

WILLAMINA CITY COUNCIL AGENDA

**Regular City Council Meeting**  
**Tuesday, April 11, 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 – March 14, 2017
2. Check Registers – March 1 to 31, 2017 (information only)
3. Financials March 2017

CORRESPONDENCE -none

REGULAR AGENDA

1. Consideration of Resolution 16-17-009 to Adjust SDC fees by the rate of inflation
2. Consideration of new Budget Committee Members

BUSINESS CARRIED FORWARD

BUSINESS FROM THE COUNCIL

REPORTS FROM/CITY OFFICERS

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

ADJOURN



**City Of Willamina  
Minutes of the Meeting of the City Council  
March 14, 2017  
6:00 PM**

**Location of Meeting:**

West Valley Fire Station  
825 NE Main Street  
Willamina, Oregon 97396

**Present at Meeting:**

Council President Rita Baller  
Councilor Bob Burr  
Councilor Craig Johnson  
Councilor Theresa McKnight  
Councilor April Wooden

**Absent:**

Mayor Ila Skyberg  
Counselor Heather Stritzke  
Others:  
City Manager Bob Sivick  
City Engineer Peter Olsen  
Sergeant Todd Whitlow  
City Recorder Debbie Bernard  
Public Works Director Jeff Brown  
City Accountant Scott Clark  
Code Enforcement Dave Morey  
Librarian Sara Frost

**Other Guest (not limited to)**

Shirley Fitzgerald  
Steve Donavan

The regular meeting of the City Council of City of Willamina was called to order at 6:00 PM on March 14, 2017 at West Valley Fire Station by Council President Rita Baller. The City Recorder Debbie Bernard called for roll call and stated a 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 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.

Council President Rita Baller asked for Public Input.

Shirley Fitzgerald of 531 SE Washington addressed the Council with concerns of excess vehicles and noise at the High School property which is across from her house.

She asked Council to step in and address the problem of excess vehicles parked in the yard. She thought a letter from Council notifying them that it violates city code would help.

Councilor Baller asked if there was a business operating there. The City Manager responded and said that the nonprofit under Dick Paay rents out space in the old school shops. Rita asked if there was a lot of noise. Shirley responded up to 2:00pm in the morning. Shirley said she is aware that David the City Code Enforcement had addressed the issue, but it is more than one person can handle and that is why she was coming to Council.

Code Enforcement Dave Morey then said he is familiar with the renter and that he works on cars. He added that he visited the tenant last Friday and talked to at least 6 people giving them warnings.

Councilor Burr asked if the tenant was working on his cars and others.

Councilor Baller said she would like to allow Dave to do his job and since he has already given them a warning then he should take the next step to follow through.

Councilor Burr asked if anyone contacted Dick Pay. Bob S. responded that he had met with Dick this week in a discussion on the uses at West Valley which was ongoing.

Councilor Baller asked Shirley if she would return to the next City Council meeting for follow up after allowing code enforcement to address the issue further.

**MOTION:** Councilor Burr **moved** to accept the consent agenda which included Minutes from February 14, 2017, Financials and Check Registers. Councilor McKnight **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson and Wooden voting aye. Councilor Stritzke was absent. All in Favor.

Correspondence - None

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

Regular Agenda:

Councilor Baller noted that Sherriff Whitlow was late so she moved to next presentation on the Agenda:

1. Recommendation from City Engineer Peter Olsen and Steven Donovan Regarding Preparation Needed For A System Development Charges Rate Study.

Councilor Baller introduced Peter Olsen and Steve Donovan. Mr. Donovan passed out a copy of the overhead presentation for the Council and audience.

Peter explained that the City Recorder asked them to put together a presentation on SDC's and make recommendations on updating the methodology of the City's SDC's. He then passed the presentation to Steve Donovan.

Steve Donovan stated his office address at 9600 SW Oak suite 335 Portland, OR 97223.

He began the Presentation called "Willamina City Council SDC Methodology Update".

The presentation's agenda was centered on:

- SDC definitions and the City's authority to charge SDCs on new development.

Steve addressed the definitions of SDC's as a one-time charge imposed on new development. Steve said the key component is "one time charge". He added that SDC's can only be used for capital only. Already development properties pay only upon redevelopment (he gave the example of a large lot that was divided into 6 lots which would put 6 times the stress on the system).

- Current state of Willamina's SDC methodologies.

Steve shared the story of West Linn and miss use of SDCs. He said "The City of West Linn collected a war chest for water, sewer, transportation and parks SDC's then spent the money on a new City Hall. The Development community sued the City of West Linn. That case produced the act of 1987 system dev charges which turned into a house bill that then codified into statute ORS 223.297-223.314. He explained to Council that you cannot charge SDC's without a plan. The plan is called a master plan. In 1994 the City of Willamina adopted ordinance 563 that established how the city charges for SDC. He said the ordinance was very standard and the City is "street legal".

- Strategy for updating the City's SDCs.

Steve explained that SDC's are actually 2 charges or two distinct fees. One is a reimbursement fee that is charged for new connections or buy-in to the existing system capacity which is designed to recover costs associated with capital improvement "already constructed or under construction".

The second one is an improvement fee which is charged for new connections' and buy-in to planned, future system capacity. The second type is designed to recover cost associated with capital improvements to be constructed in the future. Steve gave the example that a developer may be required as a condition of the development by the Engineer to put a larger capacity water line for future development. Steve noted that in 2015 the City update the Water Master Plan.

Steve continued to explain that fees collected can only be spent on capital. If the City collected a sewer SDC it can only be used on Sewer. He said that the city does not have a methodology for sewer or parks. He said that is not good.

Councilor Baller then stated "but you can use these fees to pay for the study we have requested"? Steve responded "yes". He added you can only charge an SDC's that expand the system. He recommended adopting a resolution that allows the City to charge for inflation. He said that was an easy resolution. Step 2 work on a capital improvement plan for each of the studies. He a plan is just that a plan. He said a 5 year plan is a minimum and start thinking over the horizon.

Then 3<sup>rd</sup> consider establishing a policy to establish a Council review of SDC's to review the methodology. The 4<sup>th</sup> is look for Grants. He said ODOT often gives grants for transportation plans. Steve then moved to a table of other communities.

- Current SDCs charged in Yamhill County communities.

He noted that the spread is wide from \$7,000 to \$18,000. He also noted that Dayton does not charge for streets or parks. He said there is a wide range of what other do not charge and do charge. Newberg was the highest. Willamina was one of the lowest cost of SDC's in the County for recovery. So what does mean is if new development does not pay for capacity the citizens are subsidizing new growth? Steve gave an example of Molalla that waived SDC's to promote growth in hopes of bringing in development; it did not work. Steve ended by stating you do not have to charge for SDC's you have the authority to not charge but then the citizens subsidize growth. Steve also said developer agreements can be anything and completely different than SDC's.

Steve then backdated in time "timeline". He said he cannot do a darn thing until staff comes up with a plan. It has to be adopted by resolution or

ordinance. He would look at what part of the plan for capacity expanding and then units of demand. He said it would take at least 6 months to one year for all this to come together.

Councilor Baller commented that work should start sooner than later.

Councilor Burr said that the Methodology of residential makes sense to him. Bob B. also asked why Newberg was so high. Steve D. responded because of growth and you have to be ready for growth that requires services. Newberg also built a new waste water plant. Steve D. said Dundee is one to really look at. The Fire protection is really not big enough to support growth; he asked everyone if they drive through Dundee and explained they were not prepared for the amount of growth; “He asked does growth pay their fair share”?

Councilor Burr said he was going to open a can of worms which is SDC's for change of use. He referenced the local Bank building. It has been remodeled for a new coffee bar. Steve said it would have a higher demand on the sewer system and streets. He said there would a change for increase trip generation. Bob Burr said that building had been an insurance building in the past and a doctor's office. Steve D. advised that it is a part of the application process and the job of the applicant to come to the City and explain the demands through the building permit process. He also said to the Council to not go ex parte and let the staff take care of that as they can be sued.

- Council questions and direction - next.

Councilor Baller asked the City Engineer look into how much growth that the city can take before having to expand the lagoons. Peter Olsen responded and explained that the master plans will provide the information and answers on expansion.

City Manager Sivick then said Council can direct staff to do the master plans for water, sewer, parks, and transportation which would include the methodologies.

Councilor Burr again addresses 110 NE Main St. and asked Peter if he was aware of all the uses of that bank building. The City Engineer responded “yes”.

**MOTION:** Councilor Johnson **moved** to direct the City Manager and Staff to move forward to create a CIP for Water, Sewer, Parks and Streets SDC's. Councilor McKnight **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson and Wooden voting aye. Councilor Stritzke was absent. All in Favor.

**MOTION:** Councilor Burr **moved** to direct Staff to prepare a Resolution to change SDC fees according to inflation. Councilor Johnson **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson and Wooden voting aye. Councilor Stritzke was absent. All in Favor.

Councilor Baller introduced Scott Clark the Cities new accountant. Scott gave everyone a timeline of his background. He lived in began his carrier in Minnesota then Wyoming and from there the family moved to Taos New Mexico then to Oregon. Rita welcomed Scott.

Next on the Regular Agenda:

2. Presentation To Council From Yamhill County Sherriff Office Sargent Todd Whitlow Regarding Recommendation Of 2.0 FTE Contract/and Citizens Advisory Board  
Councilor Rita Baller

Todd rolled the lectern to face the Council and audience. He had sitting in Sheridan crunching numbers and was used to the old schedule pending his late arrival. He said the core reason he was present was to talk about the costing sheets enclosed in the Council packet which included the cost for a 1.5 FTE deputy then 2.0 FTE.

Todd shared that he supervises all 4 of the rural contracts with the Sherriff which include Willamina, Sheridan, Lafayette and Dayton. He explained that Deputy Trombla spends 2 days in Willamina and 2 days in Sheridan. Todd said between the 2 cities Sheridan by itself accounts' for 23% of all arrests in the County and City of Willamina accounts' for 13% for arrests during the year.

Todd noted in reference to juveniles, Sheridan is responsible for 45% of all juvenile arrests; and for a total there were 30 juvenile arrests in Sheridan and 17 in Willamina. As a whole the cities make of 52% of all arrest in the entire county.

David Mills is the 1 fulltime and Deputy Trombla is the .5.

Councilor Baller asked Todd what were the chances of having a deputy stroll thru city council meetings. Todd responded that unfortunately when the City Council meetings moved to Tuesday there isn't a contract car in Willamina.

He said the rural car he could ask them to stop in the meeting but he could not guarantee that they could stay. The rural folks would not be able to participate or have input into the meeting as they are not up to date. Councilor Baller said if it is possible she would appreciate just a stroll through of presence. Todd said he we would let him know in advance, he could let rural patrol know in advance.

Councilor Baller asked Todd if he had seen problems with homeless. Todd reported that there was an influx of folk from the coast that found their way down to Sheridan and Willamina but had not seen a huge influx like you would see in McMinnville and Newberg.

Todd moved to the costing sheet for 2.0 deputy sheet. He said it is not a sales pitch but the amount of pressure put on deputies is related to the amount of crime. He did add the amount of crime has been coming down for the last 2 years. He credited the deputies' arrest and solving crime. As Willamina grows you see more people floating in and out of town. He said Lafayette has 2 deputies that work full time. Todd proposed a schedule if it were Monday thru Thursday and Thursday thru Sunday Schedule; that schedule could support the city's code enforcement. Todd said there is a benefit of presence; he added that Lafayette is pretty happy with 2 FTE. Sheridan has 3.5 deputies plus Todd as a Supervisor in Sheridan. He added that how it could work out for Willamina economically if the code enforcement were to be absorbed by the 2.0 FTE. Todd concluded that the numbers were the Sherriff costing sheets. Councilor Johnson said so we could have a day and night person. Todd explained that on Thursday the deputies would overlap to communicate and talked about crime and then the next deputy would continue.

The City Manager responded to Council, the administration is not taking a strong position on this as it is a policy decision; and as of yet he has not received a complaint that we have too much police law inforce in town. Bob said the most important function of government is to protect the public and that is what our law enforcement does. Bob S. said to the Council they will have to make the policy decision to approve the proposal of added cost for police services and that staff is working on the Budget now and that will be prepared soon to assist. Todd concluded and pointed out the Citizens participants Flyer that is soliciting participants.

#### BUSINESS CARRIED FORWARD-UPDATE

1. The Old Department Store & The Old City Shops

Bob S. reported that the appraisals will be completed to be presented at the next meeting.

2. Library Awnings

Councilor Burr was asked for an update he said he was not aware of being on an awning committee.

. Reports From City Officers  
Council President Rita Baller

1. Report from Public Works – verbal

Jeff reported on the upcoming bark dust sale and that he would be doing deliveries and using the cities dump truck. He has spent more time doing locates due to Online NW installation of fiber on Churchman and that area. He added that the service should be online in one to two weeks.

Councilor Baller asked Jeff how the turbidity was doing. Jeff responded it is ongoing.

3. Librarian Report

Sara reported that last February 2016, 1500 circulations of materials and this February the library circulated 2100. Sara also reported that the Cities library lend out 895 items to other library users that do not include our patrons and we borrowed 811 items for our patrons. She said we get a kick back for lending out material. She reported that the library has a new newsletter that will report all the events at the library.

4. Code Enforcement Report

Dave reported that it has been a slow month. He received 8 complaints this month and took care of 6. He has been working with Wells Fargo Bank regarding the home on Cedar Alley that has been invested with rats. He talked Wells Fargo into sending out exterminators.

Councilor Burr asked if we planned to have a meeting on March 31, 2107. Councilor Baller said it all depends on the City Attorney Paul Elsner. Bob S. also supported that it depends on Paul's confirmation.

