

WILLAMINA CITY COUNCIL AGENDA

Combined City Council**Tuesday, March 14, 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 – February 14, 2017
2. Check Registers – February 1 to 28, 2017 (information only)
3. Financials February 2017

CORRESPONDENCE

REGULAR AGENDA

1. Presentation to Council from Yamhill County Sherriff Office Sargent Todd Whitlow regarding recommendation of 2.0 FTE contract/and Citizens Advisory Board
2. Recommendation from City Engineer Peter Olsen and Steven Donovan regarding preparation needed for a System Development Charges Rate Study

BUSINESS CARRIED FORWARD-UPDATE

1. The Old Department Store & the Old City Shops
2. Library Awnings
3. Playground and Park Equipment

BUSINESS FROM THE COUNCIL

REPORTS FROM/CITY OFFICERS

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

1. Report from Public Works - verbal
2. Librarian Report
3. Code Enforcement Report
4. Events Calendar

ADJOURN

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City Of Willamina
Minutes of the Monthly Meeting of the City of Willamina City Council
February 14, 2017
6:00pm PM

Location of Meeting:

825 NE Main St
825 NE Main St
Willamina, Oregon 97396

Present at Meeting: Councilor Craig Johnson

Councilor Heather Stritzke
Councilor Bob Burr
Mayor Ila Skyberg
Councilor Rita Baller
Councilor Theresa McKnight
April Wooden
City Manager Bob Sivick
City Recorder Debbie Bernard
City Auditor Rich Winkel
City CFO To Go Kathy Taylor
Public Works Director Jeff Brown
Library Director Sara Frost
Code Enforcement David Morey
Guests: (not Limited To)
Robert Agee
Thomas Bland
Kathleen Bland
Jan D Reibach
Geneva Wymore
Daniel P. Senay
Mr. Deloe
Angela Skyberg
Marcy McDowett

The regular meeting of the City of Willamina City Council of City of Willamina was called to order at 6:00 PM on February 14, 2017 at 825 NE Main St by Mayor Ila Skyberg. A roll call was taken by the City Recorder Debbie Bernard and a quorum was present. A allegiance to the flag followed.

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.

MOTION: Councilor Baller moved to accept the minutes of December 27, 2016 and January 10, 2017. Councilor Burr seconded. Motion carried unanimously with Councilors Baller, McKnight, Wooden, Burr, Stritzke, and Johnson. All in favor.

III. Consideration of Open Issues

1. Inauguration of City Councilor Designate April Wooden.

City Manager Bob Sivick explained that there was a concern regarding the voting in of April Wooden at the City Council meeting in February for the vacant city council seat and would like a voice vote of Council at this meeting to satisfy any concerns.

MOTION: Councilor Burr moved to accept April Wooden designate to the vacant council position. Councilor McKnight seconded. Motion carried with Councilors Baller, McKnight, Burr, voting aye. Councilors Stritzke and Johnson voting nays. All in favor.

The City Recorder read the swearing in script and swore in the new Councilor April Wooden who immediately took her seat.

2. Mayor Skyberg introduced item two on the Agenda which was the Receipt of the 2016 Audit Report from the City of Willamina Auditor Rich Winkel.

Rich Winkle began his presentation with thanking the Council for letting him work with the City of Willamina. Rich shared a background on the process of auditing the City financial records. He said the auditor comes in and test transactions to see if they are properly posted and stated. He said he does not test every transaction but does what is called sampling for testing. He also audited internal controls.

Rich continued to say that as we all know, 2007 was the last year the City had a clean audit. Rich said that it was a lot of work and most of the work was done by Kathy, Debbie, and him to get the job done. Rich explained he reviewed procedures to make sure that there was separation of duties all a part of the audit process. He sad he was happy to report that the City is getting a clean audit and that the financial statements in the report are correct and accurate.

He continued as said that part of internal controls is being able to understand all the financial statements. Rich said an organization needs to have people who understand all that so having Kathy Taylor who understands the financials gives Council that expertise to understand the Audit. The other part of internal controls is the governance side. Rich added that there is

information in the report to remind the Council that the end result is still their responsibility. He explained that the Council hired him to test the audit transactions and produce the audit report; however, it does not relieve the Council of their responsibilities.

He said that the Council is a part of the internal controls. He indicated that the Council needs to provide oversight by understanding the financial reports. An organization needs to have the responsibility to understand financial statements and that is why it is critical to have Kathy here to understand and be a part of the City's internal controls. Rich said that Kathy can oversee those specific internal controls by coming out every month or every quarter to give the Council and staff the expertise to understand the transactions and keep the accounting in order.

He concluded by asking for questions from the Council. Mayor Skyberg responded and said the report was a wonderful report and well presented. She then thanked Rich for all his good work. Councilors stated they were also so thankful for all his hard work and gave him applause.

Kathy Taylor then spoke and said the amount of progress that was made in the last 18 months had been nothing but phenomenal. She went on to say that those on the Frontline would not have expected that we would be this far. She said it took a lot of intense work a little bit of luck and investment of time and money; in addition to a new financial system which was not inexpensive and took a lot of energy and time to implement. And with all that we have been able to produce reasonable numbers and before she left the city hall she was able to tie out every single number to the general ledger, she reported.

Mayor Skyberg asked Debbie Bernard to speak. Debbie said, "A lot of people were waiting and looking towards us to see if we would ever get the train back on the track and so I would say the train is back on the track". "We now have integrated software that will assist in going into the next year's preparation of the budget; in addition, we have Kathy Taylor who will assist with the budget and the audit." "So we are back doing the government's work and keeping track of the numbers and producing financials for the community."

City Manager Bob Sivick commented he did not have anything to do with it and all the credit goes to Mrs., Bernard, Kathy Taylor and Rich Winkel. He appreciated their efforts.

Mayor Skyberg then presented thank you gifts to Rich Winkle, Kathy Taylor and Debbie Bernard.

3. Next item on the Regular Agenda

Consideration of retaining Ross Schultz to assist Mayor and City Council in evaluating the work performance of the City Manager.

Mayor Skyberg introduced the subject and explained that basically it's a contract for a third party to come in and assist with the 6-month review on the City Manager performance. She added that Ross Schultz would be contracted to assist the Council with the review process which would include staff and the community involvement.

MOTION: Councilor Baller moved to accept the contract presented by Ross Schultz to assist in the evaluation of the City Manager. Councilor McKnight seconded. Motion carried unanimously with Councilors Baller, McKnight, Wooden, Burr, Stritzke, and Johnson. All in favor.

Before Kathy Taylor departure of the meeting, Mayor Skyberg asked the City Manager Bob Sivick if he could have a contract created to contract Kathy Taylor to come in on a quarterly basis and review the financials, Bob responded, yes,

4. Consideration of the Funding Request from Your Community Mediators

Mayor Skyberg introduced Yamhill County Mediators and asked if Marlena Beckstrom was present. Marlena was not present however, had addressed the Council on the Mediators in January 2017. Mayor Skyberg stated that annually the Council approves a contribution to the mediators to support the work they offer the City. Councilor Baller said the mediators were a benefit to the community.

MOTION: Councilor Baller moved to fund \$1000 to the Community Mediators. Councilor Wooden seconded the motion. Motion carried unanimously with Councilors Baller, McKnight, Wooden, Burr, Stritzke, and Johnson. All in favor.

5. Consideration of the funding request from Homeward Bound Pets

Mayor Skyberg introduced Homeward Bound Spay and Neutering Marcy McDowell

Marcy McDowell from Homeward Bound thanked the Council for their support in the past and said she was present to re-up her request for funding. She said that they plan on opening a new a center for spay and neutering of cats and dogs and that last year they fixed over 800 cats. Of those neutered 42 cats were from the City of Willamina.

She said in the past they have been unable to transport dogs because of their size. To date they have a building that was purchased by a donor in McMinnville. Marcy said they working with a local contractor to do the remodeling and the cost of the project is \$195,000 to do a total renovation. She added that there will be a veterinarian on site four vaccines and neutering. Also, they will offer special financial assistance for low income and disabled and homeless. Marcy concluded and said that we cannot adopt our way out of the number of cats and dogs that are being born. She thanked the Council for their support and continuing support.

MOTION: Councilor McKnight move to approve \$250 donation for Homeward Bound. Councilor Baller seconded. Motion carried unanimously with Councilors Baller, McKnight, Wooden, Burr, Stritzke, and Johnson. All in favor.

6. Consideration of Ordinance #666 to Amend the Willamina City Code with Regard to System Development Charges for the Change of Use of Existing Structures.

Mayor Skyberg move to the next item on the agenda which was the consideration for the approval of an ordinance to change the code regarding system development charges SDC's.

Councilor Baller addressed the topic of SDC's and said that she would like this item on the agenda to be put on hold or continued until the City Attorney Paul Elsner can return and share with the Council specifics of changing the code.

Councilor Baller said that she had called the City attorney and discussed the changing of the code regarding SDC's fees and several other items.

Per Rita, she and Paul Elsner talked about several things and she felt instead of her translating to Council the discussion she would like Paul to return and talk to Council.

MOTION: Councilor Baller moved for a continuance of the change to SDC's and the return of the City Attorney Paul Elsner to address Council. Councilor Wooden seconded. Motion carried with Councilors Baller, McKnight, Wooden, Stritzke, and Johnson voting Aye. Councilor Burr voted nay. All in favor.

7. Next the Appointment of the Budget Officer. 2017-18 Fiscal Year Willamina City Budget
The City Recorder recommended to Council they appoint the City Manager as Budget Officer.

MOTION: Councilor Stritzke moved to appoint Bob Sivick, City Manager as the 2017-18 Budget Officer. Councilor McKnight seconded. Motion carried with Councilors Baller, McKnight, Wooden, Stritzke, Burr and Johnson voting Aye. All in favor.

8. Consideration of Liquor License Renewals

The City Recorder addressed the Council and explained the renewal information in the packet was for their review and no motion or approval was necessary. The state of Oregon changed their process in the last few years by sending out the renewal information and asking in no action is taken they renewals will automatically process.

Public Hearing

1. Public Hearing on Annexation/Zone Change/Comprehensive Plan Map Amendment 2016-01 as Recommended by the Willamina City Planning Commission
2. Consideration of Ordinance #667. An Ordinance annexing to the City of Willamina the territory described in Exhibit "A" and amending the Willamina Zone Map to apply the R-2 Zone and amending the Comprehensive Plan Map to apply the MDR Designation to the annexed property.

Mayor Skyberg opened the Public Hearing and read the following:

LAND USE PLANNING PUBLIC HEARING PROCEDURES

MAYOR: Good evening, my name is Mayor Ila Skyberg. I am the Mayor for the City of Willamina and I will be presiding over the meeting. The public hearing is now open. This is the time and place set for the public hearing in the matter of Annexation, Zone Change and Comprehensive Plan Map Amendment 2016-01, requesting the annexation of approximately 17.12 acres into the city limits with a zone change and corresponding comprehensive plan map amendment. Oregon land use law requires several items to be read into the record at the beginning of each public hearing. The city planner will read the material; your patience is appreciated as the statements are read.

PLANNER: The applicable criteria upon which this case will be decided are found in the Development Code, Section 3.111.02 and Section 3.102.03, as well as the Oregon Statewide Planning Goals and Guidelines. [ORS 197.763(5)(a)] The specific criteria are summarized in the staff report and will be reviewed during this hearing. [[[Note: the ORS requiring the particular statement is in brackets for each statement.]]]

Testimony, arguments and evidence must be directed toward the criteria or other criteria in the plan or land use regulation which you believe to apply to the decision. [197.763(5)(b)]

Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Oregon Land Use Board of Appeals based on that issue. [197.763(5)(c)]

Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the decision makers to respond to the issue precludes an action for damages in circuit court. [197.796(3)(b)]

The hearing will proceed with the staff report followed by the applicant and those in support of the application. All those who are opposed to the application will then be allowed to speak, followed by those with general comments who are neither for nor against the application. The Commission or staff may question the applicant and those who testified. The applicant will be given an opportunity to rebut the testimony or evidence.

If you have any documents, maps or letters that you wish to have considered by this body, they must be formally placed in the record of this proceeding. To do that, either before or after you speak, please leave the material with the Recorder, who will make sure your evidence is identified and placed in the record.

Prior to the conclusion of the hearing, any participant may request an opportunity to present additional evidence or testimony regarding the application. [197.763(6)(a)] If such a request is made, it will be up to this body to determine if the hearing will be continued to a time and date certain, or if the record will be kept open for submission of written evidence or testimony. If the record is kept open, it will be for a minimum of seven days, with a short rebuttal period thereafter afforded to the applicant.

MAYOR: Questions for the audience: Are there objections to the notice that was sent in this case? Are there objections to the jurisdiction of the Commission to hear and decide this case?

MAYOR: Questions for the Councilors: Are there any declarations of ex-parte contact, conflict of interest, or bias by any members of the Council?

MAYOR: We are now ready for the staff report.

The City Planner Lisa Brosnan read in its entirety the staff report:

STAFF REPORT

ANNEXATION/ZONE CHANGE/COMPREHENSIVE PLAN MAP AMENDMENT 2016-01 City Council Hearing - February 14, 2017

I. BACKGROUND

Report Date:	February 8, 2017
Applicant:	Edwin Sharer
Owner:	Steve Draper
Location:	Polk County Assessor's Map and Tax Lot: 06712000/1100 (See Exhibit A)
Property Address:	No situs address.
Property Size:	Approximately 17.12 acres
Current Use:	Vacant
Comprehensive Plan:	Low Density Residential (LDR)
Zoning:	County Zone: Suburban Residential (SR)
Request:	Annexation of approximately 17.12 acres within the Urban Growth Boundary with a corresponding zone change and comprehensive plan map amendment.

