40-82-8040 SEWER PRINCIPAL	.00	108,359.00	108,359.00	.00	100.0
40-82-8045 SEWER INTEREST	.00	65,378.67	65,379.00	.33	100.0
<b>TOTAL DEPARTMENT 82</b>	<b>.00</b>	<b>173,737.67</b>	<b>173,738.00</b>	<b>.33</b>	<b>100.0</b>
<hr/>					
<b>TRANSFER</b>					
40-90-9110 IN LIEU OF FRANCHISE FEE	.00	14,438.00	16,800.00	2,362.00	85.9
40-90-9610 OVERHEAD ALLOCATION	5,501.00	66,011.00	66,324.00	313.00	99.5
40-90-9611 CLOSE DEBT LOAN TO WATER	.00	.00	185,000.00	185,000.00	.0
40-90-9615 PW EXPENSE ALLOCATION	1,827.00	21,923.00	26,132.00	4,209.00	83.9
<b>TOTAL TRANSFER</b>	<b>7,328.00</b>	<b>102,372.00</b>	<b>294,256.00</b>	<b>191,884.00</b>	<b>34.8</b>

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
40-99-9900 CONTINGENCY	.00	.00	204,172.00	204,172.00	.0
TOTAL CONTINGENCY	.00	.00	204,172.00	204,172.00	.0
TOTAL FUND EXPENDITURES	35,468.00	622,947.09	1,097,728.00	474,780.91	56.8
NET REVENUE OVER EXPENDITURES	20,184.93	399,093.27	( 1.00)	( 399,094.27)	39909

CITY OF WILLAMINA  
 BALANCE SHEET  
 JUNE 30, 2018

WASTEWATER SDC FUND

<u>ASSETS</u>			
41-00-1009	CASH ALLOCATED		26,223.58
	TOTAL ASSETS		<u>26,223.58</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
41-00-3050	FUND BALANCE, RESTRICTED		9,546.58
	REVENUE OVER EXPENDITURES - YTD	<u>16,677.00</u>	
	BALANCE - CURRENT DATE		<u>26,223.58</u>
	TOTAL FUND EQUITY		<u>26,223.58</u>
	TOTAL LIABILITIES AND EQUITY		<u>26,223.58</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
41-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	11,346.00	11,346.00	.0
41-10-4441 SYSTEM DEVELOPMENT CHARGES	7,500.00	41,000.00	20,000.00	( 21,000.00)	205.0
<b>TOTAL DEPARTMENT 10</b>	<b>7,500.00</b>	<b>41,000.00</b>	<b>31,346.00</b>	<b>( 9,654.00)</b>	<b>130.8</b>
<b>TOTAL FUND REVENUE</b>	<b>7,500.00</b>	<b>41,000.00</b>	<b>31,346.00</b>	<b>( 9,654.00)</b>	<b>130.8</b>

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>					
41-90-9750 DEBT SERVICE TRANSFER TO 50	.00	24,323.00	24,323.00	.00	100.0
TOTAL TRANSFER	.00	24,323.00	24,323.00	.00	100.0
<u>CONTINGENCY</u>					
41-99-9900 CONTINGENCY	.00	.00	7,023.00	7,023.00	.0
TOTAL CONTINGENCY	.00	.00	7,023.00	7,023.00	.0
TOTAL FUND EXPENDITURES	.00	24,323.00	31,346.00	7,023.00	77.6
NET REVENUE OVER EXPENDITURES	7,500.00	16,677.00	.00	( 16,677.00)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 JUNE 30, 2018

DEBT FUND

LIABILITIES AND EQUITY

FUND EQUITY

50-00-3050	FUND BALANCE, RESTRICTED		457,837.37	
	REVENUE OVER EXPENDITURES - YTD	(	<u>457,837.37)</u>	
	BALANCE - CURRENT DATE		<u>.00</u>	
	TOTAL FUND EQUITY			<u>.00</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>.00</u></u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
50-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	313,526.00	313,526.00	.0
TOTAL DEPARTMENT 10	.00	.00	313,526.00	313,526.00	.0
TOTAL FUND REVENUE	.00	.00	313,526.00	313,526.00	.0