**MOTION:** Councilor Burr **moved** to adjourn. Councilor Baller **seconded**. Motion **carried** unanimously with Councilors Baller, Burr, McKnight, Johnson and Wooden voting aye. Councilor Stritzke was absent. All in Favor.

## V. Agenda and Time of Next Meeting

The next meeting will be held at 6:00 PM on April 11, 2017 at:  
West Valley Fire  
825 NE Main St  
Willamina, Oregon 97132

The agenda for the next meeting is as follows:  
Appraisals of the Old Department Store and Old City Shops

The meeting was adjourned at 8:15 PM by Councilor President Rita Baller.

Minutes submitted by:  
City Recorder Debbie Bernard \_\_\_\_\_.  
Minutes approved by:  
Council President Rita Baller \_\_\_\_\_.



CITY OF WILLAMINA  
 COMBINED CASH INVESTMENT  
 MARCH 31, 2017

COMBINED CASH ACCOUNTS

99-00-1010	US BANK OPERATIONS	187,742.35
99-00-1015	XPRESS DEPOSIT ACCOUNT	( 9,121.89)
99-00-1020	PAYROLL - CHECKING	36,928.01
99-00-1030	INVESTMENTS-LGIP	778,256.66
99-00-1035	FIRST FEDERAL CEMETERY ACCOUNT	2,982.78
99-00-1040	PETTY CASH	300.00
		<hr/>
	TOTAL COMBINED CASH	997,087.91
99-00-1700	UTILITY CASH CLEARING	( 91,689.44)
99-00-1800	BUSINESS LICENSE CASH CLEARING	( 140.00)
99-00-1900	COURT CASH CLEARING	( 710.00)
99-00-1910	MERCHANT SERVICES CLEARING	35.00
99-00-1009	CASH ALLOCATED	( 847,705.36)
		<hr/>
	TOTAL UNALLOCATED CASH	56,878.11
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CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	( 42,316.52)
20	ALLOCATION TO STREET FUND	152,872.95
21	ALLOCATION TO STREET SDC FUND	105,000.00
30	ALLOCATION TO WATER FUND	160,026.73
31	ALLOCATION TO WATER SDC FUND	68,390.00
40	ALLOCATION TO WASTEWATER FUND	327,555.84
41	ALLOCATION TO WASTEWATER SDC FUND	28,704.00
50	ALLOCATION TO DEBT FUND	47,472.36
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	847,705.36
	ALLOCATION FROM GENERAL FUND - 99-00-1009	( 847,705.36)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	.00
		<hr/> <hr/>

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

GENERAL FUND

ASSETS

10-00-1009	CASH ALLOCATED	(	42,316.52)	
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>1,078,999.48</u>

LIABILITIES AND EQUITY

LIABILITIES

10-00-2000	ACCOUNTS PAYABLE	(	24,947.79)	
10-00-2110	PAYROLL TAX PAYABLE	(	119.67)	
10-00-2120	BENEFITS PAYABLE		8,029.85	
10-00-2130	UNION DUES PAYABLE		91.36	
10-00-2150	ACCRUED VACATION		23,138.80	
	TOTAL LIABILITIES			6,192.55

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>39,341.50</u>	
	BALANCE - CURRENT DATE		<u>1,138,763.10</u>	
	TOTAL FUND EQUITY			<u>1,138,763.10</u>
	TOTAL LIABILITIES AND EQUITY			<u>1,144,955.65</u>

CITY OF WILLAMINA  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	35,794.00	35,794.00	.0
10-10-4001 PROPERTY TAX	190.98	330,131.19	338,293.00	8,161.81	97.6
10-10-4002 PROPERTY TAX PRIOR	5,043.80	19,021.45	9,988.00	( 9,033.45)	190.4
10-10-4003 INTEREST ON TAXES	.00	.00	52.00	52.00	.0
10-10-4110 STATE CIGARETTE TAX	( 2,332.73)	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	4,273.75	20,949.83	31,571.00	10,621.17	66.4
10-10-4501 BUSINESS LICENSES	665.00	1,015.00	2,229.00	1,214.00	45.5
10-10-4511 LIEN SEARCHES	40.00	624.50	612.00	( 12.50)	102.0
10-10-4571 OLCC LICENSE FEE	35.00	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	11,704.67	11,704.67	12,938.00	1,233.33	90.5
10-10-4602 FRANCHISE FEES PGE	57,010.42	57,010.42	59,590.00	2,579.58	95.7
10-10-4603 FRANCHISE FEES WAVE BROADBAND	10,862.85	10,862.85	260.00	( 10,602.85)	4178.0
10-10-4604 FRANCHISE FEES WESTERN ORWASTE	718.31	4,112.63	4,769.00	656.37	86.2
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	816.05	6,116.56	2,856.00	( 3,260.56)	214.2
10-10-4901 MISCELLANEOUS INCOME	269.14	1,004.67	.00	( 1,004.67)	.0
<b>TOTAL DEPARTMENT 10</b>	<b>89,297.24</b>	<b>500,276.00</b>	<b>538,951.00</b>	<b>38,675.00</b>	<b>92.8</b>
 <u>COURT</u>					
10-14-4506 CODE ENFORCEMENT FINES	.00	.00	1,000.00	1,000.00	.0
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>5,429.00</b>	<b>5,354.00</b>	<b>1.4</b>
 <u>PLANNING</u>					
10-17-4583 PLANNING FEES	.00	5,900.00	1,000.00	( 4,900.00)	590.0
10-17-4585 DEVELOPMENT FEES PLANNING	.00	400.00	.00	( 400.00)	.0
10-17-4587 LEGAL FEES PLANNING	( 577.50)	( 577.50)	.00	577.50	.0
<b>TOTAL PLANNING</b>	<b>( 577.50)</b>	<b>5,722.50</b>	<b>1,000.00</b>	<b>( 4,722.50)</b>	<b>572.3</b>
 <u>STREET LIGHTS</u>					
10-19-4822 STREET LIGHTS FEE	.00	10,971.88	18,000.00	7,028.12	61.0
10-19-4823 MISC UTILITY RESERVE	.00	2,263.26	4,500.00	2,236.74	50.3
<b>TOTAL STREET LIGHTS</b>	<b>.00</b>	<b>13,235.14</b>	<b>22,500.00</b>	<b>9,264.86</b>	<b>58.8</b>

CITY OF WILLAMINA  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SPECIAL</u>					
10-60-4010 EID BUSINESS TAXES	7,818.01	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	7,818.01	7,764.72	10,000.00	2,235.28	77.7
<u>LIBRARY</u>					
10-65-4560 FINES	59.75	488.82	1,795.00	1,306.18	27.2
10-65-4705 CCRLS FORMULA PAYMENT	.00	12,745.17	14,280.00	1,534.83	89.3
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	59.14	224.11	.00	( 224.11)	.0
TOTAL LIBRARY	118.89	15,900.69	20,942.00	5,041.31	75.9
<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>GRANT REVENUE FORD FAMILY FOUN</u>					
10-81-4816 GRANT REVENUE FORD FAMILY FOUN	.00	5,000.00	.00	( 5,000.00)	.0
TOTAL DEPARTMENT 81	.00	5,000.00	.00	( 5,000.00)	.0
<u>TRANSFER</u>					
10-90-9130 IN LIEU OF FRANCHISE FEE WATER	.00	.00	14,076.00	14,076.00	.0
10-90-9140 IN LIEU OF FRANCHISE FEE WW	.00	.00	17,442.00	17,442.00	.0
TOTAL TRANSFER	.00	.00	31,518.00	31,518.00	.0
TOTAL FUND REVENUE	96,656.64	547,974.05	630,850.00	82,875.95	86.9

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
10-12-5115	( 2,632.90)	986.62	1,938.00	951.38	50.9
10-12-5123	( 605.94)	.00	.00	.00	.0
10-12-5124	.00	1,515.61	4,080.00	2,564.39	37.2
10-12-5126	1.78	619.25	612.00	( 7.25)	101.2
10-12-5137	158.56	4,195.80	7,140.00	2,944.20	58.8
10-12-5200	916.50	25,448.12	68,000.00	42,551.88	37.4
10-12-5201	.00	14,000.00	15,000.00	1,000.00	93.3
10-12-5203	1,063.97	12,553.42	5,000.00	( 7,553.42)	251.1
10-12-5207	7,997.63	24,110.10	31,620.00	7,509.90	76.3
10-12-5209	.00	1,750.00	2,550.00	800.00	68.6
10-12-5230	188.75	3,726.75	3,060.00	( 666.75)	121.8
10-12-5233	2,802.00	15,282.56	20,400.00	5,117.44	74.9
10-12-5234	.00	1,200.00	6,120.00	4,920.00	19.6
10-12-5235	1,200.00	4,800.00	4,404.00	( 396.00)	109.0
10-12-5320	.00	4,828.60	4,680.00	( 148.60)	103.2
10-12-5342	.00	1,857.02	1,500.00	( 357.02)	123.8
10-12-5344	.00	1,435.24	700.00	( 735.24)	205.0
10-12-5355	395.00	578.22	300.00	( 278.22)	192.7
10-12-5360	.00	3,331.00	.00	( 3,331.00)	.0
10-12-5413	.00	3,350.40	3,060.00	( 290.40)	109.5
10-12-5415	( 4,452.16)	3,736.89	5,610.00	1,873.11	66.6
10-12-5504	.00	165.00	10,200.00	10,035.00	1.6
10-12-5600	.00	.00	1,000.00	1,000.00	.0
10-12-5606	146.50	3,937.98	6,000.00	2,062.02	65.6
<b>TOTAL ADMIN</b>	<b>7,179.69</b>	<b>133,408.58</b>	<b>202,974.00</b>	<b>69,565.42</b>	<b>65.7</b>
<u>COUNCIL</u>					
10-13-5307	.00	.00	1,700.00	1,700.00	.0
10-13-5342	.00	935.00	2,000.00	1,065.00	46.8
10-13-5344	.00	.00	600.00	600.00	.0
10-13-5355	255.00	1,275.64	1,200.00	( 75.64)	106.3
<b>TOTAL COUNCIL</b>	<b>255.00</b>	<b>2,210.64</b>	<b>5,500.00</b>	<b>3,289.36</b>	<b>40.2</b>
<u>PAYROLL ADMIN</u>					
10-70-5000	9,528.15	112,639.35	106,000.00	( 6,639.35)	106.3
10-70-5002	.00	( 48,600.00)	( 97,201.00)	( 48,601.00)	( 50.0)
10-70-5020	710.18	8,621.73	9,030.00	408.27	95.5
10-70-5040	5,004.92	35,913.22	28,968.00	( 6,945.22)	124.0
10-70-5060	.00	4,318.80	6,360.00	2,041.20	67.9
10-70-5090	416.74	1,674.46	319.00	( 1,355.46)	524.9
10-70-9610	.00	.00	9,628.00	9,628.00	.0
<b>TOTAL PAYROLL ADMIN</b>	<b>15,659.99</b>	<b>114,567.56</b>	<b>63,104.00</b>	<b>( 51,463.56)</b>	<b>181.6</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PAYROLL PUBLIC WORKS</u>					
10-71-5000 SALARY - WAGES	8,730.88	86,178.31	180,755.00	94,576.69	47.7
10-71-5001 PW ALLOCATED PAYROLL	.00	( 148,848.00)	( 297,693.00)	( 148,845.00)	( 50.0)
10-71-5002 ADMIN ALLOCATED PAYROLL	.00	6,450.00	12,900.00	6,450.00	50.0
10-71-5020 PAYROLL TAX	491.30	5,358.99	15,846.00	10,487.01	33.8
10-71-5040 BENEFITS	3,705.98	32,200.74	51,513.00	19,312.26	62.5
10-71-5060 PERS	.00	4,397.99	12,592.00	8,194.01	34.9
10-71-5090 WORKERS COMP	258.09	1,033.14	6,982.00	5,948.86	14.8
10-71-9610 OVERHEAD ALLOCATION	.00	( 16,835.00)	17,105.00	33,940.00	( 98.4)
10-71-9615 OVERH ALLOCATED TO OTHER DEPT	.00	( 3,367.00)	.00	3,367.00	.0
<b>TOTAL PAYROLL PUBLIC WORKS</b>	<b>13,186.25</b>	<b>( 33,430.83)</b>	<b>.00</b>	<b>33,430.83</b>	<b>.0</b>
<u>PUBLIC WORKS OPERATIONS</u>					
10-72-5002 ADMIN ALLOCATED PAYROLL	.00	876.00	1,751.00	875.00	50.0
10-72-5120 GAS - OIL	93.72	1,760.09	816.00	( 944.09)	215.7
10-72-5137 SUPPLIES	.00	3,295.38	15,300.00	12,004.62	21.5
10-72-5140 UNIFORMS - TOWELS	.00	1,524.70	1,224.00	( 300.70)	124.6
10-72-5200 CONTRACT SERVICES	.00	4,307.71	8,262.00	3,954.29	52.1
10-72-5203 LEGAL SERVICES	.00	1,311.50	1,020.00	( 291.50)	128.6
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	.00	140.00	1,500.00	1,360.00	9.3
10-72-5415 UTILITIES	.00	6,529.73	2,346.00	( 4,183.73)	278.3
10-72-5504 REPAIRS - MAINTENANCE	.00	1,217.65	816.00	( 401.65)	149.2
10-72-5507 EQUIPMENT MAINTENANCE	.00	1,485.88	663.00	( 822.88)	224.1
10-72-9610 OVERHEAD ALLOCATION	.00	.00	2,321.00	2,321.00	.0
10-72-9615 FUND/DEPT ALLOCATIONS	.00	.00	( 40,401.00)	( 40,401.00)	.0
<b>TOTAL PUBLIC WORKS OPERATIONS</b>	<b>93.72</b>	<b>31,108.18</b>	<b>.00</b>	<b>( 31,108.18)</b>	<b>.0</b>
<u>CONTINGENCY</u>					
10-99-9900 CONTINGENCY	.00	.00	133,746.00	133,746.00	.0
10-99-9914 PRIOR PERIOD EXPENSE	.00	( 33,280.00)	.00	33,280.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>( 33,280.00)</b>	<b>133,746.00</b>	<b>167,026.00</b>	<b>( 24.9)</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>36,374.65</b>	<b>214,584.13</b>	<b>405,324.00</b>	<b>190,739.87</b>	<b>52.9</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>60,281.99</b>	<b>333,389.92</b>	<b>225,526.00</b>	<b>( 107,863.92)</b>	<b>147.8</b>