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

II. REQUEST/BACKGROUND

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

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

This proposal was considered by the Planning Commission at a public hearing on February 7, 2017. The Planning Commission voted unanimously to recommend to the City Council adoption of the staff report and approval of an Annexation, Zone Change, and Comprehensive Plan Map Amendment, subject to the conditions of approval set forth in the staff report, as modified to reflect the changes made by the Planning Commission. The condition of approval deleted by the Planning Commission was E: "Hill Street shall be improved to collector standards as a condition of approval for subdivision." The issue of access to any potential subdivision on the subject site and the conditions and feasibility of the surrounding streets to serve a potential subdivision will be addressed at the time of subdivision and will be considered in relation to the results of a traffic impact analysis and input from the public.

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

III. CRITERIA - STATEWIDE PLANNING GOALS

Findings:

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

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

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

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

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

Goal 6: *Air, Water and Land Resources*. This goal endeavors to *maintain and improve the quality of the air, water and land resources of the State*. The subject property contains an

intermittent stream. A proposed condition of approval is the review and approval by the Oregon Department of State Lands prior to any on-site development.

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

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

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

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

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

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

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

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

development of this site will provide for the orderly expansion of the city and the accommodation of projected population growth. Staff finds this criterion is met.

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

IV. CRITERIA – WILLAMINA DEVELOPMENT CODE - ANNEXATION

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

1. Affect the community's air resources

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

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

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

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

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

3. Relate to areas with natural hazards

Applicant Response: "Two types of natural hazard come to mind concerning this property; The seasonal creek and drainage area associated with it, and the sloped terrain. As to the seasonal creek, the applicant is providing a proposed tentative lot layout/plan. Open space has been

designated the entire length of the creek area except for two street crossings with culverts. No other development will disturb the creek.

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

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

4. Affect the fish and wildlife in the proposed annexation

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

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

5. Utilize energy resources and conserve energy use

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

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

6. Protect open spaces and scenic views and areas

Applicant Response: "The proposed use here is for residential development, with R-2 zoning. R-2 zoning is the least densely development zone, available to this property, which usually

equates to larger lots allowing flexibility in landscaping and siting the dwelling and more easily achieving spacious views for the inhabitants. Pioneer Heights is a living example of view potential from these sloped hillsides. The creek area will be mindfully protected and the open space adjacent to it will be preserved for everyone to enjoy.”

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

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

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

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

Findings: The subject property is adequately served by existing transportation infrastructure with the potential for access by four streets: Pioneer Drive, Pine street, Conestoga Street, and Bales Avenue. The Transportation System Plan calls for Hill Street to be improved as future development occurs. The requirement that Hill Street be extended through the property according to collector street standards may be a condition of approval at the time of subdivision. Criterion 7 is met.

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

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

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

expense of these water service improvements will be borne by the applicant when the property is developed.”

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

9. Provide for the recreational needs of the citizens

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

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

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

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

Findings: Not applicable.

11. Improve and enhance the economy of the City

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

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

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

Applicant Response: “Development of this property in R-2 zoning is the goal of this endeavor. This property is sloped hillside and will lend itself to larger rather than smaller lot sizes. It is not always possible to provide multiple types of housing in a single property development. The proposed R-2 Designation will allow many different types of dwelling units, including: single family dwelling including single family manufactured homes, single family attached dwelling

unit/townhouse, duplex dwellings, triplex housing, residential care homes and day care facilities.”

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

V. CRITERIA – WILLAMINA DEVELOPMENT CODE - ZONE CHANGE

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

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

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

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

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

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

This requested zoning designation comes after careful consideration of several factors. The property is sloped hillside, and larger lots are more favorable than higher density with smaller lots.

This property lies adjacent to Pioneer Heights Subdivision, and sharing the same type of terrain. The adjacent subdivision, (Pioneer Heights) s an example of what the finished development will comprise. Planned city services are anticipated to be capable of serving this type of development on this property. As part of that city planning it has been anticipated that development of this property will include water lines, within the development, that will increase both water capacity and water pressure fort this property and supplement portions of Pioneer Heights and some surrounding properties in the city.”

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

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

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

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

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

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

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

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

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

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

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

The Applicant’s proposed use of 5 units per acre is within the minimum and maximum density.

Additionally, allowing a mix of single-family, duplex, and triplex units allows for different types of lifestyles and ultimately brings appeal and opportunities to a diverse base of potential occupants.”

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

VI. CONCLUSIONS AND RECOMMENDED CONDITIONS OF APPROVAL

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

- A. Compliance with Section 3.107: Subdivisions and Planned Unit Developments must be met at the time of subdivision.
- B. Upgrades to the existing Hill Street pump station and a possible increase to the size of the mainline along Hill Street will be conditioned at the time of subdivision. Both the necessary improvements to the booster pump station and the mainline shall be modeled by the City Engineer with the system-wide model consistent with the new demands and fire flows. The applicant shall be responsible for the cost of that modeling. A check valve on SW Pioneer Drive water line to supplement fire flows to Pioneer Heights will be conditioned at the time of subdivision.
- C. A plan for storm drainage and erosion control will be required before a subdivision application is approved. Future flows to the seasonal creek as the result of development shall be less than or equal to current flows. Detention facilities will likely be required.
- D. The downstream sanitary conveyance system capacity will need to be verified before subdivision application will be approved. If existing lines cannot handle increased flows, upgrades should be made to trunk lines at the developer's expense. This may include upgrades to the south pump station.
- E. All public and private utilities shall be extended into new development at the developer's expense as part of the conditions of approval for subdivision.
- F. In order to protect the intermittent stream located on site, review and approval by the Oregon Department of State Lands is required prior to any on-site development.

VII. CITY COUNCIL ACTION

The City Council may take one of the following actions:

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

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

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

Note: The Councilor making the motion needs to state the reasons for the recommendation of denial.

Comments from the Audience:

City of Willamina Planner, Lisa Brosnan read into the recorder the required script to be read in the start of a public hearing. The script is required by statute and was read in its entirety.

Mayor Skyberg asked for questions from the audience and asked if there were any objections regarding the notice of public hearing.

An audience member spoke out and said she didn't believe that anyone even received a notice about this meeting. From that point forward there was a long discussion that followed as to whether or not there was proper notice of the public hearing:

The City Manager Bob Sivick responded to that statement and asked the women to address the Council at the lectern.

Katherine Senay 940 SW Hill Drive - Katherine said that she did not receive a notice.

Lisa Brosnan, the City of Willamina Planner responded, and said she had a copy of the notice in hand and noted that notices were mailed on January 10, 2017.

Mayor Skyberg asked if there was any objection to the jurisdiction in this case.

Response: none

Lisa Brosnan then stated she had a list of names that were sent a notice. She read aloud all 92 names. She said that the notice was posted in the news register twice and people were sent a notice within a radius of 500 feet.

Next member of audience spoke:

Jan Reibach, 1030 SW Hill Dr. -

He said he was at the last meeting and all the people present gave their names and were promised a notice. Jan said that there was a motion and a second that it be put into the record. That motion came from the audience. Jan said that there was a motion to see the pertinent information on the 2012 PSU report was accurate.

Mayor Skyberg said that the motion was made from the audience and had nothing to do with the case itself. The City Manager Bob Sivick then said the City follows Oregon statute in regard to notice and then asked Lisa Brosnan to speak to the notice.

Bob S. said motions made from the audience have no relevance. It is the Governing bodies that are to make motions. Jan Reibach responded to that and said we are the residence and we should have some say that on things that relate to our lives.

Bob S. responded and said you also elect people to the Oregon Legislature and they make laws and we follow those laws. Bob also added that the city is not obligated to mail all citizens within the city a notice only those who live within the radius of 500 ft. in this case. If your name is not on the list that Lisa will read that is why you did not get a notice. The city did not violate any laws Bob stated.

Mayor Skyberg asked the Council if there are any declarations of bias conflict or conflict of interest. Councilor Baller stated that she did not have any bias but she did attend the planning commission meeting back when pioneer heights was approved when she had her old job as Mayor. Council and Baller also stated that Mr. Draper's granddaughter is her neighbor and again having said she has no bias that's all she had to say.

Mayor's Skyberg asked the question of the staff is as to whether they should hear comment first or hear the staff report. Planner, Lisa Brosnan responded and said that the staff report would come first.

City Manager Bob Sivick spoke and said that the question on the floor is that there is concern about proper notice and Bob explained to the Council that statute dictates proper notice at 500 feet radius and therefore there is statute that dictates how the notice is sent he then asked Lisa Brosnan to read the list of names that were notified about this public hearing.

Lisa Brosnan then read over 90 names of citizens that were sent the notice of public hearing regarding this meeting on February 14 for a public hearing on the annexation.

Jan Reibach back again spoke and said he had names of 100 people who do not want the annexation to go forward without infrastructure in place to carry the load. The City Recorder interrupted Jan Reibach. The City Recorder asked that he submit the names for the record and he came over and handed them to the city recorder to be put into the record. Jan Reibach said many people were very upset about this annexation. He kept talking and said the street is only 14 feet wide and there are children that live there.

Mayor Skyberg asks if there was any no objection to the jurisdiction that was stated in the notice. Mayor Skyberg also asked Council if there were any bias or conflict of interest in this case.

Bob Sivick noted that as part of the record we have an affidavit of record when notices are sent. Council and Baller said that she felt Council should make a motion to continue this meeting for 20 or 25 days that way proper notice can be sent out to those who feel they did not get a notice. Mayor asked for a second.

Members from the audience started to speak and said they are here tonight, and the meeting should continue!

Councilor Wooden asked if we could do a certified letter for the newly scheduled meeting. Bob said that would be at a substantial expense. Bob said the requirement is that we mail the notice.

Then there was discussion as to whether the date should be set now. The City Recorder and Lisa Brosnan said the 21 day notice would take us out past March 7, 2017.

Councilor Burr suggested that if everyone here tonight other than two people who objected to the mailing could they waive their objection then we could proceed. Bob Sivick said if they want to waive their objection then we can proceed.

Catherine Senay at 940 SW Hill Dr. said she would like to view the letter that she was to have received. She then waved her objection to the notice.

Mr. Jan Reibach came to the podium and said he waved his objection to the notice.

Lisa Brosnan then passed out the letter. The letter stated a reference to the February 14 meeting. Lisa Brosnan explains that the Public Hearing notice for the February 7, 2017 meeting included the notice for the February 14, 2017 meeting.

People in the audience said at the last meeting on February 7 they were told that they would get a notice. Mayor Skyberg said there was a motion on the floor.

Since both had withdrawn their objection Bob Sivick said that the motion is Germaine and the meeting can go forward.

Catherine Bland at 780 Hill Dr. said there must have been just confusion. She recalled that they were told at the last meeting. they would be told that it would be on the agenda and receive notification of the meeting.

Bob S. then responded that in regard to agendas they are not specifically sent out to each individual they are posted in public areas and on the website.

Councilor Baller asked Planner Brosnan to read the heading aloud on the notice that went out.

Lisa Brosnan the city planner asked for the notice that she had passed out to the audience and read the notice announcement.

Next Lisa read the entire staff report.

Lisa went on to explain that some of the things that are considered before a recommendation is made there are 5 Potential St. accesses to the site.

City water is available to the site. Lisa said that we find that city sewer lines are available on all five streets. We find that storm water and that all public utilities are all available at the end of the five Streets mentioned in the report. So the staff finds that this criterion meets adequate facilities and therefore is available to the site to support the development.

Lisa also said that there is request for a zone change. Staff found that the applicants requested R2 zoning is appropriate. So all of the of the above findings meet the criteria and they are met. Lisa stated that staff is recommending approval of the annexation and zone change to our R2 zone subject to conditions of approval found in the staff report.

In addition, the necessary improvements to the booster pump must be met. The applicant will be responsible for the cost of all that. Another condition for approval is that erosion control is met prior to subdivision development.

Lisa said at the subdivision application level, Council can require additional conditions to be met. Lisa stated that the Council shall approve the application if the criteria are met. And the criteria have been met.

Next to be heard was from the public of those who are in support.
There were none.

Next to be heard were the people that were opposed.

First signed in to speak under public comment was Robert Agee 945 SW Hill Dr. He commented that he is for approving the annexation providing that there is something done with the infrastructure. He wants a provision in the approval that provides for the city or whoever will widen hill drive before it used for additional traffic. He added that Hill Drive is a good path right now but it really is not a street. He's lived there 20 years. He continued so it seems that it is within the ability of the City Council to put a stipulation into the approval that that no development occurs until the street is widened or another route is created to that subdivision. He said he can't even imagine big trucks going down Hill Drive and what street will end up looking like.

Bob Sivick responded to that and said for everyone here tonight the meeting is about the approval of an annexation not a subdivision or a plan for development the only thing we're talking about tonight is whether or not to bring the property into the city boundaries.

Next Thomas Bland spoke who lives at 780 SW Hill Dr. He had an objection about the annexation. He said that the staff report states that there will be an adequate street to access the property. He said there's not enough water pressure for him to shower at this time and he can't imagine that there would be enough water pressure needed for a new subdivision. He has a complaint about the accuracy of the staff report. He asked if it is a legal document

Bob Sivick responded that it is a public document.

Mr. Thompson said the staff report is wrong because there's no Hill Street in Willamina and that it is called Hill Drive. He said we do not have the infrastructure to support that property coming into the city.

Jenny Wymore spoke she lives on Pioneer Street. She said she has property on Hill Drive also. She noticed when Pioneer Heights went in everyone had concerns about the road on Pioneer that it was going to be widened and sidewalks would have to be put in. They didn't. They finally got it paved; and it is very narrow. She is worried that there are a lot of concerns about the Hill Drive and said that everything from the telephone pole to the road belongs to the city.

Audience member spoke as to Jenny Wymore statement. He said that Hill drive would be a collector street a minimum of 36 feet across. Currently it's 14 feet wide. So it would go into people's property and he wanted to make that point.

