

City of Columbia City
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MEMO

DATE: June 13, 2025
TO: Mayor and City Council
FROM: Kim Karber, City Administrator
RE: 2025-26 Budget

A review was done of where the City currently stands on fiscal year revenue, expenses, and scheduled projects. After the review, I recommend that the 2025-26 budget be adjusted as follows:

- Increase the sewer fund capital construction budget from \$60,000 to \$115,000, which increases the total sewer fund appropriations to \$808,718 and the total budget to \$4,527,862.

This is due to the K Street Pump Station Improvement Project not being completed in the 2024-25 budget year and moving most of those funds to the 2025-26 budget year. Only \$55,00 of the \$60,000 originally budgeted was moved over because of some unexpected large expenditures to be paid out in 2024-25. The \$55,000 will again be allocated for the K Street Pump Station Improvement Project. The updated sewer fund budget sheets along with the revenue and expenditure summary sheets are included to show how they would be updated if the adjustment is approved.

City of Columbia City 2025-26 Budget

		SEWER FUND						
		REVENUES AND OTHER RESOURCES						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
	FUND BALANCE							
271000	Beginning Fund Balance	359,308	502,847	467,156	482,927	281,332	281,332	336,332
	TOTAL FUND BALANCE	359,308	502,847	467,156	482,927	281,332	281,332	336,332
	LICENSES, PERMITS AND FEES							
321600	Sewer Connection Fees	100	0	100	200	100	100	100
321900	St. Helens System Development Charges	5,764	0	4,117	8,234	4,117	4,117	4,117
322700	Engineering Review Fees	0	0	500	0	500	500	500
	TOTAL LICENSES, PERMITS AND FEES	5,864	0	4,717	8,434	4,717	4,717	4,717
	CHARGES FOR SERVICES							
340000	Sewer Collection Fees	484,440	505,612	526,488	524,066	552,890	552,890	552,890
	TOTAL CHARGES FOR SERVICES	484,440	505,612	526,488	524,066	552,890	552,890	552,890
	LOAN PROCEEDS							
352000	DEQ Clean Water Loan	148,548	801,114	0	0	0	0	0
	TOTAL LOAN PROCEEDS	148,548	801,114	0	0	0	0	0
	MISCELLANEOUS REVENUE							
361000	Interest	9,609	15,477	11,110	19,209	8,900	8,900	8,900
365300	Miscellaneous	650	602	700	5,710	600	600	600
	TOTAL MISCELLANEOUS REVENUE	10,259	16,079	11,810	24,919	9,500	9,500	9,500
	INTERFUND TRANSFERS							
390000	Transfer in from General Fund	0	0	33,000	33,000	0	0	0
390200	Transfer in from Equip Reserve Fund	0	0	7,500	6,690	5,000	5,000	5,000
	TOTAL INTERFUND TRANSFERS	0	0	40,500	39,690	5,000	5,000	5,000
	TOTAL REVENUES & OTHER RESOURCES	1,008,419	1,825,652	1,050,671	1,080,036	853,439	853,439	908,439

City of Columbia City 2025-26 Budget

SEWER FUND								
EXPENDITURE DETAIL								
COLLECTION MAINTENANCE DEPARTMENT								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
01	PERSONAL SERVICES							
110000	Regular Services	122,561	114,459	123,638	119,260	121,420	121,420	121,420
130000	Overtime	1,330	2,402	1,804	2,401	3,000	3,000	3,000
210000	Group Insurance	31,885	28,237	30,974	30,496	28,084	28,084	28,084
220000	Social Security	9,069	9,660	9,766	9,469	9,709	9,709	9,709
230000	Retirement Contributions	25,313	25,066	28,776	24,539	34,596	34,596	34,596
250000	Unemployment Compensation	117	120	124	108	243	243	243
260000	Workers' Compensation	216	461	1,266	729	287	287	287
270000	Oregon Paid Leave Tax	0	709		741	712	712	712
295000	Accrued Leave	0	598	2,214	1,855	2,493	2,493	2,493
	TOTAL PERSONAL SERVICES	190,491	181,712	198,562	189,598	200,544	200,544	200,544
02	MATERIALS AND SERVICES							
331000	Auditing Services	1,991	3,080	3,300	3,630	5,316	5,316	5,316
333000	Legal Services	0	219	500	46	500	500	500
334000	Engineering Services	0	405	2,000	277	2,000	2,000	2,000
335000	Other Contractual Services	58,532	46,876	60,000	59,484	57,000	57,000	57,000
400000	In-Lieu-of Franchise Fees	25,092	27,937	26,324	28,534	27,645	27,645	27,645
410000	Sewer Treatment Fees	98,914	114,210	116,000	117,552	129,611	129,611	129,611
412000	St. Helens System Development Charges	0	18,527	4,117	8,234	4,117	4,117	4,117
431000	Building Maintenance	557	1,859	2,000	2,024	2,000	2,000	2,000
432000	Equipment/Software Maintenance	7,482	6,697	8,000	6,228	7,500	7,500	7,500
435000	Vehicle Maintenance	529	750	1,000	800	1,000	1,000	1,000
520000	Insurance and Bonds	12,368	12,971	13,360	12,706	14,612	14,612	14,612
540000	Legal Notices	0	520	500	105	500	500	500
581000	Travel and Training	1,599	743	1,600	449	1,500	1,500	1,500
583000	Dues, Subscriptions and Programs	582	963	400	286	400	400	400
611000	Office Supplies	691	891	800	861	850	850	850
612000	Postage	4,078	2,267	4,300	2,436	4,000	4,000	4,000
613000	Telephone and Internet Services	2,793	2,840	3,200	2,658	3,000	3,000	3,000
615000	Materials and Supplies	10,879	12,210	12,000	9,794	12,000	12,000	12,000
616000	Uniforms	91	433	250	65	250	250	250
617000	Treatment Chemicals	13,813	12,443	14,000	12,724	12,725	12,725	12,725
621000	Natural Gas	266	262	300	256	300	300	300
622000	Electricity	6,306	6,474	8,000	6,771	8,000	8,000	8,000
626000	Gasoline	1,847	1,892	2,200	1,588	2,000	2,000	2,000
660000	Miscellaneous	726	939	900	1,156	900	900	900
	TOTAL MATERIALS AND SERVICES	249,136	276,408	285,051	278,664	297,726	297,726	297,726
03	CAPITAL OUTLAY							
741000	Equipment	0	33,000	7,500	6,690	6,250	6,250	6,250
	TOTAL CAPITAL OUTLAY	0	33,000	7,500	6,690	6,250	6,250	6,250
	TOTAL COLLECTION MAIN. DEPT.	439,627	491,120	491,113	474,952	504,520	504,520	504,520

City of Columbia City 2025-26 Budget

SEWER FUND								
EXPENDITURE DETAIL								
CAPITAL CONSTRUCTION DEPARTMENT								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
04	CAPITAL CONSTRUCTION							
750100	K Street Pump Improvements	0	0	60,000	60,000	0	0	55,000
750300	Tank Replacement/Abandonment	15,271	801,113	60,000	60,000	60,000	60,000	60,000
	TOTAL CAPITAL CONSTRUCTION	15,271	801,113	120,000	120,000	60,000	60,000	115,000
	TOTAL CAPITAL CONSTRUCTION DEPT.	15,271	801,113	120,000	120,000	60,000	60,000	115,000

City of Columbia City 2025-26 Budget

SEWER FUND								
EXPENDITURE DETAIL								
NON-DEPARTMENTAL								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
05	DEBT SERVICE							
761000	Principal - 2014 DEQ Clean Water Loan	18,474	18,946	19,431	19,431	19,927	19,927	19,927
762000	Principal - 2015 DEQ Clean Water Loan	16,334	16,650	16,974	16,974	17,303	17,303	17,303
761500	Interest - 2014 DEQ Clean Water Loan	7,664	7,192	6,707	6,707	6,211	6,211	6,211
761600	Interest - 2015 DEQ Clean Water Loan	5,350	5,034	4,710	4,710	4,381	4,381	4,381
761700	Interest - 2017 DEQ Clean Water Loan	0	0	26,033	26,033	19,182	19,182	19,182
761800	Fees - 2014 DEQ Clean Water Loan	1,486	1,392	1,296	1,296	1,198	1,198	1,198
761900	Fees - 2015 DEQ Clean Water Loan	1,366	1,283	1,199	1,199	1,113	1,113	1,113
762100	Fees 2017 DEQ Clean Water Loan	0	0	0	0	4,775	4,775	4,775
763000	Principal - 2017 DEQ Clean Water Loan	0	0	0	0	40,368	40,368	40,368
	TOTAL DEBT SERVICE	50,674	50,497	76,350	76,350	114,458	114,458	114,458
06	INTERFUND TRANSFERS OUT							
806000	Transfer out to General Fund	0	0	127,402	127,402	0	0	0
	TOTAL INTERFUND TRANSFERS OUT	0	0	127,402	127,402	0	0	0
07	CONTINGENCY							
900000	Contingency	0	0	72,542	0	74,740	74,740	74,740
	TOTAL CONTINGENCY	0	0	72,542	0	74,740	74,740	74,740
09	UNAPPROPRIATED							
950000	Unappropriated Ending Fund Balance	0	0	163,264	0	99,721	99,721	99,721
	TOTAL UNAPPROPRIATED	0	0	163,264	0	99,721	99,721	99,721
	TOTAL NON-DEPARTMENTAL	50,674	50,497	439,558	203,752	288,920	288,919	288,919
	TOTAL SEWER FUND	505,572	1,342,730	1,050,671	798,704	853,439	853,439	908,439

REVENUE AND OTHER RESOURCES SUMMARY
FISCAL YEAR 2025-26
ALL FUNDS

Description	2022-23 Actual	2023-24 Actual	2024-25 Adopted	2024-25 Estimated	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
TAXES	431,417	448,345	475,323	446,062	477,613	477,613	477,613
LICENSES, PERMITS AND FEES	291,918	271,334	289,259	300,371	287,905	287,905	287,905
INTERGOVERNMENTAL REVENUE	456,975	232,016	500,695	228,948	494,736	494,736	494,736
CHARGES FOR SERVICES	1,108,455	1,131,127	1,191,625	1,165,949	1,294,265	1,294,265	1,294,265
FINES	9,361	7,067	10,000	7,000	9,000	9,000	9,000
LOAN PROCEEDS	148,548	801,114	0	0	0	0	0
MISCELLANEOUS REVENUE	73,130	124,708	107,319	136,975	108,634	108,634	108,634
INTERFUND TRANSFERS IN	0	49,853	517,402	514,167	56,000	56,000	56,000
SUB TOTAL - ALL REVENUES	2,519,804	3,065,564	3,091,623	2,799,472	2,728,153	2,728,153	2,728,153
FUND BALANCE	1,453,733	1,894,643	1,911,634	1,915,756	1,744,709	1,744,709	1,799,709
GRAND TOTAL - ALL FUNDS	3,973,537	4,960,207	5,003,257	4,715,228	4,472,862	4,472,862	4,527,862
Less Interfund Transfers In	0	49,853	517,402	514,167	56,000	56,000	56,000
NET TOTAL ALL FUNDS	3,973,537	4,910,354	4,485,855	4,201,061	4,416,862	4,416,862	4,471,862

EXPENDITURE SUMMARY
FISCAL YEAR 2025-26
ALL FUNDS

Description	2022-23 Actual	2023-24 Actual	2024-25 Adopted	2024-25 Estimated	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
PERSONAL SERVICES	1,050,193	1,064,628	1,182,668	1,128,302	1,279,987	1,279,987	1,279,987
MATERIALS AND SERVICES	659,242	716,828	891,572	795,580	869,905	869,905	869,906
CAPITAL OUTLAY	28,553	143,276	30,500	58,018	25,000	25,000	25,000
CAPITAL CONSTRUCTION	82,647	823,733	469,000	193,820	310,000	310,000	365,000
DEBT SERVICE	258,260	254,773	280,628	280,632	318,740	318,740	318,740
INTERFUND TRANSFERS OUT	0	49,853	517,402	514,167	56,000	56,000	56,000
RESERVES	0	0	37,739	0	34,597	34,597	34,597
CONTINGENCY	0	0	311,136	0	322,484	322,483	322,483
UNAPPROPRIATED END. FUND BALANCE	0	0	1,282,612	0	1,256,149	1,256,149	1,256,149
GRAND TOTAL - ALL FUNDS	2,078,895	3,053,091	5,003,257	2,970,519	4,472,862	4,472,861	4,527,862
Less Interfund Transfers Out	0	49,853	517,402	514,167	56,000	56,000	56,000
NET TOTAL ALL FUNDS	2,078,895	3,003,238	4,485,855	2,456,352	4,416,862	4,416,861	4,471,862

CITY OF COLUMBIA CITY

2025-2026 BUDGET

AS APPROVED BY THE COLUMBIA CITY BUDGET COMMITTEE

REVENUE AND OTHER RESOURCES SUMMARY FISCAL YEAR 2025-26 ALL FUNDS

Description	2022-23 Actual	2023-24 Actual	2024-25 Adopted	2024-25 Estimated	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
TAXES	431,417	448,345	475,323	446,062	477,613	477,613	0
LICENSES, PERMITS AND FEES	291,918	271,334	289,259	300,371	287,905	287,905	0
INTERGOVERNMENTAL REVENUE	456,975	232,016	500,695	228,948	494,736	494,736	0
CHARGES FOR SERVICES	1,108,455	1,131,127	1,191,625	1,165,949	1,294,265	1,294,265	0
FINES	9,361	7,067	10,000	7,000	9,000	9,000	0
LOAN PROCEEDS	148,548	801,114	0	0	0	0	0
MISCELLANEOUS REVENUE	73,130	124,708	107,319	136,975	108,634	108,634	0
INTERFUND TRANSFERS IN	0	49,853	517,402	514,167	56,000	56,000	0
SUB TOTAL - ALL REVENUES	2,519,804	3,065,564	3,091,623	2,799,472	2,728,153	2,728,153	0
FUND BALANCE	1,453,733	1,894,643	1,911,634	1,915,756	1,744,709	1,744,709	0
GRAND TOTAL - ALL FUNDS	3,973,537	4,960,207	5,003,257	4,715,228	4,472,862	4,472,862	0
Less Interfund Transfers in	0	49,853	517,402	514,167	56,000	56,000	0
NET TOTAL ALL FUNDS	3,973,537	4,910,354	4,485,855	4,201,061	4,416,862	4,416,862	0

EXPENDITURE SUMMARY FISCAL YEAR 2025-26 ALL FUNDS

Description	2022-23 Actual	2023-24 Actual	2024-25 Adopted	2024-25 Estimated	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
PERSONAL SERVICES	1,050,193	1,064,628	1,182,668	1,128,302	1,279,987	1,279,987	0
MATERIALS AND SERVICES	659,242	716,828	891,572	795,580	869,905	869,905	0
CAPITAL OUTLAY	28,553	143,276	30,500	58,018	25,000	25,000	0
CAPITAL CONSTRUCTION	82,647	823,733	469,000	193,820	310,000	310,000	0
DEBT SERVICE	258,260	254,773	280,628	280,632	318,740	318,740	0
INTERFUND TRANSFERS OUT	0	49,853	517,402	514,167	56,000	56,000	0
RESERVES	0	0	37,739	0	34,597	34,597	0
CONTINGENCY	0	0	311,136	0	322,484	322,483	0
UNAPPROPRIATED END. FUND BALANCE	0	0	1,282,612	0	1,256,149	1,256,149	0
GRAND TOTAL - ALL FUNDS	2,078,895	3,053,091	5,003,257	2,970,519	4,472,862	4,472,861	0
Less Interfund Transfers Out	0	49,853	517,402	514,167	56,000	56,000	0
NET TOTAL ALL FUNDS	2,078,895	3,003,238	4,485,855	2,456,352	4,416,862	4,416,861	0

		GENERAL FUND						
		REVENUES AND OTHER RESOURCES						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
01								
	FUND BALANCE							
271000	Beginning Fund Balance	104,732	314,926	322,398	347,574	327,696	327,696	
	TOTAL FUND BALANCE	104,732	314,926	322,398	347,574	327,696	327,696	
	TAXES							
311000	Current Property Tax	422,552	439,566	467,142	436,575	468,048	468,048	
311100	Property Tax - Prior Years	8,865	8,779	8,181	9,487	9,565	9,565	
	TOTAL TAXES	431,417	448,345	475,323	446,062	477,613	477,613	
	LICENSES, PERMITS AND FEES							
321300	In Lieu of Tax Fees	8,611	8,921	9,189	8,921	9,419	9,419	
321400	In Lieu of Franchise Fees	57,302	63,129	59,103	57,016	64,713	64,713	
321500	Franchise Fees	140,812	148,453	148,807	145,890	147,731	147,731	
321600	Business Licenses	17,076	16,585	17,000	17,000	15,875	15,875	
321700	Liquor License Application Fees	0	105	35	70	35	35	
321800	Short Term Rental Tax	42	444	500	500	797	797	
321900	School Excise Tax Fees	3,723	1,061	1,500	1,061	2,000	2,000	
322100	Building Permit Fees	11,520	13,843	10,000	14,000	10,000	10,000	
322200	Mechanical Permit Fees	8,815	2,177	2,600	2,600	2,520	2,520	
322300	Plumbing Permit Fees	2,119	2,619	2,500	2,500	2,230	2,230	
322400	Land Use Fees	2,080	2,132	2,000	2,000	2,200	2,200	
322500	Right of Way Fees	320	20	100	50	40	40	
322600	Vehicle Towing Fees	50	0	50	50	50	50	
322700	Engineering Review Fees	295	925	500	925	300	300	
322800	Building Permit Tech Fees	788	619	500	600	400	400	
322900	City Admin Permit Fee	3,150	2,646	2,000	2,400	2,500	2,500	
	TOTAL LICENSES, PERMITS AND FEES	256,703	263,679	256,384	255,583	260,810	260,810	
	INTERGOVERNMENTAL REVENUE							
331300	DLCD Planning Grant	0	2,000	0	2,000	0	0	
333000	ARPA Funds	224,558	0	0	0	0	0	
333300	Oregon Parks & Rec Dept Local Gov Grant	14,270	13,739	30,000	10,000	30,000	30,000	
333600	CIS Grant	0	1,595	0	0	0	0	
335000	State Revenue Sharing	22,146	21,864	22,000	22,000	20,000	20,000	
335600	Cigarette Tax	1,440	1,279	1,384	1,200	1,075	1,075	
335700	Alcohol Tax	38,360	36,765	41,099	36,000	33,800	33,800	
335900	Marijuana Tax	2,526	2,739	2,670	2,600	2,750	2,750	
	TOTAL INTERGOVERNMENTAL REVENUE	303,300	79,981	97,153	73,800	87,625	87,625	
	FINES							
351000	Fines	9,361	7,067	10,000	7,000	9,000	9,000	
	TOTAL FINES	9,361	7,067	10,000	7,000	9,000	9,000	
	MISCELLANEOUS REVENUE							
361000	Interest	9,104	20,252	16,000	18,318	17,500	17,500	
362900	Communication Site Rent	3,114	3,647	3,756	3,647	3,843	3,843	
363100	Community Hall Rental	19,200	18,175	20,000	19,500	24,000	24,000	
363200	Mineral Royalties	549	663	450	450	500	500	
365200	Celebration Proceeds	(26)	2,731	3,000	2,731	3,000	3,000	
365300	Miscellaneous	1,238	3,797	1,600	3,600	1,500	1,500	
365400	Spring Cleanup	433	200	0	350	0	0	
365500	DAR Park Maintenance Contribution	0	750	0	750	0	0	
365600	Shop with a Cop Donations	2,222	3,936	2,500	6,918	3,000	3,000	
365800	Veterans Park Donations	71	104	100	64	50	50	
366000	Veterans Park Engraved Brick Sales	525	450	525	450	375	375	
366100	Community Hall Capital Campaign	0	2,626	2,600	2,600	2,300	2,300	
	TOTAL MISCELLANEOUS REVENUE	36,430	57,331	50,531	59,378	56,068	56,068	
	INTERFUND TRANSFERS IN							
390200	Transfer in from Equipment Reserve Fund	0	0	4,500	4,025	0	0	
390300	Transfer in from Street Fund	0	49,853	0	0	0	0	
390400	Transfer in from Park Development Fund	0	0	0	0	13,000	13,000	
390500	Transfer in from Water Fund	0	0	33,000	33,000	33,000	33,000	
390600	Transfer in from Sewer Fund	0	0	127,402	127,402	0	0	
	TOTAL INTERFUND TRANSFERS IN	0	49,853	164,902	164,427	46,000	46,000	
	TOTAL REVENUES & OTHER RESOURCES	1,141,943	1,221,182	1,376,691	1,353,824	1,264,812	1,264,812	

		GENERAL FUND						
		EXPENDITURE DETAIL						
		ADMINISTRATION DEPARTMENT						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
01								
01	PERSONAL SERVICES							
110000	Regular Services	164,489	136,669	128,026	114,696	135,902	135,902	
130000	Overtime	367	1,944	400	1,600	1,800	1,800	
210000	Group Insurance	40,326	20,849	24,010	22,182	21,106	21,106	
220000	Social Security	12,054	10,405	9,967	9,740	10,680	10,680	
230000	Retirement Contributions	33,631	32,190	29,718	24,485	34,981	34,981	
250000	Unemployment Compensation	155	206	128	112	272	272	
260000	Workers' Compensation	124	265	531	446	68	68	
270000	Oregon Paid Leave Tax	0	832	779	766	827	827	
295000	Accrued Leave	0	1,638	1,862	2,966	1,900	1,900	
	TOTAL PERSONAL SERVICES	251,146	204,998	195,421	176,993	207,536	207,536	0
02	MATERIALS AND SERVICES							
331000	Auditing Services	1,392	2,521	2,600	2,990	3,866	3,866	
333000	Legal Services	3,574	940	3,500	1,047	3,000	3,000	
334000	Engineering Services	2,780	234	2,500	550	2,000	2,000	
335000	Planning Consultant Services	9,684	10,755	10,000	14,021	11,500	11,500	
412000	School Excise Tax	3,566	2,226	1,440	7,081	1,920	1,920	
431000	Building Maintenance	5,278	3,855	5,000	4,166	4,000	4,000	
432000	Equipment Maintenance	9,294	6,044	8,500	5,947	7,500	7,500	
433000	Community Hall Maintenance	8,312	9,167	9,000	7,693	9,000	9,000	
520000	Insurance and Bonds	3,101	3,359	3,800	3,941	4,532	4,532	
540000	Legal Notices	120	651	400	1,079	750	750	
581000	Travel and Training	70	208	2,500	797	2,500	2,500	
582000	Mayor, Council & Commission Travel	225	146	1,000	460	1,000	1,000	
583000	Dues, Subscriptions and Programs	4,631	7,767	6,800	4,791	7,000	7,000	
611000	Office Supplies	922	1,357	1,000	1,399	1,500	1,500	
612000	Postage	1,545	1,164	1,500	1,175	1,500	1,500	
613000	Telephone and Internet Services	1,518	1,613	2,000	1,541	1,750	1,750	
615000	Materials and Supplies	2,335	1,034	1,500	1,404	1,500	1,500	
621000	Natural Gas	320	315	350	295	350	350	
622000	Electricity	638	627	850	752	850	850	
626000	Gasoline	364	368	450	297	350	350	
658000	Library Support/Donations	1,097	3,308	4,548	4,637	4,500	4,500	
658800	Other Donations	2,807	750	500	0	500	500	
659100	St. Helens Senior Center Donation	0	0	500	500	500	500	
659200	Columbia Pacific Food Bank Donation	0	0	500	0	500	500	
659400	Col County Emergency Manager Support	4,923	4,922	4,923	4,923	4,923	4,923	
659800	Columbia County Economic Dev Support	250	0	2,875	0	1,000	1,000	
660000	Miscellaneous	3,826	2,465	3,500	858	5,000	5,000	
	TOTAL MATERIALS AND SERVICES	72,572	65,796	82,036	72,344	83,291	83,291	0
03	CAPITAL OUTLAY							
741000	Equipment	28,553	0	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	28,553	0	0	0	0	0	0
03	CAPITAL CONSTRUCTION							
743000	Building Improvements - Paint and Siding	28,089	20,695	39,000	23,820	0	0	0
	TOTAL CAPITAL CONSTRUCTION	28,089	20,695	39,000	23,820	0	0	0
	TOTAL ADMINISTRATION DEPARTMENT	380,360	291,489	316,457	273,157	290,827	290,827	0