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

STREET FUND

ASSETS

20-00-1009	CASH ALLOCATED	152,872.95	
20-00-1210	ODOT RECEIVABLE	( 11,599.60)	
	TOTAL ASSETS		<u>141,273.35</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2000	ACCOUNTS PAYABLE	( 275.66)	
	TOTAL LIABILITIES		( 275.66)

FUND EQUITY

20-00-3000	FUND BALANCE	105,806.54	
	REVENUE OVER EXPENDITURES - YTD	<u>35,361.92</u>	
	BALANCE - CURRENT DATE	<u>141,168.46</u>	
	TOTAL FUND EQUITY		<u>141,168.46</u>
	TOTAL LIABILITIES AND EQUITY		<u>140,892.80</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
20-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	49,061.00	49,061.00	.0
20-10-4115 STATE HIGHWAY REVENUE	9,252.95	72,259.56	124,000.00	51,740.44	58.3
TOTAL DEPARTMENT 10	9,252.95	72,259.56	173,061.00	100,801.44	41.8
TOTAL FUND REVENUE	9,252.95	72,259.56	173,061.00	100,801.44	41.8

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURE</u>						
20-11-5001	PW ALLOCATED PAYROLL	.00	16,542.00	33,081.00	16,539.00	50.0
20-11-5002	ADMIN ALLOCATED PAYROLL	.00	4,626.00	9,252.00	4,626.00	50.0
20-11-5090	WORKERS COMP	380.55	1,510.98	.00	( 1,510.98)	.0
20-11-5120	GAS - OIL	.00	457.04	2,040.00	1,582.96	22.4
20-11-5140	UNIFORMS - TOWELS	36.25	287.27	168.00	( 119.27)	171.0
20-11-5200	CONTRACT SERVICES	.00	19.17	.00	( 19.17)	.0
20-11-5204	ENGINEERING SERVICES	.00	1,908.75	10,000.00	8,091.25	19.1
20-11-5344	TRAVEL	.00	.00	30.00	30.00	.0
20-11-5413	TELEPHONE	.00	275.27	510.00	234.73	54.0
20-11-5415	UTILITIES	.00	.00	3,060.00	3,060.00	.0
20-11-5504	REPAIRS - MAINTENANCE	310.00	1,523.05	204.00	( 1,319.05)	746.6
20-11-5521	SIDEWALK MAINTENANCE	.00	2,465.00	6,630.00	4,165.00	37.2
20-11-5522	STREET MAINTENANCE	.00	3,900.11	20,000.00	16,099.89	19.5
20-11-5600	EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
TOTAL EXPENDITURE		726.80	33,514.64	86,475.00	52,960.36	38.8
<u>CAPITAL</u>						
20-80-6001	CAPITAL-SIDWALK STRIPING	.00	.00	2,000.00	2,000.00	.0
TOTAL CAPITAL		.00	.00	2,000.00	2,000.00	.0
<u>TRANSFER</u>						
20-90-9610	OVERHEAD ALLOCATION	.00	.00	12,268.00	12,268.00	.0
20-90-9615	PW EXPENSE ALLOCATION	.00	2,618.00	4,490.00	1,872.00	58.3
TOTAL TRANSFER		.00	2,618.00	16,758.00	14,140.00	15.6
<u>CONTINGENCY</u>						
20-99-9900	CONTINGENCY	.00	.00	67,828.00	67,828.00	.0
20-99-9914	PRIOR PERIOD FUND BAL ADJUSTM	.00	765.00	.00	( 765.00)	.0
TOTAL CONTINGENCY		.00	765.00	67,828.00	67,063.00	1.1
TOTAL FUND EXPENDITURES		726.80	36,897.64	173,061.00	136,163.36	21.3
NET REVENUE OVER EXPENDITURES		8,526.15	35,361.92	.00	( 35,361.92)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

STREET SDC FUND

<u>ASSETS</u>			
21-00-1009	CASH ALLOCATED	105,000.00	
	TOTAL ASSETS		105,000.00
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
21-00-3050	FUND BALANCE, RESTRICTED	60,000.00	
21-00-3100	FUND BALANCE, RESTRICTED	30,000.00	
	REVENUE OVER EXPENDITURES - YTD	15,000.00	
	BALANCE - CURRENT DATE	105,000.00	
	TOTAL FUND EQUITY		105,000.00
	TOTAL LIABILITIES AND EQUITY		105,000.00

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
21-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	81,420.00	81,420.00	.0
21-10-4421 SYSTEM DEVELOPMENT CHARGES	6,000.00	15,000.00	21,848.00	6,848.00	68.7
TOTAL DEPARTMENT 10	6,000.00	15,000.00	103,268.00	88,268.00	14.5
TOTAL FUND REVENUE	6,000.00	15,000.00	103,268.00	88,268.00	14.5

CITY OF WILLAMINA  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
21-99-9900 CONTINGENCY	.00	.00	103,268.00	103,268.00	.0
TOTAL CONTINGENCY	.00	.00	103,268.00	103,268.00	.0
TOTAL FUND EXPENDITURES	.00	.00	103,268.00	103,268.00	.0
NET REVENUE OVER EXPENDITURES	6,000.00	15,000.00	.00	( 15,000.00)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

WATER FUND

ASSETS

30-00-1009	CASH ALLOCATED	160,026.73	
30-00-1251	UTILITY RECEIVABLE	51,510.93	
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)	
	TOTAL ASSETS		<u>1,095,347.66</u>

LIABILITIES AND EQUITY

LIABILITIES

30-00-2000	ACCOUNTS PAYABLE	( 3,713.00)	
30-00-2150	ACCRUED VACATION	3,129.63	
30-00-2300	WATER DEPOSITS	32,121.62	
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	
	TOTAL LIABILITIES		<u>1,054,661.16</u>

FUND EQUITY

30-00-3000	FUND BALANCE	( 115,899.50)	
30-00-3100	FUND BALANCE CAPITAL LESS DEBT	44,857.00	
	REVENUE OVER EXPENDITURES - YTD	<u>105,598.86</u>	
	BALANCE - CURRENT DATE	<u>34,556.36</u>	
	TOTAL FUND EQUITY		<u>34,556.36</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,089,217.52</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
30-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	( 70,922.00)	( 70,922.00)	.0
30-10-4330 WATER REVENUE	( 985.04)	364,064.28	502,000.00	137,935.72	72.5
30-10-4332 NEW CONNECTION FEE	1,000.00	2,500.00	4,080.00	1,580.00	61.3
30-10-4337 DOUBLE CHECK VALVE	154.00	385.00	561.00	176.00	68.6
30-10-4350 RECOVERY BAD DEBT	1,671.00	3,203.65	255.00	( 2,948.65)	1256.3
30-10-4581 PENALTY AND FEES	.00	6,300.00	6,120.00	( 180.00)	102.9
30-10-4582 NON-SUFFICIENT CHECK FEES	.00	200.00	204.00	4.00	98.0
TOTAL DEPARTMENT 10	1,839.96	376,652.93	442,298.00	65,645.07	85.2
TOTAL FUND REVENUE	1,839.96	376,652.93	442,298.00	65,645.07	85.2

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURE</u>						
30-11-5000	SALARY - WAGES	4,404.73	42,248.90	44,130.00	1,881.10	95.7
30-11-5001	PW ALLOCATED PAYROLL	.00	68,268.00	136,531.00	68,263.00	50.0
30-11-5002	ADMIN ALLOCATED PAYROLL	.00	19,092.00	38,185.00	19,093.00	50.0
30-11-5020	PAYROLL TAX	360.38	3,098.79	3,837.00	738.21	80.8
30-11-5040	BENEFITS	802.75	6,912.85	9,539.00	2,626.15	72.5
30-11-5060	PERS	.00	3,358.98	5,296.00	1,937.02	63.4
30-11-5090	WORKERS COMP	1,081.33	4,300.61	1,844.00	( 2,456.61)	233.2
30-11-5108	CHEMICALS	.00	10,622.19	20,400.00	9,777.81	52.1
30-11-5120	GAS - OIL	( 93.72)	799.43	3,060.00	2,260.57	26.1
30-11-5123	MERCHANT FEES	1,545.71	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	.00	1,423.16	2,040.00	616.84	69.8
30-11-5140	UNIFORMS - TOWELS	202.94	834.92	1,008.00	173.08	82.8
30-11-5200	CONTRACT SERVICES	59.85	2,180.04	10,246.00	8,065.96	21.3
30-11-5204	ENGINEERING SERVICES	.00	112.50	10,000.00	9,887.50	1.1
30-11-5250	SYSTEM ANALYSIS	345.00	4,240.00	3,321.00	( 919.00)	127.7
30-11-5320	DUES, LICENSE, PERMITS	.00	672.85	1,605.00	932.15	41.9
30-11-5342	CONFERENCE/SEMINAR/TRAINING	.00	280.00	500.00	220.00	56.0
30-11-5344	TRAVEL	.00	627.38	530.00	( 97.38)	118.4
30-11-5413	TELEPHONE	.00	4,534.57	6,000.00	1,465.43	75.6
30-11-5415	UTILITIES	4,452.16	33,070.56	44,904.00	11,833.44	73.7
30-11-5504	REPAIRS - MAINTENANCE	.00	639.12	5,100.00	4,460.88	12.5
30-11-5530	SUPPLY SYSTEM MAINTENANCE	( 900.00)	32,244.51	51,000.00	18,755.49	63.2
30-11-5531	DISTRIBUTION MAINTENANCE	.00	3,554.91	5,100.00	1,545.09	69.7
30-11-5535	NEW CONNECTION EQUIPMENT	1,361.68	1,361.68	.00	( 1,361.68)	.0
30-11-5600	EQUIPMENT	.00	1,619.67	12,000.00	10,380.33	13.5
TOTAL EXPENDITURE		13,622.81	247,866.13	419,746.00	171,879.87	59.1
<u>DEPARTMENT 80</u>						
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
TOTAL DEPARTMENT 80		.00	6,095.94	19,000.00	12,904.06	32.1
<u>TRANSFER</u>						
30-90-9110	IN LIEU OF FRANCHISE FEE	.00	.00	14,076.00	14,076.00	.0
TOTAL TRANSFER		.00	.00	14,076.00	14,076.00	.0

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
30-99-9900 CONTINGENCY	.00	.00	( 119,293.00)	( 119,293.00)	.0
30-99-9914 PRIOR PERIOD EXPENSE	.00	6,284.00	.00	( 6,284.00)	.0
TOTAL CONTINGENCY	.00	6,284.00	( 119,293.00)	( 125,577.00)	5.3
TOTAL FUND EXPENDITURES	13,622.81	260,246.07	333,529.00	73,282.93	78.0
NET REVENUE OVER EXPENDITURES	( 11,782.85)	116,406.86	108,769.00	( 7,637.86)	107.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

WATER SDC FUND

ASSETS

31-00-1009	CASH ALLOCATED	68,390.00	
	TOTAL ASSETS		68,390.00

LIABILITIES AND EQUITY

FUND EQUITY

31-00-3050	FUND BALANCE, RESTRICTED	59,414.00	
31-00-3100	FUND BALANCE, RESTRICTED	( 264.00)	
	REVENUE OVER EXPENDITURES - YTD	9,240.00	
	BALANCE - CURRENT DATE	68,390.00	
	TOTAL FUND EQUITY		68,390.00
	TOTAL LIABILITIES AND EQUITY		68,390.00

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
31-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	57,588.00	57,588.00	.0
31-10-4431 SYSTEM DEVELOPMENT CHARGES	5,057.68	9,240.00	15,127.00	5,887.00	61.1
TOTAL DEPARTMENT 10	5,057.68	9,240.00	72,715.00	63,475.00	12.7
TOTAL FUND REVENUE	5,057.68	9,240.00	72,715.00	63,475.00	12.7

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<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	59,512.00	59,512.00	.0
TOTAL CONTINGENCY	.00	.00	59,512.00	59,512.00	.0
TOTAL FUND EXPENDITURES	.00	.00	72,715.00	72,715.00	.0
NET REVENUE OVER EXPENDITURES	5,057.68	9,240.00	.00	( 9,240.00)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

WASTEWATER FUND

ASSETS

40-00-1009	CASH ALLOCATED	327,555.84	
40-00-1251	UTILITY RECEIVABLE	52,200.30	
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>2,934,134.14</u>

LIABILITIES AND EQUITY

LIABILITIES

40-00-2000	ACCOUNTS PAYABLE	( 2,282.23)	
40-00-2150	ACCRUED VACATION	1,960.81	
40-00-2400	SEWER DEPOSITS	34,945.87	
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		1,560,799.45