Next Daniel Seney at 940 Hill Dr. spoke. He supports growth and is for the annexation. However everything the planning commission has offered is not correct. He made an objection of the growth study done by PSU; he said the report was from 2012 and there had been a layoffs from the casino since then and there's going to be a new layoffs from the new casino opening; so the study for this year needs to be looked at as that one was incorrect, he said.

Next to speak was Jan Reibach who lives at 1040 Hill Dr. He appreciates everybody's time and respects everybody's opinion. He did feel like he did not get the recognition from the planning board. He said it's the cart before the horse. We do not know where the access will be. We do not know for sure if there's enough water or not. A new pump may help but we're not sure. The street is 14 feet wide and the planning commission heard that and it went off on death ears as that was a big concern. There were obviously flawed plans. At very least he wants the results of tonight to be that we hold off. He said that he supports growth but he hopes that we do not approve the R2 zoning. He felt that the people rule what and had a list of 100 signatures that he gave to the city recorder to put into the record. The petition said yes or no do you want the annexation into the city and over 100 people said no.

Bob Sivick asked Mayor Skyberg to ask for people who were neutral on the subject and then to close the public hearing.

Lloyd DeLoe who lives at 835 Hill Drive spoke next. He said that he said his neighbors have spoken tonight about how Hill Drive is a mess. He asked Council to go up to Hill Drive and see its condition. He understands that it's just an annexation that is the subject tonight, but stated that we have to look forward. The proper planning was not done in other communities like Salem and Portland, he said. So there is no reason to annex anything into the city unless we have a proper street. That annexation cannot be developed because of the infrastructure problems that exist now.

Mr. Deloe said "let's think about our infrastructure before we bring more land into the city."

Next Angela Skyberg spoke who lives at 680 SW Oak St. Angela said she is looking into the future. She said that she looks at housing values that are lower than our neighbors in Dallas. She is also concerned about property values for single-family homes and how more traffic could bring in crime into the area. She was also concerned about the property being zoned R2 which will allow duplexes.

Mayor Skyberg then close the public hearing

Council Baller had questions regarding page 160 in the staff report. She wanted clarification on what the report was talking about regarding storm and sewer. Public Works Director, Jeff Brown responded and said the report was talking about storm water. He said the sewer would be sanitary sewer.

Councilor Stritzke asked how the existing pumps would be able to handle the increase pressure and how would we increase the capacity. Jeff Brown responded and said that's where the City Engineer would come in. A 6 to 10" water pipe would go up Hill Drive. He said a 10 inch would provide the capacity. Heather questions as to how those conditions would be met. Lisa Bronson responded that would be at the expense of the developer.

Councilor Baller said after being here for quite a while she had a couple of things that she would like to have talked about prior to voting on the annexation. She knows we have a water tank up on Hill Drive. It has a specific capacity. She would like to hear from the City Engineer about the soils and whether or not the soil is adequate to handle the additional weight that would come with the development. She said that if we are going to add more she would like the engineer to comment on the steepness of Hill Drive and how that will be affected. Rita said that she remembers to have been told that there may be another access off of Hill Drive. She's concerned about one way in and one way out. She would also like to hear from the school how this is going to affect the school.

She said it may go back to the planning commission and stay there at that level until all these issues are heard and addressed. She said it's not just to come into the city; it's to come on in and develop. She said that she agrees that she has been in places where the planning hasn't been that great. She said that she cannot vote on it personally until those things she stated are addressed. Mayor Skyberg asked Rita if she's asking for a continuance. Rita said yes she is asking for a continuance until those things can be addressed.

Bob Burr then stated that Hill drive seems to be the bugaboo for all this concern. He's concerned as to who is going to pay for all this improvement on Hill Drive; Lisa Brosnan said at the time of subdivision we would require the developer to have all these things in place and require the developer to pay for it. She said the developer takes the risk when they decide to take this on. They consider whether or not it's feasible financially for development. Now all of these requirements are at the sub division stage, Lisa said. In addition we would require is a traffic impact analysis. We would then have recommendations that access is reasonable and sensible. We can make conditions at that time that this is all at the developer's expense. Lisa said that we cannot make a decision to require that at this time but we can at the time it's at the planning commission.

Bob S. stated that the city holds all the cards as to whether or not we have future development. The City can require all these conditions like infrastructure and landscaping at the time of subdivision. The developer can either do those conditions of approval or walk away and there would be no development, he said.

There was a question from the audience as where with the developer get the land to widen the street. Bob said the City could use its powers domain intimate domain and take that property into the City and pay for the land or the developer would pay for that land.

Bob Sivick asked for a 5 minute recess and discussed the case with the Planner Lisa Bronson.

Bob Sivick returned and said that he is clear that the Council has to approve the annexation as long as the applicant meets the criteria which he has. One of the criteria is low density development. As part of this the annexation requires that you change the zone. On the Comp plan it shows this area low density. He said if you make the requirement that the density should be R1 then the Council can reject the application. The application then can go back to Planning Commission, said Bob.

PUBLIC HEARING

A properly noticed public hearing was duly held on this application before the Willamina City Council on February 14, 2017.

After the hearing was closed, the City Council deliberated on the issues and unanimously voted to deny the requested Annexation, Zone Change and Comprehensive Plan Map Amendment, citing a failure to make the finding related to Criteria D: "Adequate public facilities, services, and transportation networks are in place or are planned to be provided concurrently with the development of the property."

MOTION: Councilor Baller moved to reject the annexation as R-2 under the conditions of low density required in the Comp Plan. Councilor Wooded seconded. Motion carried unanimously with Councilors Baller, McKnight, Wooden, Burr, Stritzke, and Johnson. All in favor.

MOTION: Councilor Baller moved to go forward with the SDC fee study and research if there is a better way as a lump sum or piece meal and use SDC funds for a study. Councilor McKnight seconded. Councilor Wooden seconded. Motion carried unanimously with Councilors Baller, McKnight, Wooden, Burr, Stritzke, and Johnson. All in favor.

Bob Sivick responded that we can do the study but it will not be a fast turnaround. Rita did say that we can use SDC fees for this one thing and it needs to be done. Bob Burr said he wanted to explain his no vote; he is concerned about holding up the coffee shop from moving forward and so his concern was making the customer wait to get an answer.

Regarding business carried forward and the Old Department and Old City Shops, Bob said that the administration is getting appraisals on each property and will bring back that information which will assist the council to decide as to what to do with each property.

Mayor Skyberg asked about Library Awnings. The City Recorder responded that Katie Vinson has that task.

Regarding, playground Equipment, Bob Sivick said that Carrie Zimbrick is working on grants and may acquire playground equipment.

Jeff Brown reported that he has been very busy during this time of year and enclosed pictures of the water intake which shows the bank sloughy away and pictures show the sand plugging up the intake.

Bob asked if Council could get a tour of the Public Works facility.

Sara reported on the Library. Sara reported that she did a presentation to Kiwanis and shared the library services with them. She also shared that our circulation numbers continue to go up. The big event this summer is the eclipse. She said she registered in a National data base regarding the eclipse. In May the library will be converting to an RFID system.

Next month she will be submitting an application for a program called NASA at my library. She said to think stem and stem activities. She asked Council to submit a letter of support. She added that only 75 libraries will be selected.

Councilor Baller would like that in a form of a motion for that support; no motion stated.

David Morey Code Enforcement reported over 40 complaints. No written citations but lots of verbal warnings were given. David said he helped an elderly lady get out of her house; the house was unsafe to live in. He talked to human services and they responded by putting her up in a hotel. He received an email from the State Office thanking him and deputy Trombla.

No one rsvp's for the City County Dinner.

MOTION: Councilor Stritzke moved to adjourn. Councilor Baller seconded. Motion carried unanimously with Councilors Baller, McKnight, Wooden, Burr, Stritzke, and Johnson. All in favor

Agenda and Time of Next Meeting

The next meeting will be held at on at:

West Valley Fire
825 NE Main St
Willamina, OR 97396

The agenda for the next meeting is as follows:

The meeting was adjourned at 8:45 PM by Mayor Ila Skyberg.

Minutes submitted by: Debbie Bernard, City Recorder _____.

Minutes approved by: Mayor Ila Skyberg _____.

City of Willamina
LIVE 10.09.15

Check Register - GL Detail
Check Issue Dates: 2/1/2017 - 2/28/2017

Page: 1
Mar 07, 2017 04:20PM

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
8168										
02/17	02/02/2017	8168	5638	SPEEDY GLASS	9194-379446	1	10-18-5504	.00	253.00	253.00
Total 8168:								.00		253.00
8169										
02/17	02/07/2017	8169	700	BAKER AND TAYLOR BOOKS	4011808814	1	10-65-5106	.00	53.10	53.10
02/17	02/07/2017	8169	700	BAKER AND TAYLOR BOOKS	4011808814	2	10-65-5100	.00	26.58	26.58
Total 8169:								.00		79.68
8170										
02/17	02/07/2017	8170	870	BRETTTHAUER OIL CO.	CL58126	1	40-11-5120	.00	58.35	58.35
02/17	02/07/2017	8170	870	BRETTTHAUER OIL CO.	CL58126	2	10-72-5120	.00	70.66	70.66
02/17	02/07/2017	8170	870	BRETTTHAUER OIL CO.	CL58126	3	10-72-5120	.00	38.98	38.98
02/17	02/07/2017	8170	870	BRETTTHAUER OIL CO.	CL58126	4	30-11-5120	.00	63.28	63.28
Total 8170:								.00		231.27
8171										
02/17	02/07/2017	8171	5639	CARL DAMOUDE	013117	1	30-00-2300	.00	83.26	83.26
Total 8171:								.00		83.26
8172										
02/17	02/07/2017	8172	1380	CARQUEST	4758-143599	1	10-72-5137	.00	1.14	1.14
Total 8172:								.00		1.14
8173										
02/17	02/07/2017	8173	1130	CITY OF WILLAMINA	011517 CITY	1	10-12-5415	.00	89.59	89.59
02/17	02/07/2017	8173	1130	CITY OF WILLAMINA	011517 DEP	1	10-12-5415	.00	30.98	30.98
Total 8173:								.00		120.57

M = Manual Check, V = Void Check

City of Willamina
LIVE 10.09.15

Check Register - GL Detail
Check Issue Dates: 2/1/2017 - 2/28/2017

Page: 2
Mar 07, 2017 04:20PM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount
8174										
02/17	02/07/2017	8174	1135	CITY OF YAMHILL	00284	1	10-14-5211	.00	250.00	250.00
Total 8174:								.00		250.00
8175										
02/17	02/07/2017	8175	4640	CONST & GEN LABORERS UNI	FEBRUARY	1	10-00-2130	.00	148.16	148.16
Total 8175:								.00		148.16
8176										
02/17	02/07/2017	8176	1460	DAVISON AUTO PARTS, INC.	390268	1	10-72-5137	.00	6.44	6.44
02/17	02/07/2017	8176	1460	DAVISON AUTO PARTS, INC.	391302	1	10-72-5137	.00	39.46	39.46
Total 8176:								.00		45.90
8177										
02/17	02/07/2017	8177	1760	FERGUSON ENTERPRISES, IN	0562349	1	30-11-5530	.00	210.92	210.92
Total 8177:								.00		210.92
8178										
02/17	02/07/2017	8178	2260	ILA SKYBERG	020617	1	10-13-5355	.00	18.99	18.99
Total 8178:								.00		18.99
8179										
02/17	02/07/2017	8179	5640	JANICE COOKE	020317	1	30-00-2300	.00	22.93	22.93
Total 8179:								.00		22.93
8180										
02/17	02/07/2017	8180	3870	JUSTIN RIGGS	02.06.17	1	30-11-5344	.00	43.66	43.66
Total 8180:								.00		43.66
8181										
02/17	02/07/2017	8181	2440	KELLER ASSOCIATES, INC.	0000011.	1	10-17-5204	.00	1,942.50	1,942.50

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Total 8181:								.00		1,942.50
8182										
02/17	02/07/2017	8182	2660	LEAGUE OF OREGON CITIES	1603	1	10-12-5342	.00	25.00	25.00
Total 8182:								.00		25.00
8183										
02/17	02/07/2017	8183	5529	McMinnville Gas Inc.	D576343	1	10-72-5415	.00	754.02	754.02
Total 8183:								.00		754.02
8184										
02/17	02/07/2017	8184	3060	NW NATURAL	1363282-3 0	1	10-12-5415	.00	137.53	137.53
02/17	02/07/2017	8184	3060	NW NATURAL	1391658-0 0	1	10-67-5415	.00	196.33	196.33
Total 8184:								.00		333.86
8185										
02/17	02/07/2017	8185	3590	PGE	0174-9 01.24	1	10-12-5415	.00	16.48	16.48
02/17	02/07/2017	8185	3590	PGE	0342-2 01.24	1	30-11-5415	.00	39.68	39.68
02/17	02/07/2017	8185	3590	PGE	0533-6 01.24	1	30-11-5415	.00	2,302.95	2,302.95
02/17	02/07/2017	8185	3590	PGE	1057-3 01.24	1	40-11-5415	.00	1,806.32	1,806.32
02/17	02/07/2017	8185	3590	PGE	1118-9 01.24	1	30-11-5415	.00	1,619.74	1,619.74
02/17	02/07/2017	8185	3590	PGE	1250-8 01.24	1	10-66-5415	.00	212.76	212.76
02/17	02/07/2017	8185	3590	PGE	1443-1 01.24	1	10-67-5415	.00	114.61	114.61
02/17	02/07/2017	8185	3590	PGE	2840-4 01.24	1	10-66-5415	.00	16.48	16.48
02/17	02/07/2017	8185	3590	PGE	3433-7 01.24	1	10-66-5415	.00	27.24	27.24
02/17	02/07/2017	8185	3590	PGE	4232-4 01.24	1	30-11-5415	.00	642.18	642.18
02/17	02/07/2017	8185	3590	PGE	4253-8 01.24	1	10-12-5415	.00	628.02	628.02
02/17	02/07/2017	8185	3590	PGE	4782-2 01.24	1	10-72-5415	.00	444.80	444.80
02/17	02/07/2017	8185	3590	PGE	5606-5 01.24	1	40-11-5415	.00	946.33	946.33
02/17	02/07/2017	8185	3590	PGE	5764-2 01.24	1	40-11-5415	.00	516.61	516.61
02/17	02/07/2017	8185	3590	PGE	6020-3 01.24	1	30-11-5415	.00	376.52	376.52
02/17	02/07/2017	8185	3590	PGE	641118-9 01.	1	10-66-5415	.00	1,824.11	1,824.11
02/17	02/07/2017	8185	3590	PGE	6859-0 01.24	1	10-67-5415	.00	16.48	16.48
02/17	02/07/2017	8185	3590	PGE	7121-6 01.24	1	10-65-5415	.00	134.93	134.93
02/17	02/07/2017	8185	3590	PGE	7423-3 01.24	1	40-11-5415	.00	85.20	85.20