City of Columbia City 2025-26 Budget

GENERAL FUND EXPENDITURE DETAIL POLICE DEPARTMENT								
Line Item	Account Description	2022-23 Actual	2023-24 Actual	2024-25 Adopted	2024-25 Estimated	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
02								
01	PERSONAL SERVICES							
110000	Regular Services	153,066	171,290	196,674	199,161	212,683	212,683	
130000	Overtime	3,147	1,074	4,000	2,034	4,000	4,000	
210000	Group Insurance	44,335	40,609	45,434	41,208	42,477	42,477	
220000	Social Security	11,890	13,237	14,983	15,729	16,921	16,921	
230000	Retirement Contributions	46,028	50,630	60,412	62,945	72,603	72,603	
250000	Unemployment Compensation	155	173	191	176	426	426	
260000	Workers' Compensation	1,351	2,567	3,956	3,333	3,226	3,226	
270000	Oregon Paid Leave Tax	0	1,021	0	1,226	1,304	1,304	
295000	Accrued Leave	0	130	4,736	354	4,500	4,500	
	TOTAL PERSONAL SERVICES	259,972	280,731	330,386	326,166	358,140	358,140	0
02	MATERIALS AND SERVICES							
331000	Auditing Services	1,019	2,741	2,900	3,960	5,799	5,799	
333000	Legal Services	522	47	1,000	30	1,000	1,000	
335000	Contractual Services	0	0	500	631	650	650	
431000	Building Maintenance	1,648	1,744	1,700	2,594	1,800	1,800	
432000	Equipment Maintenance	6,306	5,231	6,800	2,534	5,000	5,000	
435000	Vehicle Maintenance	619	10,763	2,500	4,056	3,500	3,500	
520000	Insurance and Bonds	23,198	18,002	19,000	23,910	27,500	27,500	
540000	Legal Notices	0	0	100	0	50	50	
581000	Travel and Training	0	148	4,500	648	1,500	1,500	
583000	Dues and Subscriptions	900	1,771	1,000	0	900	900	
611000	Office Supplies	307	396	350	383	400	400	
612000	Postage	569	298	500	316	500	500	
613000	Telephone and Internet Services	2,472	2,660	2,700	3,232	3,500	3,500	
615000	Materials and Supplies	4,382	4,311	8,000	5,980	6,000	6,000	
616000	Uniforms/PPE	714	0	2,500	0	2,000	2,000	
621000	Natural Gas	107	105	140	99	125	125	
622000	Electricity	80	78	115	82	150	150	
626000	Gasoline	5,505	7,097	8,000	7,016	8,000	8,000	
650000	Shop with a Cop Program	4,000	3,936	3,936	4,719	5,000	5,000	
660000	Miscellaneous	105	106	100	312	125	125	
	TOTAL MATERIALS AND SERVICES	52,453	59,434	66,341	60,502	73,499	73,499	0
03	CAPITAL OUTLAY							
741000	Equipment	0	43,288	0	31,253	0	0	0
	TOTAL CAPITAL OUTLAY	0	43,288	0	31,253	0	0	0
03	CAPITAL CONSTRUCTION							
743000	Building Improvements	0	0	10,000	0	0	0	0
	TOTAL CAPITAL CONSTRUCTION	0	0	10,000	0	0	0	0
	TOTAL POLICE DEPARTMENT	312,425	383,453	406,727	417,921	431,639	431,639	0

City of Columbia City 2025-26 Budget

		GENERAL FUND						
		EXPENDITURE DETAIL						
		BUILDING DEPARTMENT						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
03								
01	PERSONAL SERVICES							
110000	Regular Services	10,778	11,218	11,627	12,232	12,946	12,946	
120000	Overtime	0	491	0	110	300	300	
210000	Group Insurance	4,024	4,127	4,266	3,484	3,402	3,402	
220000	Social Security	822	888	932	927	1,064	1,064	
230000	Retirement Contributions	2,223	2,576	2,689	2,726	34	34	
250000	Unemployment Compensation	11	12	12	10	26	26	
260000	Workers' Compensation	20	16	10	76	146	146	
270000	Oregon Paid Leave Tax	0	74	0	75	82	82	
295000	Accrued Leave	0	0	551	0	654	654	
	TOTAL PERSONAL SERVICES	17,878	19,402	20,087	19,640	18,654	18,654	0
02	MATERIALS AND SERVICES							
331000	Auditing Services	143	270	280	330	484	484	
332000	Building Official Services	20,705	16,524	35,000	15,120	25,000	25,000	
333000	Legal Services	0	133	500	0	500	500	
334000	Engineering Services	0	0	500	0	300	300	
335000	Other Contractual Services	718	944	2,500	1,744	1,500	1,500	
431000	Building Maintenance	201	177	250	162	200	200	
432000	Equipment Maintenance	1,851	979	1,500	977	1,100	1,100	
520000	Insurance and Bonds	444	450	475	574	660	660	
540000	Legal Notices	0	80	0	0	0	0	
581000	Travel and Training	0	0	500	0	500	500	
583000	Dues, Subscriptions, Programs	0	84	0	0	0	0	
611000	Office Supplies	307	396	400	383	400	400	
612000	Postage	523	291	500	313	500	500	
613000	Telephone and Internet Services	397	413	500	386	500	500	
615000	Materials and Supplies	19	74	200	0	100	100	
621000	Natural Gas	106	105	150	98	130	130	
622000	Electricity	79	78	100	82	125	125	
660000	Miscellaneous	1,360	562	1,550	573	600	600	
	TOTAL MATERIALS AND SERVICES	26,853	21,560	44,905	20,742	32,599	32,599	0
	TOTAL BUILDING DEPARTMENT	44,731	40,962	64,992	40,382	51,253	51,253	0

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		GENERAL FUND EXPENDITURE DETAIL PARK MAINTENANCE						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
04								
01	PERSONAL SERVICES							
110000	Regular Services	37,311	59,206	64,344	57,878	82,624	82,624	
120000	Extra Labor	0	0	0	0	0	0	
130000	Overtime	229	1,350	715	2,092	3,000	3,000	
210000	Group Insurance	16,979	26,350	28,039	29,067	35,786	35,786	
220000	Social Security	2,220	6,518	5,268	4,847	6,715	6,715	
230000	Retirement Contributions	7,311	13,381	15,204	13,906	21,433	21,433	
250000	Unemployment Compensation	27	59	64	57	166	166	
260000	Workers' Compensation	134	591	1,487	934	703	703	
270000	Oregon Paid Leave Tax	0	412	0	378	509	509	
295000	Accrued Leave	0	0	3,798	0	2,141	2,141	
	TOTAL PERSONAL SERVICES	64,211	107,867	118,919	109,159	153,077	153,077	0
02	MATERIALS AND SERVICES							
331000	Auditing Services	286	859	900	1,320	1,933	1,933	
333000	Legal Services	0	283	500	453	500	500	
335000	Other Contractual Services	10,885	16,170	44,000	36,685	59,750	59,750	
432000	Equipment Maintenance	1,740	790	1,000	703	1,000	1,000	
435000	Vehicle Maintenance	25	0	2,000	0	2,000	2,000	
520000	Insurance and Bonds	1,508	1,628	1,700	1,881	2,500	2,500	
540000	Legal Notices/Advertising	0	0	100	0	100	100	
615000	Materials and Supplies	4,299	9,461	8,000	11,955	9,500	9,500	
616000	Uniforms/PPE	44	288	200	0	200	200	
622000	Electricity	912	1,052	1,400	1,029	1,400	1,400	
626000	Gasoline	364	368	475	409	475	475	
660000	Miscellaneous	25	26	100	49	100	100	
	TOTAL MATERIALS AND SERVICES	20,088	30,925	60,375	54,484	79,458	79,458	0
03	CAPITAL OUTLAY							
741000	Equipment	0	16,988	5,000	4,025	3,750	3,750	
	TOTAL CAPITAL OUTLAY	0	16,988	5,000	4,025	3,750	3,750	0
	CAPITAL CONSTRUCTION							
751000	McBride Creek Trail System	5,201	1,925	0	0	0	0	0
	TOTAL CAPITAL CONSTRUCTION	5,201	1,925	0	0	0	0	0
	TOTAL PARKS MAINTENANCE DEPT.	89,500	157,705	184,294	167,668	236,285	236,285	0

City of Columbia City 2025-26 Budget

		GENERAL FUND EXPENDITURE DETAIL NON-DEPARTMENTAL						
Line Item	Account Description	2022-23 Actual	2023-24 Actual	2024-25 Adopted	2024-25 Estimated	2025-26 Proposed	2025-26 Approved	2025-26 Adopted
05								
06	INTERFUND TRANSFERS OUT							
808500	Transfer out to Street Fund	0	0	17,000	17,000	0	0	
809000	Transfer out to Water Fund	0	0	77,000	77,000	0	0	
809500	Transfer out to Sewer Fund	0	0	33,000	33,000	0	0	
	TOTAL INTERFUND TRANSFERS OUT	0	0	127,000	127,000	0	0	0
07	CONTINGENCY							
900000	Contingency	0	0	137,770	0	150,938	150,938	0
	TOTAL CONTINGENCY	0	0	137,770	0	150,938	150,938	0
09	UNAPPROPRIATED							
950000	Unappropriated Ending Balance	0	0	139,451	0	103,870	103,870	0
	TOTAL UNAPPROPRIATED	0	0	139,451	0	103,870	103,870	0
	TOTAL NON-DEPARTMENTAL	0	0	404,221	127,000	254,808	254,808	0
	TOTAL GENERAL FUND	827,016	873,609	1,376,691	1,026,128	1,264,812	1,264,812	0

City of Columbia City 2025-26 Budget

		EQUIPMENT RESERVE FUND REVENUES AND OTHER RESOURCES						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
02	FUND BALANCE							
271000	Beginning Fund Balance	60,660	62,294	65,239	65,360	41,847	41,847	
	TOTAL FUND BALANCE	60,660	62,294	65,239	65,360	41,847	41,847	0
	MISCELLANEOUS REVENUE							
361000	Interest	1,633	3,066	2,500	3,252	2,750	2,750	
	TOTAL MISCELLANEOUS REVENUE	1,633	3,066	2,500	3,252	2,750	2,750	0
	TOTAL REVENUES & OTHER RESOURCES	62,293	65,360	67,739	68,612	44,597	44,597	0

City of Columbia City 2025-26 Budget

		EQUIPMENT RESERVE FUND EXPENDITURE DETAIL						
		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Line		Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
Item	Account Description							
02								
06	INTERFUND TRANSFERS OUT							
807000	To General Fund - Police	0	0	0	0	0	0	
807100	To General Fund - Administration	0	0	0	0	0	0	
807200	To General Fund - Parks	0	0	4,500	4,025	0	0	
807500	To Street Fund	0	0	4,500	4,025	0	0	
807600	To Water Fund	0	0	13,500	12,025	5,000	5,000	
807700	To Sewer Fund	0	0	7,500	6,690	5,000	5,000	
	TOTAL INTERFUND TRANSFERS OUT	0	0	30,000	26,765	10,000	10,000	0
08	RESERVE							
920000	Reserve for Administration	0	0	6,525	0	7,056	7,056	
930000	Reserve for Police	0	0	9,744	0	10,501	10,501	
935000	Reserve for Building	0	0	905	0	968	968	
940000	Reserve for Parks	0	0	111	0	696	696	
950000	Reserve for Streets	0	0	5,940	0	1,964	1,964	
960000	Reserve for Water	0	0	5,437	0	2,632	2,632	
970000	Reserve for Sewer	0	0	9,077	0	10,780	10,780	
	TOTAL RESERVE	0	0	37,739	0	34,597	34,597	0
	TOTAL EQUIPMENT RESERVE FUND	0	0	67,739	26,765	44,597	44,597	0

City of Columbia City 2025-26 Budget

		STREET FUND						
		REVENUES AND OTHER RESOURCES						
		DETAIL						
Line	Account Description	2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item		Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
05	FUND BALANCE							
271000	Beginning Fund Balance	410,852	449,000	468,895	479,940	547,242	547,242	
	TOTAL FUND BALANCE	410,852	449,000	468,895	479,940	547,242	547,242	0
	LICENSES, PERMITS AND FEES							
322600	Driveway Access Permit Fees	0	0	15	30	0	0	
322700	Engineering Review Fees	0	0	500	0	500	500	
	TOTAL LICENSES, PERMITS AND FEES	0	0	515	30	500	500	0
	INTERGOVERNMENTAL REVENUE							
331400	SCA Grant	0	0	250,000	0	250,000	250,000	
335400	State Highway Tax	153,675	152,035	153,542	155,148	157,111	157,111	
	TOTAL INTERGOVERNMENTAL REVENUE	153,675	152,035	403,542	155,148	407,111	407,111	0
	MISCELLANEOUS REVENUE							
361000	Interest	11,961	21,577	20,000	23,825	20,000	20,000	
365300	Miscellaneous	205	0	300	1,311	300	300	
	TOTAL MISCELLANEOUS REVENUE	12,166	21,577	20,300	25,136	20,300	20,300	0
	INTERFUND TRANSFERS IN							
390300	Transfer in from General Fund	0	0	17,000	17,000	0	0	
390400	Transfer in from Equipment Reserve Fund	0	0	4,500	4,025	0	0	
	TOTAL INTERFUND TRANSFERS IN	0	0	21,500	21,025	0	0	0
	TOTAL REVENUES & OTHER RESOURCES	576,693	622,612	914,752	681,279	975,153	975,153	0

City of Columbia City 2025-26 Budget

		STREET FUND						
		EXPENDITURE DETAIL						
		MAINTENANCE AND REPAIR DEPARTMENT						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
05								
01	PERSONAL SERVICES							
110000	Regular Services	36,296	32,685	36,021	33,733	35,831	35,831	
130000	Overtime	413	612	400	632	1,000	1,000	
210000	Group Insurance	8,876	7,491	8,292	8,356	7,648	7,648	
220000	Social Security	2,695	2,755	2,834	2,819	2,889	2,889	
230000	Retirement Contributions	7,507	7,248	8,410	6,992	9,458	9,458	
250000	Unemployment Compensation	35	31	36	32	72	72	
260000	Workers' Compensation	160	342	729	590	842	842	
270000	Oregon Paid Leave Tax	0	202	0	220	208	208	
295000	Accrued Leave	0	234	626	0	930	930	
	TOTAL PERSONAL SERVICES	55,982	51,600	57,348	53,374	58,878	58,878	0
02	MATERIALS AND SERVICES							
331000	Auditing Services	568	865	900	990	1,450	1,450	
333000	Legal Services	0	85	500	30	500	500	
334000	Engineering Services	0	479	500	400	500	500	
335000	Other Contractual Services	10,531	11,738	10,000	9,857	10,500	10,500	
431000	Building Maintenance	266	1,164	1,500	978	1,500	1,500	
432000	Equipment Maintenance	2,190	1,209	2,500	762	2,000	2,000	
435000	Vehicle Maintenance	353	500	1,000	592	1,000	1,000	
435100	Streetlight Maintenance	5,582	695	750	0	750	750	
451000	Street Surface Preservation/Resurfacing	0	0	94,000	49,000	40,000	40,000	
520000	Insurance and Bonds	2,610	2,746	3,000	2,894	3,328	3,328	
540000	Legal Notices	0	0	100	27	100	100	
581000	Travel and Training	0	108	500	100	500	500	
583000	Dues, Subscriptions, Programs	190	380	200	180	200	200	
611000	Office Supplies	154	198	200	192	250	250	
612000	Postage	209	116	235	125	200	200	
613000	Telephone and Internet Services	982	998	1,300	966	1,200	1,200	
614000	Signs	0	0	1,000	0	1,000	1,000	
615000	Materials and Supplies	3,757	3,916	4,200	1,814	4,000	4,000	
616000	Uniforms/PPE	47	288	150	43	200	200	
622000	Electricity	9,522	6,210	6,500	6,763	6,500	6,500	
626000	Gasoline	1,110	1,138	1,350	864	1,350	1,350	
660000	Miscellaneous	15	15	100	61	100	100	
	TOTAL MATERIALS AND SERVICES	38,086	32,848	130,485	76,638	77,128	77,128	0
03	CAPITAL OUTLAY							
741000	Equipment	0	17,000	4,500	4,025	3,750	3,750	
	TOTAL CAPITAL OUTLAY	0	17,000	4,500	4,025	3,750	3,750	0
	TOTAL MAINTENANCE & REPAIR DEPT.	94,068	101,448	192,333	134,037	139,756	139,756	0

City of Columbia City 2025-26 Budget

		STREET FUND EXPENDITURE DETAIL CAPITAL CONSTRUCTION DEPARTMENT						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
05								
04	CAPITAL CONSTRUCTION							
751400	Streetlight Improvements	33,626	0	0	0	0	0	
751600	Pavement Restoration	0	0	250,000	0	250,000	250,000	
	TOTAL CAPITAL CONSTRUCTION	33,626	0	250,000	0	250,000	250,000	0
	TOTAL CAPITAL CONSTRUCTION DEPT.	33,626	0	250,000	0	250,000	250,000	0

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		STREET FUND EXPENDITURE DETAIL NON-DEPARTMENTAL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
05								
06	INTERFUND TRANSFERS OUT							
806900	Transfer out to General Fund	0	49,853	0	0	0	0	
	TOTAL INTERFUND TRANSFERS OUT	0	49,853	0	0	0	0	0
07	CONTINGENCY							
900000	Contingency	0	0	28,175	0	20,401	20,401	
	TOTAL CONTINGENCY	0	0	28,175	0	20,401	20,401	0
09	UNAPPROPRIATED							
950000	Unappropriated Ending Balance	0	0	444,244	0	564,996	564,996	
	TOTAL UNAPPROPRIATED	0	0	444,244	0	564,996	564,996	0
	TOTAL NON-DEPARTMENTAL	0	49,853	472,419	0	585,397	585,397	0
	TOTAL STREET FUND	127,694	151,301	914,752	134,037	975,153	975,153	0

City of Columbia City 2025-26 Budget

STREET DEVELOPMENT FUND								
REVENUES AND OTHER RESOURCES								
DETAIL								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
06	FUND BALANCE							
271000	Beginning Fund Balance	164,720	174,698	182,298	182,783	200,650	200,650	
	TOTAL FUND BALANCE	164,720	174,698	182,298	182,783	200,650	200,650	0
	LICENSES, PERMITS AND FEES							
321500	System Development Charges	6,405	0	5,740	9,150	4,575	4,575	
	TOTAL LICENSES, PERMIT AND FEES	6,405	0	5,740	9,150	4,575	4,575	0
	MISCELLANEOUS REVENUE							
361000	Interest	3,573	8,084	7,000	8,717	8,000	8,000	
	TOTAL MISCELLANEOUS REVENUE	3,573	8,084	7,000	8,717	8,000	8,000	0
	TOTAL REVENUES & OTHER RESOURCES	174,698	182,782	195,038	200,650	213,225	213,225	0

City of Columbia City 2025-26 Budget

STREET DEVELOPMENT FUND								
EXPENDITURE DETAIL								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
09	UNAPPROPRIATED							
950000	Unappropriated Ending Balance	0	0	195,038	0	213,225	213,225	0
	TOTAL UNAPPROPRIATED	0	0	195,038	0	213,225	213,225	0
	TOTAL STREET DEVELOPMENT FUND	0	0	195,038	0	213,225	213,225	0

City of Columbia City 2025-26 Budget

PARK DEVELOPMENT FUND								
REVENUES AND OTHER RESOURCES								
DETAIL								
Line	Account Description	2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item		Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
08	FUND BALANCE							
271000	Beginning Fund Balance	50,379	54,129	56,661	56,737	58,598	58,598	
	TOTAL FUND BALANCE	50,379	54,129	56,661	56,737	58,598	58,598	0
	LICENSES, PERMITS AND FEES							
321500	System Development Charges	2,826	0	7,200	4,038	2,019	2,019	
	TOTAL LICENSES, PERMIT AND FEES	2,826	0	7,200	4,038	2,019	2,019	0
	MISCELLANEOUS REVENUE							
361000	Interest	1,384	2,607	2,200	2,823	2,708	2,708	
	TOTAL MISCELLANEOUS REVENUE	1,384	2,607	2,200	2,823	2,708	2,708	0
	TOTAL REVENUES & OTHER RESOURCES	54,589	56,736	66,061	63,598	63,325	63,325	0

City of Columbia City 2025-26 Budget

PARK DEVELOPMENT FUND								
EXPENDITURE DETAIL								
Line	Account Description	2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item		Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
08	CAPITAL CONSTRUCTION							
730000	McBride Creek Park Area/Rivers Walk	460	0	5,000	5,000	0	0	
	TOTAL CAPITAL CONSTRUCTION	460	0	5,000	5,000	0	0	0
06	INTERFUND TRANSFERS OUT							
806000	Transfer out to General Fund	0	0	0	0	13,000	13,000	
	TOTAL INTERFUND TRANSFERS OUT	0	0	0	0	13,000	13,000	0
09	UNAPPROPRIATED							
950000	Unappropriated Ending Fund Balance	0	0	61,061	0	50,325	50,325	
	TOTAL UNAPPROPRIATED	0	0	61,061	0	50,325	50,325	0
	TOTAL PARK DEVELOPMENT FUND	460	0	66,061	5,000	63,325	63,325	0

City of Columbia City 2025-26 Budget

		STORM DRAIN DEVELOPMENT FUND						
		REVENUES AND OTHER RESOURCES						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
10								
	FUND BALANCE							
271000	Beginning Fund Balance	8,707	9,251	9,596	9,602	10,846	10,846	
	TOTAL FUND BALANCE	8,707	9,251	9,596	9,602	10,846	10,846	0
	LICENSES, PERMITS AND FEES							
321500	System Development Charges	544	0	388	766	389	389	
	TOTAL LICENSES, PERMIT AND FEES	544	0	388	766	389	389	0
	MISCELLANEOUS REVENUE							
361000	Interest	0	350	300	478	458	458	
	TOTAL MISCELLANEOUS REVENUE	0	350	300	478	458	458	0
	TOTAL REVENUES & OTHER RESOURCES	9,251	9,601	10,284	10,846	11,693	11,693	0

City of Columbia City 2025-26 Budget

		STORM DRAIN DEVELOPMENT FUND						
		EXPENDITURE DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
09								
	UNAPPROPRIATED							
950000	Unappropriated Ending Balance	0	0	10,284	0	11,693	11,693	0
	TOTAL UNAPPROPRIATED	0	0	10,284	0	11,693	11,693	0
	TOTAL STORM DRAIN DEV. FUND	0	0	10,284	0	11,693	11,693	0