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>176,462.88</u>	
	BALANCE - CURRENT DATE	<u>1,370,767.32</u>	
	TOTAL FUND EQUITY		<u>1,370,767.32</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,931,566.77</u>

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
40-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	168,314.00	168,314.00	.0
40-10-4340 WASTEWATER REVENUE	.00	390,251.89	543,200.00	152,948.11	71.8
40-10-4342 NEW CONNECTION FEE	300.00	600.00	1,020.00	420.00	58.8
40-10-4350 RECOVERY BAD DEBT	.00	1,503.04	255.00	( 1,248.04)	589.4
<b>TOTAL DEPARTMENT 10</b>	<b>300.00</b>	<b>392,354.93</b>	<b>712,789.00</b>	<b>320,434.07</b>	<b>55.1</b>
<b>TOTAL FUND REVENUE</b>	<b>300.00</b>	<b>392,354.93</b>	<b>712,789.00</b>	<b>320,434.07</b>	<b>55.1</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

WASTEWATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
40-11-5000 SALARY - WAGES	3,224.26	27,754.59	53,139.00	25,384.41	52.2
40-11-5001 PW ALLOCATED PAYROLL	.00	62,772.00	125,546.00	62,774.00	50.0
40-11-5002 ADMIN ALLOCATED PAYROLL	.00	17,556.00	35,113.00	17,557.00	50.0
40-11-5020 PAYROLL TAX	231.74	2,100.64	4,526.00	2,425.36	46.4
40-11-5040 BENEFITS	1,681.98	14,542.46	19,298.00	4,755.54	75.4
40-11-5060 PERS	.00	978.68	3,188.00	2,209.32	30.7
40-11-5090 WORKERS COMP	794.60	3,160.75	1,923.00	( 1,237.75)	164.4
40-11-5108 CHEMICALS	.00	8,506.58	9,180.00	673.42	92.7
40-11-5120 GAS - OIL	.00	920.59	2,550.00	1,629.41	36.1
40-11-5123 MERCHANT FEES	2,134.55	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	1,437.53	1,530.00	92.47	94.0
40-11-5140 UNIFORMS - TOWELS	362.43	1,624.68	1,862.00	237.32	87.3
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
40-11-5250 SYSTEM ANALYSIS	630.00	3,850.00	7,140.00	3,290.00	53.9
40-11-5320 DUES, LICENSE, PERMITS	.00	752.00	504.00	( 248.00)	149.2
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	.00	2,927.75	5,304.00	2,376.25	55.2
40-11-5415 UTILITIES	.00	22,977.23	26,520.00	3,542.77	86.6
40-11-5504 REPAIRS - MAINTENANCE	( 310.00)	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>8,749.56</b>	<b>179,721.05</b>	<b>324,507.00</b>	<b>144,785.95</b>	<b>55.4</b>
 <u>DEPARTMENT 80</u>					
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>
 <u>TRANSFER</u>					
40-90-9110 IN LIEU OF FRANCHISE FEE	.00	.00	17,442.00	17,442.00	.0
40-90-9610 OVERHEAD ALLOCATION	.00	.00	46,557.00	46,557.00	.0
40-90-9615 PW EXPENSE ALLOCATION	.00	9,940.00	17,038.00	7,098.00	58.3
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>9,940.00</b>	<b>229,432.00</b>	<b>219,492.00</b>	<b>4.3</b>

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
40-99-9900 CONTINGENCY	.00	.00	157,850.00	157,850.00	.0
40-99-9914 PRIOR PERIOD EXPENSE	.00	26,231.00	.00	( 26,231.00)	.0
TOTAL CONTINGENCY	.00	26,231.00	157,850.00	131,619.00	16.6
TOTAL FUND EXPENDITURES	8,749.56	215,892.05	712,789.00	496,896.95	30.3
NET REVENUE OVER EXPENDITURES	( 8,449.56)	176,462.88	.00	( 176,462.88)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

WASTEWATER SDC FUND

ASSETS

41-00-1009	CASH ALLOCATED	28,704.00	
	TOTAL ASSETS		28,704.00

LIABILITIES AND EQUITY

FUND EQUITY

41-00-3050	FUND BALANCE, RESTRICTED	15,000.00	
41-00-3100	FUND BALANCE, RESTRICTED	1,204.00	
	REVENUE OVER EXPENDITURES - YTD	12,500.00	
	BALANCE - CURRENT DATE	28,704.00	
	TOTAL FUND EQUITY		28,704.00
	TOTAL LIABILITIES AND EQUITY		28,704.00

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
41-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	9,975.00	9,975.00	.0
41-10-4441 SYSTEM DEVELOPMENT CHARGES	5,000.00	12,500.00	19,299.00	6,799.00	64.8
TOTAL DEPARTMENT 10	5,000.00	12,500.00	29,274.00	16,774.00	42.7
TOTAL FUND REVENUE	5,000.00	12,500.00	29,274.00	16,774.00	42.7

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 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	5,117.00	5,117.00	.0
TOTAL CONTINGENCY	.00	.00	5,117.00	5,117.00	.0
TOTAL FUND EXPENDITURES	.00	.00	29,274.00	29,274.00	.0
NET REVENUE OVER EXPENDITURES	5,000.00	12,500.00	.00	( 12,500.00)	.0

CITY OF WILLAMINA  
 BALANCE SHEET  
 MARCH 31, 2017

DEBT FUND

ASSETS

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

LIABILITIES AND EQUITY

FUND EQUITY

50-00-3000	FUND BALANCE	( 45,318.35)	
50-00-3050	FUND BALANCE, RESTRICTED	543,844.00	
	REVENUE OVER EXPENDITURES - YTD	( 266,053.29)	
	BALANCE - CURRENT DATE	232,472.36	
	TOTAL FUND EQUITY		232,472.36
	TOTAL LIABILITIES AND EQUITY		232,472.36

CITY OF WILLAMINA  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2017

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
50-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	413,526.00	413,526.00	.0
50-10-4900 INTEREST INCOME	.00	.00	2,500.00	2,500.00	.0
TOTAL DEPARTMENT 10	.00	.00	416,026.00	416,026.00	.0
TOTAL FUND REVENUE	.00	.00	416,026.00	416,026.00	.0

CITY OF WILLAMINA  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2017

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 82</u>					
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	364,734.00	364,734.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>364,734.00</b>	<b>364,734.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>266,053.29</b>	<b>641,391.00</b>	<b>375,337.71</b>	<b>41.5</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>.00</b>	<b>( 266,053.29)</b>	<b>( 225,365.00)</b>	<b>40,688.29</b>	<b>(118.1)</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>8260</b>										
03/17	03/01/2017	8260	450	AIR DIFFUSION SYSTEM	5023	1	40-11-5137	.00	71.50	71.50
Total 8260:								.00		71.50
<b>8261</b>										
03/17	03/01/2017	8261	5645	ARCHAEOLOGY	2.28.17	1	10-65-5321	.00	9.97	9.97
Total 8261:								.00		9.97
<b>8262</b>										
03/17	03/01/2017	8262	700	BAKER AND TAYLOR BOOKS	4011828340	1	10-65-5100	.00	43.63	43.63
03/17	03/01/2017	8262	700	BAKER AND TAYLOR BOOKS	4011828340	2	10-65-5106	.00	108.40	108.40
Total 8262:								.00		152.03
<b>8263</b>										
03/17	03/01/2017	8263	870	BRETTTHAUER OIL CO.	CL59764	1	40-11-5120	.00	62.53	62.53
03/17	03/01/2017	8263	870	BRETTTHAUER OIL CO.	CL59764	2	10-72-5120	.00	33.12	33.12
03/17	03/01/2017	8263	870	BRETTTHAUER OIL CO.	CL59764	3	30-11-5120	.00	38.50	38.50
Total 8263:								.00		134.15
<b>8264</b>										
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	1	30-11-5413	.00	93.54	93.54
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	2	40-11-5413	.00	48.16	48.16
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	3	10-12-5413	.00	115.98	115.98
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	4	10-66-5413	.00	13.92	13.92
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	5	20-11-5413	.00	27.83	27.83
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	6	30-11-5413	.00	157.73	157.73
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	7	40-11-5413	.00	148.45	148.45
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	8	10-67-5413	.00	66.89	66.89
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	9	30-11-5413	.00	47.11	47.11
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	10	30-11-5413	.00	195.62	195.62
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	11	40-11-5413	.00	104.02	104.02

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	12	10-12-5413	.00	273.40	273.40
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	13	10-12-5413	.00	14.99	14.99
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	14	10-66-5413	.00	1.80	1.80
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	15	20-11-5413	.00	3.60	3.60
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	16	30-11-5413	.00	20.39	20.39
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	17	40-11-5413	.00	19.19	19.19
03/17	03/01/2017	8264	1020	CENTURYLINK	021117	18	10-65-5413	.00	94.23	94.23
Total 8264:								.00		1,446.85
<b>8265</b>										
03/17	03/01/2017	8265	670	DEBRA J BERNARD	2.24.17	1	10-12-5355	.00	38.00	38.00
Total 8265:								.00		38.00
<b>8266</b>										
03/17	03/01/2017	8266	1720	EXPRESS SERVICES, INC.	18515140-4	1	10-12-5200	.00	1,128.00	1,128.00
Total 8266:								.00		1,128.00
<b>8267</b>										
03/17	03/01/2017	8267	1760	FERGUSON ENTERPRISES, IN	0562358-1	1	30-11-5530	.00	381.87	381.87
03/17	03/01/2017	8267	1760	FERGUSON ENTERPRISES, IN	0564404	1	40-11-5540	.00	181.40	181.40
Total 8267:								.00		563.27
<b>8268</b>										
03/17	03/01/2017	8268	5642	HAROLD M MILLER LANDSCAP	8812	1	30-11-5531	.00	900.00	900.00
Total 8268:								.00		900.00
<b>8269</b>										
03/17	03/01/2017	8269	5340	HEIDI'S HELPING HANDS	528	1	10-12-5209	.00	200.00	200.00
Total 8269:								.00		200.00
<b>8270</b>										
03/17	03/01/2017	8270	2160	HONEY BUCKET	0550248052	1	10-66-5200	.00	106.00	106.00
03/17	03/01/2017	8270	2160	HONEY BUCKET	0550248053	1	10-66-5200	.00	106.00	106.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
03/17	03/01/2017	8270	2160	HONEY BUCKET	0550248054	1	10-66-5200	.00	106.00	106.00
Total 8270:								.00		318.00
<b>8271</b>										
03/17	03/01/2017	8271	5644	JACQUELINE HAWORTH	2.16.17	1	30-00-2300	.00	65.31	65.31
Total 8271:								.00		65.31
<b>8272</b>										
03/17	03/01/2017	8272	3870	JUSTIN RIGGS	2.28.17	1	30-11-5344	.00	80.04	80.04
Total 8272:								.00		80.04
<b>8273</b>										
03/17	03/01/2017	8273	2580	LDE COMPANY	14716-02	1	10-12-5504	.00	110.00	110.00
03/17	03/01/2017	8273	2580	LDE COMPANY	14716-02.	1	10-65-5504	.00	110.00	110.00
Total 8273:								.00		220.00
<b>8274</b>										
03/17	03/01/2017	8274	2700	LES SCHWAB TIRE CENTER	2160024306	1	10-18-5504	.00	862.08	862.08
Total 8274:								.00		862.08
<b>8275</b>										
03/17	03/01/2017	8275	3320	OREGON ASSOCIATION OF WA	021717	1	30-11-5342	.00	280.00	280.00
Total 8275:								.00		280.00
<b>8276</b>										
03/17	03/01/2017	8276	4400	S & W ELECTRIC WORKS INC.	46377	1	30-11-5530	.00	6,717.88	6,717.88
Total 8276:								.00		6,717.88
<b>8277</b>										
03/17	03/01/2017	8277	5596	SIVICK, ROBERT J	2.24.17	1	10-12-5342	.00	17.50	17.50

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8277:								.00		17.50
<b>8278</b>										
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	1	10-18-5413	.00	45.97	45.97
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	2	10-12-5413	.00	5.90	5.90
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	3	10-66-5413	.00	.71	.71
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	4	20-11-5413	.00	1.41	1.41
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	5	30-11-5413	.00	8.02	8.02
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	6	40-11-5413	.00	7.55	7.55
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	7	10-66-5413	.00	38.76	38.76
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	8	10-12-5413	.00	7.96	7.96
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	9	10-66-5413	.00	.96	.96
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	10	20-11-5413	.00	1.91	1.91
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	11	30-11-5413	.00	10.83	10.83
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	12	40-11-5413	.00	10.19	10.19
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	13	30-11-5413	.00	31.44	31.44
03/17	03/01/2017	8278	4230	SPRINT	569622313-1	14	40-11-5413	.00	32.24	32.24
Total 8278:								.00		203.85
<b>8279</b>										
03/17	03/01/2017	8279	4330	STUCK ELECTRIC CO	10504	1	40-11-5540	.00	392.00	392.00
03/17	03/01/2017	8279	4330	STUCK ELECTRIC CO	10505	1	30-11-5530	.00	747.95	747.95
Total 8279:								.00		1,139.95
<b>8280</b>										
03/17	03/01/2017	8280	5621	WILLAMINA AUTOMOTIVE	2.22.17	1	10-72-5504	.00	55.90	55.90
Total 8280:								.00		55.90
<b>8281</b>										
03/17	03/09/2017	8281	700	BAKER AND TAYLOR BOOKS	4011837125	1	10-65-5100	.00	29.66	29.66
03/17	03/09/2017	8281	700	BAKER AND TAYLOR BOOKS	4011837125	2	10-65-5106	.00	66.54	66.54
03/17	03/09/2017	8281	700	BAKER AND TAYLOR BOOKS	4011837125	3	10-65-5106	.00	66.54	66.54
03/17	03/09/2017	8281	700	BAKER AND TAYLOR BOOKS	4011837125	1	10-65-5106	.00	66.54-	66.54-