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02/17	02/07/2017	8185	3590	PGE	9997-2 01.24	1	40-11-5415	.00	519.14	519.14
Total 8185:								.00		12,290.58
8186										
02/17	02/07/2017	8186	3650	POLLARD WATER.COM	0066339	1	30-11-5531	.00	278.73	278.73
Total 8186:								.00		278.73
8187										
02/17	02/07/2017	8187	3820	RECOLOGY WESTERN OREGO	06121263	1	10-66-5415	.00	18.36	18.36
02/17	02/07/2017	8187	3820	RECOLOGY WESTERN OREGO	06121271	1	10-12-5415	.00	34.32	34.32
02/17	02/07/2017	8187	3820	RECOLOGY WESTERN OREGO	06121594	1	10-65-5415	.00	26.74	26.74
02/17	02/07/2017	8187	3820	RECOLOGY WESTERN OREGO	06121602	1	10-72-5415	.00	146.24	146.24
Total 8187:								.00		225.66
8188										
02/17	02/07/2017	8188	5571	Richard Winkel, CPA	011917	1	10-12-5201	.00	14,000.00	14,000.00
Total 8188:								.00		14,000.00
8189										
02/17	02/07/2017	8189	4110	SHELDON OIL COMPANY	16931	1	10-66-5120	.00	45.10	45.10
02/17	02/07/2017	8189	4110	SHELDON OIL COMPANY	16931	2	10-72-5120	.00	63.99	63.99
02/17	02/07/2017	8189	4110	SHELDON OIL COMPANY	16931	3	10-18-5120	.00	154.06	154.06
02/17	02/07/2017	8189	4110	SHELDON OIL COMPANY	16931	4	20-11-5120	.00	39.91	39.91
Total 8189:								.00		303.06
8190										
02/17	02/07/2017	8190	5596	SIVICK, ROBERT J	020117	1	10-12-5342	.00	179.00	179.00
Total 8190:								.00		179.00
8191										
02/17	02/07/2017	8191	4160	SKYBERG'S	01.31.17	1	10-12-5137	.00	8.99	8.99
02/17	02/07/2017	8191	4160	SKYBERG'S	01.31.17	2	10-72-5137	.00	232.56	232.56
02/17	02/07/2017	8191	4160	SKYBERG'S	01.31.17	3	30-11-5530	.00	69.95	69.95

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02/17	02/07/2017	8191	4160	SKYBERG'S	01.31.17	4	10-65-5504	.00	25.99	25.99
02/17	02/07/2017	8191	4160	SKYBERG'S	01.31.17	5	20-11-5522	.00	159.60	159.60
02/17	02/07/2017	8191	4160	SKYBERG'S	01.31.17	6	40-11-5540	.00	35.31	35.31
02/17	02/07/2017	8191	4160	SKYBERG'S	01.31.17	7	40-11-5137	.00	269.45	269.45
Total 8191:								.00		801.85
8192										
02/17	02/07/2017	8192	5635	SOLUTIONS YES	94907	1	10-65-5606	.00	19.47	19.47
02/17	02/07/2017	8192	5635	SOLUTIONS YES	94907	2	10-12-5606	.00	88.32	88.32
Total 8192:								.00		107.79
8193										
02/17	02/07/2017	8193	4310	STETTLER SUPPLY COMPANY	122391	1	30-11-5530	.00	50.00	50.00
Total 8193:								.00		50.00
8194										
02/17	02/07/2017	8194	4330	STUCK ELECTRIC CO	10491	1	40-11-5540	.00	294.00	294.00
Total 8194:								.00		294.00
8195										
02/17	02/07/2017	8195	4360	SUMCO EXCAVATING INC	10175	1	10-72-5504	.00	90.00	90.00
Total 8195:								.00		90.00
8196										
02/17	02/07/2017	8196	5516	The Bulletin Board	1312	1	10-12-5230	.00	15.00	15.00
Total 8196:								.00		15.00
8197										
02/17	02/07/2017	8197	4960	WATERLAB CORP.	71315	1	40-11-5250	.00	560.00	560.00
02/17	02/07/2017	8197	4960	WATERLAB CORP.	71315	2	30-11-5250	.00	460.00	460.00
Total 8197:								.00		1,020.00

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8198										
02/17	02/07/2017	8198	4410	WILLAMINA SAW SHOP	075231	1	10-66-5504	.00	129.90	129.90
Total 8198:								.00	129.90	129.90
8199										
02/17	02/07/2017	8199	5020	XEROX	087696245	1	10-65-5606	.00	165.97	165.97
Total 8199:								.00	165.97	165.97
8200										
02/17	02/07/2017	8200	5150	YAMHILL COUNTY SHERIFF'S O	FEBRUARY	1	10-18-5217	.00	15,981.90	15,981.90
Total 8200:								.00	15,981.90	15,981.90
8201										
02/17	02/13/2017	8201	5611	Parker, Lisa	2017-01	1	99-00-1020	.00	294.08	294.08
Total 8201:								.00	294.08	294.08
8202										
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862696484	1	10-66-5140	.00	25.71	25.71
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862707021	1	40-11-5140	.00	75.61	75.61
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862717468	1	20-11-5140	.00	7.57	7.57
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862728512	1	30-11-5140	.00	42.35	42.35
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862739241	1	10-66-5140	.00	29.61	29.61
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862739241	2	40-11-5140	.00	87.07	87.07
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862739241	3	20-11-5140	.00	8.71	8.71
02/17	02/13/2017	8202	430	ARAMARK UNIFORM SERVICES	862739241	4	30-11-5140	.00	48.77	48.77
Total 8202:								.00	325.40	325.40
8203										
02/17	02/13/2017	8203	1080	CIS TRUST	CONF REG-	1	10-12-5342	.00	175.00	175.00
Total 8203:								.00	175.00	175.00
8204										
02/17	02/13/2017	8204	1410	COYOTE JOES	020717	1	10-12-5342	.00	318.95	318.95

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Total 8204:								.00		318.95
8205										
02/17	02/13/2017	8205	3350	DEPARTMENT OF ENVIRONME	WQ17IND-06	1	40-11-5320	.00	557.00	557.00
Total 8205:								.00		557.00
8206										
02/17	02/13/2017	8206	1760	FERGUSON ENTERPRISES, IN	0562358	1	30-11-5530	.00	140.10	140.10
Total 8206:								.00		140.10
8207										
02/17	02/13/2017	8207	1870	FURROW PUMP	0039865-IN	1	30-11-5530	.00	617.46	617.46
Total 8207:								.00		617.46
8208										
02/17	02/13/2017	8208	2040	HACH	10137921	1	30-11-5600	.00	4,128.70	4,128.70
02/17	02/13/2017	8208	2040	HACH	10182043	1	40-11-5137	.00	59.68	59.68
02/17	02/13/2017	8208	2040	HACH	10241496	1	30-11-5108	.00	214.69	214.69
02/17	02/13/2017	8208	2040	HACH	10260325	1	30-11-5108	.00	73.69	73.69
02/17	02/13/2017	8208	2040	HACH	2134381	1	30-11-5600	.00	3,158.00-	3,158.00-
02/17	02/13/2017	8208	2040	HACH	2134415	1	30-11-5600	.00	1,335.95-	1,335.95-
02/17	02/13/2017	8208	2040	HACH	314484728	1	30-11-5530	.00	627.19	627.19
Total 8208:								.00		610.00
8209										
02/17	02/13/2017	8209	5641	ORBIT OREGON	1096	1	10-65-5111	.00	159.00	159.00
Total 8209:								.00		159.00
8210										
02/17	02/13/2017	8210	3420	OREGON WATER RESOURCES	112861	1	10-72-5320	.00	85.00	85.00
Total 8210:								.00		85.00

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8211										
02/17	02/13/2017	8211	3380	OREVAC WEST INC	2912	1	30-11-5530	.00	900.00	900.00
02/17	02/13/2017	8211	3380	OREVAC WEST INC	2917	1	30-11-5530	.00	1,900.00	1,900.00
Total 8211:								.00		2,800.00
8212										
02/17	02/13/2017	8212	3590	PGE	204570-0 02.	1	10-19-5400	.00	1,550.44	1,550.44
Total 8212:								.00		1,550.44
8213										
02/17	02/13/2017	8213	3730	PRIMISYS	011924	1	10-12-5233	.00	1,635.00	1,635.00
Total 8213:								.00		1,635.00
8214										
02/17	02/13/2017	8214	4290	STAPLES CREDIT PLAN	1726202111	1	40-11-5137	.00	105.96	105.96
02/17	02/13/2017	8214	4290	STAPLES CREDIT PLAN	1731457811	1	10-12-5137	.00	158.33	158.33
02/17	02/13/2017	8214	4290	STAPLES CREDIT PLAN	1742923001	1	10-12-5137	.00	29.99	29.99
02/17	02/13/2017	8214	4290	STAPLES CREDIT PLAN	1745361261.	1	10-12-5137	.00	13.49	13.49
02/17	02/13/2017	8214	4290	STAPLES CREDIT PLAN	1745361261.	1	30-11-5137	.00	123.98	123.98
02/17	02/13/2017	8214	4290	STAPLES CREDIT PLAN	1745361261.	1	10-12-5137	.00	14.99	14.99
02/17	02/13/2017	8214	4290	STAPLES CREDIT PLAN	1745362751	1	10-12-5137	.00	47.99	47.99
Total 8214:								.00		494.73
8215										
02/17	02/13/2017	8215	2920	TOM NICKERSON	PO2817 02.0	1	20-11-5504	.00	470.00	470.00
Total 8215:								.00		470.00
8238										
02/17	02/22/2017	8238	310	AMAZON	0518514501	1	10-65-5100	.00	17.99	17.99
02/17	02/22/2017	8238	310	AMAZON	0518560486	1	10-65-5106	.00	31.81	31.81
02/17	02/22/2017	8238	310	AMAZON	2253051380	1	10-65-5106	.00	14.99	14.99
Total 8238:								.00		64.79

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8239										
02/17	02/22/2017	8239	320	AMERICAN EXTERMINATION P	118829	1	10-12-5200	.00	92.00	92.00
Total 8239:								.00		92.00
8240										
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862696484.	1	40-11-5140	.00	75.61	75.61
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862696484.	2	20-11-5140	.00	7.57	7.57
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862696484.	3	30-11-5140	.00	42.35	42.35
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862707021.	1	10-66-5140	.00	25.71	25.71
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862707021.	2	20-11-5140	.00	7.57	7.57
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862707021.	3	30-11-5140	.00	42.35	42.35
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862717468.	1	10-66-5140	.00	25.71	25.71
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862717468.	2	40-11-5140	.00	75.61	75.61
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862717468.	3	30-11-5140	.00	42.35	42.35
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862728512.	1	10-66-5140	.00	25.71	25.71
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862728512.	2	40-11-5140	.00	75.61	75.61
02/17	02/22/2017	8240	430	ARAMARK UNIFORM SERVICES	862728512.	3	20-11-5140	.00	7.57	7.57
Total 8240:								.00		453.72
8241										
02/17	02/22/2017	8241	700	BAKER AND TAYLOR BOOKS	4011817405	1	10-65-5106	.00	69.01	69.01
02/17	02/22/2017	8241	700	BAKER AND TAYLOR BOOKS	4011817405	2	10-65-5100	.00	28.21	28.21
Total 8241:								.00		97.22
8242										
02/17	02/22/2017	8242	720	BEERY, ELSNER & HAMMOND	020117	1	10-12-5203	.00	1,303.10	1,303.10
02/17	02/22/2017	8242	720	BEERY, ELSNER & HAMMOND	020117	2	10-72-5203	.00	433.10	433.10
Total 8242:								.00		1,736.20
8243										
02/17	02/22/2017	8243	850	BRIAN O'NEIL CONSTRUCTION,	347	1	10-65-5504	.00	2,465.00	2,465.00
Total 8243:								.00		2,465.00

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8244										
02/17	02/22/2017	8244	1390	CASCADE COLUMBIA	686623	1	30-11-5108	.00	1,255.80	1,255.80
02/17	02/22/2017	8244	1390	CASCADE COLUMBIA	686624	1	40-11-5108	.00	699.40	699.40
Total 8244:								.00		1,955.20
8245										
02/17	02/22/2017	8245	940	CASELLE, INC.	78756	1	10-12-5235	.00	1,200.00	1,200.00
Total 8245:								.00		1,200.00
8246										
02/17	02/22/2017	8246	5578	CREDITS INCORPORATED	21953	1	40-10-4350	.00	274.11	274.11
02/17	02/22/2017	8246	5578	CREDITS INCORPORATED	21953	2	30-10-4350	.00	198.50	198.50
Total 8246:								.00		472.61
8247										
02/17	02/22/2017	8247	5627	ECONOMIC IMPROVEMENT DIS	021517	1	10-12-5230	.00	200.00	200.00
Total 8247:								.00		200.00
8248										
02/17	02/22/2017	8248	1720	EXPRESS SERVICES, INC.	18486069-0	1	10-12-5200	.00	472.35	472.35
Total 8248:								.00		472.35
8249										
02/17	02/22/2017	8249	5643	FAMILYFUN MAGAZINE	020117	1	10-65-5321	.00	9.99	9.99
Total 8249:								.00		9.99
8250										
02/17	02/22/2017	8250	2900	MID-WILLAMETTE VALLEY COU	1617244	1	10-17-5214	.00	4,871.74	4,871.74
Total 8250:								.00		4,871.74
8251										
02/17	02/22/2017	8251	3070	NEWS REGISTER	55117	1	10-12-5230	.00	296.40	296.40

