

# Willamina City Council Agenda

## Regular Meeting

Tuesday, March 13, 2018 6:00pm

West Valley Fire District  
825 NE Main St, Willamina

CALL TO ORDER

ROLL CALL

FLAG SALUTE

AGENDA ADDITIONS, DELETIONS, AND CORRECTIONS

GUEST: Confederated Tribes of Grand Ronde Council Member Michael Langley and Confederated Tribes of Grand Ronde Planning Director Rick George.

PUBLIC INPUT – BUSINESS FROM THE AUDIENCE

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

CORRESPONDENCE - none

CONSENT AGENDA “(A listing of routine business items, which are adopted with one motion, without discussion. However, any COUNCILOR may request that an item be pulled from the Consent Agenda for discussion and separate action. The item is then considered after the Consent Agenda items have been voted upon).”

1. Check Registers – January 1 to 31, 2018 (information only)
2. Financials January 2018
3. Minutes from the February 13, 2018 City Council Meeting

REGULAR AGENDA

Administration

1. Consideration of Ordinance No. 670. An Ordinance of the City of Willamina amending Title IX, Chapter 91 of the Willamina Municipal Code relating to fees and penalties associated with the impoundment of abandoned or discarded vehicles.

MAYORS REPORT

COUNCIL LIAISON REPORTS

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

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

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

4. Chamber Liaison (Councilor April Wooden)
5. YCOM Board (Councilor Baller)
6. Yamhill County Housing Authority Board Member (Councilor Stritzke)
7. Yamhill County Transit Authority Board Member (Councilor Johnson)

INFORMATIONAL REPORTS FROM/CITY OFFICERS

8. City Manager
9. Sheriff's Report

EVENT CALENDAR- informational

PUBLIC HEARING - none

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

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# Consent Agenda

Report Criteria:  
Report type: GL detail  
Check Type = (<>) "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>9133</b>										
01/18	01/03/2018	9133	430	ARAMARK UNIFORM SERVICES	863244727	1	10-66-5140	.00	9.66	9.66
01/18	01/03/2018	9133	430	ARAMARK UNIFORM SERVICES	863244727	2	20-11-5140	.00	2.84	2.84
01/18	01/03/2018	9133	430	ARAMARK UNIFORM SERVICES	863244727	3	30-11-5140	.00	15.90	15.90
01/18	01/03/2018	9133	430	ARAMARK UNIFORM SERVICES	863244727	4	40-11-5140	.00	28.40	28.40
Total 9133:										56.80
<b>9134</b>										
01/18	01/03/2018	9134	770	BLUE TARP	39329638	1	10-72-5137	.00	104.98	104.98
01/18	01/03/2018	9134	770	BLUE TARP	39499609	1	10-72-5137	.00	74.98	74.98
Total 9134:										179.96
<b>9135</b>										
01/18	01/03/2018	9135	1130	CITY OF WILLAMINA	1182.01	12-1	30-11-5415	.00	93.96	93.96
01/18	01/03/2018	9135	1130	CITY OF WILLAMINA	121917	1293	10-72-5415	.00	106.53	106.53
01/18	01/03/2018	9135	1130	CITY OF WILLAMINA	1293.00	12-1	10-72-5415	.00	94.41	94.41
01/18	01/03/2018	9135	1130	CITY OF WILLAMINA	1792.00	12-1	10-67-5415	.00	125.94	125.94
01/18	01/03/2018	9135	1130	CITY OF WILLAMINA	2235.01	12-1	10-65-5415	.00	128.10	128.10
01/18	01/03/2018	9135	1130	CITY OF WILLAMINA	2236.00	12-1	10-12-5415	.00	99.34	99.34
01/18	01/03/2018	9135	1130	CITY OF WILLAMINA	2238.00	12-1	10-12-5415	.00	93.96	93.96
Total 9135:										742.24
<b>9136</b>										
01/18	01/03/2018	9136	1530	DEMCO	6275937	1	10-65-5137	.00	379.04	379.04
Total 9136:										379.04
<b>9137</b>										
01/18	01/03/2018	9137	1690	ENVIRO-CLEAN	S17-122601	1	20-11-5504	.00	360.72	360.72
Total 9137:										360.72

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9138	01/18	01/03/2018	9138	3060 NW NATURAL	1363282-3 1	1	10-65-5415	.00	130.50	130.50
	01/18	01/03/2018	9138	3060 NW NATURAL	1391658-0 1	1	10-67-5415	.00	197.06	197.06
	Total 9138:									
									327.56	327.56
9139	01/18	01/03/2018	9139	3590 PGE	122117	1	40-11-5415	.00	3,453.77	3,453.77
	01/18	01/03/2018	9139	3590 PGE	122117	2	10-67-5415	.00	98.65	98.65
	01/18	01/03/2018	9139	3590 PGE	122117	3	10-12-5415	.00	452.56	452.56
	01/18	01/03/2018	9139	3590 PGE	122117	4	30-11-5415	.00	4,196.80	4,196.80
	01/18	01/03/2018	9139	3590 PGE	122117	5	10-65-5415	.00	129.50	129.50
	01/18	01/03/2018	9139	3590 PGE	122117	6	10-66-5415	.00	120.15	120.15
	01/18	01/03/2018	9139	3590 PGE	122117	7	10-72-5415	.00	330.68	330.68
	Total 9139:									
									8,782.11	8,782.11
9140	01/18	01/03/2018	9140	5606 TERRY'S TIRES & SERVICES LL	122917	1	30-11-5504	.00	22.00	22.00
	Total 9140:									
									22.00	22.00
9141	01/18	01/03/2018	9141	5621 WILLAMINA AUTOMOTIVE	15627	1	40-11-5504	.00	327.79	327.79
	Total 9141:									
									327.79	327.79
9142	01/18	01/03/2018	9142	4070 WILLAMINA SELECT MARKET	010318	1	10-12-5137	.00	6.79	6.79
	01/18	01/03/2018	9142	4070 WILLAMINA SELECT MARKET	121917	1	10-13-5355	.00	290.55	290.55
	Total 9142:									
									297.34	297.34
9143	01/18	01/03/2018	9143	5551 Wright Business Graphics	4201251	1	30-11-5230	.00	203.76	203.76
	01/18	01/03/2018	9143	5551 Wright Business Graphics	4201251	2	40-11-5230	.00	305.63	305.63
	Total 9143:									
									509.39	509.39

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9144	01/18	01/04/2018	9144	5480 STRATEGIC ECONOMIC DEVEL	200001630	1	10-12-5342	.00	24.00	24.00
Total 9144:										
9145	01/18	01/09/2018	9145	110 A&E SAFE AND ALARM CO.	157044	1	10-12-5200	.00	59.85	59.85
01/18	01/09/2018	9145	110 A&E SAFE AND ALARM CO.	157044	157044	2	10-65-5200	.00	59.85	59.85
01/18	01/09/2018	9145	110 A&E SAFE AND ALARM CO.	157048	157048	1	10-67-5200	.00	59.85	59.85
01/18	01/09/2018	9145	110 A&E SAFE AND ALARM CO.	157692	157692	1	10-67-5504	.00	207.00	207.00
01/18	01/09/2018	9145	110 A&E SAFE AND ALARM CO.	157692	157692	2	10-65-5504	.00	207.00	207.00
01/18	01/09/2018	9145	110 A&E SAFE AND ALARM CO.	157692	157692	3	10-12-5504	.00	327.75	327.75
Total 9145:										
9146	01/18	01/09/2018	9146	4890 APRIL WOODEN	010118	1	10-13-5310	.00	50.00	50.00
Total 9146:										
9147	01/18	01/09/2018	9147	5678 Bob Burr	010118	1	10-13-5310	.00	50.00	50.00
Total 9147:										
9148	01/18	01/09/2018	9148	870 BRETTHAUER OIL CO.	CL83792	1	30-11-5120	.00	36.73	36.73
Total 9148:										
9149	01/18	01/09/2018	9149	940 CASELLE, INC.	85510	1	10-12-5235	.00	1,200.00	1,200.00
Total 9149:										
9150	01/18	01/09/2018	9150	990 CHEMEKETA COMMUNITY COL	S1018579	1	10-65-5200	.00	8.95	8.95

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 9150:										
9151	01/18	01/09/2018	9151	1135 CITY OF YAMHILL	304	1	10-14-5211	.00	250.00	250.00
Total 9151:										
9152	01/18	01/09/2018	9152	5677 Craig Johnson	010118	1	10-13-5310	.00	50.00	50.00
Total 9152:										
9153	01/18	01/09/2018	9153	1760 FERGUSON ENTERPRISES, IN	0620966	1	30-11-5530	.00	596.94	596.94
Total 9153:										
9154	01/18	01/09/2018	9154	4300 HEATHER STRITZKE	010118	1	10-13-5310	.00	50.00	50.00
Total 9154:										
9155	01/18	01/09/2018	9155	2260 ILA SKYBERG	010118	1	10-13-5310	.00	100.00	100.00
Total 9155:										
9156	01/18	01/09/2018	9156	2660 LEAGUE OF OREGON CITIES	3822	1	10-12-5230	.00	20.00	20.00
Total 9156:										
9157	01/18	01/09/2018	9157	2670 LOCAL 737 - LABORERS INTL U	010118	1	10-00-2130	.00	190.20	190.20
Total 9157:										

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9158	01/18	01/09/2018	9158	2690 LOWES	985532	1	10-12-5504	.00	113.91	113.91
Total 9158:										
9159	01/18	01/09/2018	9159	5529 McMinnville Gas Inc.	589690	1	10-72-5415	.00	721.17	721.17
Total 9159:										
9160	01/18	01/09/2018	9160	3050 NORTHWEST LOGGING SUPPL	248246	1	10-72-5137	.00	29.50	29.50
Total 9160:										
9161	01/18	01/09/2018	9161	3300 ONE CALL CONCEPTS, INC.	7120513	1	30-11-5200	.00	27.05	27.05
Total 9161:										
9162	01/18	01/09/2018	9162	3160 OREGON DEPARTMENT OF RE	010418	1	10-14-5306	.00	49.00	49.00
Total 9162:										
9163	01/18	01/09/2018	9163	3380 OREVAC WEST INC	3578	1	40-11-5504	.00	1,170.00	1,170.00
Total 9163:										
9164	01/18	01/09/2018	9164	3700 POSEYLAND FLORIST	123017	1	10-13-5355	.00	100.00	100.00
Total 9164:										
9165	01/18	01/09/2018	9165	3730 PRIMISYS	9950517	1	10-12-5233	.00	1,000.00	1,000.00
01/18	01/09/2018	9165	3730 PRIMISYS	9950517	2	10-12-5234	.00	400.00	400.00	400.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9166										
	01/18	01/09/2018	9166	3820 RECOLOGY WESTERN OREGO	8267163	1	10-66-5415	.00	10.71	10.71
	01/18	01/09/2018	9166	3820 RECOLOGY WESTERN OREGO	8267171	1	10-12-5415	.00	35.11	35.11
	01/18	01/09/2018	9166	3820 RECOLOGY WESTERN OREGO	8267486	1	30-11-5415	.00	2.70	2.70
	01/18	01/09/2018	9166	3820 RECOLOGY WESTERN OREGO	8267494	1	10-65-5415	.00	10.71	10.71
	01/18	01/09/2018	9166	3820 RECOLOGY WESTERN OREGO	8267502	1	10-72-5415	.00	149.60	149.60
Total 9166:									208.83	
9167										
	01/18	01/09/2018	9167	610 RITA BALLER	010118	1	10-13-5310	.00	50.00	50.00
Total 9167:									50.00	
9168										
	01/18	01/09/2018	9168	4110 SHELDON OIL COMPANY	26750	1	10-72-5120	.00	71.94	71.94
	01/18	01/09/2018	9168	4110 SHELDON OIL COMPANY	26750	2	10-66-5120	.00	86.74	86.74
	01/18	01/09/2018	9168	4110 SHELDON OIL COMPANY	26750	3	10-18-5120	.00	67.38	67.38
	01/18	01/09/2018	9168	4110 SHELDON OIL COMPANY	26750	4	20-11-5120	.00	75.18	75.18
Total 9168:									301.24	
9169										
	01/18	01/09/2018	9169	4160 SKYBERGS	123117	1	10-12-5137	.00	14.97	14.97
	01/18	01/09/2018	9169	4160 SKYBERGS	123117	2	10-72-5137	.00	165.27	165.27
	01/18	01/09/2018	9169	4160 SKYBERGS	123117	3	30-80-8001	.00	1,579.24	1,579.24
Total 9169:									1,759.48	
9170										
	01/18	01/09/2018	9170	4290 STAPLES CREDIT PLAN	1968073271	1	10-12-5137	.00	85.95	85.95
	01/18	01/09/2018	9170	4290 STAPLES CREDIT PLAN	1978046421	1	10-12-5137	.00	71.25	71.25
Total 9170:									157.20	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9171	01/18	01/09/2018	9171	4380 SUPPLYWORKS	423787068	1	10-66-5137	.00	102.89	102.89
	01/18	01/09/2018	9171	4380 SUPPLYWORKS	423787068	2	10-66-5137	.00	17.90	17.90
Total 9171:										
								.00	120.79	120.79
9172	01/18	01/09/2018	9172	5516 The Bulletin Board		1	10-12-5230	.00	66.20	66.20
Total 9172:										
								.00	66.20	66.20
9173	01/18	01/09/2018	9173	4540 THERESA MCKNIGHT		1	10-13-5310	.00	50.00	50.00
Total 9173:										
								.00	50.00	50.00
9174	01/18	01/09/2018	9174	4690 USABLUEBOOK		1	30-11-5530	.00	672.88	672.88
Total 9174:										
								.00	672.88	672.88
9175	01/18	01/09/2018	9175	4960 WATERLAB CORP.		1	40-11-5250	.00	640.00	640.00
	01/18	01/09/2018	9175	4960 WATERLAB CORP.		2	30-11-5250	.00	290.00	290.00
	01/18	01/09/2018	9175	4960 WATERLAB CORP.		1	40-11-5250	.00	70.00	70.00
Total 9175:										
								.00	1,000.00	1,000.00
9176	01/18	01/09/2018	9176	5150 YAMHILL COUNTY SHERIFFS O		1	10-18-5217	.00	16,376.23	16,376.23
	01/18	01/09/2018	9176	5150 YAMHILL COUNTY SHERIFFS O		1	10-14-5313	.00	16.00	16.00
Total 9176:										
								.00	16,392.23	16,392.23
9177	01/18	01/17/2018	9177	120 ADVANCED AMERICAN CONST		1	30-80-6001	.00	7,756.80	7,756.80
Total 9177:										
								.00	7,756.80	7,756.80