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING JUNE 30, 2018

DEBT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>						
50-90-9992	CLOSE DEBT CASH TO WW	.00	457,837.37	313,526.00	( 144,311.37)	146.0
	TOTAL TRANSFER	.00	457,837.37	313,526.00	( 144,311.37)	146.0
	TOTAL FUND EXPENDITURES	.00	457,837.37	313,526.00	( 144,311.37)	146.0
	NET REVENUE OVER EXPENDITURES	.00	( 457,837.37)	.00	457,837.37	.0

**City Of Willamina**  
**Minutes of the Once A Month Meeting of the City Council**  
**July 10, 2018**  
**6:00 PM**

**Location of Meeting:**

West Valley Fire  
825 NE Main St.  
Willamina, Oregon 97396

**Present at Meeting:** Mayor Ila Skyberg

Councilor Wymore  
Councilor Johnson  
Councilor Burr  
Councilor Baller  
Councilor McKnight  
Councilor Wooden  
City Manager Kenna West  
Deputy City Recorder Debbie Bernard  
Public Works Director Jeff Brown  
Library Manager Sara Frost

**Guest (not limited to):**

News-Register Paul Daquilante  
Mary Jane Hollinger  
Heather Stritzke  
Justin Stritzke

The regular meeting of the City Council of City of Willamina was called to order at 6:00 PM on July 10, 2018, at West Valley Fire by Mayor Ila Skyberg. The roll was taken and the flag salute was recited.

**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. Presentations**

Mayor Ila Skyberg  
Mayor Skyberg announced a special acknowledgment for Heather Stritzke who served on City Council from 2015 to 2018. The Mayor said that Heather made an excellent contribution while serving on Council. Mayor Skyberg thanked Heather and presented

her with an engraved plaque. Next, she announced special recognition for Justin Stritzke and Dennis Ulrich who worked on the conversion of the development code to the state model code. Mayor Skyberg presented them with certificates of appreciation.

#### **IV. Consideration of New Business**

##### **1. Additions to the Agenda**

Mayor Ila Skyberg

Mayor Skyberg announced the additions to the Agenda which were the following and would be put under the regular agenda.

1. Consideration of the SCA Grant Application and Resolution 18-19-002
2. Consideration of the Applications for the Willamina Parks and Recreation Board.
3. Correct May 2018 Check Register Report.

##### **2. Public Input**

Kathryn Ray

Kathryn spoke from her audience seat. Her request to the council was for a modification of the Trailer Ordinance. She asked for an exception to the city ordinance regarding the allowed time she can park her 5th Wheel RV at 357 NE Yamhill St. Kathryn explained that she had already received an extension in the past and now the 5<sup>th</sup> Wheel sits vacant. She said that she continues to have health issues and would like to stay in her home as long as possible. She is asking to have a caretaker in the 5<sup>th</sup> Wheel RV for an indefinite period of time.

Mayor Skyberg responded to Kathryn that the City Council would not look at that issue tonight and would take the information to the City Manager for review and get back to her at a later date.

##### **3. Consent Agenda**

Mayor Ila Skyberg

Mayor Skyberg asked for a motion to approve the consent agenda.

**MOTION:** Councilor Baller moved to accept the consent agenda. Councilor McKnight seconded. Motion carried with Councilor, Baller, McKnight, Wooden, Wymore, Johnson, and Burr. All in Favor.

##### **4. Regular Agenda – Small Cities Allotment Grant – Parks and Recreation Board**

Mayor Ila Skyberg

**MOTION:** Councilor Baller moved to approve Resolution 18-19-002 2018 Special City Allotment Grant Application Councilor McKnight seconded. Motion carried with Councilor, Baller, McKnight, Wooden, Wymore, Johnson, and Burr. All in Favor.