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Total 8251:								.00		296.40
8252										
02/17	02/22/2017	8252	3730	PRIMISYS	011816	1	10-12-5233	.00	30.00	30.00
Total 8252:								.00		30.00
8253										
02/17	02/22/2017	8253	5480	STRATEGIC ECONOMIC DEVEL	020917	1	10-12-5342	.00	20.00	20.00
Total 8253:								.00		20.00
8254										
02/17	02/22/2017	8254	4330	STUCK ELECTRIC CO	10501	1	30-11-5530	.00	147.00	147.00
Total 8254:								.00		147.00
8255										
02/17	02/22/2017	8255	4380	SUPPLYWORKS	390807816	1	10-12-5137	.00	114.87	114.87
Total 8255:								.00		114.87
8256										
02/17	02/22/2017	8256	4700	US BANK	324054261	1	10-12-5606	.00	338.51	338.51
Total 8256:								.00		338.51
8257										
02/17	02/22/2017	8257	5575	WEST ONE HOMES	021317	1	30-00-2300	.00	44.00	44.00
02/17	02/22/2017	8257	5575	WEST ONE HOMES	021317	2	40-00-2400	.00	61.02	61.02
Total 8257:								.00		105.02
8258										
02/17	02/22/2017	8258	5551	Wright Imaging	4193121	1	10-72-5200	.00	516.71	516.71
Total 8258:								.00		516.71

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	
8259	02/17	02/22/2017	8259	5130	YAMHILL COMMUNICATIONS A	FY17-09-WIL	1	10-18-5302	.00	1,748.83	1,748.83
Total 8259:									.00	1,748.83	
Grand Totals:									.00	78,138.62	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-00-2000	.00	57,539.52-	57,539.52-
10-00-2130	148.16	.00	148.16
10-12-5137	388.65	.00	388.65
10-12-5200	564.35	.00	564.35
10-12-5201	14,000.00	.00	14,000.00
10-12-5203	1,303.10	.00	1,303.10
10-12-5230	511.40	.00	511.40
10-12-5233	1,665.00	.00	1,665.00
10-12-5235	1,200.00	.00	1,200.00
10-12-5342	717.95	.00	717.95
10-12-5415	936.92	.00	936.92
10-12-5606	426.83	.00	426.83
10-13-5355	18.99	.00	18.99
10-14-5211	250.00	.00	250.00
10-17-5204	1,942.50	.00	1,942.50
10-17-5214	4,871.74	.00	4,871.74
10-18-5120	154.06	.00	154.06
10-18-5217	15,981.90	.00	15,981.90
10-18-5302	1,748.83	.00	1,748.83
10-18-5504	253.00	.00	253.00
10-19-5400	1,550.44	.00	1,550.44
10-65-5100	72.78	.00	72.78
10-65-5106	168.91	.00	168.91
10-65-5111	159.00	.00	159.00
10-65-5321	9.99	.00	9.99
10-65-5415	161.67	.00	161.67

GL Account	Debit	Credit	Proof
10-65-5504	2,490.99	.00	2,490.99
10-65-5606	185.44	.00	185.44
10-66-5120	45.10	.00	45.10
10-66-5140	132.45	.00	132.45
10-66-5415	2,098.95	.00	2,098.95
10-66-5504	129.90	.00	129.90
10-67-5415	327.42	.00	327.42
10-72-5120	173.63	.00	173.63
10-72-5137	279.60	.00	279.60
10-72-5200	516.71	.00	516.71
10-72-5203	433.10	.00	433.10
10-72-5320	85.00	.00	85.00
10-72-5415	1,345.06	.00	1,345.06
10-72-5504	90.00	.00	90.00
20-00-2000	.00	708.50-	708.50-
20-11-5120	39.91	.00	39.91
20-11-5140	38.99	.00	38.99
20-11-5504	470.00	.00	470.00
20-11-5522	159.60	.00	159.60
30-00-2000	4,493.95	16,853.08-	12,359.13-
30-00-2300	150.19	.00	150.19
30-10-4350	198.50	.00	198.50
30-11-5108	1,544.18	.00	1,544.18
30-11-5120	63.28	.00	63.28
30-11-5137	123.98	.00	123.98
30-11-5140	218.17	.00	218.17
30-11-5250	460.00	.00	460.00
30-11-5344	43.66	.00	43.66
30-11-5415	4,981.07	.00	4,981.07
30-11-5530	4,662.62	.00	4,662.62
30-11-5531	278.73	.00	278.73
30-11-5600	4,128.70	4,493.95-	365.25-
40-00-2000	.00	7,237.39-	7,237.39-
40-00-2400	61.02	.00	61.02
40-10-4350	274.11	.00	274.11
40-11-5108	699.40	.00	699.40
40-11-5120	58.35	.00	58.35
40-11-5137	435.09	.00	435.09
40-11-5140	389.51	.00	389.51
40-11-5250	560.00	.00	560.00

GL Account	Debit	Credit	Proof
40-11-5320	557.00	.00	557.00
40-11-5415	3,873.60	.00	3,873.60
40-11-5540	329.31	.00	329.31
99-00-1020	294.08	.00	294.08
99-00-2000	.00	294.08-	294.08-
Grand Totals:	<u>87,126.52</u>	<u>87,126.52-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

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

CITY OF WILLAMINA
 COMBINED CASH INVESTMENT
 FEBRUARY 28, 2017

COMBINED CASH ACCOUNTS

		(80,995.38)
99-00-1009	CASH ALLOCATED	
	TOTAL UNALLOCATED CASH	(80,995.38)

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	60,771.53
20	ALLOCATION TO STREET FUND	24,003.75
21	ALLOCATION TO STREET SDC FUND	9,000.00
30	ALLOCATION TO WATER FUND	90,407.48
31	ALLOCATION TO WATER SDC FUND	4,182.32
40	ALLOCATION TO WASTEWATER FUND	151,183.59
41	ALLOCATION TO WASTEWATER SDC FUND	7,500.00
50	ALLOCATION TO DEBT FUND	(266,053.29)
	TOTAL ALLOCATIONS TO OTHER FUNDS	80,995.38
	ALLOCATION FROM GENERAL FUND - 99-00-1009	(80,995.38)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF WILLAMINA
 BALANCE SHEET
 FEBRUARY 28, 2017

GENERAL FUND

LIABILITIES AND EQUITY

LIABILITIES

10-00-2000	ACCOUNTS PAYABLE	(22,963.48)	
10-00-2110	PAYROLL TAX PAYABLE	(119.67)	
10-00-2120	BENEFITS PAYABLE		7,399.46	
10-00-2130	UNION DUES PAYABLE		102.72	
10-00-2150	ACCRUED VACATION		23,138.80	
	TOTAL LIABILITIES			7,557.83

FUND EQUITY

10-00-3000	FUND BALANCE	(1,125,638.00)	
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		28,425.46	
	BALANCE - CURRENT DATE	(31,723.54)	
	TOTAL FUND EQUITY			(31,723.54)
	TOTAL LIABILITIES AND EQUITY			(24,165.71)

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
10-00-1009 CASH ALLOCATED	10,099.98	(60,771.53)	.00	60,771.53	.0
10-00-1460 VEHICLES	.00	(5,000.00)	.00	5,000.00	.0
TOTAL DEPARTMENT 00	10,099.98	(65,771.53)	.00	65,771.53	.0
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10-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	35,794.00	35,794.00	.0
10-10-4001 PROPERTY TAX	2,097.15	329,940.21	338,293.00	8,352.79	97.5
10-10-4002 PROPERTY TAX PRIOR	415.93	13,977.65	9,988.00	(3,989.65)	139.9
10-10-4003 INTEREST ON TAXES	.00	.00	52.00	52.00	.0
10-10-4110 STATE CIGARETTE TAX	.00	4,142.64	3,060.00	(1,082.64)	135.4
10-10-4111 STATE REVENUE SHARING	6,386.30	21,582.86	24,480.00	2,897.14	88.2
10-10-4112 STATE LIQUOR TAX	4,487.06	16,676.08	31,571.00	14,894.92	52.8
10-10-4501 BUSINESS LICENSES	315.00	350.00	2,229.00	1,879.00	15.7
10-10-4511 LIEN SEARCHES	80.00	584.50	612.00	27.50	95.5
10-10-4571 OLCC LICENSE FEE	175.00	175.00	218.00	43.00	80.3
10-10-4600 FRANCHISE FEES CENTURYLINK	.00	605.69	12,241.00	11,635.31	5.0
10-10-4601 FRANCHISE FEES NW NATURAL	.00	.00	12,938.00	12,938.00	.0
10-10-4602 FRANCHISE FEES PGE	.00	.00	59,590.00	59,590.00	.0
10-10-4603 FRANCHISE FEES WAVE BROADBAND	.00	.00	260.00	260.00	.0
10-10-4604 FRANCHISE FEES WESTERN ORWASTE	266.04	3,394.32	4,769.00	1,374.68	71.2
10-10-4605 FRANCHISE FEES ONLINENW	300.00	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	759.62	5,300.44	2,856.00	(2,444.44)	185.6
10-10-4901 MISCELLANEOUS INCOME	25.00	560.53	.00	(560.53)	.0
TOTAL DEPARTMENT 10	15,307.10	410,803.69	538,951.00	128,147.31	76.2
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COURT					
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
TOTAL COURT	.00	75.00	5,429.00	5,354.00	1.4
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PLANNING					
10-17-4583 PLANNING FEES	800.00	5,900.00	1,000.00	(4,900.00)	590.0
10-17-4585 DEVELOPMENT FEES PLANNING	.00	400.00	.00	(400.00)	.0
TOTAL PLANNING	800.00	6,300.00	1,000.00	(5,300.00)	630.0

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>STREET LIGHTS</u>					
10-19-4822 STREET LIGHTS FEE	1,907.59	10,971.79	18,000.00	7,028.21	61.0
10-19-4823 MISC UTILITY RESERVE	.00	2,263.26	4,500.00	2,236.74	50.3
TOTAL STREET LIGHTS	1,907.59	13,235.05	22,500.00	9,264.95	58.8
<u>SPECIAL</u>					
10-60-4010 EID BUSINESS TAXES	.00	(53.29)	8,000.00	8,053.29	(.7)
10-60-4758 DOWNTOWN LOAN PRINC PAY	.00	.00	2,000.00	2,000.00	.0
TOTAL SPECIAL	.00	(53.29)	10,000.00	10,053.29	(.5)
<u>LIBRARY</u>					
10-65-4560 FINES	35.25	429.07	1,795.00	1,365.93	23.9
10-65-4705 CCRLS FORMULA PAYMENT	4,217.00	12,745.17	14,280.00	1,534.83	89.3
10-65-4708 CCRLS LOST BOOK	235.42	395.09	301.00	(94.09)	131.3
10-65-4711 CCRLS NET LENDING	126.00	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	200.00	200.00	31.00	(169.00)	645.2
10-65-4901 MISCELLANEOUS INCOME	17.00	164.97	.00	(164.97)	.0
TOTAL LIBRARY	4,830.67	15,781.80	20,942.00	5,160.20	75.4
<u>CEMETERY</u>					
10-68-4588 SALE OF INTERNMENT RIGHTS	.00	.00	510.00	510.00	.0
TOTAL CEMETERY	.00	.00	510.00	510.00	.0
<u>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
10-90-9600 OVERHEAD ALLOCATED	.00	3,367.00	.00	(3,367.00)	.0
TOTAL TRANSFER	.00	3,367.00	31,518.00	28,151.00	10.7

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	32,945.34	388,737.72	630,850.00	242,112.28	61.6