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9178	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863255203	1	10-66-5140	.00	9.66	9.66
	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863255203	2	20-11-5140	.00	2.84	2.84
	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863255203	3	30-11-5140	.00	15.90	15.90
	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863255203	4	40-11-5140	.00	28.40	28.40
	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863265630	1	10-66-5140	.00	10.34	10.34
	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863265630	2	20-11-5140	.00	3.04	3.04
	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863265630	3	30-11-5140	.00	17.02	17.02
	01/18	01/17/2018	9178	430 ARAMARK UNIFORM SERVICES	863265630	4	40-11-5140	.00	30.40	30.40
		Total 9178:								117.60
9179	01/18	01/17/2018	9179	1380 CARQUEST	4758-159803	1	30-11-5137	.00	20.99	20.99
	01/18	01/17/2018	9179	1380 CARQUEST	4758-159832	1	30-11-5137	.00	20.99	20.99
	01/18	01/17/2018	9179	1380 CARQUEST	4758-159878	1	30-11-5137	.00	20.99	20.99
	01/18	01/17/2018	9179	1380 CARQUEST	4758-159947	1	30-11-5137	.00	10.85	10.85
	01/18	01/17/2018	9179	1380 CARQUEST	4758-159970	1	30-11-5137	.00	20.99	20.99
		Total 9179:								94.81
9180	01/18	01/17/2018	9180	1270 COPY CATS	402691	1	10-12-5137	.00	5.00	5.00
		Total 9180:								5.00
9181	01/18	01/17/2018	9181	1240 ERNIE COMMERFORD	3879	1	30-11-5530	.00	292.50	292.50
		Total 9181:								292.50
9182	01/18	01/17/2018	9182	5719 First Op Manufacturing, Inc.	1858	1	30-11-5530	.00	70.00	70.00
		Total 9182:								70.00
9183	01/18	01/17/2018	9183	2160 HONEY BUCKET	0550536565	1	10-66-5200	.00	106.00	106.00
	01/18	01/17/2018	9183	2160 HONEY BUCKET	0550536566	1	10-66-5200	.00	106.00	106.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
	01/18	01/17/2018	9183	2160 HONEY BUCKET	0550536567	1	10-66-5200	.00	106.00	106.00
	Total 9183:									
								.00		318.00
	01/18	01/17/2018	9184	5706 HRA VEBBA Trust	020118	1	10-70-5040	.00	450.00	450.00
	01/18	01/17/2018	9184	5706 HRA VEBBA Trust	020118	2	10-71-5040	.00	375.00	375.00
	01/18	01/17/2018	9184	5706 HRA VEBBA Trust	020118	3	10-65-5040	.00	150.00	150.00
	01/18	01/17/2018	9184	5706 HRA VEBBA Trust	020118	4	30-11-5040	.00	75.00	75.00
	01/18	01/17/2018	9184	5706 HRA VEBBA Trust	020118	5	40-11-5040	.00	150.00	150.00
	Total 9184:									
								.00		1,200.00
	01/18	01/17/2018	9185	3590 PGE	204570 0 1-0	1	10-19-5400	.00	1,555.47	1,555.47
	Total 9185:									
								.00		1,555.47
	01/18	01/17/2018	9186	5635 SOLUTIONS YES	INV131048	1	10-65-5137	.00	77.54	77.54
	01/18	01/17/2018	9186	5635 SOLUTIONS YES	INV131048	2	10-12-5137	.00	210.19	210.19
	Total 9186:									
								.00		287.73
	01/18	01/17/2018	9187	4360 SUMCO EXCAVATING INC	10276	1	10-72-5504	.00	247.50	247.50
	Total 9187:									
								.00		247.50
	01/18	01/17/2018	9188	5020 XEROX	091830182	1	10-12-5606	.00	165.97	165.97
	Total 9188:									
								.00		165.97
	01/18	01/24/2018	9189	310 AMAZON	011018	1	10-65-5912	.00	105.00	105.00
	01/18	01/24/2018	9189	310 AMAZON	011018	2	10-65-5137	.00	56.41	56.41
	01/18	01/24/2018	9189	310 AMAZON	011018	3	10-65-5106	.00	16.53	16.53
	01/18	01/24/2018	9189	310 AMAZON	011018	4	10-12-5137	.00	321.52	321.52

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 9189:										
9190	01/18	01/24/2018	9190	320 AMERICAN EXTERMINATION P	128100	1	10-12-5200	.00	92.00	92.00
Total 9190:										
9191										
01/18	01/24/2018	9191	430 ARAMARK UNIFORM SERVICES		863276083	1	10-66-5140	.00	10.00	10.00
01/18	01/24/2018	9191	430 ARAMARK UNIFORM SERVICES		863276083	2	20-11-5140	.00	2.94	2.94
01/18	01/24/2018	9191	430 ARAMARK UNIFORM SERVICES		863276083	3	30-11-5140	.00	16.46	16.46
01/18	01/24/2018	9191	430 ARAMARK UNIFORM SERVICES		863276083	4	40-11-5140	.00	29.40	29.40
Total 9191:										
9192										
01/18	01/24/2018	9192	720 BEERY, ELSNER & HAMMOND		16154	1	10-12-5203	.00	924.50	924.50
01/18	01/24/2018	9192	720 BEERY, ELSNER & HAMMOND		16155	1	10-12-5203	.00	173.30	173.30
01/18	01/24/2018	9192	720 BEERY, ELSNER & HAMMOND		16156	1	10-12-5203	.00	129.00	129.00
Total 9192:										
9193										
01/18	01/24/2018	9193	870 BRETTHAUER OIL CO.		CL84549	1	10-72-5120	.00	61.10	61.10
01/18	01/24/2018	9193	870 BRETTHAUER OIL CO.		CL84549	2	40-11-5120	.00	35.94	35.94
01/18	01/24/2018	9193	870 BRETTHAUER OIL CO.		CL84549	3	30-11-5120	.00	86.00	86.00
Total 9193:										
9194										
01/18	01/24/2018	9194	1380 CARQUEST		4758-160007	1	10-72-5137	.00	31.96	31.96
01/18	01/24/2018	9194	1380 CARQUEST		4758-160342	1	10-72-5137	.00	12.00	12.00
Total 9194:										
9195										
01/18	01/24/2018	9195	1020 CENTURYLINK		011118	1	10-12-5413	.00	374.76	374.76
01/18	01/24/2018	9195	1020 CENTURYLINK		011118	2	10-66-5413	.00	15.75	15.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
01/18	01/24/2018	9195	1020	CENTURYLINK	011118	3	10-65-5413	.00	93.33	93.33
01/18	01/24/2018	9195	1020	CENTURYLINK	011118	4	10-67-5413	.00	65.35	65.35
01/18	01/24/2018	9195	1020	CENTURYLINK	011118	5	20-11-5413	.00	31.50	31.50
01/18	01/24/2018	9195	1020	CENTURYLINK	011118	6	30-11-5413	.00	225.63	225.63
01/18	01/24/2018	9195	1020	CENTURYLINK	011118	7	40-11-5413	.00	268.53	268.53
Total 9195:									1,074.85	
9196	01/18	01/24/2018	9196	1760 FERGUSON ENTERPRISES, IN	0623041	1	30-11-5600	.00	245.18	245.18
Total 9196:									245.18	
9197	01/18	01/24/2018	9197	5721 International Inst of Municipal Cler	012418	1	10-12-5320	.00	160.00	160.00
Total 9197:									160.00	
9198	01/18	01/24/2018	9198	5652 JKR Valuation, P.C.	JKRV-17053	1	10-17-5214	.00	1,800.00	1,800.00
Total 9198:									1,800.00	
9199	01/18	01/24/2018	9199	3870 JUSTIN RIGGS	010618	1	30-11-5137	.00	100.00	100.00
Total 9199:									100.00	
9200	01/18	01/24/2018	9200	5648 LERNER	1275208	1	10-65-5100	.00	159.90	159.90
01/18	01/24/2018	9200	5648	LERNER	1275208	2	10-65-5912	.00	79.95	79.95
Total 9200:									239.85	
9201	01/18	01/24/2018	9201	2900 MID-WILLAMETTE VALLEY COU	1718204	1	10-17-5214	.00	2,190.25	2,190.25
Total 9201:									2,190.25	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9202	01/18	01/24/2018	9202	3420 OREGON WATER RESOURCES	116819	1	10-72-5320	.00	100.00	100.00
Total 9202: .00 100.00										
9203	01/18	01/24/2018	9203	3380 OREVAC WEST INC	3593	1	40-11-5504	.00	930.00	930.00
Total 9203: .00 930.00										
9204	01/18	01/24/2018	9204	3740 PRINT NW	19187	1	10-12-5230	.00	54.00	54.00
Total 9204: .00 54.00										
9205	01/18	01/24/2018	9205	5720 Sierra Shenk	011718	1	30-10-4330	.00	33.81	33.81
01/18	01/24/2018	9205	5720 Sierra Shenk		011718	2	40-10-4340	.00	50.72	50.72
Total 9205: .00 84.53										
9206	01/18	01/24/2018	9206	4230 SPRINT	569622313-1	1	10-18-5413	.00	46.21	46.21
01/18	01/24/2018	9206	4230 SPRINT		569622313-1	2	10-12-5413	.00	13.91	13.91
01/18	01/24/2018	9206	4230 SPRINT		569622313-1	3	10-66-5413	.00	40.75	40.75
01/18	01/24/2018	9206	4230 SPRINT		569622313-1	4	20-11-5413	.00	3.34	3.34
01/18	01/24/2018	9206	4230 SPRINT		569622313-1	5	30-11-5413	.00	50.72	50.72
01/18	01/24/2018	9206	4230 SPRINT		569622313-1	6	40-11-5413	.00	49.61	49.61
Total 9206: .00 204.54										
9207	01/18	01/24/2018	9207	4310 STETTLER SUPPLY COMPANY	24808A	1	30-80-6001	.00	5,557.19	5,557.19
Total 9207: .00 5,557.19										
9208	01/18	01/24/2018	9208	5647 US BANK EQUIPMENT FINANC	348486093	1	10-12-5606	.00	210.94	210.94
01/18	01/24/2018	9208	5647 US BANK EQUIPMENT FINANC		348486093	2	10-65-5606	.00	127.57	127.57

