

**WILLAMINA CITY COUNCIL AGENDA**  
**PUBLIC HEARING &**  
**Regular City Council Meeting Agenda**  
**Tuesday, May 9, 2017 @ 6:00pm**  
**West Valley Fire District**  
**825 NE Main St, Willamina**

CALL TO ORDER  
ROLL CALL  
FLAG SALUTE

AGENDA ADDITIONS AND CORRECTIONS

PUBLIC INPUT – BUSINESS FROM THE AUDIENCE

Visitors: 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.

**CONSENT AGENDA**

1. Approval of Minutes – April 11, 2017
2. Check Registers – April 25, 2017 (information only)
3. Financials April 2017 and Check Register for 4/1/17 to 4/30/17

CORRESPONDENCE –

**REGULAR AGENDA**

**PUBLIC HEARING**

1. Public Hearing on Annexation/Zone Change/Comprehensive Plan Map Amendment 2016-01 as Recommended by the Willamina City Planning Commission
2. Consideration of Ordinance #667. An Ordinance annexing to the City of Willamina the territory described in Exhibit "A" and amending the Willamina Zoning Map to apply the R-2 Zone and amending the Comprehensive Plan Map to apply the MDR Designation to the annexed property.
3. Consideration of Resolution 16-17-011 A resolution supporting the City of Willamina ongoing participation as a Member of the Yamhill County Affordable Housing Corp (YCAHC) – Heather Stritzke
4. Consideration of Resolution 16-17-012 – Yamhill County Transit Advisory Committee – Craig Johnson
5. Consideration of Resolution 16-17-013 – In the Matter of Fees to be charged for Land Use applications coming before the City of Willamina
6. Consideration of Resolution 16-17-014 – Designating an Elected Official to assume the duties of City Manager until such time an Interim or Permanent City Manager is in place

BUSINESS CARRIED FORWARD

BUSINESS FROM THE COUNCIL

REPORTS FROM/CITY OFFICERS

1. Sherriff Office
2. Report from Public Works - verbal
3. Librarian Report
4. Code Enforcement

ADJOURN

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*Persons with hearing, visual or manual impairments who wish to participate in the meeting should contact the City of Willamina at least 48 hours prior to the meeting date in order that appropriate communication assistance can be arranged. The City of Willamina Council Chambers are accessible to the disabled. Please let us know if you need any special accommodations to attend this meeting.*

**City of Willamina**  
**Minutes of the Second Tuesday Of the Month Meeting of the City Council**  
**April 11, 2017**  
**6:00 PM (meeting is recorded)**

**Location of Meeting:**

West Valley Fire  
825 Northeast Main Street  
Willamina, Oregon 97396

**Present at Meeting:** Mayor Skyberg

Council President Rita Baller  
Councilor Craig Johnson  
Councilor Heather Stritzke  
Councilor Bob Burr  
Councilor Rita Baller  
Councilor Theresa McKnight  
Councilor April Wooden  
City Manager Bob Sivick  
City Recorder Debbie Bernard  
City Accountant Scott Clark  
Public Works Director Jeff Brown  
Code Enforcement Dave Morey  
Librarian Sara Frost  
Paul Daquilante, News Register  
Guest :( not Limited To)  
Michelle Nolen  
Debra Nolen  
Mary Jane Hollinger  
Samantha Morey  
Kathleen Seagrove

The regular meeting of the City Council of City of Willamina was called to order at 6:00 PM on April 11, 2017 at West Valley Fire by Mayor Ila Skyberg. City Recorder Debbie Bernard call the roll call and quorum was present.

**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. Public Input

Mayor Ila Skyberg introduced the item and asked those present to state their name for the record.

Kathleen Seagrove,  
320 NE 1st St. Apt 201  
Willamina, OR 97396

Kathy said she is glad to see police at night come around the apartment. She said we also have problems with people that are destitute. She want to help them and suggest that Council consider finding a shelter for them.

Sherry Dawkins  
49520 SE Hebo Rd  
Grand Ronde

Sherry was present on behalf of the 4th of July Committee. She was here to ask permission from the Council do the Mud Drags on June 24, 2017 which is a fund raiser.

**MOTION:** Councilor Baller moved to allow the 4th of July Committee to have the Mud Drags on June 24, 2017. Councilor Burr **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson, Stritzke and Wooden voting aye. All in Favor.

**MOTION:** Councilor Baller moved to allow Jack Scott and Clyde Dawkins to serve as security. Councilor Burr **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson, Stritzke and Wooden voting aye. All in Favor.

Sherry added that they would also like to do a swap meet in the same area that would also be a fund raiser for the 4th of July. The event will be held on July 21, 2017 and July 22, 2017.

**MOTION:** Council Baller moved to allow the 4th of July committee to do a swap meet in ton July 21 and 22nd that would also be a fund raiser. Councilor Burr **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson, Stritzke and Wooden voting aye. All in Favor.

**MOTION:** Councilor Johnson moved to approve the consent agenda. Councilor McKnight **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson, Stritzke and Wooden voting aye. All in Favor.

The City manager addressed the Council regarding the SDC resolution to change the rates for inflation. He explained that using the change of construction cost which commonly used. He said the recommendation from the administration is to approve the resolution.

**MOTION:** Councilor Stritzke moved to accept resolution 16-17-009 to adjust system development charge fees by the rate of inflation. Councilor McKnight **seconded**. Motion

**carried** unanimously with Councilors Baller, Burr, McKnight, Johnson, Stritzke and Wooden voting aye. All in Favor.

2. Consideration of New Budget Committee Members

Mayor Ila Skyberg

Mayor Skyberg asked the City Recorder to address the item on the agenda. City Recorder Bernard explained that the City received 4 applications for the 3 open positions on the budget committee. Bernard further explained that by Charter the Mayor has rights to appoint committee members. Bernard also said that consideration would first go to the applicants that live in the city; she said that there has been a very high interest in people wanting to volunteer this year; she said it was very admirable and wanted to thank those that applied.

Barbara Leavens addressed the Council first and said she loves to volunteer and get her hands dirty.

Samantha Morey addressed the Council and said she has a bachelor's degree. She added that she has a background in doing budgets at the fire department.

Debra Nolen addressed the Council and said she lives outside of Willamina. She presently works at the tribe. She is also the an auxiliary bookkeeper and has 25 years of accounting and would like to be a part of the community/

Mary Jane Hollinger address the council and said she has lived in Willamina for 11 years. She has done all kinds of Volunteer stuff. She is on the fire works committee.

Mayor Skyberg again thanked the applicants for applying. She added that this year has been extra special with the interest of those who want to volunteer; the Mayor then stated that she appreciated everyone for applying. She noted that there is one person outside the city limits. She then said she would like to appoint, Samantha, Barbara and Maryjane as they had more qualifications.

3. Budget Calendar

Mayor Skyberg

The City Recorder explained that staff is committed to getting the Budget Document completed on April 27, 2017. The Budget committee will have the budget for the Meeting on May 11, 2017. A subsequent meeting will be held on May 16, 2017. May 18 is the City County Dinner. Another notice. The Budget will be adopted at the Regular City Council meeting on June 13,2017.

4. Business from the Council

Mayor Skyberg

Rita said she appreciate all the work Scott is doing and directly thanked him. Scott responded thank you.

Mayor SKyberg asked for a report on seeking the next City Manager. Bob S. responded that he had spoken to Nancy at Council of Governments; however, he had received an application form an interested party and forwarded on. Mayor Skyberg brought to the attention the Ethics Commission filing which is required by all electors and has a deadline of April 15, 2017.

5. City Wide Clean UP

Mayor Skyberg requested the City Wide Clean notice to be added to the bills. Mayor Skyberg asked since staff is working on the budget if we added money in the budget for siding at the City Hall. Bob responded to the Mayor question and asked Jeff if there were left over siding from the museum. Jeff said that he did have left over siding that could be used for City Hall and had would propose additional cost for siding in the next budget.

6. Report from City Officers

Mayor Skyberg

Bob let everyone know that he is leaving late May 2017 and his last day would be the 19<sup>th</sup> for anyone that has not heard.

**Agenda and Time of Next Meeting**

The next meeting will be held at 6:00 PM on May 9, 2017 at:  
West Valley Fire  
825 NE Main St  
Willamna, Oregon 97396

The agenda for the next meeting is as follows:

The meeting was adjourned at 6:45 PM by Mayor Ila Skyberg.

Minutes submitted by: City Recorder Debbie Bernard \_\_\_\_\_.

Minutes approved by: Mayor Ila Skyberg\_\_\_\_\_.

**City Of Willamina**  
**Minutes of the Monthly Meeting of the City Council Special Meeting**  
**April 25, 2017**  
**6:00 PM (meeting is tape recorded)**

**Location of Meeting:**

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

**Present at Meeting:** Mayor Ila Skyberg

Councilor Johnson  
Councilor Stritzke  
Councilor Burr  
Councilor Baller  
Councilor Theresa McKnight  
Councilor April Wooden  
City Manager Bob Sivick  
City Recorder Debbie Bernard  
Accountant Scott Clark  
Paul Daquilante Reporter News Register  
Guest: (not Limited To)  
Shirley Fitzgerald  
Nellie Jackson  
Karl Klym  
Doug Colton

The regular meeting of the City Council Special Meeting of City of Willamina was called to order at 6:00 PM on April 25, 2017 at West Valley Fire by Mayor Ila Skyberg. A roll call was taken by the City Recorder Debbie Bernard and a quorum was present.

**I. Approval of Agenda**

The agenda for the meeting was distributed and unanimously approved.

**II. Review of Previous Minutes**

There were no minutes of the previous meeting to approve.

**III. Consideration of Open Issues**

1. Correspondence - 2 Letter Were Introduced To By The Mayor Skyberg  
Mayor Ila Skyberg  
Mayor Skyberg read aloud a correspondence addressed to Mayor Ila Skyberg & City Council President Rita Baller from the Regional Solution Office, Governor Kate Brown, signed by James La Bar.

The letter outlined the last 6 months of their office working with the City of Willamina community vision and downtown redevelopment workshops. The letter stated concerns about the achieved progress and future efforts of the leadership and asked for a future meeting.

Mayor Skyberg asked the Council for a consensus of support. Councilor Stritzke responded that she thinks that the progress should continue. She pointed out the specific meeting at the High School and the young people's involvement.

Councilor Baller responded that she is in support of all that is been going on and thinks that the City Manager should bring the Council up to date in a work session. She said that she has not received any documents of the last two meetings. She said the committee knows but none of them know what is going on. She said she has made it abundantly clear she does not have internet and she cannot get online. She said she is sitting here wanting to be supportive but knows nothing because she is not a committee member although she is a Council member.

City Manager Bob Sivick responded to that and said he had contacted all the Council members and asked them to participate. Not one responded. Bob said he recruited Council Stritzke. Bob added that the Council may have missed the implication of the letter from the State of Oregon. Bob explained that the state invested a lot of resources into the City of Willamina at his request. In addition, with him leaving, he said they have concerns about the continuance of the projects started in the last few months. They want to make sure the electors of the City will follow thru before they continue to invest additional resources in the City of Willamina. One of the things that they were concerned with was recommendation number one from the study that the City should deafeest in vacant property; the City had an offer but decided to go to a different method and advertise. Bob concluded that the meeting with the State will be whether or not they can trust the city to do what was recommended.

Rita responded that she did understand what the letter stated and that the offer made for the property was not enough and that is why they did not accept the offer.

Bob then said the State has the resources; Willamina does not.

Rita again wanted a work session. Bob said the more important meeting is the meeting with the State of Oregon.

Mayor Skyberg again asked for consensus and said she would contact James Labar to discuss scheduling a meeting. Councilor Stritzke asked to be present at the phone call to the state.

Next, Mayor Skyberg introduced a letter from Yamhill County Transit asking for \$3000 in support. Councilor Baller asked the City Recorder if we support the Transit before. Debbie responded that we did not offer support in the last budget year and asked Council if they want to offer support she could consider adding in the request to the worksheet on

the budget as staff is in progress of working on the budget document. Councilor Johnson expressed support of the Transit Bus as many people in town ride the bus. He said he is working on a community connection program.

Sergeant Whitlow shared that the letter was received by all the small cities including Sheridan, and Lafayette. Councilor Stritzke said she did not remember them ever asking for support and she has been here in the last 4 budget cycles. Mayor Skyberg said she would like the request sent to the Budget Committee and consider it then.

Mayor Skyberg asked Bob Sivick for an update of the list of that was given to him when he was hired on the City needs which were created by Ross Schultz so that the Council can give it to the next City Manager.

Councilor Baller then added that she wanted to ask the City Manager for a list of performance evaluations before he leaves and maybe he could include that data with the list requested by Mayor Skyberg. She wants his perspective as if he were to stay longer.

## 2. Public Input

Mayor Ila Skyberg

Shirley Fitzgerald stated her address of 531 NE 4th St. Shirley made reference to page 4 in the Council packet. She said that it's disingenuous of the city to say to the residents that they are only going to pay additional \$8.13 a month. She said that is only if you use 100 cubic feet but if you are like most you will pay more.

Nellie Jackson stated her address of 565 SW Barber and said she has lived here since 1993. She said she loves the town and not the water bill. She continued to say she is on a fixed income and that people are going to have to move away.

Karl Klym spoke next in opposition and said that the water rates are out of control. Karl appealed to the council to have a better system in place to higher staff. He said that when the city hired the City Manager it was a stepping stone; he said for the citizens it was stepped on. He said "Let's think about who we are hiring!"

Doug Colton stated is address at 475 SW Pioneer. He said that 3 years ago he brought to Council a petition with 60 signatures of those who want their senior discount back. He suggested to Council to consider having an allowable of 300 units of water with the base. He added that Willamina is the only City that charges less to an out of Town Company in the whole state pays less than the people who live in town. He was making reference to Willamina Lumbers commodity rate.

## 3. Public Hearing On Water Rates

Mayor Skyberg Opened the Public Hearing

Mayor Skyberg read the script to open the hearing.

The purpose of the hearing is to obtain citizen comments on a proposed 20% increase in water rates and an increase of 3% in sewer rates which would become effective with the

June 16-July 15, 2017, billing cycle.

The proposal would increase the base rate for water for a residential customer by \$5.26 and increase the commodity rate by .63 per 100 cubic feet per month and increase the sewer by \$1.73 per month. The utility fee increase of .50 will apply to each residential customer. The total amount of these changes would be \$8.13.

Mayor Skyberg asked for Testimony from proponents. She said now is the time for any persons in support of the proposed increases to speak.

Next Testimony from opponents - Now is the time for any person in opposition of the proposed increases to speak.

Shirley Fitzgerald again stood and said she still lives at 541 NE Adams St. Willamina. She said that the water is not going \$8.13; it is going up hire and she wants people to know that. She said if you never flush your toilet or never turn on that tap, then yes your bill increase will be \$8.13; but the minute you turn on that tap it will be a lot more. She asked for an explanation and said it was not fair for the Council to sit there and not let people understand the increase. Mayor Skyberg asked staff to explain.

Bob Sivick added that what the citizen is saying is that the base rate of \$26.00 which has to be there to pay for the infrastructure which comprise of pipes and a treatment center in addition to the people that work there which are fixed cost covered by the base rate, do not include usage over 100 cubic feet. Bob further explained that if you go beyond 100 cubic feet then you would pay a rate on usage. Bob gave the background that there was a shift in the way the city water billing went from a heavy base rate with allowable to a usage.

Mayor Skyberg asked for a sample calculation of a bill.

Karl Klym responded and said that we could address his bill which runs \$94 to \$98 dollars a month and they are never there. He then appealed to Council to wait until the next City Manager gets here to figure this out.

City Recorder Debbie Bernard then asked those present to go to page 4 in the packet. She reviewed the details and explained how customers' bills would change. She went over the numbers on the increase which did not include consumption. She further explained that the water rate study proposed that people were averaging 500 cubic ft. a month and that cost would be around \$15.00 additional to the \$97.00 proposed. Karl then understood by stating "so everyone bills will be over a \$100 month". Debbie responded, yes. Scott Clark added that it will be a \$20 bill added to the \$100 per month. Debbie then stated Karl bill would be approximately \$112.00 per month which was the number everyone was trying to get to.

Carol then asked Mayor Skyberg if she watered her lawn. The Mayor responded she does not pay for water as she takes it from the river.

Shirley asked the Council to consider the cost of living for seniors.

Doug Colton addressed page 9 of the packet. He said that citizen's commodity rate is going to \$3.79 but Willamina Lumber rate is going to \$1.14. Bob Burr pointed out Willamina Lumber's base rate is over \$2000.00. Doug responded the average rate in Warrenton is over \$10,000 a month. Mayor Skyberg said Willamina Lumber has redone their intake and they do not use city water. Doug said there are hundreds of Trucks that go thru town and we put up with a lot of what they do.

The City Recorder asked the Mayor to ask if there are no other general comments then the Mayor can close the hearing.

A newcomer to the City then stood and said she moved to Willamina from Tigard about a year ago. She said if that Lumber Company wants to move out over a couple of grand then "Good By". She said it is about the people who want to live here.

Shirley wanted to make another comment and said the notice was short. Good amount of people are not here tonight; she said that she received several comments on Facebook. Another citizen said people are not present because they are up at the High School. Shirley added that she did not believe there is enough notice given. Shirley asked the Council to postpone and put out another notice; she feels the public needs to know.

City Manager Bob Sivick addresses that comment. He said the fact that people did not show up is not a reason to postpone. There has to be a point that a citizen decides that it is their responsibility to show up.

Mayor Skyberg closed the public hearing.

Mayor Skyberg then stated at this time. Council can make a decision to approve the proposed increase, make changes to the proposed increase (if for a higher rate you must set another public hearing date. If lower, no additional hearing is required), or do nothing and the rates will remain the same.

The City Manager asked to begin his PowerPoint presentation at this point before the item of Resolutions on the agenda.

4. Presentation By Bob Sivick Water Rates  
Mayor Ila Skyberg

Bob began his presentation and stated:

**WILLAMINA HAS TWO UTILITIES:**

**WATER**

**WASTEWATER (or Sewer)**

Municipal Utility financial activity is carried out in and through Enterprise Funds

WATER - Fund 30  
 WASTEWATER - Fund 40

Utility Enterprise Funds are separate from the City's General Fund which as its name implies, funds general municipal operations

Revenue for Utility Enterprise Funds is supposed to be solely derived from fees charged for utility service

Utility Enterprise Fund revenue is to be solely used for day to day operations of the utility along with maintenance and long term upgrades of utility infrastructure

In recent years Fund 30 (Water) has run a deficit which necessitated subsidization from the General Fund

This is not only a bad business practice but prohibited by Oregon local budgeting law

There is no excuse for Utility Enterprise Funds to run deficits as municipal utilities enjoy a monopoly in providing necessary services

The practice in setting rates is to determine what is needed for day to day operations and long term maintenance and upgrades and then determining what rate will provide sufficient revenue for those expenses

Willamina has failed to do this

In 2015 the City paid \$100K to Engineering Firm Keller Associates for a Water Master Plan

Part of that plan recommended annual water rate increases

Recommended rate increases only addressed operating expenses and not capital improvements

2015 Recommended Increase - 9% (Actual City Increase 5%)

2016 Recommended Increase 16% (Actual City Increase 7%)

Smaller than recommended increases has exacerbated the problem and resulted in the Water Enterprise Fund growing deficit

This in turn requires even larger increases to correct problem

5. Consideration Of Resolution Number 16-17-010 Increasing Rates For The Use And Sales Of Water & Increasing Sewer Rates  
 Mayor Ila Skyberg

**MOTION:** Councilor Baller **moved** approve RESOLUTION NUMBER 16-17-010, Increasing Rates for the Use and Sales of Water & Increasing Sewer Rates. Councilor Burr **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson, Stritzke and Wooden voting aye. All in Favor.

6. Consideration Of Resolution Number 16.17-011, Increasing Utility Fee  
Mayor Skyberg

**MOTION:** Councilor Baller **moved** to approve RESOLUTION NUMBER 16.17-011 Utility Fee. Councilor Stritzke **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson, Stritzke and Wooden voting aye. All in Favor.