##### **Discussion:**

Kenna explained that in 2017 the City applied for the Small City Allotment Grant and were awarded \$50,000. The Grant award will go to pay for improvements to 4<sup>th</sup> and D Streets. She added that the SCA Grant had changed from \$50,000 to \$100,000 in the next grant year and if we receive an award of \$100,000 Lamson and portion of Hill will be on

the top of the list for street repairs next.

Next, Mayor Skyberg asked for a Motion to approve applicants to the Parks and Recreation Board. Those applicants include Doug Colton, Theresa Hibdon, and Gary Brooks.

**MOTION:** Councilor Johnson moved to approve Doug Colton, Theresa Hibdon, and Gary Brooks to the Willamina Parks and Recreation Board. Councilor Wymore seconded. Motion carried with Councilor, Baller, McKnight, Wooden, Wymore, Johnson, and Burr. All in Favor.

## **5. Mayors Report**

Mayor Ila Skyberg

Mayor Skyberg reported she attended several workshops along with the City Manager. The workshops included City of Independence, Sedcor and the Forest and Urbanization. She made mention that she was very impressed with the City Manager of Independence presentation.

## **6. Chamber Liaison**

Mayor Ila Skyberg

Mayor Skyberg asked for a report from the Council Wooden.

April reported that most of the last meeting was focused on the 4th of July Event. They also talked about the status of the Saw Blade Sign that is getting painted.

Mayor Skyberg input that she wanted to thank Jeff and his crew for the fabulous job they did cleaning up after the fourth of July.

## **7. Library Liaison**

Mayor Ila Skyberg

Mayor Skyberg called for the report on the Library. Councilor McKnight then asked Library Manager Sara Frost if she would report.

Sara reported that the library board members had been individually very busy on projects. The Board made the decision to meet all year instead of taking off time during the summer. Also, they approved a request for the days the Library would close during the year. The Board selected David Buswell as Chair. Neal Nelson will serve as Co-Chair. Barbara Leaven continues to work on fundraising along with Mayor Skyberg.

## **8. YCOM Board (Councilor Baller)**

Mayor Ila Skyberg

Mayor Skyberg called for the YCOM Board report.

Councilor Baller reported their last meeting was very productive. They are improving and changing the process of how they handle calls coming into 911. Rita said that she was glad to be a part of such a good organization who worked to help the community.

## **9. Yamhill County Housing Board**

Mayor Ila Skyberg

Mayor Skyberg asked for the Yamhill County Housing Board report. Councilor Johnson reported that the Board had been working hard to improve employee relations and offering them good wages. He said the bus drivers are happy. They will receive a \$2.00 an hour raise. He added that employees that had left to go to First Student came back because of the \$2.00 raise.

## **10. City Managers Reports**

Mayor Ila Skyberg

Kenna started by quoting the Independence City Manager, David Kline "If you make it Beautiful they will come." Kenna said that is what our Mayor has been saying for years and she was very proud of our Mayor.

Kenna also reported on the sidewalks and said the sidewalks in front of City Hall are completed and they look great. In addition, they are ADA compliant.

Kenna added that the City is starting on paving 4th street on Monday. Jeff added that one day will be prep and the second day will be the paving pending the weather.

Last, Kenna reported the Tina Miller park equipment will be painted starting July 25, 2018. She said the colors will be very vibrant.

## **11. Public Hearing**

Mayor Skyberg closed the Regular Session and then opened the Public Hearing.

Mayor Skyberg read the script for the Public Hearing on the proposed 2018-2019 Supplemental Budget.

Mayor Skyberg asked for public comment, all in opposition and those in support. There were no comments from the public or in opposition.