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
10-12-5115	601.79	3,460.43	1,938.00	(1,522.43)	178.6
10-12-5123	.00	605.94	.00	(605.94)	.0
10-12-5124	137.51	1,515.61	4,080.00	2,564.39	37.2
10-12-5126	.00	617.47	612.00	(5.47)	100.9
10-12-5137	114.87	3,421.95	7,140.00	3,718.05	47.9
10-12-5200	2,791.80	23,791.37	68,000.00	44,208.63	35.0
10-12-5201	.00	14,000.00	15,000.00	1,000.00	93.3
10-12-5203	.00	11,489.45	5,000.00	(6,489.45)	229.8
10-12-5207	.00	16,112.47	31,620.00	15,507.53	51.0
10-12-5209	200.00	1,750.00	2,550.00	800.00	68.6
10-12-5230	763.40	3,069.05	3,060.00	(9.05)	100.3
10-12-5233	30.00	11,983.06	20,400.00	8,416.94	58.7
10-12-5234	.00	1,200.00	6,120.00	4,920.00	19.6
10-12-5235	1,200.00	3,600.00	4,404.00	804.00	81.7
10-12-5320	.00	4,828.60	4,680.00	(148.60)	103.2
10-12-5342	535.45	1,631.63	1,500.00	(131.63)	108.8
10-12-5344	.00	1,435.24	700.00	(735.24)	205.0
10-12-5355	38.00	183.22	300.00	116.78	61.1
10-12-5360	.00	3,331.00	.00	(3,331.00)	.0
10-12-5413	418.23	3,350.40	3,060.00	(290.40)	109.5
10-12-5415	736.53	8,154.73	5,610.00	(2,544.73)	145.4
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	338.51	3,791.48	6,000.00	2,208.52	63.2
TOTAL ADMIN	7,906.09	123,488.10	202,974.00	79,485.90	60.8
<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	18.99	853.67	1,200.00	346.33	71.1
TOTAL COUNCIL	18.99	1,788.67	5,500.00	3,711.33	32.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COURT</u>					
10-14-5105	BAD DEBT	.00	(1,671.00)	.00	1,671.00 .0
10-14-5200	CONTRACT SERVICES	.00	.00	200.00	200.00 .0
10-14-5211	MUNI COURT JUDGE	250.00	2,000.00	3,600.00	1,600.00 55.6
10-14-5306	STATE ASSESSMENT	.00	416.33	1,367.00	950.67 30.5
10-14-5313	COUNTY JAIL ASSESSMENT	.00	104.98	271.00	166.02 38.7
10-14-5317	COURT REFUNDS	.00	.00	408.00	408.00 .0
10-14-5320	DUES, LICENSE, PERMITS	.00	40.00	2,000.00	1,960.00 2.0
10-14-5342	CONFERENCE/SEMINAR/TRAINING	.00	.00	750.00	750.00 .0
10-14-5344	TRAVEL	.00	.00	500.00	500.00 .0
10-14-5413	TELEPHONE	.00	.00	415.00	415.00 .0
10-14-5600	EQUIPMENT	.00	.00	1,000.00	1,000.00 .0
	TOTAL COURT	250.00	890.31	10,511.00	9,620.69 8.5
<u>PLANNING</u>					
10-17-5204	ENGINEERING SERVICES	.00	2,787.50	1,000.00	(1,787.50) 278.8
10-17-5214	PLANNING SERVICES	4,871.74	14,812.02	3,000.00	(11,812.02) 493.7
	TOTAL PLANNING	4,871.74	17,599.52	4,000.00	(13,599.52) 440.0
<u>PUBLIC SAFETY</u>					
10-18-5000	SALARY - WAGES	1,492.50	9,352.46	19,282.00	9,929.54 48.5
10-18-5020	PAYROLL TAX	124.64	754.48	1,751.00	996.52 43.1
10-18-5040	BENEFITS	3.98	2,499.76	12,623.00	10,123.24 19.8
10-18-5060	PERS	.00	.00	1,157.00	1,157.00 .0
10-18-5090	WORKERS COMP	1.39	7.14	595.00	587.86 1.2
10-18-5120	GAS - OIL	.00	386.19	153.00	(233.19) 252.4
10-18-5137	SUPPLIES	.00	20.87	.00	(20.87) .0
10-18-5217	POLICE SERVICES CONTRACT	15,981.90	127,855.20	191,760.00	63,904.80 66.7
10-18-5302	DUES YCOM	1,748.83	13,990.64	21,420.00	7,429.36 65.3
10-18-5413	TELEPHONE	45.97	368.12	.00	(368.12) .0
10-18-5504	REPAIRS - MAINTENANCE	1,115.08	1,115.08	255.00	(860.08) 437.3
	TOTAL PUBLIC SAFETY	20,514.29	156,349.94	248,996.00	92,646.06 62.8
<u>STREET LIGHTS</u>					
10-19-5400	STREET LIGHTS	1,550.44	12,346.00	18,360.00	6,014.00 67.2
	TOTAL STREET LIGHTS	1,550.44	12,346.00	18,360.00	6,014.00 67.2

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SPECIAL</u>					
10-60-5758 DOWNTOWN LOAN	.00	.00	2,000.00	2,000.00	.0
10-60-5900 EID TAX DISBURSEMENT	.00	.00	8,000.00	8,000.00	.0
TOTAL SPECIAL	.00	.00	10,000.00	10,000.00	.0
<u>LIBRARY</u>					
10-65-5000 SALARY - WAGES	1,850.83	12,159.54	15,340.00	3,180.46	79.3
10-65-5020 PAYROLL TAX	149.37	936.51	1,443.00	506.49	64.9
10-65-5040 BENEFITS	1,457.40	9,027.24	10,515.00	1,487.76	85.9
10-65-5060 PERS	.00	361.59	964.00	602.41	37.5
10-65-5090 WORKERS COMP	1.66	8.57	46.00	37.43	18.6
10-65-5100 BOOKS CHILDREN	91.28	569.20	2,040.00	1,470.80	27.9
10-65-5101 AUDIO VISUAL CHILDREN	.00	77.82	1,020.00	942.18	7.6
10-65-5102 AUDIO VISUAL ADULT	.00	216.84	.00	(216.84)	.0
10-65-5106 BOOKS ADULTS	241.48	1,213.34	2,040.00	826.66	59.5
10-65-5107 BOOKS LOST REPLACEMENT	.00	.00	306.00	306.00	.0
10-65-5111 SPECIAL PROGRAM CHILDREN	159.00	237.88	816.00	578.12	29.2
10-65-5112 SPECIAL PROGRAM ADULT	.00	14.99	204.00	189.01	7.4
10-65-5137 SUPPLIES	.00	572.52	.00	(572.52)	.0
10-65-5200 CONTRACT SERVICES	.00	111.30	.00	(111.30)	.0
10-65-5209 CLEANING SERVICES	.00	354.13	1,020.00	665.87	34.7
10-65-5233 TECHNOLOGY SERVICES	.00	1,120.50	.00	(1,120.50)	.0
10-65-5320 DUES, LICENSE, PERMITS	.00	621.00	500.00	(121.00)	124.2
10-65-5321 SUBSCRIPTIONS	19.96	84.96	500.00	415.04	17.0
10-65-5413 TELEPHONE	94.23	826.66	1,224.00	397.34	67.5
10-65-5415 UTILITIES	226.12	1,848.77	2,550.00	701.23	72.5
10-65-5504 REPAIRS - MAINTENANCE	.00	945.80	1,428.00	482.20	66.2
10-65-5606 EQUIPMENT LEASE	165.97	(2,460.62)	2,469.00	4,929.62	(99.7)
10-65-5912 GRANT EXPENSE READY TO READ	.00	384.39	1,000.00	615.61	38.4
10-65-6000 CAPITAL OUTLAY	.00	765.70	850.00	84.30	90.1
TOTAL LIBRARY	4,457.30	29,998.63	46,275.00	16,276.37	64.8

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS</u>					
10-66-5000 SALARY - WAGES	1,153.40	5,403.60	.00	(5,403.60)	.0
10-66-5001 PW ALLOCATED PAYROLL	.00	1,266.00	2,535.00	1,269.00	49.9
10-66-5020 PAYROLL TAX	281.14	1,372.76	.00	(1,372.76)	.0
10-66-5060 PERS	.00	556.71	.00	(556.71)	.0
10-66-5090 WORKERS COMP	2.73	768.29	.00	(768.29)	.0
10-66-5120 GAS - OIL	.00	339.09	153.00	(186.09)	221.6
10-66-5140 UNIFORMS - TOWELS	.00	479.01	612.00	132.99	78.3
10-66-5200 CONTRACT SERVICES	318.00	3,802.56	2,688.00	(1,114.56)	141.5
10-66-5413 TELEPHONE	56.15	460.18	714.00	253.82	64.5
10-66-5415 UTILITIES	233.18	3,120.74	2,202.00	(918.74)	141.7
10-66-5504 REPAIRS - MAINTENANCE	.00	643.17	2,244.00	1,600.83	28.7
10-66-5510 LANDSCAPE MAINTENANCE	.00	.00	500.00	500.00	.0
10-66-5512 POND AQUATIC WEED CONTROL	.00	.00	5,100.00	5,100.00	.0
10-66-5600 EQUIPMENT	.00	.00	500.00	500.00	.0
10-66-9150 PW EXPENSE ALLOCATION	.00	.00	344.00	344.00	.0
10-66-9615 PW EXPENSE ALLOCATION	.00	203.00	.00	(203.00)	.0
TOTAL PARKS	2,044.60	18,415.11	17,592.00	(823.11)	104.7
<u>MUSEUM</u>					
10-67-5200 CONTRACT SERVICES	.00	73.35	.00	(73.35)	.0
10-67-5320 DUES, LICENSE, PERMITS	.00	68.00	100.00	32.00	68.0
10-67-5413 TELEPHONE	66.89	557.71	757.00	199.29	73.7
10-67-5415 UTILITIES	293.01	1,771.36	2,142.00	370.64	82.7
10-67-5504 REPAIRS - MAINTENANCE	.00	204.50	1,020.00	815.50	20.1
10-67-5606 EQUIPMENT LEASE	.00	557.25	1,531.00	973.75	36.4
TOTAL MUSEUM	359.90	3,232.17	5,550.00	2,317.83	58.2
<u>CEMETERY</u>					
10-68-5320 DUES, LICENSE, PERMITS	.00	.00	100.00	100.00	.0
10-68-5510 LANDSCAPE MAINTENANCE	.00	400.00	2,448.00	2,048.00	16.3
10-68-5513 PORTABLE RESTROOM	.00	.00	204.00	204.00	.0
TOTAL CEMETERY	.00	400.00	2,752.00	2,352.00	14.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PAYROLL ADMIN</u>					
10-70-5000 SALARY - WAGES	11,462.52	103,111.20	106,000.00	2,888.80	97.3
10-70-5002 ADMIN ALLOCATED PAYROLL	.00	(48,600.00)	(97,201.00)	(48,601.00)	(50.0)
10-70-5020 PAYROLL TAX	893.97	7,911.55	9,030.00	1,118.45	87.6
10-70-5040 BENEFITS	5,004.92	30,908.30	28,968.00	(1,940.30)	106.7
10-70-5060 PERS	.00	4,318.80	6,360.00	2,041.20	67.9
10-70-5090 WORKERS COMP	5.62	1,257.72	319.00	(938.72)	394.3
10-70-9610 OVERHEAD ALLOCATION	.00	.00	9,628.00	9,628.00	.0
TOTAL PAYROLL ADMIN	17,367.03	98,907.57	63,104.00	(35,803.57)	156.7
<u>PAYROLL PUBLIC WORKS</u>					
10-71-5000 SALARY - WAGES	8,845.84	77,447.43	180,755.00	103,307.57	42.9
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	502.22	4,867.69	15,846.00	10,978.31	30.7
10-71-5040 BENEFITS	3,705.98	28,494.76	51,513.00	23,018.24	55.3
10-71-5060 PERS	.00	4,397.99	12,592.00	8,194.01	34.9
10-71-5090 WORKERS COMP	4.15	775.05	6,982.00	6,206.95	11.1
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
TOTAL PAYROLL PUBLIC WORKS	13,058.19	(46,617.08)	.00	46,617.08	.0
<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	33.12	1,530.03	816.00	(714.03)	187.5
10-72-5137 SUPPLIES	99.93	3,064.11	15,300.00	12,235.89	20.0
10-72-5140 UNIFORMS - TOWELS	.00	1,524.70	1,224.00	(300.70)	124.6
10-72-5200 CONTRACT SERVICES	512.93	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	460.21	6,383.49	2,346.00	(4,037.49)	272.1
10-72-5504 REPAIRS - MAINTENANCE	145.90	1,217.65	816.00	(401.65)	149.2
10-72-5507 EQUIPMENT MAINTENANCE	.00	967.32	663.00	(304.32)	145.9
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
TOTAL PUBLIC WORKS OPERATIONS	1,252.09	29,982.05	.00	(29,982.05)	.0

CITY OF WILLAMINA
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
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10-81-5912 GRANT EXP GREEN GROWTHDEPTSTOR	.00	5,000.00	.00	(5,000.00)	.0
10-81-5915 GRANT EXP GREEN GROWTH FACADE	.00	3,950.00	.00	(3,950.00)	.0
10-81-5916 GRANT EXP FORD FAMILY FOUND	.00	3,632.80	.00	(3,632.80)	.0
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TOTAL DEPARTMENT 81	.00	12,582.80	.00	(12,582.80)	.0
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TRANSFER					
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10-90-9610 OVERHEAD CHARGE	.00	.00	(138,510.00)	(138,510.00)	.0
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TOTAL TRANSFER	.00	.00	(138,510.00)	(138,510.00)	.0
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CONTINGENCY					
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10-99-9900 CONTINGENCY	.00	.00	133,746.00	133,746.00	.0
10-99-9914 PRIOR PERIOD FUND BAL ADJUSTM	.00	(33,280.00)	.00	33,280.00	.0
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TOTAL CONTINGENCY	.00	(33,280.00)	133,746.00	167,026.00	(24.9)
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TOTAL FUND EXPENDITURES	73,650.66	426,083.79	630,850.00	204,766.21	67.5
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NET REVENUE OVER EXPENDITURES	(40,705.32)	(37,346.07)	.00	37,346.07	.0
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STREET FUND

LIABILITIES AND EQUITY

LIABILITIES

20-00-2000	ACCOUNTS PAYABLE	(49.66)	
	TOTAL LIABILITIES		(49.66)

FUND EQUITY

20-00-3000	FUND BALANCE	(18,720.68)	
	REVENUE OVER EXPENDITURES - YTD		28,833.67	
	BALANCE - CURRENT DATE		10,112.99	
	TOTAL FUND EQUITY			10,112.99
	TOTAL LIABILITIES AND EQUITY			10,063.33

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

STREET FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
20-00-1009 CASH ALLOCATED	.00	(24,003.75)	.00	24,003.75	.0
20-00-1210 ODOT RECEIVABLE	11,868.21	22,589.71	.00	(22,589.71)	.0
TOTAL DEPARTMENT 00	11,868.21	(1,414.04)	.00	1,414.04	.0
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20-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	49,061.00	49,061.00	.0
20-10-4115 STATE HIGHWAY REVENUE	.00	63,006.61	124,000.00	60,993.39	50.8
TOTAL DEPARTMENT 10	.00	63,006.61	173,061.00	110,054.39	36.4
 TOTAL FUND REVENUE	 11,868.21	 61,592.57	 173,061.00	 111,468.43	 35.6