City of Columbia City 2025-26 Budget

		WATER FUND						
		REVENUES AND OTHER RESOURCES						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
12								
	FUND BALANCE							
271000	Beginning Fund Balance	13,249	30,406	28,074	(20,882)	145,745	145,745	
	TOTAL FUND BALANCE	13,249	30,406	28,074	(20,882)	145,745	145,745	0
	LICENSES, PERMITS AND FEES							
321600	Connection Fees	3,000	0	600	3,400	1,700	1,700	
321700	Delinquent Fees	8,000	7,375	7,500	6,860	7,000	7,000	
321800	Restoration Fees	295	280	300	280	280	280	
	TOTAL LICENSES, PERMIT AND FEES	11,295	7,655	8,400	10,540	8,980	8,980	0
	CHARGES FOR SERVICES							
340000	Water Sales	624,015	625,515	665,137	641,883	741,375	741,375	
	TOTAL CHARGES FOR SERVICES	624,015	625,515	665,137	641,883	741,375	741,375	0
	MISCELLANEOUS REVENUE							
361000	Interest	0	905	9,200	3,814	3,500	3,500	
365300	Miscellaneous	0	87	50	1,250	50	50	
	TOTAL MISCELLANEOUS REVENUE	0	992	9,250	5,064	3,550	3,550	0
	INTERFUND TRANSFERS IN							
390000	Transfer in from General Fund	0	0	77,000	77,000	0	0	
	Transfer in from Equipment Reserve Fund	0	0	13,500	12,025	5,000	5,000	
391000	Transfer in from Water Development Fund	0	0	200,000	200,000	0	0	
	TOTAL INTERFUND TRANSFERS IN	0	0	290,500	289,025	5,000	5,000	0
		648,559	664,568	1,001,361	925,630	904,650	904,650	0

City of Columbia City 2025-26 Budget

WATER FUND							
EXPENDITURE DETAIL							
PRODUCTION AND DISTRIBUTION DEPARTMENT							
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved
							Adopted
12							
01	PERSONAL SERVICES						
110000	Regular Services	132,340	134,773	162,445	158,393	172,917	172,917
130000	Overtime	2,246	3,598	2,528	3,528	4,000	4,000
210000	Group Insurance	38,065	37,566	42,040	41,690	43,479	43,479
220000	Social Security	9,793	11,438	12,855	12,412	13,729	13,729
230000	Retirement Contributions	27,446	29,303	36,922	33,072	44,426	44,426
250000	Unemployment Compensation	126	139	162	140	346	346
260000	Workers' Compensation	497	704	1,925	1,312	705	705
270000	Oregon Paid Leave Tax	0	797	0	970	1,021	1,021
295000	Accrued Leave	0	0	3,068	1,855	2,535	2,535
	TOTAL PERSONAL SERVICES	210,513	218,318	261,945	253,372	283,158	283,158
02	MATERIALS AND SERVICES						
331000	Auditing Services	1,991	3,413	3,500	3,630	5,316	5,316
333000	Legal Services	0	160	500	299	500	500
334000	Engineering Services	0	2,972	1,000	2,164	1,500	1,500
335000	Other Contractual Services	6,608	50,540	31,000	32,897	20,000	20,000
400000	In-Lieu-of Franchise Fees	32,210	35,191	32,779	35,293	37,069	37,069
410000	Water Purchases	35,718	41,550	45,000	52,933	51,500	51,500
431000	Building Maintenance	557	1,829	2,000	2,024	2,000	2,000
432000	Equipment/Software Maintenance	8,966	9,387	12,000	9,867	10,000	10,000
435000	Vehicle Maintenance	529	698	1,000	749	1,000	1,000
520000	Insurance and Bonds	7,975	8,988	9,250	10,018	11,520	11,520
540000	Legal Notices	0	267	400	265	300	300
581000	Travel and Training	0	1,560	2,500	1,214	2,500	2,500
583000	Dues, Subscriptions and Programs	3,522	4,332	2,500	4,521	2,500	2,500
611000	Office Supplies	691	891	700	798	850	850
612000	Postage	4,078	2,267	4,300	2,436	4,000	4,000
613000	Telephone and Internet Services	2,793	2,840	3,500	2,658	3,000	3,000
615000	Materials and Supplies	45,377	11,499	14,000	11,991	13,000	13,000
616000	Uniforms	181	433	250	65	400	400
617000	Treatment Chemicals	27,998	29,061	32,000	37,082	35,000	35,000
621000	Natural Gas	266	262	300	291	350	350
622000	Electricity	15,102	15,668	17,500	15,830	17,500	17,500
626000	Gasoline	3,668	3,734	4,000	3,099	4,000	4,000
660000	Miscellaneous	1,824	2,315	2,400	2,082	2,400	2,400
	TOTAL MATERIALS AND SERVICES	200,054	229,857	222,379	232,206	226,205	226,205
03	CAPITAL OUTLAY						
741000	Equipment	0	33,000	13,500	12,025	11,250	11,250
	TOTAL CAPITAL OUTLAY	0	33,000	13,500	12,025	11,250	11,250
	TOTAL DISTRIBUTION MAINT. DEPT.	410,567	481,175	497,824	497,603	520,613	520,613

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		WATER FUND EXPENDITURE DETAIL CAPITAL CONSTRUCTION DEPARTMENT						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
04	CAPITAL CONSTRUCTION							
750300	Upper Reservoir Overflow Drain Project	0	0	20,000	20,000	0	0	
750400	SCADA Software and HMI	0	0	25,000	25,000	0	0	
	TOTAL CAPITAL CONSTRUCTION	0	0	45,000	45,000	0	0	0
	TOTAL CAPITAL CONSTRUCTION DEPT.	0	0	45,000	45,000	0	0	0

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		WATER FUND EXPENDITURE DETAIL NON-DEPARTMENTAL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
12								
05	DEBT SERVICE							
761500	Principal - Safe Drinking Water Loan 2002	99,815	100,813	101,821	101,822	102,840	102,840	
761600	Principal - Safe Drinking Water Loan 2008	22,933	23,747	24,590	24,590	26,367	26,367	
761800	Principal - Safe Drinking Water Loan 2013	20,275	20,821	21,381	21,381	21,956	21,956	
761900	Principal - Safe Drinking Water Loan 2017	0	20,187	20,644	20,644	21,111	21,111	
762500	Interest - Safe Drinking Water Loan 2002	16,061	15,063	14,055	14,056	13,037	13,037	
762600	Interest - Safe Drinking Water Loan 2008	5,339	4,524	3,682	3,683	1,906	1,906	
762800	Interest - Safe Drinking Water Loan 2013	8,290	7,744	7,184	7,185	6,610	6,610	
762900	Interest - Safe Drinking Water Loan 2017	34,873	11,377	10,921	10,921	10,455	10,455	
	TOTAL DEBT SERVICE	207,586	204,276	204,278	204,282	204,282	204,282	0
06	INTERFUND TRANSFERS OUT							
806000	Transfer out to General Fund	0	0	33,000	33,000	33,000	33,000	
	TOTAL INTERFUND TRANSFERS OUT	0	0	33,000	33,000	33,000	33,000	0
07	CONTINGENCY							
900000	Contingency	0	0	72,649	0	76,404	76,404	
	TOTAL CONTINGENCY	0	0	72,649	0	76,404	76,404	0
09	UNAPPROPRIATED							
950000	Unappropriated Ending Fund Balance	0	0	148,610	0	70,351	70,351	
	TOTAL UNAPPROPRIATED	0	0	148,610	0	70,351	70,351	0
	TOTAL NON-DEPARTMENTAL	207,586	204,276	458,537	237,282	384,037	384,037	0
	TOTAL WATER FUND	618,153	685,451	1,001,361	779,885	904,650	904,650	0

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		WATER DEVELOPMENT FUND REVENUES AND OTHER RESOURCES						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
13	FUND BALANCE							
271000	Beginning Fund Balance	274,007	287,478	301,243	301,627	116,917	116,917	
	TOTAL FUND BALANCE	274,007	287,478	301,243	301,627	116,917	116,917	0
	LICENSES, PERMITS AND FEES							
321500	System Development Charges	6,009	0	4,292	8,584	4,292	4,292	
	TOTAL LICENSES, PERMITS AND FEES	6,009	0	4,292	8,584	4,292	4,292	0
	MISCELLANEOUS REVENUE							
361000	Interest	7,462	14,149	3,028	6,706	4,900	4,900	
	TOTAL MISCELLANEOUS REVENUE	7,462	14,149	3,028	6,706	4,900	4,900	0
	TOTAL REVENUES & OTHER RESOURCES	287,478	301,627	308,563	316,917	126,109	126,109	0

City of Columbia City 2025-26 Budget

		WATER DEVELOPMENT FUND EXPENDITURE DETAIL						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
13	INTERFUND TRANSFERS OUT							
06	Transfer out to Water Fund	0	0	200,000	200,000	0	0	
	TOTAL INTERFUND TRANSFERS OUT	0	0	200,000	200,000	0	0	0
09	UNAPPROPRIATED							
950000	Unappropriated Ending Fund Balance	0	0	108,563	0	126,109	126,109	
	TOTAL UNAPPROPRIATED	0	0	108,563	0	126,109	126,109	0
	TOTAL WATER DEVELOPMENT FUND	0	0	308,563	200,000	126,109	126,109	0

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SEWER FUND								
REVENUES AND OTHER RESOURCES								
DETAIL								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
	FUND BALANCE							
271000	Beginning Fund Balance	359,308	502,847	467,156	482,927	281,332	281,332	
	TOTAL FUND BALANCE	359,308	502,847	467,156	482,927	281,332	281,332	0
	LICENSES, PERMITS AND FEES							
321600	Sewer Connection Fees	100	0	100	200	100	100	
321900	St. Helens System Development Charges	5,764	0	4,117	8,234	4,117	4,117	
322700	Engineering Review Fees	0	0	500	0	500	500	
	TOTAL LICENSES, PERMITS AND FEES	5,864	0	4,717	8,434	4,717	4,717	0
	CHARGES FOR SERVICES							
340000	Sewer Collection Fees	484,440	505,612	526,488	524,066	552,890	552,890	
	TOTAL CHARGES FOR SERVICES	484,440	505,612	526,488	524,066	552,890	552,890	0
	LOAN PROCEEDS							
352000	DEQ Clean Water Loan	148,548	801,114	0	0	0	0	
	TOTAL LOAN PROCEEDS	148,548	801,114	0	0	0	0	0
	MISCELLANEOUS REVENUE							
361000	Interest	9,609	15,477	11,110	19,209	8,900	8,900	
365300	Miscellaneous	650	602	700	5,710	600	600	
	TOTAL MISCELLANEOUS REVENUE	10,259	16,079	11,810	24,919	9,500	9,500	0
	INTERFUND TRANSFERS							
390000	Transfer in from General Fund	0	0	33,000	33,000	0	0	
390200	Transfer in from Equip Reserve Fund	0	0	7,500	6,690	5,000	5,000	
	TOTAL INTERFUND TRANSFERS	0	0	40,500	39,690	5,000	5,000	0
	TOTAL REVENUES & OTHER RESOURCES	1,008,419	1,825,652	1,050,671	1,080,036	853,439	853,439	0

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SEWER FUND								
EXPENDITURE DETAIL								
COLLECTION MAINTENANCE DEPARTMENT								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
01	PERSONAL SERVICES							
110000	Regular Services	122,561	114,459	123,638	119,260	121,420	121,420	
130000	Overtime	1,330	2,402	1,804	2,401	3,000	3,000	
210000	Group Insurance	31,885	28,237	30,974	30,496	28,084	28,084	
220000	Social Security	9,069	9,660	9,766	9,469	9,709	9,709	
230000	Retirement Contributions	25,313	25,066	28,776	24,539	34,596	34,596	
250000	Unemployment Compensation	117	120	124	108	243	243	
260000	Workers' Compensation	216	461	1,266	729	287	287	
270000	Oregon Paid Leave Tax	0	709		741	712	712	
295000	Accrued Leave	0	598	2,214	1,855	2,493	2,493	
	TOTAL PERSONAL SERVICES	190,491	181,712	198,562	189,598	200,544	200,544	0
02	MATERIALS AND SERVICES							
331000	Auditing Services	1,991	3,080	3,300	3,630	5,316	5,316	
333000	Legal Services	0	219	500	46	500	500	
334000	Engineering Services	0	405	2,000	277	2,000	2,000	
335000	Other Contractual Services	58,532	46,876	60,000	59,484	57,000	57,000	
400000	In-Lieu-of Franchise Fees	25,092	27,937	26,324	28,534	27,645	27,645	
410000	Sewer Treatment Fees	98,914	114,210	116,000	117,552	129,611	129,611	
412000	St. Helens System Development Charges	0	18,527	4,117	8,234	4,117	4,117	
431000	Building Maintenance	557	1,859	2,000	2,024	2,000	2,000	
432000	Equipment/Software Maintenance	7,482	6,697	8,000	6,228	7,500	7,500	
435000	Vehicle Maintenance	529	750	1,000	800	1,000	1,000	
520000	Insurance and Bonds	12,368	12,971	13,360	12,706	14,612	14,612	
540000	Legal Notices	0	520	500	105	500	500	
581000	Travel and Training	1,599	743	1,600	449	1,500	1,500	
583000	Dues, Subscriptions and Programs	582	963	400	286	400	400	
611000	Office Supplies	691	891	800	861	850	850	
612000	Postage	4,078	2,267	4,300	2,436	4,000	4,000	
613000	Telephone and Internet Services	2,793	2,840	3,200	2,658	3,000	3,000	
615000	Materials and Supplies	10,879	12,210	12,000	9,794	12,000	12,000	
616000	Uniforms	91	433	250	65	250	250	
617000	Treatment Chemicals	13,813	12,443	14,000	12,724	12,725	12,725	
621000	Natural Gas	266	262	300	256	300	300	
622000	Electricity	6,306	6,474	8,000	6,771	8,000	8,000	
626000	Gasoline	1,847	1,892	2,200	1,588	2,000	2,000	
660000	Miscellaneous	726	939	900	1,156	900	900	
	TOTAL MATERIALS AND SERVICES	249,136	276,408	285,051	278,664	297,726	297,726	0
03	CAPITAL OUTLAY							
741000	Equipment	0	33,000	7,500	6,690	6,250	6,250	
	TOTAL CAPITAL OUTLAY	0	33,000	7,500	6,690	6,250	6,250	0
	TOTAL COLLECTION MAIN. DEPT.	439,627	491,120	491,113	474,952	504,520	504,520	0

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SEWER FUND								
EXPENDITURE DETAIL								
CAPITAL CONSTRUCTION DEPARTMENT								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
04	CAPITAL CONSTRUCTION							
750100	K Street Pump Improvements	0	0	60,000	60,000	0	0	
750300	Tank Replacement/Abandonment	15,271	801,113	60,000	60,000	60,000	60,000	
	TOTAL CAPITAL CONSTRUCTION	15,271	801,113	120,000	120,000	60,000	60,000	0
	TOTAL CAPITAL CONSTRUCTION DEPT.	15,271	801,113	120,000	120,000	60,000	60,000	0

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SEWER FUND								
EXPENDITURE DETAIL								
NON-DEPARTMENTAL								
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
19								
05	DEBT SERVICE							
761000	Principal - 2014 DEQ Clean Water Loan	18,474	18,946	19,431	19,431	19,927	19,927	
762000	Principal - 2015 DEQ Clean Water Loan	16,334	16,650	16,974	16,974	17,303	17,303	
761500	Interest - 2014 DEQ Clean Water Loan	7,664	7,192	6,707	6,707	6,211	6,211	
761600	Interest - 2015 DEQ Clean Water Loan	5,350	5,034	4,710	4,710	4,381	4,381	
761700	Interest - 2017 DEQ Clean Water Loan	0	0	26,033	26,033	19,182	19,182	
761800	Fees - 2014 DEQ Clean Water Loan	1,486	1,392	1,296	1,296	1,198	1,198	
761900	Fees - 2015 DEQ Clean Water Loan	1,366	1,283	1,199	1,199	1,113	1,113	
762100	Fees 2017 DEQ Clean Water Loan	0	0	0	0	4,775	4,775	
763000	Principal - 2017 DEQ Clean Water Loan	0	0	0	0	40,368	40,368	
	TOTAL DEBT SERVICE	50,674	50,497	76,350	76,350	114,458	114,458	0
06	INTERFUND TRANSFERS OUT							
806000	Transfer out to General Fund	0	0	127,402	127,402	0	0	
	TOTAL INTERFUND TRANSFERS OUT	0	0	127,402	127,402	0	0	0
07	CONTINGENCY							
900000	Contingency	0	0	72,542	0	74,740	74,740	
	TOTAL CONTINGENCY	0	0	72,542	0	74,740	74,740	0
09	UNAPPROPRIATED							
950000	Unappropriated Ending Fund Balance	0	0	163,264	0	99,721	99,721	
	TOTAL UNAPPROPRIATED	0	0	163,264	0	99,721	99,721	0
	TOTAL NON-DEPARTMENTAL	50,674	50,497	439,558	203,752	288,920	288,919	0
	TOTAL SEWER FUND	505,572	1,342,730	1,050,671	798,704	853,439	853,439	0

City of Columbia City 2025-26 Budget

		SEWER DEVELOPMENT FUND						
		REVENUES AND OTHER RESOURCES						
		DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
22	FUND BALANCE							
271000	Beginning Fund Balance	7,119	9,614	10,074	10,088	13,836	13,836	
	TOTAL FUND BALANCE	7,119	9,614	10,074	10,088	13,836	13,836	0
	LICENSES, PERMITS AND FEES							
321500	System Development Charges	2,272	0	1,623	3,246	1,623	1,623	
	TOTAL LICENSES, PERMITS AND FEES	2,272	0	1,623	3,246	1,623	1,623	0
	MISCELLANEOUS REVENUE							
361000	Interest	223	473	400	502	400	400	
	TOTAL MISCELLANEOUS REVENUE	223	473	400	502	400	400	0
	TOTAL REVENUES & OTHER RESOURCES	9,614	10,087	12,097	13,836	15,859	15,859	0

City of Columbia City 2025-26 Budget

		SEWER DEVELOPMENT FUND						
		EXPENDITURE DETAIL						
Line		2022-23	2023-24	2024-25	2024-25	2025-26	2025-26	2025-26
Item	Account Description	Actual	Actual	Adopted	Estimated	Proposed	Approved	Adopted
09	UNAPPROPRIATED							
950000	Unappropriated Ending Fund Balance	0	0	12,097	0	15,859	15,859	0
	TOTAL UNAPPROPRIATED	0	0	12,097	0	15,859	15,859	0
	TOTAL SEWER DEVELOPMENT FUND	0	0	12,097	0	15,859	15,859	0



May 21, 2025

Kim Karber – City Administrator
City of Columbia City
1840 2nd St
Columbia City, Oregon 97018

RE: Request for Solid Waste and Recycling Rate Adjustment

Dear Ms. Karber,

While we remain optimistic about the current and future economy, there is still uncertainty around the costs of goods and services specifically in our industry. Supply chain challenges and unknown tariffs may continue to have an impact on our business, causing increases in the costs of parts, materials, carts, containers, and trucks. We continue to see 14–18-month delays on new truck deliveries causing us to deploy older equipment at a higher operating cost. We also have continually evaluated and raised our employee wages to remain competitive, especially for drivers and mechanics. Wage pressures continue with skilled labor positions especially in Multnomah and Washington County, where we compete with other companies to recruit strong employees. This year we have implemented a 4.5% increase for all employees who live in the communities we serve.

Additionally, the Columbia County disposal tip fee at the transfer station is scheduled to increase by 2.2% on July 1st, 2025. As you know, our disposal costs are a large component of our operating costs. These are just a few examples of some of our larger cost impacts, among other increases due to current economic challenges. Given these pressures, we are requesting an increase of 3.5% on all service rates, effective July 1, 2025. While it's always challenging for us to request a rate adjustment, these increases are critical for our organization to remain competitive with employee wages, new truck and equipment purchases, and consistent customer experience improvement.

We look forward to meeting with the Council to answer any questions. We also want to thank you and the City of Columbia City for the continued relationship we have. We are proud to be your community partner!

Regards,

Kanale Tumlinson

Kanale Tumlinson
Site Manager

HUDSON GARBAGE SERVICE
RATES EFFECTIVE July 1, 2025
COLUMBIA CITY

Columbia City

	RATE FREQUENCY	CURRENT RATE	NEW RATE
RESIDENTIAL SERVICES			
WEEKLY			
(1) 35 Gallon Cart Weekly	PER MONTH	\$ 22.50	\$ 23.30
Each Additional 35 Gallon Cart Weekly	PER MONTH	\$ 19.70	\$ 20.40
(1) 65 Gallon Cart Weekly	PER MONTH	\$ 40.40	\$ 41.80
Each Additional 65 Gallon Cart Weekly	PER MONTH	\$ 37.70	\$ 39.00
(1) 95 Gallon Cart Weekly	PER MONTH	\$ 58.30	\$ 60.30
Each Additional 95 Gallon Cart Weekly	PER MONTH	\$ 55.50	\$ 57.40
(1) 35 Gallon Cart Weekly - With Recycle	PER MONTH	\$ 29.60	\$ 30.60
Each Additional 35 Gallon Cart Weekly - With Recycle	PER MONTH	\$ 24.30	\$ 25.20
(1) 65 Gallon Cart Weekly - With Recycle	PER MONTH	\$ 47.50	\$ 49.20
Each Additional 65 Gallon Cart Weekly - With Recycle	PER MONTH	\$ 42.80	\$ 44.30
(1) 95 Gallon Cart Weekly - With Recycle	PER MONTH	\$ 65.50	\$ 67.80
Each Additional 95 Gallon Cart Weekly - With Recycle	PER MONTH	\$ 58.90	\$ 61.00
EOW			
(1) 35 Gallon Cart Every Other Week	PER MONTH	\$ 13.70	\$ 14.20
Each Additional 35 Gallon Cart Every Other Week	PER MONTH	\$ 13.70	\$ 14.20
(1) 65 Gallon Cart Every Other Week	PER MONTH	\$ 27.30	\$ 28.30
Each Additional 65 Gallon Cart Every Other Week	PER MONTH	\$ 24.60	\$ 25.50
(1) 95 Gallon Cart Every Other Week	PER MONTH	\$ 42.50	\$ 44.00
Each Additional 95 Gallon Cart Every Other Week	PER MONTH	\$ 38.30	\$ 39.60
(1) 35 Gallon Cart Every Other Week - With Recycle	PER MONTH	\$ 20.80	\$ 21.50
Each Additional 35 Gallon Cart Every Other Week - With Recycle	PER MONTH	\$ 15.50	\$ 16.00
(1) 65 Gallon Cart Every Other Week - With Recycle	PER MONTH	\$ 34.40	\$ 35.60
Each Additional 65 Gallon Cart Every Other Week - With Recycle	PER MONTH	\$ 27.50	\$ 28.50
(1) 95 Gallon Cart Every Other Week - With Recycle	PER MONTH	\$ 48.10	\$ 49.80
Each Additional 95 Gallon Cart Every Other Week - With Recycle	PER MONTH	\$ 40.90	\$ 42.30
MONTHLY			
(1) 35 Gallon Cart OAM	PER MONTH	\$ 7.50	\$ 7.80
(1) 35 Gallon Cart OAM - With Recycle	PER MONTH	\$ 14.60	\$ 15.10
ON-CALL			
(1) 35 Gallon Cart On Call - Garbage Only	PER PICKUP	\$ 6.70	\$ 6.90