The City Manager further explained the Supplemental Budget and said it was needed to add a new line item to the budget for the grant funds. The Grant sum of \$3,000 was awarded by the State Library to the City of Willamina Library. She then asked the Library Manager, Sara Frost, to speak. Sara said she applied for the grant and was pleased to now be able to use the funds to update its youth collection, including 47 books for early readers, 82 books and 4 audiobooks for junior readers and 114 books for you adult readers. A total of 353 new books will be ordered. Sara also explained how the grant works. She said it is a reimbursement grant and she is prepared to show the expenditures and get reimbursed.

Mayor Skyberg closed the public hearing.

**MOTION:** Councilor Burr moved to approve Resolution 18.19-001. Councilor Wooden seconded. Motion carried with Councilor, Baller, McKnight, Wooden, Wymore, Johnson, and Burr. All in Favor.

**MOTION:** Councilor Wooden moved to Adjourn. Councilor McKnight seconded. Motion carried with Councilor, Baller, McKnight, Wooden, Wymore, Johnson, and Burr. All in Favor.

#### **V. Agenda and Time of Next Meeting**

The next meeting will be held at AM on July 11, 2018, at:  
West Valley Fire  
825 NE Main St  
Willamina, Oregon 97396

The agenda for the next meeting is as follows:

The meeting was adjourned at 7:30 PM by Mayor Ila Skyberg.

Minutes submitted by: Deputy City Recorder, Debbie Bernard

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Minutes approved by: Mayor Ila Skyberg

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**City of Willamina  
Staff Report  
FOR THE CITY COUNCIL MEETING OF AUGUST 14, 2018**

**TO: MAYOR AND CITY COUNCIL**

**FROM: DEBBIE BERNARD, DEPUTY CITY RECORDER**

**SUBJECT: APPOINTMENT TO YCAHC BOARD OF DIRECTORS MEMBER** (Yamhill County Affordable Housing Corporation)

**ISSUE**

Shall City Council approve Resolution 18.19.003? A Resolution to appoint the City Manager to serve on the YCAHC Board.

**RECOMMENDATION:**

Staff recommends Council approve Resolution 18.19.003.

**SUMMARY AND BACKGROUND**

Councilor Heather Stritzke served on the YCAHC Board of Directors until her resignation on May 8, 2018. Her resignation left a vacancy on the Board. The YCAHC Board requires formal appointment by the City Council with a resolution.

The Housing Authority of Yamhill County has been administering the countywide Housing Rehabilitation program since 1980. This program offers assistance to low-income homeowners throughout Yamhill County and the City limits of Willamina in order to make critical repairs to their homes. The program is governed by its board of directors who make all the final decisions about how these funds are utilized.

**FACTS AND FINDINGS**

1. Councilor Heather Stritzke served on the YCAHC Board of Directors until her resignation on May 8, 2018, leaving a vacancy on the Board.
2. The YCAHC Board requires the City Council appoint a representative by Resolution to serve on the Board of Directors.
3. Resolution 18.19.003 acknowledges the Council desire to continue to support participation on the Board of Directors by appointing City Manager Kenna West to serve on the YCAHC Board of Directors.

**Proposed Motion:** I move to approve Resolution 18.19.003. A Resolution recommending the City of Willamina continue participating on the YCAHC's board of directors and to continue supporting the regional housing rehabilitation collaborative. Also to recommend that the Council appoints the City Manager to the YCAHC board.

---

Debbie Bernard, Deputy City Recorder

Attachment:  
Resolution 18.19-003

RESOLUTION NO.18.19 - 003

A resolution supporting the City of Willamina's ongoing participation as a member of the Yamhill County Affordable Housing Corporation's (YCAHC) regional Housing Rehabilitation Collaborative and board of directors, and to appoint the City Manager as the successor to the former board member Heather Stritzke.

RECITALS:

The Yamhill County Housing Rehabilitation program and the resulting countywide regional collaborative began in 1980 with its first Housing Rehabilitation Community Development Block Grant (CDBG) award.