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 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	.00	1,130.43	.00	(1,130.43)	.0
20-11-5120	GAS - OIL	.00	402.20	2,040.00	1,637.80	19.7
20-11-5140	UNIFORMS - TOWELS	.00	251.02	168.00	(83.02)	149.4
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	34.75	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	470.00	1,153.69	204.00	(949.69)	565.5
20-11-5521	SIDEWALK MAINTENANCE	2,465.00	2,465.00	6,630.00	4,165.00	37.2
20-11-5522	STREET MAINTENANCE	.00	2,016.41	20,000.00	17,983.59	10.1
20-11-5600	EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
TOTAL EXPENDITURE		2,969.75	30,789.94	86,475.00	55,685.06	35.6
<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		2,969.75	34,172.94	173,061.00	138,888.06	19.8
NET REVENUE OVER EXPENDITURES		8,898.46	27,419.63	.00	(27,419.63)	.0

STREET SDC FUND

LIABILITIES AND EQUITY

FUND EQUITY

21-00-3050	FUND BALANCE, RESTRICTED	60,000.00	
21-00-3100	FUND BALANCE, RESTRICTED	(60,000.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>9,000.00</u>	
	BALANCE - CURRENT DATE	<u>9,000.00</u>	
	TOTAL FUND EQUITY		<u>9,000.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>9,000.00</u>

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

STREET SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
21-00-1009 CASH ALLOCATED	.00	(9,000.00)	.00	9,000.00	.0
TOTAL DEPARTMENT 00	.00	(9,000.00)	.00	9,000.00	.0
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21-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	81,420.00	81,420.00	.0
21-10-4421 SYSTEM DEVELOPMENT CHARGES	.00	9,000.00	21,848.00	12,848.00	41.2
TOTAL DEPARTMENT 10	.00	9,000.00	103,268.00	94,268.00	8.7
TOTAL FUND REVENUE	.00	.00	103,268.00	103,268.00	.0

CITY OF WILLAMINA
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 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	.00	.00	.00	.00	.0

WATER FUND

LIABILITIES AND EQUITY

LIABILITIES

30-00-2000	ACCOUNTS PAYABLE	13,649.84	
30-00-2150	ACCRUED VACATION	3,129.63	
30-00-2300	WATER DEPOSITS	31,301.31	
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		1,071,203.69

FUND EQUITY

30-00-3000	FUND BALANCE	(1,109,480.81)	
30-00-3100	FUND BALANCE CAPITAL LESS DEBT	44,857.00	
	REVENUE OVER EXPENDITURES - YTD	117,884.63	
	BALANCE - CURRENT DATE	(946,739.18)	
	TOTAL FUND EQUITY		(946,739.18)
	TOTAL LIABILITIES AND EQUITY		124,464.51

CITY OF WILLAMINA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
30-00-1009 CASH ALLOCATED	2,706.77	(90,407.48)	.00	90,407.48	.0
30-00-1251 UTILITY RECEIVABLE	(13,376.54)	(16,946.92)	.00	16,946.92	.0
TOTAL DEPARTMENT 00	(10,669.77)	(107,354.40)	.00	107,354.40	.0
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30-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	(70,922.00)	(70,922.00)	.0
30-10-4330 WATER REVENUE	47,731.14	365,171.70	502,000.00	136,828.30	72.7
30-10-4332 NEW CONNECTION FEE	.00	1,500.00	4,080.00	2,580.00	36.8
30-10-4337 DOUBLE CHECK VALVE	.00	231.00	561.00	330.00	41.2
30-10-4350 RECOVERY BAD DEBT	.00	1,532.65	255.00	(1,277.65)	601.0
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	47,731.14	374,935.35	442,298.00	67,362.65	84.8
TOTAL FUND REVENUE	37,061.37	267,580.95	442,298.00	174,717.05	60.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

WATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
30-11-5000 SALARY - WAGES	4,314.84	37,844.17	44,130.00	6,285.83	85.8
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	339.55	2,738.41	3,837.00	1,098.59	71.4
30-11-5040 BENEFITS	802.75	6,110.10	9,539.00	3,428.90	64.1
30-11-5060 PERS	.00	3,358.98	5,296.00	1,937.02	63.4
30-11-5090 WORKERS COMP	3.07	3,219.28	1,844.00	(1,375.28)	174.6
30-11-5108 CHEMICALS	3,261.60	10,622.19	20,400.00	9,777.81	52.1
30-11-5120 GAS - OIL	38.50	724.80	3,060.00	2,335.20	23.7
30-11-5123 MERCHANT FEES	.00	.00	1,530.00	1,530.00	.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	.00	631.98	1,008.00	376.02	62.7
30-11-5200 CONTRACT SERVICES	.00	2,120.19	10,246.00	8,125.81	20.7
30-11-5204 ENGINEERING SERVICES	.00	112.50	10,000.00	9,887.50	1.1
30-11-5250 SYSTEM ANALYSIS	460.00	3,895.00	3,321.00	(574.00)	117.3
30-11-5320 DUES, LICENSE, PERMITS	.00	672.85	1,605.00	932.15	41.9
30-11-5342 CONFERENCE/SEMINAR/TRAINING	280.00	280.00	500.00	220.00	56.0
30-11-5344 TRAVEL	123.70	627.38	530.00	(97.38)	118.4
30-11-5413 TELEPHONE	564.68	4,534.57	6,000.00	1,465.43	75.6
30-11-5415 UTILITIES	4,884.56	28,585.32	44,904.00	16,318.68	63.7
30-11-5504 REPAIRS - MAINTENANCE	185.00	609.59	5,100.00	4,490.41	12.0
30-11-5530 SUPPLY SYSTEM MAINTENANCE	9,881.18	32,996.63	51,000.00	18,003.37	64.7
30-11-5531 DISTRIBUTION MAINTENANCE	1,178.73	3,553.21	5,100.00	1,546.79	69.7
30-11-5600 EQUIPMENT	.00	1,619.67	12,000.00	10,380.33	13.5
TOTAL EXPENDITURE	26,318.16	233,862.78	419,746.00	185,883.22	55.7
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
30-90-9610 OVERHEAD ALLOCATION	.00	.00	50,631.00	50,631.00	.0
30-90-9615 PW EXPENSE ALLOCATION	.00	10,808.00	18,529.00	7,721.00	58.3
30-90-9750 DEBT SERVICE TRANSFER TO 50	.00	.00	39,609.00	39,609.00	.0
TOTAL TRANSFER	.00	10,808.00	122,845.00	112,037.00	8.8

CITY OF WILLAMINA
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 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 FUND BAL ADJUSTM	.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	26,318.16	257,050.72	442,298.00	185,247.28	58.1
NET REVENUE OVER EXPENDITURES	10,743.21	10,530.23	.00	(10,530.23)	.0

WATER SDC FUND

LIABILITIES AND EQUITY

FUND EQUITY

31-00-3050	FUND BALANCE, RESTRICTED		59,414.00	
31-00-3100	FUND BALANCE, RESTRICTED	(59,414.00)	
	REVENUE OVER EXPENDITURES - YTD		<u>4,182.32</u>	
	BALANCE - CURRENT DATE		<u>4,182.32</u>	
	TOTAL FUND EQUITY			<u>4,182.32</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>4,182.32</u></u>

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
31-00-1009 CASH ALLOCATED	.00	(4,182.32)	.00	4,182.32	.0
TOTAL DEPARTMENT 00	.00	(4,182.32)	.00	4,182.32	.0
<hr/>					
31-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	57,588.00	57,588.00	.0
31-10-4431 SYSTEM DEVELOPMENT CHARGES	.00	4,182.32	15,127.00	10,944.68	27.7
TOTAL DEPARTMENT 10	.00	4,182.32	72,715.00	68,532.68	5.8
TOTAL FUND REVENUE	.00	.00	72,715.00	72,715.00	.0

CITY OF WILLAMINA
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 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	.00	.00	.00	.00	.0

WASTEWATER FUND

LIABILITIES AND EQUITY

LIABILITIES

40-00-2000	ACCOUNTS PAYABLE	2,717.92	
40-00-2150	ACCRUED VACATION	1,960.81	
40-00-2400	SEWER DEPOSITS	33,685.87	
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		1,564,539.60

FUND EQUITY

40-00-3000	FUND BALANCE	(2,607,345.20)	
40-00-3100	FUND BALANCE CAPITAL LESS DEBT	1,041,019.30	
	REVENUE OVER EXPENDITURES - YTD	185,341.18	
	BALANCE - CURRENT DATE	(1,380,984.72)	
	TOTAL FUND EQUITY		(1,380,984.72)
	TOTAL LIABILITIES AND EQUITY		183,554.88

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
40-00-1009 CASH ALLOCATED	3,188.10	(151,183.59)	.00	151,183.59	.0
40-00-1251 UTILITY RECEIVABLE	(10,994.28)	(5,660.18)	.00	5,660.18	.0
TOTAL DEPARTMENT 00	(7,806.18)	(156,843.77)	.00	156,843.77	.0
<hr/>					
40-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	168,314.00	168,314.00	.0
40-10-4340 WASTEWATER REVENUE	49,174.20	390,355.83	543,200.00	152,844.17	71.9
40-10-4342 NEW CONNECTION FEE	.00	300.00	1,020.00	720.00	29.4
40-10-4350 RECOVERY BAD DEBT	(274.11)	1,503.04	255.00	(1,248.04)	589.4
TOTAL DEPARTMENT 10	48,900.09	392,158.87	712,789.00	320,630.13	55.0
TOTAL FUND REVENUE	41,093.91	235,315.10	712,789.00	477,473.90	33.0

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

WASTEWATER FUND

EXPENDITURE	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
40-11-5000 SALARY - WAGES	3,195.56	24,530.33	53,139.00	28,608.67	46.2
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	236.36	1,868.90	4,526.00	2,657.10	41.3
40-11-5040 BENEFITS	1,681.98	12,860.48	19,298.00	6,437.52	66.6
40-11-5060 PERS	.00	978.68	3,188.00	2,209.32	30.7
40-11-5090 WORKERS COMP	2.05	2,366.15	1,923.00	(443.15)	123.0
40-11-5108 CHEMICALS	1,263.40	8,506.58	9,180.00	673.42	92.7
40-11-5120 GAS - OIL	62.53	858.65	2,550.00	1,691.35	33.7
40-11-5123 MERCHANT FEES	.00	.00	2,040.00	2,040.00	.0
40-11-5126 POSTAGE	.00	70.50	1,734.00	1,663.50	4.1
40-11-5137 SUPPLIES	9.50	1,174.67	1,530.00	355.33	76.8
40-11-5140 UNIFORMS - TOWELS	.00	1,262.25	1,862.00	599.75	67.8
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	560.00	3,220.00	7,140.00	3,920.00	45.1
40-11-5320 DUES, LICENSE, PERMITS	557.00	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	369.80	2,927.75	5,304.00	2,376.25	55.2
40-11-5415 UTILITIES	3,979.42	22,977.23	26,520.00	3,542.77	86.6
40-11-5504 REPAIRS - MAINTENANCE	.00	1,130.45	2,652.00	1,521.55	42.6
40-11-5540 TREATMENT SYSTEM MAINTENANCE	955.27	2,613.34	12,097.00	9,483.66	21.6
40-11-5600 EQUIPMENT	.00	.00	6,500.00	6,500.00	.0
TOTAL EXPENDITURE	12,872.87	170,646.69	324,507.00	153,860.31	52.6
<hr/>					
40-80-6000 CAPITAL OUTLAY	.00	.00	1,000.00	1,000.00	.0
TOTAL DEPARTMENT 80	.00	.00	1,000.00	1,000.00	.0
<hr/>					
<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
TOTAL TRANSFER	.00	9,940.00	229,432.00	219,492.00	4.3
<hr/>					
<u>CONTINGENCY</u>					
40-99-9900 CONTINGENCY	.00	.00	157,850.00	157,850.00	.0
40-99-9914 PRIOR PERIOD FUND BAL ADJUSTM	.00	26,231.00	.00	(26,231.00)	.0
TOTAL CONTINGENCY	.00	26,231.00	157,850.00	131,619.00	16.6

CITY OF WILLAMINA
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

WASTEWATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
TOTAL FUND EXPENDITURES	12,872.87	206,817.69	712,789.00	505,971.31	29.0
NET REVENUE OVER EXPENDITURES	<u>28,221.04</u>	<u>28,497.41</u>	<u>.00</u>	<u>(28,497.41)</u>	<u>.0</u>

WASTEWATER SDC FUND

LIABILITIES AND EQUITY

FUND EQUITY

41-00-3050	FUND BALANCE, RESTRICTED	15,000.00	
41-00-3100	FUND BALANCE, RESTRICTED	(15,000.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>7,500.00</u>	
	BALANCE - CURRENT DATE	<u>7,500.00</u>	
	TOTAL FUND EQUITY		<u>7,500.00</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>7,500.00</u></u>

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

WASTEWATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
41-00-1009 CASH ALLOCATED	.00	(7,500.00)	.00	7,500.00	.0
TOTAL DEPARTMENT 00	.00	(7,500.00)	.00	7,500.00	.0
<hr/>					
41-10-4000 BEGINNING FUND BALANCE BUDGET	.00	.00	9,975.00	9,975.00	.0
41-10-4441 SYSTEM DEVELOPMENT CHARGES	.00	7,500.00	19,299.00	11,799.00	38.9
TOTAL DEPARTMENT 10	.00	7,500.00	29,274.00	21,774.00	25.6
TOTAL FUND REVENUE	.00	.00	29,274.00	29,274.00	.0

CITY OF WILLAMINA
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 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	.00	.00	.00	.00	.0

DEBT FUND

LIABILITIES AND EQUITY

FUND EQUITY

50-00-3000	FUND BALANCE	(543,844.00)	
50-00-3050	FUND BALANCE, RESTRICTED		543,844.00	
	REVENUE OVER EXPENDITURES - YTD	(<u>266,053.29)</u>	
	BALANCE - CURRENT DATE	(<u>266,053.29)</u>	
	TOTAL FUND EQUITY			(<u>266,053.29)</u>
	TOTAL LIABILITIES AND EQUITY			(<u><u>266,053.29)</u></u>