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

The next meeting will be held at 6:00 PM on May 4, 2017 at:  
West Valley Fire  
825 NE Main St  
Willamina, Oregon 97396

The agenda for the next meeting is as follows:  
Cog to present to Council a discussion on the City Manager Position

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

Minutes submitted by: City Recorder Debbie Bernard

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Minutes approved by: Mayor Ila Skyberg

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CITY OF WILLAMINA  
 COMBINED CASH INVESTMENT  
 APRIL 30, 2017

COMBINED CASH ACCOUNTS

99-00-1010	US BANK OPERATIONS	114,834.36
99-00-1015	XPRESS DEPOSIT ACCOUNT	4,838.93
99-00-1020	PAYROLL - CHECKING	68,312.43
99-00-1030	INVESTMENTS-LGIP	795,291.26
99-00-1035	FIRST FEDERAL CEMETERY ACCOUNT	2,983.91
99-00-1040	PETTY CASH	300.00
		986,560.89
99-00-1700	UTILITY CASH CLEARING	( 100,803.93)
99-00-1800	BUSINESS LICENSE CASH CLEARING	( 140.00)
99-00-1900	COURT CASH CLEARING	( 785.00)
99-00-1910	MERCHANT SERVICES CLEARING	343.45
99-00-1009	CASH ALLOCATED	( 885,175.41)
		.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	163,071.84
20	ALLOCATION TO STREET FUND	144,607.67
21	ALLOCATION TO STREET SDC FUND	105,000.00
30	ALLOCATION TO WATER FUND	80,300.38
31	ALLOCATION TO WATER SDC FUND	68,390.00
40	ALLOCATION TO WASTEWATER FUND	247,629.16
41	ALLOCATION TO WASTEWATER SDC FUND	28,704.00
50	ALLOCATION TO DEBT FUND	47,472.36
		885,175.41
	TOTAL ALLOCATIONS TO OTHER FUNDS	885,175.41
	ALLOCATION FROM GENERAL FUND - 99-00-1009	( 885,175.41)
		.00

## CITY OF WILLAMINA

## BALANCE SHEET

APRIL 30, 2017

## GENERAL FUND

ASSETS

10-00-1009	CASH ALLOCATED	163,071.84	
10-00-1280	TAXES RECEIVABLE	28,722.00	
10-00-1300	INVENTORY	7,755.00	
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	52,462.00	
10-00-1490	ACCUMULATED DEPRECIATION	( 601,029.00)	
10-00-1900	DEFERRED PENSION	44,350.00	
	TOTAL ASSETS		<u>1,284,387.84</u>

LIABILITIES AND EQUITYLIABILITIES

10-00-2000	ACCOUNTS PAYABLE	( 28,281.07)	
10-00-2110	PAYROLL TAX PAYABLE	( 119.67)	
10-00-2120	BENEFITS PAYABLE	9,139.19	
10-00-2130	UNION DUES PAYABLE	( 68.16)	
10-00-2150	ACCRUED VACATION	23,138.80	
	TOTAL LIABILITIES		3,809.09

FUND EQUITY

10-00-3000	FUND BALANCE	33,932.60	
10-00-3060	RESTRICTED DOWNTOWN LOAN	25,000.00	
10-00-3100	FUND BALANCE CAPITAL LESS DEBT	1,040,489.00	
	REVENUE OVER EXPENDITURES - YTD	<u>181,157.15</u>	
	BALANCE - CURRENT DATE	<u>1,280,578.75</u>	
	TOTAL FUND EQUITY		<u>1,280,578.75</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,284,387.84</u>

CITY OF WILLAMINA  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	33,932.60	33,932.60	.0
10-10-4001 PROPERTY TAX	1,667.83	334,636.98	338,293.00	3,656.02	98.9
10-10-4002 PROPERTY TAX PRIOR	351.81	19,491.59	9,988.00	( 9,503.59)	195.2
10-10-4003 INTEREST ON TAXES	.00	.00	52.00	52.00	.0
10-10-4110 STATE CIGARETTE TAX	.00	1,809.91	3,060.00	1,250.09	59.2
10-10-4111 STATE REVENUE SHARING	.00	21,582.86	24,480.00	2,897.14	88.2
10-10-4112 STATE LIQUOR TAX	2,381.35	23,331.18	31,571.00	8,239.82	73.9
10-10-4501 BUSINESS LICENSES	315.00	1,330.00	2,229.00	899.00	59.7
10-10-4511 LIEN SEARCHES	160.00	784.50	612.00	( 172.50)	128.2
10-10-4571 OLCC LICENSE FEE	.00	210.00	218.00	8.00	96.3
10-10-4600 FRANCHISE FEES CENTURYLINK	.00	605.69	12,241.00	11,635.31	5.0
10-10-4601 FRANCHISE FEES NW NATURAL	.00	11,704.67	12,938.00	1,233.33	90.5
10-10-4602 FRANCHISE FEES PGE	.00	57,010.42	59,590.00	2,579.58	95.7
10-10-4603 FRANCHISE FEES WAVE BROADBAND	.00	10,862.85	260.00	( 10,602.85)	4178.0
10-10-4604 FRANCHISE FEES WESTERN ORWASTE	408.72	4,521.35	4,769.00	247.65	94.8
10-10-4605 FRANCHISE FEES ONLINENW	.00	300.00	.00	( 300.00)	.0
10-10-4700 REIMBURSEMENT - FEMA	.00	13,209.77	.00	( 13,209.77)	.0
10-10-4816 DONATIONS	.00	4.00	.00	( 4.00)	.0
10-10-4900 INTEREST INCOME	844.16	6,963.30	2,856.00	( 4,107.30)	243.8
10-10-4901 MISCELLANEOUS INCOME	486.14	1,490.81	.00	( 1,490.81)	.0
<b>TOTAL DEPARTMENT 10</b>	<b>6,615.01</b>	<b>509,849.88</b>	<b>537,089.60</b>	<b>27,239.72</b>	<b>94.9</b>
 <u>COURT</u>					
10-14-4507 COURT FINES AND FEES	.00	75.00	3,409.00	3,334.00	2.2
10-14-4508 COURT COSTS ASSESSED	.00	.00	1,020.00	1,020.00	.0
<b>TOTAL COURT</b>	<b>.00</b>	<b>75.00</b>	<b>4,429.00</b>	<b>4,354.00</b>	<b>1.7</b>
 <u>PLANNING</u>					
10-17-4583 PLANNING FEES	400.00	6,300.00	5,000.00	( 1,300.00)	126.0
10-17-4585 DEVELOPMENT FEES PLANNING	.00	400.00	.00	( 400.00)	.0
<b>TOTAL PLANNING</b>	<b>400.00</b>	<b>6,700.00</b>	<b>5,000.00</b>	<b>( 1,700.00)</b>	<b>134.0</b>
 <u>PUBLIC SAFETY</u>					
10-18-4506 CODE ENFORCEMENT FEES	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL PUBLIC SAFETY</b>	<b>.00</b>	<b>.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>.0</b>

CITY OF WILLAMINA  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET LIGHTS</u>					
10-19-4822 STREET LIGHTS FEE	1,910.39	12,882.27	18,000.00	5,117.73	71.6
10-19-4823 MISC UTILITY RESERVE	.00	2,263.26	4,500.00	2,236.74	50.3
TOTAL STREET LIGHTS	1,910.39	15,145.53	22,500.00	7,354.47	67.3
<u>SPECIAL</u>					
10-60-4010 EID BUSINESS TAXES	.00	7,764.72	8,000.00	235.28	97.1
10-60-4758 DOWNTOWN LOAN PRINC PAY	.00	.00	2,000.00	2,000.00	.0
TOTAL SPECIAL	.00	7,764.72	10,000.00	2,235.28	77.7
<u>LIBRARY</u>					
10-65-4560 FINES	34.50	523.32	1,795.00	1,271.68	29.2
10-65-4705 CCRLS FORMULA PAYMENT	4,217.00	16,962.17	14,280.00	( 2,682.17)	118.8
10-65-4708 CCRLS LOST BOOK	.00	395.09	301.00	( 94.09)	131.3
10-65-4711 CCRLS NET LENDING	.00	727.50	1,814.00	1,086.50	40.1
10-65-4714 CCRLS RURAL PATRON	.00	120.00	1,681.00	1,561.00	7.1
10-65-4811 READY TO READ GRANT	.00	1,000.00	1,040.00	40.00	96.2
10-65-4816 DONATIONS	.00	200.00	31.00	( 169.00)	645.2
10-65-4901 MISCELLANEOUS INCOME	37.25	261.36	.00	( 261.36)	.0
TOTAL LIBRARY	4,288.75	20,189.44	20,942.00	752.56	96.4
<u>CEMETERY</u>					
10-68-4588 SALE OF INTERNMENT RIGHTS	.00	.00	510.00	510.00	.0
TOTAL CEMETERY	.00	.00	510.00	510.00	.0
<u>DEPARTMENT 81</u>					
10-81-4816 GRANT REVENUE FORD FAMILY FOUN	.00	5,000.00	5,000.00	.00	100.0
TOTAL DEPARTMENT 81	.00	5,000.00	5,000.00	.00	100.0
<u>TRANSFER</u>					
10-90-9130 IN LIEU OF FRANCHISE FEE WATER	.00	11,771.00	14,076.00	2,305.00	83.6
10-90-9140 IN LIEU OF FRANCHISE FEE WW	.00	11,354.00	17,442.00	6,088.00	65.1
10-90-9600 OVERHEAD ALLOCATED	.00	110,080.00	.00	( 110,080.00)	.0
TOTAL TRANSFER	.00	133,205.00	31,518.00	( 101,687.00)	422.6

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	13,214.15	697,929.57	637,988.60	( 59,940.97)	109.4

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
10-12-5115 BANK CHARGES	153.24	1,298.95	1,938.00	639.05	67.0
10-12-5123 MERCHANT FEES	179.50	179.50	.00	( 179.50)	.0
10-12-5124 PAYROLL PROCESSING FEES	46.88	1,562.49	4,080.00	2,517.51	38.3
10-12-5126 POSTAGE	490.00	1,113.09	612.00	( 501.09)	181.9
10-12-5137 SUPPLIES	35.23	5,000.32	7,140.00	2,139.68	70.0
10-12-5200 CONTRACT SERVICES	4,760.30	39,847.37	68,000.00	28,152.63	58.6
10-12-5201 AUDIT SERVICES	.00	14,000.00	15,000.00	1,000.00	93.3
10-12-5203 LEGAL SERVICES	2,248.77	16,105.29	5,000.00	( 11,105.29)	322.1
10-12-5207 INSURANCE	313.00	24,423.10	31,620.00	7,196.90	77.2
10-12-5209 CLEANING SERVICES	250.00	2,250.00	2,550.00	300.00	88.2
10-12-5230 PRINTING AND PUBLISHING	821.28	4,815.03	3,060.00	( 1,755.03)	157.4
10-12-5233 TECHNOLOGY SERVICES	30.00	15,312.56	20,400.00	5,087.44	75.1
10-12-5234 TECHNOLOGY BACK UP	.00	1,200.00	6,120.00	4,920.00	19.6
10-12-5235 SOFTWARE MAINTENANCE	1,200.00	6,000.00	4,404.00	( 1,596.00)	136.2
10-12-5320 DUES, LICENSE, PERMITS	.00	4,828.60	4,680.00	( 148.60)	103.2
10-12-5342 CONFERENCE/SEMINAR/TRAINING	527.82	2,384.84	1,500.00	( 884.84)	159.0
10-12-5344 TRAVEL	.00	1,435.24	700.00	( 735.24)	205.0
10-12-5355 MISCELLANEOUS EXPENSE	.00	578.22	300.00	( 278.22)	192.7
10-12-5413 TELEPHONE	397.97	4,147.35	3,060.00	( 1,087.35)	135.5
10-12-5415 UTILITIES	566.51	4,910.68	5,610.00	699.32	87.5
10-12-5504 REPAIRS - MAINTENANCE	220.00	385.00	10,200.00	9,815.00	3.8
10-12-5600 EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
10-12-5606 EQUIPMENT LEASE	699.15	4,975.64	6,000.00	1,024.36	82.9
<b>TOTAL ADMIN</b>	<b>12,939.65</b>	<b>156,753.27</b>	<b>202,974.00</b>	<b>46,220.73</b>	<b>77.2</b>
<u>COUNCIL</u>					
10-13-5307 COMMUNITY PROJECT	.00	.00	1,700.00	1,700.00	.0
10-13-5342 CONFERENCE/SEMINAR/TRAINING	.00	935.00	2,000.00	1,065.00	46.8
10-13-5344 TRAVEL	44.97	114.39	600.00	485.61	19.1
10-13-5355 COUNCIL EXPENSE	.00	1,275.64	1,200.00	( 75.64)	106.3
<b>TOTAL COUNCIL</b>	<b>44.97</b>	<b>2,325.03</b>	<b>5,500.00</b>	<b>3,174.97</b>	<b>42.3</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COURT</u>					
10-14-5200 CONTRACT SERVICES	.00	.00	200.00	200.00	.0
10-14-5211 MUNI COURT JUDGE	250.00	2,500.00	3,600.00	1,100.00	69.4
10-14-5306 STATE ASSESSMENT	.00	416.33	1,367.00	950.67	30.5
10-14-5313 COUNTY JAIL ASSESSMENT	.00	104.98	271.00	166.02	38.7
10-14-5317 COURT REFUNDS	.00	.00	408.00	408.00	.0
10-14-5320 DUES, LICENSE, PERMITS	.00	40.00	2,000.00	1,960.00	2.0
10-14-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	750.00	750.00	.0
10-14-5344 TRAVEL	.00	.00	500.00	500.00	.0
10-14-5413 TELEPHONE	.00	.00	415.00	415.00	.0
10-14-5600 EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
TOTAL COURT	250.00	3,061.31	10,511.00	7,449.69	29.1
<u>PLANNING</u>					
10-17-5204 ENGINEERING SERVICES	.00	4,217.50	1,000.00	( 3,217.50)	421.8
10-17-5214 PLANNING SERVICES	1,458.12	26,602.89	7,000.00	( 19,602.89)	380.0
10-17-5342 CONFERENCE/SEMINAR/TRAINING	175.00	175.00	.00	( 175.00)	.0
TOTAL PLANNING	1,633.12	30,995.39	8,000.00	( 22,995.39)	387.4
<u>PUBLIC SAFETY</u>					
10-18-5000 SALARY - WAGES	1,492.50	12,254.96	19,282.00	7,027.04	63.6
10-18-5020 PAYROLL TAX	124.64	996.86	1,751.00	754.14	56.9
10-18-5040 BENEFITS	3.98	2,507.72	12,623.00	10,115.28	19.9
10-18-5060 PERS	.00	.00	1,157.00	1,157.00	.0
10-18-5090 WORKERS COMP	1.39	9.78	595.00	585.22	1.6
10-18-5120 GAS - OIL	.00	631.16	153.00	( 478.16)	412.5
10-18-5137 SUPPLIES	.00	20.87	.00	( 20.87)	.0
10-18-5217 POLICE SERVICES CONTRACT	.00	143,837.10	191,760.00	47,922.90	75.0
10-18-5302 DUES YCOM	1,748.83	17,488.30	21,420.00	3,931.70	81.6
10-18-5413 TELEPHONE	46.01	460.10	.00	( 460.10)	.0
10-18-5504 REPAIRS - MAINTENANCE	.00	1,141.41	255.00	( 886.41)	447.6
10-18-6001 CAPITAL OUTLAY - VEHICLE	.00	5,000.00	.00	( 5,000.00)	.0
TOTAL PUBLIC SAFETY	3,417.35	184,348.26	248,996.00	64,647.74	74.0
<u>STREET LIGHTS</u>					
10-19-5400 STREET LIGHTS	.00	13,896.44	18,360.00	4,463.56	75.7
TOTAL STREET LIGHTS	.00	13,896.44	18,360.00	4,463.56	75.7

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SPECIAL</u>					
10-60-5758 DOWNTOWN LOAN	.00	.00	2,000.00	2,000.00	.0
10-60-5900 EID TAX DISBURSEMENT	.00	7,818.01	8,000.00	181.99	97.7
<b>TOTAL SPECIAL</b>	<b>.00</b>	<b>7,818.01</b>	<b>10,000.00</b>	<b>2,181.99</b>	<b>78.2</b>
<u>LIBRARY</u>					
10-65-5000 SALARY - WAGES	1,724.36	15,630.00	20,340.00	4,710.00	76.8
10-65-5020 PAYROLL TAX	147.76	1,226.56	1,443.00	216.44	85.0
10-65-5040 BENEFITS	1,457.40	11,942.04	10,515.00	( 1,427.04)	113.6
10-65-5060 PERS	.00	361.59	964.00	602.41	37.5
10-65-5090 WORKERS COMP	1.73	11.96	46.00	34.04	26.0
10-65-5100 BOOKS CHILDREN	437.90	1,834.02	2,040.00	205.98	89.9
10-65-5101 AUDIO VISUAL CHILDREN	45.94	123.76	1,020.00	896.24	12.1
10-65-5102 AUDIO VISUAL ADULT	129.18	445.84	.00	( 445.84)	.0
10-65-5106 BOOKS ADULTS	303.36	1,934.32	2,040.00	105.68	94.8
10-65-5107 BOOKS LOST REPLACEMENT	.00	16.99	306.00	289.01	5.6
10-65-5111 SPECIAL PROGRAM CHILDREN	.00	361.27	816.00	454.73	44.3
10-65-5112 SPECIAL PROGRAM ADULT	.00	122.88	204.00	81.12	60.2
10-65-5137 SUPPLIES	151.57	912.04	.00	( 912.04)	.0
10-65-5200 CONTRACT SERVICES	.00	111.30	.00	( 111.30)	.0
10-65-5209 CLEANING SERVICES	.00	354.13	1,020.00	665.87	34.7
10-65-5233 TECHNOLOGY SERVICES	.00	1,120.50	.00	( 1,120.50)	.0
10-65-5320 DUES, LICENSE, PERMITS	.00	621.00	500.00	( 121.00)	124.2
10-65-5321 SUBSCRIPTIONS	5.00	174.91	500.00	325.09	35.0
10-65-5360 PERS PAYOUT	.00	3,331.00	.00	( 3,331.00)	.0
10-65-5413 TELEPHONE	184.97	1,100.51	1,224.00	123.49	89.9
10-65-5415 UTILITIES	187.79	2,385.44	2,550.00	164.56	93.6
10-65-5504 REPAIRS - MAINTENANCE	222.00	1,908.80	1,428.00	( 480.80)	133.7
10-65-5606 EQUIPMENT LEASE	.00	( 2,282.59)	2,469.00	4,751.59	( 92.5)
10-65-5912 GRANT EXPENSE READY TO READ	.00	891.16	1,000.00	108.84	89.1
10-65-6000 CAPITAL OUTLAY	.00	765.70	850.00	84.30	90.1
<b>TOTAL LIBRARY</b>	<b>4,998.96</b>	<b>45,405.13</b>	<b>51,275.00</b>	<b>5,869.87</b>	<b>88.6</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
10-66-5000 SALARY - WAGES	2,273.40	9,304.40	.00 (	9,304.40)	.0
10-66-5001 PW ALLOCATED PAYROLL	.00	.00	2,535.00	2,535.00	.0
10-66-5020 PAYROLL TAX	354.15	1,980.86	.00 (	1,980.86)	.0
10-66-5060 PERS	.00	556.71	.00 (	556.71)	.0
10-66-5090 WORKERS COMP	4.26	1,028.58	.00 (	1,028.58)	.0
10-66-5120 GAS - OIL	.00	476.48	153.00 (	323.48)	311.4
10-66-5137 SUPPLIES	84.90	90.28	.00 (	90.28)	.0
10-66-5140 UNIFORMS - TOWELS	214.14	1,086.43	612.00 (	474.43)	177.5
10-66-5200 CONTRACT SERVICES	.00	4,120.56	2,688.00 (	1,432.56)	153.3
10-66-5413 TELEPHONE	56.46	570.54	714.00	143.46	79.9
10-66-5415 UTILITIES	84.26	3,383.92	2,202.00 (	1,181.92)	153.7
10-66-5504 REPAIRS - MAINTENANCE	498.47	1,290.69	2,244.00	953.31	57.5
10-66-5510 LANDSCAPE MAINTENANCE	.00	56.00	500.00	444.00	11.2
10-66-5512 POND AQUATIC WEED CONTROL	.00	.00	5,100.00	5,100.00	.0
10-66-5600 EQUIPMENT	.00	.00	500.00	500.00	.0
10-66-9615 PW EXPENSE ALLOCATION	.00	.00	344.00	344.00	.0
<b>TOTAL PARKS</b>	<b>3,570.04</b>	<b>23,945.45</b>	<b>17,592.00 (</b>	<b>6,353.45)</b>	<b>136.1</b>
<u>MUSEUM</u>					
10-67-5200 CONTRACT SERVICES	59.85	133.20	.00 (	133.20)	.0
10-67-5320 DUES, LICENSE, PERMITS	.00	68.00	100.00	32.00	68.0
10-67-5413 TELEPHONE	70.43	700.21	757.00	56.79	92.5
10-67-5415 UTILITIES	227.99	2,263.63	2,142.00 (	121.63)	105.7
10-67-5504 REPAIRS - MAINTENANCE	.00	204.50	1,020.00	815.50	20.1
10-67-5606 EQUIPMENT LEASE	.00	557.25	1,531.00	973.75	36.4
<b>TOTAL MUSEUM</b>	<b>358.27</b>	<b>3,926.79</b>	<b>5,550.00</b>	<b>1,623.21</b>	<b>70.8</b>
<u>CEMETERY</u>					
10-68-5320 DUES, LICENSE, PERMITS	.00	.00	100.00	100.00	.0
10-68-5510 LANDSCAPE MAINTENANCE	.00	400.00	2,448.00	2,048.00	16.3
10-68-5513 PORTABLE RESTROOM	.00	.00	204.00	204.00	.0
<b>TOTAL CEMETERY</b>	<b>.00</b>	<b>400.00</b>	<b>2,752.00</b>	<b>2,352.00</b>	<b>14.5</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PAYROLL ADMIN</u>					
10-70-5000 SALARY - WAGES	9,500.92	122,140.27	176,000.00	53,859.73	69.4
10-70-5002 ADMIN ALLOCATED PAYROLL	.00	( 120,332.00)	( 97,201.00)	23,131.00	(123.8)
10-70-5020 PAYROLL TAX	710.18	9,331.91	9,030.00	( 301.91)	103.3
10-70-5040 BENEFITS	3,387.60	39,300.82	28,968.00	( 10,332.82)	135.7
10-70-5060 PERS	.00	4,318.80	6,360.00	2,041.20	67.9
10-70-5090 WORKERS COMP	4.48	1,678.94	319.00	( 1,359.94)	526.3
10-70-9610 OVERHEAD ALLOCATION	.00	.00	9,628.00	9,628.00	.0
<b>TOTAL PAYROLL ADMIN</b>	<b>13,603.18</b>	<b>56,438.74</b>	<b>133,104.00</b>	<b>76,665.26</b>	<b>42.4</b>
<u>PAYROLL PUBLIC WORKS</u>					
10-71-5000 SALARY - WAGES	9,175.82	95,354.13	180,755.00	85,400.87	52.8
10-71-5001 PW ALLOCATED PAYROLL	.00	( 135,619.00)	( 297,693.00)	( 162,074.00)	( 45.6)
10-71-5002 ADMIN ALLOCATED PAYROLL	.00	.00	12,900.00	12,900.00	.0
10-71-5020 PAYROLL TAX	479.62	5,838.61	15,846.00	10,007.39	36.9
10-71-5040 BENEFITS	3,705.98	35,906.72	51,513.00	15,606.28	69.7
10-71-5060 PERS	.00	4,397.99	12,592.00	8,194.01	34.9
10-71-5090 WORKERS COMP	4.22	1,037.36	6,982.00	5,944.64	14.9
10-71-9610 OVERHEAD ALLOCATION	.00	.00	17,105.00	17,105.00	.0
<b>TOTAL PAYROLL PUBLIC WORKS</b>	<b>13,365.64</b>	<b>6,915.81</b>	<b>.00</b>	<b>( 6,915.81)</b>	<b>.0</b>
<u>PUBLIC WORKS OPERATIONS</u>					
10-72-5002 ADMIN ALLOCATED PAYROLL	.00	.00	1,751.00	1,751.00	.0
10-72-5120 GAS - OIL	2.75	2,130.88	816.00	( 1,314.88)	261.1
10-72-5137 SUPPLIES	658.49	4,640.54	15,300.00	10,659.46	30.3
10-72-5140 UNIFORMS - TOWELS	.00	1,524.70	1,224.00	( 300.70)	124.6
10-72-5200 CONTRACT SERVICES	.00	5,049.92	8,262.00	3,212.08	61.1
10-72-5203 LEGAL SERVICES	.00	1,744.60	1,020.00	( 724.60)	171.0
10-72-5207 INSURANCE	.00	7,919.54	4,182.00	( 3,737.54)	189.4
10-72-5233 TECHNOLOGY SERVICES	.00	655.00	.00	( 655.00)	.0
10-72-5320 DUES, LICENSE, PERMITS	.00	85.00	200.00	115.00	42.5
10-72-5342 CONFERENCE/SEMINAR/TRAINING	20.40	160.40	1,500.00	1,339.60	10.7
10-72-5415 UTILITIES	432.90	8,078.70	2,346.00	( 5,732.70)	344.4
10-72-5504 REPAIRS - MAINTENANCE	405.00	1,622.65	816.00	( 806.65)	198.9
10-72-5507 EQUIPMENT MAINTENANCE	597.18	2,083.06	663.00	( 1,420.06)	314.2
10-72-9610 OVERHEAD ALLOCATION	.00	.00	2,321.00	2,321.00	.0
10-72-9615 FUND/DEPT ALLOCATIONS	.00	( 34,455.00)	( 40,401.00)	( 5,946.00)	( 85.3)
<b>TOTAL PUBLIC WORKS OPERATIONS</b>	<b>2,116.72</b>	<b>1,239.99</b>	<b>.00</b>	<b>( 1,239.99)</b>	<b>.0</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL</u>					
10-80-6010 CAPITAL OUTLAY	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL	.00	.00	10,000.00	10,000.00	.0
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10-81-5912 GRANT EXP GREEN GROWTHDEPTSTOR	.00	5,000.00	5,000.00	.00	100.0
10-81-5915 GRANT EXP GREEN GROWTH FACADE	.00	3,950.00	4,000.00	50.00	98.8
10-81-5916 GRANT EXP FORD FAMILY FOUND	.00	3,632.80	5,000.00	1,367.20	72.7
TOTAL DEPARTMENT 81	.00	12,582.80	14,000.00	1,417.20	89.9
<hr/>					
<u>TRANSFER</u>					
10-90-9610 OVERHEAD CHARGE	.00	.00	( 138,510.00)	( 138,510.00)	.0
TOTAL TRANSFER	.00	.00	( 138,510.00)	( 138,510.00)	.0
<hr/>					
<u>CONTINGENCY</u>					
10-99-9900 CONTINGENCY	.00	.00	42,422.60	42,422.60	.0
10-99-9914 PRIOR PERIOD EXPENSE	.00	( 33,280.00)	.00	33,280.00	.0
TOTAL CONTINGENCY	.00	( 33,280.00)	42,422.60	75,702.60	( 78.5)
<hr/>					
TOTAL FUND EXPENDITURES	56,297.90	516,772.42	642,526.60	125,754.18	80.4
<hr/>					
NET REVENUE OVER EXPENDITURES	( 43,083.75)	181,157.15	( 4,538.00)	( 185,695.15)	3992.0