The program continues to assist homeowners county wide with the revolving loan fund that has resulted from past CDBG awards. This revolving fund currently has almost \$3,500,000.00 in receivables that are loaned back out to families for Housing Rehabilitation or other programs specifically focused on sustaining affordable housing in our region.

The YCAHC Board makes all final decisions regarding the expenditures and use of these revolving loan funds.

Formal appointment of the YCAHC board member by the City Council is required.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WILLAMINA, OREGON as follows:

1. The City of Willamina continues to support efforts to achieve affordable housing solutions for all of its residents.
2. The City of Willamina supports the efforts of the YCAHC programs and wishes to continue participating in the regional collaborative.
3. The City Council hereby appoints the City Manager as the member of the YCAHC Board representing the City of Willamina.

EFFECTIVE DATE:

The effective date of this Resolution shall be August 14, 2018.

Adopted by the Common Council of the City of Willamina at a regular meeting held the 4<sup>th</sup> day of August 2018 be the following votes:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

RESOLUTION NO.18.19 - 003

Approved this 4th day of August 2018.

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MAYOR

Approved as to form:

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Attest: Deputy City Recorder

**City of Willamina  
Staff Report  
FOR THE CITY COUNCIL MEETING OF AUGUST 14, 2018**

**TO: MAYOR AND CITY COUNCIL**

**FROM: DEBBIE BERNARD, DEPUTY CITY RECORDER**

**SUBJECT: EXTENDING WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS**

**ISSUE**

Shall City Council approve Resolution 18.19.004? A Resolution extending workers' compensation coverage to volunteers?

**RECOMMENDATION:**

Staff recommends Council approve Resolution 18.19.004.

**SUMMARY AND BACKGROUND**

If volunteers were hurt by negligence, there is an exposure of liability to the City. If the volunteer injury is not the City's fault they must look to their own insurance. Therefore, it is recommended by our insurance carrier to cover volunteers and identify those volunteers by resolution for coverage.

Pursuant to ORS 656.031, workers compensation coverage can extend to volunteers. Each year a resolution is brought before Council for their approval.

A volunteer is an authorized individual who donates services in a city-sponsored volunteer program without expectation of pay or other remuneration other than reimbursement of approved incidental expenses for those services rendered as defined by CIS.

**FACTS AND FINDINGS**

1. Tort Liability coverage would apply if a claim or a suit were brought against the City for a volunteer who was hurt by our negligence.
2. Pursuant to ORS 656.031, workers compensation coverage can extend to volunteers.
3. A volunteer is an authorized individual who donates services to a city-sponsored volunteer program.

**Proposed Motion:** I move to approve Resolution 18.19.004. A resolution to identify volunteers the Council wishes to be covered under workers compensation.

---

Debbie Bernard, Deputy City Recorder

Attachment:  
Resolution 18.19-004

**City of Willamina  
Volunteer Resolution**

**Resolution No 18.19.004**

**Effective Date:** August 14, 2018

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

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

**1. Public Safety Volunteers**

**Applicable** \_\_\_\_\_ **Non-applicable**   x  

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

- a) Police reserve
- b) Search and rescue
- c) Firefighter
- d) Emergency medical personnel
- e) Ambulance drivers

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

**Applicable**   x   **Non-applicable** \_\_\_\_\_

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

- a) City of Willamina City Council
- b) City of Willamina Library Board
- c) City of Willamina Planning Commission
- d) City of Willamina Parks and Recreation Board
- e) Cemetery Committee
- f) Budget Committee

**3. Manual labor by elected officials.**

**Applicable**   x   **Non-applicable** \_\_\_\_\_

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

List duties.