CITY OF WILLAMINA
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
50-00-1009 CASH ALLOCATED	52,813.00	266,053.29	.00	(266,053.29)	.0
TOTAL DEPARTMENT 00	52,813.00	266,053.29	.00	(266,053.29)	.0
<hr/>					
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
<hr/>					
TRANSFER					
50-90-9730 DEBT SERVICE TRANSFER FROM 30	.00	.00	39,609.00	39,609.00	.0
50-90-9731 DEBT SERVICE TRANSFER FROM 31	.00	.00	13,203.00	13,203.00	.0
50-90-9740 DEBT SERVICE TRANSFER FROM 40	.00	.00	148,396.00	148,396.00	.0
50-90-9741 DEBT SERVICE TRANSFER FROM 41	.00	.00	24,157.00	24,157.00	.0
TOTAL TRANSFER	.00	.00	225,365.00	225,365.00	.0
<hr/>					
TOTAL FUND REVENUE	52,813.00	266,053.29	641,391.00	375,337.71	41.5

CITY OF WILLAMINA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2017

DEBT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
50-82-8030 WATER DEBT SERVICE PRINC	17,186.49	57,630.00	66,342.00	8,712.00	86.9
50-82-8035 WATER DEBT SERVICE INTEREST	35,626.51	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
TOTAL DEPARTMENT 82	52,813.00	266,053.29	276,657.00	10,603.71	96.2
 <u>CONTINGENCY</u>					
50-99-9900 CONTINGENCY	.00	.00	364,734.00	364,734.00	.0
TOTAL CONTINGENCY	.00	.00	364,734.00	364,734.00	.0
 TOTAL FUND EXPENDITURES	 52,813.00	 266,053.29	 641,391.00	 375,337.71	 41.5
 NET REVENUE OVER EXPENDITURES	 .00	 .00	 .00	 .00	 .0

City of Willamina

To: City Council
From: Debbie Bernard
CC: Bob Sivick
Date: March 8, 2017
Re: System Development Charges Presentation at the March 14, 2017 City Council Meeting

A briefing session on System Development Charges (SDCs) has been scheduled for the City Council meeting on Tuesday March 14, 2017. Mr. Steve Donovan, financial consultant, will give the presentation. Peter Olsen, the City Engineer will also attend to answer questions and give input. The presentation will discuss the following topics:

- SDC definitions and the authority of the City to charge SDCs on new development
- Current state of Willamina's SDC methodologies
- Strategy for updating SDCs for sewer, stormwater, transportation, and possibly parks
- Current SDC charges in Yamhill County communities
- Questions and Answers with the Council



YAMHILL COUNTY SHERIFF'S OFFICE 2017 CITIZENS' ACADEMY

INVITATION



The Yamhill County Sheriff's Office invites you to participate in our 2017 Citizens' Academy! We believe it is an important part of our mission to provide citizens with information about our cooperative partnerships within our community and how we approach our commitment to problem-oriented policing. It is our intention to provide our citizens with a comprehensive program that can assist with promoting understanding between the community we serve and our office through education and interaction. The Citizens' Academy serves as an opportunity to meet Sheriff's Office employees and to better understand the role we play in the Yamhill County community.

ELIGIBILITY

- You must be 15 years of age at the start of the academy (April 4, 2017). *Individuals 15 - 17 must have parent's permission to participate.*
- You must be able to commit to attending nine (9) sessions, held on consecutive Tuesday evenings from 6:00 - 9:00 PM beginning April 4, 2017.
- You must complete an application and pass a criminal background check.
- Preference will be given to those who live or work in Yamhill County.
- **Seating is limited!**



APPLICATION

Applications are available at YCSO and online at <http://www.co.yamhill.or.us/sheriff>. Applications must be received by **Tuesday, March 28, 2017**, in order to participate. Applications may be dropped off at our office or mailed to:



Yamhill County, Oregon
"In the heart of the Willamette Valley"

YCSO Citizens' Academy
535 NE 5th Street, Room 143
McMinnville, OR 97128

Questions? Contact Emily Williams at williamse@co.yamhill.or.us or (503) 474-6289.



Yamhill County Sheriff's Office

Sheriff Tim Svenson

535 NE 5th Street, Room 143, McMinnville, Oregon 97128-4595

Business Office: (503) 434-7506 • Fax: (503) 472-5330

Jail: (503) 434-7507 Email: sheriff@co.yamhill.or.us

CITIZENS' ACADEMY APPLICATION

APPLICANT INFORMATION			
Name			
Nicknames (including maiden or any other name changes):			
Street Address		City, State, Zip	
Home Number	Work Number	Cell Number	
E-mail address(s):		Oregon Driver's License or ID	
Distinguishing marks, scars, or tattoos:		List any languages you are fluent in other than English:	
WHY DO YOU WANT TO ATTEND THE CITIZENS' ACADEMY?			
PERSON TO NOTIFY IN CASE OF EMERGENCY			
Name			
Home Number	Work Number	Cell Number	
CRIMINAL HISTORY - Have you ever been arrested or detained by a law enforcement agency other than traffic offenses?			
Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain, referencing the date, place and full details for each incident:			
<i>(Felony convictions could be grounds for disqualification of participation.)</i>			
BACKGROUND INVESTIGATION			
As an applicant for the Yamhill County Sheriff's Office Citizens' Academy, I hereby authorize the Yamhill County Sheriff's Office to conduct a criminal history background investigation. I understand that this criminal history check is being conducted due to the nature of the classes given at the Citizens' Academy. I understand that all available police and criminal records will be checked and the information will be used in determining eligibility of applicants for the Citizens' Academy. All information is to remain confidential by Oregon and Federal Statutes.			
Signature		Date:	
AGREEMENT AND SIGNATURE			
By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as an Academy participant, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal of participation.			
Signature		Date:	

Academy Application AUTHORIZATION TO RELEASE INFORMATION

I authorize you to furnish the Yamhill County Sheriff's Office with any and all information that you may have concerning my work record, my reputation, my financial status and me. (Information of a confidential privileged nature may be included.) Your reply will be used to assist in determining my qualifications and fitness for the participation in the Yamhill County Sheriff's Office Citizen Academy.

I hereby release you, your organization and others from my liability or damage that may result from furnishing the information requested. ANY LACK OF COOPERATION OR DISCLOSURE REGARDING MY EMPLOYMENT HISTORY OR BACKGROUND MAY HAVE A NEGATIVE IMPACT ON MY ELIGIBILITY FOR CONSIDERATION OF ACADEMY PARTICIPATION WITH THE YAMHILL COUNTY SHERIFF'S OFFICE.

Date Signed Applicant's Printed Name Applicant's Signature

Date of Birth: _____ Place of Birth (City, State): _____

Height: _____ Weight: _____ Eye Color: _____ Current Hair Color: _____

I CERTIFY THAT THERE ARE NO MISREPRESENTATIONS, OMISSIONS OR FALSIFICATIONS IN THE FORGOING STATEMENTS AND ANSWERS, AND THAT THE ENTRIES MADE BY ME ABOVE ARE TRUE, COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

I FURTHER AGREE AND CONSENT IN ADVANCE TO BEING INVOLUNTARILY DISCHARGED WITHOUT COURSE OR HEARING IF ANY OF THE ABOVE INFORMATION CONTAINS ANY MISREPRESENTATIONS OR FALSIFICATION OR IF ANY MATERIAL INFORMATION HAS BEEN OMITTED.

Signature of Applicant: _____ Date: _____

State of Oregon, County of _____.

Subscribed and sworn to before me this _____ day of _____, 20____.

Signature of Notary

My Commission Expires

Place Notary Seal Above

Office Use Only:

Date: _____ By: _____

<input type="checkbox"/> LEADS - CCH/DMV <input type="checkbox"/> Vision <input type="checkbox"/> Rain (All)	<input type="checkbox"/> DA Case System <input type="checkbox"/> PIPL.com <input type="checkbox"/> Spokeo.com	<input type="checkbox"/> Coplink <input type="checkbox"/> TLD
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Volunteer Coordinator Review/Phone Contact Date: _____

Letter to applicant: Welcoming Declining Date Sent: _____

Notes/Comments: _____



Yamhill County Sheriff's Office
 Crime Summary for WILLAMINA
 From 2/1/2017 to 2/28/2017

City of WILLAMINA

UCR Description	2/1/2016 To 2/28/2016	2/1/2017 To 2/28/2017	Percentage Change	YTD (2017)	Prior Year (2016)
Part 1					
Aggravated Assault	0	0		0	2
Arson	0	1		1	0
Burglary-Business	0	0		0	2
Burglary-Non-Residence	0	0		1	3
Burglary-Residence	1	0		0	10
Larceny	7	1	-85.71 %	6	53
Motor Vehicle Theft-Auto	1	0		0	10
Part 1 Total	9	2	-77.78 %	8	80
Part 2					
All Other	1	1		1	8
Animal Problems	0	0		0	1
Disorderly Conduct	0	0		0	8
Drug Laws	3	2	-33.33 %	5	25
DUII	2	1	-50 %	1	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	0		0	1
Simple Assault	2	1	-50 %	3	28
Stolen Property	0	0		0	3
Tresspass/Prowler	1	2	100 %	2	17
Vandalism	0	3		3	18
Weapons	1	0		0	3
Part 2 Total	11	10	-9.09 %	16	127
Part 3					
All Other	13	2	-84.62 %	11	102
Non-Reportable Offenses	5	6	20 %	17	106
Part 3 Total	18	8	-55.56 %	28	208
Total For WILLAMINA	38	20	-47.37 %	52	415

City of Willamina
Staff report

Date Tuesday, March 14th, 2017
 From Debbie Bernard
Willamina City Recorder
 Subject Police Services for fiscal year 2017/18

Background:

1. Attached for Council consideration is the proposed Costing with the Yamhill County Sheriff's Office for Police Services.
2. The terms and conditions of the agreement are the same as last year's. The following is a comparison of this year to FY 2017/2018:

Yamhill County Police Services 2016/2017 vs. 2017/2018			<u>Annual Cost</u>				
			Cost for 2016/2017	2017/2018	Yearly Increase	Monthly Increase	% of Increase
Services							
Exhibit	A	1 FTE Deputy + .5 Deputy	\$191,783.00	\$196,514.72	\$4,731.72	\$394.31	2.5%
Exhibit	B	2 FTE	\$191,783.00	\$235,381.65	\$43,598.65	\$3,633.22	22.7%

Exhibit A represents a 2.5% increase in the police services expense. The costs were apparently increased this year because they are in contract negotiations with the police union.

Action Requested:

Consideration of that Council to approve the proposed costing for Police Services for one full time and .5 Deputy for FY 2017/18 at an estimated cost of \$196,514.72

or consideration of 2.00 FTE for the fiscal year 2017/18 for budget review which is currently in progress and authorizes the Mayor to execute the attached agreement.

Attachment



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

willaminaoregon.gov

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

**Monthly Library Report
February 2017**

CIRCULATION COMPARISON

CCRLS Statistics Report

February 2015 – 1878

February 2016 – 1577

February 2017 – 2174

NUMBER OF PATRONS SERVED: 641

NUMBER OF PATRONS UTILIZING PCs: 121

HOLDS:

Number picked Up – 386

Lending 2nd Quarter FY 2016/2017

Library LENT this many items: 895

Library BORROWED this many items: 811

STORYTIME ATTENDANCE:

Youth – 19

Adults – 13

CASH COUNT:

Fines/Fees - \$71.00

Copies - \$27.50

NEW CARD SIGNUPS: 9

NUMBER OF ITEMS ADDED TO CATALOG: 22

TOTAL LIBRARY SERVICE HOURS: 75

VOLUNTEERS:

10 Volunteers / 99.5 Hours

Highlights/Calendar:

2/8 – WEBINAR : NASA@MyLibrary

2/16 – WEBINAR : MAKERSPACE

3/2 – Dr. Seuss StoryTime

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

PROJECTS/UPCOMING

NASA@MyLibrary Program Application

RFID Conversion: closure tentative schedule 5/22-5/26

Summer Reading Program: Build a Better World June 20th-August 22nd

Solar Eclipse Event 8/21

Volunteer
 Monthly Report
 February 2017

Total Volunteer Hours:

Library – 99.25 hours / 10 Volunteers
 City Hall – 15.5 hours / 1 Volunteers

JULY 2016 – DECEMBER 2017

Library Volunteer Hours – 589
 City Hall Hours – 156.25

WELCOME:

Victoria Flemming - StoryTimes

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

Yearly Schedule of Events

Year

2017

Start Day

1

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
02/07/17 (Fri)	Planning Commission Meeting	meeting
02/14/17 (Tue)	City Council Meeting	meeting
02/06 & 2/07/17 (Mon & Tue)	3 Day Visit & Evaluation by Community Planning & Economic Development Experts	meeting meeting
02/25/17 (Sat)	Saturday Workshop on Economic Development & Revitalization – February, 2017	meeting
02/28/17 (Tue)	Revitalization – February, 2017 - Political Leaders, Business	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)	Development Visioning Committee – March, 2017 Members to Include: Elected Officials, Business Leaders, Community	meeting

April 2017

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

April

04/01/17 (Sat)	April Fool's Day	holiday
04/22/17 (Sat)	Earth Day	holiday
4/21/17 & 04/22/17 (FRI & S)	Annual Bark Sale Event	event

May 2017

Su	M	Tu	W	Th	F	Sa

May

05/29/17 (Mon)	Memorial Day	holiday
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Yearly Schedule of Events

CITY COUNCIL CALENDAR OF EVENTS

	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			

05/14/17 (Sun)	Mother's Day	holiday
05/18/17 (Thurs)	Willamina City of Willamina City County Dinner	event

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

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