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	
9209											
01/18	01/24/2018	9209	5130	YAMHILL COMMUNICATIONS A	FY18-08-WIL	1	10-18-5302	.00	1,874.58	1,874.58	
Total 9209:											
									.00	338.51	
9210											
01/18	01/31/2018	9210	770	BLUE TARP	39578923	1	10-72-5137	.00	49.99	49.99	
01/18	01/31/2018	9210	770	BLUE TARP	39663892	1	10-72-5137	.00	49.99	49.99	
Total 9210:											
									.00	99.98	
9211											
01/18	01/31/2018	9211	1390	CASCADE COLUMBIA	712739	1	30-11-5108	.00	1,885.80	1,885.80	
01/18	01/31/2018	9211	1390	CASCADE COLUMBIA	712740	1	40-11-5108	.00	964.20	964.20	
Total 9211:											
									.00	2,850.00	
9212											
01/18	01/31/2018	9212	1040	CHEMTRAC INC	26818	1	30-11-5137	.00	350.00	350.00	
Total 9212:											
									.00	350.00	
9213											
01/18	01/31/2018	9213	1130	CITY OF WILLAMINA	1182.01	01-1	30-11-5415	.00	93.96	93.96	
01/18	01/31/2018	9213	1130	CITY OF WILLAMINA	1792.00	01-1	10-67-5415	.00	127.34	127.34	
01/18	01/31/2018	9213	1130	CITY OF WILLAMINA	2235.01	01-1	10-65-5415	.00	127.76	127.76	
01/18	01/31/2018	9213	1130	CITY OF WILLAMINA	2236.00	01-1	10-12-5415	.00	4.70	4.70	
01/18	01/31/2018	9213	1130	CITY OF WILLAMINA	2238.00	01-1	10-12-5415	.00	93.96	93.96	
Total 9213:											
									.00	447.72	
9214											
01/18	01/31/2018	9214	3350	DEPARTMENT OF ENVIRONME	WQ18IND-07	1	40-11-5320	.00	574.00	574.00	
Total 9214:											
									.00	574.00	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
9215	01/18	01/31/2018	9215	1580 DK QUARRIES INC	99886	1	10-72-5137	.00	147.74	147.74
Total 9215:										
9216	01/18	01/31/2018	9216	1890 GC SYSTEMS INC	35894	1	30-11-5530	.00	676.99	676.99
Total 9216:										
9217	01/18	01/31/2018	9217	2440 KELLER ASSOCIATES, INC.	21-2018	1	10-17-5204	.00	606.25	606.25
01/18	01/31/2018	9217	2440	KELLER ASSOCIATES, INC.	25	1	30-11-5204	.00	580.00	580.00
01/18	01/31/2018	9217	2440	KELLER ASSOCIATES, INC.	25	2	30-80-6001	.00	2,253.75	2,253.75
Total 9217:										
9218	01/18	01/31/2018	9218	5662 Metropolitan Compounds, Inc.	69351	1	20-11-5504	.00	499.00	499.00
Total 9218:										
9219	01/18	01/31/2018	9219	2900 MID-WILLAMETTE VALLEY COU	1718217	1	10-13-5342	.00	280.00	280.00
Total 9219:										
9220	01/18	01/31/2018	9220	5722 OK Motor Sales & Towing	26125	1	10-18-5504	.00	85.00	85.00
Total 9220:										
9221	01/18	01/31/2018	9221	3740 PRINT NW	19200	1	10-12-5230	.00	115.00	115.00
Total 9221:										
9222	01/18	01/31/2018	9222	2100 RICHARD HAYNES	020118	1	40-11-5200	.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
9223										
			9223	4360 SUMCO EXCAVATING INC	10277	1	10-72-5504	.00	90.00	90.00
Total 9223:										
								.00		250.00
9224										
01/18	01/31/2018	9224	5551 Wright Business Graphics		4201884	1	30-11-5230	.00	248.79	248.79
01/18	01/31/2018	9224	5551 Wright Business Graphics		4201884	2	40-11-5230	.00	373.19	373.19
Total 9224:										
								.00		621.98
Grand Totals:										
								.00		79,618.88

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-00-2000	.00	40,443.23-	40,443.23-
10-00-2130	190.20	.00	190.20
10-12-5137	715.67	.00	715.67
10-12-5200	151.85	.00	151.85
10-12-5203	1,226.80	.00	1,226.80
10-12-5230	255.20	.00	255.20
10-12-5233	1,000.00	.00	1,000.00
10-12-5234	400.00	.00	400.00
10-12-5235	1,200.00	.00	1,200.00
10-12-5320	160.00	.00	160.00
10-12-5342	24.00	.00	24.00
10-12-5413	388.67	.00	388.67
10-12-5415	779.63	.00	779.63
10-12-5504	441.66	.00	441.66
10-12-5606	376.91	.00	376.91
10-13-5310	400.00	.00	400.00
10-13-5342	280.00	.00	280.00

GL Account	Debit	Credit	Proof
10-13-5355	390.55	.00	390.55
10-14-5211	250.00	.00	250.00
10-14-5306	49.00	.00	49.00
10-14-5313	16.00	.00	16.00
10-17-5204	606.25	.00	606.25
10-17-5214	3,990.25	.00	3,990.25
10-18-5120	67.38	.00	67.38
10-18-5217	16,376.23	.00	16,376.23
10-18-5302	1,874.58	.00	1,874.58
10-18-5413	46.21	.00	46.21
10-18-5504	85.00	.00	85.00
10-19-5400	1,555.47	.00	1,555.47
10-65-5040	150.00	.00	150.00
10-65-5100	159.90	.00	159.90
10-65-5106	16.53	.00	16.53
10-65-5137	512.99	.00	512.99
10-65-5200	68.80	.00	68.80
10-65-5413	93.33	.00	93.33
10-65-5415	526.57	.00	526.57
10-65-5504	207.00	.00	207.00
10-65-5606	127.57	.00	127.57
10-65-5912	184.95	.00	184.95
10-66-5120	86.74	.00	86.74
10-66-5137	120.79	.00	120.79
10-66-5140	39.66	.00	39.66
10-66-5200	318.00	.00	318.00
10-66-5413	56.50	.00	56.50
10-66-5415	130.86	.00	130.86
10-67-5200	59.85	.00	59.85
10-67-5413	65.35	.00	65.35
10-67-5415	548.99	.00	548.99
10-67-5504	207.00	.00	207.00
10-70-5040	450.00	.00	450.00
10-71-5040	375.00	.00	375.00
10-72-5120	133.04	.00	133.04
10-72-5137	666.41	.00	666.41
10-72-5320	100.00	.00	100.00
10-72-5415	1,402.39	.00	1,402.39
10-72-5504	337.50	.00	337.50
20-00-2000	.00	981.40-	981.40-

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
20-11-5120	75.18	.00	75.18
20-11-5140	11.66	.00	11.66
20-11-5413	34.84	.00	34.84
20-11-5504	859.72	.00	859.72
30-00-2000	.00	28,464.27-	28,464.27-
30-10-4330	33.81	.00	33.81
30-11-5040	75.00	.00	75.00
30-11-5108	1,885.80	.00	1,885.80
30-11-5120	1,227.73	.00	1,227.73
30-11-5137	544.81	.00	544.81
30-11-5140	65.28	.00	65.28
30-11-5200	27.05	.00	27.05
30-11-5204	580.00	.00	580.00
30-11-5230	452.55	.00	452.55
30-11-5250	290.00	.00	290.00
30-11-5413	276.35	.00	276.35
30-11-5415	4,387.42	.00	4,387.42
30-11-5504	22.00	.00	22.00
30-11-5530	2,309.31	.00	2,309.31
30-11-5600	245.18	.00	245.18
30-80-6001	17,146.98	.00	17,146.98
40-00-2000	.00	9,729.98-	9,729.98-
40-10-4340	50.72	.00	50.72
40-11-5040	150.00	.00	150.00
40-11-5108	964.20	.00	964.20
40-11-5120	35.94	.00	35.94
40-11-5140	116.60	.00	116.60
40-11-5200	250.00	.00	250.00
40-11-5230	678.82	.00	678.82
40-11-5250	710.00	.00	710.00
40-11-5320	574.00	.00	574.00
40-11-5413	318.14	.00	318.14
40-11-5415	3,453.77	.00	3,453.77
40-11-5504	2,427.79	.00	2,427.79
<b>Grand Totals:</b>	<b>79,618.88</b>	<b>79,618.88-</b>	<b>.00</b>

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

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

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

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

Report Criteria:

Report type: GL detail

Check Type = (<>) "Adjustment"

CITY OF WILLAMINA  
 COMBINED CASH INVESTMENT  
 JANUARY 31, 2018

COMBINED CASH ACCOUNTS

99-00-1010	US BANK OPERATIONS	165,098.64
99-00-1015	XPRESS DEPOSIT ACCOUNT	6,445.00
99-00-1020	PAYROLL - CHECKING	58,385.77
99-00-1030	INVESTMENTS-LGIP	1,024,637.59
99-00-1035	FIRST FEDERAL CEMETERY ACCOUNT	2,984.60
99-00-1040	PETTY CASH	300.00
		<hr/>
	TOTAL COMBINED CASH	1,257,851.60
99-00-1900	COURT CASH CLEARING	( 1,230.00)
99-00-1905	GENERAL FUND CASH CLEARING	2,537.98
99-00-1910	MERCHANT SERVICES CLEARING	( 1,975.48)
99-00-1009	CASH ALLOCATED	( 1,257,184.10)
		<hr/>
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	341,797.27
20	ALLOCATION TO STREET FUND	142,881.27
21	ALLOCATION TO STREET SDC FUND	129,000.00
30	ALLOCATION TO WATER FUND	250,161.25
31	ALLOCATION TO WATER SDC FUND	66,696.80
40	ALLOCATION TO WASTEWATER FUND	302,100.93
41	ALLOCATION TO WASTEWATER SDC FUND	24,546.58
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,257,184.10
	ALLOCATION FROM GENERAL FUND - 99-00-1009	( 1,257,184.10)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

CITY OF WILLAMINA  
 BALANCE SHEET  
 JANUARY 31, 2018

GENERAL FUND

ASSETS

10-00-1009	CASH ALLOCATED	341,797.27	
10-00-1280	TAXES RECEIVABLE	28,722.00	
10-00-1300	INVENTORY	7,301.00	
10-00-1400	LAND	117,841.00	
10-00-1420	LAND IMPROVEMENTS	980,055.00	
10-00-1430	BUILDINGS	296,847.00	
10-00-1440	EQUIPMENT	194,313.00	
10-00-1460	VEHICLES	57,462.00	
10-00-1490	ACCUMULATED DEPRECIATION	( 666,727.00)	
10-00-1900	DEFERRED PENSION	41,182.00	
	TOTAL ASSETS		<u>1,398,793.27</u>

LIABILITIES AND EQUITY

LIABILITIES

10-00-2000	ACCOUNTS PAYABLE	24,012.50	
10-00-2100	ACCRUED PAYROLL	6,549.50	
10-00-2110	PAYROLL TAX PAYABLE	( 52.55)	
10-00-2130	UNION DUES PAYABLE	( 232.96)	
10-00-2140	PERS PAYABLE	6,079.00	
10-00-2150	ACCRUED VACATION	23,138.80	
	TOTAL LIABILITIES		59,494.29