- a) Watering Flower baskets
- b) Painting at City Hall

#### **4. Non-public safety volunteers**

**Applicable**  **Non-applicable**

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

- a) Parks and recreation
- b) Public works [*sewer, water, roads, etc.*]
- c) Library

#### **5. Public Events**

**Applicable**  **Non-applicable**

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

- a) Fourth of July Event
- b) City Wide Clean-Up Event
- c) City-County Dinner Event
- d) Volunteer Appreciation Event
- e) Friday Night Movies
- f) Trunk on Treat
- g) Christmas Parade

#### **6. Community Service Volunteers/Inmates**

**Applicable**  **Non-applicable**

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

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

**7. Other Volunteers**

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

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

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

Now, therefore, be it resolved by the City of Willamina to provide workers' compensation coverage as indicated above.

Adopted by the City of Willamina this 14th day of August 2018.

\_\_\_\_\_  
Mayor

Attest by \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
Deputy City Recorder

**City of Willamina  
Staff Report  
FOR THE CITY COUNCIL MEETING OF AUGUST 14, 2018**

**TO: MAYOR AND CITY COUNCIL**

**FROM: DEPUTY CITY RECORDER, DEBBIE BERNARD thru THE CITY MANAGER**

**SUBJECT: CITY OF WILLAMINA PARKS BOARD APPOINTMENT**

**ISSUE**

Shall the City Council appoint a new member to the Willamina Parks and Recreation Advisory Board?

**RECOMMENDATION:**

To appoint the applicant to the Willamina Parks and Recreation Advisory Board.

**SUMMARY AND BACKGROUND**

City Council at their July 10, 2018, regular meeting appointed three new members to the Parks and Recreation Advisory Committee. The Committee was established by the Willamina City Council through Ordinance No. 674 on May 8, 2018. The number of board members and qualifications for membership is set forth in Chapter 31 of the Willamina Code of Ordinances.

In the amended Chapter 31 of the Willamina Code of Ordinances, the Willamina Parks and Recreation Advisory Board under section 31.32 Composition; Appointment and Term of Members (A) the Board shall consist of up to seven voting members appointed by City Council. All seven seats are open.

The City has received on the additional application of interest to join the Parks Board.

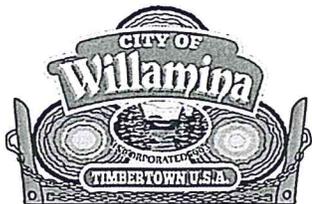
**FACTS AND FINDING**

1. The Willamina Parks and Recreation Advisory Board was established by Ordinance No. 674.
2. The Willamina Parks and Recreation Advisory Board shall consist of seven voting members. Four of the seven seats are open. The City received 1 additional application of interest.
3. **Proposed Motion:** *I move to approve Samantha Morey to the City of Willamina Parks and Recreation Advisory Board.*

---

Deputy City Recorder, Debbie Bernard

Attachments:  
Samantha Morey's Application for City Office



# City of Willamina Application for City Office



See back for position criteria and requirements

Applicant's Full Name Samantha Morey

Physical Address 370 SW Spruce St. Willamina OR 97396

Mailing Address same as above

Home Phone Number \_\_\_\_\_

Cell Phone Number 503-437-2714

Email paramediclove1@gmail.com

Occupation FF/Paramedic/ Receptionist

Years of Residency 24

Registered Voter  Yes  No

Parks Advisory Board

Budget Committee

Library Board

Planning Commission

City Council

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

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

To help out the city in whatever capacity I can.

Please share any governmental or volunteer experience you have had

Served on City of Willamina budget committee, Treasurer EMS Section of OFCA, Bridge the Gap, ATAB Committee,

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

I have experience in several different areas of government either volunteer or paid. I live in the community and believe that our parks are a great place for our children to play and families to gather.