CITY OF WILLAMINA  
BALANCE SHEET  
APRIL 30, 2017

STREET FUND

ASSETS

20-00-1009	CASH ALLOCATED	144,607.67	
20-00-1210	ODOT RECEIVABLE	( 11,599.60)	
	TOTAL ASSETS		<u>133,008.07</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2000	ACCOUNTS PAYABLE	1,854.76	
	TOTAL LIABILITIES		1,854.76

FUND EQUITY

20-00-3000	FUND BALANCE	105,806.54	
	REVENUE OVER EXPENDITURES - YTD	<u>25,346.77</u>	
	BALANCE - CURRENT DATE	<u>131,153.31</u>	
	TOTAL FUND EQUITY		<u>131,153.31</u>
	TOTAL LIABILITIES AND EQUITY		<u>133,008.07</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
20-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	105,806.54	105,806.54	.0
20-10-4115 STATE HIGHWAY REVENUE	8,843.51	81,103.07	124,000.00	42,896.93	65.4
<b>TOTAL DEPARTMENT 10</b>	<b>8,843.51</b>	<b>81,103.07</b>	<b>229,806.54</b>	<b>148,703.47</b>	<b>35.3</b>
<b>TOTAL FUND REVENUE</b>	<b>8,843.51</b>	<b>81,103.07</b>	<b>229,806.54</b>	<b>148,703.47</b>	<b>35.3</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

STREET FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
20-11-5001 PW ALLOCATED PAYROLL	.00	13,481.00	33,081.00	19,600.00	40.8
20-11-5002 ADMIN ALLOCATED PAYROLL	.00	11,962.00	9,252.00	( 2,710.00)	129.3
20-11-5090 WORKERS COMP	.00	1,510.98	.00	( 1,510.98)	.0
20-11-5120 GAS - OIL	76.50	533.54	2,040.00	1,506.46	26.2
20-11-5137 SUPPLIES	.00	5.38	.00	( 5.38)	.0
20-11-5140 UNIFORMS - TOWELS	63.00	429.74	168.00	( 261.74)	255.8
20-11-5200 CONTRACT SERVICES	.00	19.17	.00	( 19.17)	.0
20-11-5204 ENGINEERING SERVICES	.00	2,100.00	10,000.00	7,900.00	21.0
20-11-5344 TRAVEL	.00	.00	30.00	30.00	.0
20-11-5413 TELEPHONE	35.28	372.26	510.00	137.74	73.0
20-11-5415 UTILITIES	.00	.00	3,060.00	3,060.00	.0
20-11-5504 REPAIRS - MAINTENANCE	394.53	1,917.58	204.00	( 1,713.58)	940.0
20-11-5521 SIDEWALK MAINTENANCE	531.00	2,996.00	6,630.00	3,634.00	45.2
20-11-5522 STREET MAINTENANCE	1,395.54	5,295.65	20,000.00	14,704.35	26.5
20-11-5600 EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
<b>TOTAL EXPENDITURE</b>	<b>2,495.85</b>	<b>40,623.30</b>	<b>86,475.00</b>	<b>45,851.70</b>	<b>47.0</b>
<b>CAPITAL</b>					
20-80-6001 CAPITAL-SIDWALK STRIPING	.00	.00	2,000.00	2,000.00	.0
<b>TOTAL CAPITAL</b>	<b>.00</b>	<b>.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>.0</b>
<b>TRANSFER</b>					
20-90-9610 OVERHEAD ALLOCATION	.00	10,943.00	12,268.00	1,325.00	89.2
20-90-9615 PW EXPENSE ALLOCATION	.00	3,425.00	4,490.00	1,065.00	76.3
<b>TOTAL TRANSFER</b>	<b>.00</b>	<b>14,368.00</b>	<b>16,758.00</b>	<b>2,390.00</b>	<b>85.7</b>
<b>CONTINGENCY</b>					
20-99-9900 CONTINGENCY	.00	.00	124,573.54	124,573.54	.0
20-99-9914 PRIOR PERIOD FUND BAL ADJUSTM	.00	765.00	.00	( 765.00)	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>765.00</b>	<b>124,573.54</b>	<b>123,808.54</b>	<b>.6</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>2,495.85</b>	<b>55,756.30</b>	<b>229,806.54</b>	<b>174,050.24</b>	<b>24.3</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>6,347.66</b>	<b>25,346.77</b>	<b>.00</b>	<b>( 25,346.77)</b>	<b>.0</b>

CITY OF WILLAMINA  
 BALANCE SHEET  
 APRIL 30, 2017

STREET SDC FUND

ASSETS

21-00-1009	CASH ALLOCATED	105,000.00	
	TOTAL ASSETS		<u>105,000.00</u>

LIABILITIES AND EQUITY

FUND EQUITY

21-00-3050	FUND BALANCE, RESTRICTED	90,000.00	
	REVENUE OVER EXPENDITURES - YTD	<u>15,000.00</u>	
	BALANCE - CURRENT DATE	<u>105,000.00</u>	
	TOTAL FUND EQUITY		<u>105,000.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>105,000.00</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
21-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	90,000.00	90,000.00	.0
21-10-4421 SYSTEM DEVELOPMENT CHARGES	.00	15,000.00	21,848.00	6,848.00	68.7
TOTAL DEPARTMENT 10	.00	15,000.00	111,848.00	96,848.00	13.4
TOTAL FUND REVENUE	.00	15,000.00	111,848.00	96,848.00	13.4

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

STREET SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>						
21-99-9900	CONTINGENCY	.00	.00	111,848.00	111,848.00	.0
	TOTAL CONTINGENCY	.00	.00	111,848.00	111,848.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	111,848.00	111,848.00	.0
	NET REVENUE OVER EXPENDITURES	.00	15,000.00	.00	( 15,000.00)	.0

CITY OF WILLAMINA  
BALANCE SHEET  
APRIL 30, 2017

WATER FUND

ASSETS

30-00-1009	CASH ALLOCATED	80,300.38	
30-00-1251	UTILITY RECEIVABLE	54,849.65	
30-00-1300	INVENTORY	15,511.00	
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	123,729.00	
30-00-1460	VEHICLES	37,508.00	
30-00-1490	ACCUMULATED DEPRECIATION	( 1,589,684.00)	
	<b>TOTAL ASSETS</b>		<u><u>1,018,960.03</u></u>

LIABILITIES AND EQUITY

LIABILITIES

30-00-2000	ACCOUNTS PAYABLE	3,772.26	
30-00-2150	ACCRUED VACATION	3,129.63	
30-00-2300	WATER DEPOSITS	32,353.93	
30-00-2820	ACCRUED INTEREST	14,681.00	
30-00-2830	WATER FHA 91-01 SERIES 1980	40,443.51	
30-00-2831	WATER FHA 91-02 SERIES 2001	782,998.40	
30-00-2950	DUE TO FUND 50	185,000.00	
	<b>TOTAL LIABILITIES</b>		<u>1,062,378.73</u>

FUND EQUITY

30-00-3000	FUND BALANCE	( 115,899.50)	
30-00-3100	FUND BALANCE CAPITAL LESS DEBT	44,857.00	
	<b>REVENUE OVER EXPENDITURES - YTD</b>	<u>27,623.80</u>	
	<b>BALANCE - CURRENT DATE</b>	<u>( 43,418.70)</u>	
	<b>TOTAL FUND EQUITY</b>		<u>( 43,418.70)</u>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<u><u>1,018,960.03</u></u>

CITY OF WILLAMINA  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
30-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	( 115,899.50)	( 115,899.50)	.0
30-10-4330 WATER REVENUE	40,698.52	404,762.80	502,000.00	97,237.20	80.6
30-10-4332 NEW CONNECTION FEE	.00	2,500.00	4,080.00	1,580.00	61.3
30-10-4337 DOUBLE CHECK VALVE	.00	385.00	561.00	176.00	68.6
30-10-4350 RECOVERY BAD DEBT	184.02	3,189.17	255.00	( 2,934.17)	1250.7
30-10-4581 PENALTY AND FEES	700.00	7,000.00	6,120.00	( 880.00)	114.4
30-10-4582 NON-SUFFICIENT CHECK FEES	25.00	225.00	204.00	( 21.00)	110.3
<b>TOTAL DEPARTMENT 10</b>	<b>41,607.54</b>	<b>418,061.97</b>	<b>397,320.50</b>	<b>( 20,741.47)</b>	<b>105.2</b>
<b>TOTAL FUND REVENUE</b>	<b>41,607.54</b>	<b>418,061.97</b>	<b>397,320.50</b>	<b>( 20,741.47)</b>	<b>105.2</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

WATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
30-11-5000 SALARY - WAGES	4,103.97	46,352.87	44,130.00	( 2,222.87)	105.0
30-11-5001 PW ALLOCATED PAYROLL	.00	59,589.00	136,531.00	76,942.00	43.7
30-11-5002 ADMIN ALLOCATED PAYROLL	.00	52,872.00	38,185.00	( 14,687.00)	138.5
30-11-5020 PAYROLL TAX	323.45	3,422.24	3,837.00	414.76	89.2
30-11-5040 BENEFITS	785.55	7,698.40	9,539.00	1,840.60	80.7
30-11-5060 PERS	.00	3,358.98	5,296.00	1,937.02	63.4
30-11-5090 WORKERS COMP	2.80	4,303.41	1,844.00	( 2,459.41)	233.4
30-11-5108 CHEMICALS	2,786.29	14,664.28	20,400.00	5,735.72	71.9
30-11-5120 GAS - OIL	61.00	1,083.83	3,060.00	1,976.17	35.4
30-11-5123 MERCHANT FEES	.00	1,545.71	1,530.00	( 15.71)	101.0
30-11-5126 POSTAGE	.00	222.80	2,040.00	1,817.20	10.9
30-11-5137 SUPPLIES	43.15	1,700.18	2,040.00	339.82	83.3
30-11-5140 UNIFORMS - TOWELS	352.73	1,632.46	1,008.00	( 624.46)	162.0
30-11-5200 CONTRACT SERVICES	22.05	2,277.69	10,246.00	7,968.31	22.2
30-11-5204 ENGINEERING SERVICES	.00	330.00	10,000.00	9,670.00	3.3
30-11-5230 PRINTING AND PUBLISHING	208.49	208.49	.00	( 208.49)	.0
30-11-5250 SYSTEM ANALYSIS	1,765.00	6,005.00	3,321.00	( 2,684.00)	180.8
30-11-5320 DUES, LICENSE, PERMITS	125.00	797.85	1,605.00	807.15	49.7
30-11-5342 CONFERENCE/SEMINAR/TRAINING	.00	280.00	500.00	220.00	56.0
30-11-5344 TRAVEL	72.76	794.73	530.00	( 264.73)	150.0
30-11-5413 TELEPHONE	474.19	5,548.16	6,000.00	451.84	92.5
30-11-5415 UTILITIES	4,041.37	42,103.82	44,904.00	2,800.18	93.8
30-11-5504 REPAIRS - MAINTENANCE	.00	1,396.12	5,100.00	3,703.88	27.4
30-11-5530 SUPPLY SYSTEM MAINTENANCE	1,000.00	36,139.29	51,000.00	14,860.71	70.9
30-11-5531 DISTRIBUTION MAINTENANCE	590.89	4,145.80	5,100.00	954.20	81.3
30-11-5535 NEW CONNECTION EQUIPMENT	.00	1,361.68	.00	( 1,361.68)	.0
30-11-5600 EQUIPMENT	1,743.77	3,363.44	12,000.00	8,636.56	28.0
<b>TOTAL EXPENDITURE</b>	<b>18,502.46</b>	<b>303,198.23</b>	<b>419,746.00</b>	<b>116,547.77</b>	<b>72.2</b>
30-80-6000 CAPITAL-VEHICLES	.00	.00	4,000.00	4,000.00	.0
30-80-6001 CAPITAL OUTLAY-INTAKE REDESIGN	.00	6,095.94	10,000.00	3,904.06	61.0
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>6,095.94</b>	<b>19,000.00</b>	<b>12,904.06</b>	<b>32.1</b>
<b>TRANSFER</b>					
30-90-9110 IN LIEU OF FRANCHISE FEE	.00	11,354.00	14,076.00	2,722.00	80.7
30-90-9610 OVERHEAD ALLOCATION	.00	48,367.00	50,631.00	2,264.00	95.5
30-90-9615 PW EXPENSE ALLOCATION	.00	15,139.00	18,529.00	3,390.00	81.7
30-90-9750 DEBT SERVICE TRANSFER TO 50	.00	.00	39,609.00	39,609.00	.0
<b>TOTAL TRANSFER</b>	<b>.00</b>	<b>74,860.00</b>	<b>122,845.00</b>	<b>47,985.00</b>	<b>60.9</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
30-99-9900 CONTINGENCY	.00	.00	( 164,270.50)	( 164,270.50)	.0
30-99-9914 PRIOR PERIOD EXPENSE	.00	6,284.00	.00	( 6,284.00)	.0
TOTAL CONTINGENCY	.00	6,284.00	( 164,270.50)	( 170,554.50)	3.8
TOTAL FUND EXPENDITURES	18,502.46	390,438.17	397,320.50	6,882.33	98.3
NET REVENUE OVER EXPENDITURES	23,105.08	27,623.80	.00	( 27,623.80)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 APRIL 30, 2017

WATER SDC FUND

<u>ASSETS</u>			
31-00-1009	CASH ALLOCATED	68,390.00	
	TOTAL ASSETS		<u>68,390.00</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
31-00-3050	FUND BALANCE, RESTRICTED	59,150.00	
	REVENUE OVER EXPENDITURES - YTD	<u>9,240.00</u>	
	BALANCE - CURRENT DATE	<u>68,390.00</u>	
	TOTAL FUND EQUITY		<u>68,390.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>68,390.00</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
31-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	59,414.00	59,414.00	.0
31-10-4431 SYSTEM DEVELOPMENT CHARGES	.00	9,240.00	15,127.00	5,887.00	61.1
TOTAL DEPARTMENT 10	.00	9,240.00	74,541.00	65,301.00	12.4
TOTAL FUND REVENUE	.00	9,240.00	74,541.00	65,301.00	12.4

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
31-80-6000 CAPITAL OUTLAY	.00	.00	10,000.00	10,000.00	.0
TOTAL DEPARTMENT 80	.00	.00	10,000.00	10,000.00	.0
<u>TRANSFER</u>					
31-90-9750 DEBT SERVICE TRANSFER TO 50	.00	.00	13,203.00	13,203.00	.0
TOTAL TRANSFER	.00	.00	13,203.00	13,203.00	.0
<u>CONTINGENCY</u>					
31-99-9900 CONTINGENCY	.00	.00	51,338.00	51,338.00	.0
TOTAL CONTINGENCY	.00	.00	51,338.00	51,338.00	.0
TOTAL FUND EXPENDITURES	.00	.00	74,541.00	74,541.00	.0
NET REVENUE OVER EXPENDITURES	.00	9,240.00	.00	( 9,240.00)	.0

CITY OF WILLAMINA  
BALANCE SHEET  
APRIL 30, 2017

WASTEWATER FUND

ASSETS

40-00-1009	CASH ALLOCATED	247,629.16	
40-00-1251	UTILITY RECEIVABLE	58,337.12	
40-00-1300	INVENTORY	15,511.00	
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	( 2,127,117.00)	
	TOTAL ASSETS		<u><u>2,860,344.28</u></u>

LIABILITIES AND EQUITY

LIABILITIES

40-00-2000	ACCOUNTS PAYABLE	416.86	
40-00-2150	ACCRUED VACATION	1,960.81	
40-00-2400	SEWER DEPOSITS	35,337.13	
40-00-2820	ACCRUED INTEREST	30,637.00	
40-00-2840	WASTEWATER TREATMENT G0300	1,163,202.00	
40-00-2841	WASTEWATER TREATMENT G9900	332,336.00	
	TOTAL LIABILITIES		1,563,889.80

FUND EQUITY

40-00-3000	FUND BALANCE	153,285.14	
40-00-3100	FUND BALANCE CAPITAL LESS DEBT	1,041,019.30	
	REVENUE OVER EXPENDITURES - YTD	<u>102,150.04</u>	
	BALANCE - CURRENT DATE	<u>1,296,454.48</u>	
	TOTAL FUND EQUITY		<u><u>1,296,454.48</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>2,860,344.28</u></u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
40-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	153,285.14	153,285.14	.0
40-10-4340 WASTEWATER REVENUE	49,227.11	439,479.00	543,200.00	103,721.00	80.9
40-10-4342 NEW CONNECTION FEE	.00	600.00	1,020.00	420.00	58.8
40-10-4350 RECOVERY BAD DEBT	124.80	1,627.84	255.00	( 1,372.84)	638.4
<b>TOTAL DEPARTMENT 10</b>	<b>49,351.91</b>	<b>441,706.84</b>	<b>697,760.14</b>	<b>256,053.30</b>	<b>63.3</b>
<b>TOTAL FUND REVENUE</b>	<b>49,351.91</b>	<b>441,706.84</b>	<b>697,760.14</b>	<b>256,053.30</b>	<b>63.3</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

WASTEWATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
40-11-5000 SALARY - WAGES	3,141.08	30,895.67	53,139.00	22,243.33	58.1
40-11-5001 PW ALLOCATED PAYROLL	.00	62,549.00	125,546.00	62,997.00	49.8
40-11-5002 ADMIN ALLOCATED PAYROLL	.00	55,498.00	35,113.00	( 20,385.00)	158.1
40-11-5020 PAYROLL TAX	219.38	2,320.02	4,526.00	2,205.98	51.3
40-11-5040 BENEFITS	1,681.98	16,224.44	19,298.00	3,073.56	84.1
40-11-5060 PERS	.00	978.68	3,188.00	2,209.32	30.7
40-11-5090 WORKERS COMP	2.24	3,162.99	1,923.00	( 1,239.99)	164.5
40-11-5108 CHEMICALS	.00	9,061.18	9,180.00	118.82	98.7
40-11-5120 GAS - OIL	50.68	1,118.96	2,550.00	1,431.04	43.9
40-11-5123 MERCHANT FEES	.00	2,134.55	2,040.00	( 94.55)	104.6
40-11-5126 POSTAGE	.00	70.50	1,734.00	1,663.50	4.1
40-11-5137 SUPPLIES	.00	1,480.06	1,530.00	49.94	96.7
40-11-5140 UNIFORMS - TOWELS	629.86	3,048.81	1,862.00	( 1,186.81)	163.7
40-11-5200 CONTRACT SERVICES	.00	1,010.73	.00	( 1,010.73)	.0
40-11-5204 ENGINEERING SERVICES	.00	780.00	1,530.00	750.00	51.0
40-11-5230 PRINTING AND PUBLISHING	312.73	312.73	.00	( 312.73)	.0
40-11-5250 SYSTEM ANALYSIS	560.00	4,410.00	7,140.00	2,730.00	61.8
40-11-5320 DUES, LICENSE, PERMITS	.00	2,585.00	504.00	( 2,081.00)	512.9
40-11-5342 CONFERENCE/SEMINAR/TRAINING	.00	430.00	500.00	70.00	86.0
40-11-5344 TRAVEL	.00	.00	131.00	131.00	.0
40-11-5413 TELEPHONE	372.36	3,645.17	5,304.00	1,658.83	68.7
40-11-5415 UTILITIES	3,125.86	29,743.52	26,520.00	( 3,223.52)	112.2
40-11-5504 REPAIRS - MAINTENANCE	.00	820.45	2,652.00	1,831.55	30.9
40-11-5540 TREATMENT SYSTEM MAINTENANCE	.00	2,613.34	12,097.00	9,483.66	21.6
40-11-5600 EQUIPMENT	.00	.00	6,500.00	6,500.00	.0
<b>TOTAL EXPENDITURE</b>	<b>10,096.17</b>	<b>234,893.80</b>	<b>324,507.00</b>	<b>89,613.20</b>	<b>72.4</b>
40-80-6000 CAPITAL OUTLAY	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL DEPARTMENT 80</b>	<b>.00</b>	<b>.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>.0</b>
<b>TRANSFER</b>					
40-90-9110 IN LIEU OF FRANCHISE FEE	.00	11,771.00	17,442.00	5,671.00	67.5
40-90-9610 OVERHEAD ALLOCATION	.00	50,770.00	46,557.00	( 4,213.00)	109.1
40-90-9615 PW EXPENSE ALLOCATION	.00	15,891.00	17,038.00	1,147.00	93.3
40-90-9750 DEBT SERVICE TRANSFER TO 50	.00	.00	148,395.00	148,395.00	.0
<b>TOTAL TRANSFER</b>	<b>.00</b>	<b>78,432.00</b>	<b>229,432.00</b>	<b>151,000.00</b>	<b>34.2</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
40-99-9900 CONTINGENCY	.00	.00	142,821.14	142,821.14	.0
40-99-9914 PRIOR PERIOD EXPENSE	.00	26,231.00	.00	( 26,231.00)	.0
TOTAL CONTINGENCY	.00	26,231.00	142,821.14	116,590.14	18.4
TOTAL FUND EXPENDITURES	10,096.17	339,556.80	697,760.14	358,203.34	48.7
NET REVENUE OVER EXPENDITURES	39,255.74	102,150.04	.00	( 102,150.04)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 APRIL 30, 2017

WASTEWATER SDC FUND

ASSETS

41-00-1009	CASH ALLOCATED	28,704.00	
	TOTAL ASSETS		<u>28,704.00</u>

LIABILITIES AND EQUITY

FUND EQUITY

41-00-3050	FUND BALANCE, RESTRICTED	16,204.00	
	REVENUE OVER EXPENDITURES - YTD	<u>12,500.00</u>	
	BALANCE - CURRENT DATE	<u>28,704.00</u>	
	TOTAL FUND EQUITY		<u>28,704.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>28,704.00</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
41-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	16,204.00	16,204.00	.0
41-10-4441 SYSTEM DEVELOPMENT CHARGES	.00	12,500.00	19,299.00	6,799.00	64.8
TOTAL DEPARTMENT 10	.00	12,500.00	35,503.00	23,003.00	35.2
TOTAL FUND REVENUE	.00	12,500.00	35,503.00	23,003.00	35.2

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>					
41-90-9750 DEBT SERVICE TRANSFER TO 50	.00	.00	24,157.00	24,157.00	.0
TOTAL TRANSFER	.00	.00	24,157.00	24,157.00	.0
<u>CONTINGENCY</u>					
41-99-9900 CONTINGENCY	.00	.00	11,346.00	11,346.00	.0
TOTAL CONTINGENCY	.00	.00	11,346.00	11,346.00	.0
TOTAL FUND EXPENDITURES	.00	.00	35,503.00	35,503.00	.0
NET REVENUE OVER EXPENDITURES	.00	12,500.00	.00	( 12,500.00)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 APRIL 30, 2017

DEBT FUND

ASSETS

50-00-1009	CASH ALLOCATED	47,472.36	
50-00-1930	DUE FROM FUND 30	185,000.00	
	TOTAL ASSETS		<u>232,472.36</u>

LIABILITIES AND EQUITY

FUND EQUITY

50-00-3050	FUND BALANCE, RESTRICTED	498,525.65	
	REVENUE OVER EXPENDITURES - YTD	( 266,053.29)	
	BALANCE - CURRENT DATE	232,472.36	
	TOTAL FUND EQUITY		<u>232,472.36</u>
	TOTAL LIABILITIES AND EQUITY		<u>232,472.36</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2017

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
50-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	498,525.65	498,525.65	.0
50-10-4900 INTEREST INCOME	.00	.00	2,500.00	2,500.00	.0
<b>TOTAL DEPARTMENT 10</b>	<b>.00</b>	<b>.00</b>	<b>501,025.65</b>	<b>501,025.65</b>	<b>.0</b>
 <b>TRANSFER</b>					
50-90-9730 DEBT SERVICE TRANSFER FROM 30	.00	.00	39,609.00	39,609.00	.0
50-90-9731 DEBT SERVICE TRANSFER FROM 31	.00	.00	13,203.00	13,203.00	.0
50-90-9740 DEBT SERVICE TRANSFER FROM 40	.00	.00	148,396.00	148,396.00	.0
50-90-9741 DEBT SERVICE TRANSFER FROM 41	.00	.00	24,157.00	24,157.00	.0
<b>TOTAL TRANSFER</b>	<b>.00</b>	<b>.00</b>	<b>225,365.00</b>	<b>225,365.00</b>	<b>.0</b>
 <b>TOTAL FUND REVENUE</b>	 <b>.00</b>	 <b>.00</b>	 <b>726,390.65</b>	 <b>726,390.65</b>	 <b>.0</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2017

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
50-82-8030 WATER DEBT SERVICE PRINC	.00	57,630.00	66,342.00	8,712.00	86.9
50-82-8035 WATER DEBT SERVICE INTEREST	.00	89,236.78	37,762.00	( 51,474.78)	236.3
50-82-8040 WW DEBT SERVICE PRINCIPAL	.00	66,618.00	102,573.00	35,955.00	65.0
50-82-8045 WW DEBT SERVICE INTEREST	.00	52,568.51	69,980.00	17,411.49	75.1
<b>TOTAL DEPARTMENT 82</b>	<b>.00</b>	<b>266,053.29</b>	<b>276,657.00</b>	<b>10,603.71</b>	<b>96.2</b>
 <u>CONTINGENCY</u>					
50-99-9900 CONTINGENCY	.00	.00	449,733.65	449,733.65	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>449,733.65</b>	<b>449,733.65</b>	<b>.0</b>
 <b>TOTAL FUND EXPENDITURES</b>	 <b>.00</b>	 <b>266,053.29</b>	 <b>726,390.65</b>	 <b>460,337.36</b>	 <b>36.6</b>
 <b>NET REVENUE OVER EXPENDITURES</b>	 <b>.00</b>	 <b>( 266,053.29)</b>	 <b>.00</b>	 <b>266,053.29</b>	 <b>.0</b>

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>8354</b>										
04/17	04/05/2017	8354	5658	American West Real Estate	033017	1	30-00-2300	.00	11.09	11.09
04/17	04/05/2017	8354	5658	American West Real Estate	033017	2	40-00-2400	.00	15.56	15.56
Total 8354:								.00		26.65
<b>8355</b>										
04/17	04/05/2017	8355	1380	CARQUEST	4758-145630	1	10-66-5137	.00	2.34	2.34
04/17	04/05/2017	8355	1380	CARQUEST	4758-145630	2	20-11-5137	.00	2.34	2.34
04/17	04/05/2017	8355	1380	CARQUEST	4758-145630	3	30-11-5137	.00	5.45	5.45
04/17	04/05/2017	8355	1380	CARQUEST	4758-145630	4	40-11-5137	.00	5.45	5.45
04/17	04/05/2017	8355	1380	CARQUEST	4758-146071	1	10-66-5137	.00	1.60	1.60
04/17	04/05/2017	8355	1380	CARQUEST	4758-146071	2	20-11-5137	.00	1.60	1.60
04/17	04/05/2017	8355	1380	CARQUEST	4758-146071	3	30-11-5137	.00	3.73	3.73
04/17	04/05/2017	8355	1380	CARQUEST	4758-146071	4	40-11-5137	.00	3.73	3.73
04/17	04/05/2017	8355	1380	CARQUEST	4758-146424	1	10-66-5137	.00	1.44	1.44
04/17	04/05/2017	8355	1380	CARQUEST	4758-146424	2	20-11-5137	.00	1.44	1.44
04/17	04/05/2017	8355	1380	CARQUEST	4758-146424	3	30-11-5137	.00	3.36	3.36
04/17	04/05/2017	8355	1380	CARQUEST	4758-146424	4	40-11-5137	.00	3.36	3.36
04/17	04/05/2017	8355	1380	CARQUEST	4758-146929	1	10-72-5137	.00	55.66	55.66
04/17	04/05/2017	8355	1380	CARQUEST	4758-146978	1	10-72-5137	.00	31.96	31.96
Total 8355:								.00		123.46
<b>8356</b>										
04/17	04/05/2017	8356	1390	CASCADE COLUMBIA	689865	1	30-11-5108	.00	1,255.80	1,255.80
04/17	04/05/2017	8356	1390	CASCADE COLUMBIA	690392	1	40-11-5108	.00	554.60	554.60
Total 8356:								.00		1,810.40
<b>8357</b>										
04/17	04/05/2017	8357	1130	CITY OF WILLAMINA	031517 250	1	10-72-5415	.00	86.47	86.47
04/17	04/05/2017	8357	1130	CITY OF WILLAMINA	031517 382	1	10-65-5415	.00	114.60	114.60
04/17	04/05/2017	8357	1130	CITY OF WILLAMINA	031517 411	1	10-12-5415	.00	93.45	93.45
04/17	04/05/2017	8357	1130	CITY OF WILLAMINA	031517 ODS	1	10-12-5415	.00	86.47	86.47

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8357:								.00		380.99
<b>8358</b>										
04/17	04/05/2017	8358	4640	CONST & GEN LABORERS UNI	040117	1	10-00-2130	.00	148.16	148.16
Total 8358:								.00		148.16
<b>8359</b>										
04/17	04/05/2017	8359	1460	DAVISON AUTO PARTS, INC.	396687	1	10-72-5137	.00	124.50	124.50
04/17	04/05/2017	8359	1460	DAVISON AUTO PARTS, INC.	398354	1	10-72-5137	.00	128.37	128.37
Total 8359:								.00		252.87
<b>8360</b>										
04/17	04/05/2017	8360	3350	DEPARTMENT OF ENVIRONME	WQ17DOM-0	1	40-11-5320	.00	1,833.00	1,833.00
Total 8360:								.00		1,833.00
<b>8361</b>										
04/17	04/05/2017	8361	1580	DK QUARRIES INC	98151	1	10-72-5137	.00	323.14	323.14
Total 8361:								.00		323.14
<b>8362</b>										
04/17	04/05/2017	8362	5340	HEIDI'S HELPING HANDS	559	1	10-12-5209	.00	250.00	250.00
Total 8362:								.00		250.00
<b>8363</b>										
04/17	04/05/2017	8363	2160	HONEY BUCKET	550268547	1	10-66-5200	.00	106.00	106.00
04/17	04/05/2017	8363	2160	HONEY BUCKET	550268548	1	10-66-5200	.00	106.00	106.00
04/17	04/05/2017	8363	2160	HONEY BUCKET	550268549	1	10-66-5200	.00	106.00	106.00
Total 8363:								.00		318.00
<b>8364</b>										
04/17	04/05/2017	8364	3870	JUSTIN RIGGS	040317	1	30-11-5344	.00	50.93	50.93

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8364:								.00		50.93
<b>8365</b>										
04/17	04/05/2017	8365	3060	NW NATURAL	032817 1363	1	10-65-5415	.00	100.28	100.28
04/17	04/05/2017	8365	3060	NW NATURAL	032817 1391	1	10-67-5415	.00	173.39	173.39
Total 8365:								.00		273.67
<b>8366</b>										
04/17	04/05/2017	8366	5659	Petty Cash	033117	1	10-12-5126	.00	3.84	3.84
04/17	04/05/2017	8366	5659	Petty Cash	033117	2	10-12-5137	.00	81.56	81.56
04/17	04/05/2017	8366	5659	Petty Cash	033117	3	10-66-5510	.00	56.00	56.00
Total 8366:								.00		141.40
<b>8367</b>										
04/17	04/05/2017	8367	3590	PGE	032317 1614	1	10-67-5415	.00	74.41	74.41
04/17	04/05/2017	8367	3590	PGE	032317 3242	1	10-12-5415	.00	410.88	410.88
04/17	04/05/2017	8367	3590	PGE	032317 4668	1	10-67-5415	.00	16.48	16.48
04/17	04/05/2017	8367	3590	PGE	032317 4960	1	30-11-5415	.00	359.38	359.38
04/17	04/05/2017	8367	3590	PGE	032317 5071	1	10-65-5415	.00	107.81	107.81
04/17	04/05/2017	8367	3590	PGE	032317 5134	1	10-66-5415	.00	24.72	24.72
04/17	04/05/2017	8367	3590	PGE	032317 6101	1	10-12-5415	.00	16.48	16.48
04/17	04/05/2017	8367	3590	PGE	032317 6411	1	30-11-5415	.00	1,774.14	1,774.14
04/17	04/05/2017	8367	3590	PGE	032317 7442	1	30-11-5415	.00	588.68	588.68
04/17	04/05/2017	8367	3590	PGE	032317 7503	1	30-11-5415	.00	18.90	18.90
04/17	04/05/2017	8367	3590	PGE	032317 7505	1	30-11-5415	.00	2,250.79	2,250.79
04/17	04/05/2017	8367	3590	PGE	032317 8056	1	40-11-5415	.00	983.72	983.72
04/17	04/05/2017	8367	3590	PGE	032317 8057	1	40-11-5415	.00	462.00	462.00
04/17	04/05/2017	8367	3590	PGE	032317 8074	1	40-11-5415	.00	52.73	52.73
04/17	04/05/2017	8367	3590	PGE	032317 8110	1	40-11-5415	.00	1,640.65	1,640.65
04/17	04/05/2017	8367	3590	PGE	032317 8412	1	10-66-5415	.00	127.19	127.19
04/17	04/05/2017	8367	3590	PGE	032317 8647	1	10-72-5415	.00	390.60	390.60
04/17	04/05/2017	8367	3590	PGE	032317 8928	1	10-66-5415	.00	16.48	16.48
04/17	04/05/2017	8367	3590	PGE	032317 9997	1	40-11-5415	.00	501.33	501.33
Total 8367:								.00		9,817.37

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>8368</b>										
04/17	04/05/2017	8368	4380	SUPPLYWORKS	394887384	1	10-12-5137	.00	98.76	98.76
Total 8368:								.00		98.76
<b>8369</b>										
04/17	04/11/2017	8369	5660	Anthony Aitken	040517	1	30-00-2300	.00	3.24	3.24
04/17	04/11/2017	8369	5660	Anthony Aitken	040517-1	1	40-00-2400	.00	4.72	4.72
Total 8369:								.00		7.96
<b>8370</b>										
04/17	04/11/2017	8370	430	ARAMARK UNIFORM SERVICES	862837705	1	10-66-5140	.00	96.27	96.27
04/17	04/11/2017	8370	430	ARAMARK UNIFORM SERVICES	862837705	2	20-11-5140	.00	28.32	28.32
04/17	04/11/2017	8370	430	ARAMARK UNIFORM SERVICES	862837705	3	30-11-5140	.00	158.57	158.57
04/17	04/11/2017	8370	430	ARAMARK UNIFORM SERVICES	862837705	4	40-11-5140	.00	283.15	283.15
Total 8370:								.00		566.31
<b>8371</b>										
04/17	04/11/2017	8371	700	BAKER AND TAYLOR BOOKS	4011851726-	1	10-65-5106	.00	6.30	6.30
04/17	04/11/2017	8371	700	BAKER AND TAYLOR BOOKS	4011863018	1	10-65-5106	.00	51.73	51.73
04/17	04/11/2017	8371	700	BAKER AND TAYLOR BOOKS	4011863018	2	10-65-5100	.00	52.95	52.95
04/17	04/11/2017	8371	700	BAKER AND TAYLOR BOOKS	4011864595	1	10-65-5106	.00	36.40	36.40
04/17	04/11/2017	8371	700	BAKER AND TAYLOR BOOKS	4011864595	2	10-65-5100	.00	69.18	69.18
Total 8371:								.00		216.56
<b>8372</b>										
04/17	04/11/2017	8372	870	BRETTTHAUER OIL CO.	CL63617	1	40-11-5120	.00	65.73	65.73
04/17	04/11/2017	8372	870	BRETTTHAUER OIL CO.	CL63617	2	10-72-5120	.00	191.30	191.30
04/17	04/11/2017	8372	870	BRETTTHAUER OIL CO.	CL63617	3	30-11-5120	.00	52.67	52.67
04/17	04/11/2017	8372	870	BRETTTHAUER OIL CO.	CL63617-1	1	10-72-5120	.00	2.75	2.75
Total 8372:								.00		312.45
<b>8373</b>										
04/17	04/11/2017	8373	1135	CITY OF YAMHILL	288	1	10-14-5211	.00	250.00	250.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8373:								.00		250.00
<b>8374</b>										
04/17	04/11/2017	8374	5614	DAVID MOREY	0411117	1	10-12-5342	.00	527.82	527.82
Total 8374:								.00		527.82
<b>8375</b>										
04/17	04/11/2017	8375	1530	DEMCO	6095456	1	10-65-5912	.00	506.77	506.77
Total 8375:								.00		506.77
<b>8376</b>										
04/17	04/11/2017	8376	1720	EXPRESS SERVICES, INC.	18691860-3	1	10-12-5200	.00	1,741.95	1,741.95
04/17	04/11/2017	8376	1720	EXPRESS SERVICES, INC.	18721353-3	1	10-12-5200	.00	1,470.00	1,470.00
Total 8376:								.00		3,211.95
<b>8377</b>										
04/17	04/11/2017	8377	2520	KATHY TAYLOR CONSULTING	033117	1	10-12-5200	.00	664.20	664.20
Total 8377:								.00		664.20
<b>8378</b>										
04/17	04/11/2017	8378	5529	McMinnville Gas Inc.	578691	1	10-72-5415	.00	639.00	639.00
Total 8378:								.00		639.00
<b>8379</b>										
04/17	04/11/2017	8379	5662	Metropolitan ComPounds, Inc.	66732	1	40-11-5108	.00	528.92	528.92
Total 8379:								.00		528.92
<b>8380</b>										
04/17	04/11/2017	8380	3300	ONE CALL CONCEPTS, INC.	7030523	1	30-11-5200	.00	75.60	75.60
Total 8380:								.00		75.60

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>8381</b>										
04/17	04/11/2017	8381	3380	OREVAC WEST INC	3005	1	30-11-5530	.00	1,350.00	1,350.00
04/17	04/11/2017	8381	3380	OREVAC WEST INC	3015	1	30-11-5530	.00	1,487.50	1,487.50
Total 8381:								.00		2,837.50
<b>8382</b>										
04/17	04/11/2017	8382	3590	PGE	2045700 040	1	10-19-5400	.00	1,550.44	1,550.44
Total 8382:								.00		1,550.44
<b>8383</b>										
04/17	04/11/2017	8383	3730	PRIMISYS	012242	1	10-12-5233	.00	700.00	700.00
04/17	04/11/2017	8383	3730	PRIMISYS	012242-1	1	10-13-5355	.00	1,982.00	1,982.00
Total 8383:								.00		2,682.00
<b>8384</b>										
04/17	04/11/2017	8384	3820	RECOLOGY WESTERN OREGO	6516066	1	10-66-5415	.00	18.36	18.36
04/17	04/11/2017	8384	3820	RECOLOGY WESTERN OREGO	6516074	1	10-12-5415	.00	34.32	34.32
04/17	04/11/2017	8384	3820	RECOLOGY WESTERN OREGO	6516389	1	30-11-5415	.00	10.53	10.53
04/17	04/11/2017	8384	3820	RECOLOGY WESTERN OREGO	6516397	1	10-65-5415	.00	10.53	10.53
04/17	04/11/2017	8384	3820	RECOLOGY WESTERN OREGO	6516405	1	10-72-5415	.00	146.24	146.24
Total 8384:								.00		219.98
<b>8385</b>										
04/17	04/11/2017	8385	5661	Salem Tent & Awning	43919	1	10-65-5504	.00	741.00	741.00
Total 8385:								.00		741.00
<b>8386</b>										
04/17	04/11/2017	8386	4040	SCHOLASTIC BOOK FAIRS	14745141	1	10-65-5100	.00	352.41	352.41
Total 8386:								.00		352.41
<b>8387</b>										
04/17	04/11/2017	8387	4110	SHELDON OIL COMPANY	18592	1	40-11-5120	.00	81.96	81.96
04/17	04/11/2017	8387	4110	SHELDON OIL COMPANY	18592-1	1	10-66-5120	.00	51.45	51.45