FUND EQUITY

10-00-3000	FUND BALANCE	138,251.40	
10-00-3060	RESTRICTED DOWNTOWN LOAN	25,000.00	
10-00-3100	FUND BALANCE CAPITAL LESS DEBT	979,791.00	
	REVENUE OVER EXPENDITURES - YTD	<u>196,256.58</u>	
	BALANCE - CURRENT DATE	<u>1,339,298.98</u>	
	TOTAL FUND EQUITY		<u>1,339,298.98</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,398,793.27</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	42,423.00	42,423.00	.0
10-10-4001 PROPERTY TAX	3,527.73	347,466.71	345,000.00	( 2,466.71)	100.7
10-10-4002 PROPERTY TAX PRIOR	481.54	5,395.25	20,000.00	14,604.75	27.0
10-10-4003 INTEREST ON TAXES	14.78	40.82	.00	( 40.82)	.0
10-10-4110 STATE CIGARETTE TAX	508.76	1,706.98	2,500.00	793.02	68.3
10-10-4111 STATE REVENUE SHARING	.00	13,330.19	25,000.00	11,669.81	53.3
10-10-4112 STATE LIQUOR TAX	.00	16,111.91	32,000.00	15,888.09	50.4
10-10-4113 STATE MARIJUANA TAX	.00	6,292.48	.00	( 6,292.48)	.0
10-10-4501 BUSINESS LICENSES	.00	105.00	2,000.00	1,895.00	5.3
10-10-4511 LIEN SEARCHES	120.00	985.00	600.00	( 385.00)	164.2
10-10-4571 OLCC LICENSE FEE	70.00	70.00	200.00	130.00	35.0
10-10-4600 FRANCHISE FEES CENTURYLINK	207.62	604.14	12,250.00	11,645.86	4.9
10-10-4601 FRANCHISE FEES NW NATURAL	.00	.00	12,950.00	12,950.00	.0
10-10-4602 FRANCHISE FEES PGE	.00	.00	59,000.00	59,000.00	.0
10-10-4603 FRANCHISE FEES WAVE BROADBAND	.00	.00	6,000.00	6,000.00	.0
10-10-4604 FRANCHISE FEES WESTERN ORWASTE	410.75	3,150.22	5,000.00	1,849.78	63.0
10-10-4605 FRANCHISE FEES ONLINENW	.00	734.76	5,000.00	4,265.24	14.7
10-10-4701 RENT - CENTER MARKET	200.00	400.00	.00	( 400.00)	.0
10-10-4816 DONATIONS	.00	4.00	.00	( 4.00)	.0
10-10-4900 INTEREST INCOME	1,502.73	7,907.64	3,500.00	( 4,407.64)	225.9
10-10-4901 MISCELLANEOUS INCOME	148.41	487.28	1,000.00	512.72	48.7
10-10-4905 SALE OF CITY ASSETS	300.00	119,438.00	.00	( 119,438.00)	.0
<b>TOTAL DEPARTMENT 10</b>	<b>7,492.32</b>	<b>524,230.38</b>	<b>574,423.00</b>	<b>50,192.62</b>	<b>91.3</b>
 <u>COURT</u>					
10-14-4507 COURT FINES AND FEES	.00	122.00	500.00	378.00	24.4
10-14-4508 COURT COSTS ASSESSED	.00	.00	500.00	500.00	.0
<b>TOTAL COURT</b>	<b>.00</b>	<b>122.00</b>	<b>1,000.00</b>	<b>878.00</b>	<b>12.2</b>
 <u>PLANNING</u>					
10-17-4583 PLANNING FEES	1,600.00	6,340.00	35,000.00	28,660.00	18.1
10-17-4584 ENGINEERING FEES PLANNING	.00	.00	10,000.00	10,000.00	.0
10-17-4585 DEVELOPMENT FEES PLANNING	600.00	.00	.00	.00	.0
<b>TOTAL PLANNING</b>	<b>2,200.00</b>	<b>6,340.00</b>	<b>45,000.00</b>	<b>38,660.00</b>	<b>14.1</b>
 <u>PUBLIC SAFETY</u>					
10-18-4506 CODE ENFORCEMENT FEES	1,800.00	3,520.00	500.00	( 3,020.00)	704.0
<b>TOTAL PUBLIC SAFETY</b>	<b>1,800.00</b>	<b>3,520.00</b>	<b>500.00</b>	<b>( 3,020.00)</b>	<b>704.0</b>

CITY OF WILLAMINA  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET LIGHTS</u>					
10-19-4822 STREET LIGHTS FEE	( 1,388.24)	11,005.85	18,864.00	7,858.15	58.3
10-19-4823 MISC UTILITY RESERVE	3,724.35	4,858.96	5,400.00	541.04	90.0
TOTAL STREET LIGHTS	2,336.11	15,864.81	24,264.00	8,399.19	65.4
<u>SPECIAL</u>					
10-60-4010 EID BUSINESS TAXES	.00	7,979.37	8,000.00	20.63	99.7
10-60-4758 DOWNTOWN LOAN PRINC PAY	.00	.00	2,000.00	2,000.00	.0
TOTAL SPECIAL	.00	7,979.37	10,000.00	2,020.63	79.8
<u>LIBRARY</u>					
10-65-4560 FINES	125.75	634.40	750.00	115.60	84.6
10-65-4561 LOST BOOK REIMBURSEMENT	339.06	339.06	.00	( 339.06)	.0
10-65-4705 CCRLS FORMULA PAYMENT	3,940.00	12,097.00	14,000.00	1,903.00	86.4
10-65-4708 CCRLS LOST BOOK	30.02	87.86	500.00	412.14	17.6
10-65-4711 CCRLS NET LENDING	.00	.00	1,000.00	1,000.00	.0
10-65-4714 CCRLS RURAL PATRON	.00	.00	200.00	200.00	.0
10-65-4811 READY TO READ GRANT	.00	1,600.00	1,000.00	( 600.00)	160.0
10-65-4816 DONATIONS	.00	48.00	250.00	202.00	19.2
10-65-4901 MISCELLANEOUS INCOME	91.25	451.19	.00	( 451.19)	.0
TOTAL LIBRARY	4,526.08	15,257.51	17,700.00	2,442.49	86.2
<u>CEMETERY</u>					
10-68-4588 SALE OF INTERNMENT RIGHTS	.00	.00	500.00	500.00	.0
TOTAL CEMETERY	.00	.00	500.00	500.00	.0
<u>GRANT REV GRANT YOUNG MEMORIAL</u>					
10-81-4812 GRANT REV GRANT YOUNG MEMORIAL	.00	1,000.00	.00	( 1,000.00)	.0
TOTAL DEPARTMENT 81	.00	1,000.00	.00	( 1,000.00)	.0
<u>TRANSFER</u>					
10-90-9130 IN LIEU OF FRANCHISE FEE WATER	.00	10,362.00	18,476.00	8,114.00	56.1
10-90-9140 IN LIEU OF FRANCHISE FEE WW	.00	9,327.00	16,800.00	7,473.00	55.5
10-90-9600 OVERHEAD ALLOCATED	.00	75,546.00	152,292.00	76,746.00	49.6
TOTAL TRANSFER	.00	95,235.00	187,568.00	92,333.00	50.8

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	18,354.51	669,549.07	860,955.00	191,405.93	77.8

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
10-12-5115 BANK CHARGES	254.91	920.98	1,800.00	879.02	51.2
10-12-5119 DISCREPENCIES	.00	20.00	.00	( 20.00)	.0
10-12-5123 MERCHANT FEES	.00	432.92	200.00	( 232.92)	216.5
10-12-5124 PAYROLL PROCESSING FEES	359.42	1,902.62	4,000.00	2,097.38	47.6
10-12-5126 POSTAGE	.00	556.16	1,000.00	443.84	55.6
10-12-5137 SUPPLIES	920.38	6,661.13	7,000.00	338.87	95.2
10-12-5200 CONTRACT SERVICES	841.05	34,404.80	40,000.00	5,595.20	86.0
10-12-5201 AUDIT SERVICES	.00	14,000.00	15,000.00	1,000.00	93.3
10-12-5203 LEGAL SERVICES	1,226.80	7,200.58	10,000.00	2,799.42	72.0
10-12-5207 INSURANCE	.00	21,014.18	35,000.00	13,985.82	60.0
10-12-5209 CLEANING SERVICES	200.00	1,500.00	3,000.00	1,500.00	50.0
10-12-5230 PRINTING AND PUBLISHING	255.20	2,994.66	5,000.00	2,005.34	59.9
10-12-5233 TECHNOLOGY SERVICES	1,430.00	8,272.50	25,000.00	16,727.50	33.1
10-12-5234 TECHNOLOGY BACK UP	400.00	2,400.00	5,000.00	2,600.00	48.0
10-12-5235 SOFTWARE MAINTENANCE	1,200.00	8,400.00	7,000.00	( 1,400.00)	120.0
10-12-5320 DUES, LICENSE, PERMITS	685.12	5,208.49	6,500.00	1,291.51	80.1
10-12-5342 CONFERENCE/SEMINAR/TRAINING	24.00	1,064.00	5,000.00	3,936.00	21.3
10-12-5344 TRAVEL	.00	.00	3,000.00	3,000.00	.0
10-12-5355 MISCELLANEOUS EXPENSE	.00	332.50	750.00	417.50	44.3
10-12-5413 TELEPHONE	388.67	2,683.20	5,500.00	2,816.80	48.8
10-12-5415 UTILITIES	646.14	6,010.57	6,000.00	( 10.57)	100.2
10-12-5504 REPAIRS - MAINTENANCE	327.75	2,410.16	10,000.00	7,589.84	24.1
10-12-5600 EQUIPMENT	.00	1,229.08	5,000.00	3,770.92	24.6
10-12-5606 EQUIPMENT LEASE	542.88	2,470.13	6,500.00	4,029.87	38.0
<b>TOTAL ADMIN</b>	<b>9,702.32</b>	<b>132,088.66</b>	<b>207,250.00</b>	<b>75,161.34</b>	<b>63.7</b>
<u>COUNCIL</u>					
10-13-5307 COMMUNITY PROJECT	.00	1,390.00	5,500.00	4,110.00	25.3
10-13-5310 STIPEND	800.00	3,200.00	4,100.00	900.00	78.1
10-13-5342 CONFERENCE/SEMINAR/TRAINING	280.00	3,899.30	2,500.00	( 1,399.30)	156.0
10-13-5344 TRAVEL	.00	.00	750.00	750.00	.0
10-13-5355 COUNCIL EXPENSE	.00	763.47	700.00	( 63.47)	109.1
<b>TOTAL COUNCIL</b>	<b>1,080.00</b>	<b>9,252.77</b>	<b>13,550.00</b>	<b>4,297.23</b>	<b>68.3</b>
<u>COURT</u>					
10-14-5211 MUNI COURT JUDGE	250.00	1,500.00	3,600.00	2,100.00	41.7
10-14-5306 STATE ASSESSMENT	153.00	1,021.00	500.00	( 521.00)	204.2
10-14-5313 COUNTY JAIL ASSESSMENT	48.00	368.00	300.00	( 68.00)	122.7
10-14-5320 DUES, LICENSE, PERMITS	.00	.00	1,000.00	1,000.00	.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
<b>TOTAL COURT</b>	<b>451.00</b>	<b>2,889.00</b>	<b>6,650.00</b>	<b>3,761.00</b>	<b>43.4</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING</u>					
10-17-5204	ENGINEERING SERVICES	606.25	2,957.50	10,000.00	7,042.50 29.6
10-17-5214	PLANNING SERVICES	3,990.25	21,939.46	35,000.00	13,060.54 62.7
10-17-5342	CONFERENCE/SEMINAR/TRAINING	.00	50.00	.00 (	50.00) .0
	TOTAL PLANNING	4,596.50	24,946.96	45,000.00	20,053.04 55.4
<u>PUBLIC SAFETY</u>					
10-18-5000	SALARY - WAGES	1,575.00	12,309.23	20,000.00	7,690.77 61.6
10-18-5020	PAYROLL TAX	190.71	949.14	1,800.00	850.86 52.7
10-18-5040	BENEFITS	5.90	29.78	4,000.00	3,970.22 .7
10-18-5060	PERS	74.81	601.27	3,000.00	2,398.73 20.0
10-18-5090	WORKERS COMP	1.19	8.95	613.00	604.05 1.5
10-18-5120	GAS - OIL	81.23	520.16	1,000.00	479.84 52.0
10-18-5137	SUPPLIES	.00	129.54	500.00	370.46 25.9
10-18-5217	POLICE SERVICES CONTRACT	32,752.46	131,009.84	198,000.00	66,990.16 66.2
10-18-5302	DUES YCOM	1,874.58	15,071.64	25,000.00	9,928.36 60.3
10-18-5413	TELEPHONE	46.21	322.78	700.00	377.22 46.1
10-18-5504	REPAIRS - MAINTENANCE	85.00	577.56	1,750.00	1,172.44 33.0
	TOTAL PUBLIC SAFETY	36,687.09	161,529.89	256,363.00	94,833.11 63.0
<u>STREET LIGHTS</u>					
10-19-5400	STREET LIGHTS	1,555.47	9,307.67	19,000.00	9,692.33 49.0
	TOTAL STREET LIGHTS	1,555.47	9,307.67	19,000.00	9,692.33 49.0
<u>SPECIAL</u>					
10-60-5758	DOWNTOWN LOAN	.00	.00	2,000.00	2,000.00 .0
10-60-5900	EID TAX DISBURSEMENT	.00	7,925.49	8,000.00	74.51 99.1
	TOTAL SPECIAL	.00	7,925.49	10,000.00	2,074.51 79.3