HUDSON GARBAGE SERVICE
RATES EFFECTIVE July 1, 2025
COLUMBIA CITY

Columbia City

	RATE FREQUENCY	CURRENT RATE	NEW RATE
RECYCLE - GREENWASTE			
(1) 65 Gallon Recycle EOW - Only Recycle or On Call Garbage	PER MONTH	\$ 10.90	\$ 11.50
GREENWASTE ONLY - RES	PER MONTH	\$ 10.90	\$ 11.50
GREENWASTE SERVICE - RES	PER MONTH	\$ 7.10	\$ 7.30
COMMERCIAL			
Temp 2 Yard Container (First 7 Days)	PER PICKUP	\$ 75.00	\$ 77.60
Comm Daily Rental Fee (After 7 Days)	PER PICKUP	\$ 2.10	\$ 2.20
Comm Container Overfill/Overweight	PER YARD	\$ 19.40	\$ 20.10
Comm Container Extra Yardage Fee	PER YARD	\$ 19.40	\$ 20.10
Comm Time Fee (Labor for Clean Up - Per Min)	PER MIN	\$ 1.40	\$ 1.42
Return Trip Charge - Business	PER PICKUP	\$ 20.90	\$ 21.60
BULKY			
TIRE under 16" no/rim	PER PICKUP	\$ 7.20	\$ 7.50
TIRE under 16" w/rim	PER PICKUP	\$ 17.20	\$ 17.80
HOT WATER HEATER	PER PICKUP	\$ 38.80	\$ 40.20
SM MATTRESS	PER PICKUP	\$ 12.80	\$ 13.20
M/LG MATTRESS	PER PICKUP	\$ 19.10	\$ 19.80
SM FURNITURE	PER PICKUP	\$ 18.30	\$ 18.90
M/LG FURNITURE	PER PICKUP	\$ 38.30	\$ 39.60
SM APPLIANCE*	PER PICKUP	\$ 18.60	\$ 19.30
M/LG APPLIANCE*	PER PICKUP	\$ 38.80	\$ 40.20
WEEKLY			
(1) 35 Gallon Can Weekly Business	PER MONTH	\$ 22.50	\$ 23.30
Each Additional 35 Gallon Cart Weekly Business	PER MONTH	\$ 19.70	\$ 20.40
(1) 65 Gallon Cart Weekly Business	PER MONTH	\$ 40.40	\$ 41.80
Each Additional 65 Gallon Cart Weekly	PER MONTH	\$ 36.40	\$ 37.70
(1) 95 Gallon Cart Weekly Business	PER MONTH	\$ 58.00	\$ 60.00
Each Additional 95 Gallon Cart Weekly	PER MONTH	\$ 52.20	\$ 54.00
OTHER COMMERCIAL			
(1) 35 Gallon Can On Call Business	PER PICKUP	\$ 6.70	\$ 6.90
Comm Overfill/Overweight Can/Cart Business	PER PICKUP	\$ 3.20	\$ 3.30
Green Waste Service	PER MONTH	\$ 7.10	\$ 7.30
(1) 65 Gallon Recycle EOW - Only Recycle or On Call Garbage	PER MONTH	\$ 11.10	\$ 11.50

HUDSON GARBAGE SERVICE
RATES EFFECTIVE July 1, 2025
COLUMBIA CITY

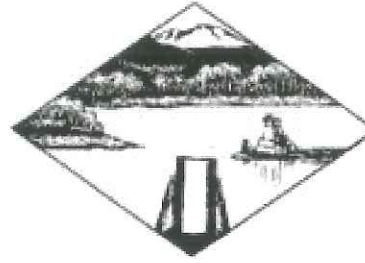
Columbia City

	RATE FREQUENCY	CURRENT RATE	NEW RATE
CONTAINER SERVICE			
1 Yard Every Other Week Service	PER MONTH	\$ 83.00	\$ 85.90
1 Yard Container Weekly Service = 6.3 32 gal cans	PER MONTH	\$ 127.20	\$ 131.70
1.5 Yard Container Weekly Service = 9.5 32 gal cans	PER MONTH	\$ 175.80	\$ 182.00
2 Yard Every Other Week Service	PER MONTH	\$ 176.40	\$ 182.60
2 Yard Container Weekly Service = 12.6 32 gal cans	PER MONTH	\$ 234.60	\$ 242.80
3 Yard Container 1x Weekly Service	PER MONTH	\$ 335.30	\$ 347.00
OTHER RATES			
Extra Can/Cart, Bag or Box (32-35 Gallons)	PER PICKUP	\$ 7.50	\$ 7.80
Every Other Week Off Week	PER PICKUP	\$ 6.70	\$ 6.90
Extra Bag (12 Gallon Kitchen Bag)	PER PICKUP	\$ 3.90	\$ 4.00
Overfill/Overweight Cart or Can	PER PICKUP	\$ 3.20	\$ 3.30
Oversize Can	PER PICKUP	\$ 3.20	\$ 3.30
Special Trip Off Day	PER PICKUP	\$ 20.90	\$ 21.60
Walk In Fee	PER MONTH	\$ 5.20	\$ 5.40
Drive In Fee	PER MONTH	\$ 5.70	\$ 5.90
Drive-In Additional 100Ft Increments	PER MONTH	\$ 2.70	\$ 2.80
Restart Fee - Includes Cart Re-delivery	ONE TIME	\$ 26.10	\$ 27.00
Returned Check Fee	ONE TIME	\$ 25.00	\$ 25.90
Time Fee (Labor for Clean Up - Per Min)	PER MIN	\$ 1.40	\$ 1.42
Lockbar Installment Fee	ONE TIME	\$ 40.00	\$ 40.00
Lock Replacement Fee	PER LOCK	\$ 20.00	\$ 20.00

Bank Reconciliation

Checks by Date

User: KKARBER
Printed: 06/04/2025 - 5:23PM
Cleared and Not Cleared Checks
Print Void Checks



City of Columbia City
PO Box 189
1840 Second Street
Columbia City OR 97018
(503) 397-4010

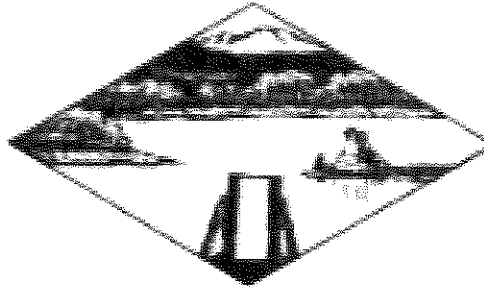
Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
0			DD 00997.12.2024	PR		12/31/2024	0.37
507	5/7/2025	ASI FLEX		AP			3.75
508	5/7/2025	FEDERAL GOVERNMENT		AP			15,826.84
509	5/7/2025	OR DEPT OF REVENUE		AP			3,784.59
510	5/7/2025	OR PERS		AP			13,498.65
511	5/7/2025	OR PERS RETIREE		AP			3,293.42
35483	5/7/2025	ACE HARDWARE - WEST		AP			574.52
35484	5/7/2025	BLUE HERON SEPTIC & DRAIN SEI		AP			3,375.00
35485	5/7/2025	COLUMBIA CITY FRIENDS		AP			1,000.00
35486	5/7/2025	CONSERVATION TECHNIX, INC		AP			2,370.00
35487	5/7/2025	DAHLGREN'S DO IT BEST BUILDIN		AP			1,249.82
35488	5/7/2025	LAURA & MATTHEW ENGLISH		AP			96.55
35489	5/7/2025	FERGUSON ENTERPRISES #3011		AP			3,167.31
35490	5/7/2025	GRANITE TELECOMMUNICATIONS		AP			385.23
35491	5/7/2025	HARLIN ITS LLC		AP			901.00
35492	5/7/2025	HUDSON PORTABLE TOILET SERV.		AP			634.00
35493	5/7/2025	LANE COUNCIL OF GOVERNMENT		AP			490.50
35494	5/7/2025	LEAGUE OF OREGON CITIES		AP			79.00
35495	5/7/2025	OREILLY AUTOMOTIVE INC		AP			190.75
35496	5/7/2025	PETTY CASH		AP			73.47
35497	5/7/2025	QUILL CORPORATION		AP			182.96
35498	5/7/2025	RAFILSON & ASSOCIATES, LLC		AP			650.00
35499	5/7/2025	ROSS & LAWRENCE UNION OIL CC		AP			511.34
35500	5/7/2025	LES SCHWAB, INC.		AP			815.84
35501	5/7/2025	ARTHUR E. SHERWOOD		AP			594.00
35502	5/7/2025	SPRINGBROOK HOLDING COMPAN		AP			10,613.76
35503	5/7/2025	CITY OF ST HELENS		AP			9,979.74
35504	5/7/2025	CITY OF ST. HELENS		AP			1,493.84
35505	5/7/2025	SUNSET AUTO PARTS, INC.		AP			323.76
35506	5/7/2025	VERIZON WIRELESS		AP			592.67
35507	5/21/2025	ALEXIN ANALYTICAL LABORATOI		AP			175.00
35508	5/21/2025	CARPENTER MEDIA GROUP		AP			60.00
35509	5/21/2025	CASCADE COLUMBIA DISTRIBUTI		AP			6,522.27
35510	5/21/2025	COLUMBIA RIVER PUD		AP			2,834.04
35511	5/21/2025	CULLIGAN WATER		AP			90.65
35512	5/21/2025	ELAVON		AP			196.12
35513	5/21/2025	ENVIRONMENTAL SYSTEMS RESE		AP			700.00
35514	5/21/2025	INTERSTATE PEST MANAGEMENT		AP			261.00
35515	5/21/2025	KENNEDY/JENKS CONSULTANTS		AP			821.00
35516	5/21/2025	OPUS INTERACTIVE		AP			50.00
35517	5/21/2025	STEPHEN D. PETERSEN		AP			282.50
35518	5/21/2025	QUILL CORPORATION		AP			315.93
35519	5/21/2025	RICOH USA, INC.		AP			145.55
35520	5/21/2025	ROSS & LAWRENCE UNION OIL CC		AP			552.99
35521	5/21/2025	SUNSET AUTO PARTS, INC.		AP			221.98
35522	5/21/2025	THE SHERWIN-WILLIAMS CO		AP			123.80

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
35523	5/21/2025	USA BLUEBOOK		AP			643.60
35524	5/21/2025	WILLAMETTE VALLEY SECURITY,		AP			141.60
35525	5/21/2025	NW NATURAL GAS		AP			74.88
0	5/29/2025	HRA VEBa TRUST		AP			975.00
0	5/29/2025	VALIC		AP			221.34
0	5/29/2025		DD 00999.05.2025	PR			39,570.28
512	5/29/2025	ASI FLEX		AP			225.00
							=====
							=====
Total Void Check Count:							0
							=====
							=====
Total Void Check Amount:							
							=====
							=====
Total Valid Check Count:							53
							=====
							=====
Total Valid Check Amount:							131,957.21
							=====
							=====
Total Check Count:							53
							=====
							=====
Total Check Amount:							131,957.21
							=====
							=====

General Ledger

Expense vs. Budget

User: KKARBER
 Printed: 6/4/2025 5:24:54 PM
 Period 11 - 11
 Fiscal Year 2025



City of Columbia City
 PO Box 189
 1840 Second Street
 Columbia City OR 97018
 (503) 397-4010

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01	General Fund						
01	Administration						
	Personal Services						
01-01-00-1100	Regular Services	128,026.00	9,605.31	109,193.88	18,832.12	18,832.12	14.71
01-01-00-1300	Overtime	400.00	58.40	824.77	-424.77	-424.77	-106.19
01-01-00-2100	Group Insurance	24,010.00	1,835.12	20,346.77	3,663.23	3,663.23	15.26
01-01-00-2200	Social Security	9,967.00	734.93	8,779.43	1,187.57	1,187.57	11.92
01-01-00-2300	Retirement Contributions	29,718.00	2,153.65	23,548.36	6,169.64	6,169.64	20.76
01-01-00-2500	Unemployment Compensation	128.00	9.67	98.55	29.45	29.45	23.01
01-01-00-2600	Workers' Compensation	531.00	2.56	365.12	165.88	165.88	31.24
01-01-00-2700	Oregon Paid Leave Tax	779.00	57.99	690.10	88.90	88.90	11.41
01-01-00-2950	Accrued Leave	1,862.00	0.00	2,965.02	-1,103.02	-1,103.02	-59.24
	Personal Services	195,421.00	14,457.63	166,812.00	28,609.00	28,609.00	14.64
	Materials and Services						
01-01-00-3310	Auditing Services	2,600.00	0.00	2,990.00	-390.00	-390.00	-15.00
01-01-00-3330	Legal Services	3,500.00	170.00	1,475.25	2,024.75	2,024.75	57.85
01-01-00-3340	Engineering Services	2,500.00	661.50	5,174.88	-2,674.88	-2,674.88	-107.00
01-01-00-3350	Planning & Other Contract Serv	10,000.00	0.00	10,865.19	-865.19	-865.19	-8.65
01-01-00-4120	School Excise Tax	1,440.00	0.00	3,917.19	-2,477.19	-2,477.19	-172.03
01-01-00-4310	Building Maintenance	5,000.00	231.00	2,888.48	2,111.52	2,111.52	42.23
01-01-00-4320	EquipmentSoftware Maintenance	8,500.00	1,458.15	5,806.97	2,693.03	2,693.03	31.68
01-01-00-4330	Community Hall Maintenance	9,000.00	1,864.23	8,703.80	296.20	296.20	3.29
01-01-00-5200	Insurance and Bonds	3,800.00	0.00	3,940.59	-140.59	-140.59	-3.70
01-01-00-5400	Legal NoticesAdvertising	400.00	8.40	687.29	-287.29	-287.29	-71.82
01-01-00-5810	Travel and Training	2,500.00	31.60	586.72	1,913.28	1,913.28	76.53
01-01-00-5820	Mayor, Council & Com Travel	1,000.00	0.00	674.50	325.50	325.50	32.55
01-01-00-5830	Dues, Subscriptions, Programs	6,800.00	0.00	4,260.85	2,539.15	2,539.15	37.34
01-01-00-6110	Office Supplies	1,000.00	94.48	1,063.69	-63.69	-63.69	-6.37
01-01-00-6120	Postage	1,500.00	71.70	1,188.48	311.52	311.52	20.77
01-01-00-6130	Telephone & Internet Services	2,000.00	122.45	1,264.45	735.55	735.55	36.78
01-01-00-6150	Materials and Supplies	1,500.00	60.24	1,300.71	199.29	199.29	13.29
01-01-00-6160	UniformsPPE	0.00	0.00	20.95	-20.95	-20.95	0.00
01-01-00-6210	Natural Gas	350.00	11.64	275.72	74.28	74.28	21.22
01-01-00-6220	Electricity	850.00	61.00	703.04	146.96	146.96	17.29

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01-01-00-6260	Gasoline	450.00	27.75	246.71	203.29	203.29	45.18
01-01-00-6520	Citation Refunds	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-6580	Library	4,548.00	194.00	4,141.20	406.80	406.80	8.94
01-01-00-6588	Other Donations	500.00	0.00	0.00	500.00	500.00	100.00
01-01-00-6591	St. Helens Senior Center	500.00	0.00	0.00	500.00	500.00	100.00
01-01-00-6592	Columbia Pacific Food Bank	500.00	0.00	500.00	0.00	0.00	0.00
01-01-00-6594	Columbia County Emergency Mgr	4,923.00	0.00	0.00	4,923.00	4,923.00	100.00
01-01-00-6598	Col Co Economic Development	2,875.00	0.00	875.00	2,000.00	2,000.00	69.57
01-01-00-6599	Housing Rehabilitation Costs	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-6600	Miscellaneous	<u>3,500.00</u>	<u>0.40</u>	<u>791.96</u>	<u>2,708.04</u>	<u>2,708.04</u>	<u>77.37</u>
	Materials and Services	82,036.00	5,068.54	64,343.62	17,692.38	17,692.38	21.57
01-01-00-7410	Capital Outlay Equipment	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-7430	Capital Construction Building Improvements	<u>39,000.00</u>	<u>0.00</u>	<u>23,820.00</u>	<u>15,180.00</u>	<u>15,180.00</u>	<u>38.92</u>
	Capital Construction	<u>39,000.00</u>	<u>0.00</u>	<u>23,820.00</u>	<u>15,180.00</u>	<u>15,180.00</u>	<u>38.92</u>
01 02	Administration Police Personal Services	316,457.00	19,526.17	254,975.62	61,481.38	61,481.38	19.43
01-02-00-1100	Regular Services	196,674.00	15,028.34	177,878.10	18,795.90	18,795.90	9.56
01-02-00-1300	Overtime	4,000.00	0.00	1,667.62	2,332.38	2,332.38	58.31
01-02-00-2100	Group Insurance	45,434.00	3,298.16	37,396.24	8,037.76	8,037.76	17.69
01-02-00-2200	Social Security	14,983.00	1,156.55	13,845.02	1,137.98	1,137.98	7.60
01-02-00-2300	Retirement Contributions	60,412.00	4,695.22	55,624.85	4,787.15	4,787.15	7.92
01-02-00-2500	Unemployment Compensation	191.00	15.03	151.66	39.34	39.34	20.60
01-02-00-2600	Workers' Compensation	3,956.00	3.60	3,332.25	623.75	623.75	15.77
01-02-00-2700	Oregon Paid Leave Tax	0.00	90.18	1,079.50	-1,079.50	-1,079.50	0.00
01-02-00-2950	Accrued Leave	<u>4,736.00</u>	<u>0.00</u>	<u>353.50</u>	<u>4,382.50</u>	<u>4,382.50</u>	<u>92.54</u>
	Personal Services	330,386.00	24,287.08	291,328.74	39,057.26	39,057.26	11.82
	Materials and Services						
01-02-00-3310	Auditing Services	2,900.00	0.00	3,960.00	-1,060.00	-1,060.00	-36.55
01-02-00-3330	Legal Services	1,000.00	0.00	5.63	994.37	994.37	99.44
01-02-00-3350	Contract Services	500.00	650.00	1,306.00	-806.00	-806.00	-161.20
01-02-00-4310	Building Maintenance	1,700.00	162.00	2,445.50	-745.50	-745.50	-43.85
01-02-00-4320	EquipmentSoftware Maintenance	6,800.00	1,304.08	4,435.19	2,364.81	2,364.81	34.78

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01-02-00-4350	Vehicle Maintenance	2,500.00	815.84	4,324.73	-1,824.73	-1,824.73	-72.99
01-02-00-5200	Insurance and Bonds	19,000.00	0.00	23,910.05	-4,910.05	-4,910.05	-25.84
01-02-00-5400	Legal NoticesAdvertising	100.00	12.00	12.00	88.00	88.00	88.00
01-02-00-5810	Travel and Training	4,500.00	3.95	651.95	3,848.05	3,848.05	85.51
01-02-00-5830	Dues, Subscriptions, Programs	1,000.00	0.00	281.41	718.59	718.59	71.86
01-02-00-6110	Office Supplies	350.00	31.49	457.89	-107.89	-107.89	-30.83
01-02-00-6120	Postage	500.00	1.77	317.22	182.78	182.78	36.56
01-02-00-6130	Telephone and Internet Service	2,700.00	346.00	3,057.65	-357.65	-357.65	-13.25
01-02-00-6150	Materials and Supplies	8,000.00	0.00	1,331.97	6,668.03	6,668.03	83.35
01-02-00-6160	UniformsPPE	2,500.00	0.00	0.00	2,500.00	2,500.00	100.00
01-02-00-6210	Natural Gas	140.00	3.88	91.90	48.10	48.10	34.36
01-02-00-6220	Electricity	115.00	6.62	75.76	39.24	39.24	34.12
01-02-00-6260	Gasoline	8,000.00	509.28	5,032.08	2,967.92	2,967.92	37.10
01-02-00-6500	Shop with a Cop Program	3,936.00	0.00	4,719.99	-783.99	-783.99	-19.92
01-02-00-6600	Miscellaneous	<u>100.00</u>	<u>0.00</u>	<u>303.72</u>	<u>-203.72</u>	<u>-203.72</u>	<u>-203.72</u>
	Materials and Services	66,341.00	3,846.91	56,720.64	9,620.36	9,620.36	14.50
01-02-00-7410	Capital Outlay Equipment	<u>31,254.00</u>	<u>0.00</u>	<u>31,556.90</u>	<u>-302.90</u>	<u>-302.90</u>	<u>-0.97</u>
	Capital Outlay	31,254.00	0.00	31,556.90	-302.90	-302.90	-0.97
01-02-00-7430	Capital Construction Building Improvements	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>100.00</u>
	Capital Construction	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>100.00</u>
02 03	Police Building Personal Services	437,981.00	28,133.99	379,606.28	58,374.72	58,374.72	13.33
01-03-00-1100	Regular Services	11,627.00	1,037.15	11,291.59	335.41	335.41	2.88
01-03-00-1300	Overtime	0.00	0.00	110.08	-110.08	-110.08	0.00
01-03-00-2100	Group Insurance	4,266.00	284.68	3,198.52	1,067.48	1,067.48	25.02
01-03-00-2200	Social Security	932.00	76.54	850.21	81.79	81.79	8.78
01-03-00-2300	Retirement Contributions	2,689.00	229.01	2,517.51	171.49	171.49	6.38
01-03-00-2500	Unemployment Compensation	12.00	1.04	9.36	2.64	2.64	22.00
01-03-00-2600	Workers' Compensation	10.00	0.27	58.03	-48.03	-48.03	-480.30
01-03-00-2700	Oregon Paid Leave Tax	0.00	6.23	68.44	-68.44	-68.44	0.00
01-03-00-2950	Accrued Leave	<u>551.00</u>	<u>0.00</u>	<u>0.00</u>	<u>551.00</u>	<u>551.00</u>	<u>100.00</u>
	Personal Services	20,087.00	1,634.92	18,103.74	1,983.26	1,983.26	9.87
	Materials and Services						

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01-03-00-3310	Auditing Services	280.00	0.00	330.00	-50.00	-50.00	-17.86
01-03-00-3320	Building Official Services	35,000.00	1,493.84	11,518.66	23,481.34	23,481.34	67.09
01-03-00-3330	Legal Services	500.00	112.50	112.50	387.50	387.50	77.50
01-03-00-3340	Engineering Services	500.00	0.00	66.25	433.75	433.75	86.75
01-03-00-3350	Other Contractual Services	2,500.00	490.50	926.50	1,573.50	1,573.50	62.94
01-03-00-3360	APO Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
01-03-00-3370	Converge	0.00	0.00	0.00	0.00	0.00	0.00
01-03-00-4310	Building Maintenance	250.00	16.20	124.30	125.70	125.70	50.28
01-03-00-4320	EquipmentSoftware Maintenance	1,500.00	250.20	853.54	646.46	646.46	43.10
01-03-00-5200	Insurance and Bonds	475.00	0.00	573.54	-98.54	-98.54	-20.75
01-03-00-5400	Legal NoticesAdvertising	0.00	1.20	1.20	-1.20	-1.20	0.00
01-03-00-5810	Travel and Training	500.00	0.00	0.00	500.00	500.00	100.00
01-03-00-5830	Dues, Subscriptions, Programs	0.00	0.00	17.01	-17.01	-17.01	0.00
01-03-00-6110	Office Supplies	400.00	31.49	267.87	132.13	132.13	33.03
01-03-00-6120	Postage	500.00	0.00	312.25	187.75	187.75	37.55
01-03-00-6130	Telephone and Internet Service	500.00	33.76	350.66	149.34	149.34	29.87
01-03-00-6150	Materials and Supplies	200.00	0.00	0.00	200.00	200.00	100.00
01-03-00-6210	Natural Gas	150.00	3.89	91.94	58.06	58.06	38.71
01-03-00-6220	Electricity	100.00	6.63	75.78	24.22	24.22	24.22
01-03-00-6600	Miscellaneous	<u>1,550.00</u>	<u>68.33</u>	<u>534.66</u>	<u>1,015.34</u>	<u>1,015.34</u>	<u>65.51</u>
	Materials and Services	44,905.00	2,508.54	16,156.66	28,748.34	28,748.34	64.02
01-03-00-7410	Capital Outlay Equipment	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
03 04	Building Park Maintenance	64,992.00	4,143.46	34,260.40	30,731.60	30,731.60	47.29
	Personal Services						
01-04-00-1100	Regular Services	64,344.00	5,513.21	54,133.55	10,210.45	10,210.45	15.87
01-04-00-1200	Extra Labor	0.00	0.00	0.00	0.00	0.00	0.00
01-04-00-1300	Overtime	715.00	124.65	1,904.28	-1,189.28	-1,189.28	-166.33
01-04-00-2100	Group Insurance	28,039.00	2,508.21	26,558.19	1,480.81	1,480.81	5.28
01-04-00-2200	Social Security	5,268.00	433.89	4,312.40	955.60	955.60	18.14
01-04-00-2300	Retirement Contributions	15,204.00	1,244.86	12,373.11	2,830.89	2,830.89	18.62
01-04-00-2500	Unemployment Compensation	64.00	5.63	49.38	14.62	14.62	22.84
01-04-00-2600	Workers' Compensation	1,487.00	1.77	935.59	551.41	551.41	37.08
01-04-00-2700	Oregon Paid Leave Tax	0.00	33.84	336.16	-336.16	-336.16	0.00
01-04-00-2950	Accrued Leave	<u>3,798.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,798.00</u>	<u>3,798.00</u>	<u>100.00</u>
	Personal Services	118,919.00	9,866.06	100,602.66	18,316.34	18,316.34	15.40