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
04/17	04/11/2017	8387	4110	SHELDON OIL COMPANY	18592-1	2	10-72-5120	.00	176.74	176.74
04/17	04/11/2017	8387	4110	SHELDON OIL COMPANY	18592-1	3	10-18-5120	.00	102.72	102.72
04/17	04/11/2017	8387	4110	SHELDON OIL COMPANY	18592-1	4	10-13-5344	.00	69.42	69.42
04/17	04/11/2017	8387	4110	SHELDON OIL COMPANY	18592-2	1	20-11-5120	.00	76.50	76.50
Total 8387:								.00		558.79
<b>8388</b>										
04/17	04/11/2017	8388	5596	SIVICK, ROBERT J	0331171	1	10-13-5342	.00	113.66	113.66
04/17	04/11/2017	8388	5596	SIVICK, ROBERT J	0331171	2	10-12-5342	.00	14.25	14.25
Total 8388:								.00		127.91
<b>8389</b>										
04/17	04/11/2017	8389	4160	SKYBERG'S	033117	1	10-12-5137	.00	4.00	4.00
04/17	04/11/2017	8389	4160	SKYBERG'S	033117	2	10-66-5137	.00	352.90	352.90
04/17	04/11/2017	8389	4160	SKYBERG'S	033117	3	10-72-5137	.00	281.79	281.79
04/17	04/11/2017	8389	4160	SKYBERG'S	033117	4	20-11-5137	.00	52.98	52.98
04/17	04/11/2017	8389	4160	SKYBERG'S	033117	5	30-11-5137	.00	30.94	30.94
04/17	04/11/2017	8389	4160	SKYBERG'S	033117	6	40-11-5137	.00	230.38	230.38
Total 8389:								.00		952.99
<b>8390</b>										
04/17	04/11/2017	8390	5635	SOLUTIONS YES	INV101426	1	10-65-5606	.00	12.45	12.45
04/17	04/11/2017	8390	5635	SOLUTIONS YES	INV101426	2	10-12-5606	.00	133.68	133.68
Total 8390:								.00		146.13
<b>8391</b>										
04/17	04/11/2017	8391	4290	STAPLES CREDIT PLAN	1773865731	1	10-12-5137	.00	277.33	277.33
04/17	04/11/2017	8391	4290	STAPLES CREDIT PLAN	1773865731-	1	40-11-5137	.00	29.99	29.99
04/17	04/11/2017	8391	4290	STAPLES CREDIT PLAN	1773866211	1	10-72-5137	.00	81.99	81.99
Total 8391:								.00		389.31
<b>8392</b>										
04/17	04/11/2017	8392	4330	STUCK ELECTRIC CO	10554	1	10-65-5504	.00	222.00	222.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8392:								.00		222.00
<b>8393</b>										
04/17	04/11/2017	8393	5516	The Bulletin Board	1437	1	10-12-5230	.00	267.00	267.00
Total 8393:								.00		267.00
<b>8394</b>										
04/17	04/11/2017	8394	5551	Wright Imaging	4194723	1	10-72-5200	.00	742.21	742.21
Total 8394:								.00		742.21
<b>8395</b>										
04/17	04/19/2017	8395	110	A&E SAFE AND ALARM CO.	149855	1	10-12-5200	.00	119.70	119.70
04/17	04/19/2017	8395	110	A&E SAFE AND ALARM CO.	149859	1	10-67-5200	.00	59.85	59.85
Total 8395:								.00		179.55
<b>8396</b>										
04/17	04/19/2017	8396	310	AMAZON	040217	1	10-65-5100	.00	82.55	82.55
04/17	04/19/2017	8396	310	AMAZON	040217	2	10-65-5106	.00	127.21	127.21
04/17	04/19/2017	8396	310	AMAZON	040217	3	10-65-5102	.00	129.18	129.18
04/17	04/19/2017	8396	310	AMAZON	040217	4	10-65-5101	.00	45.94	45.94
04/17	04/19/2017	8396	310	AMAZON	040217-1	1	10-65-5137	.00	151.57	151.57
Total 8396:								.00		536.45
<b>8397</b>										
04/17	04/19/2017	8397	430	ARAMARK UNIFORM SERVICES	862858781	1	10-66-5140	.00	39.29	39.29
04/17	04/19/2017	8397	430	ARAMARK UNIFORM SERVICES	862858781	2	20-11-5140	.00	11.56	11.56
04/17	04/19/2017	8397	430	ARAMARK UNIFORM SERVICES	862858781	3	30-11-5140	.00	64.72	64.72
04/17	04/19/2017	8397	430	ARAMARK UNIFORM SERVICES	862858781	4	40-11-5140	.00	115.57	115.57
Total 8397:								.00		231.14
<b>8398</b>										
04/17	04/19/2017	8398	590	BADGER METER	1158324	1	30-11-5600	.00	1,743.77	1,743.77

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8398:								.00		1,743.77
<b>8399</b>										
04/17	04/19/2017	8399	700	BAKER AND TAYLOR BOOKS	4011876069	1	10-65-5106	.00	151.59	151.59
04/17	04/19/2017	8399	700	BAKER AND TAYLOR BOOKS	4011876069-	1	10-65-5100	.00	10.19	10.19
04/17	04/19/2017	8399	700	BAKER AND TAYLOR BOOKS	4011877581	1	10-65-5100	.00	123.16	123.16
Total 8399:								.00		284.94
<b>8400</b>										
04/17	04/19/2017	8400	720	BEERY, ELSNER & HAMMOND	040117	1	10-12-5203	.00	1,995.07	1,995.07
04/17	04/19/2017	8400	720	BEERY, ELSNER & HAMMOND	040117-1	1	10-12-5203	.00	108.20	108.20
04/17	04/19/2017	8400	720	BEERY, ELSNER & HAMMOND	040117-1	2	10-12-5203	.00	145.50	145.50
Total 8400:								.00		2,248.77
<b>8401</b>										
04/17	04/19/2017	8401	1380	CARQUEST	4758-147068	1	20-11-5504	.00	20.28	20.28
04/17	04/19/2017	8401	1380	CARQUEST	4758-147403	1	10-72-5137	.00	.64	.64
Total 8401:								.00		20.92
<b>8402</b>										
04/17	04/19/2017	8402	940	CASELLE, INC.	79979	1	10-12-5235	.00	1,200.00	1,200.00
Total 8402:								.00		1,200.00
<b>8403</b>										
04/17	04/19/2017	8403	1020	CENTURYLINK	313485013 -	1	10-12-5413	.00	250.97	250.97
04/17	04/19/2017	8403	1020	CENTURYLINK	314009711 -	1	10-65-5413	.00	93.76	93.76
Total 8403:								.00		344.73
<b>8404</b>										
04/17	04/19/2017	8404	1760	FERGUSON ENTERPRISES, IN	0569952	1	10-72-5137	.00	119.26	119.26
Total 8404:								.00		119.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>8405</b>										
04/17	04/19/2017	8405	2040	HACH	10400991	1	30-11-5108	.00	942.74	942.74
Total 8405:								.00		942.74
<b>8406</b>										
04/17	04/19/2017	8406	3870	JUSTIN RIGGS	041617	1	30-11-5344	.00	21.83	21.83
04/17	04/19/2017	8406	3870	JUSTIN RIGGS	041617	2	10-72-5342	.00	20.40	20.40
Total 8406:								.00		42.23
<b>8407</b>										
04/17	04/19/2017	8407	2700	LES SCHWAB TIRE CENTER	2160024107	1	10-66-5504	.00	49.50	49.50
04/17	04/19/2017	8407	2700	LES SCHWAB TIRE CENTER	2160024107	1	40-11-5504	.00	21.22	21.22
04/17	04/19/2017	8407	2700	LES SCHWAB TIRE CENTER	2160024354	1	30-11-5504	.00	564.57	564.57
Total 8407:								.00		635.29
<b>8408</b>										
04/17	04/19/2017	8408	3180	OREGON HEALTH AUTHORITY	041517	1	30-11-5320	.00	125.00	125.00
Total 8408:								.00		125.00
<b>8409</b>										
04/17	04/19/2017	8409	3730	PRIMISYS	012142	1	10-12-5233	.00	30.00	30.00
Total 8409:								.00		30.00
<b>8410</b>										
04/17	04/19/2017	8410	4090	SHERIDAN DAYS	040417	1	10-12-5230	.00	250.00	250.00
Total 8410:								.00		250.00
<b>8411</b>										
04/17	04/19/2017	8411	4570	TERRY'S AUTO CLINIC	033117	1	10-72-5507	.00	25.00	25.00
04/17	04/19/2017	8411	4570	TERRY'S AUTO CLINIC	040517	1	10-72-5507	.00	401.00	401.00
Total 8411:								.00		426.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>8412</b>										
04/17	04/19/2017	8412	2920	TOM NICKERSON	040517	1	20-11-5504	.00	374.25	374.25
Total 8412:								.00		374.25
<b>8413</b>										
04/17	04/19/2017	8413	4700	US BANK	328450549	1	10-12-5606	.00	367.21	367.21
Total 8413:								.00		367.21
<b>8414</b>										
04/17	04/19/2017	8414	4720	USPS	041217	1	10-12-5126	.00	490.00	490.00
Total 8414:								.00		490.00
<b>8415</b>										
04/17	04/19/2017	8415	4960	WATERLAB CORP.	71708	1	40-11-5250	.00	560.00	560.00
04/17	04/19/2017	8415	4960	WATERLAB CORP.	71708	2	30-11-5250	.00	1,765.00	1,765.00
Total 8415:								.00		2,325.00
<b>8416</b>										
04/17	04/19/2017	8416	4070	WILLAMINA SELECT MARKET	040917	1	30-11-5137	.00	7.27	7.27
04/17	04/19/2017	8416	4070	WILLAMINA SELECT MARKET	040917	2	10-13-5344	.00	44.97	44.97
Total 8416:								.00		52.24
<b>8417</b>										
04/17	04/19/2017	8417	5020	XEROX	088714853	1	10-12-5606	.00	165.97	165.97
Total 8417:								.00		165.97
<b>8418</b>										
04/17	04/19/2017	8418	5130	YAMHILL COMMUNICATIONS A	FY17-11-WIL	1	10-18-5302	.00	1,748.83	1,748.83
Total 8418:								.00		1,748.83
<b>8419</b>										
04/17	04/26/2017	8419	870	BRETTHAUER OIL CO.	CL64478	1	40-11-5120	.00	50.68	50.68

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
04/17	04/26/2017	8419	870	BRETTHAUER OIL CO.	CL64478	2	30-11-5120	.00	61.00	61.00
Total 8419:								.00		111.68
<b>8420</b>										
04/17	04/26/2017	8420	1020	CENTURYLINK	041117	1	10-65-5413	.00	91.21	91.21
04/17	04/26/2017	8420	1020	CENTURYLINK	041117	2	10-12-5413	.00	132.42	132.42
04/17	04/26/2017	8420	1020	CENTURYLINK	041117	3	10-66-5413	.00	15.89	15.89
04/17	04/26/2017	8420	1020	CENTURYLINK	041117	4	10-67-5413	.00	70.43	70.43
04/17	04/26/2017	8420	1020	CENTURYLINK	041117	5	20-11-5413	.00	31.78	31.78
04/17	04/26/2017	8420	1020	CENTURYLINK	041117	6	30-11-5413	.00	422.86	422.86
04/17	04/26/2017	8420	1020	CENTURYLINK	041117	7	40-11-5413	.00	321.99	321.99
Total 8420:								.00		1,086.58
<b>8421</b>										
04/17	04/26/2017	8421	1720	EXPRESS SERVICES, INC.	18752147-1	1	10-12-5200	.00	1,482.60	1,482.60
Total 8421:								.00		1,482.60
<b>8422</b>										
04/17	04/26/2017	8422	2900	MID-WILLAMETTE VALLEY COU	1617307	1	10-17-5214	.00	1,458.12	1,458.12
Total 8422:								.00		1,458.12
<b>8423</b>										
04/17	04/26/2017	8423	3240	OLD REPUBLIC SURETY GROU	061117	1	10-12-5207	.00	313.00	313.00
Total 8423:								.00		313.00
<b>8424</b>										
04/17	04/26/2017	8424	5663	Old Republic Title Co of Oregon	042017	1	10-10-4901	.00	173.44	173.44
Total 8424:								.00		173.44
<b>8425</b>										
04/17	04/26/2017	8425	5664	Ronald Paddock	042517	1	30-00-2300	.00	24.90	24.90
04/17	04/26/2017	8425	5664	Ronald Paddock	042517	2	40-00-2400	.00	34.64	34.64

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8425:								.00		59.54
<b>8426</b>										
04/17	04/26/2017	8426	4290	STAPLES CREDIT PLAN	9753854382-	1	10-12-5137	.00	35.23	35.23
04/17	04/26/2017	8426	4290	STAPLES CREDIT PLAN	9753854382-	2	10-72-5137	.00	10.68	10.68
Total 8426:								.00		45.91
<b>8427</b>										
04/17	04/26/2017	8427	5575	WEST ONE HOMES	042517	1	30-00-2300	.00	47.73	47.73
04/17	04/26/2017	8427	5575	WEST ONE HOMES	042517	2	40-00-2400	.00	66.17	66.17
Total 8427:								.00		113.90
Grand Totals:								.00		54,875.07

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-00-2000	.00	30,540.08-	30,540.08-
10-00-2130	148.16	.00	148.16
10-10-4901	173.44	.00	173.44
10-12-5126	493.84	.00	493.84
10-12-5137	496.88	.00	496.88
10-12-5200	5,478.45	.00	5,478.45
10-12-5203	2,248.77	.00	2,248.77
10-12-5207	313.00	.00	313.00
10-12-5209	250.00	.00	250.00
10-12-5230	517.00	.00	517.00
10-12-5233	730.00	.00	730.00
10-12-5235	1,200.00	.00	1,200.00
10-12-5342	542.07	.00	542.07
10-12-5413	383.39	.00	383.39
10-12-5415	641.60	.00	641.60
10-12-5606	666.86	.00	666.86

GL Account	Debit	Credit	Proof
10-13-5342	113.66	.00	113.66
10-13-5344	114.39	.00	114.39
10-13-5355	1,982.00	.00	1,982.00
10-14-5211	250.00	.00	250.00
10-17-5214	1,458.12	.00	1,458.12
10-18-5120	102.72	.00	102.72
10-18-5302	1,748.83	.00	1,748.83
10-19-5400	1,550.44	.00	1,550.44
10-65-5100	690.44	.00	690.44
10-65-5101	45.94	.00	45.94
10-65-5102	129.18	.00	129.18
10-65-5106	373.23	.00	373.23
10-65-5137	151.57	.00	151.57
10-65-5413	184.97	.00	184.97
10-65-5415	333.22	.00	333.22
10-65-5504	963.00	.00	963.00
10-65-5606	12.45	.00	12.45
10-65-5912	506.77	.00	506.77
10-66-5120	51.45	.00	51.45
10-66-5137	358.28	.00	358.28
10-66-5140	135.56	.00	135.56
10-66-5200	318.00	.00	318.00
10-66-5413	15.89	.00	15.89
10-66-5415	186.75	.00	186.75
10-66-5504	49.50	.00	49.50
10-66-5510	56.00	.00	56.00
10-67-5200	59.85	.00	59.85
10-67-5413	70.43	.00	70.43
10-67-5415	264.28	.00	264.28
10-72-5120	370.79	.00	370.79
10-72-5137	1,157.99	.00	1,157.99
10-72-5200	742.21	.00	742.21
10-72-5342	20.40	.00	20.40
10-72-5415	1,262.31	.00	1,262.31
10-72-5507	426.00	.00	426.00
20-00-2000	.00	601.05-	601.05-
20-11-5120	76.50	.00	76.50
20-11-5137	58.36	.00	58.36
20-11-5140	39.88	.00	39.88
20-11-5413	31.78	.00	31.78

GL Account	Debit	Credit	Proof
20-11-5504	394.53	.00	394.53
30-00-2000	.00	15,282.69-	15,282.69-
30-00-2300	86.96	.00	86.96
30-11-5108	2,198.54	.00	2,198.54
30-11-5120	113.67	.00	113.67
30-11-5137	50.75	.00	50.75
30-11-5140	223.29	.00	223.29
30-11-5200	75.60	.00	75.60
30-11-5250	1,765.00	.00	1,765.00
30-11-5320	125.00	.00	125.00
30-11-5344	72.76	.00	72.76
30-11-5413	422.86	.00	422.86
30-11-5415	5,002.42	.00	5,002.42
30-11-5504	564.57	.00	564.57
30-11-5530	2,837.50	.00	2,837.50
30-11-5600	1,743.77	.00	1,743.77
40-00-2000	.00	8,451.25-	8,451.25-
40-00-2400	121.09	.00	121.09
40-11-5108	1,083.52	.00	1,083.52
40-11-5120	198.37	.00	198.37
40-11-5137	272.91	.00	272.91
40-11-5140	398.72	.00	398.72
40-11-5250	560.00	.00	560.00
40-11-5320	1,833.00	.00	1,833.00
40-11-5413	321.99	.00	321.99
40-11-5415	3,640.43	.00	3,640.43
40-11-5504	21.22	.00	21.22
<b>Grand Totals:</b>	<b>54,875.07</b>	<b>54,875.07-</b>	<b>.00</b>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

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Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

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**CITY OF WILLAMINA**  
411 NE C Street – P O Box 629  
Willamina, OR 97396  
503-876-2242 fax 503-876-1121

**STAFF REPORT**  
**ANNEXATION/ZONE CHANGE/COMPREHENSIVE PLAN MAP AMENDMENT 2017-01**  
**City Council Hearing - May 9, 2017**

**I. BACKGROUND**

Report Date: May 3, 2017  
Applicant: Edwin Sharer  
Owner: Steve Draper  
Location: Polk County Assessor's Map and Tax Lot:  
06712000/1100 (See Exhibit A)  
Property Address: No situs address.  
Property Size: Approximately 17.12 acres  
Current Use: Vacant  
Comprehensive Plan: Low Density Residential (LDR)  
Zoning: County Zone: Suburban Residential (SR)  
Request: Annexation of approximately 17.12 acres currently within the Urban  
Growth Boundary with a corresponding zone change and  
comprehensive plan map amendment.

Exhibit A: Vicinity Map  
Exhibit B: Existing and Proposed Zoning  
Exhibit C: Applicant's Materials - Annexation  
Exhibit D: Applicant's Materials - Zone Change  
Exhibit E: Engineer's Comments

**Prior Hearings:**

This application was first considered at a duly noticed public hearing by the Willamina Planning Commission on February 7, 2017. The Planning Commission, after hearing testimony from the applicant and from the public, voted unanimously to recommend approval to the City Council.

The Willamina City Council considered the application at a public hearing on February 14, 2017. After hearing testimony from the public, the City Council voted to deny the application. The applicant was not present at this meeting.

The application was considered again by the Willamina Planning Commission on May 2, 2017 at a duly noticed public hearing. Again, the Planning Commission voted unanimously to recommend approval of the application to the City Council.

## II. REQUEST

Annexation of approximately 17.12 acres currently within the Urban Growth Boundary (UGBJ) with a corresponding zone change and comprehensive plan map amendment. The site is currently zoned Suburban Residential (SR) in Polk County. The proposed zoning is Two-Family Residential (R-2). The Comprehensive Plan Map designation for this site is currently Low Density Residential (LDR). The proposed Comprehensive Plan Map designation is Moderate Density Residential (MDR).

According to the City of Willamina Development Code, Section 3.111, the boundary of the City may be extended by the annexation of territory not then within the City and which territory is within the City's Urban Growth Boundary and contiguous to the City or separated from it by a stream or right-of-way only. The Planning Commission shall hear testimony and shall recommend approval or denial of the proposed annexation and submit such recommendation to the Council within ten days of the hearing. The Planning Commission's decision shall, in a written form, state the rationale used in justifying the decision, and that the decision is in conformance with the City's comprehensive plan. For all annexations the decision shall state how the proposal relates to the criteria listed below:

## III. CRITERIA - STATEWIDE PLANNING GOALS

### Findings:

Goal 1: *Citizen Involvement*. The public will be given the opportunity to voice their concerns at the public hearings before the Planning Commission and the City Council and will be notified of decisions made on the application. Staff finds this criterion is met.

Goal 2: *Land Use Planning*. Establishes a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions. The review of this application is being conducted according to the procedures set forth in the Willamina Development Code, Section 3: Procedure for Type III Review, Section 3.111: Annexations and Section 3.102: Zone Change. The application is being considered for conformance with the standards set forth in Section 2.102: Two-Family Residential Zone, as well as for its adherence to the broader goals of the Comprehensive Plan. Staff finds this criterion is met.

Goals 3: *Agricultural Lands*. This goal is not applicable. The subject property is not agricultural land and is located inside the urban growth boundary.

Goal 4: *Forest Lands*. This goal is not applicable. The subject property is not forest land and is located inside the urban growth boundary.

Goal 5: *Natural Resources, Scenic and Historic Areas, and Open Areas*. This goal aims to protect natural resources and conserve scenic and historic areas and open spaces. The subject property contains an intermittent stream. A proposed condition of approval is the review and approval by the Oregon Department of State Lands prior to any on-site development.

Goal 6: *Air, Water and Land Resources*. This goal endeavors to *maintain and improve the quality of the air, water and land resources of the State*. The subject property contains an intermittent stream. A proposed condition of approval is the review and approval by the Oregon Department of State Lands prior to any on-site development.

Goal 7: *Areas Subject to Natural Disasters and Hazards*. This goal is not applicable. The subject property is not within the flood zone.

Goal 8: *Recreation Needs*. This goal is not applicable. This proposed change does not impact recreational lands within the City.

Goal 9: *Economy of the State*. This goal is not applicable. The proposed change is from a residential zone in the County to a residential zone in the City.

Goal 10: *Housing*. The current proposal adds to the amount of land available for residential development and adheres to Housing Element goals of the Comprehensive Plan: *To take steps to ensure that Willamina residents are provided with safe and sanitary housing and to encourage the development of a range of housing types and cost levels to adequately meet the needs of its citizens*. A 2012 report by the Population Research Center of Portland State University found that by 2035, Willamina will have a population of 3,261 people, a 26% change from the actual 2011 population. Households are projected to increase to 845, and it is anticipated that 924 housing units will exist in Willamina by 2035. Thus, between 2011 and 2035, the potential housing demand may be anywhere from 136 to 192 units. Staff finds this criterion is met.

Goal 11: *Public Facilities and Services*. Goal 11 requires *a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development*. The City's public works director has provided comment assuring that the approval of the zone change will not have an adverse impact upon the provision of public facilities and services. Further review of potential impacts to transportation, storm drainage and water systems will be performed in the event the property is developed or partitioned in the future. Staff finds this criterion is met.