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8281:								.00		96.20
<b>8282</b>										
03/17	03/09/2017	8282	1380	CARQUEST	144144	1	10-72-5137	.00	17.58	17.58
03/17	03/09/2017	8282	1380	CARQUEST	144210	1	40-11-5137	.00	9.50	9.50
03/17	03/09/2017	8282	1380	CARQUEST	144240	1	10-72-5137	.00	99.93	99.93
03/17	03/09/2017	8282	1380	CARQUEST	196029	1	10-72-5507	.00	17.58	17.58
03/17	03/09/2017	8282	1380	CARQUEST	196600	1	20-11-5504	.00	59.36	59.36
03/17	03/09/2017	8282	1380	CARQUEST	197271	1	10-72-5507	.00	389.17	389.17
03/17	03/09/2017	8282	1380	CARQUEST	197272	1	10-72-5507	.00	224.22	224.22
03/17	03/09/2017	8282	1380	CARQUEST	197335	1	10-72-5507	.00	23.37	23.37
03/17	03/09/2017	8282	1380	CARQUEST	197420	1	10-72-5507	.00	200.64	200.64
03/17	03/09/2017	8282	1380	CARQUEST	197637	1	10-72-5507	.00	36.02	36.02
03/17	03/09/2017	8282	1380	CARQUEST	197705	1	10-72-5507	.00	10.00	10.00
03/17	03/09/2017	8282	1380	CARQUEST	197742	1	10-72-5507	.00	9.54	9.54
03/17	03/09/2017	8282	1380	CARQUEST	197845	1	10-72-5507	.00	9.30	9.30
Total 8282:								.00		704.93
<b>8283</b>										
03/17	03/09/2017	8283	1390	CASCADE COLUMBIA	687909	1	40-11-5108	.00	564.00	564.00
03/17	03/09/2017	8283	1390	CASCADE COLUMBIA	687910	1	30-11-5108	.00	535.00	535.00
03/17	03/09/2017	8283	1390	CASCADE COLUMBIA	688090	1	30-11-5108	.00	1,470.80	1,470.80
Total 8283:								.00		2,569.80
<b>8284</b>										
03/17	03/09/2017	8284	1130	CITY OF WILLAMINA	021517	1	10-72-5415	.00	98.41	98.41
03/17	03/09/2017	8284	1130	CITY OF WILLAMINA	2.15.17	1	10-12-5415	.00	86.47	86.47
03/17	03/09/2017	8284	1130	CITY OF WILLAMINA	2.15.17	2	10-65-5415	.00	112.19	112.19
03/17	03/09/2017	8284	1130	CITY OF WILLAMINA	2.15.17	3	10-72-5415	.00	22.32	22.32
Total 8284:								.00		319.39
<b>8285</b>										
03/17	03/09/2017	8285	4640	CONST & GEN LABORERS UNI	030117	1	10-00-2130	.00	148.16	148.16

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8285:								.00		148.16
<b>8286</b>										
03/17	03/09/2017	8286	1460	DAVISON AUTO PARTS, INC.	022817	1	30-11-5504	.00	6.44-	6.44-
03/17	03/09/2017	8286	1460	DAVISON AUTO PARTS, INC.	393639	1	40-11-5137	.00	157.98	157.98
03/17	03/09/2017	8286	1460	DAVISON AUTO PARTS, INC.	394518	1	10-18-5504	.00	26.33	26.33
03/17	03/09/2017	8286	1460	DAVISON AUTO PARTS, INC.	394934	1	30-11-5504	.00	21.98	21.98
03/17	03/09/2017	8286	1460	DAVISON AUTO PARTS, INC.	395084	1	30-11-5504	.00	13.99	13.99
Total 8286:								.00		213.84
<b>8287</b>										
03/17	03/09/2017	8287	1720	EXPRESS SERVICES, INC.	18545233-1	1	10-12-5200	.00	1,191.45	1,191.45
03/17	03/09/2017	8287	1720	EXPRESS SERVICES, INC.	18572508-2	1	10-12-5200	.00	740.25	740.25
Total 8287:								.00		1,931.70
<b>8288</b>										
03/17	03/09/2017	8288	2440	KELLER ASSOCIATES, INC.	0000012	1	10-17-5204	.00	906.25	906.25
03/17	03/09/2017	8288	2440	KELLER ASSOCIATES, INC.	0000019	1	30-11-5204	.00	217.50	217.50
03/17	03/09/2017	8288	2440	KELLER ASSOCIATES, INC.	0000029	1	20-11-5204	.00	191.25	191.25
Total 8288:								.00		1,315.00
<b>8289</b>										
03/17	03/09/2017	8289	3060	NW NATURAL	1363282-3	1	10-12-5415	.00	119.62	119.62
03/17	03/09/2017	8289	3060	NW NATURAL	1391658-0	1	10-67-5415	.00	193.37	193.37
Total 8289:								.00		312.99
<b>8290</b>										
03/17	03/09/2017	8290	3590	PGE	161443-1	1	10-67-5415	.00	83.16	83.16
03/17	03/09/2017	8290	3590	PGE	324253-8	1	10-12-5415	.00	513.96	513.96
03/17	03/09/2017	8290	3590	PGE	466859-0	1	10-67-5415	.00	16.48	16.48
03/17	03/09/2017	8290	3590	PGE	496020-3	1	30-11-5415	.00	365.85	365.85
03/17	03/09/2017	8290	3590	PGE	507121-6	1	10-65-5415	.00	113.93	113.93
03/17	03/09/2017	8290	3590	PGE	513433-7	1	10-66-5415	.00	26.50	26.50
03/17	03/09/2017	8290	3590	PGE	610174-9	1	10-12-5415	.00	16.48	16.48

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
03/17	03/09/2017	8290	3590	PGE	641118-9	1	30-11-5415	.00	1,560.44	1,560.44
03/17	03/09/2017	8290	3590	PGE	744232-4	1	30-11-5415	.00	588.85	588.85
03/17	03/09/2017	8290	3590	PGE	750342-2	1	30-11-5415	.00	19.55	19.55
03/17	03/09/2017	8290	3590	PGE	750533-6	1	30-11-5415	.00	2,349.87	2,349.87
03/17	03/09/2017	8290	3590	PGE	805606-5	1	40-11-5415	.00	1,034.15	1,034.15
03/17	03/09/2017	8290	3590	PGE	805764-2	1	40-11-5415	.00	599.79	599.79
03/17	03/09/2017	8290	3590	PGE	807423-3	1	40-11-5415	.00	70.57	70.57
03/17	03/09/2017	8290	3590	PGE	811057-3	1	40-11-5415	.00	1,651.80	1,651.80
03/17	03/09/2017	8290	3590	PGE	841250-8	1	10-66-5415	.00	190.20	190.20
03/17	03/09/2017	8290	3590	PGE	864782-2	1	10-72-5415	.00	339.48	339.48
03/17	03/09/2017	8290	3590	PGE	892840-4	1	10-66-5415	.00	16.48	16.48
03/17	03/09/2017	8290	3590	PGE	9997-2	1	40-11-5415	.00	623.11	623.11
Total 8290:								.00		10,180.65
<b>8291</b>										
03/17	03/09/2017	8291	4160	SKYBERG'S	022817	1	10-72-5137	.00	171.28	171.28
03/17	03/09/2017	8291	4160	SKYBERG'S	022817	2	10-66-5504	.00	57.77	57.77
03/17	03/09/2017	8291	4160	SKYBERG'S	022817	3	30-11-5531	.00	1.70	1.70
03/17	03/09/2017	8291	4160	SKYBERG'S	022817	4	30-11-5530	.00	147.88	147.88
03/17	03/09/2017	8291	4160	SKYBERG'S	022817	5	40-11-5137	.00	104.88	104.88
Total 8291:								.00		483.51
<b>8292</b>										
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	012417	1	10-12-5137	.00	15.95-	15.95-
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	1751643541	1	10-12-5137	.00	121.95	121.95
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	1756844581	1	10-12-5137	.00	210.87	210.87
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	1758002501	1	10-13-5355	.00	92.34	92.34
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	1758196141	1	10-13-5355	.00	74.63	74.63
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	1763210151	1	10-12-5137	.00	97.15	97.15
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	1763210151	2	10-72-5137	.00	59.99	59.99
03/17	03/09/2017	8292	4290	STAPLES CREDIT PLAN	1763289021	1	10-12-5137	.00	32.27	32.27
Total 8292:								.00		673.25
<b>8293</b>										
03/17	03/09/2017	8293	5516	The Bulletin Board	1368	1	10-12-5230	.00	252.00	252.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8293:								.00		252.00
<b>8294</b>										
03/17	03/09/2017	8294	4690	USABLUBOOK	185185	1	30-11-5530	.00	883.60	883.60
Total 8294:								.00		883.60
<b>8295</b>										
03/17	03/09/2017	8295	5646	VESTAL GARNER	3038.02	1	30-00-2300	.00	41.98	41.98
03/17	03/09/2017	8295	5646	VESTAL GARNER	3038.02	2	40-00-2400	.00	58.23	58.23
Total 8295:								.00		100.21
<b>8296</b>										
03/17	03/09/2017	8296	5575	WEST ONE HOMES	022817	1	30-00-2300	.00	37.70	37.70
03/17	03/09/2017	8296	5575	WEST ONE HOMES	022817	2	40-00-2400	.00	52.31	52.31
Total 8296:								.00		90.01
<b>8297</b>										
03/17	03/09/2017	8297	5551	Wright Imaging	4193947	1	10-72-5200	.00	512.93	512.93
Total 8297:								.00		512.93
<b>8298</b>										
03/17	03/09/2017	8298	5020	XEROX	088093950	1	10-65-5606	.00	165.97	165.97
Total 8298:								.00		165.97
<b>8299</b>										
03/17	03/09/2017	8299	5150	YAMHILL COUNTY SHERIFF'S O	030117	1	10-18-5217	.00	15,981.90	15,981.90
Total 8299:								.00		15,981.90
<b>8300</b>										
03/17	03/10/2017	8300	5596	SIVICK, ROBERT J	022817	1	10-12-5342	.00	225.39	225.39

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8300:								.00		225.39
<b>8301</b>										
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862749802	1	10-66-5140	.00	29.61	29.61
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862749802	2	20-11-5140	.00	8.71	8.71
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862749802	3	30-11-5140	.00	48.76	48.76
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862749802	4	40-11-5140	.00	87.08	87.08
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862760359	1	10-66-5140	.00	29.61	29.61
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862760359	2	20-11-5140	.00	8.71	8.71
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862760359	3	30-11-5140	.00	48.76	48.76
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862760359	4	40-11-5140	.00	87.08	87.08
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862770964	1	10-66-5140	.00	29.61	29.61
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862770964	2	20-11-5140	.00	8.71	8.71
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862770964	3	30-11-5140	.00	48.76	48.76
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862770964	4	40-11-5140	.00	87.08	87.08
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862781531	1	10-66-5140	.00	34.40	34.40
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862781531	2	20-11-5140	.00	10.12	10.12
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862781531	3	30-11-5140	.00	56.66	56.66
03/17	03/15/2017	8301	430	ARAMARK UNIFORM SERVICES	862781531	4	40-11-5140	.00	101.19	101.19
Total 8301:								.00		724.85
<b>8302</b>										
03/17	03/15/2017	8302	700	BAKER AND TAYLOR BOOKS	4011842262	1	10-65-5106	.00	169.27	169.27
03/17	03/15/2017	8302	700	BAKER AND TAYLOR BOOKS	4011842262	1	10-65-5100	.00	27.73	27.73
Total 8302:								.00		197.00
<b>8303</b>										
03/17	03/15/2017	8303	720	BEERY, ELSNER & HAMMOND	030117	1	10-12-5203	.00	906.00	906.00
03/17	03/15/2017	8303	720	BEERY, ELSNER & HAMMOND	030117	2	10-17-4587	.00	577.50	577.50
03/17	03/15/2017	8303	720	BEERY, ELSNER & HAMMOND	030117	3	10-12-5203	.00	157.97	157.97
Total 8303:								.00		1,641.47
<b>8304</b>										
03/17	03/15/2017	8304	870	BRETTTHAUER OIL CO.	CL60406	1	40-11-5120	.00	61.94	61.94
03/17	03/15/2017	8304	870	BRETTTHAUER OIL CO.	CL60406	2	10-72-5120	.00	15.54	15.54