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
	Materials and Services						
01-04-00-3310	Auditing Services	900.00	0.00	1,320.00	-420.00	-420.00	-46.67
01-04-00-3330	Legal Services	500.00	0.00	452.50	47.50	47.50	9.50
01-04-00-3340	Engineering Services	0.00	0.00	0.00	0.00	0.00	0.00
01-04-00-3350	Other Contractual Services	44,000.00	2,810.00	14,164.20	29,835.80	29,835.80	67.81
01-04-00-4320	Equipment Software Maintenance	1,000.00	231.28	680.28	319.72	319.72	31.97
01-04-00-4350	Vehicle Maintenance	2,000.00	80.94	88.44	1,911.56	1,911.56	95.58
01-04-00-4400	Rental Fees	0.00	0.00	0.00	0.00	0.00	0.00
01-04-00-5200	Insurance and Bonds	1,700.00	0.00	1,880.63	-180.63	-180.63	-10.63
01-04-00-5400	Legal Notices Advertising	100.00	6.60	6.60	93.40	93.40	93.40
01-04-00-5810	Travel and Training	0.00	0.00	0.00	0.00	0.00	0.00
01-04-00-6120	Postage	0.00	0.00	0.00	0.00	0.00	0.00
01-04-00-6150	Materials and Supplies	8,000.00	469.23	5,084.88	2,915.12	2,915.12	36.44
01-04-00-6160	Uniforms PPE	200.00	0.00	48.25	151.75	151.75	75.88
01-04-00-6220	Electricity	1,400.00	100.82	1,066.20	333.80	333.80	23.84
01-04-00-6260	Gasoline	475.00	27.75	358.31	116.69	116.69	24.57
01-04-00-6600	Miscellaneous	<u>100.00</u>	<u>0.00</u>	<u>45.86</u>	<u>54.14</u>	<u>54.14</u>	<u>54.14</u>
	Materials and Services	60,375.00	3,726.62	25,196.15	35,178.85	35,178.85	58.27
01-04-00-7410	Capital Outlay Equipment	<u>5,000.00</u>	<u>0.00</u>	<u>4,043.28</u>	<u>956.72</u>	<u>956.72</u>	<u>19.13</u>
	Capital Outlay	5,000.00	0.00	4,043.28	956.72	956.72	19.13
	Capital Construction						
01-04-00-7301	Veterans Park Improvements	0.00	0.00	0.00	0.00	0.00	0.00
01-04-00-7510	McBride Creek Trail System Imp	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Capital Construction	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
04	Park Maintenance	184,294.00	13,592.68	129,842.09	54,451.91	54,451.91	29.55
05	Non-Departmental Interfund Transfers						
01-05-00-8085	Transfer out to Street Fund	17,000.00	0.00	17,000.00	0.00	0.00	0.00
01-05-00-8090	Transfer out to Water Fund	77,000.00	0.00	52,000.00	25,000.00	25,000.00	32.47
01-05-00-8095	Transfer out to Sewer Fund	<u>33,000.00</u>	<u>0.00</u>	<u>33,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Interfund Transfers	127,000.00	0.00	102,000.00	25,000.00	25,000.00	19.69
01-05-00-9000	Contingency Contingency	<u>106,516.00</u>	<u>0.00</u>	<u>0.00</u>	<u>106,516.00</u>	<u>106,516.00</u>	<u>100.00</u>

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
	Contingency	106,516.00	0.00	0.00	106,516.00	106,516.00	100.00
01-05-00-9500	Unappropriated Unappropriated Ending Balance	<u>139,451.00</u>	<u>0.00</u>	<u>0.00</u>	<u>139,451.00</u>	<u>139,451.00</u>	<u>100.00</u>
	Unappropriated	<u>139,451.00</u>	<u>0.00</u>	<u>0.00</u>	<u>139,451.00</u>	<u>139,451.00</u>	<u>100.00</u>
05	Non-Departmental	<u>372,967.00</u>	<u>0.00</u>	<u>102,000.00</u>	<u>270,967.00</u>	<u>270,967.00</u>	<u>72.65</u>
01	General Fund	1,376,691.00	65,396.30	900,684.39	476,006.61	476,006.61	34.58
02	Equipment Reserve Fund						
02	Department						
	Interfund Transfers						
02-02-00-8072	Transfer out to Gen - Parks	4,500.00	0.00	4,025.00	475.00	475.00	10.56
02-02-00-8075	Transfer out to Street Fund	4,500.00	0.00	4,025.00	475.00	475.00	10.56
02-02-00-8076	Transfer out to Water Fund	13,500.00	0.00	12,025.00	1,475.00	1,475.00	10.93
02-02-00-8077	Transfer out to Sewer Fund	<u>7,500.00</u>	<u>0.00</u>	<u>6,690.00</u>	<u>810.00</u>	<u>810.00</u>	<u>10.80</u>
	Interfund Transfers	30,000.00	0.00	26,765.00	3,235.00	3,235.00	10.78
	Reserve						
02-02-00-9200	Reserve for Admin Equip	6,525.00	0.00	0.00	6,525.00	6,525.00	100.00
02-02-00-9300	Reserve for Police Equip	9,744.00	0.00	0.00	9,744.00	9,744.00	100.00
02-02-00-9350	Reserve for Bldg Equip	905.00	0.00	0.00	905.00	905.00	100.00
02-02-00-9400	Reserve for Parks Equip	111.00	0.00	0.00	111.00	111.00	100.00
02-02-00-9500	Reserve for Street Equip	5,940.00	0.00	0.00	5,940.00	5,940.00	100.00
02-02-00-9600	Reserve for Water Equip	5,437.00	0.00	0.00	5,437.00	5,437.00	100.00
02-02-00-9700	Reserve for Sewer Equip	<u>9,077.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,077.00</u>	<u>9,077.00</u>	<u>100.00</u>
	Reserve	<u>37,739.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,739.00</u>	<u>37,739.00</u>	<u>100.00</u>
02	Department	<u>67,739.00</u>	<u>0.00</u>	<u>26,765.00</u>	<u>40,974.00</u>	<u>40,974.00</u>	<u>60.49</u>
02	Equipment Reserve Fund	67,739.00	0.00	26,765.00	40,974.00	40,974.00	60.49
05	Street Fund						
05	Department						
	Personal Services						
05-05-00-1100	Regular Services	36,021.00	2,902.01	31,517.38	4,503.62	4,503.62	12.50
05-05-00-1300	Overtime	400.00	64.53	574.53	-174.53	-174.53	-43.63

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
05-05-00-2100	Group Insurance	8,292.00	729.69	7,626.21	665.79	665.79	8.03
05-05-00-2200	Social Security	2,834.00	228.30	2,523.32	310.68	310.68	10.96
05-05-00-2300	Retirement Contributions	8,410.00	659.50	6,641.77	1,768.23	1,768.23	21.03
05-05-00-2500	Unemployment Compensation	36.00	2.98	28.01	7.99	7.99	22.19
05-05-00-2600	Workers' Compensation	729.00	0.74	589.30	139.70	139.70	19.16
05-05-00-2700	Oregon Paid Leave Tax	0.00	17.83	196.91	-196.91	-196.91	0.00
05-05-00-2950	Accrued Leave	626.00	0.00	695.04	-69.04	-69.04	-11.03
	Personal Services	57,348.00	4,605.58	50,392.47	6,955.53	6,955.53	12.13
	Materials and Services						
05-05-00-3310	Auditing Services	900.00	0.00	990.00	-90.00	-90.00	-10.00
05-05-00-3330	Legal Services	500.00	0.00	30.83	469.17	469.17	93.83
05-05-00-3340	Engineering Services	500.00	0.00	1,485.13	-985.13	-985.13	-197.03
05-05-00-3350	Other Contractual Services	10,000.00	0.00	6,386.76	3,613.24	3,613.24	36.13
05-05-00-4310	Building Maintenance	1,500.00	16.20	871.45	628.55	628.55	41.90
05-05-00-4320	EquipmentSoftware Maintenance	2,500.00	293.40	832.37	1,667.63	1,667.63	66.71
05-05-00-4350	Vehicle Maintenance	1,000.00	129.64	615.33	384.67	384.67	38.47
05-05-00-4351	Street Light Maintenance	750.00	0.00	0.00	750.00	750.00	100.00
05-05-00-4400	Rental Fees	0.00	0.00	0.00	0.00	0.00	0.00
05-05-00-4510	Street PreservationResurface	94,000.00	0.00	0.00	94,000.00	94,000.00	100.00
05-05-00-5200	Insurance and Bonds	3,000.00	0.00	2,894.18	105.82	105.82	3.53
05-05-00-5400	Legal NoticesAdvertising	100.00	3.00	30.00	70.00	70.00	70.00
05-05-00-5810	Travel and Training	500.00	7.11	7.11	492.89	492.89	98.58
05-05-00-5830	Dues, Subscriptions, Programs	200.00	0.00	139.89	60.11	60.11	30.06
05-05-00-6110	Office Supplies	200.00	15.75	133.99	66.01	66.01	33.01
05-05-00-6120	Postage	235.00	0.00	124.94	110.06	110.06	46.83
05-05-00-6130	Telephone and Internet Service	1,300.00	80.77	858.00	442.00	442.00	34.00
05-05-00-6140	Signs	1,000.00	0.00	0.00	1,000.00	1,000.00	100.00
05-05-00-6150	Materials and Supplies	4,200.00	106.45	1,443.01	2,756.99	2,756.99	65.64
05-05-00-6160	UniformsPPE	150.00	0.00	23.10	126.90	126.90	84.60
05-05-00-6220	Electricity	6,500.00	511.70	5,669.94	830.06	830.06	12.77
05-05-00-6260	Gasoline	1,350.00	83.26	764.93	585.07	585.07	43.34
05-05-00-6600	Miscellaneous	100.00	0.00	58.50	41.50	41.50	41.50
	Materials and Services	130,485.00	1,247.28	23,359.46	107,125.54	107,125.54	82.10
05-05-00-7410	Capital Outlay Equipment	4,500.00	0.00	4,098.12	401.88	401.88	8.93
	Capital Outlay	4,500.00	0.00	4,098.12	401.88	401.88	8.93
05-05-00-7514	Capital Construction Streetlight Improvements	0.00	0.00	0.00	0.00	0.00	0.00
05-05-00-7516	Pavement Restoration	250,000.00	0.00	0.00	250,000.00	250,000.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
	Capital Construction	250,000.00	0.00	0.00	250,000.00	250,000.00	100.00
05-05-00-9000	Contingency Contingency	<u>28,175.00</u>	<u>0.00</u>	<u>0.00</u>	<u>28,175.00</u>	<u>28,175.00</u>	<u>100.00</u>
	Contingency	28,175.00	0.00	0.00	28,175.00	28,175.00	100.00
05-05-00-9500	Unappropriated Unappropriated Ending Fund Bal	<u>444,244.00</u>	<u>0.00</u>	<u>0.00</u>	<u>444,244.00</u>	<u>444,244.00</u>	<u>100.00</u>
	Unappropriated	<u>444,244.00</u>	<u>0.00</u>	<u>0.00</u>	<u>444,244.00</u>	<u>444,244.00</u>	<u>100.00</u>
05	Department	<u>914,752.00</u>	<u>5,852.86</u>	<u>77,850.05</u>	<u>836,901.95</u>	<u>836,901.95</u>	<u>91.49</u>
05	Street Fund	914,752.00	5,852.86	77,850.05	836,901.95	836,901.95	91.49
06	Street Development Fund						
06	Department						
06-06-00-9000	Contingency Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Contingency	0.00	0.00	0.00	0.00	0.00	0.00
06-06-00-9500	Unappropriated Unappropriated Ending Fund Bal	<u>195,038.00</u>	<u>0.00</u>	<u>0.00</u>	<u>195,038.00</u>	<u>195,038.00</u>	<u>100.00</u>
	Unappropriated	<u>195,038.00</u>	<u>0.00</u>	<u>0.00</u>	<u>195,038.00</u>	<u>195,038.00</u>	<u>100.00</u>
06	Department	<u>195,038.00</u>	<u>0.00</u>	<u>0.00</u>	<u>195,038.00</u>	<u>195,038.00</u>	<u>100.00</u>
06	Street Development Fund	195,038.00	0.00	0.00	195,038.00	195,038.00	100.00
08	Parks Development Fund						
08	Department						
08-08-00-3350	Materials and Services Park Master Plan	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
	Materials and Services	0.00	0.00	0.00	0.00	0.00	0.00
08-08-00-7300	Capital Construction						
	McBride Creek Trail System Imp	5,000.00	0.00	0.00	5,000.00	5,000.00	100.00
08-08-00-7301	Veterans Park Improvements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Capital Construction	5,000.00	0.00	0.00	5,000.00	5,000.00	100.00
08-08-00-8060	Interfund Transfers						
	Transfer out to General Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
08-08-00-9000	Contingency						
	Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Contingency	0.00	0.00	0.00	0.00	0.00	0.00
08-08-00-9500	Unappropriated						
	Unappropriated Ending Fund Bal	<u>61,061.00</u>	<u>0.00</u>	<u>0.00</u>	<u>61,061.00</u>	<u>61,061.00</u>	<u>100.00</u>
	Unappropriated	<u>61,061.00</u>	<u>0.00</u>	<u>0.00</u>	<u>61,061.00</u>	<u>61,061.00</u>	<u>100.00</u>
08	Department	<u>66,061.00</u>	<u>0.00</u>	<u>0.00</u>	<u>66,061.00</u>	<u>66,061.00</u>	<u>100.00</u>
08	Parks Development Fund	66,061.00	0.00	0.00	66,061.00	66,061.00	100.00
10	Storm Drain Development Fund						
10	Department						
	Contingency						
10-10-00-9000	Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Contingency	0.00	0.00	0.00	0.00	0.00	0.00
10-10-00-9500	Unappropriated						
	Unappropriated Ending Fund Bal	<u>10,284.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,284.00</u>	<u>10,284.00</u>	<u>100.00</u>
	Unappropriated	<u>10,284.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,284.00</u>	<u>10,284.00</u>	<u>100.00</u>

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
10	Department	<u>10,284.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,284.00</u>	<u>10,284.00</u>	<u>100.00</u>
10	Storm Drain Development Fund	10,284.00	0.00	0.00	10,284.00	10,284.00	100.00
12	Water Fund						
12	Department						
	Personal Services						
12-12-00-1100	Regular Services	162,445.00	13,444.18	144,876.00	17,569.00	17,569.00	10.82
12-12-00-1300	Overtime	2,528.00	341.53	3,039.60	-511.60	-511.60	-20.24
12-12-00-2100	Group Insurance	42,040.00	3,634.39	38,054.71	3,985.29	3,985.29	9.48
12-12-00-2200	Social Security	12,855.00	1,058.33	11,347.50	1,507.50	1,507.50	11.73
12-12-00-2300	Retirement Contributions	36,922.00	3,055.30	30,282.69	6,639.31	6,639.31	17.98
12-12-00-2500	Unemployment Compensation	162.00	13.78	125.64	36.36	36.36	22.44
12-12-00-2600	Workers' Compensation	1,925.00	3.46	1,032.90	892.10	892.10	46.34
12-12-00-2700	Oregon Paid Leave Tax	0.00	82.66	886.29	-886.29	-886.29	0.00
12-12-00-2950	Accrued Leave	<u>3,068.00</u>	<u>0.00</u>	<u>1,854.48</u>	<u>1,213.52</u>	<u>1,213.52</u>	<u>39.55</u>
	Personal Services	261,945.00	21,633.63	231,499.81	30,445.19	30,445.19	11.62
	Materials and Services						
12-12-00-3310	Auditing Services	3,500.00	0.00	3,630.00	-130.00	-130.00	-3.71
12-12-00-3330	Legal Services	500.00	0.00	191.27	308.73	308.73	61.75
12-12-00-3340	Engineering Services	1,000.00	159.50	568.25	431.75	431.75	43.18
12-12-00-3350	Other Contractual Services	31,000.00	525.00	28,951.24	2,048.76	2,048.76	6.61
12-12-00-4000	In Lieu of Franchise Fee	32,779.00	0.00	26,373.34	6,405.66	6,405.66	19.54
12-12-00-4100	Water Purchases	45,000.00	205.36	40,325.56	4,674.44	4,674.44	10.39
12-12-00-4310	Building Maintenance	2,000.00	24.30	1,365.37	634.63	634.63	31.73
12-12-00-4320	EquipmentSoftware Maintenance	12,000.00	4,897.28	10,543.69	1,456.31	1,456.31	12.14
12-12-00-4350	Vehicle Maintenance	1,000.00	153.96	893.53	106.47	106.47	10.65
12-12-00-4400	Rental Fees	0.00	0.00	0.00	0.00	0.00	0.00
12-12-00-5200	Insurance and Bonds	9,250.00	0.00	10,017.10	-767.10	-767.10	-8.29
12-12-00-5400	Legal NoticesAdvertising	400.00	14.40	279.10	120.90	120.90	30.23
12-12-00-5810	Travel and Training	2,500.00	18.17	57.03	2,442.97	2,442.97	97.72
12-12-00-5830	Dues, Subscriptions, Programs	2,500.00	0.00	3,040.64	-540.64	-540.64	-21.63
12-12-00-6110	Office Supplies	700.00	70.85	602.87	97.13	97.13	13.88
12-12-00-6120	Postage	4,300.00	0.00	2,435.60	1,864.40	1,864.40	43.36
12-12-00-6130	Telephone and Internet Service	3,500.00	222.46	2,304.44	1,195.56	1,195.56	34.16
12-12-00-6150	Materials and Supplies	14,000.00	4,055.53	11,307.43	2,692.57	2,692.57	19.23
12-12-00-6160	UniformsPPE	250.00	0.00	121.85	128.15	128.15	51.26
12-12-00-6170	Treatment Chemicals	32,000.00	3,938.27	33,229.18	-1,229.18	-1,229.18	-3.84
12-12-00-6210	Natural Gas	300.00	9.70	229.73	70.27	70.27	23.42
12-12-00-6220	Electricity	17,500.00	1,460.25	14,702.00	2,798.00	2,798.00	15.99
12-12-00-6260	Gasoline	4,000.00	277.52	2,504.25	1,495.75	1,495.75	37.39
12-12-00-6600	Miscellaneous	<u>2,400.00</u>	<u>191.15</u>	<u>3,085.34</u>	<u>-685.34</u>	<u>-685.34</u>	<u>-28.56</u>
	Materials and Services	222,379.00	16,223.70	196,758.81	25,620.19	25,620.19	11.52

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
12-12-00-7410	Capital Outlay Equipment	<u>13,500.00</u>	<u>0.00</u>	<u>12,162.10</u>	<u>1,337.90</u>	<u>1,337.90</u>	<u>9.91</u>
	Capital Outlay	13,500.00	0.00	12,162.10	1,337.90	1,337.90	9.91
12-12-00-7503	Capital Construction Reservoir Overflow Drain Proj	20,000.00	0.00	0.00	20,000.00	20,000.00	100.00
12-12-00-7504	SCADA Software and HMI	<u>25,000.00</u>	<u>0.00</u>	<u>8,553.66</u>	<u>16,446.34</u>	<u>16,446.34</u>	<u>65.79</u>
	Capital Construction	45,000.00	0.00	8,553.66	36,446.34	36,446.34	80.99
	Debt Service						
12-12-00-7615	Principal SDW 2002 S02009	101,821.00	0.00	101,821.02	-0.02	-0.02	0.00
12-12-00-7616	Principal SDW 2008 S02009B	24,590.00	0.00	24,589.78	0.22	0.22	0.00
12-12-00-7618	Principal SDW 2013 S13003	21,381.00	0.00	21,380.74	0.26	0.26	0.00
12-12-00-7619	Principal SDW 2017 S17032	20,644.00	0.00	20,643.52	0.48	0.48	0.00
12-12-00-7625	Interest SDW 2002 S02009	14,055.00	0.00	14,055.21	-0.21	-0.21	0.00
12-12-00-7626	Interest SDW 2008 S02009B	3,682.00	0.00	3,682.13	-0.13	-0.13	0.00
12-12-00-7628	Interest SDW 2013 S13003	7,184.00	0.00	7,184.32	-0.32	-0.32	0.00
12-12-00-7629	Interest-SDW 2017 S17032	<u>10,921.00</u>	<u>0.00</u>	<u>10,920.61</u>	<u>0.39</u>	<u>0.39</u>	<u>0.00</u>
	Debt Service	204,278.00	0.00	204,277.33	0.67	0.67	0.00
12-12-00-8060	Interfund Transfers Transfer out to General Fund	<u>33,000.00</u>	<u>0.00</u>	<u>33,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Interfund Transfers	33,000.00	0.00	33,000.00	0.00	0.00	0.00
12-12-00-9000	Contingency Contingency	<u>72,649.00</u>	<u>0.00</u>	<u>0.00</u>	<u>72,649.00</u>	<u>72,649.00</u>	<u>100.00</u>
	Contingency	72,649.00	0.00	0.00	72,649.00	72,649.00	100.00
12-12-00-9500	Unappropriated Unappropriated Ending Fund Bal	<u>148,610.00</u>	<u>0.00</u>	<u>0.00</u>	<u>148,610.00</u>	<u>148,610.00</u>	<u>100.00</u>
	Unappropriated	<u>148,610.00</u>	<u>0.00</u>	<u>0.00</u>	<u>148,610.00</u>	<u>148,610.00</u>	<u>100.00</u>
12	Department	<u>1,001,361.00</u>	<u>37,857.33</u>	<u>686,251.71</u>	<u>315,109.29</u>	<u>315,109.29</u>	<u>31.47</u>