Goal 12: *Transportation*. The site abuts five city streets. Any needed improvements to streets used for access to the site will be reviewed at the time of subdivision and development. Staff finds this criterion is met.

Goal 13: *Energy Conservation*. The comprehensive plan of the City of Willamina encourages energy efficient development. The property is already within the city's urban growth boundary and adjacent to the city limits. Staff finds this criterion is met.

Goal 14: *Urbanization*. Goal 14 provides for *an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities*. This site is located within the city's urban growth boundary and is adjacent to the city limits. Residential development of this site will provide for the orderly expansion of the city and the accommodation of projected population growth. Staff finds this criterion is met.

Goals 15-19. These goals apply to specific geographic locations, none of which are impacted here. Staff finds these goals do not apply.

#### **IV. CRITERIA – WILLAMINA DEVELOPMENT CODE - ANNEXATION**

For all annexations the decision shall state how the proposal will:

1. Affect the community's air resources

**Applicant Response:** "It is proposed that along with this annexation request, the property will be zoned R-2 Residential. R-2 Residential development is the least densely developed residential zone available to this property. This allows more square footage per unit/lot (lowest density) than other residential zones. Residential zones don't emit higher amounts of dust, smoke, particulate, odors, etc., as compared to industrial or manufacturing. Due to the city's close proximity to the coastal foothills, the topographical terrain, abundance of prevailing winds and surrounding forest use this development will have minimal impact on the city's air resources.

**Findings:** The proposed annexation and zone change with subsequent development adhering to standards for R-2 zoning is not expected to have a negative effect on the community's air resources. Criterion 1 is met.

2. Promote an orderly, timely and economical transition of rural and agricultural lands into urbanized lands

**Applicant Response:** "This property has been within the city's urban growth boundary for roughly 20 years. As nearby development has occurred, provisions have been implemented for availability for utility and city services to be provided in this area. Except for adequate water pressure, all city services are adequate, and available at this property. Currently, there are four existing improved city streets fronting this property, with water lines, city sewer, power, natural gas, and sidewalks. Storm sewer will utilize the seasonal creek as it the same for Pioneer Heights Subdivision."

**Findings:** The subject property is within the city's urban growth boundary. The north and east boundaries are contiguous with the boundary for the City of Willamina. The current County zoning of this site is Suburban Residential and the proposed R-2 zoning is compatible with surrounding properties in the City of Willamina. Criterion 2 is met.

3. Relate to areas with natural hazards

**Applicant Response:** "Two types of natural hazard come to mind concerning this property; The seasonal creek and drainage area associated with it, and the sloped terrain. As to the seasonal creek, the applicant is providing a proposed tentative lot layout/plan. Open space has been designated the entire length of the creek area except for two street crossings with culverts. No other development will disturb the creek.

The terrain on this subject property is very similar to that of Pioneer Heights. There are no adversely steep slopes and as such will be quite manageable. All proposed street development can be accomplished within city code requirements. Any development work will require City and State Department of Environmental Quality permits. Those concerns can be met with proper steps to protect against erosion and for public safety."

**Findings:** There is an identified creek on the subject property as well as areas of sloped terrain. The applicant proposes to designate open space areas around the creek, except for two street crossings over the creek with culverts. The designation of open space areas to protect the creek and a more detailed analysis of steep slopes will be a factor in any future consideration of a subdivision proposal for this site. Criterion 3 is met.

4. Affect the fish and wildlife in the proposed annexation

**Applicant Response:** "There are obviously different types of wildlife habitat currently in use on the subject property. Only minimal area of the seasonal creek will be disturbed for two street crossings. The applicant's proposed tentative lot layout shows proposed open space the entire length of the undisturbed creek area, except for the street crossing areas. Also, there are no fences that are proposed which would restrict movement of the different types of critters that might possibly move through this area. With the only disturbance to the seasonal creek area being the street crossings, downstream water quality should remain good and be adequately protected."

**Findings:** At the time of any future subdivision review, consideration will be given to the wildlife habitat on the subject property and conditions may be imposed to protect these areas in order to minimize any negative effects on wildlife due to development. Criterion 4 is met.

5. Utilize energy resources and conserve energy use

**Applicant Response:** "This property is located close to existing urban development. Existing city streets will be extended providing the closest possible access to destinations residents might wish to reach. Traffic will not be routed away from the direction of travel they wish to go, with wasted travel time and mileage. This property has a significant amount of south and southeasterly slope. This type of slope lends itself to utilizing solar benefits at the time of construction, benefiting the occupants of the dwellings. The applicant will be seeking R-2 zoning, which should allow for somewhat larger lots and better suited for utilizing solar benefits. Newly constructed streets will be of sufficient width to accommodate bicycles and sidewalks for pedestrian traffic."

**Findings:** The location of the subject site, bordering the city limits on two sides and adjacent to existing urban development, lends itself to the conservation of energy resources. Criterion 5 is met.

6. Protect open spaces and scenic views and areas

**Applicant Response:** "The proposed use here is for residential development, with R-2 zoning. R-2 zoning is the least densely development zone, available to this property, which usually equates to larger lots allowing flexibility in landscaping and siting the dwelling and more easily achieving spacious views for the inhabitants. Pioneer Heights is a living example of view potential from these sloped hillsides. The creek area will be mindfully protected and the open space adjacent to it will be preserved for everyone to enjoy."

**Findings:** At the time of any future subdivision review, consideration will be given to the open spaces and scenic views on the subject property. Conditions may be imposed to protect these areas in order to minimize any negative effects due to development. Criterion 6 is met.

7. Provides for transportation needs in a safe, orderly and economic manner

**Applicant Response:** "Constructive planning by the city regarding past development makes this an appropriate annexation to the city. As stated prior in this narrative and again here, the transportation needs of this development property are a natural fit to the existing city transportation network and the City's Transportation Planning Plan. Access to this property is

provided by 4 city streets, which have been constructed to the edge of this property, needing only to be extended through the property at the time of development. Pioneer drive, Pine Street, Conestoga Street, and Bales Avenue are all improved, with sidewalks. Power, water, sewer, and communication utilities are available at the end of each existing street.

Hill Drive must be extended to the west, extending through any new development. A major portion of Hill Drive, currently lacks current upgrades: curbs, sidewalks, etc. The City's Transportation Plan calls for Hill drive to be improved as development occurs along the street. As the subject property is developed, Hill Drive will be extended within the property to Collector Street specifications regarding width.

**Findings:** The subject property is adequately served by existing transportation infrastructure with the potential for access from five streets: Pioneer Drive, Pine street, Conestoga Street, Bales Avenue, and Hill Drive. Criterion 7 is met.

#### 8. Provide for an orderly and efficient arrangement of public services

**Applicant Response:** "All city services are currently located within, and available to the Pioneer Heights Subdivision. Five city streets currently abut and can serve this property. All five currently have city services and can be used to provide some services if needed. The four streets in Pioneer Heights Subdivision (Pioneer Drive, Pine street, Conestoga Street, and Bales Avenue) are improved with all city services and are stubbed to the property, and merely need extending onto the subject property.

As development has occurred adjacent to the subject property, it became apparent that if additional development were to occur, additional water capacity and water pressure would need to be made available. Pioneer Heights has only minimal pressure in the higher elevations. At the intersection of Hill and Bales and extending westward, a new water line and booster pump would need to be constructed to supplement this new development. It is anticipated that the addition of these two features (larger water line and booster pump) extending along the newly constructed portion of Hill Drive will be connected to some portion of the existing Pioneer Heights Subdivision so that the current water situation will be improved and supplemented. The expense of these water service improvements will be borne by the applicant when the property is developed."

**Findings:** Utility services are available to the subject property. City facilities for water, sewage, and electricity are stubbed to the property at Pioneer Drive, Pine Street, Conestoga Street and Bales Avenue. It has been noted that additional water capacity and water pressure may be needed at the time of subdivision and may be required as a condition of approval for any future subdivision. A plan for storm drainage and erosion control will be required before a future subdivision application will be approved. Future flows to the creek as the result of development will need to be less than or equal to current flows and detention facilities will likely be required. Verification of the downstream sanitary conveyance system capacity will need to be submitted before a future subdivision application will be approved. Criterion 8 is met.

#### 9. Provide for the recreational needs of the citizens

**Applicant Response:** "The city requires fees to be paid at the time of development for parks and recreation. All new streets will have sidewalks for walker, hikers, and runners. Street will be of sufficient width for bicycles."

**Findings:** As part of the review for future subdivision and development, conditions may be imposed to provide for recreational features, including sidewalks. Criterion 9 is met.

10. Affect identified historical sites and structures and provide for the preservation of such sites and structures

**Applicant Response:** “The subject property is a bare land parcel. The applicant is not aware of any identified historical sites or structures associated with the subject property. Most certainly there are none associated with this property that would be impacted or destroyed.”

**Findings:** Not applicable.

11. Improve and enhance the economy of the City

**Applicant Response:** “Upon completion of this annexation, zone change and subdivision approval process, the city of Willamina and its citizens will have the opportunity to enjoy new homes in a nice setting. Not everyone wants a new home, just as not everyone wants to live in an older home, but new homes bring opportunity and more choices for families. Property taxes on new houses bring tax dollars that help to improve infrastructure, schools and support other services, and are proportionally higher than most older existing homes due to Measure 50.

**Findings:** The annexation of the subject property and subsequent development of the site will add to the City’s tax base and will enhance the economy by providing additional housing choice for residents. Criterion 11 is met.

12. Provide quality, safe housing through a variety of housing types and price ranges

**Applicant Response:** “Development of this property in R-2 zoning is the goal of this endeavor. This property is sloped hillside wand will lend itself to larger rather than smaller lot sizes.

It is not always possible to provide multiple types of housing in a single property development. The proposed R-2 Designation will allow many different types of dwelling units, including: single family dwellings including single family manufactured homes, single family attached dwelling unit/townhouse, duplex dwellings, triplex housing, residential care homes and day care facilities.”

**Findings:** The annexation of this site and subsequent residential development will add to the city’s housing stock, providing additional housing choice for residents. Criterion 12 is met.

## V. CRITERIA – WILLAMINA DEVELOPMENT CODE - ZONE CHANGE

According to the Willamina Development Code, Section 3.102, zone change proposals shall be approved if the applicant provides evidence substantiating the criteria listed below.

A. The proposed zone is appropriate for the Comprehensive Plan land use designation of the property and is consistent with the description and policies for the applicable Comprehensive Plan land use classification

**Applicant Response:** “This property is included within the City’s Urban Growth Boundary and is currently zoned Suburban Residential as noted on the Comprehensive Plan Map. This request is for R-2 Zoning which is the least densely developed Residential District available to this property.

**Findings:** The subject property is within the City’s urban growth boundary and is contiguous with the existing city limits on its north and east sides. The proposal includes a zone change from County Suburban Residential to Two-Family Residential (R-2) and a corresponding Comprehensive Plan Map change from Low Density Residential to Moderate Density Residential, which is compatible with the surrounding zoning of R-3 to the north and R-2/R-1 zoning to the east. Criterion A is met.

B. The uses permitted in the proposed zone can be accommodated on the proposed site without exceeding its physical capacity

**Applicant Response:** “Each individual zoning designation in the City of Willamina, has minimum dwelling densities which are required to be met by the developer. The designated plans are filed with and approved by the State of Oregon. As noted in Item (A), above, the requested zone R-2, has the least densely developed minimum units per acre.

This requested zoning designation comes after careful consideration of several factors. The property is sloped hillside, and larger lots are more favorable than higher density with smaller lots. This property lies adjacent to Pioneer Heights Subdivision, and sharing the same type of terrain. The adjacent subdivision, (Pioneer Heights) is an example of what the finished development will comprise. Planned city services are anticipated to be capable of serving this type of development on this property. As part of that city planning it has been anticipated that development of this property will include water lines, within the development, that will increase both water capacity and water pressure for this property and supplement portions of Pioneer Heights and some surrounding properties in the city.”

**Findings:** The proposed zoning for this site will require a minimum density of 5 units per acre and a maximum density of 7 units per acre. A level of development between the minimum and maximum density can be accommodated on the site. Criterion B is met.

C. Allowed uses in the proposed zone can be established in compliance with the development requirements in this Ordinance

**Applicant Response:** “The City of Willamina has an established development code, which can and will be met as this development moves forward. Items such as street width, slope, and access availability, all can be met. Access to public utilities is available and ready to be extended from Pioneer Heights Subdivision, which is very similar to what will occur on this property.”

**Findings:** Development standards for the R-2 zone are outlined in Section 2.102 of the Willamina Development Code. Residential development within the minimum and maximum densities required can be provided in compliance within the development standards required. Criterion C is met.

D. Adequate public facilities, services, and transportation networks are in place or are planned to be provided concurrently with the development of the property

**Applicant Response:** “As discussed earlier in this submittal all city services are provided and available at the north and northeast boundaries of the subject property. These include:

- Street access: There are 5 existing streets serving the subject property: Pioneer Drive, Pine Street, Conestoga Street, Bales avenue, and Hill Drive. Hill Drive is not as well improved as the other four mentioned streets. Willamina’s Transportation Planning Plan calls for Hill Drive to be improved as future development occurs.
- City Water: Water is available and stubbed to the subject property at the end of each existing street terminating at the boundary of the subject property. New development will include extending Hill Drive through the subject property and provide new water line and booster pump, for more capacity and additional pressure for this development and portions of Pioneer Heights and some additional existing properties.
- City Sewer: Sanitary sewer lines are available at ends of all five streets where they front onto this subject property.

- Storm Sewer: Storm sewer will utilize the seasonal creek area within the development.
- Public utilities: Electric, telephone, natural gas: All are available at the end of the 5 service streets already mentioned.

**Findings:** Adequate public facilities are available to the site as it is adjacent to existing urban development. Additional water pressure will be needed at the time of development and will be conditioned at the time of subdivision. Criterion D is met.

E. For residential zone changes, the criteria listed in the purpose statement for the proposed zone shall be met

**Applicant Response:** “The purpose statement for R-2 zoning is as follows: ‘The purpose of the R-2 District is to provide areas for the development of a mixture of single-family, duplex, and triplex housing opportunities at densities between 4.0 and 4.7 units per acres. The R-2 District is consistent with the Moderate Density Comprehensive Plan designation.’

The Applicant believes this purpose statement is in error. Section 2.102.05 (C) of the City’s Development Code states that “when R-2 land is subdivided, the minimum density shall be five (5) units per acre and the maximum density shall be seven (7) units per acre.

The Applicant’s proposed use of 5 units per acre is within the minimum and maximum density. Additionally, allowing a mix of single-family, duplex, and triplex units allows for different types of lifestyles and ultimately brings appeal and opportunities to a diverse base of potential occupants.”

**Findings:** The applicant is correct in that the purpose statement for the R-2 zone is in conflict with the Development Standards of Section 2.102.05. In this case, the Development Standards supersede the purpose statement. The correct minimum density requirement is 5 units per acre and the correct maximum density requirement is 7 units per acre. This density will allow for the intent of the purpose statement to provide for the development of a mixture of single-family, duplex and triplex housing opportunities. Criterion E is met.

## VI. CONCLUSIONS AND RECOMMENDED CONDITIONS OF APPROVAL

The above findings show the criteria are met. The Willamina Planning Commission recommends approval of Annexation, Zone Change to R-2 zone, and Comprehensive Plan Map Amendment to Moderate Density Residential, subject to the following conditions of approval:

- A. Upgrades to the existing Hill Drive pump station and a possible increase to the size of the mainline along Hill Drive will be conditioned at the time of any future subdivision. Both the necessary improvements to the booster pump station and the mainline shall be modeled by the City Engineer with the system-wide model consistent with the new demands and fire flows. The applicant shall be responsible for the cost of that modeling. A check valve on SW Pioneer Drive water line to supplement fire flows to Pioneer Heights will be conditioned at the time of any future subdivision.
- B. A plan for storm drainage and erosion control will be required before a subdivision application is approved. Future flows to the seasonal creek as the result of development shall be less than or equal to current flows. Detention facilities will likely be required.
- C. The downstream sanitary conveyance system capacity will need to be verified before subdivision application will be approved. If existing lines cannot handle increased flows,

upgrades should be made to trunk lines at the developer's expense. This may include upgrades to the south pump station.

- D. All public and private utilities shall be extended into new development at the developer's expense as part of the conditions of approval for any future subdivision.
- E. In order to protect the intermittent stream located on site, review and approval by the Oregon Department of State Lands is required prior to any on-site development.

## VII. CITY COUNCIL ACTION

The City Council may take one of the following actions:

- A. Make a motion to adopt the staff report and approve the Annexation, Zone Change, and Comprehensive Plan Map Amendment, subject to the conditions of approval set forth in the staff report.
- B. Make a motion to adopt the staff report and approve the Annexation, Zone Change, and Comprehensive Plan Map Amendment, subject to the conditions of approval set forth in the staff report, as modified to reflect the changes made by the City Council.

*Note: The Council Member making the motion needs to state the reasons for the modifications and any revised conditions of approval.*

- C. Make a motion to continue the public hearing to a date and time certain and state the additional information that is needed to allow for a future decision.
- D. Make a motion to deny the requested Annexation, Zone Change, and Comprehensive Plan Map Amendment.

*Note: The Council Member making the motion needs to state the reasons for the recommendation of denial.*

## ORDINANCE 667

### **AN ORDINANCE ANNEXING TO THE CITY OF WILLAMINA THE TERRITORY DESCRIBED IN EXHIBIT "A" AND AMENDING THE WILLAMINA ZONING MAP TO APPLY THE R-2 ZONE AND AMENDING THE COMPREHENSIVE PLAN MAP TO APPLY THE MDR DESIGNATION TO THE ANNEXED PROPERTY.**

WHEREAS, the applicant, Steven M. Draper, is the sole owner of the tract of land described in Exhibit "A" and has petitioned and desires that said property be annexed to the City of Willamina, Oregon; and

WHEREAS, the tract of land in Exhibit "A" is approximately 17.12 acres (745,747 square feet); and

WHEREAS, the above described area and property is contiguous to the City of Willamina, Oregon; and

WHEREAS, the above described area and property is within the urban growth boundary of the City of Willamina, Oregon; and

WHEREAS, pursuant to the Development Code of the City of Willamina, the Recorder of the City of Willamina, Oregon, caused notice of said hearing to be published at least twenty days prior to the date of said hearing in the McMinnville News-Register, a newspaper of general circulation published in the City of McMinnville, Oregon, and caused notice of said public hearing to be mailed to the owners of property within 100 feet of the subject property at least twenty days prior to said public hearing, all of which appears from the certificates of the recorder on file in the recorder's office, and which notice described the territory and area proposed to be annexed to the City of Willamina, Oregon, and called said meeting to be held in question of the annexation.

WHEREAS, on May 2, 2017, the Willamina Planning Commission held a public hearing at which time the registered voters and other interested persons were invited to appear and be heard on the question of annexation of said area and property herein above first described; and

WHEREAS, on May 2, 2017, the Willamina Planning Commission unanimously voted to recommend that the City Council approve the annexation, zone change, and comprehensive plan map amendment of said area and property herein above first described; and

WHEREAS, a public hearing was held on May 9, 2017 before the City Council of the City of Willamina, at which time the registered voters and other interested citizens were given full opportunity to be present and heard on the question of annexation of said area and property herein above first described; now therefore,

Ordinance 667

THE CITY OF WILLAMINA DOES ORDAIN AS FOLLOWS:

Section 1. That insomuch as the owner of the real premises described above has consented in writing to the annexation of said area and property, and such consent is on file in the recorder's office in the City of Willamina, IT IS HEREBY ORDERED, DECLARED AND PROCLAIMED that the area and property described in Exhibit "A" and shown on the Annexation Map in Exhibit "B" is hereby annexed to the City of Willamina, Yamhill County, State of Oregon.

Section 2. The City Council of the City of Willamina does hereby adopt those certain findings of fact and conclusionary findings attached hereto as EXHIBIT "C" and by this reference made a part hereof.

Section 3. The City Council of the City of Willamina does hereby amend the Zoning Map of the City of Willamina, Oregon, establishing the Two-Family Residential (R-2) Zone on the subject property described in Exhibit "A" and shown in Exhibit "B" and by this reference made a part hereof.

Section 4. The City Council of the City of Willamina does hereby amend the Comprehensive Plan Map of the City of Willamina, Oregon, establishing the Moderate Density Residential (MDR) Zone on the subject property described in Exhibit "A" and shown in Exhibit "B" and by this reference made a part hereof.

Section 4. The Recorder of the City of Willamina, Oregon, is hereby authorized and directed to make and submit to the Secretary of State of Oregon, the Department of Revenue of Oregon, the Assessor of Yamhill County, Oregon, and the County Clerk of Yamhill County, Oregon, a certified copy of the following documents:

- (a) Copy of this Ordinance.

PASSED and adopted by the City Council of the City of Willamina on this 9<sup>th</sup> day of May, 2017 by the following votes:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Approved by the Mayor on this 9<sup>th</sup> day of May, 2017.

SIGNED: \_\_\_\_\_  
Ila Skyberg, Mayor

\_\_\_\_\_  
Date

ATTEST: \_\_\_\_\_  
Debbie Bernard, City Recorder

\_\_\_\_\_  
Date

# EXHIBIT "A"

## LEGAL DESCRIPTION

Lot Book Service

Guarantee No.: 7129-2796628  
Page 3 of 3

### Exhibit "A"

Real property in the County of Polk, State of Oregon, described as follows:

BEGINNING AT THE COMMON SECTION CORNER OF SECTIONS 1, 2, 11 AND 12, IN TOWNSHIP 6 SOUTH, RANGE 7 WEST, OF THE WILLAMETTE MERIDIAN, IN THE COUNTY OF POLK AND STATE OF OREGON; THENCE NORTH 41° EAST, A DISTANCE OF 75.4 FEET TO THE SOUTHWEST CORNER OF THE ACE TURNIDGE RANCH; THENCE EAST ALONG THE SOUTH BOUNDARY OF SAID ACE TURNIDGE RANCH, A DISTANCE OF 1,368.5 FEET; THENCE SOUTH, A DISTANCE OF 569.3 FEET TO THE NORTH BOUNDARY OF THE F.J. HARRIS RANCH; THENCE SOUTH 89°16' WEST ALONG THE NORTH BOUNDARY OF SAID HARRIS RANCH; A DISTANCE OF 1,408 FEET TO FIR STAKE; THENCE NORTH, A DISTANCE OF 528.0 FEET TO THE POINT OF BEGINNING.