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03/17	03/15/2017	8304	870	BRETTTHAUER OIL CO.	CL60406	3	30-11-5120	.00	166.60	166.60
03/17	03/15/2017	8304	870	BRETTTHAUER OIL CO.	CL60406	4	30-11-5120	.00	1.75	1.75
Total 8304:								.00		245.83
<b>8305</b>										
03/17	03/15/2017	8305	940	CASELLE, INC.	79356	1	10-12-5235	.00	1,200.00	1,200.00
Total 8305:								.00		1,200.00
<b>8306</b>										
03/17	03/15/2017	8306	1130	CITY OF WILLAMINA	031017	1	10-12-5126	.00	1.78	1.78
03/17	03/15/2017	8306	1130	CITY OF WILLAMINA	031017	2	10-12-5137	.00	158.56	158.56
03/17	03/15/2017	8306	1130	CITY OF WILLAMINA	031017	3	10-12-5355	.00	20.00	20.00
Total 8306:								.00		180.34
<b>8307</b>										
03/17	03/15/2017	8307	1135	CITY OF YAMHILL	286	1	10-14-5211	.00	250.00	250.00
Total 8307:								.00		250.00
<b>8308</b>										
03/17	03/15/2017	8308	1270	COPY CATS	401062	1	10-12-5137	.00	169.00	169.00
Total 8308:								.00		169.00
<b>8309</b>										
03/17	03/15/2017	8309	1410	COYOTE JOES	030417	1	10-12-5355	.00	375.00	375.00
Total 8309:								.00		375.00
<b>8310</b>										
03/17	03/15/2017	8310	1720	EXPRESS SERVICES, INC.	18607178-3	1	10-12-5200	.00	916.50	916.50
Total 8310:								.00		916.50
<b>8311</b>										
03/17	03/15/2017	8311	5650	HR Performance Solutions	67330	1	10-12-5233	.00	2,772.00	2,772.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8311:								.00		2,772.00
<b>8312</b>										
03/17	03/15/2017	8312	2540	LAKESIDE INDUSTRIES, INC.	11021278MB	1	20-11-5522	.00	1,883.70	1,883.70
Total 8312:								.00		1,883.70
<b>8313</b>										
03/17	03/15/2017	8313	5648	LERNER	1242802	1	10-65-5100	.00	257.81	257.81
Total 8313:								.00		257.81
<b>8314</b>										
03/17	03/15/2017	8314	3070	NEWS REGISTER	55117A	1	10-12-5230	.00	4.45	4.45
03/17	03/15/2017	8314	3070	NEWS REGISTER	56916	1	10-12-5230	.00	464.50	464.50
Total 8314:								.00		468.95
<b>8315</b>										
03/17	03/15/2017	8315	5649	OCEA	031517	1	10-12-5342	.00	175.00	175.00
Total 8315:								.00		175.00
<b>8316</b>										
03/17	03/15/2017	8316	3700	POSEYLAND FLORIST	95610	1	10-13-5355	.00	90.00	90.00
03/17	03/15/2017	8316	3700	POSEYLAND FLORIST	96121	1	10-13-5355	.00	75.00	75.00
03/17	03/15/2017	8316	3700	POSEYLAND FLORIST	96122	1	10-13-5355	.00	90.00	90.00
Total 8316:								.00		255.00
<b>8317</b>										
03/17	03/15/2017	8317	3730	PRIMISYS	012083	1	10-12-5233	.00	467.50	467.50
03/17	03/15/2017	8317	3730	PRIMISYS	012084	1	10-12-5233	.00	30.00	30.00
03/17	03/15/2017	8317	3730	PRIMISYS	11816	1	10-12-5233	.00	30.00	30.00
Total 8317:								.00		527.50

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<b>8318</b>										
03/17	03/15/2017	8318	3820	RECOLOGY WESTERN OREGO	06308514	1	10-66-5415	.00	10.53	10.53
03/17	03/15/2017	8318	3820	RECOLOGY WESTERN OREGO	06308522	1	10-12-5415	.00	34.32	34.32
03/17	03/15/2017	8318	3820	RECOLOGY WESTERN OREGO	06308837	1	30-11-5415	.00	33.08	33.08
03/17	03/15/2017	8318	3820	RECOLOGY WESTERN OREGO	06308845	1	10-65-5415	.00	26.19	26.19
03/17	03/15/2017	8318	3820	RECOLOGY WESTERN OREGO	06308852	1	10-72-5415	.00	146.24	146.24
Total 8318:								.00		250.36
<b>8319</b>										
03/17	03/15/2017	8319	4210	SALEM PRINTING & BLUEPRIN	198787	1	10-12-5230	.00	188.75	188.75
Total 8319:								.00		188.75
<b>8320</b>										
03/17	03/15/2017	8320	4110	SHELDON OIL COMPANY	17730	1	10-66-5120	.00	78.69	78.69
03/17	03/15/2017	8320	4110	SHELDON OIL COMPANY	17730	2	10-72-5120	.00	120.80	120.80
03/17	03/15/2017	8320	4110	SHELDON OIL COMPANY	17730	3	10-18-5120	.00	142.25	142.25
03/17	03/15/2017	8320	4110	SHELDON OIL COMPANY	17730	4	20-11-5120	.00	54.84	54.84
03/17	03/15/2017	8320	4110	SHELDON OIL COMPANY	285315	1	10-66-5120	.00	7.25	7.25
Total 8320:								.00		403.83
<b>8321</b>										
03/17	03/15/2017	8321	5635	SOLUTIONS YES	98743	1	10-65-5606	.00	12.06	12.06
03/17	03/15/2017	8321	5635	SOLUTIONS YES	98743	2	10-12-5606	.00	146.50	146.50
Total 8321:								.00		158.56
<b>8322</b>										
03/17	03/22/2017	8322	110	A&E SAFE AND ALARM CO.	149266	1	30-11-5200	.00	59.85	59.85
Total 8322:								.00		59.85
<b>8323</b>										
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862795382	1	10-66-5140	.00	34.40	34.40
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862795382	2	20-11-5140	.00	10.12	10.12
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862795382	3	30-11-5140	.00	56.66	56.66
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862795382	4	40-11-5140	.00	101.19	101.19

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862805912	1	10-66-5140	.00	34.40	34.40
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862805912	2	20-11-5140	.00	10.12	10.12
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862805912	3	30-11-5140	.00	56.66	56.66
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862805912	4	40-11-5140	.00	101.19	101.19
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862816502	1	10-66-5140	.00	34.40	34.40
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862816502	2	20-11-5140	.00	10.12	10.12
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862816502	3	30-11-5140	.00	56.66	56.66
03/17	03/22/2017	8323	430	ARAMARK UNIFORM SERVICES	862816502	4	40-11-5140	.00	101.19	101.19
Total 8323:								.00		607.11
<b>8324</b>										
03/17	03/22/2017	8324	870	BRETTTHAUER OIL CO.	CL61812	1	30-11-5120	.00	170.73	170.73
Total 8324:								.00		170.73
<b>8325</b>										
03/17	03/22/2017	8325	1380	CARQUEST	6401-217778	1	30-11-5137	.00	84.60	84.60
Total 8325:								.00		84.60
<b>8326</b>										
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	1	30-11-5413	.00	93.54	93.54
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	2	40-11-5413	.00	48.16	48.16
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	3	10-12-5413	.00	110.57	110.57
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	4	10-66-5413	.00	13.27	13.27
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	5	20-11-5413	.00	26.54	26.54
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	6	30-11-5413	.00	150.38	150.38
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	7	40-11-5413	.00	141.53	141.53
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	8	10-67-5413	.00	72.07	72.07
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	9	30-11-5413	.00	47.11	47.11
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	10	30-11-5413	.00	195.62	195.62
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	11	40-11-5413	.00	104.03	104.03
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	12	10-12-5413	.00	249.28	249.28
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	13	10-12-5413	.00	15.55	15.55
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	14	10-66-5413	.00	1.87	1.87
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	15	20-11-5413	.00	3.73	3.73
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	16	30-11-5413	.00	21.14	21.14
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	17	40-11-5413	.00	19.90	19.90

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
03/17	03/22/2017	8326	1020	CENTURYLINK	314009711 0	18	10-65-5413	.00	88.88	88.88
Total 8326:								.00	1,403.17	
<b>8327</b>										
03/17	03/22/2017	8327	1460	DAVISON AUTO PARTS, INC.	396087	1	10-66-5504	.00	54.54	54.54
Total 8327:								.00	54.54	
<b>8328</b>										
03/17	03/22/2017	8328	5652	JKR Valuation, P.C.	BT0201 A&B	1	10-17-5214	.00	4,800.00	4,800.00
Total 8328:								.00	4,800.00	
<b>8329</b>										
03/17	03/22/2017	8329	3870	JUSTIN RIGGS	030917	1	30-11-5344	.00	50.93	50.93
03/17	03/22/2017	8329	3870	JUSTIN RIGGS	032017	1	30-11-5344	.00	43.66	43.66
03/17	03/22/2017	8329	3870	JUSTIN RIGGS	032017	2	30-11-5137	.00	7.75	7.75
Total 8329:								.00	102.34	
<b>8330</b>										
03/17	03/22/2017	8330	2520	KATHY TAYLOR CONSULTING	0217	1	10-12-5200	.00	3,214.20	3,214.20
Total 8330:								.00	3,214.20	
<b>8331</b>										
03/17	03/22/2017	8331	2610	LOCAL GOVERNMENT PERSON	13018	1	10-12-5200	.00	76.00	76.00
Total 8331:								.00	76.00	
<b>8332</b>										
03/17	03/22/2017	8332	2900	MID-WILLAMETTE VALLEY COU	1617275	1	10-17-5214	.00	4,955.25	4,955.25
Total 8332:								.00	4,955.25	
<b>8333</b>										
03/17	03/22/2017	8333	3590	PGE	0021860320	1	10-19-5400	.00	1,550.44	1,550.44

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
Total 8333:								.00		1,550.44
<b>8334</b>										
03/17	03/22/2017	8334	5626	STATE OF OR-ADMIN SERVICE	ARK42707	1	30-11-5137	.00	5.00	5.00
Total 8334:								.00		5.00
<b>8335</b>										
03/17	03/22/2017	8335	2920	TOM NICKERSON	2.24.17	1	30-11-5504	.00	185.00	185.00
Total 8335:								.00		185.00
<b>8336</b>										
03/17	03/22/2017	8336	4700	US BANK	326167491	1	10-12-5606	.00	338.51	338.51
Total 8336:								.00		338.51
<b>8337</b>										
03/17	03/22/2017	8337	4960	WATERLAB CORP.	71511	1	40-11-5250	.00	630.00	630.00
03/17	03/22/2017	8337	4960	WATERLAB CORP.	71511	2	30-11-5250	.00	345.00	345.00
Total 8337:								.00		975.00
<b>8338</b>										
03/17	03/22/2017	8338	5020	XEROX	088319549	1	10-65-5606	.00	165.97	165.97
Total 8338:								.00		165.97
<b>8339</b>										
03/17	03/29/2017	8339	5653	3D Auto Body & Paint	030217	1	30-11-5504	.00	757.00	757.00
Total 8339:								.00		757.00
<b>8340</b>										
03/17	03/29/2017	8340	310	AMAZON	0086085694	1	10-65-5102	.00	54.91	54.91
03/17	03/29/2017	8340	310	AMAZON	0439465908	1	10-65-5106	.00	25.30	25.30
03/17	03/29/2017	8340	310	AMAZON	0439465908	2	10-65-5100	.00	42.32	42.32
03/17	03/29/2017	8340	310	AMAZON	0439465908	3	10-65-5111	.00	57.17	57.17

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
03/17	03/29/2017	8340	310	AMAZON	0439465908	4	10-65-5107	.00	16.99	16.99
03/17	03/29/2017	8340	310	AMAZON	0439465908	5	10-65-5137	.00	89.27	89.27
03/17	03/29/2017	8340	310	AMAZON	0518503454	1	10-65-5102	.00	14.96	14.96
03/17	03/29/2017	8340	310	AMAZON	0518532022	1	10-65-5102	.00	14.99	14.99
03/17	03/29/2017	8340	310	AMAZON	0742646569	1	10-65-5111	.00	66.22	66.22
03/17	03/29/2017	8340	310	AMAZON	0742646569	1	10-65-5137	.00	16.72	16.72
03/17	03/29/2017	8340	310	AMAZON	0909019482	1	10-65-5137	.00	6.99	6.99
03/17	03/29/2017	8340	310	AMAZON	1285688248	1	10-65-5112	.00	107.89	107.89
03/17	03/29/2017	8340	310	AMAZON	1624197481	1	10-65-5106	.00	35.85	35.85
03/17	03/29/2017	8340	310	AMAZON	1624197481	2	10-65-5100	.00	24.52	24.52
03/17	03/29/2017	8340	310	AMAZON	1624197481	3	10-65-5102	.00	14.96	14.96
03/17	03/29/2017	8340	310	AMAZON	1624197481	4	10-65-5137	.00	74.97	74.97
03/17	03/29/2017	8340	310	AMAZON	1624197481	5	10-12-5137	.00	46.85	46.85
03/17	03/29/2017	8340	310	AMAZON	1714721057	1	10-65-5321	.00	24.00	24.00
03/17	03/29/2017	8340	310	AMAZON	1714728557	1	10-65-5321	.00	18.00	18.00
03/17	03/29/2017	8340	310	AMAZON	1714731836	1	10-65-5321	.00	42.95	42.95
Total 8340:								.00		795.83
<b>8341</b>										
03/17	03/29/2017	8341	430	ARAMARK UNIFORM SERVICES	862827050	1	10-66-5140	.00	34.40	34.40
03/17	03/29/2017	8341	430	ARAMARK UNIFORM SERVICES	862827050	2	20-11-5140	.00	10.12	10.12
03/17	03/29/2017	8341	430	ARAMARK UNIFORM SERVICES	862827050	3	30-11-5140	.00	56.66	56.66
03/17	03/29/2017	8341	430	ARAMARK UNIFORM SERVICES	862827050	4	40-11-5140	.00	101.19	101.19
Total 8341:								.00		202.37
<b>8342</b>										
03/17	03/29/2017	8342	700	BAKER AND TAYLOR BOOKS	4011851726	1	10-65-5106	.00	112.51	112.51
Total 8342:								.00		112.51
<b>8343</b>										
03/17	03/29/2017	8343	5655	Brad Savage	032817	1	30-00-2300	.00	23.33	23.33
03/17	03/29/2017	8343	5655	Brad Savage	032817	2	40-00-2400	.00	32.47	32.47
Total 8343:								.00		55.80