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
12	Water Fund	1,001,361.00	37,857.33	686,251.71	315,109.29	315,109.29	31.47
13	Water Development Fund						
00							
13-00-00-9000	Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
00		0.00	0.00	0.00	0.00	0.00	0.00
13	Department						
13-13-00-8060	Interfund Transfers						
	Transfer out to Water Fund	<u>200,000.00</u>	<u>0.00</u>	<u>200,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Interfund Transfers	200,000.00	0.00	200,000.00	0.00	0.00	0.00
13-13-00-9000	Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Contingency	0.00	0.00	0.00	0.00	0.00	0.00
13-13-00-9500	Unappropriated						
	Unappropriated Ending Fund Bal	<u>108,563.00</u>	<u>0.00</u>	<u>0.00</u>	<u>108,563.00</u>	<u>108,563.00</u>	<u>100.00</u>
	Unappropriated	<u>108,563.00</u>	<u>0.00</u>	<u>0.00</u>	<u>108,563.00</u>	<u>108,563.00</u>	<u>100.00</u>
13	Department	<u>308,563.00</u>	<u>0.00</u>	<u>200,000.00</u>	<u>108,563.00</u>	<u>108,563.00</u>	<u>35.18</u>
13	Water Development Fund	308,563.00	0.00	200,000.00	108,563.00	108,563.00	35.18
19	Sewer Fund						
19	Department						
	Personal Services						
19-19-00-1100	Regular Services	123,638.00	10,083.87	108,992.23	14,645.77	14,645.77	11.85
19-19-00-1300	Overtime	1,804.00	211.49	2,001.60	-197.60	-197.60	-10.95
19-19-00-2100	Group Insurance	30,974.00	2,653.53	27,842.48	3,131.52	3,131.52	10.11
19-19-00-2200	Social Security	9,766.00	789.76	8,663.22	1,102.78	1,102.78	11.29
19-19-00-2300	Retirement Contributions	28,776.00	2,284.64	22,617.14	6,158.86	6,158.86	21.40
19-19-00-2500	Unemployment Compensation	124.00	10.28	97.17	26.83	26.83	21.64
19-19-00-2600	Workers' Compensation	1,266.00	2.70	578.87	687.13	687.13	54.28
19-19-00-2700	Oregon Paid Leave Tax	0.00	61.75	677.00	-677.00	-677.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
19-19-00-2950	Accrued Leave	<u>2,214.00</u>	<u>0.00</u>	<u>1,854.48</u>	<u>359.52</u>	<u>359.52</u>	<u>16.24</u>
	Personal Services	198,562.00	16,098.02	173,324.19	25,237.81	25,237.81	12.71
	Materials and Services						
19-19-00-3310	Auditing Services	3,300.00	0.00	3,630.00	-330.00	-330.00	-10.00
19-19-00-3330	Legal Services	500.00	0.00	78.77	421.23	421.23	84.25
19-19-00-3340	Engineering Services	2,000.00	0.00	276.25	1,723.75	1,723.75	86.19
19-19-00-3350	Other Contractual Services	60,000.00	3,866.60	43,799.04	16,200.96	16,200.96	27.00
19-19-00-4000	In Lieu of Franchise Fee	26,324.00	0.00	20,209.21	6,114.79	6,114.79	23.23
19-19-00-4100	Sewer Treatment Fees	116,000.00	9,774.38	98,978.96	17,021.04	17,021.04	14.67
19-19-00-4120	Sewer System Dev Fees	4,117.00	0.00	4,117.00	0.00	0.00	0.00
19-19-00-4310	Building Maintenance	2,000.00	24.30	1,365.37	634.63	634.63	31.73
19-19-00-4320	EquipmentSoftware Maintenance	8,000.00	3,160.92	6,307.11	1,692.89	1,692.89	21.16
19-19-00-4350	Vehicle Maintenance	1,000.00	153.96	865.33	134.67	134.67	13.47
19-19-00-4400	Rental Fees	0.00	0.00	0.00	0.00	0.00	0.00
19-19-00-5200	Insurance and Bonds	13,360.00	0.00	12,705.98	654.02	654.02	4.90
19-19-00-5400	Legal NoticesAdvertising	500.00	14.40	119.40	380.60	380.60	76.12
19-19-00-5810	Travel and Training	1,600.00	18.17	558.63	1,041.37	1,041.37	65.09
19-19-00-5830	Dues, Subscriptions, Programs	400.00	0.00	262.68	137.32	137.32	34.33
19-19-00-6110	Office Supplies	800.00	70.87	602.83	197.17	197.17	24.65
19-19-00-6120	Postage	4,300.00	0.00	2,435.60	1,864.40	1,864.40	43.36
19-19-00-6130	Telephone and Internet Service	3,200.00	222.46	2,304.49	895.51	895.51	27.98
19-19-00-6150	Materials and Supplies	12,000.00	177.42	4,562.09	7,437.91	7,437.91	61.98
19-19-00-6160	UniformsPPE	250.00	0.00	75.85	174.15	174.15	69.66
19-19-00-6170	Treatment Chemicals	14,000.00	2,584.00	12,288.00	1,712.00	1,712.00	12.23
19-19-00-6210	Natural Gas	300.00	9.70	229.76	70.24	70.24	23.41
19-19-00-6220	Electricity	8,000.00	622.64	6,209.16	1,790.84	1,790.84	22.39
19-19-00-6260	Gasoline	2,200.00	138.77	1,270.73	929.27	929.27	42.24
19-19-00-6600	Miscellaneous	<u>900.00</u>	<u>81.92</u>	<u>983.79</u>	<u>-83.79</u>	<u>-83.79</u>	<u>-9.31</u>
	Materials and Services	285,051.00	20,920.51	224,236.03	60,814.97	60,814.97	21.33
19-19-00-7410	Capital Outlay Equipment	<u>7,500.00</u>	<u>0.00</u>	<u>6,827.10</u>	<u>672.90</u>	<u>672.90</u>	<u>8.97</u>
	Capital Outlay	7,500.00	0.00	6,827.10	672.90	672.90	8.97
	Capital Construction						
19-19-00-7501	K Street Pump Station Project	60,000.00	0.00	0.00	60,000.00	60,000.00	100.00
19-19-00-7503	Septic Tank ReplaceAbandon	<u>60,000.00</u>	<u>0.00</u>	<u>2,750.86</u>	<u>57,249.14</u>	<u>57,249.14</u>	<u>95.42</u>
	Capital Construction	120,000.00	0.00	2,750.86	117,249.14	117,249.14	97.71
	Debt Service						

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Availablt
19-19-00-7610	Principal CWSRF 2014 R23550	19,431.00	9,777.00	19,431.00	0.00	0.00	0.00
19-19-00-7615	Interest CWSRF 2014 R23550	6,707.00	3,292.00	6,707.00	0.00	0.00	0.00
19-19-00-7616	Interest CWSRF 2015 R23551	4,710.00	0.00	4,710.00	0.00	0.00	0.00
19-19-00-7617	Interest CWSRF 2017 R23552	26,033.00	0.00	23,270.41	2,762.59	2,762.59	10.61
19-19-00-7618	Fees CWSRF 2014 R23550	1,296.00	1,296.00	1,296.00	0.00	0.00	0.00
19-19-00-7619	Fees CWSRF 2015 R23551	1,199.00	0.00	1,199.00	0.00	0.00	0.00
19-19-00-7620	Principal CWSRF 2015 R23551	16,974.00	0.00	16,974.00	0.00	0.00	0.00
19-19-00-7621	Fees CWSRF 2017 R23552	0.00	0.00	0.00	0.00	0.00	0.00
19-19-00-7630	Principal CWSRF 2017 R23552	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Debt Service	76,350.00	14,365.00	73,587.41	2,762.59	2,762.59	3.62
19-19-00-8060	Interfund Transfers Transfer out to General Fund	<u>127,402.00</u>	<u>0.00</u>	<u>127,402.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Interfund Transfers	127,402.00	0.00	127,402.00	0.00	0.00	0.00
19-19-00-9000	Contingency Contingency	<u>72,542.00</u>	<u>0.00</u>	<u>0.00</u>	<u>72,542.00</u>	<u>72,542.00</u>	<u>100.00</u>
	Contingency	72,542.00	0.00	0.00	72,542.00	72,542.00	100.00
19-19-00-9500	Unappropriated Unappropriated Ending Fund Bal	<u>163,264.00</u>	<u>0.00</u>	<u>0.00</u>	<u>163,264.00</u>	<u>163,264.00</u>	<u>100.00</u>
	Unappropriated	<u>163,264.00</u>	<u>0.00</u>	<u>0.00</u>	<u>163,264.00</u>	<u>163,264.00</u>	<u>100.00</u>
19	Department	<u>1,050,671.00</u>	<u>51,383.53</u>	<u>608,127.59</u>	<u>442,543.41</u>	<u>442,543.41</u>	<u>42.12</u>
19	Sewer Fund	1,050,671.00	51,383.53	608,127.59	442,543.41	442,543.41	42.12
22	Sewer Development Fund						
22	Department						
22-22-00-7500	Capital Construction Capital Improvements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Capital Construction	0.00	0.00	0.00	0.00	0.00	0.00
22-22-00-8100	Interfund Transfers Transfer out to Sewer Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Availablt
	Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
22-22-00-9000	Contingency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Contingency	0.00	0.00	0.00	0.00	0.00	0.00
22-22-00-9500	Unappropriated						
	Unappropriated Ending Fund Bal	<u>12,097.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,097.00</u>	<u>12,097.00</u>	<u>100.00</u>
	Unappropriated	<u>12,097.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,097.00</u>	<u>12,097.00</u>	<u>100.00</u>
22	Department	<u>12,097.00</u>	<u>0.00</u>	<u>0.00</u>	<u>12,097.00</u>	<u>12,097.00</u>	<u>100.00</u>
22	Sewer Development Fund	12,097.00	0.00	0.00	12,097.00	12,097.00	100.00
Grand Total		5,003,257.00	160,490.02	2,499,678.74	2,503,578.26	2,503,578.26	0.5004

CITY OF COLUMBIA CITY- COMBINED BALANCE SHEET

ALL FUND TYPES AND ACCOUNT GROUPS

May 31, 2025		Governmental Fund Types					Proprietary Fund Types Enterprise Funds				Total Memorandum (only)
	General	Equipment Reserve	Street	Street Development	Park Development	Storm Drain Development	Water	Water Development	Sewer	Sewer Development	
ASSETS AND OTHER DEBITS											
Assets:											
Cash and investments	462,996.41	41,264.36	568,199.58	195,625.60	61,328.92	10,425.73	91,333.83	112,179.61	369,178.67	12,183.59	1,924,716.30
Receivables:											-
Taxes	16,214.52										16,214.52
Accounts receivable - other	27,950.12						-		-		27,950.12
Accounts receivable - utility billings							51,894.34		44,652.15		96,546.49
Inventories			8,617.34								8,617.34
TOTAL ASSETS AND OTHER DEBITS	507,161.05	41,264.36	576,816.92	195,625.60	61,328.92	10,425.73	143,228.17	112,179.61	413,830.82	12,183.59	2,074,044.77
LIABILITIES, EQUITY AND OTHER CREDITS											
Liabilities:											
Accounts payable	36,187.19						-		-		36,187.19
Payroll liabilities	20,374.08										20,374.08
Building Assessment Liability	68.53										68.53
Deposits	75.00						4,492.68		4,760.88		9,328.56
Assessments on fines											-
Deferred revenue:											
Property taxes	19,108.00										19,108.00
Celebration											-
Shop with a Cop	-										-
Housing rehabilitation loans	23,918.00										23,918.00
TOTAL LIABILITIES	99,730.80	-	-	-	-	-	4,492.68	-	4,760.88	-	108,984.36
Equity and other credits:											
Fund balances:											
Unreserved:											
Undesignated	407,430.25	41,264.36	576,816.92	195,625.60	61,328.92	10,425.73	138,735.49	112,179.61	409,069.94	12,183.59	1,965,060.41
Total fund balance	407,430.25	41,264.36	576,816.92	195,625.60	61,328.92	10,425.73	138,735.49	112,179.61	409,069.94	12,183.59	1,965,060.41
TOTAL EQUITY AND OTHER CREDITS	407,430.25	41,264.36	576,816.92	195,625.60	61,328.92	10,425.73	138,735.49	112,179.61	409,069.94	12,183.59	1,965,060.41
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	507,161.05	41,264.36	576,816.92	195,625.60	61,328.92	10,425.73	143,228.17	112,179.61	413,830.82	12,183.59	2,074,044.77
REVENUES:	960,540.25	2,669.72	174,727.16	12,843.30	4,592.86	824.50	845,868.44	10,552.82	534,271.01	2,096.33	2,548,986.39
EXPENDITURES:	900,684.39	26,765.00	77,850.05	-	-	-	686,251.71	200,000.00	608,127.59	-	2,499,678.74
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES:	59,855.86	(24,095.28)	96,877.11	12,843.30	4,592.86	824.50	159,616.73	(189,447.18)	(73,856.58)	2,096.33	49,307.65
FUND BALANCE/RETAINED EARNINGS 7/1/24	347,574.39	65,359.64	479,939.81	182,782.30	56,736.06	9,601.23	(20,881.24)	301,626.79	482,926.52	10,087.26	1,915,752.76
FUND BALANCE/RETAINED EARNINGS Current	407,430.25	41,264.36	576,816.92	195,625.60	61,328.92	10,425.73	138,735.49	112,179.61	409,069.94	12,183.59	1,965,060.41

City Council Meeting Minutes

THURSDAY, MAY 15, 2025 – 6:00 PM
COLUMBIA CITY, CITY HALL – 1840 SECOND STREET
CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

AGENDA ITEM 1

CALL TO ORDER/ROLL CALL:

CONVENED:

Mayor Alex Reed called the Regular Meeting to order at 6:00 pm.

COUNCIL MEMBERS PRESENT:

Mayor Alex Reed
Council President Rob Forman
Councilor Gordon Thistle
Councilor Connie Quick
Councilor Lyle Bluhm

COUNCIL MEMBERS ABSENT:

None.

ALSO PRESENT:

Helen Johnson, Office Supervisor/Administrative Assistant
Micah Rogers, Public Works Superintendent

ATTORNEY PRESENT:

None

A quorum was present, and due notice had been published.

AGENDA ITEM 2

PUBLIC HEARINGS:

Helen explained that the May city newsletter advertised a public hearing this evening to discuss water and sewer rate increases, anyone who is present and wishes to provide their input will be allowed. The official public hearing will be at the next City Council meeting on Wednesday, June 18, 2025, which is a special night due to the Juneteenth holiday.

Joe Turner of 2920 Sixth Street stated he thinks it is reasonable to raise rates 3 to 5% every 5 years to maintain operator costs. He even feels it is reasonable to consider a 5% increase per year for 5 years to pay for major projects. But a 15% increase in one year is a major expense and should have been on the May ballot for everyone to vote on.

The Mayor and Council expressed their sympathy and frustration with the increases as well as explaining that over the last several years lack of rate increases caused insufficient funding to cover expenses, and this is needed to catch up and hopefully future increases will not be as high. It was also explained the city purchases water from St. Helens, and they also treat our sewer, which does affect our expenses/rates as well.

Kit Gardes of 1830 Seventh Street stated she had gone to the recent St. Helens City Council meeting, and they are discussing raising their water rates, but have not made their decisions yet. She asked if they chose not to raise their rates, would that outcome affect our potential rate increase. Helen Johnson explained that even if St. Helens does not increase, we still need to increase.

2 Regular City Council Meeting
May 15, 2025

Robert Campbell of 2105 The Strand, a water committee member for 25 years, explained with the projects that happen here, the city borrows money or receives grants to help pay for them. He commented some of our projects are larger in scale than most towns our size can manage without those grants or very low interest loans. We do not enjoy the economic scale of Portland or cities that are much larger to help with the cost. He commented that sometimes things come up or regulations force us to do things that cost us a lot of money, and we must adjust.

AGENDA ITEM 3

CITIZEN INPUT:

None

AGENDA ITEM 4

COUNCIL REPORTS:

- 4.1 **Audit Committee:** Chair Forman reported the committee met on May 6, 2025. The minutes were submitted to Kim and will be in the next council packet. He stated they did their usual review of checks with a new tool. It was a cheat sheet created to save the committee time with their reviews. Most of the vendors are repeats and the cheat sheet helps identify what the vendor does for the city. Chair Forman stated the committee also had a couple of formal requests: 1) because of concern outlined by the previous auditor's questioning the effectiveness of the committee, the committee is asking council to explain their purpose and provide more direction to improve communication and effectiveness, 2) be included in the distribution of council minutes, 3) when the committee is seeking council input on a specific topic, they will make the request to be added under new business on the agenda for the next council meeting. This will provide the council with time to review the matter and be able to provide better feedback and quicker decisions.

Chair Forman then shared some additional comments from audit committee members that were not audit related, but more citizen input. 1) Concerns around using personal names/information in emails used by the city instead of positions. He explained the concern is when someone leaves a position, emails can get lost. It was recommended to discuss at the next council meeting. 2) In relation to the recent water leak to also put information on the website as well as Facebook. It was discussed communicating with citizens in a future newsletter to look at the City News section of the website for this type of information. 3) Also, in relation to the recent water leak, it was asked if there was a documented post incident report to consider any improvements or changes. Councilor Quick said she would bring it up at the next hazard mitigation planning group meeting if appropriate.

The next audit committee meeting is scheduled for September 25, 2025, at 2:30 p.m.

Mayor Reed asked to discuss the purpose and direction of the audit committee, asking Chair Forman what they do currently. Chair Forman explained they have standard operating procedures they follow and that includes reviewing checks, looking at invoices, reviewing expense vs budget report, etc. Mayor Reed asked how often the committee has found errors. Chair Forman said never.

- 4.2 **Hazard Committee:** Chair Quick stated the committee continues to get everything lined up for the upcoming Celebration and Prepare Fair. She asked if anyone had any new ideas or specific requests to let her know. A hook and ladder fire truck was requested. Micah Rogers also mentioned having the signup information for emergency alerts setup as has been done at previous prepare fairs.
- 4.3 **Parks Committee:** Chair Bluhm reported the main topic discussed at the last meeting was the update of the Parks Masterplan and how the process will take time. He also stated the recent decision to use available funds to place some park benches, and a few other items have been placed on hold, as the updated plan could affect future park purchase and needs. Micah Rogers stated at the next

3 Regular City Council Meeting
May 15, 2025

meeting on May 20th that the representative of the company hired to update the plan will be there to discuss with the committee the process they go through creating an updated Parks Masterplan. Micah Rogers also said another representative from the company will be onsite to walk each of the parks. He explained the process as he understands it will include meetings and surveys to gain as much citizen involvement and feedback as possible.

4.4 **Streets Committee:** No report. Next meeting scheduled for September.

4.5 **Water & Sewer Committee:** No report. Public hearing next month on water and sewer increases.

AGENDA ITEM 5

CONSENT AGENDA:

- 5.1 **Bills paid with check numbers 35441 through 35482 during the month of April 2025.**
- 5.2 **Expense vs Budget Report for the month ending April 2025.**
- 5.3 **Combined balance sheet for the month ending April 2025.**
- 5.4 **Minutes of the April 17, 2025, Regular City Council Meeting.**
- 5.5 **Activity Report from the Chief of Police for the month of April 2025.**
- 5.6 **Activity Report from the City Administrator for the month of April 2025.**
- 5.7 **Activity Report from the Public Works Superintendent for the month of April 2025.**
- 5.8 **Minutes of the February 18, 2024, Audit Committee Meeting.**

THE COUNCIL APPROVED THE CONSENT AGENDA BY UNANIMOUS ROLL CALL VOTE.

AGENDA ITEM 6

UNFINISHED BUSINESS:

6.1 **Permit Application for Structure in Unimproved Right of Way as applied for by James Koenig and Christy Sanders of 1535 4th Place.**

The Council reviewed and discussed the memo from Helen Johnson outlining the feedback from CRF&R and Columbia River PUD. The Council agreed with the concerns from CRF&R and agreed to approve the permit application if the rock landscaping is moved closer to the property owner's property line and extends no further than the fence located at 450 M Street that has an approved and recorded permit to occupy the right of way. Also, prior to preparation and recording of the permit, the property owners need to restore the right of way to its prior condition.

MOVED (QUICK), SECOND (THISTLE) AND CARRIED UNANIMOUSLY TO APPROVE THE RIGHT OF WAY PERMIT WITH THE ADDED CONDITIONS MENTIONED ABOVE.

AGENDA ITEM 7

NEW BUSINESS:

7.1 **Council Bill No. 25-1000: An Ordinance Extending the Suspension of Processing and Issuance of Floodplain Development Permits for a Period of 365 Days or Until a Model Ordinance is Adopted, Whichever Occurs First; Declaring an Emergency; Effective June 1, 2025.**

MOVED (QUICK), SECONDED (THISTLE), AND CARRIED UNANIMOUSLY TO DECLARE AN EMERGENCY.

MOVED (FORMAN), SECOND (BLUHM) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL 25-1000 STARTING JUNE 1, WITH THE EMERGENCY CLAUSE.

Helen reviewed and discussed with the Council the memo from Lauren Scott, City Planner dated May 15, 2025. On page 4 Lauren had two questions she wanted to ask the Council. One was what types of community involvement or outreach methods would Council like to prioritize for engaging participation in the process. The Council discussed in addition to the

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May 15, 2025

required notice and mailing requirements, using the newsletter to encourage attendance at public hearings. The second question asked comes from the model code regarding who is considered a qualified professional to review floodplain permits. The model code qualifications would limit the number of private sector habitat biologists in the area and could be expensive to secure and possibly difficult to find. Should the City consider reducing the years of experience required for biologists and/or consider allowing licensed engineers who certify and design low impact developments or green infrastructure in floodplain areas? At this time, the Council was not comfortable making any type of recommendation on this topic. They want to wait and see how some other communities address this issue.

7.2 Intergovernmental Agreement for Permit Data Compilations Services between Columbia County and the City of Columbia City.

MOVED (FORMAN), SECOND (THISTLE) AND CARRIED UNANIMOUSLY TO APPROVE SIGNATURE OF THE IGA WITH COLUMBIA COUNTY FOR PERMIT DATA SERVICES.

7.3 Endorsement Protocol Proposal.

Council President Forman proposed establishing a written protocol for any candidate, individual or group requesting Council's endorsement. He offered to draft guidelines to be reviewed and discussed at the next Council meeting.

7.4 Permit Application for Structure in Unimproved Right-of-Way as applied for by Sophie & Alan Martinson of 1945 The Strand.

Helen discussed with Council this specific request and the general terms of this type of permit. The Council recommended approval of the proposal with the conditions. The conditions limit the height of the garden bubbler and nature statue to a maximum of four feet and if the bubbler and nature statue are to be lit, the lighting must be indirect and not affect adjacent homes and/or traffic on adjacent streets.

MOVED (FORMAN), SECOND (QUICK) AND CARRIED UNANIMOUSLY TO APPROVE THE RIGHT OF WAY PERMIT WITH THE ADDED CONDITIONS MENTIONED ABOVE.

7.5 Council Bill No. 25-1001: A Resolution determining a nuisance exists and requests the City abate the nuisance at 1630 Second Street.

MOVED (THISTLE), SECONDED (FORMAN), AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO 25-1001.

AGENDA ITEM 8

OTHER BUSINESS:

8.1 Mini Mart drainage issue.

Helen Johnson and Micah Rogers provided the Council with history associated with stormwater concerns at the Mini Mart. They explained that their system is not connected to collect, filter and disperse stormwater properly. The City has had multiple communications over the years about what is needed and how to resolve the situation. The Council directed another violation letter to be sent providing a specific deadline for resolution and if not addressed properly the City will be submitting complaints to both ODOT and DEQ regarding the violation.

8.2 Lignetics Dust Pollution.

Mayor Reed asked about the status of the dust pollution concerns from the pellet plant operated by Lignetics on the Port of Columbia County property in Columbia City. Helen Johnson advised the Council, there have been improvements made to the processes and

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May 15, 2025

new equipment installed to minimize the pollutants. The situation is still being monitored and has not been finalized or completely resolved.

AGENDA ITEM 9

ADJOURNMENT:

9.1 There being no further business to come before the Council, the meeting adjourned at 7:37 pm.

APPROVED:

Alexander Reed
Mayor

ATTEST:

Helen Johnson
Office Supervisor/Administrative Assistant

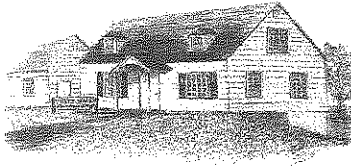


City of Columbia City
PO Box 189 ♦ 1840 Second Street
Columbia City, Oregon 97018
Phone (503) 397-4010 ♦ Fax (503) 366-2870
E-mail lrivers@columbia-city.org
Web site www.columbia-city.org

MEMO

DATE: June 4, 2025
TO: Mayor and City Council
FROM: Kim Karber, City Administrator/Recorder
RE: Activities Report

5/01/25 Attended a virtual meeting regarding Columbia County Broadband
5/05/25 Attended a virtual meeting on Housing Accountability and Production Office (HAPO)
5/06/25 Audit committee met, and I answered any questions they had
5/08/25 Attended virtual Columbia City Celebration Meeting
5/12-5/16 Vacation
5/20/25 I attended a virtual meeting with Circular Action Alliance regarding new recycling standards and the education and outreach website
5/20/25 I attended the Parks meeting
5/21/25 Micah & I met with Jean to discuss the City's parks for the Parks Masterplan Update
5/21/25 I met with Kan from Hudson Garbage
5/29/25 Budget Meeting



The City of Columbia City
Public Works Department
In Columbia County on the Columbia River
 P.O. Box 189 - 1755 Second Place
 Columbia City, Oregon 97018
 Phone(503)366-0454 - Fax(503)366-0724
 E-mail www.columbia-city.org

June 13, 2025

Public Works Activities Report Ending May 31, 2025

To The Mayor and City Council:

WATER PUMPED IN GALLONS:

2025:	Col, City:	St Helens	Total:	Diff:	YTD:
Jan	4,152,070	299,200	4,451,270		4,451,270
Feb	3,556,210	374,000	3,930,210	-521,060	8,381,480
Mar	3,965,400	36,652	4,002,052	+71,842	12,383,532
Apr	4,198,110	150,348	4,348,458	+346,406	16,731,990
May	4,627,410	458,524	5,085,934	+737,476	21,817,924
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
Total 2025					

Water Dept. Work Orders Completed 2025:

May: 18

Total water work orders completed in 2025: 95

Current Output, P.W. Well: 150gpm

Water Loss for Billing Period: 4/21-5/21

Total Water Pumped: 642,869cuft.