Signature Samantha Morey

Date 8-1-18



**Yamhill County Sheriff's Office  
Crime Summary for WILLAMINA  
From 7/1/2018 to 7/31/2018**

City	UCR Description	7/1/2017 to 7/31/2017	7/1/2018 to 7/31/2018	Percentage Change	YTD	Prior Year
<b>WILLAMINA</b>						
Part 1						
	Aggravated Assault	0	0		2	10
	Arson	0	0		2	1
	Burglary-Business	0	0		2	1
	Burglary-Non-Residence	1	0		2	6
	Burglary-Residence	0	0		5	7
	Larceny	5	6	20.00 %	41	52
	Motor Vehicle Theft-Auto	0	0		2	5
	Murder	0	0		1	
	Rape	0	0		1	
	Robbery	0	0		1	
	<b>Part 1 Total</b>	<b>6</b>	<b>6</b>		<b>59</b>	<b>82</b>
Part 2						
	All Other	2	0		7	14
	Animal Problems	0	0			1
	Disorderly Conduct	0	1		8	14
	Drug Laws	5	1	-80.00 %	12	33
	DUII	2	0		4	10
	Forgery	0	1		3	1
	Fraud	0	0		1	6
	Kidnapping	0	0		1	
	Liquor Laws	0	0		3	3
	Runaway	0	0		3	3
	Sex Offenses	1	0		2	13
	Simple Assault	5	5		27	34
	Stolen Property	0	0			3
	Trespass/Prowler	3	2	-33.33 %	9	15
	Vandalism	1	1		20	24
	<b>Total For WILLAMINA</b>	<b>51</b>	<b>48</b>	<b>-5.88 %</b>	<b>320</b>	<b>507</b>



**Yamhill County Sheriff's Office  
 Crime Summary for WILLAMINA  
 From 7/1/2018 to 7/31/2018**

City	UCR Description	7/1/2017 to 7/31/2017	7/1/2018 to 7/31/2018	Percentage Change	YTD	Prior Year
<b>WILLAMINA</b>						
	Weapons	0	0			3
Part 2 Total		19	11	-42.11 %	100	177
Part 3						
	All Other	13	8	-38.46 %	63	97
	Non-Reportable Offenses	13	23	76.92 %	98	151
Part 3 Total		26	31	16.13 %	161	248
<b>Total For WILLAMINA</b>		51	48	-5.88 %	320	507

# 2018 Schedule of Events

## CITY COUNCIL CALENDAR OF EVENTS

July 2018						
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				

July		
07/04/18 (Wed)	<b>Independence day</b>	holiday
07/20/18 (Fri)	Swap Meet	event
07/21/18 (Sat)	Swap Meet	event

August 2018						
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	

August		
08/07/18(Tues)	Planning Commission Meeting Canceled	meeting
08/14/18(Tues)	City Council Meeting	meeting
08/15/18(Wed)	Deadline for completed application to run in the November 6, 2018 Elections	event
08/17/18 (Fri)	Deadline for Library Board Applications	deadline

September 2018						
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						

September		
09/03/18 (Mon)	Labor Day	holiday
09/04/18 (Tues)	Planning Commission Meeting	meeting
09/11/18 (Tues)	City Council Meeting	meeting

October 2018						
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			

October		
10/02/18 (Tues)	Planning Commission Meeting	meeting
10/09/18 (Tues)	City Council Meeting	meeting
		-
10/08/18 (Mon)	Columbus Day	holiday
10/24/18 (Wed)	United Nations Day	holiday
10/31/18 (Wed)	Halloween	holiday

November 2018						
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	

November		
11/06/18 (Tues)	Planning Commission Meeting	meeting
11/13/18 (Tues)	City Council Meeting	meeting
		-
11/6/17 (Tues)	November 6 Elections Day	event
11/10/17 (Fri.Sat & Sun)	Coastal Hills Art Tour Celebrating 26 years	event
11/11/18 (Sun)	Veterans Day	holiday
11/22/18 (Thu)	Thanksgiving	holiday

December 2018						
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					

December		
12/04/18 (Tues)	Planning Commission	meeting
12/11/18 (Tues)	City Council Meeting	meeting
		-
12/24/18 (Mon)	Christmas Eve	holiday
12/25/18 (Tue)	Christmas Day	holiday
12/31/18 (Mon)	New Year's Eve	holiday