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-65-5000 SALARY - WAGES	2,757.38	20,729.90	22,374.00	1,644.10	92.7
10-65-5020 PAYROLL TAX	279.42	1,595.17	1,587.00	( 8.17)	100.5
10-65-5040 BENEFITS	1,583.51	10,144.26	11,567.00	1,422.74	87.7
10-65-5060 PERS	103.53	872.94	1,060.00	187.06	82.4
10-65-5090 WORKERS COMP	2.13	16.41	51.00	34.59	32.2
10-65-5100 BOOKS CHILDREN	159.90	894.91	2,200.00	1,305.09	40.7
10-65-5101 AUDIO VISUAL CHILDREN	.00	286.17	1,100.00	813.83	26.0
10-65-5102 AUDIO VISUAL ADULT	.00	363.49	1,100.00	736.51	33.0
10-65-5106 BOOKS ADULTS	16.53	924.04	2,200.00	1,275.96	42.0
10-65-5107 BOOKS LOST REPLACEMENT	.00	.00	300.00	300.00	.0
10-65-5111 SPECIAL PROGRAM CHILDREN	.00	247.21	500.00	252.79	49.4
10-65-5112 SPECIAL PROGRAM ADULT	.00	15.17	300.00	284.83	5.1
10-65-5126 POSTAGE	.00	35.96	.00	( 35.96)	.0
10-65-5137 SUPPLIES	133.95	2,373.59	1,200.00	( 1,173.59)	197.8
10-65-5200 CONTRACT SERVICES	68.80	305.37	200.00	( 105.37)	152.7
10-65-5209 CLEANING SERVICES	.00	.00	500.00	500.00	.0
10-65-5233 TECHNOLOGY SERVICES	.00	40.00	1,500.00	1,460.00	2.7
10-65-5320 DUES, LICENSE, PERMITS	.00	234.00	750.00	516.00	31.2
10-65-5321 SUBSCRIPTIONS	.00	191.93	500.00	308.07	38.4
10-65-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	500.00	500.00	.0
10-65-5344 TRAVEL	.00	.00	200.00	200.00	.0
10-65-5413 TELEPHONE	93.33	671.75	1,300.00	628.25	51.7
10-65-5415 UTILITIES	452.62	2,362.07	3,000.00	637.93	78.7
10-65-5504 REPAIRS - MAINTENANCE	207.00	606.10	2,600.00	1,993.90	23.3
10-65-5600 EQUIPMENT	.00	438.46	.00	( 438.46)	.0
10-65-5606 EQUIPMENT LEASE	127.57	892.99	2,500.00	1,607.01	35.7
10-65-5912 GRANT EXPENSE READY TO READ	184.95	1,065.71	1,000.00	( 65.71)	106.6
<b>TOTAL LIBRARY</b>	<b>6,170.62</b>	<b>45,307.60</b>	<b>60,089.00</b>	<b>14,781.40</b>	<b>75.4</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
10-66-5000 SALARY - WAGES	415.92	13,341.92	11,088.00	( 2,253.92)	120.3
10-66-5001 PW ALLOCATED PAYROLL	.00	.00	1,073.00	1,073.00	.0
10-66-5020 PAYROLL TAX	.00	1,649.52	2,499.00	849.48	66.0
10-66-5040 BENEFITS	398.44	127.97	.00	( 127.97)	.0
10-66-5060 PERS	.00	908.77	779.00	( 129.77)	116.7
10-66-5090 WORKERS COMP	.00	273.69	1,437.00	1,163.31	19.1
10-66-5120 GAS - OIL	.00	236.16	800.00	563.84	29.5
10-66-5137 SUPPLIES	151.14	622.43	100.00	( 522.43)	622.4
10-66-5140 UNIFORMS - TOWELS	39.66	495.77	1,300.00	804.23	38.1
10-66-5200 CONTRACT SERVICES	318.00	2,285.40	6,000.00	3,714.60	38.1
10-66-5413 TELEPHONE	56.50	394.48	700.00	305.52	56.4
10-66-5415 UTILITIES	177.13	1,431.58	4,500.00	3,068.42	31.8
10-66-5504 REPAIRS - MAINTENANCE	.00	605.60	2,500.00	1,894.40	24.2
10-66-5510 LANDSCAPE MAINTENANCE	.00	15.80	1,500.00	1,484.20	1.1
10-66-5512 POND AQUATIC WEED CONTROL	.00	8,263.32	5,500.00	( 2,763.32)	150.2
10-66-5600 EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
10-66-9615 PW EXPENSE ALLOCATION	.00	.00	303.00	303.00	.0
<b>TOTAL PARKS</b>	<b>1,556.79</b>	<b>30,652.41</b>	<b>41,079.00</b>	<b>10,426.59</b>	<b>74.6</b>
<u>MUSEUM</u>					
10-67-5000 SALARY - WAGES	320.00	880.00	5,200.00	4,320.00	16.9
10-67-5020 PAYROLL TAX	27.18	74.74	500.00	425.26	15.0
10-67-5090 WORKERS COMP	.00	.00	50.00	50.00	.0
10-67-5200 CONTRACT SERVICES	359.85	506.55	.00	( 506.55)	.0
10-67-5320 DUES, LICENSE, PERMITS	.00	68.00	100.00	32.00	68.0
10-67-5413 TELEPHONE	65.35	464.61	850.00	385.39	54.7
10-67-5415 UTILITIES	474.00	1,895.93	3,000.00	1,104.07	63.2
10-67-5504 REPAIRS - MAINTENANCE	207.00	225.99	1,000.00	774.01	22.6
10-67-5606 EQUIPMENT LEASE	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL MUSEUM</b>	<b>1,453.38</b>	<b>4,115.82</b>	<b>11,700.00</b>	<b>7,584.18</b>	<b>35.2</b>
<u>CEMETERY</u>					
10-68-5320 DUES, LICENSE, PERMITS	.00	.00	100.00	100.00	.0
10-68-5510 LANDSCAPE MAINTENANCE	.00	800.00	1,200.00	400.00	66.7
<b>TOTAL CEMETERY</b>	<b>.00</b>	<b>800.00</b>	<b>1,300.00</b>	<b>500.00</b>	<b>61.5</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PAYROLL ADMIN</u>					
10-70-5000 SALARY - WAGES	14,891.92	100,595.52	209,000.00	108,404.48	48.1
10-70-5002 ADMIN ALLOCATED PAYROLL	( 13,420.00)	( 93,940.00)	( 184,991.00)	( 91,051.00)	( 50.8)
10-70-5020 PAYROLL TAX	1,313.72	7,550.22	11,500.00	3,949.78	65.7
10-70-5040 BENEFITS	6,280.61	43,507.09	33,313.00	( 10,194.09)	130.6
10-70-5060 PERS	707.37	4,061.30	7,314.00	3,252.70	55.5
10-70-5090 WORKERS COMP	5.16	823.84	400.00	( 423.84)	206.0
<b>TOTAL PAYROLL ADMIN</b>	<b>9,778.78</b>	<b>62,597.97</b>	<b>76,536.00</b>	<b>13,938.03</b>	<b>81.8</b>
<u>PAYROLL PUBLIC WORKS</u>					
10-71-5000 SALARY - WAGES	11,203.24	80,200.19	125,000.00	44,799.81	64.2
10-71-5001 PW ALLOCATED PAYROLL	( 17,504.00)	( 122,526.00)	( 214,541.00)	( 92,015.00)	( 57.1)
10-71-5020 PAYROLL TAX	883.11	4,924.48	16,321.00	11,396.52	30.2
10-71-5040 BENEFITS	4,840.29	27,195.96	53,058.00	25,862.04	51.3
10-71-5060 PERS	732.12	6,367.35	12,970.00	6,602.65	49.1
10-71-5090 WORKERS COMP	5.20	291.51	7,191.00	6,899.49	4.1
<b>TOTAL PAYROLL PUBLIC WORKS</b>	<b>159.96</b>	<b>( 3,546.51)</b>	<b>( 1.00)</b>	<b>3,545.51</b>	<b>(35465)</b>
<u>PUBLIC WORKS OPERATIONS</u>					
10-72-5120 GAS - OIL	197.49	2,057.01	3,000.00	942.99	68.6
10-72-5137 SUPPLIES	538.71	3,470.21	15,000.00	11,529.79	23.1
10-72-5140 UNIFORMS - TOWELS	99.98	259.97	2,200.00	1,940.03	11.8
10-72-5200 CONTRACT SERVICES	.00	33.75	8,000.00	7,966.25	.4
10-72-5203 LEGAL SERVICES	.00	.00	2,500.00	2,500.00	.0
10-72-5207 INSURANCE	.00	11,000.00	11,000.00	.00	100.0
10-72-5233 TECHNOLOGY SERVICES	.00	.00	1,000.00	1,000.00	.0
10-72-5320 DUES, LICENSE, PERMITS	100.00	350.00	200.00	( 150.00)	175.0
10-72-5342 CONFERENCE/SEMINAR/TRAINING	.00	.00	1,500.00	1,500.00	.0
10-72-5415 UTILITIES	924.12	5,235.01	12,000.00	6,764.99	43.6
10-72-5504 REPAIRS - MAINTENANCE	337.50	2,875.26	1,800.00	( 1,075.26)	159.7
10-72-5507 EQUIPMENT MAINTENANCE	.00	475.57	2,500.00	2,024.43	19.0
10-72-5600 EQUIPMENT	.00	1,529.98	.00	( 1,529.98)	.0
10-72-9615 FUND/DEPT ALLOCATIONS	( 4,182.00)	( 29,271.00)	( 60,700.00)	( 31,429.00)	( 48.2)
<b>TOTAL PUBLIC WORKS OPERATIONS</b>	<b>( 1,984.20)</b>	<b>( 1,984.24)</b>	<b>.00</b>	<b>1,984.24</b>	<b>.0</b>
<u>TRANSFER</u>					
10-90-9610 OVERHEAD CHARGE	( 12,591.00)	( 12,591.00)	.00	12,591.00	.0
<b>TOTAL TRANSFER</b>	<b>( 12,591.00)</b>	<b>( 12,591.00)</b>	<b>.00</b>	<b>12,591.00</b>	<b>.0</b>

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>						
10-99-9900	CONTINGENCY	.00	.00	112,438.00	112,438.00	.0
	TOTAL CONTINGENCY	.00	.00	112,438.00	112,438.00	.0
	TOTAL FUND EXPENDITURES	58,616.71	473,292.49	860,954.00	387,661.51	55.0
	NET REVENUE OVER EXPENDITURES	( 40,262.20)	196,256.58	1.00	( 196,255.58)	19625

CITY OF WILLAMINA  
 BALANCE SHEET  
 JANUARY 31, 2018

STREET FUND

<u>ASSETS</u>			
20-00-1009	CASH ALLOCATED	142,881.27	
	TOTAL ASSETS		142,881.27
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
20-00-2000	ACCOUNTS PAYABLE	39.00	
	TOTAL LIABILITIES		39.00
<u>FUND EQUITY</u>			
20-00-3000	FUND BALANCE	154,704.94	
	REVENUE OVER EXPENDITURES - YTD	( 11,862.67)	
	BALANCE - CURRENT DATE	142,842.27	
	TOTAL FUND EQUITY		142,842.27
	TOTAL LIABILITIES AND EQUITY		142,881.27

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
20-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	124,574.00	124,574.00	.0
20-10-4115 STATE HIGHWAY REVENUE	11,082.26	64,822.36	110,000.00	45,177.64	58.9
<b>TOTAL DEPARTMENT 10</b>	<b>11,082.26</b>	<b>64,822.36</b>	<b>234,574.00</b>	<b>169,751.64</b>	<b>27.6</b>
<b>TOTAL FUND REVENUE</b>	<b>11,082.26</b>	<b>64,822.36</b>	<b>234,574.00</b>	<b>169,751.64</b>	<b>27.6</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

STREET FUND

<u>EXPENDITURE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
20-11-5001 PW ALLOCATED PAYROLL	1,682.00	11,771.00	18,353.00	6,582.00	64.1
20-11-5002 ADMIN ALLOCATED PAYROLL	1,289.00	9,024.00	15,826.00	6,802.00	57.0
20-11-5090 WORKERS COMP	.00	382.50	2,000.00	1,617.50	19.1
20-11-5120 GAS - OIL	36.16	413.82	1,500.00	1,086.18	27.6
20-11-5137 SUPPLIES	.00	313.29	200.00	( 113.29)	156.7
20-11-5140 UNIFORMS - TOWELS	11.66	131.19	600.00	468.81	21.9
20-11-5204 ENGINEERING SERVICES	.00	72.50	10,000.00	9,927.50	.7
20-11-5413 TELEPHONE	34.84	243.52	500.00	256.48	48.7
20-11-5504 REPAIRS - MAINTENANCE	859.72	1,039.72	3,000.00	1,960.28	34.7
20-11-5521 SIDEWALK MAINTENANCE	.00	350.00	10,000.00	9,650.00	3.5
20-11-5522 STREET MAINTENANCE	.00	41,170.00	40,000.00	( 1,170.00)	102.9
20-11-5523 TRAFFIC CONTROL	.00	495.49	2,000.00	1,504.51	24.8
20-11-5600 EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
<b>TOTAL EXPENDITURE</b>	<b>3,913.38</b>	<b>65,407.03</b>	<b>105,479.00</b>	<b>40,071.97</b>	<b>62.0</b>
 <u>TRANSFER</u>					
20-90-9610 OVERHEAD ALLOCATION	1,209.00	8,466.00	13,028.00	4,562.00	65.0
20-90-9615 PW EXPENSE ALLOCATION	402.00	2,812.00	5,193.00	2,381.00	54.2
<b>TOTAL TRANSFER</b>	<b>1,611.00</b>	<b>11,278.00</b>	<b>18,221.00</b>	<b>6,943.00</b>	<b>61.9</b>
 <u>CONTINGENCY</u>					
20-99-9900 CONTINGENCY	.00	.00	110,874.00	110,874.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>110,874.00</b>	<b>110,874.00</b>	<b>.0</b>
 <b>TOTAL FUND EXPENDITURES</b>	 <b>5,524.38</b>	 <b>76,685.03</b>	 <b>234,574.00</b>	 <b>157,888.97</b>	 <b>32.7</b>
 <b>NET REVENUE OVER EXPENDITURES</b>	 <b>5,557.88</b>	 <b>( 11,862.67)</b>	 <b>.00</b>	 <b>11,862.67</b>	 <b>.0</b>