Total Water Sold: 508,028cuft.

Water Loss: 134,841cuft.

Percentage Lost: 20.9%

Water Loss Change From Previous Period. -1,995cuft

- A water leak has been repaired on Pacific St. Partial reflection of this will show on next month's report.
- Leak Detection is ongoing.

SEWER FLOW IN GALLONS:

2025:	Total:	St. H	Billable	Diff:	YTD:
Jan	3,542,746	510,730	3,035,016		3,542,746
Feb	3,298,370	343,316	2,955,054	-244,376	6,841,116
Mar	3,578,410	468,040	3,110,370	+280,040	10,419,526
Apr	3,297,650	408,832	2,888,818	-280,760	13,717,176
May	3,650,940	689,091	2,961,849	+353,290	17,368,116
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
Total: 2025					

Sewer Dept. Work Orders Completed 2025: 2

- Parts for the repair of the pump from the RCE lift station have been ordered.
- Four steel septic tanks will be replaced in June.

PARKS

- Nothing to report.

STREETS/STORM

- Crack seal work will be done in June.

MISC

- Jeremy has almost completed upgrading the exit stairs on the back of the Community Hall. It became quite a project.

Respectfully Submitted,



Micah Rogers
Public Works Superintendent

RESOLUTION NO _____

A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, IMPOSING TAXES, AND CATEGORIZING TAXES FOR THE 2025-26 FISCAL YEAR.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA CITY, OREGON.

BE IT RESOLVED that the City Council hereby adopts the budget for fiscal year 2025-26 in the total of \$4,527,862.00. This budget is now on file at the Columbia City City Hall, Columbia City, Oregon.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2025, and for the purposes shown below are hereby appropriated:

GENERAL FUND

Administration Department

Personal Services	\$	207,536
Materials and Services		83,291
Total Administration Department	\$	290,827

Police Department

Personal Services	\$	358,140
Materials and Services		73,499
Total Police Department	\$	431,639

Building Department

Personal Services	\$	18,654
Materials and Services		32,599
Total Building Department	\$	51,253

Park Department

Personal Services	\$	153,077
Materials and Services		79,458
Capital Outlay		3,750
Total Park Maintenance Department	\$	236,285

Non-Departmental

Contingency		150,938
Total Non-Departmental	\$	150,938

TOTAL GENERAL FUND APPROPRIATIONS	\$	1,160,942
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EQUIPMENT RESERVE FUND

Interfund Transfers Out	\$	10,000
TOTAL EQUIPMENT RESERVE FUND APPROPRIATIONS	\$	10,000

STREET FUND

Street Department

Personal Services	\$	58,878
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Materials and Services	77,128
Capital Outlay	3,750
Capital Construction	250,000
Contingency	20,401
TOTAL STREET FUND APPROPRIATIONS	\$ 410,157

STREET DEVELOPMENT FUND

TOTAL STREET DEVELOPMENT FUND APPROPRIATIONS	\$ 0
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PARK DEVELOPMENT FUND

Park Development Department	
Interfund Transfer Out	\$ 13,000
TOTAL PARK DEVELOPMENT FUND APPROPRIATIONS	\$ 13,000

STORM DRAIN DEVELOPMENT FUND

TOTAL STORM DRAIN DEVELOPMENT FUND APPROPRIATIONS	\$ 0
--	-------------

WATER FUND

<u>Water Department</u>	
Personal Services	\$ 283,158
Materials and Services	226,205
Capital Outlay	11,250
Debt Service	204,282
Interfund Transfers Out	33,000
Contingency	76,404
TOTAL WATER FUND APPROPRIATIONS	\$ 834,299

WATER DEVELOPMENT FUND

TOTAL WATER DEVELOPMENT FUND APPROPRIATIONS	\$ 0
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SEWER FUND

<u>Sewer Department</u>	
Personal Services	\$ 200,544
Materials and Services	297,726
Capital Outlay	6,250
Capital Construction	115,000
Debt Service	114,458
Contingency	74,740
TOTAL SEWER FUND APPROPRIATIONS	\$ 808,718

SEWER DEVELOPMENT FUND

TOTAL SEWER DEVELOPMENT FUND APPROPRIATIONS	\$ 0
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TOTAL APPROPRIATIONS - ALL FUNDS	\$ 3,237,116
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RESOLUTION NO. _____

**A RESOLUTION PROVIDING FOR WATER RATES AND CHARGES
FOR THE CITY OF COLUMBIA CITY, OREGON; RESCINDING RESOLUTION
NO. 24-1316-R.**

WHEREAS, the City Council has determined that inside and outside water rated should be adjusted by 15%, in order to maintain water systems operations and meet outstanding debt obligations; and

NOW, THEREFORE, BE IT RESOLVED that the following water rates and charges be adopted:

Section 1. Inside City Water Rates.

¾-inch or 5/8-inch meter: **Monthly rate:**

Minimum charge - includes up to 100 cubic feet of usage	\$ 48.22
For each cubic foot of usage over 100 cubic feet and up to 500 cubic feet	\$ 0.0296
For each cubic foot of usage over 500 cubic feet and up to 1,000 cubic feet	\$ 0.0469
For each cubic foot of usage over 1,000 cubic feet	\$ 0.0641

Larger non-residential meters:

1-inch meter: **Monthly rate:**

Minimum charge - includes up to 100 cubic feet of usage	\$ 74.18
For each cubic foot of usage over 100 cubic feet and up to 500 cubic feet	\$ 0.0296
For each cubic foot of usage over 500 cubic feet and up to 1,000 cubic feet	\$ 0.0469
For each cubic foot of usage over 1,000 cubic feet	\$ 0.0641

1½-inch meter: **Monthly rate:**

Minimum charge - includes up to 100 cubic feet of usage	\$147.92
For each cubic foot of usage over 100 cubic feet and up to 500 cubic feet	\$ 0.0296
For each cubic foot of usage over 500 cubic feet and up to 1,000 cubic feet	\$ 0.0469
For each cubic foot of usage over 1,000 cubic feet	\$ 0.0641

2- inch meter: **Monthly rate:**

Minimum charge - includes up to 100 cubic feet of usage	\$236.75
For each cubic foot of usage over 100 cubic feet and up to 500 cubic feet	\$ 0.0296
For each cubic foot of usage over 500 cubic feet and up to 1,000 cubic feet	\$ 0.0469
For each cubic foot of usage over 1,000 cubic feet	\$ 0.0641

Section 2. Outside City Water Rates:

3/4-inch or 5/8-inch meter: **Monthly rate:**

Minimum charge - includes up to 100 cubic feet of usage	\$ 60.29
For each cubic foot of usage over 100 cubic feet and up to 400 cubic feet	\$ 0.0321
For each cubic foot of usage over 400 cubic feet and up to 800 cubic feet	\$ 0.0492
For each cubic foot of usage over 800 cubic feet	\$ 0.0679

Section 3. Outside Rate Exception: Notwithstanding any of the above provisions, the water rates to be charged to all of the land in the south one-half of the Joseph Caples Donation Land Claim lying between U.S. Highway 30 and the west line of said Donation Land Claim, except Block 75 of the City of Columbia City, shall be the same rate as is charged for users of water within the City of Columbia City.

Section 4. Delinquent Fees: There are hereby imposed the following delinquent fees:

First notice: \$5.00 (mailed after the 25th of the month in which bills are due).

Second notice: \$15.00 (delivered to the premises no less than 12 hours prior to shut-off).

Section 5. Reconnect Fee: When water service is disconnected due to delinquency or due to any other ordinance violation, a \$25.00 reconnection fee shall be paid, along with all payment of all outstanding amounts due, prior to service being restored. An additional \$50.00 fee shall be paid if the turn-on request is outside of regular working hours.

Section 6. Restoration Fee: When water service is terminated, at the customer's request, during a vacation or for some other purpose, and then later restored to the same user, a restoration fee of \$35.00 shall be charged at the time service is restored.

Section 7. Connection Fees: The following connection fee shall be charged for all new water service installations. These fees include the cost of installing a backflow prevention device, which shall be required for all new service installations:

<u>Meter size; type of connection:</u>	<u>Water connection fee:</u>
3/4-inch meter – <u>inside City limits:</u>	
Within a planned subdivision	\$ 600.00
Outside of a planned subdivision:	
Requiring a paved street crossing	3,000.00
Not requiring a paved street crossing	1,700.00
3/4-inch meter – <u>outside City limits:</u>	
Within a planned subdivision	\$ 750.00
Outside of a planned subdivision:	
Requiring a paved street crossing	3,750.00
Not requiring a paved street crossing	2,125.00

For larger meters, the above fees shall apply, plus the actual cost for purchase of the larger meter, valves, and backflow prevention device(s) over and above the costs associated with the purchase of a 3/4-inch meter installation.

Section 8. Water Purchased from Hydrants: Water may be purchased from a hydrant with approval from the Public Works Superintendent. In all such cases, an air gap or other approved backflow prevention device must be

provided, and the Public Works staff will meter the water. A \$48.22 fee shall be paid, along with \$0.0641 for each cubic foot.

BE IT FURTHER RESOLVED that said water rates and charges shall take effect on June 26, 2025, and shall be reflected on the July 26, 2025, billings.

BE IT FURTHER RESOLVED that Resolution No. 24-1316-R, is rescinded effective at midnight on June 26, 2025.

RESOLUTION NO. _____

**A RESOLUTION ADOPTING SEWER CHARGES AND RATES FOR
THE CITY OF COLUMBIA CITY OREGON; RESCINDING RESOLUTION NO.
24-1317-R.**

WHEREAS, the City of Columbia City has previously established sewer charges and rates under Resolution 24-1317-R; and,

WHEREAS, the City of Columbia City Council has determined that an adjustment in sewer rates is needed to cover operation and maintenances costs, capital project needs, and debt payments; and,

WHEREAS, the City Council has determined that the average monthly usage per equivalent dwelling unit (EDU) is 500 cubic feet based upon the historical average water used by Columbia City residential users; and,

WHEREAS, the City Council has established EDU equivalents for existing commercial and industrial customers based upon their water usage from December, 2024 through March, 2025, as shown on the Columbia City User Fee Analysis attached hereto as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED that the City of Columbia City does hereby adopt the following sewer charges and rates for the City of Columbia City:

SECTION 1. CHARGES AND RATES:

1.1 Residential Monthly Sewer System User Charges:

For each single family dwelling, multiple family dwelling unit and mobile home park dwelling unit the minimum monthly sewer charge shall be \$50.63.

In addition to the above charge, a sewer usage fee of \$0.0092 shall be charged for each cubic foot of water used, except that the sewer usage fee shall not apply to usage during the months of June, July, August or September.

1.2 Commercial and Industrial Monthly Sewer System User Charges:

For commercial, business and professional establishments, including churches and fraternal community organizations, schools, laundromats, hotels and motels, and all other commercial and industrial establishments and users, the basic minimum monthly charge of \$55.23 month shall apply for each EDU equivalent.

For existing commercial and industrial customers, the EDU equivalents have been established based upon their water usage from December, 2024

through March, 2025, as shown on the Columbia City User Fee Analysis attached hereto as Exhibit "A."

For new users who have not established a water usage history for the months of November through March, the monthly sewer charge will be based on the meter size impact factor until a winter water usage history has been established. Sewer charges based upon the meter size impact factor shall be charged as follows:

Meter size:	Impact factor:	Monthly charge:
3/4"	1.00	\$55.23
1"	1.33	\$73.46
1-1/2"	2.00	\$110.64
2"	2.67	\$147.46
3"	4.00	\$220.92
4"	5.33	\$294.38
6"	8.00	\$441.84

The City shall re-evaluate the average monthly usage per EDU and the EDU values assigned to each commercial and industrial account annually, and shall adjust the rates and the EDU assignments accordingly.

1.3 Connection Permit and Inspection Fee of Building Sewer Permit:

Inside City – 3/4 inch meter

\$100.00 residential

\$115.00 commercial

\$125.00 industrial

Outside City – 3/4 inch meter

\$125.00 residential

1.4 Residential Monthly Sewer System User Charges – Outside City:

For each single family dwelling, multiple family dwelling unit and mobile home park dwelling unit the minimum monthly sewer charge shall be \$63.30.

In addition to the above charge, a sewer usage fee of \$0.0118 shall be charged for each cubic foot of water used, except that the sewer usage fee shall not apply to usage during the months of June, July, August or September.

BE IT FURTHER RESOLVED that said sewer charges and rates shall take effect on June 26, 2025, and shall be reflected on the July 26, 2025, billings.

BE IT FURTHER RESOLVED that Resolution No. 24-1317-R is rescinded effective at midnight on June 26, 2025.

CITY OF COLUMBIA CITY USER FEE ANALYSIS (Calculating new rates based on winter usage Dec 2024 - Mar 2025)				EXHIBIT "A" - Page 1 RESOLUTION NO. _____					
1. INTRODUCTION									
The City of Columbia City Council has determined that commercial and industrial sewer users shall pay monthly sewer usage fees based upon the equivalent dwelling unit (EDU) value of the connection, but that in no case shall the EDU value of a commercial or industrial connection be less than one EDU.									
2. DEFINITION OF EQUIVALENT DWELLING UNIT (EDU):				1 EDU = 1 Single Family Dwelling Unit = 500 CF of water usage per month					
3. RATE SCHEDULE:									
If average winter water usage exceeds 500 cf, the average usage shall be divided by 500 to determine the EDU value. The EDU value shall be multiplied by \$55.23 (value of residential sewer @ 500 cf of usage) to arrive at the monthly charge. For example, an average winter usage of 1,200 would result in a monthly charge of \$132.55 (\$55.23 x EDU value of 2.40). This monthly charge applies year-round.									
4. 2025 EDU EQUIVALENTS FOR EXISTING COMMERCIAL AND INDUSTRIAL USERS:									
				Water Usage (cf) 11/21/2024 3/20/2025	Water Usage (cf) Monthly Average	Current EDU's July 2024- June 2025	Current Calculated Monthly Fee	NEW EDU RATE July 2024- June 2025	NEW Calculated Monthly Fee
Account No.	Name of Business	Address	Type of Business						
000127-000	Post Office	1905 2nd St.	Post Office	112	28	1.00	52.62	1.00	55.23
001235-000	Port of Columbia County	100 "E" St.	Office	75	19	1.00	52.62	1.00	55.23
001236-000	School District 502	2000 2nd St.	Elementary School	8,541	2,135	4.43	233.11	4.27	235.83
001237-000	D.A. R. - Caples House Museum	1915 1st St.	Meeting Room/Museum	562	141	2.23	117.34	1.00	55.23
001238-000	State Forestry	405 & 415 "E" St.	Forest Service Office	1,188	297	1.00	52.62	1.00	55.23
001754-000	City of St. Helens	K St. ROW	Water System Station INACTIVE 4-2015						
001754-001	City of St. Helens	1215 4th St.	Sewer only	current rate	\$90.98 x 5%		90.98		95.53
003062-000	Bowen & Emily Kelley	320 "A" St.	Recreation Health Club	11,264	2,816	6.64	349.40	5.63	310.94
003134-000	Sahjanand Investments	300 "A" St.	Retail Store/Gas Station	5,288	1,322	1.30	68.41	2.64	145.81
004251-000	Lignetics of Arizona LLC*	2305 2nd St.	Manufacturing*	33,201	8,300	1.00	52.62	1.00	55.23
004251-001	Lignetics of Arizona LLC	200 "E" St.	Manufacturing (no water service)	n/a	n/a	1.00	52.62	1.00	55.23
004598-000	Ahadi Adult Senior Home*****	1955 2nd St.	Care Facility	3,355	839	3.83	201.53	1.68	92.79
004744-000	Columbia City Storage****	310 "A" St.	Storage Facility	1,077	269	1.29	67.88	1.00	55.23
004901-000	Medicine Wheel Recovery Services**	205 "I" St.	Family Services	2,401	600	1.00	52.62	1.20	66.28
TOTAL COMMERCIAL AND INDUSTRIAL EDU's:				67,064	16,766	25.72	1,444.37	22.42	1,333.79
*Lignetics of Arizona LLC usage is estimated at 69 cf/month [used average of City Hall (119) & Port of C.C. (19)]									
**Previously PAR Auto Group, now Medicine Wheel, new occupancy is commercial only as of May '25									
***Numerical values less than 1.00 (one) were tabulated as 1.00 EDU									
****Columbia City Storage had a major leak in Dec '24. Used average of Dec '22 & Dec '23 to calculate Dec '25 usage (1335+584=1919)/2=960									
*****Ahadi Adult Senior Home had unusually low usage in Mar '25. Used average of Mar '23 and Mar '24 to calculate Mar '25 usage (2215+506=2721)/2=1361									

RESOLUTION NO. _____

**A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE
STATE REVENUES FOR THE FISCAL YEAR 2025-26.**

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires cities to pass a resolution each year stating that they elect to receive State Revenues in order to receive such revenues; and

WHEREAS, the City held a public hearing before the Budget Committee on May 29, 2025, and a public hearing before the City Council on June 18, 2025, after adequate public notice, at which time citizens had the opportunity to provide written and oral comment on the use of State Revenue Sharing monies.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Columbia City, pursuant to ORS 221.770, elects to receive State Revenues for the fiscal year 2025-2026.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS WITHIN THE GENERAL, WATER AND SEWER FUNDS DURING THE FISCAL YEAR BEGINNING JULY 1, 2024.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA CITY, OREGON.

WHEREAS, appropriation adjustments are needed within the General, Water and Sewer budgets for the miscellaneous costs that exceeded original expectations during the year.

NOW, THEREFORE, BE IT RESOLVED that in accordance with ORS 294.450 the City Council of the City of Columbia City authorizes a transfer of budget appropriations during the fiscal year beginning July 1, 2024, for the reasons described above. The appropriation transfers are as follows:

GENERAL FUND

Capital Outlay

01-02-00-7410 Equipment	\$	1,000
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Building Department:

Personal Services:

01-03-00-1100 Regular Services		1,000
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Contingency:

01-05-00-9000 Contingency:		(2,000)
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NET:	\$	0
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WATER FUND

Materials and Services:

12-12-00-3350 Other Contractual Services	\$	18,500
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12-12-00-4100 Water Purchases		25,000
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12-12-00-5200 Insurance and Bonds		1,000
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12-12-00-5830 Dues, Subscriptions, Programs		1,000
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12-12-00-6170 Treatment Chemicals		2,500
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12-12-00-6600 Miscellaneous		2,000
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Contingency:

12-12-00-9000 Contingency		(50,000)
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NET:	\$	0
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SEWER FUND

Materials and Services:

19-19-00-3350 Other Contractual Services	\$	20,000
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19-19-00-4100 Sewer Treatment Fees		15,000
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Contingency:

19-19-00-9000 Contingency	\$	(35,000)
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NET:	\$	0
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Council Bill No. 25-1007

RESOLUTION NO. _____

**A RESOLUTION ADOPTING BUDGET AND FINANCIAL POLICIES
FOR THE CITY OF COLUMBIA CITY, OREGON.**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
COLUMBIA CITY, OREGON.

BE IT RESOLVED that the City of Columbia City Budget and Financial
Policies attached hereto as Exhibit "A" be adopted.

City of Columbia City

Budget and Financial Policies

Financial management policies shall be oriented to maintain a balanced relationship between debt service requirements and current operation costs, encourage revenue growth, actively seek alternative funding sources, minimize interest costs and maximize investment returns.

1. To the extent feasible, one-time revenues will be applied toward one-time expenditures; they will not be used to finance ongoing operations. Ongoing revenues should be equal to or exceed ongoing expenditures.

Rationale: Utilizing one-time revenues to fund on-going expenditures results in incurring annual expenditure obligations, which may be unfunded in future years. Using one-time revenues to fund capital assets better enables future administrations to cope with the financial problems when these revenue sources are discontinued, since these types of expenditures can more easily be eliminated without reducing service levels.

2. To provide contingency appropriations in the General Fund, Street Fund, Water Fund and Sewer Fund. Funding shall be targeted at a minimum of 10% of the City's operating expenditures.

Rationale: Adequate contingency appropriations provide the City with the ability to accommodate unexpected operational changes, legislative impacts, economic events, and other unforeseen circumstances affecting the City's operations.

3. To build reserves to provide for future capital improvements, and to fund capital improvements through grants and with reserve funds and avoid increasing indebtedness whenever possible.

Rationale: Every effort must be made to plan and provide for necessary capital improvement projects. With careful thought and planning, many projects can be funded with development fees, grant funds, intergovernmental revenues, user fees and excess revenues to avoid the incurrence of debt.

4. The City may charge the direct beneficiaries of City services the full cost of providing those services, and may adjust fees accordingly to ensure that revenues adequately support the full cost of providing the service.

Rationale: In some instances, the City may determine that fees should keep pace with the cost of providing the service, and may base fees upon comparative studies, cost of service information, public health and safety, the ability to pay, the feasibility of collection, and other considerations.

5. To track revenues and expenditures relating to the City's Building Department Program. Program reserves will be held in the name of the Building Program and used for future program requirements; program deficits will be tracked in the name of the Building Program and future revenues will be applied toward the deficit.

Rationale: In accordance with state law, the revenues related to the issuance of building, mechanical and plumbing permits shall only be used for direct and indirect costs associated with maintaining the program. Program revenues and expenditures shall be carefully analyzed in an effort to ensure that the program is self-supporting.

6. To actively pursue state and federal grants to provide additional resources and to actively pursue partnerships with other agencies and jurisdictions to improve funding opportunities and relationships and promote cost effectiveness.

Rationale: Utilizing outside revenue sources and resources whenever possible relieves the local citizens of some of the financial burden and improves the local economy.

7. To invest and manage available funds in a manner that will assure the greatest return without compromising security or cash flow requirements.

Rationale: To ensure maximum investment income is derived by utilizing available investment options.

8. To ensure revenue estimates are conservative.

Rationale: The importance of a sound revenue picture cannot be overstated. Revenues must be estimated realistically and be based on four-year historical trends, increases in population, inflation and economic conditions.

9. To maintain a beginning fund balance equivalent to at least three months of operating expenditures in the General Fund, Street Fund, Water Fund, and Sewer Fund.

Rationale: A healthy fund balance provides working capital and enables the City to avoid short-term financing.

10. The City will treat the water and sewer funds in the same manner as if they were privately owned and operated. In addition to setting rates at levels necessary to fully cover the cost of providing water and sewer service, this means assessing reasonable franchise in-lieu fees.

Rationale: Utilities statewide pay franchise fees to cities for the use of their streets. The franchise fee for water and sewer services is based on the statewide standard for public utilities like electricity and gas: 5% of the gross revenues from operations.

11. The City will annually adjust system development charges to reflect the cost of inflation.

Rationale: ORS 233.304(7) specifies that the periodic application of an adopted inflation adjustment factor to a system development charge is a permitted change. Capital project costs contained in the City's capital plan increase as a result of inflation, and it is essential that the fees be adjusted to reflect the increased costs to ensure adequate revenue is generated to support the growth-related portion of the project. An inflation adjustment factor shall be based on the change in the average market value of undeveloped land in the City, according to the records of the County Tax Assessor, and the change in construction costs

according to the Engineering News Record (ENR) Northwest (Seattle, Washington) Construction cost Index; and shall be determined as follows:

$$\begin{array}{r} \text{Change in Average Market Value of Land x 50\%} \\ + \\ \text{Change in Construction Cost Index x 50\%} \\ = \\ \text{System Development Charge Adjustment Factor} \end{array}$$

12. To establish an Equipment Reserve Fund for equipment purchases.

Rationale: Every effort must be made to plan and provide for necessary capital equipment purchase to avoid the need for short-term borrowing.