SAVE AND EXCEPT THE FOLLOWING DESCRIBED PREMISES:

BEGINNING AT THE NORTHEAST CORNER OF THE TRACT OF LAND 100 BY 100 FEET, DEEDED BY OTTO W. HEIDER AND WIFE, TO GEORGE W. DAVIS AND WIFE, AND RECORDED ON PAGE 307, OF VOLUME 125, DEED RECORDS FOR POLK COUNTY OREGON, WHICH POINT IS ON THE SOUTH BOUNDARY OF OAK STREET AND 165.0 FEET SOUTH AND 175.0 FEET WEST OF THE NORTHWEST CORNER OF HILLCREST ADDITION TO WILLAMINA, SECTION 1 OF TOWNSHIP 6 SOUTH, RANGE 7 WEST, OF THE WILLAMETTE MERIDIAN, IN THE COUNTY OF POLK AND STATE OF OREGON; THENCE WEST, A DISTANCE OF 161.0 FEET; THENCE SOUTH, A DISTANCE OF 407.11 FEET TO THE SOUTH BOUNDARY OF FIET LAND; THENCE NORTH 89° 16' EAST ALONG SAID SOUTH BOUNDARY LINE, A DISTANCE OF 161.2 FEET; THENCE NORTH, A DISTANCE OF 404.85 FEET TO THE PLACE OF BEGINNING.

ALSO EXCEPT A RIGHT-OF-WAY CONVEYED TO THE CITY OF WILLAMINA TO CONSTRUCT AND MAINTAIN WATER PIPES OVER THE ABOVE DESCRIBED PROPERTY AS DISCLOSED BY THAT CERTAIN RIGHT-OF-WAY DEED DATED APRIL 1, 1937, AND RECORDED ON PAGE 278, BOOK 110, DEED RECORDS FOR POLK COUNTY, OREGON.

ALSO EXCEPT THAT TRACT OF LAND CONVEYED TO THE CITY OF WILLAMINA FOR ROAD PURPOSES, RECORDED MARCH 10, 1998, IN BOOK 350, PAGE 1389, POLK COUNTY, OREGON.

NOTE: This Legal Description was created prior to January 01, 2008.

*First American Title*



## EXHIBIT “C”

### CITY COUNCIL FINDINGS – ANNEXATION, ZONE CHANGE, COMPREHENSIVE PLAN MAP AMENDMENT

Planning File No. ANX/ZC/CPMA 2017-01

This matter comes before the Willamina City Council on the application of the applicant, Steven Draper, to annex approximately 17.12 acres of land into the City of Willamina, and establish the Two-Family Residential (R-2) Zone and the Moderate Density Residential (MDR) Comprehensive Plan Map designation on the newly annexed property.

#### I. FINDINGS -- BACKGROUND

Applicant:	Edwin Sharer
Owner:	Steve Draper
Location:	Polk County Assessor's Map and Tax Lot: 06712000/1100 (See Exhibit A)
Property Address:	No situs address.
Property Size:	Approximately 17.12 acres
Current Use:	Vacant
Comprehensive Plan:	Low Density Residential (LDR)
Zoning:	County Zone: Suburban Residential (SR)
Request:	Annexation of approximately 17.12 acres within the Urban Growth Boundary with a corresponding zone change and comprehensive plan map amendment.

#### II. APPLICATION SUMMARY

Annexation of approximately 17.12 acres within the Urban Growth Boundary (UGBJ) with a corresponding zone change and comprehensive plan map amendment. The site is currently zoned Suburban Residential (SR) in Polk County. The proposed zoning is Two-Family Residential (R-2). The Comprehensive Plan Map designation for this site is currently Low Density Residential (LDR). The proposed Comprehensive Plan Map designation is Moderate Density Residential (MDR).

According to the City of Willamina, Development Code, Section 3.111, the boundary of the City may be extended by the annexation of territory not then within the City and which territory is within the City's Urban Growth Boundary and contiguous to the City or separated from it by a stream or right-of-way only.

This proposal was considered by the Planning Commission at a public hearing on May 2, 2017. The Planning Commission voted unanimously to recommend to the City Council adoption of the staff report and approval of an Annexation, Zone Change, and Comprehensive Plan Map Amendment, subject to the conditions of approval set forth in the staff report. The issue of access to any potential subdivision on the subject site and the conditions and feasibility of the surrounding streets to serve a potential subdivision will be addressed at the time of subdivision and will be considered in relation to the results of a traffic impact analysis and input from the public.

The City Council shall hear testimony and shall approve or deny the proposal. The City Council's decision shall, in a written form, state the rationale used in justifying the decision, and that the decision is in conformance with the City's comprehensive plan. For all annexations the decision shall state how the proposal relates to the criteria listed below:

### III. CRITERIA AND FINDINGS - ANNEXATION

#### **CRITERIA – WILLAMINA DEVELOPMENT CODE - ANNEXATION**

For all annexations the decision shall state how the proposal will:

1. Affect the community's air resources

**Applicant Response:** "It is proposed that along with this annexation request, the property will be zoned R-2 Residential. R-2 Residential development is the least densely developed residential zone available to this property. This allows more square footage per unit/lot (lowest density) than other residential zones. Residential zones don't emit higher amounts of dust, smoke, particulate, odors, etc., as compared to industrial or manufacturing. Due to the city's close proximity to the coastal foothills, the topographical terrain, abundance of prevailing winds and surrounding forest use this development will have minimal impact on the city's air resources.

**Findings:** The proposed annexation and zone change with subsequent development adhering to standards for R-2 zoning is not expected to have a negative effect on the community's air resources. Criterion 1 is met.

2. Promote an orderly, timely and economical transition of rural and agricultural lands into urbanized lands

**Applicant Response:** "This property has been within the city's urban growth boundary for roughly 20 years. As nearby development has occurred, provisions have been implemented for availability for utility and city services to be provided in this area. Except for adequate water pressure, all city services are adequate, and available at this property. Currently, there are four existing improved city streets fronting this property, with water lines, city sewer, power, natural gas, and sidewalks. Storm sewer will utilize the seasonal creek as it the same for Pioneer Heights Subdivision."

**Findings:** The subject property is within the city's urban growth boundary. The north and east boundaries are contiguous with the boundary for the City of Willamina. The current County zoning of this site is Suburban Residential and the proposed R-2 zoning is compatible with surrounding properties in the City of Willamina. Criterion 2 is met.

3. Relate to areas with natural hazards

**Applicant Response:** "Two types of natural hazard come to mind concerning this property; The seasonal creek and drainage area associated with it, and the sloped terrain. As to the seasonal creek, the applicant is providing a proposed tentative lot layout/plan. Open space has been designated the entire length of the creek area except for two street crossings with culverts. No other development will disturb the creek.

The terrain on this subject property is very similar to that of Pioneer Heights. There are no adversely steep slopes and as such will be quite manageable. All proposed street development can be accomplished within city code requirements. Any development work will require City and State Department of Environmental Quality permits. Those concerns can be met with proper steps to protect against erosion and for public safety."

**Findings:** There is an identified creek on the subject property as well as areas of sloped terrain. The applicant proposes to designate open space areas around the creek, except for two street crossings over the creek with culverts. The designation of open space areas to protect the creek and a more detailed analysis of steep slopes will be a factor in any future consideration of a subdivision proposal for this site. Criterion 3 is met.

4. Affect the fish and wildlife in the proposed annexation

**Applicant Response:** "There are obviously different types of wildlife habitat currently in use on the subject property. Only minimal area of the seasonal creek will be disturbed for two street crossings. The applicant's proposed tentative lot layout shows proposed open space the entire length of the undisturbed creek area, except for the street crossing areas. Also, there are no fences that are proposed which would restrict movement of the different types of critters that might possible move through this area. With the only disturbance to the seasonal creek area being the street crossings, downstream water quality should remain good and be adequately protected."

**Findings:** At the time of any future subdivision review, consideration will be given to the wildlife habitat on the subject property and conditions may be imposed to protect these areas in order to minimize any negative effects on wildlife due to development. Criterion 4 is met.

5. Utilize energy resources and conserve energy use

**Applicant Response:** "This property is located close to existing urban development. Existing city streets will be extended providing the closest possible access to destinations residents might wish to reach. Traffic will not be routed away from the direction of travel they wish to go, with wasted travel time and mileage. This property has a significant amount of south and southeasterly slope. This type of slope lends itself to utilizing solar benefits at the time of construction, benefiting the occupants of the dwellings. The applicant will be seeking R-2 zoning, which should allow for somewhat larger lots and better suited for utilizing solar benefits. Newly constructed streets will be of sufficient width to accommodate bicycles and sidewalks for pedestrian traffic."

**Findings:** The location of the subject site, bordering the city limits on two sides and adjacent to

existing urban development, lends itself to the conservation of energy resources. Criterion 5 is met.

6. Protect open spaces and scenic views and areas

**Applicant Response:** “The proposed use here is for residential development, with R-2 zoning. R-2 zoning is the least densely development zone, available to this property, which usually equates to larger lots allowing flexibility in landscaping and siting the dwelling and more easily achieving spacious views for the inhabitants. Pioneer Heights is a living example of view potential from these sloped hillsides. The creek area will be mindfully protected and the open space adjacent to it will be preserved for everyone to enjoy.”

**Findings:** At the time of any future subdivision review, consideration will be given to the open spaces and scenic views on the subject property. Conditions may be imposed to protect these areas in order to minimize any negative effects due to development. Criterion 6 is met.

7. Provides for transportation needs in a safe, orderly and economic manner

**Applicant Response:** “Constructive planning by the city regarding past development makes this an appropriate annexation to the city. As stated prior in this narrative and again here, the transportation needs of this development property are a natural fit to the existing city transportation network and the City’s Transportation Planning Plan. Access to this property is provided by 4 city streets, which have been constructed to the edge of this property, needing only to be extended through the property at the time of development. Pioneer drive, Pine Street, Conestoga Street, and Bales Avenue are all improved, with sidewalks. Power, water, sewer, and communication utilities are available at the end of each existing street.

Hill Drive must be extended to the west, extending through any new development. A major portion of Hill Drive, currently lacks current upgrades: curbs, sidewalks, etc. The City’s Transportation Plan calls for Hill drive to be improved as development occurs along the street. As the subject property is developed, Hill Drive will be extended within the property to Collector Street specifications regarding width.

**Findings:** The subject property is adequately served by existing transportation infrastructure with the potential for access from five streets: Pioneer Drive, Pine street, Conestoga Street, Bales Avenue, and Hill Drive. Criterion 7 is met.

8. Provide for an orderly and efficient arrangement of public services

**Applicant Response:** “All city services are currently located within, and available to the Pioneer Heights Subdivision. Five city streets currently abut and can serve this property. All five currently have city services and can be used to provide some services if needed. The four streets in Pioneer Heights Subdivision (Pioneer Drive, Pine street, Conestoga Street, and Bales Avenue) are improved with all city services and are stubbed to the property, and merely need extending onto the subject property.

As development has occurred adjacent to the subject property, it became apparent that if additional development were to occur, additional water capacity and water pressure would need to be made available. Pioneer Heights has only minimal pressure in the higher elevations.

At the intersection of Hill and Bales and extending westward, a new water line and booster pump would need to be constructed to supplement this new development. It is anticipated that the addition of these two features (larger water line and booster pump) extending along the newly

constructed portion of Hill Drive will be connected to some portion of the existing Pioneer Heights Subdivision so that the current water situation will be improved and supplemented. The expense of these water service improvements will be borne by the applicant when the property is developed.”

**Findings:** Utility services are available to the subject property. City facilities for water, sewage, and electricity are stubbed to the property at Pioneer Drive, Pine Street, Conestoga Street and Bales Avenue. It has been noted that additional water capacity and water pressure may be needed at the time of subdivision and may be required as a condition of approval for any future subdivision. A plan for storm drainage and erosion control will be required before a future subdivision application will be approved. Future flows to the creek as the result of development will need to be less than or equal to current flows and detention facilities will likely be required. Verification of the downstream sanitary conveyance system capacity will need to be submitted before a future subdivision application will be approved. Criterion 8 is met.

9. Provide for the recreational needs of the citizens

**Applicant Response:** “The city requires fees to be paid at the time of development for parks and recreation. All new streets will have sidewalks for walker, hikers, and runners. Street will be of sufficient width for bicycles.”

**Findings:** As part of the review for future subdivision and development, conditions may be imposed to provide for recreational features, including sidewalks. Criterion 9 is met.

10. Affect identified historical sites and structures and provide for the preservation of such sites and structures

**Applicant Response:** “The subject property is a bare land parcel. The applicant is not aware of any identified historical sites or structures associated with the subject property. Most certainly there are none associated with this property that would be impacted or destroyed.”

**Findings:** Not applicable.

11. Improve and enhance the economy of the City

**Applicant Response:** “Upon completion of this annexation, zone change and subdivision approval process, the city of Willamina and its citizens will have the opportunity to enjoy new homes in a nice setting. Not everyone wants a new home, just as not everyone wants to live in an older home, but new homes bring opportunity and more choices for families. Property taxes on new houses bring tax dollars that help to improve infrastructure, schools and support other services, and are proportionally higher than most older existing homes due to Measure 50.

**Findings:** The annexation of the subject property and subsequent development of the site will add to the City’s tax base and will enhance the economy by providing additional housing choice for residents. Criterion 11 is met.

12. Provide quality, safe housing through a variety of housing types and price ranges

**Applicant Response:** “Development of this property in R-2 zoning is the goal of this endeavor. This property is sloped hillside and will lend itself to larger rather than smaller lot sizes.

It is not always possible to provide multiple types of housing in a single property development. The proposed R-2 Designation will allow many different types of dwelling units, including: single family dwellings including single family manufactured homes, single family attached dwelling

unit/townhouse, duplex dwellings, triplex housing, residential care homes and day care facilities.”  
**Findings:** The annexation of this site and subsequent residential development will add to the city’s housing stock, providing additional housing choice for residents. Criterion 12 is met.

#### IV. CRITERIA AND FINDINGS - ZONE CHANGE/COMPREHENSIVE PLAN MAP AMENDMENT

### **CRITERIA - STATEWIDE PLANNING GOALS**

Goal 1: *Citizen Involvement*. The public will be given the opportunity to voice their concerns at the public hearings before the Planning Commission and the City Council and will be notified of decisions made on the application. Staff finds this criterion is met.

Goal 2: *Land Use Planning*. Establishes a *land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions*. The review of this application is being conducted according to the procedures set forth in the Willamina Development Code, Section 3: Procedure for Type III Review, Section 3.111: Annexations and Section 3.102: Zone Change. The application is being considered for conformance with the standards set forth in Section 2.102: Two-Family Residential Zone, as well as for its adherence to the broader goals of the Comprehensive Plan. Staff finds this criterion is met.

Goals 3: *Agricultural Lands*. This goal is not applicable. The subject property is not agricultural land and is located inside the urban growth boundary.

Goal 4: *Forest Lands*. This goal is not applicable. The subject property is not forest land and is located inside the urban growth boundary.

Goal 5: *Natural Resources, Scenic and Historic Areas, and Open Areas*. This goal aims to *protect natural resources and conserve scenic and historic areas and open spaces*. The subject property contains an intermittent stream. A proposed condition of approval is the review and approval by the Oregon Department of State Lands prior to any on-site development.

Goal 6: *Air, Water and Land Resources*. This goal endeavors to *maintain and improve the quality of the air, water and land resources of the State*. The subject property contains an intermittent stream. A proposed condition of approval is the review and approval by the Oregon Department of State Lands prior to any on-site development.

Goal 7: *Areas Subject to Natural Disasters and Hazards*. This goal is not applicable. The subject property is not within the flood zone.

Goal 8: *Recreation Needs*. This goal is not applicable. This proposed change does not impact recreational lands within the City.

Goal 9: *Economy of the State*. This goal is not applicable. The proposed change is from a residential zone in the County to a residential zone in the City.

Goal 10: *Housing*. The current proposal adds to the amount of land available for residential development and adheres to Housing Element goals of the Comprehensive Plan: *To take steps to ensure that Willamina residents are provided with safe and sanitary housing and to encourage the development of a range of housing types and cost levels to adequately meet the needs of its citizens*. A 2012 report by the Population Research Center of Portland State University found that by 2035, Willamina will have a population of 3,261 people, a 26% change from the actual 2011 population. Households are projected to increase to 845, and it is anticipated that 924 housing units will exist in Willamina by 2035. Thus, between 2011 and 2035, the potential housing demand may be anywhere from 136 to 192 units. Staff finds this criterion is met.

Goal 11: *Public Facilities and Services*. Goal 11 requires *a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development*. The City's public works director has provided comment assuring that the approval of the zone change will not have an adverse impact upon the provision of public facilities and services. Further review of potential impacts to transportation, storm drainage and water systems will be performed in the event the property is developed or partitioned in the future. Staff finds this criterion is met.

Goal 12: *Transportation*. The site abuts five city streets. Any needed improvements to streets used for access to the site will be reviewed at the time of subdivision and development. Staff finds this criterion is met.

Goal 13: *Energy Conservation*. The comprehensive plan of the City of Willamina encourages energy efficient development. The property is already within the city's urban growth boundary and adjacent to the city limits. Staff finds this criterion is met.

Goal 14: *Urbanization*. Goal 14 *provides for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities*. This site is located within the city's urban growth boundary and is adjacent to the city limits. Residential development of this site will provide for the orderly expansion of the city and the accommodation of projected population growth. Staff finds this criterion is met.

Goals 15-19. These goals apply to specific geographic locations, none of which are impacted here. Staff finds these goals do not apply.

## **CRITERIA – WILLAMINA DEVELOPMENT CODE - ZONE CHANGE**

According to the Willamina Development Code, Section 3.102, zone change proposals shall be approved if the applicant provides evidence substantiating the criteria listed below.

Ordinance 667

A. The proposed zone is appropriate for the Comprehensive Plan land use designation of the property and is consistent with the description and policies for the applicable Comprehensive Plan land use classification

**Applicant Response:** "This property is included within the City's Urban Growth Boundary and is currently zoned Suburban Residential as noted on the Comprehensive Plan Map. This request is for R-2 Zoning which is the least densely developed Residential District available to this property.

**Findings:** The subject property is within the City's urban growth boundary and is contiguous with the existing city limits on its north and east sides. The proposal includes a zone change from County Suburban Residential to Two-Family Residential (R-2) and a corresponding Comprehensive Plan Map change from Low Density Residential to Moderate Density Residential, which is compatible with the surrounding zoning of R-3 to the north and R-2/R-1 zoning to the east. Criterion A is met.

B. The uses permitted in the proposed zone can be accommodated on the proposed site without exceeding its physical capacity

**Applicant Response:** "Each individual zoning designation in the City of Willamina, has minimum dwelling densities which are required to be met by the developer. The designated plans are filed with and approved by the State of Oregon. As noted in Item (A), above, the requested zone R-2, has the least densely developed minimum units per acre.

This requested zoning designation comes after careful consideration of several factors. The property is sloped hillside, and larger lots are more favorable than higher density with smaller lots. This property lies adjacent to Pioneer Heights Subdivision, and sharing the same type of terrain. The adjacent subdivision, (Pioneer Heights) is an example of what the finished development will comprise. Planned city services are anticipated to be capable of serving this type of development on this property. As part of that city planning it has been anticipated that development of this property will include water lines, within the development, that will increase both water capacity and water pressure fort this property and supplement portions of Pioneer Heights and some surrounding properties in the city."

**Findings:** The proposed zoning for this site will require a minimum density of 5 units per acre and a maximum density of 7 units per acre. A level of development between the minimum and maximum density can be accommodated on the site. Criterion B is met.

C. Allowed uses in the proposed zone can be established in compliance with the development requirements in this Ordinance

**Applicant Response:** "The City of Willamina has an established development code, which can and will be met as this development moves forward. Items such as street width, slope, and access availability, all can be met. Access to public utilities is available and ready to be extended from Pioneer Heights Subdivision, which is very similar to what will occur on this property."

**Findings:** Development standards for the R-2 zone are outlined in Section 2.102 of the Willamina Development Code. Residential development within the minimum and maximum densities required can be provided in compliance within the development standards required. Criterion C is met.

D. Adequate public facilities, services, and transportation networks are in place or are planned to be provided concurrently with the development of the property

**Applicant Response:** “As discussed earlier in this submittal all city services are provided and available at the north and northeast boundaries of the subject property. These include:

- Street access: There are 5 existing streets serving the subject property: Pioneer Drive, Pine Street, Conestoga Street, Bales avenue, and Hill Drive. Hill Drive is not as well improved as the other four mentioned streets. Willamina’s Transportation Planning Plan calls for Hill Drive to be improved as future development occurs.
- City Water: Water is available and stubbed to the subject property at the end of each existing street terminating at the boundary of the subject property. New development will include extending Hill Drive though the subject property and provide new water line and booster pump, for more capacity and additional pressure for this development and portions of Pioneer Heights and some additional existing properties.
- City Sewer: Sanitary sewer lines are available at ends of all five streets where they front onto this subject property.
- Storm Sewer: Storm sewer will utilize the seasonal creek area within the development.
- Public utilities: Electric, telephone, natural gas: All are available at the end of the 5 service streets already mentioned.

**Findings:** Adequate public facilities are available to the site as it is adjacent to existing urban development. Additional water pressure will be needed at the time of development and will be conditioned at the time of subdivision. Criterion D is met.

E. For residential zone changes, the criteria listed in the purpose statement for the proposed zone shall be met

**Applicant Response:** “The purpose statement for R-2 zoning is as follows: ‘The purpose of the R-2 District is to provide areas for the development of a mixture of single-family, duplex, and triplex housing opportunities at densities between 4.0 and 4.7 units per acres. The R-2 District is consistent with the Moderate Density Comprehensive Plan designation.’