CITY OF WILLAMINA  
 BALANCE SHEET  
 JANUARY 31, 2018

STREET SDC FUND

ASSETS

21-00-1009	CASH ALLOCATED	129,000.00	
	TOTAL ASSETS		<u>129,000.00</u>

LIABILITIES AND EQUITY

FUND EQUITY

21-00-3050	FUND BALANCE, RESTRICTED	90,000.00	
21-00-3100	FUND BALANCE, RESTRICTED	21,000.00	
	REVENUE OVER EXPENDITURES - YTD	<u>18,000.00</u>	
	BALANCE - CURRENT DATE	<u>129,000.00</u>	
	TOTAL FUND EQUITY		<u>129,000.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>129,000.00</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
21-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	111,848.00	111,848.00	.0
21-10-4421 SYSTEM DEVELOPMENT CHARGES	.00	18,000.00	30,000.00	12,000.00	60.0
<b>TOTAL DEPARTMENT 10</b>	<b>.00</b>	<b>18,000.00</b>	<b>141,848.00</b>	<b>123,848.00</b>	<b>12.7</b>
<b>TOTAL FUND REVENUE</b>	<b>.00</b>	<b>18,000.00</b>	<b>141,848.00</b>	<b>123,848.00</b>	<b>12.7</b>

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

STREET SDC FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>						
21-99-9900	CONTINGENCY	.00	.00	141,848.00	141,848.00	.0
	TOTAL CONTINGENCY	.00	.00	141,848.00	141,848.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	141,848.00	141,848.00	.0
	NET REVENUE OVER EXPENDITURES	.00	18,000.00	.00	( 18,000.00)	.0

CITY OF WILLAMINA  
BALANCE SHEET  
JANUARY 31, 2018

WATER FUND

ASSETS

30-00-1009	CASH ALLOCATED	250,161.25	
30-00-1251	UTILITY RECEIVABLE	54,702.56	
30-00-1300	INVENTORY	14,602.00	
30-00-1400	LAND	122,465.00	
30-00-1410	SYSTEMS	1,564,436.00	
30-00-1420	LAND IMPROVEMENTS	388.00	
30-00-1430	BUILDINGS	609,457.00	
30-00-1440	EQUIPMENT	129,858.00	
30-00-1460	VEHICLES	37,508.00	
30-00-1490	ACCUMULATED DEPRECIATION	( 1,669,250.00)	
	<b>TOTAL ASSETS</b>		<u><u>1,114,327.81</u></u>

LIABILITIES AND EQUITY

LIABILITIES

30-00-2000	ACCOUNTS PAYABLE	( 1,171.74)	
30-00-2100	ACCRUED PAYROLL	922.66	
30-00-2150	ACCRUED VACATION	3,129.63	
30-00-2300	WATER DEPOSITS	32,307.25	
30-00-2820	ACCRUED INTEREST	14,681.00	
30-00-2831	WATER FHA 91-02 SERIES 2001	765,506.24	
30-00-2940	DUE TO FUND 40	185,000.00	
	<b>TOTAL LIABILITIES</b>		1,000,375.04

FUND EQUITY

30-00-3000	FUND BALANCE	( 77,541.59)	
30-00-3100	FUND BALANCE CAPITAL LESS DEBT	29,356.00	
	<b>REVENUE OVER EXPENDITURES - YTD</b>	<u>162,138.36</u>	
	<b>BALANCE - CURRENT DATE</b>	<u>113,952.77</u>	
	<b>TOTAL FUND EQUITY</b>		<u><u>113,952.77</u></u>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<u><u>1,114,327.81</u></u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
30-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	( 164,271.00)	( 164,271.00)	.0
30-10-4330 WATER REVENUE	54,113.28	392,431.81	615,864.00	223,432.19	63.7
30-10-4332 NEW CONNECTION FEE	.00	3,860.19	4,000.00	139.81	96.5
30-10-4337 DOUBLE CHECK VALVE	.00	462.00	500.00	38.00	92.4
30-10-4350 RECOVERY BAD DEBT	65.76	691.09	500.00	( 191.09)	138.2
30-10-4581 PENALTY AND FEES	100.00	2,150.00	7,000.00	4,850.00	30.7
30-10-4582 NON-SUFFICIENT CHECK FEES	25.00	100.00	200.00	100.00	50.0
<b>TOTAL DEPARTMENT 10</b>	<b>54,304.04</b>	<b>399,695.09</b>	<b>463,793.00</b>	<b>64,097.91</b>	<b>86.2</b>
<b>TOTAL FUND REVENUE</b>	<b>54,304.04</b>	<b>399,695.09</b>	<b>463,793.00</b>	<b>64,097.91</b>	<b>86.2</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
30-11-5000 SALARY - WAGES	4,451.44	29,233.47	61,053.00	31,819.53	47.9
30-11-5001 PW ALLOCATED PAYROLL	8,175.00	57,226.00	102,754.00	45,528.00	55.7
30-11-5002 ADMIN ALLOCATED PAYROLL	6,268.00	43,875.00	88,601.00	44,726.00	49.5
30-11-5020 PAYROLL TAX	452.56	2,487.02	4,481.00	1,993.98	55.5
30-11-5040 BENEFITS	883.71	5,568.33	9,494.00	3,925.67	58.7
30-11-5060 PERS	548.17	4,629.66	4,613.00	( 16.66)	100.4
30-11-5090 WORKERS COMP	2.13	1,103.41	5,908.00	4,804.59	18.7
30-11-5105 BAD DEBT	63.13	3,897.49	.00	( 3,897.49)	.0
30-11-5108 CHEMICALS	1,885.80	7,098.84	20,000.00	12,901.16	35.5
30-11-5120 GAS - OIL	136.38	978.54	3,000.00	2,021.46	32.6
30-11-5123 MERCHANT FEES	211.30	1,439.24	2,200.00	760.76	65.4
30-11-5126 POSTAGE	.00	.00	3,000.00	3,000.00	.0
30-11-5137 SUPPLIES	565.11	2,116.30	2,400.00	283.70	88.2
30-11-5140 UNIFORMS - TOWELS	165.28	979.67	2,000.00	1,020.33	49.0
30-11-5200 CONTRACT SERVICES	350.00	2,286.20	5,000.00	2,713.80	45.7
30-11-5204 ENGINEERING SERVICES	580.00	1,290.00	10,000.00	8,710.00	12.9
30-11-5230 PRINTING AND PUBLISHING	452.55	1,310.31	.00	( 1,310.31)	.0
30-11-5250 SYSTEM ANALYSIS	290.00	2,275.00	6,000.00	3,725.00	37.9
30-11-5320 DUES, LICENSE, PERMITS	.00	610.20	1,000.00	389.80	61.0
30-11-5342 CONFERENCE/SEMINAR/TRAINING	.00	95.00	800.00	705.00	11.9
30-11-5344 TRAVEL	.00	.00	1,000.00	1,000.00	.0
30-11-5413 TELEPHONE	276.35	3,288.83	7,000.00	3,711.17	47.0
30-11-5415 UTILITIES	4,828.39	24,998.95	52,000.00	27,001.05	48.1
30-11-5504 REPAIRS - MAINTENANCE	22.00	801.23	5,000.00	4,198.77	16.0
30-11-5530 SUPPLY SYSTEM MAINTENANCE	2,793.54	21,462.83	55,000.00	33,537.17	39.0
30-11-5531 DISTRIBUTION MAINTENANCE	.00	1,226.16	5,200.00	3,973.84	23.6
30-11-5535 NEW CONNECTION EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
30-11-5600 EQUIPMENT	245.18	2,504.52	12,000.00	9,495.48	20.9
<b>TOTAL EXPENDITURE</b>	<b>33,646.02</b>	<b>222,782.20</b>	<b>471,504.00</b>	<b>248,721.80</b>	<b>47.3</b>
30-80-6000 CAPITAL-VEHICLES	.00	.00	5,000.00	5,000.00	.0
30-80-6001 CAPITAL OUTLAY-INTAKE REDESIGN	7,928.51	39,332.25	60,000.00	20,667.75	65.6
30-80-6002 CAPITAL-GIS MAPPING OF SYSTEM	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL DEPARTMENT 80</b>	<b>7,928.51</b>	<b>39,332.25</b>	<b>70,000.00</b>	<b>30,667.75</b>	<b>56.2</b>
30-82-8030 WATER PRINCIPAL	.00	.00	18,376.00	18,376.00	.0
30-82-8035 WATER INTEREST	.00	.00	34,436.00	34,436.00	.0
<b>TOTAL DEPARTMENT 82</b>	<b>.00</b>	<b>.00</b>	<b>52,812.00</b>	<b>52,812.00</b>	<b>.0</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>					
30-90-9001	.00	.00	54,557.00	54,557.00	.0
30-90-9110	.00	10,362.00	18,476.00	8,114.00	56.1
30-90-9231	.00	.00	13,203.00	13,203.00	.0
30-90-9610	5,881.00	41,165.00	72,940.00	31,775.00	56.4
30-90-9615	1,953.00	13,671.00	29,072.00	15,401.00	47.0
30-90-9732	.00	( 89,755.72)	185,000.00	274,755.72	( 48.5)
TOTAL TRANSFER	7,834.00	( 24,557.72)	373,248.00	397,805.72	( 6.6)
<u>CONTINGENCY</u>					
30-99-9900	.00	.00	( 107,365.00)	( 107,365.00)	.0
TOTAL CONTINGENCY	.00	.00	( 107,365.00)	( 107,365.00)	.0
TOTAL FUND EXPENDITURES	49,408.53	237,556.73	860,199.00	622,642.27	27.6
NET REVENUE OVER EXPENDITURES	4,895.51	162,138.36	( 396,406.00)	( 558,544.36)	40.9

CITY OF WILLAMINA  
 BALANCE SHEET  
 JANUARY 31, 2018

WATER SDC FUND

ASSETS

31-00-1009	CASH ALLOCATED	66,696.80	
	TOTAL ASSETS		66,696.80

LIABILITIES AND EQUITY

FUND EQUITY

31-00-3050	FUND BALANCE, RESTRICTED	59,150.00	
31-00-3100	FUND BALANCE, RESTRICTED	( 1,595.28)	
	REVENUE OVER EXPENDITURES - YTD	9,142.08	
	BALANCE - CURRENT DATE	66,696.80	
	TOTAL FUND EQUITY		66,696.80
	TOTAL LIABILITIES AND EQUITY		66,696.80

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
31-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	51,338.00	51,338.00	.0
31-10-4431 SYSTEM DEVELOPMENT CHARGES	.00	11,088.00	15,000.00	3,912.00	73.9
TOTAL DEPARTMENT 10	.00	11,088.00	66,338.00	55,250.00	16.7
TOTAL FUND REVENUE	.00	11,088.00	66,338.00	55,250.00	16.7

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
31-80-6000 CAPITAL OUTLAY	.00	1,945.92	10,000.00	8,054.08	19.5
TOTAL DEPARTMENT 80	.00	1,945.92	10,000.00	8,054.08	19.5
<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	43,135.00	43,135.00	.0
TOTAL CONTINGENCY	.00	.00	43,135.00	43,135.00	.0
TOTAL FUND EXPENDITURES	.00	1,945.92	66,338.00	64,392.08	2.9
NET REVENUE OVER EXPENDITURES	.00	9,142.08	.00	( 9,142.08)	.0

CITY OF WILLAMINA  
BALANCE SHEET  
JANUARY 31, 2018

WASTEWATER FUND

ASSETS

40-00-1009	CASH ALLOCATED	302,100.93	
40-00-1251	UTILITY RECEIVABLE	49,950.20	
40-00-1300	INVENTORY	14,602.00	
40-00-1400	LAND	426,426.00	
40-00-1410	SYSTEMS	3,560,287.00	
40-00-1420	LAND IMPROVEMENTS	388.00	
40-00-1430	BUILDINGS	317,679.00	
40-00-1440	EQUIPMENT	297,855.00	
40-00-1460	VEHICLES	63,349.00	
40-00-1490	ACCUMULATED DEPRECIATION	( 2,272,840.00)	
40-00-1930	DUE FROM FUND 30	185,000.00	
	TOTAL ASSETS		<u>2,944,797.13</u>