RESOLUTION NO. _____

A RESOLUTION DETERMINING THAT A NUISANCE EXISTS UPON VACANT LAND DESCRIBED AS MAP AND TAXLOTS 5128-DA-05500, 5128-DA-05100, 5128-DA-05102 AND 5128-DA-5103, PROPERTIES ARE LOCATED ADJACENT TO THIRD AND M STREETS AND ADJACENT TO SECOND STREET NORTH OF SPINNAKER WAY WITHIN THE CITY OF COLUMBIA CITY AND REQUESTING CITY ABATEMENT.

WHEREAS, Columbia City Ordinance No. 517, Section 12. Noxious Vegetation A) states, "The term noxious vegetation does include, at any time between April 15 and September 30 of any year: 1) Weeds more than 10 inches high; 2) Grass more than 10 inches high and not within the exception state in subsection A) of this section; and further in B) no owner or person in charge of property shall allow noxious vegetation to be on the property or in the right-of-way of a public thoroughfare abutting the property; and

WHEREAS, City Administrator, on May 30, 2025, sent abatement notice by certified mail to property owner COLUMBIA HARBOUR LLC at mailing address 101 ST. HELENS STREET, ST. HELENS OREGON, 97051 regarding the above referenced properties giving 10 days to abate the nuisance as described in the notice or submit in writing notice specifying the basis of the protest to the City Administrator within 10 days; and

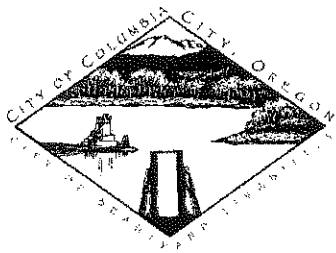
WHEREAS, the above mentioned properties remain in violation as of Wednesday, June 11, 2025.

NOW, THEREFORE, THE CITY OF COLUMBIA CITY RESOLVES AS FOLLOWS:

The vacant lands associated with Map and Tax lots: 5128-DA-05500, 5128-DA-05100, 5128-DA-05102 and 5128-DA-05103 constitutes a nuisance and should be abated under Ordinance No. 517, Section 12 due to:

- A) Weeds more than 10 inches high; and
- B) Grass more than 10 inches high.

Therefore, Council hereby declares that a nuisance exists and directs that the properties, map and tax lots: 5128-DA-05500, 5128-DA-05100, 5128-DA-05102 and 5128-DA-05103 be abated immediately by the City Public Works Department or hired contractor. All fees assessed will be billed to the property owner/person responsible as outlined in the ordinance.




PO Box 189 ♦ 1840 Second Street
Columbia City, Oregon 97018
Phone (503) 397-4010
E-mail hjohnson@columbia-city.org
Web site www.columbia-city.org

DATE: 6/11/25

MEMO

TO: Kim Karber, City Administrator
Mayor & City Council

CC: Police Department
Public Works

FROM: Helen Johnson 

RE: Weed Abatement – Columbia Harbour properties off Second Street

I am requesting the City Council consider abatement of noxious vegetation on the vacant properties off Second Street near River Club Estates. The properties are owned by Columbia Harbour LLC who receives mail at 101 St. Helens Street, St. Helens OR 97051. The agent for Columbia Harbour LLC is William "Al" Petersen. The owner has failed to comply with Ordinance No. 517 Sec 12 regarding noxious vegetation.

See the attached 2025 code enforcement case #2025023 outlining notes of steps taken to avoid this determination.

Attached you will find:

- Copy of reminder notice only, not list of mowers – mailed & emailed 4/7/2025
- Copy of second certified letter – mailed & emailed 5/30/2025
- Copy of signed certified card received 6/4/2025 – signed on 6/2/2025
- 7 photos taken 6/11/2025 and an aerial map outlining approximate locations of photos

I am requesting the areas of the lots in violation be declared a nuisance and abated by Public Works or a hired contractor and all assessed fees be billed to property owners as outlined in the ordinance.

Chief Bartolomucci issued a citation to the agent of the properties on June 9, 2025. This violation has a maximum penalty of \$500. The presumptive fine (PF) amount for a violation of an ordinance with the maximum penalty of \$500 is \$100. This means if the defendant pleads guilty or no contest and pays the PF prior to court arraignment, no additional penalty would be due. We do have the ability to cite each day of violation and leave that decision to the Council.

If you have any questions, please let me know.

Thanks.

Case #: 2025023

Case Date: 04/22/25

Case Type:

Owner/Occupant Name: Columbia Harbour LLC, William Petersen, Registered Agent

Site Address: Second Street-multiple lots-SEE NOTES

Occupant Phone Number: 503-366-3050

Email: alpetersen@akaandesign.com

Problem Description: tall grass & weeds

Complaint: Grass/Weeds

Complainant Name: City

Complainant Address:

Complainant Phone Number:

Status: Open

Property Status: Vacant Land

Date Completed:

Assigned To: Helen Johnson

Property

Parcel #	Address	Legal Description	Owner Name	Owner Phone	Zoning
14652	Second Street		Columbia Harbour LLC	503-366-3050	CC:R-3

Activities

Date	Activity Type	Description	Employee	Status
05/01/2025	Re-Check Grass/Weeds	Cut?	Helen Johnson	Completed
05/30/2025	Re-Check Grass/Weeds	Status?	Helen Johnson	Completed

Violations

Date	Violation	Description	Notes	Status
04/22/2025	Noxious Vegetation/Ord No. 517 Sec 12	A) The term "noxious vegetation" does include, at any time between April 15 and September 30 of any year: 1) Weeds more than 10 inches high. 2) Grass more than 10 inches high. 3) Poison oak. 4) Poison ivy. 5) Blackberry bushes that extend into a public thoroughfare or across a property line. B) ...no owner or person in charge of property shall allow noxious vegetation to be on the property or in the right-of-way of a public thoroughfare abutting on the property. An owner or person in charge of property shall cut down or destroy grass, shrubbery, brush, bushes, weeds or other noxious vegetation as often as needed to prevent them from becoming unsightly, from becoming a fire hazard, or, in the case of weeds or other noxious vegetation, from maturing or from going to seed.		Open

Attached Letters


Date	Letter	Description
* 05/30/2025	Abatement Notice	emailed and mailed, see attachments
05/01/2025	Abatement Notice	


Notes

Date	Note	Created By
2025-06-11	Drove by lots and there are still some areas needing to be cut, see attached 8 photos taken.	Helen Johnson

2025-06-10	Received a complaint about blackberries from this property not being maintained so they don't leave the property. See attached email conversation and aerial map.	Helen Johnson
2025-06-09	Jerry did issue citation. When issuing the citation Al stated he would be coming to the City Council meeting to complain about the tall grass and weeds in Bundy Park.	Helen Johnson
2025-06-04	Signed cert card received, see attached.	Helen Johnson
2025-05-30	Today I created copies of photos with red circles of noncompliant areas and an aerial map as well, see attached. Also going to send another cert ltr as the original ltr sent on 5/1/2025 did not include tax account #: 14658, map and tax lot #: 5128-DA-05500 and I want to be certain all area can be abated if Council determines them a nuisance at the June 18th meeting. Also emailed information to Al with cc to Kim and bcc to Jerry, Mary & Steven with PD, see attached. In the email I asked for updated address is needed because of the previous cert ltr being returned. Also in a separate email also attached, I requested the PD to issue citation.	Helen Johnson
2025-05-29	Took 10 more photos today, see attached.	Helen Johnson
2025-05-21	Certified letter RTS unclaimed UTF, see attached.	Helen Johnson
2025-05-20	Drove by property on my way in this morning and took the attached 6 photos.	Helen Johnson
2025-05-14	Neighbor came into City Hall frustrated the vacant property owner adjacent to her property doesn't cut along the fence, see attached 3 photos.	Helen Johnson
2025-05-12	Drove by property and it appeared that most areas had been cut, some slope areas still needed. Decided not to submit to Council for abatement.	Helen Johnson
2025-05-06	Drove by properties today and noticed some of the border areas have been cut, but still some tall areas especially on the slope.	Helen Johnson
2025-05-01	Mailing and emailing certified letter with photos taken from yesterday with the areas of noncompliance circled in red and copy of reminder letter. Making cc note on letter to be mailed with email address.	Helen Johnson
	This case represents the following properties:	
2025-05-01	14652-5128-DA-05100 14653-5128-DA-05102 14654-5128-DA-05103 14658-5128-DA-05500 (added 5/20/2025) Columbia Harbour LLC-101 St. Helens St St. Helens OR	Helen Johnson
2025-04-30	Went and took the attached photos of the areas that have not been cut, appears the main part of the lots had been cut since the 22nd, but problems with the slopes and some perimeter areas.	Helen Johnson
2025-04-22	When Kim and I were out and about we observed the main areas of the properties have been cut, but the sloped areas and some areas around perimeter still need to be cut, I am assuming with a weed eater. Took the attached 2 photos.	Helen Johnson
2025-04-07	Mailed and emailed the attached reminder letter highlighting needing to mow more frequently and the slope areas with copy of mower list.	Helen Johnson

Uploaded Files

Date	File Name
06/11/2025	26669093-Columbia Harbour 06112025 (8).jpg
06/11/2025	26669094-Columbia Harbour 06112025 (1).jpg
06/11/2025	26669095-Columbia Harbour 06112025 (7).jpg
06/11/2025	26669096-Columbia Harbour 06112025 (4).jpg
06/11/2025	26669097-Columbia Harbour 06112025 (5).jpg
06/11/2025	26669098-Columbia Harbour 06112025 (3).jpg
06/11/2025	26669099-Columbia Harbour 06112025 (6).jpg
06/11/2025	26669100-Columbia Harbour 06112025 (2).jpg
06/10/2025	26517443-Columbia Harbour aerial of blackberry concern.pdf
06/10/2025	26517439-Columbia Harbour blackberries email conv w230 Spinnaker 06102025.pdf
06/04/2025	 26431313-Columbia Harbour signed cert card 06042025.pdf
06/02/2025	26379384-Columbia Harbour cert ltr receipt 05302025.pdf
05/30/2025	26365262-Columbia Harbour 05292025 (10).jpg
05/30/2025	26365169-Columbia Harbour email to PD 05302025.pdf
05/30/2025	26364436-Columbia Harbour email sent 05302025.pdf
05/30/2025	26364432-Columbia Harbour RTS UTF 05212025.pdf
05/30/2025	26360110-Columbia Harbour cert ltr 05302025.pdf

05/30/2025	26359910-Columbia Harbour aerial map 05292025.pdf
05/30/2025	26359489-Columbia Harbour Properties Off Second St pictures 05292025.pdf
05/30/2025	26359346-Columbia Harbour 05292025 (7) circled.jpg
05/30/2025	26359338-Columbia Harbour 05292025 (9) circled.jpg
05/30/2025	26359339-Columbia Harbour 05292025 (1) circled.jpg
05/30/2025	26359340-Columbia Harbour 05292025 (3) circled.jpg
05/30/2025	26359341-Columbia Harbour 05292025 (2) circled.jpg
05/30/2025	26359342-Columbia Harbour 05292025 (4) circled.jpg
05/30/2025	26359343-Columbia Harbour 05292025 (5) circled.jpg
05/30/2025	26359344-Columbia Harbour 05292025 (6) circled.jpg
05/30/2025	26359345-Columbia Harbour 05292025 (8) circled.jpg
05/30/2025	26359300-Columbia Harbour 05292025 (3).jpg
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05/30/2025	26359302-Columbia Harbour 05292025 (6).jpg
05/30/2025	26359303-Columbia Harbour 05292025 (7).jpg
05/30/2025	26359304-Columbia Harbour 05292025 (2).jpg
05/30/2025	26359296-Columbia Harbour 05292025 (8).jpg
05/30/2025	26359297-Columbia Harbour 05292025 (1).jpg
05/30/2025	26359298-Columbia Harbour 05292025 (9).jpg
05/30/2025	26359299-Columbia Harbour 05292025 (5).jpg
05/20/2025	26033386-Columbia Harbour 05202025 (3).jpg
05/20/2025	26033388-Columbia Harbour 05202025 (2).jpg
05/20/2025	26033389-Columbia Harbour 05202025 (5).jpg
05/20/2025	26033390-Columbia Harbour 05202025 (6).jpg
05/20/2025	26033391-Columbia Harbour 05202025 (1).jpg
05/20/2025	26033392-Columbia Harbour 05202025 (4).jpg
05/19/2025	26013221-Columbia Harbour 05142025 (1).jpg
05/19/2025	26013222-Columbia Harbour 05142025 (3).jpg
05/19/2025	26013223-Columbia Harbour 05142025 (2).jpg
05/01/2025	25732452-Columbia Harbour Second St cert receipt 05012025.pdf
05/01/2025	25730075-Columbia Harbour Properties Off Second St pictures 04302025.pdf
05/01/2025	25729849-Columbia Harbour Second St 04302025 (4) circled.jpg
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05/01/2025	25729852-Columbia Harbour Second St 04302025 (3) circled.jpg
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05/01/2025	25729844-Columbia Harbour Second St 04302025 (5).jpg
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05/01/2025	25729847-Columbia Harbour Second St 04302025 (4).jpg
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05/01/2025	25728591-Columbia Harbour Second St 04222025 (2) circled.jpg
05/01/2025	25728592-Columbia Harbour Second St 04222025 (1).jpg
05/01/2025	25726062-Columbia Harbour Second St prop email 04072025.pdf
05/01/2025	25725976-Mowing and tree contractors 04012025.pdf
05/01/2025	 25725974-Columbia Harbour Vacant Land & Property Weed Abate Reminder 2025.pdf

The City of Columbia City

In Columbia County on the Columbia River



REMINDER ONLY
At this time

April 7, 2025

Columbia Harbour LLC
101 St Helens Street
St. Helens OR 97051

Subject: Weed Abatement Reminder for Map Tax Lot Numbers:
5128-DA-05100, 5128-DA-05102, 5128-DA-05103 & 5128-DA-05500
and rental property at 325 M Street – 5128-DA-05600

I am reaching out in hopes of resolving an issue we have had over the last couple of weed abatement seasons regarding the properties in Columbia City not being maintained in accordance to the ordinance outlined below. During the normal growing season in order to comply with the parameters of the ordinance the **properties need to be mowed on a more frequent schedule and all areas must be maintained even if the slope is challenging.** Be advised **failure to comply with the ordinance may warrant the imposition of a fine. Under this ordinance a violation could be fined up to \$500 for each day of violation.**

City Ordinance No. 517 prohibits the uncontrolled growth of weeds and other noxious vegetation. Noxious vegetation includes **weeds and grass more than 10 inches high,** and blackberry bushes that extend into the public right-of-way or cross a property line at any time between **April 15** and **September 30** of any year.

No owner or person in charge of property shall allow noxious vegetation to be on the property or in the right-of-way of public thoroughfare abutting the property. An owner or person in charge of property shall cut down or destroy grass, shrubbery, brush, bushes, weeds or other noxious vegetation **as often as needed to prevent them from becoming unsightly, from becoming a fire hazard, or, in the case of weeds or other noxious vegetation, from maturing or from going to seed.**

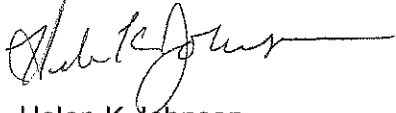
Enclosed is a current list of Columbia City licensed Mowing and Yard Maintenance businesses that might be able to offer assistance in keeping the above referenced properties in compliance with City Ordinance No. 517.

PO Box 189 ♦ 1840 Second Street ♦ Columbia City, Oregon 97018
Phone 503-397-4010 ♦ Fax 503-366-2870
E-mail hjohnson@columbia-city.org ♦ Web site www.columbia-city.org

If the City abates the nuisance, costs of the abatement will be charged to the person responsible. If the cost of abatement goes unpaid it will be assessed against the property in the form of a lien.

Your cooperation and compliance is expected and appreciated. If you have any questions or need additional information, please contact City Hall, 503-397-4010.

Regards,



Helen K Johnson
Office Supervisor/Administrative Assistant
Building, Planning, Code Enforcement

Enclosure

cc: Kim Karber, City Administrator
Columbia City Police Department

The City of Columbia City

City of Beauty and Livability

05/30/2025

Columbia Harbour LLC
101 St. Helens Street
St. Helens OR 97051

Re: Property described as Tax Account #: 14652, Second Street

ABATEMENT NOTICE

It has been determined that your property, identified above, is in violation of the following City Ordinance(s). You are hereby directed to abate the nuisance within 10 days from the date of this notice.

Noxious Vegetation/Ord No. 517 Sec
12

A) The term "noxious vegetation" does include, at any time between April 15 and September 30 of any year: 1) Weeds more than 10 inches high. 2) Grass more than 10 inches high. 3) Poison oak. 4) Poison ivy. 5) Blackberry bushes that extend into a public thoroughfare or across a property line.

B) ...no owner or person in charge of property shall allow noxious vegetation to be on the property or in the right-of-way of a public thoroughfare abutting on the property. An owner or person in charge of property shall cut down or destroy grass, shrubbery, brush, bushes, weeds or other noxious vegetation as often as needed to prevent them from becoming unsightly, from becoming a fire hazard, or, in the case of weeds or other noxious vegetation, from maturing or from going to seed.

Unless the nuisance is removed as herein requested, the City may abate the nuisance, and the cost of the abatement will be charged to the person responsible. If the cost of abatement goes unpaid it may be assessed against the property in the form of a lien. Failure to abate the nuisance may also warrant the imposition of a fine. Under this Ordinance **a violation could be fined up to \$500 for each day of violation.**

The person responsible may protest this action by giving written notice specifying the basis of the protest to the City Administrator within 10 days from the date of this notice. An error in name or address of the person responsible shall not make the notice void.

Regards,



Kim Karber
City Administrator/Recorder

By certified mail / return receipt

cc: Police Department,

PO Box 189 • 1840 Second Street • Columbia City, Oregon 97018

Phone 503-397-4010 • Fax 503-366-2870

Email hjohnson@columbia-city.org • Website www.columbia-city.org

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

JUN 04 2025

Columbia Harbour LLC
101 St. Helens Street
St. Helens OR 97051



9590 9402 6669 1060 9458 26

2. Article Number (Transfer from service label)

7022 3330 0000 2468 9670

COMPLETE THIS SECTION ON DELIVERY

A. Signature

☐ Agent☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

6/2

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☐ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over \$500)

☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☐ Signature Confirmation™☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

Columbia Harbour LLC Properties
Map and Tax Lot #'s: 5128-DA-05100, 5128-DA-05102, 5128-DA-05103 & 5128-DA-05500
Photos taken 6/11/2025







Columbia County Web Map



6/11/2025, 4:43:28 PM

1:800

Account Labels

 City Limits

Taxlot Labels

Oregon State Aerial - 2022

Taxlots

Red: Band_1

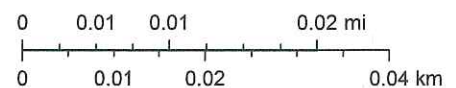
Sections

 Green: Band 2

Township & Range

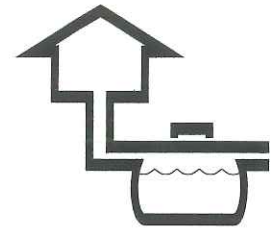
 Blue: Band 3

Local Roads



Oregon Statewide Imagery Program (OSIP) - Oregon Imagery Framework/Implementation Team, National Geographic, Esri, Garmin, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.

National Geographic, Esri, Garmin, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp. | Oregon GEO, NAIP | Oregon Statewide Imagery Program (OSIP) -



Customer Information

City of Columbia City
PO box 189
Columbia City, OR 97018

Makana Trucking and Excavation, Inc.

34154 Bennett Rd, Warren, OR 97053
(503) 410-5577, CCB License No. 223757
Project Supervisor: Matt Brown (503-351-2434)
Project Mgr: Aletia Brown, abrown.makana@gmail.com

Project: Tank Replacements

Date 4/18/2025

Scope of Work

Tank Replacement at 2055 4th St, Columbia City	6,570.00
- Decommission old septic tank (remove tank and place new tank in same hole)	
- Install new 1,000 gal concrete septic tank in the same hole	
- Reconnect new tank to current system	
Pump existing tank	550.00
 Tank Replacement at 2050 5th St, Columbia City	 7,170.00
- Decommission old septic tank (remove old tank and backfill hole)	
- Install new 1,000 gal concrete septic tank in new hole farther from the house	
- Reconnect new tank to current system	
Pump existing tank	550.00
 Tank Replacement at 2000 5th St, Columbia City	 7,480.00
- Decommission old septic tank (leave tank in the ground and backfill)	
- Install new 1,000 gal poly septic tank in new hole within the easement	
- Reconnect new tank to current system	
Pump existing tank	550.00

(continued on next page)

Any alteration or deviation from the above specifications involving extra cost of material or labor will become binding upon the parties only upon execution of a separate written addendum or change order and will become an extra charge over and above the sum mentioned in this Agreement. Contractor shall be responsible for any claims asserted by any of its employees, suppliers and/or subcontractors arising from providing the Services, or related in any way thereto, including, but not limited to, any claims for wages, subcontract payments, taxes, insurance, personal injury and/or property damage. Unless expressly set forth herein above, any permit fees shall be in addition to the price stated above.

Total:

Terms: 50% down, 50% upon completion

--See Next Page--

Authorized Signature

Acceptance of Proposal

Note: This Proposal may be withdrawn by us if not accepted within 30 days.

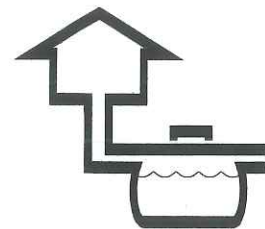
Contractor is hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which the undersigned Owner agrees to pay the amount stated in the proposal in accordance with the terms thereof.

Customer Signature

(Owner to initial to acknowledge receipt):

Date

Notice of Right to Lien _____ Consumer Protection Notice _____ Notice to Owner _____ Notice of Procedure _____



Customer Information

City of Columbia City
PO box 189
Columbia City, OR 97018

Makana Trucking and Excavation, Inc.

34154 Bennett Rd, Warren, OR 97053
(503) 410-5577, CCB License No. 223757
Project Supervisor: Matt Brown (503-351-2434)
Project Mgr: Aletia Brown, abrown.makana@gmail.com

Project: Tank Replacements

Date 4/18/2025

Scope of Work

Tank Replacement at 2000 6th St, Columbia City	9,805.00
- Decommission old septic tank and remove it	
- Install new 1,500 gal concrete Traffic-rated septic tank in new hole in easement below the house	
- Reconnect new tank to current system	
Pump existing tank	650.00

Not Included:

- Repairs to any pipes going into the house
- Landscaping (affected area is graded and left to settle)

Any alteration or deviation from the above specifications involving extra cost of material or labor will become binding upon the parties only upon execution of a separate written addendum or change order and will become an extra charge over and above the sum mentioned in this Agreement. Contractor shall be responsible for any claims asserted by any of its employees, suppliers and/or subcontractors arising from providing the Services, or related in any way thereto, including, but not limited to, any claims for wages, subcontract payments, taxes, insurance, personal injury and/or property damage. Unless expressly set forth herein above, any permit fees shall be in addition to the price stated above.

Total: \$33,325.00

Terms: 50% down, 50% upon completion

Authorized Signature

Acceptance of Proposal

Note: This Proposal may be withdrawn by us if not accepted within 30 days.

Contractor is hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which the undersigned Owner agrees to pay the amount stated in the proposal in accordance with the terms thereof.

Customer Signature

6/2/25

Date

(Owner to initial to acknowledge receipt):

Notice of Right to Lien _____ Consumer Protection Notice _____ Notice to Owner _____ Notice of Procedure _____