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
<b>8344</b>										
03/17	03/29/2017	8344	1380	CARQUEST	4758-146359	1	10-66-5504	.00	36.74	36.74
Total 8344:								.00		36.74
<b>8345</b>										
03/17	03/29/2017	8345	5654	Christi Jo Reagan	03/28/17	1	30-00-2300	.00	10.71	10.71
03/17	03/29/2017	8345	5654	Christi Jo Reagan	03/28/17	2	40-00-2400	.00	15.04	15.04
Total 8345:								.00		25.75
<b>8346</b>										
03/17	03/29/2017	8346	5656	Darin Sheldon	032817	1	30-00-2300	.00	50.89	50.89
Total 8346:								.00		50.89
<b>8347</b>										
03/17	03/29/2017	8347	1580	DK QUARRIES INC	98078	1	10-72-5137	.00	139.46	139.46
Total 8347:								.00		139.46
<b>8348</b>										
03/17	03/29/2017	8348	1720	EXPRESS SERVICES, INC.	18633130-2	1	10-12-5200	.00	2,022.75	2,022.75
03/17	03/29/2017	8348	1720	EXPRESS SERVICES, INC.	199-255920	1	10-12-5200	.00	2,584.05	2,584.05
Total 8348:								.00		4,606.80
<b>8349</b>										
03/17	03/29/2017	8349	1760	FERGUSON ENTERPRISES, IN	0568704	1	30-11-5530	.00	57.28	57.28
Total 8349:								.00		57.28
<b>8350</b>										
03/17	03/29/2017	8350	2440	KELLER ASSOCIATES, INC.	0000013	1	10-17-5204	.00	523.75	523.75
Total 8350:								.00		523.75
<b>8351</b>										
03/17	03/29/2017	8351	4230	SPRINT	569622313-1	1	40-11-5413	.00	31.44	31.44

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
03/17	03/29/2017	8351	4230	SPRINT	569622313-1	2	30-11-5413	.00	31.61	31.61
03/17	03/29/2017	8351	4230	SPRINT	569622313-1	3	20-11-5413	.00	31.44	31.44
03/17	03/29/2017	8351	4230	SPRINT	569622313-1	4	10-66-5413	.00	38.76	38.76
03/17	03/29/2017	8351	4230	SPRINT	569622313-1	5	10-12-5413	.00	23.58	23.58
03/17	03/29/2017	8351	4230	SPRINT	569622313-1	6	10-18-5413	.00	45.97	45.97
Total 8351:								.00		202.80
<b>8352</b>										
03/17	03/29/2017	8352	5657	Travis Sherva	032817	1	30-00-2300	.00	13.94	13.94
03/17	03/29/2017	8352	5657	Travis Sherva	032817	2	40-00-2400	.00	19.50	19.50
Total 8352:								.00		33.44
<b>8353</b>										
03/17	03/29/2017	8353	5130	YAMHILL COMMUNICATIONS A	FY17-10-WIL	1	10-18-5302	.00	1,748.83	1,748.83
Total 8353:								.00		1,748.83
Grand Totals:								.00		93,104.12

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-00-2000	283.13	62,087.60-	61,804.47-
10-00-2130	148.16	.00	148.16
10-12-5126	1.78	.00	1.78
10-12-5137	836.65	15.95-	820.70
10-12-5200	11,873.20	.00	11,873.20
10-12-5203	1,063.97	.00	1,063.97
10-12-5209	200.00	.00	200.00
10-12-5230	909.70	.00	909.70
10-12-5233	3,299.50	.00	3,299.50
10-12-5235	1,200.00	.00	1,200.00
10-12-5342	417.89	.00	417.89
10-12-5355	433.00	.00	433.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-12-5413	817.21	.00	817.21
10-12-5415	770.85	.00	770.85
10-12-5504	110.00	.00	110.00
10-12-5606	485.01	.00	485.01
10-13-5355	421.97	.00	421.97
10-14-5211	250.00	.00	250.00
10-17-4587	577.50	.00	577.50
10-17-5204	1,430.00	.00	1,430.00
10-17-5214	9,755.25	.00	9,755.25
10-18-5120	142.25	.00	142.25
10-18-5217	15,981.90	.00	15,981.90
10-18-5302	1,748.83	.00	1,748.83
10-18-5413	91.94	.00	91.94
10-18-5504	888.41	.00	888.41
10-19-5400	1,550.44	.00	1,550.44
10-65-5100	425.67	.00	425.67
10-65-5102	99.82	.00	99.82
10-65-5106	584.41	66.54-	517.87
10-65-5107	16.99	.00	16.99
10-65-5111	123.39	.00	123.39
10-65-5112	107.89	.00	107.89
10-65-5137	187.95	.00	187.95
10-65-5321	94.92	.00	94.92
10-65-5413	183.11	.00	183.11
10-65-5415	252.31	.00	252.31
10-65-5504	110.00	.00	110.00
10-65-5606	344.00	.00	344.00
10-66-5120	85.94	.00	85.94
10-66-5140	260.83	.00	260.83
10-66-5200	318.00	.00	318.00
10-66-5413	110.05	.00	110.05
10-66-5415	243.71	.00	243.71
10-66-5504	149.05	.00	149.05
10-67-5413	138.96	.00	138.96
10-67-5415	293.01	.00	293.01
10-72-5120	169.46	.00	169.46
10-72-5137	488.24	.00	488.24
10-72-5200	512.93	.00	512.93
10-72-5415	606.45	.00	606.45
10-72-5504	55.90	.00	55.90

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-72-5507	719.20	200.64-	518.56
20-00-2000	.00	2,362.34-	2,362.34-
20-11-5120	54.84	.00	54.84
20-11-5140	76.73	.00	76.73
20-11-5204	191.25	.00	191.25
20-11-5413	96.46	.00	96.46
20-11-5504	59.36	.00	59.36
20-11-5522	1,883.70	.00	1,883.70
30-00-2000	6.44	21,069.00-	21,062.56-
30-00-2300	243.86	.00	243.86
30-11-5108	2,005.80	.00	2,005.80
30-11-5120	377.58	.00	377.58
30-11-5137	97.35	.00	97.35
30-11-5140	429.58	.00	429.58
30-11-5200	59.85	.00	59.85
30-11-5204	217.50	.00	217.50
30-11-5250	345.00	.00	345.00
30-11-5342	280.00	.00	280.00
30-11-5344	174.63	.00	174.63
30-11-5413	1,104.08	.00	1,104.08
30-11-5415	4,917.64	.00	4,917.64
30-11-5504	977.97	6.44-	971.53
30-11-5530	8,936.46	.00	8,936.46
30-11-5531	901.70	.00	901.70
40-00-2000	.00	7,874.75-	7,874.75-
40-00-2400	177.55	.00	177.55
40-11-5108	564.00	.00	564.00
40-11-5120	124.47	.00	124.47
40-11-5137	343.86	.00	343.86
40-11-5140	767.19	.00	767.19
40-11-5250	630.00	.00	630.00
40-11-5413	714.86	.00	714.86
40-11-5415	3,979.42	.00	3,979.42
40-11-5540	573.40	.00	573.40
Grand Totals:	<u>93,683.26</u>	<u>93,683.26-</u>	<u>.00</u>

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

---

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

---



**CITY OF Willamina, OREGON  
RESOLUTION NO. 16-17-009**

**A RESOLUTION ESTABLISHING A METHODOLOGY TO ANNUALLY  
ADJUST SYSTEM DEVELOPMENT CHARGES FOR INFLATION**

**WHEREAS**, §33.15 of the Willamina Municipal Code (WMC) states the purpose of the system development charge (SDC) is to impose a portion of the cost of capital improvements for water, wastewater, drainage, streets, flood control, and parks and recreation upon those developments that create the need for or increase the demands on capital improvements, and

**WHEREAS**, Oregon Revised Statute (ORS) 223.304 (8) (b) states a change in the amount of a reimbursement fee or an improvement fee is not a modification of the SDC methodology if the change in the amount is based on: the periodic application of one or more specific cost indexes or other periodic data sources. A specific cost index or periodic data source must be: (A) a relevant measurement of the average change in the prices or costs over an identified time period for materials, labor, real property or a combination of the three; (B) published by a recognized organization or agency that produces the index or data source for the reasons that are independent of the SDC methodology; and (C) incorporated as part of the established methodology or identified and adopted in a separate ordinance, resolution, or order.

**WHEREAS**, it is the desire and resolve of the City Council to keep its schedule of SDCs current and adequate to support the funding of critical municipal infrastructure improvements.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLAMINA HEREBY RESOLVES AS FOLLOWS:**

The City shall establish a policy of reviewing its suite of SDCs every five years. Between the review dates, the city shall apply a cost adjustment index to adjust the SDCs annually to reflect changes in costs for land, materials, labor, and construction. The specific cost index to be used, and how the index is to be applied is as follows:

1. Notwithstanding any other provision, the dollar amounts of the SDC set forth in the SDC methodology report(s) shall on January 1<sup>st</sup> of each year be adjusted to account for changes in the costs of acquiring and constructing facilities. The adjustment factor shall be based on:
  - a. The change in construction costs according to the Engineering News Record (ENR) Northwest (Seattle, Washington) Construction Cost Index (CCI).
  - b. The SDCs adjustment factor shall be used to adjust the SDCs, unless they are otherwise adjusted by the city based on a change in the costs of materials, labor, or real property; or adoption of an updated methodology.



RESOLUTION NO. 16-17-009 shall be in full force and effect on \_\_\_\_\_.

CONSIDERED AND PASSED BY THE COMMON COUNCIL OF THE CITY OF Willamina this \_\_\_\_ day of \_\_\_\_\_, 2017.

APPROVED: MAYOR, ILA SKYBERG

---

ATTEST: CITY RECORDER DEBBIE BERNARD

---

RESOLUTION NO. 16-17-009 page 2



# MEMO

TO: MAYOR ILA SKYBERG AND MEMBERS OF THE WILLAMINA CITY COUNCIL

DATE: APRIL 11, 2017

FROM: DEBBIE BERNARD, WILLAMINA CITY RECORDER

SUBJECT: BUDGET COMMITTEE MEMBERS 2017/2018

**Background:**

In review of the Budget committee, vacancies have recently occurred due to April Wooden and Craig Johnson appointment to City Council and the passing of Mr. Hollinger. To fill the vacancies the City has received applications for consideration from Barbara Leavens, Samantha Morey, Debra L. Nolen and Mary Jane Hollinger.

Leavens	Barbara	Budget Committee
Morey	Samatha	Budget Committee
Nolen	Debra	Budget Committee
Hollinger	Mary Jane	Budget Committee

The current governing body is made of a 6-member council, therefore to have the equal number of budget committee members we need to fill 3 vacancies..

The chart below is of the Budget Committee in 2017/18.

Last	First	Vacated	Appointment	Appointment ends
	Vacant	Vacant by Robert Hollinger	4/13/2015	12/31/2017
Holstad	Vern	Vern	Apr-16	12/31/2018
Toney	Laurie	Laurie	4/13/2015	12/31/2017
	Vacant	Vacant by April Wooden	4/13/2015	12/31/2017
Kruchock	Greg	Greg	Apr-16	12/31/2018
	Vacant	Vacant by Craig Johnson	5/9/2014	12/31/2016
Owings	Dawn Marie		01/23/2017	12/31/2018

For the 2017/18 Budget year, the Mayor by rights of the Charter can appoint replacements for those vacancies. Only three replacements are needed.

The Oregon statutes states the following in regard designating one person to serve as budget officer and addresses citizens member to serve on the budget committee.

## § 294.331<sup>1</sup>

### **Budget officer**

The governing body of each municipal corporation shall, unless otherwise provided by county or city charter, designate one person to serve as budget officer. The budget officer, or the person or department designated by charter and acting as budget officer, shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the executive officer of the municipal corporation, or where no executive officer exists, under the direction of the governing body. [1963 c.576 §5]

1. Oregon Budget Law states that the City should have a Budget Committee made up of the members of the governing body (City Council) plus an equal number of citizen members. ORS 294.414 provides for the eventuality that not enough volunteers can be found to serve:

*ORS 294.414 Budget committee.*

*(1) Except as provided in ORS 294.423, the governing body of each municipal corporation shall establish a budget committee in accordance with the provisions of this section.*

*(2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of electors of the municipal corporation appointed by the governing body; if there are fewer than the number required, the*

*Governing body and the electors who are willing to serve shall be the budget committee; and if there are no electors willing to serve, the governing body shall be the budget committee.*

2. A full committee would have 14 members, 7 of which would be citizen members.

### **Action Requested**

Mayor and Council to give staff direction.



---

## 2017-18 Budget Calendar (1) Calendar

Wednesday, April 19, 2017 – Monday, June 26, 2017

---

### April 2017

Su Mo Tu We Th Fr Sa

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	<a href="#">19</a>	20	21	22
23	24	25	26	<a href="#">27</a>	28	29
30						

### May 2017

Su Mo Tu We Th Fr Sa

	1	2	3	4	5	6
7	8	9	10	<a href="#">11</a>	12	13
14	15	<a href="#">16</a>	17	<a href="#">18</a>	19	20
21	22	<a href="#">23</a>	24	25	26	27
28	29	30	31			

### June 2017

Su Mo Tu We Th Fr Sa

					1	2	3
4	5	6	7	8	9	10	
11	12	<a href="#">13</a>	14	15	16	17	
18	19	20	21	22	23	24	
25	<a href="#">26</a>	27	28	29	30		

- 
- ▲ [Publish First "Notice of Budget Committee Meeting" in the New Register](#) Wed, Apr 19  
 Publish First "Notice of Budget Committee Meeting" in the New Register

▲ [Publish second "Notice of Budget Committee Meeting" in News Register](#) Wed, Apr 19      Second notice in the same publication is allowed by statute  
 Publish second "Notice of Budget Committee Meeting" in News Register

---

  - ▲ [Proposed Budget Complete - STAFF](#) Thu, Apr 27      10:00 AM – 11:30 AM  
 Proposed Budget Complete - STAFF

---

  - ▲ [Proposed Budget presented \(Noticed\) Advertise Budget Hearing](#) Thu, May 11      6:00 PM – 8:30 PM  
 West Valley Fire Station  
 Meeting with the Budget Committee to review the Proposed Budget Document and make changes.