LIABILITIES AND EQUITY

LIABILITIES

40-00-2000	ACCOUNTS PAYABLE	5,080.34	
40-00-2100	ACCRUED PAYROLL	877.74	
40-00-2150	ACCRUED VACATION	1,960.81	
40-00-2400	SEWER DEPOSITS	37,956.27	
40-00-2820	ACCRUED INTEREST	36,352.70	
40-00-2840	WASTEWATER TREATMENT G0300	974,652.83	
40-00-2841	WASTEWATER TREATMENT G9900	244,574.50	
	TOTAL LIABILITIES		1,301,455.19

FUND EQUITY

40-00-3000	FUND BALANCE	162,247.33	
40-00-3100	FUND BALANCE CAPITAL LESS DEBT	1,005,894.60	
	REVENUE OVER EXPENDITURES - YTD	<u>475,200.01</u>	
	BALANCE - CURRENT DATE	<u>1,643,341.94</u>	
	TOTAL FUND EQUITY		<u>1,643,341.94</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,944,797.13</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
40-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	142,821.00	142,821.00	.0
40-10-4340 WASTEWATER REVENUE	51,720.17	360,956.02	560,000.00	199,043.98	64.5
40-10-4342 NEW CONNECTION FEE	.00	800.00	1,000.00	200.00	80.0
40-10-4350 RECOVERY BAD DEBT	90.81	954.34	1,500.00	545.66	63.6
<b>TOTAL DEPARTMENT 10</b>	<b>51,810.98</b>	<b>362,710.36</b>	<b>705,321.00</b>	<b>342,610.64</b>	<b>51.4</b>
<b>TOTAL FUND REVENUE</b>	<b>51,810.98</b>	<b>362,710.36</b>	<b>705,321.00</b>	<b>342,610.64</b>	<b>51.4</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WASTEWATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
40-11-5000 SALARY - WAGES	1,813.46	20,692.06	54,733.00	34,040.94	37.8
40-11-5001 PW ALLOCATED PAYROLL	7,647.00	53,529.00	92,361.00	38,832.00	58.0
40-11-5002 ADMIN ALLOCATED PAYROLL	5,863.00	41,041.00	80,564.00	39,523.00	50.9
40-11-5020 PAYROLL TAX	433.16	1,976.78	4,662.00	2,685.22	42.4
40-11-5040 BENEFITS	2,085.81	10,220.85	19,877.00	9,656.15	51.4
40-11-5060 PERS	821.47	3,220.52	3,284.00	63.48	98.1
40-11-5090 WORKERS COMP	2.56	811.49	1,981.00	1,169.51	41.0
40-11-5105 BAD DEBT	58.16	3,511.37	.00	( 3,511.37)	.0
40-11-5108 CHEMICALS	964.20	6,884.40	15,000.00	8,115.60	45.9
40-11-5120 GAS - OIL	95.42	499.11	2,000.00	1,500.89	25.0
40-11-5123 MERCHANT FEES	316.97	2,032.91	3,000.00	967.09	67.8
40-11-5126 POSTAGE	.00	.00	500.00	500.00	.0
40-11-5137 SUPPLIES	.00	1,566.32	2,000.00	433.68	78.3
40-11-5140 UNIFORMS - TOWELS	116.60	1,313.70	3,800.00	2,486.30	34.6
40-11-5200 CONTRACT SERVICES	250.00	1,054.00	1,500.00	446.00	70.3
40-11-5204 ENGINEERING SERVICES	.00	.00	1,500.00	1,500.00	.0
40-11-5230 PRINTING AND PUBLISHING	678.82	1,839.17	.00	( 1,839.17)	.0
40-11-5250 SYSTEM ANALYSIS	710.00	2,740.00	7,000.00	4,260.00	39.1
40-11-5320 DUES, LICENSE, PERMITS	574.00	894.00	3,500.00	2,606.00	25.5
40-11-5344 TRAVEL	.00	.00	100.00	100.00	.0
40-11-5413 TELEPHONE	318.14	2,467.46	5,000.00	2,532.54	49.4
40-11-5415 UTILITIES	4,005.19	19,688.46	38,000.00	18,311.54	51.8
40-11-5504 REPAIRS - MAINTENANCE	1,257.79	3,491.34	2,500.00	( 991.34)	139.7
40-11-5540 TREATMENT SYSTEM MAINTENANCE	932.67	10,022.06	14,000.00	3,977.94	71.6
40-11-5600 EQUIPMENT	.00	5,475.00	6,500.00	1,025.00	84.2
<b>TOTAL EXPENDITURE</b>	<b>28,944.42</b>	<b>194,971.00</b>	<b>363,362.00</b>	<b>168,391.00</b>	<b>53.7</b>
<hr/>					
40-80-6000 CAPITAL OUTLAY	.00	.00	10,000.00	10,000.00	.0
<b>TOTAL DEPARTMENT 80</b>	<b>.00</b>	<b>.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>.0</b>
<hr/>					
40-82-8040 SEWER PRINCIPAL	.00	.00	108,359.00	108,359.00	.0
40-82-8045 SEWER INTEREST	.00	.00	65,379.00	65,379.00	.0
<b>TOTAL DEPARTMENT 82</b>	<b>.00</b>	<b>.00</b>	<b>173,738.00</b>	<b>173,738.00</b>	<b>.0</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>					
40-90-9110 IN LIEU OF FRANCHISE FEE	.00	9,327.00	16,800.00	7,473.00	55.5
40-90-9241 TRANSFER IN	.00	.00	24,323.00	24,323.00	.0
40-90-9610 OVERHEAD ALLOCATION	5,501.00	38,506.00	( 301,759.00)	( 340,265.00)	12.8
40-90-9611 CLOSE DEBT LOAN TO WATER	.00	( 368,081.65)	185,000.00	553,081.65	(199.0)
40-90-9615 PW EXPENSE ALLOCATION	1,827.00	12,788.00	26,132.00	13,344.00	48.9
TOTAL TRANSFER	7,328.00	( 307,460.65)	( 49,504.00)	257,956.65	(621.1)
<u>CONTINGENCY</u>					
40-99-9900 CONTINGENCY	.00	.00	256,372.00	256,372.00	.0
TOTAL CONTINGENCY	.00	.00	256,372.00	256,372.00	.0
TOTAL FUND EXPENDITURES	36,272.42	( 112,489.65)	753,968.00	866,457.65	( 14.9)
NET REVENUE OVER EXPENDITURES	15,538.56	475,200.01	( 48,647.00)	( 523,847.01)	976.8

CITY OF WILLAMINA  
 BALANCE SHEET  
 JANUARY 31, 2018

WASTEWATER SDC FUND

ASSETS

41-00-1009	CASH ALLOCATED	24,546.58	
	TOTAL ASSETS		24,546.58

LIABILITIES AND EQUITY

FUND EQUITY

41-00-3050	FUND BALANCE, RESTRICTED	16,204.00	
41-00-3100	FUND BALANCE, RESTRICTED	( 6,657.42)	
	REVENUE OVER EXPENDITURES - YTD	15,000.00	
	BALANCE - CURRENT DATE	24,546.58	
	TOTAL FUND EQUITY		24,546.58
	TOTAL LIABILITIES AND EQUITY		24,546.58

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
41-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	11,346.00	11,346.00	.0
41-10-4441 SYSTEM DEVELOPMENT CHARGES	.00	15,000.00	20,000.00	5,000.00	75.0
TOTAL DEPARTMENT 10	.00	15,000.00	31,346.00	16,346.00	47.9
TOTAL FUND REVENUE	.00	15,000.00	31,346.00	16,346.00	47.9

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

WASTEWATER SDC FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>TRANSFER</u>					
41-90-9750 DEBT SERVICE TRANSFER TO 50	.00	.00	24,323.00	24,323.00	.0
TOTAL TRANSFER	.00	.00	24,323.00	24,323.00	.0
<u>CONTINGENCY</u>					
41-99-9900 CONTINGENCY	.00	.00	7,023.00	7,023.00	.0
TOTAL CONTINGENCY	.00	.00	7,023.00	7,023.00	.0
TOTAL FUND EXPENDITURES	.00	.00	31,346.00	31,346.00	.0
NET REVENUE OVER EXPENDITURES	.00	15,000.00	.00	( 15,000.00)	.0

CITY OF WILLAMINA  
BALANCE SHEET  
JANUARY 31, 2018

DEBT FUND

LIABILITIES AND EQUITY

FUND EQUITY

50-00-3000	FUND BALANCE	(	40,688.28)	
50-00-3050	FUND BALANCE, RESTRICTED		498,525.65	
	REVENUE OVER EXPENDITURES - YTD	(	<u>457,837.37</u>	
	BALANCE - CURRENT DATE		<u>.00</u>	
	TOTAL FUND EQUITY			<u>.00</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>.00</u></u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JANUARY 31, 2018

DEBT FUND

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

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2018

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRANSFER</u>					
50-90-9000 TRANSFER OUT	.00	457,837.37	.00	( 457,837.37)	.0
50-90-9992 CLOSE DEBT CASH TO WW	.00	.00	313,526.00	313,526.00	.0
TOTAL TRANSFER	.00	457,837.37	313,526.00	( 144,311.37)	146.0
TOTAL FUND EXPENDITURES	.00	457,837.37	313,526.00	( 144,311.37)	146.0
NET REVENUE OVER EXPENDITURES	.00	( 457,837.37)	.00	457,837.37	.0

**City Of Willamina City Council Meeting**  
**Minutes of the Monthly Meeting of the City of Willamina City Council**  
**February 13, 2018**  
**6:00 PM**

**Location of Meeting:**

West Valley Fire  
825 NE Main St  
Willamina, Oregon 97396

**Present at Meeting:** Mayor Ila Skyberg

Council President Rita Baller  
Councilor Craig Johnson  
Councilor Heather Stritzke  
Councilor Bob Burr  
Councilor Theresa McKnight  
Councilor April Wooden  
City Manager Kenna West  
Deputy City Recorder Debbie Bernard  
Public Works Director Jeff Brown

**Guest: (not limited to)**

Paul Daliquante, News Register  
Planning Commissioner Shirley Fitzgerald

The regular meeting of the City of Willamina City Council was called to order at 6:00 PM on February 13, 2018 at West Valley Fire by Mayor Ila Skyberg. The Deputy City Recorder Debbie Bernard took the roll call and quorum was present. The Flag Salute was recited.

**I. Approval of Agenda**

The agenda for the meeting was distributed and unanimously approved with 2 additions.

**II. Review of Previous Minutes**

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

**III. Consideration of Open Issues**

1. Agenda Additions, Deletions, And Corrections

Mayor Ila Skyberg

Mayor Skyberg opened the meeting and noted 2 additions to the agenda. She asked the Council if there were any pulls. There were no pulls.

Councilor Baller wanted to know if there had been any funds available for training in the budget at the February 7, 2018 work session as she was absent.

The City Manager responded and said there is not any funds left in the budget, however, she is still looking at possible funds and appropriations.

2. Consent Agenda

Mayor Skyberg asked if there were any pulls to the consent agenda and there were none. She asked Council President to read the items on the consent agenda.

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

Councilor Baller read the description of the consent agenda:

Item 1 is the check register for December 1 through December 31, 2017 outlining those items paid by check during this time frame.

Item 2 is the financial report outlining the income and expenses for December 2017.

Item 3 is the minutes from the January 9, 2018 council meeting.

Item 4 approves the City Manager as the Budget Officer and appoints her to that position for the preparation of the Fiscal Year 2018/2019 Budget.

Item 5 affirms the Fiscal Year 2018/2019 Budget Committee and Proposed Budget Calendar.

Item 6 approves the renewal of those liquor license applications which are attached to the staff report.

Item 7 approves the Economic Improvement District nominees for the EID Advisory Committee and accepts the EID Annual Financial report.

3. Regular Agenda - Consideration of The City Manager Salary Increase

Mayor Ila Skyberg

**MOTION:** Councilor Baller moved to approve the City Manager salary increase after the 6 months anniversary of her employment. Councilor Wooden seconded the motion. Motion carried with Councilors, Johnson, Burr, Stritzke, Baller, McKnight and Wooden. All in Favor.

Discussion:

Mayor Skyberg introduced a 6 month review for the Kenna and said she has nothing but good things to say. Mayor Skyberg thanked Kenna for taking the position. She added

another thank you for all she does. She said that Kenna has a wonderful work ethic and she wanted to say thank you again.

Councilor Wooden said “She has exceeded all my wildest expectations.”

Councilor Baller said “You put a bright face out there for Willamina”. “People have a new view of Willamina than they had in the past.”