The Applicant believes this purpose statement is in error. Section 2.102.05 (C) of the City’s Development Code states that “when R-2 land is subdivided, the minimum density shall be five (5) units per acre and the maximum density shall be seven (7) units per acre.

The Applicant’s proposed use of 5 units per acre is within the minimum and maximum density. Additionally, allowing a mix of single-family, duplex, and triplex units allows for different types of lifestyles and ultimately brings appeal and opportunities to a diverse base of potential occupants.”

**Findings:** The applicant is correct in that the purpose statement for the R-2 zone is in conflict with the Development Standards of Section 2.102.05. In this case, the Development Standards supersede the purpose statement. The correct minimum density requirement is 5 units per acre and the correct maximum density requirement is 7 units per acre. This density will allow for the intent of the purpose statement to provide for the development of a mixture of single-family, duplex and triplex housing opportunities. Criterion E is met.

## V. PLANNING COMMISSION RECOMMENDATION

On May 2 2017, the Planning Commission conducted a duly noticed public hearing, received the staff report, and received testimony from those in attendance. The

Ordinance 667

Commission closed the public hearing and deliberated passing a motion recommending the City Council approve the annexation and establish the Two-Family Residential Zone (R-02) and the Moderate Density Residential Comprehensive Plan Map designation on the annexed property.

VI. CONCLUSIONARY FINDING

It is concluded the annexation and establishment of the Two-Family Residential (R-2) Zone and the Moderate Density Residential Comprehensive Plan Map designation comply with the decision criteria in the Willamina Municipal Code and the Willamina Development Code.

***City of Willamina***

***Incorporated in 1903***

**RESOLUTION NO. 16-17-011**

A resolution supporting the City of Willamina 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 Heather Stritzke as the successor to the current board member Bob Sivick.

RECITALS:

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

The City of Willamina has participated in the YCAHC Board since 1984 when the city received its first Housing Rehabilitation 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 \$4,000,000.00 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 Heather Stritzke, as the member of the YCAHC Board representing the City of WILLAMINA.

EFFECTIVE DATE

The effective date of this Resolution shall be May 9, 2017.

Adopted by the City Council of the City of Willamina at a regular meeting held the 9th day of May 2017 be the following votes:

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

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

Approved this 9<sup>th</sup> day of May 2017.

\_\_\_\_\_  
Ila Skyberg, Mayor

Attest:

\_\_\_\_\_  
City Recorder, Debbie Bernard



**RESOLUTION NO. 16-17-012**

A resolution supporting the City of Willamina ongoing participation as a member of the YCTA Project Advisory Committee (PAC) to appoint **Craig Johnson** as the successor to the current committee member Bob Sivick.

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

1. The City of WILLAMINA continues to support efforts achieved by the (YCTA) Yamhill County Project Advisory Committee members, working for transit service to all of its residents.
2. The City of WILLAMINA supports the efforts of the (YCTA) Yamhill County Project Advisory Committee members, to continue participating in the regional collaborative.
3. The City Council hereby appoints Craig Johnson, as the member of the (YCTA) Yamhill County Project Advisory Committee members, representing the City of WILLAMINA.

EFFECTIVE DATE

The effective date of this Resolution shall be May 9, 2017.

Adopted by the City Council of the City of Willamina at a regular meeting held the 9th day of May 2017 be the following votes:

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

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

Approved this 9th day of May 2017.

\_\_\_\_\_  
Ila Skyberg, Mayor

Approved as to form:

\_\_\_\_\_  
City Recorder, Debbie Bernard

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

*In the Matter of Fees to be charged for Land Use  
Applications coming before the City of Willamina*

**Resolution No., 16-17-013**

*The City Council for the City Willamina, Oregon, on 9<sup>th</sup> day of May, 2017, sat in regular session for the transaction of City business.*

- *Whereas, Section 3.206 of the Willamina Zoning and Development Ordinance, City Ordinance No. 592, states that fees for the purpose of defraying administrative costs of the City associated with procession applications shall be set by resolution of the City Council; and*
- *Whereas, the City Council has found that the fees established in Resolution No. 2000-01-05 need to be adjusted based upon review and recommendation of the City Recorder and City Recorder and City Manager:*
- *Now, Therefore, be it resolved by the City Council of the City of Willamina, Oregon, that fees charged per planning application shall be as follows:*

<b>APPLICATION DESCRIPTION</b>	<b>APPLICATION FEE DEPOSIT</b>	
<b>*All applications shall be assessed a 10% administration fee based on the application costs.</b>		
*Annexation/Zone Change		\$ 2,500.00
Appeal to Council	50% of the Application Fee of action appealed	
*Comprehensive Plan Amendment		\$ 2,500.00
*Conditional Use Permit		\$ 600.00
Construction Application Fee	5% of actual Construction Costs	

APPLICATION DESCRIPTION	APPLICATION FEE DEPOSIT	
*Lot Line Adjustment		\$ 350.00
*Multiple Applications	Most expensive Application Fee in full plus 1/2 of Application Fee for other applications*	
*Non-Conforming Use		\$ 600.00
*Partition		\$ 1,000.00
*Planned Unit Development		\$ 1,800.00
Review of Application for Compensation Under Article1, Section 18 of the Constitution of the State of Oregon (a/k/a Ballot Measure 7)	Deposit	\$ 750.00
*Similar Use		\$ 600.00
Site Plan Review		\$ 600.00
*Subdivision-Final Plan		\$ 2,500.00
Subdivision-Preliminary Plat	750 plus 450.00 per lot up to maximum of	\$ 2,500.00
Temporary Mobile Home Placement		\$ 50.00
*Variance Application		\$ 600.00
*Zone Map Amendment		\$ 1,500.00

\*Costs associated with applications may exceed the listed amounts. Applicants will be required to reimburse the city for any and all costs associated with their application(s) which exceed the initial application fee deposit. In the event that costs do not exceed the initial application fee deposit, the City shall reimburse the unused portion of the application's deposit. All outstanding fees associated with a land use application must be paid in full by applicant prior to the City of Willamina signing off on any land use decision.

Adopted by the City Council of the City of Willamina, Oregon at a regular meeting held on the \_\_\_ day of May 2017 by the following votes:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

APPROVED this \_\_\_\_\_ day of May 2017.

\_\_\_\_\_  
Mayor Ila Skyberg

Attest:

\_\_\_\_\_  
Debbie Bernard, City Recorder



# City of Willamina

Incorporated 1903

411 N.E. "C" Street - P.O. Box 629  
Willamina, Oregon 97396  
Telephone: (503) 876-2242  
FAX: (503) 876-1121  
E-mail: Recorder@onlinemac.com

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

In the Matter of Fees to be Charged for Land Use )  
Applications coming before the City of Willamina )

**Resolution No. 2000-01-05**

\*\*\*\*\*

The City Council for the City of Willamina, Oregon, on the 5<sup>th</sup> day of December, 2000, sat in regular session for the transaction of City business.

- ◆ **WHEREAS**, Section 3.206 of the Willamina Zoning and Development Ordinance, City Ordinance No. 592, states that fees for the purpose of defraying administrative costs of the City associated with processing applications shall be set by resolution of the City Council; and
- ◆ **WHEREAS**, the City Council has found that the fees established in **Resolution No. 99-00-04** need to be adjusted based upon review and recommendation of the City Recorder and City Attorney;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA, OREGON, that fees charged per planning application shall be as follows:**

APPLICATION DESCRIPTION	APPLICATION FEE DEPOSIT
<b>*All applications shall be assessed a 10% administration fee based on the total application costs.</b>	
*Annexation/Zone Change	\$ 1500.00*
Appeal to Council	50% of the Application Fee of action appealed
*Comprehensive Plan Amendment	1500.00*
*Conditional Use Permit	400.00*
Construction Application Fees	5% of actual Construction Costs
*Lot Line Adjustment	250.00*
*Multiple Applications	Most expensive Application Fee in full plus ½ of Application Fee for other applications*
*Non-Conforming Use	400.00*
*Partition	650.00*
*Planned Unit Development	1200.00*
Review of Application for Compensation Under Article 1, Section 18 of the Constitution of the State of Oregon (a/k/a Ballot Measure 7)	Deposit - 750.00
*Similar Use	400.00*
Site Plan Review	400.00*
*Subdivision-Final Plat	1750.00*
Subdivision-Preliminary Plat	750.00 plus \$50.00 per lot up to a maximum of \$1,500.00
Temporary Mobile Home Placement	25.00

*Variance Application	400.00*
*Zone Map Amendment	900.00*

\* Costs associated with applications may exceed the listed amounts. Applicants will be required to reimburse the City for any and all costs associated with their application(s) which exceed the initial application fee deposit. In the event that costs do not exceed the initial application fee deposit, the City shall reimburse the unused portion of application's deposit. All outstanding fees associated with a land use application must be paid in full by applicant prior to the City of Willamina signing off on any land use decision.

Adopted by the City Council of the City of Willamina, Oregon at a regular meeting held on the \_\_\_\_ day of December, 2000 by the following votes:

AYES: Councilors Baller, Buck, Coeb, Fladdock, Schnitzler + Young.  
 NAYS: \_\_\_\_\_

APPROVED this \_\_\_\_\_ day of December, 2000.

Francis C. Eddy  
 Francis C. Eddy, Mayor

Attest:

\_\_\_\_\_  
 Carol L. Haight, City Recorder

3.206 FEES

3.206.01 Purpose

Fees are for the purpose of defraying administrative costs.

3.206.02 General Provisions

- A. Fees shall be payable at the time of application and shall be as set forth by Ordinance or Resolution of the City Council. There shall be no fee required for an application initiated by the Planning Commission or the City Council.
- B. The failure to submit the required fee with an application or notice of appeal, including return of checks unpaid or other failure of consideration, shall be a jurisdictional defect.
- C. Fees are not refundable unless the application is withdrawn prior to the notification of the hearing.
- D. The City Council may reduce or waive the fees upon showing of just cause to do so.

MEMORANDUM

TO: Ila Skyberg, Willamina Mayor  
Members of the Willamina City Council  
FROM: Robert J. Sivick, Willamina City Manager  
DATE: May 5, 2017  
RE: City Manager Vacancy

As you know, in March I informed you I was resigning my position as Willamina City Manager effective at the conclusion of Sunday, May 21, 2017. The City of Willamina (City) contracted with the Mid-Willamette Valley Council of Governments (MWVCOG) to assist it in finding a permanent replacement for myself.

My plans are to leave the area, spend some time with my loved ones, and then permanently relocate to Wisconsin to begin my duties as the Waushara County Administrator. I will be devoting my full energy and efforts to Waushara County and will not be available to provide future assistance to the City of Willamina.

On Thursday, May 4, 2017 a Special Meeting of the Willamina City Council (Council) took place with one item on the agenda. That item was formulating a plan for recruiting my successor. I did not attend that meeting so discussion of the issue would not be stifled by my presence. Pursuant to the recruitment schedule adopted, candidate interviews for a permanent City Manager will not take place until the end of July.

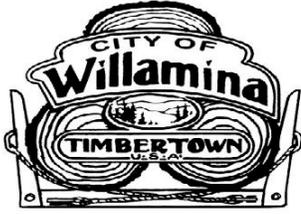
It has come to my attention the issue of interim management of the City for the period extending from May 22nd until the time a permanent City Manager assumes his or her duties was not resolved or even discussed. As City Manager it is my duty to insure the City is well managed and functions properly. That duty will cease at the close of May 21st when my tenure comes to an end. Between now and then I have a duty to insure a smooth transition between myself and a successor. Since that was not addressed at last Thursday's meeting it must be addressed now.

Earlier today I made contact with Nancy J. Boyer, the Executive Director of the MWVCOG. Ms. Boyer agreed to compile a list of qualified persons who are available and willing to serve as an Interim Manager for the City. Once I receive that list a schedule will be formulated for the Council to interview and appoint an Interim City Manager. However, even under the best

of circumstances such a person will not be able to assume their duties for at least several weeks.

The City cannot be without someone designated to assume the duties and authority of City Manager as set forth in that position's job description, the Willamina City Code, and the Oregon Revised Statutes. On a daily basis the City Manager must make decisions and provide direction to employees, the public, and other governmental officials and agencies. The City's history of mismanagement and even the absence of management has been a recipe for chaos and is in large part responsible for the severe fiscal and operational crises it is now beginning to resolve.

I believe the best solution for this short term issue is for the Council to designate an elected official to assume the duties of City Manager beginning May 22, 2017 until such time as an Interim City Manager assumes his or her duties. I do not believe any of the employees are capable of assuming those duties and designating one will likely contribute to employee resentment and dysfunction. Additionally, designating an elected official will act as an incentive for prompt action by the Council to select and hire an Interim City Manager.



**Mayor Ila Skyberg**

Council Members:

*Rita Baller, President*

*Bob Burr*

*Craig Johnson*

*Theresa McKnight*

*April Wooden*

*Heather Stritzke*

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

**RESOLUTION NUMBER 16-17-014**

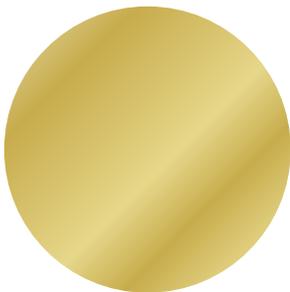
In the Matter of Designating, an Elected Official to assume the duties of City Manager until such time an Interim or Permanent City Manager is in place.

The City Council of the City of Willamina, on the 9<sup>th</sup> day of May 2017 sat in regular session for the transaction of City Business.

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

**NOW THEREFORE, BE IT RESOLVED** that the City of Willamina, shall appoint \_\_\_\_\_ to assume the duties and responsibilities of City Manager beginning May 22, 2017 until such time as an Interim or permanent City Manager is able to assume his or her duties.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF WILLAMINA** this 9<sup>th</sup> day of May, 2017



\_\_\_\_\_  
Mayor Ila Skyberg

Attest:

\_\_\_\_\_  
Debbie Bernard City Recorder





Yamhill County Sheriff's Office  
 Crime Summary for WILLAMINA  
 From 4/1/2017 to 4/30/2017

City of WILLAMINA

UCR Description	4/1/2016 To 4/30/2016	4/1/2017 To 4/30/2017	Percentage Change	YTD (2017)	Prior Year (2016)
<b>Part 1</b>					
Aggravated Assault	0	0		1	2
Arson	0	0		1	0
Burglary-Business	0	0		0	2
Burglary-Non-Residence	1	0		1	3
Burglary-Residence	1	0		1	10
Larceny	5	5		13	53
Motor Vehicle Theft-Auto	1	2	100 %	2	10
<b>Part 1 Total</b>	<b>8</b>	<b>7</b>	<b>-12.5 %</b>	<b>19</b>	<b>80</b>
<b>Part 2</b>					
All Other	0	0		2	8
Animal Problems	0	0		0	1
Disorderly Conduct	1	1		2	8
Drug Laws	1	3	200 %	12	25
DUII	0	0		2	5
Forgery	0	0		0	1
Fraud	0	0		1	2
Kidnapping	0	0		0	1
Liquor Laws	0	0		0	4
Runaway	0	1		1	2
Sex Offenses	0	0		3	1
Simple Assault	1	1		8	28
Stolen Property	1	0		1	3
Tresspass/Prowler	2	1	-50 %	4	17
Vandalism	4	0		4	18
Weapons	0	1		1	3
<b>Part 2 Total</b>	<b>10</b>	<b>8</b>	<b>-20 %</b>	<b>41</b>	<b>127</b>
<b>Part 3</b>					
All Other	3	6	100 %	26	102
Non-Reportable Offenses	6	10	66.67 %	40	106
<b>Part 3 Total</b>	<b>9</b>	<b>16</b>	<b>77.78 %</b>	<b>66</b>	<b>208</b>
<b>Total For WILLAMINA</b>	<b>27</b>	<b>31</b>	<b>14.81 %</b>	<b>126</b>	<b>415</b>

**Monthly Library Report**  
**April 2017**

**CIRCULATION COMPARISON**

CCRLS Statistics Report

April 2015 – 2228

April 2016 – 1513

April 2017 – 2232

NUMBER OF PATRONS SERVED: 659

NUMBER OF PATRONS UTILIZING PCs: 116

**HOLDS:**

Number picked Up: 392

ILL Requests Filled: 6

**PROGRAM Attendance:**

Youth – 19

Adults – 13

MEETING SPACE USE: 4 Hours

**CASH COUNT:**

Fines/Fees - \$76

Copies - \$62.25

NEW CARD SIGNUPS: 16

NUMBER OF ITEMS ADDED TO CATALOG: 39

TOTAL LIBRARY SERVICE HOURS: 80

**VOLUNTEERS:**

18 Volunteers / 137.5 Hours

**Highlights/Calendar:**

Children's Librarian PYM Meeting

Planning Summer Reading Program

Planning for RFID Conversion

**PROJECTS/UPCOMING**

NASA@MyLibrary Program Application : Not Selected

RFID Conversion Closure 5/8-12

Aquaponics Learning Station

Linfield Library Donation

Summer Reading Program: Build a Better World June 5<sup>th</sup>-August 22<sup>nd</sup>

Solar Eclipse Event 8/21

Volunteer  
Monthly Report  
April 2017

**Total Volunteer Hours:**

Library – 137.5 hours / 18 Volunteers  
City Hall – 13 hours / 1 Volunteers

**WELCOME:**

Conner Gustin (Student)  
Chelsea Current  
Christine Talley

**What are our Volunteers doing?**

Willamina Public Library RFID Conversion – Upcoming

Willamina Public Library Summer Reading Program – Upcoming

Willamina Public Library:

Checking In items, Shelving Books, Inventory Management, Project Assistance, PC Assistance, Grant Research, Newsletter, StoryTime, cleaning, marketing, and much more!

City Hall:

Data entry, Answer phones, customer service, office projects

**Looking for Volunteers!**

Willamina Public Library:

*SUMMER READING PROGRAM:* The Library is looking for individuals to assist with planning and executing the Summer Reading Program June-August 2017.

*Volunteer Children's Library Clerk* – Provide StoryTime and assist the Library by offering exceptional service to patrons and youth in the Children's area while maintaining a clean and safe environment

City Hall:

*Volunteer Administrative Clerk* - assist with filing, data entry, office duties and answering phones

*Volunteer Archiving Clerk* - assist with scanning archive documents into the computer

## **Code Enforcement Monthly Report April, 2017**

**Citizen Contacts 56**

**Complaints received 12**

**Complaints rectified 11**

**One citation issued to Wells Fargo**

**4 written Warnings issued and all were resolved**

**4 vehicles tagged and all were resolved or moved.**

**Still dealing with Wells Fargo on home on Cedar Ln. Outside has been cleaned up by contractors and sounds like the bank is going to tear down home once they get full ownership.**

**Seeing an increase in people coming into town and no place to live. Lots of house hopping and sleeping in cars or motorhomes. Talking with them and monitoring where they are going.**

**Now with the better weather lawns are getting mowed and talking with banks on empty homes to ensure they keep up on foreclosed homes.**

**Attended state of Oregon Code Enforcement conference in Bend for 3 days.**

**Once again a company from Irvine, California was going door to door and aggressive sales. Deputies issued several citations and told them to leave Yamhill County. They have been an issue for several years and never get a business permit.**

**Municipal Court**

**2 citations issued by deputies.**

# Yearly Schedule of Events

Year  Start Day  1:Sun, 2:Mon

## Yearly Schedule of Events

### CITY COUNCIL CALENDAR OF EVENTS

January 2017						
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		
01/01/17 (Sun)	City Hall Closed New Year's Day	holiday
01/16/17 (Mon)	City Hall Closed Martin Luther King Jr. Day	holiday
01/03/17 (Tue)	Planning Commission Meeting	meeting
1/10/17 (Tue)	Town Hall Meeting	meeting
1/10/17 (Tue)	Meeting	meeting

February 2017						
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		
02/02/17 (Thu)	Groundhog Day	holiday
02/12/17 (Sun)	Lincoln's Birthday	holiday
02/14/17 (Tue)	Valentines Day	holiday
02/20/17 (Mon)	President's Day	holiday
02/07/14 (Fri)	Planning Commission Meeting	meeting
02/14/14 (Tues)	City Council Meeting	meeting
02/06 & 2/07/17 (Mon & Tue)	<b>3 Day Visit &amp; Evaluation by Community Planning &amp; Economic Development Experts</b>	meeting meeting
02/25/17 (Sat)	<b>Saturday Workshop on Economic Development &amp; Revitalization – February, 2017</b>	meeting
02/28/17 (Tue)	<b>Revitalization – February, 2017 - Political Leaders, Bus L</b>	meeting

March 2017						
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		
03/17/17 (Fri)	St. Patrick's Day	holiday
03/12/17 (Sun)	Daylight Saving (move clocks ahead 1 hour)	holiday
03/07/17 (Tue)	Planning Commission	meeting
03/14/17 (Tue)	City Council Regular Meeting	meeting
03/21/17 (Tue)	<b>Development Visioning Committee – March, 2017</b> <b>Members to Include: Elected Officials, Business Leaders, Community</b>	meeting

April 2017						
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						

April		
04/01/17 (Sat)	April Fool's Day	holiday
04/22/17 (Sat)	Earth Day	holiday
04/21/17 & 04/22/17 (FRI & S)	Annual Bark Sale Event	event

# Yearly Schedule of Events

## CITY COUNCIL CALENDAR OF EVENTS

### May 2017

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

05/29/17 (Mon)	Memorial Day	holiday
05/14/17 (Sun)	Mother's Day	holiday
05/18/17 (Thurs)	Willamina City of Willamina City County Dinner	event
05/10/17 (Thurs)	Budget Committee Meets	meeting
05/16/17 (Wed)	Budget Committee Meets Subsequent Mtg	meeting

### June 2017

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

06/14/17 (Wed)	Flag Day	holiday
06/18/17 (Sun)	Father's Day	holiday
06/13/17 (Tues)	Regular City Council Meeting and Public Hearing	meeting
	Budget and State Revenue Sharing Funds	meeting
	Adopt the Budget	meeting
06/24/17 (Sat)	Mud Drags	event

### July 2017

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

07/04/17 (Tue)	Independence day	holiday
07/21/17 (Fri & Sat)	City Wide Garage Sale	event