    - a. Proposed Budget Distributed & Budget Message Given
    - b. Public Hearing on State Revenue Sharing

- 
- ▲
[Subsequent Meeting\(s\): if needed](#)
Tue, May 16
6:00PM- 8:30PM

West Valley Fire Station  
This would be the second meeting if needed with the Budget Committee.
- 
- ▲
- 
- ▲
[Publish "Notice of Budget Hearing" in News-Register](#)
Tue, May 23

Publish "Notice of Budget Hearing" in News-Register
- 
- ▲
[Hold Public Hearing on Budget and State Revenue Sharing Funds at Regular Council Meeting on Wednesday, at West Valley Fire at 6:00pm](#)
Tue, Jun 13
6:00PM – 8:30PM

Hold Public Hearing on Budget and State Revenue Sharing Funds at Regular Council Meeting on Wednesday, at West Valley Fire at 6:00pm- Adopt the Budget
- 
- ▲
[File All LB forms with Yamhill and Polk county](#)
Mon, Jun 26

File All LB forms with Yamhill and Polk county
- 
- 
-





# City of Willamina

## Application for City Office



See back for position criteria and requirements

Applicant's Full Name Barbara Annette Leavens  
 Physical Address 262 1st Street, Willamina, OR 97394  
 Mailing Address P.O. Box 563, Willamina, OR 97396  
 Home Phone Number 503-876-8910  
 Cell Phone Number \_\_\_\_\_  
 Email leavensp@Hotmail.com  
 Occupation Health Care Worker

Years of Residency 3 Registered Voter  Yes  No

Position(s)  Budget Committee  Library Board  Planning Commission  City Council  
 Select all you wish to apply for (Attach additional sheets, if desired, when answering the questions below)

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

Because I also live in this town and care about it. I want to help and do whatever I can. We all need to work together to improve the City of Willamina.

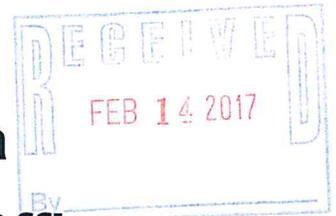
Please share any governmental or volunteer experience you have had

I have @ least 25 years on different boards. I also have a MPA from Portland State. I have done grants, budgets, fundraisers, the will mess that I just want to help.

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

I am not scared getting my hands dirty and getting right to work. Like I have said before I care about what goes on in the City. All the

Signature Barbara A. Leavens Date 12/13/16



# City of Willamina

## Application for City Office

See back for position criteria and requirements

Applicant's Full Name Samantha Morey  
Physical Address 370 SW Spruce St. Willamina, OR 97396  
Mailing Address \_\_\_\_\_  
Home Phone Number 503-437-2714  
Cell Phone Number 503-437-2714  
Email paramediclove4@gmail.com  
Occupation Deputy Chief

Years of Residency 22 Registered Voter  Yes  No

Position(s) Budget Committee  Library Board  Planning Commission  City Council   
*Select all you wish to apply for*

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

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

I have experience with municipal budgets and am interested in helping out.

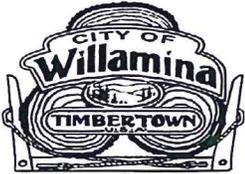
Please share any governmental or volunteer experience you have had

17 1/2 yrs West Valley Fire District  
4 yrs. FFA

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

Experience, knowledge and I am willing to dedicate my time to do it

Signature [Signature] Date 2-14-17



Timbertown USA

# City of Willamina Application for City Office

See back for position criteria and requirements

Applicant's Full Name MARY JANE HOLLINGER

Physical Address 242 SE LAMSON ST

Mailing Address \_\_\_\_\_

Home Phone Number 805-448-7244

Cell Phone Number 805-448-7244

Email \_\_\_\_\_

Occupation \_\_\_\_\_



Years of Residency \_\_\_\_\_

Registered Voter  Yes  No

Position(s) Select all you wish to apply for Budget Committee  Library Board  Planning Commission  City Council

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

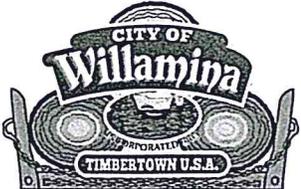
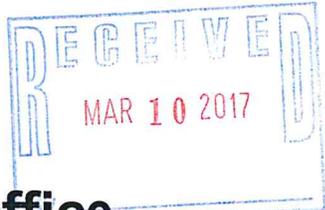
Please share any governmental or volunteer experience you have had

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



# City of Willamina

## Application for City Office

See back for position criteria and requirements

Applicant's Full Name Debra L. Nolan  
Physical Address 18661 S.W. Willamina Creek Rd  
Mailing Address SAME  
Home Phone Number 503-876-8719  
Cell Phone Number ---  
Email DLND1955a@yahoo.com  
Occupation Bookkeeper

Years of Residency 11 Registered Voter  Yes  No

Position(s) Select all you wish to apply for  
Budget Committee  Library Board  Planning Commission  City Council   
(Attach additional sheets, if desired, when answering the questions below)

Why are you interested in serving the City of Willamina in one or more of the capacities chosen?  
I enjoy working with numbers, and would like to get more involved with the community.

Please share any governmental or volunteer experience you have had  
at the present time I am the treasurer for the VFW post auxiliary in Willamina. I am also involved with the Christmas food box program thru the VFW.

What do you think makes you the best candidate for this position?  
I have a background in Finance, and I am interested in being a part of the city government.

Signature Debra L. Nolan Date 3/10/2017





Yamhill County Sheriff's Office  
 Crime Summary for WILLAMINA  
 From 3/1/2017 to 3/31/2017

City of WILLAMINA

UCR Description	3/1/2016 To 3/31/2016	3/1/2017 To 3/31/2017	Percentage Change	YTD (2017)	Prior Year (2016)
<b>Part 1</b>					
Aggravated Assault	1	1		1	2
Arson	0	0		1	0
Burglary-Business	0	0		0	2
Burglary-Non-Residence	0	0		1	3
Burglary-Residence	1	1		1	10
Larceny	4	2	-50 %	8	53
Motor Vehicle Theft-Auto	2	0		0	10
<b>Part 1 Total</b>	<b>8</b>	<b>4</b>	<b>-50 %</b>	<b>12</b>	<b>80</b>
<b>Part 2</b>					
All Other	0	0		1	8
Animal Problems	0	0		0	1
Disorderly Conduct	1	1		1	8
Drug Laws	2	4	100 %	9	25
DUII	0	1		2	5
Forgery	1	0		0	1
Fraud	0	0		1	2
Kidnapping	0	0		0	1
Liquor Laws	0	0		0	4
Runaway	0	0		0	2
Sex Offenses	0	1		3	1
Simple Assault	0	3		7	28
Stolen Property	0	1		1	3
Trespass/Prowler	2	1	-50 %	3	17
Vandalism	1	1		4	18
Weapons	1	0		0	3
<b>Part 2 Total</b>	<b>8</b>	<b>13</b>	<b>62.5 %</b>	<b>32</b>	<b>127</b>
<b>Part 3</b>					
All Other	8	8		19	102
Non-Reportable Offenses	10	10		28	106
<b>Part 3 Total</b>	<b>18</b>	<b>18</b>	<b>0 %</b>	<b>47</b>	<b>208</b>
<b>Total For WILLAMINA</b>	<b>34</b>	<b>35</b>	<b>2.94 %</b>	<b>91</b>	<b>415</b>

Volunteer  
Monthly Report  
March 2017

**Total Volunteer Hours:**

Library – 143 hours / 18 Volunteers  
City Hall – 19 hours / 1 Volunteers

**JULY 2016 – DECEMBER 2017**

Library Volunteer Hours – 589  
City Hall Hours – 156.25

**WELCOME:**

Teddy Norness  
Loree Havel  
Kimberly Fulmer

**What are our Volunteers doing?**

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* - 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

- Hire Scholars
- Advocacy Events
- Advocacy University
- Federal Legislation & Regulation
- Fight for Libraries!
- Issues**
- Access
- Broadband & E-Rate
- Copyright
- Equity, Diversity, and Inclusion
- Ebooks
- Intellectual Freedom
- Federal Funding
- Government Information
- International Issues
- Literacy
- Literacy Across the Profession
- Literacy ALA Divisions and Member Groups
- Privacy & Surveillance
- Professional Ethics
- Legislative Action Center
- Online Learning
- Public Awareness
- Public Policy
- Spectrum
- State & Local Resources
- Share this page:

# Library Value Calculator

How valuable is your local library? Use this handy Library Value Calculator, created by the [Massachusetts Library Association](#).  
Value of Your Library Use

Input Your Use	Library Materials & Services	Value of Your Use
<input type="text" value="572"/>	Adult Books Borrowed	\$9724.00
<input type="text" value="46"/>	YA Books Borrowed	\$552.00
<input type="text" value="344"/>	Childrens Books Borrowed	\$5848.00
<input type="text" value="22"/>	Audiobooks Borrowed	\$218.90
<input type="text"/>	Interlibrary Loan Requests	\$0.00
<input type="text"/>	eBooks Downloaded	\$0.00
<input type="text" value="59"/>	Magazines Read	\$295.00
<input type="text"/>	Newspapers Read	\$0.00
<input type="text" value="1244"/>	Movies Borrowed	\$4976.00
<input type="text" value="25"/>	CDs Borrowed	\$248.75
<input type="text"/>	Music Downloaded	\$0.00
<input type="text" value="2"/>	Meeting Room Use (per hour)	\$50.00
<input type="text"/>	Adult Program Attended	\$0.00
<input type="text"/>	Young Adult Program Attended	\$0.00
<input type="text" value="63"/>	Childrens Program Attended	\$441.00
<input type="text"/>	Museum Passes Borrowed	\$0.00
<input type="text" value="143"/>	Computer Use (per hour)	\$1716.00
<input type="text"/>	Database Searches	\$0.00
<input type="text"/>	Reference Assistance	\$0.00

**Monthly Library Report  
March 2017**

CIRCULATION COMPARISON

CCRLS Statistics Report

March 2015 – 1822

March 2016 – 1513

March 2017 – 2322

NUMBER OF PATRONS SERVED: 714

NUMBER OF PATRONS UTILIZING PCs: 143

HOLDS:

Number picked Up – 421

Lending 2<sup>nd</sup> Quarter FY 2016/2017

Library LENT this many items: 895

Library BORROWED this many items: 811

PROGRAM Attendance:

Youth – 43

Adults – 20

CASH COUNT:

Fines/Fees - \$21.25

Copies - \$36.00

NEW CARD SIGNUPS: 9

NUMBER OF ITEMS ADDED TO CATALOG: 22

TOTAL LIBRARY SERVICE HOURS: 75

VOLUNTEERS:

18 Volunteers / 143 Hours

Highlights/Calendar:

3/2 – Dr. Seuss StoryTime

3/16 – Library Spring Program 4:30PM-5:30PM

3/22 – LEGO FreePlay

Innovate Willamina Bloggers now utilize the Library Meeting Space Weekly

PROJECTS/UPCOMING

NASA@MyLibrary Program Application submitted

RFID Conversion: closure tentative schedule : unknown

Summer Reading Program: Build a Better World June 20<sup>th</sup>-August 22<sup>nd</sup>

Solar Eclipse Event 8/21

## Library Use Value Calculator

### Explanations of Values

The cost figures for library services were derived by the [Massachusetts Library Association](#) based on the table below:

Library Service	Value of Service	Based On
Adult Books Borrowed	\$17.00	Amazon.com average price
Young Adult Books Borrowed	\$12.00	Amazon.com average price
Children Books Borrowed	\$17.00	Amazon.com average price
Audiobooks Borrowed	\$9.95	Audible.com download average
Interlibrary Loan Requests	\$25.00	Amazon.com average price plus shipping
eBooks Downloaded	\$15.00	Estimated B&N/Amazon average
Magazines Read	\$5.00	Estimated purchase price average
Newspapers Read	\$9.50	Boston Globe subscription (outside city)
Movies Borrowed	\$4.00	Estimated Netflix average
CDs Borrowed	\$9.95	iTunes download album average
Music Downloaded	\$1.00	iTunes download song average
Meeting Room Use (per hour)	\$25.00	Estimated value
Adult Programs Attended	\$15.00	Entertainment/program admission fee - estimated average per adult
Young Adult Programs Attended	\$12.00	Entertainment/program admission fee - estimated average per youth
Children's Programs Attended	\$7.00	Entertainment/program admission fee - estimated average per child
Museum Passes Borrowed	\$20.00	Museum admission fee - estimated average for two adults
Computer Use (per hour)	\$12.00	FedEx/Kinkos price
Database Searches	\$19.95	Average cost for online article search
Reference Assistance	\$7.00	Average library cost

[Close This Window](#)

# 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>	meeting
	<b>Members to Include: Elected Officials, Business Leaders, Community</b>	

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
4/21/17 & 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
05/11/17 (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 2017-18 Budget	meeting

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