Councilor Burr said “Your focus and fiscal responsibility is wonderful.”

Councilor Johnson said he was impressed with Kenna’s resume.

Councilor Stritzke said “She has had nothing but good feedback from citizens.”

#### 4. Consideration of The Cemetery Burial Plot Price Increase

Mayor Ila Skyberg

**MOTION:** Councilor Stritzke moved to accept the consideration of the cemetery burial plot price increase. Councilor Burr seconded the motion. Motion carried with Councilors, Johnson, Burr, Stritzke, Baller, and McKnight. All in Favor. Councilor Wooden abstained.

Discussion:

Councilor Wooden asked if any of the cemeteries were privately owned. The City Manager responded and said that McMinnville and Sheridan are private. Kenna said if we take out those two cemeteries, it out would bring the average cost per plot to \$1243.00.

Councilor Wooden added that she does not feel those private cemeteries should be considered in the analysis. She said that she did not feel an increase tenfold is a good idea. She said she would support \$1000.00 increase. She sympathized with the increase. April shared that Buck Hollow Cemetery accumulated funds without doing much of anything. They own their own tractor and pay to have the lawn moved.

Kenna said the City is subsidizing the cemetery at \$1300 a year. That is not improving it just doing the minimum. Kenna added that even at 4 burials a year, the City is still subsidizing the cemetery.

Kenna suggested cremation gardens that would increase the additional plot availability and allow more people in.

Councilor Baller agreed with April about the increase amount but it is one price forever, she said. Rita added that we had people come out and advise us how to fix the headstones as it is a Pioneer Cemetery.

Jeff said the County work crew does the mowing as it is too time consuming for public works.

Kenna asked Councilor Wooden if she wanted to make another motion. She moved to support an increase not to exceed \$1000.00. There was not a second. Motion died.

5. Mayor's Report

Mayor Skyberg had nothing to report.

6. Council Liaison Reports

Chamber Liaison (Councilor April Wooden)

Councilor Wooden reported that it was an EID meeting. The results of the meeting were all reading addressed and approved in the consent agenda.

7. YCOM Board (Councilor Baller)

Councilor Baller had nothing to report until after their next meeting.

8. Yamhill County Housing Authority Board Member (Councilor Stritzke)

Councilor Stritzke reported on several programs the Yamhill County Housing Authority offers. Specifically one for low income home buyers to do repairs on their homes. There is a mortgage assistance program for people that fall behind on their mortgage that can assist them from losing their home. The loans are interest free if the owner stays in the home for 5 years, she said. Heather reported that the Housing Authority has grants for homeowners to do repairs on Mobile Homes; those grants allow for repairs that are costly due to the value of the home. Kenna asked Councilor Stritzke if she could get some information that can be handed out by Code Enforcement when he is out and about.

9. Yamhill County Transit Authority Board Member (Councilor Johnson)

Councilor Johnson reported the YCTA is what he calls under construction. They met with an advisory board that advised YCTA how to better assist the community and how to better use their funds. The Tribe attended that meeting and would really like to see a bus running on Sunday to the tribe. Another topic that was discussed was how to retain bus drivers. Craig said of course a response to that would be better pay for the drivers, however, they are looking for additional options. They also discussed an increase in fairs.

10. Informational Reports from/City Officers

City Manager Kenna West said outside the City officer's report she wanted to thank each one of the Councilors and the Mayor for their support. Kenna said that the new street light in front of West Valley Fire on Main Street was only going to cost \$6.52 a month. Also that we will be moving forward on the SDC rate review. In June the Yamhill County Commissioners will be here for their Town Hall.

11. Sheriff's Report

Event Calendar – informational

Public Hearing – none

**MOTION**: Councilor Stritzke moved to adjourn. Councilor Baller seconded the motion. Motion carried with Councilors, Johnson, Burr, Stritzke, Baller, McKnight and Wooden. All in Favor.

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

The next meeting will be held at 6:00 PM on March 13, 2018 at:  
West Valley Fire  
825 NE Main St  
Willamina, Oregon 97396

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

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

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

# Regular Agenda

**City of Willamina  
Staff Report  
For the City Council Meeting of March 13, 2018**

**To: Mayor and City Council**  
**From: Debbie Bernard, Deputy City Recorder**  
**Subject: Ordinance No. 670 adding an  
administrative fee for vehicle impounds**

**ISSUE**

Shall the City Council approve Ordinance No. 670 adding an administrative fee of \$50.00 on vehicle impounds.

**RECOMMENDATION**

Staff recommends Council approve Ordinance No. 670. An Ordinance of the City of Willamina amending Title IX, Chapter 91 of the Willamina Municipal Code relating to fees and penalties associated with the impoundment of abandoned or discarded vehicles.

**SUMMARY AND BACKGROUND**

It was brought to the attention of the City by the Yamhill County Sheriff's Office that other similar jurisdictions in Yamhill County charge an administrative fee to defray the costs to the cities of the tow expense on impounded vehicles. The fees charged by other similar jurisdictions in Yamhill County range from \$50.00 to \$100.00.

**FACTS AND FINDINGS**

- Staff is recommending an administrative fee of \$50.00 to defray the cost of the tow expense on impounded vehicles.
- Ordinance No. 670 is an ordinance of the City of Willamina amending title IX, chapter 91 of the Willamina Municipal Code relating to fees and penalties associated with the impoundment of abandoned or discarded vehicles.

**PROPOSED MOTION**

1. I move to approve of Ordinance No. 670 and that the ordinance be read for the first reading in full and then by title.

*Debbie Bernard*

---

Debbie Bernard, Deputy City Recorder

Attachments: Ordinance No. 670, Exhibit A

ORDINANCE No. 670

AN ORDINANCE OF THE CITY OF WILLAMNA AMENDNG TITLE IX, CHAPTER 91 OF THE WILLAMNA MUNICIPAL CODE RELATING TO FEES AND PENALTIES ASSOCIATED WITH THE IMPOUNDMENT OF ABANDONED OR DISCARDED VEHICLES

WHEREAS, Title IX, Chapter 91 of the City of the Willamina Municipal Code (the "Code") applies to abandoned or discarded vehicles impounded by or otherwise in the possession of the City; and

WHEREAS, Code Section 91.99 (Penalty) currently imposes a fine of \$50.00 per day on the owners of abandoned or discarded vehicles; and

WHEREAS, the Willamina City Council desires to amend Code Section 91.99 to impose a one-time \$50.00 administrative fee, in addition to the current \$50.00 per day penalty, in order to help recover the City's costs related to the impoundment of abandoned or discarded vehicles; and

WHEREAS, the City finds it is in the public interest to enact the changes the Code as set forth in this Ordinance.

NOW THEREFORE, THE CITY OF WILLAMNA, OREGON ORDAINS AS FOLLOWS:

Section 1: The Code of the City of Willamina Title IX, Chapter 91 is hereby amended as set forth in Exhibit A.

**Duly adopted by the City Council this \_\_ day of \_\_\_\_\_, 2018.**

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

Attest:

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

First Reading: \_\_\_\_\_

Passed and adopted on second reading by the City Council of the City of Willamina this \_\_ day of \_\_\_\_\_, 2018, by the following vote and effective immediately upon adoption.

Yeas \_\_\_\_\_ Abstain \_\_\_\_\_  
Nays \_\_\_\_\_ Absent \_\_\_\_\_

Second Reading: \_\_\_\_\_

Passed and adopted on second reading by the City Council of the City of Willamina this \_\_ day of \_\_\_\_\_, 2018, by the following vote and effective immediately upon adoption.

Yeas \_\_\_\_\_ Abstain \_\_\_\_\_  
Nays \_\_\_\_\_ Absent \_\_\_\_\_

## EXHIBIT A

### CHAPTER 91: ABANDONED VEHICLES

#### Section 91.99 ADMINISTRATIVE FEE AND PENALTY.

Violation of this chapter shall result in a fine to the owner of the abandoned or discarded vehicle of \$50 for each day the vehicle is not moved, in addition to a one-time administrative fee of \$50 for vehicle impounds. The administrative fee and fine hereby imposed are in addition to any cost assessed pursuant to Section 91.12, as well as any other fees and penalties imposed pursuant to Title VII or other applicable law.



**Yamhill County Sheriff's Office  
Crime Summary for WILLAMINA  
From 2/1/2018 to 2/28/2018**

City	UCR Description	2/1/2017 to 2/28/2017	2/1/2018 to 2/28/2018	Percentage Change	YTD	Prior Year
<b>WILLAMINA</b>						
Part 1						
	Aggravated Assault	0	0			10
	Arson	1	1		1	1
	Burglary-Business	0	1		1	1
	Burglary-Non-Residence	0	1		1	6
	Burglary-Residence	0	0			7
	Larceny	4	3	-25.00 %	8	52
	Motor Vehicle Theft-Auto	0	0		1	5
	Rape	0	0		1	
	<b>Part 1 Total</b>	<b>5</b>	<b>6</b>	<b>16.67 %</b>	<b>13</b>	<b>82</b>
Part 2						
	All Other	1	1		4	14
	Animal Problems	0	0			1
	Disorderly Conduct	0	2		3	14
	Drug Laws	3	2	-33.33 %	3	33
	DUII	1	2	100.00 %	2	10
	Forgery	0	0		1	1
	Fraud	0	0			6
	Liquor Laws	0	1		2	3
	Runaway	0	0		1	3
	Sex Offenses	0	1		1	12
	Simple Assault	2	1	-50.00 %	5	33
	Stolen Property	0	0			3
	Trespass/Prowler	2	0			15
	Vandalism	3	5	66.67 %	7	24
	Weapons	0	0			3
	<b>Part 2 Total</b>	<b>12</b>	<b>15</b>	<b>20.00 %</b>	<b>29</b>	<b>175</b>
Part 3						
	All Other	2	6	200.00 %	20	96
	<b>Total For WILLAMINA</b>	<b>26</b>	<b>35</b>	<b>25.71 %</b>	<b>83</b>	<b>504</b>



**Yamhill County Sheriff's Office  
Crime Summary for WILLAMINA  
From 2/1/2018 to 2/28/2018**

City	UCR Description	2/1/2017 to 2/28/2017	2/1/2018 to 2/28/2018	Percentage Change	YTD	Prior Year
<b>WILLAMINA</b>						
	Non-Reportable Offenses	7	<b>8</b>	14.29 %	21	151
	Part 3 Total	9	<b>14</b>	35.71 %	41	247
	<b>Total For WILLAMINA</b>	26	<b>35</b>	25.71 %	83	504

# 2018 Schedule of Events

## CITY COUNCIL CALENDAR OF EVENTS

January 2018						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January		
01/01/18 (Mon)	City Hall Closed New Year's Day	holiday
01/15/18 (Mon)	City Hall Closed Martin Luther King Jr. Day	holiday
01/02/18 (Tue)	Planning Commission Meeting	meeting
1/09/18 (Tue)	City Council Regular Meeting	meeting

February 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

February		
02/02/18 (Fri)	Groundhog Day	holiday
02/12/18 (Mon)	Lincoln's Birthday	holiday
02/14/18 (Wed)	Valentines Day	holiday
02/19/18 (Mon)	President's Day - CITY HALL CLOSED	holiday
02/06/18 (Tue)	Planning Commission Meeting-CANCELED	meeting
02/13/14 (Tues)	City Council Meeting	meeting

March 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March		
03/17/18 (Sat)	St. Patrick's Day	holiday
03/11/18 (Sun)	Daylight Saving (move clocks ahead 1 hour)	holiday
03/06/2018 (Tue)	Planning Commission	meeting
03/13/18 (Tue)	City Council Regular Meeting	meeting
03/15/18 (Thurs)	SEI Statement of Economic Interest Filing Email notice goes out	meeting

April 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April		
04/01/18 (Sun)	April Fool's Day	holiday
04/22/18 (Sun)	Earth Day	holiday
04/03/18 (Tue)	Planning Commission	meeting
04/10/18 (Tue)	City Council Regular Meeting	meeting
04/15/18 (Sun)	SEI Statement of Economic Interest Filing De deadline	

May 2018						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May		
05/28/18 (Mon)	Memorial Day - City Hall Closed	holiday
05/13/18 (Sun)	Mother's Day	holiday
05/01/18(Tues)	Planning Commission	meeting
05/08/18 (Tues)	City Council Regular Meeting	meeting
05/15/18 (Tues)	First Budget Committee Meetig	meeting

June 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June		
06/14/18 (Thu)	Flag Day	holiday
06/17/18 (Sun)	Father's Day	holiday
06/05/18 (Tue)	Planning Commission	meeting
06/12/18 (Tue)	City Council Regular Meeting	meeting
06/12/18 (Tue)	City Holds Public Hearing on 2018-19 Budget	meeting