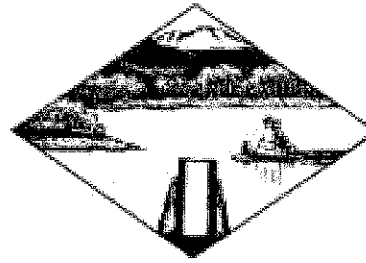


Bank Reconciliation

Checks by Date

User: KKARBER
 Printed: 10/11/2024 - 4:52PM
 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
451	9/4/2024	ASI FLEX		AP		9/30/2024	3.75
452	9/4/2024	FEDERAL GOVERNMENT		AP		9/30/2024	17,985.62
453	9/4/2024	OR DEPT OF REVENUE		AP		9/30/2024	4,298.01
454	9/4/2024	OR PERS		AP		9/30/2024	14,056.35
455	9/4/2024	OR PERS RETREE		AP		9/30/2024	3,207.53
35124	9/5/2024	CARPENTER MEDIA GROUP		AP		9/30/2024	384.72
35125	9/5/2024	CASCADE COLUMBIA DISTRIBUTI		AP		9/30/2024	2,851.93
35126	9/5/2024	COLUMBIA CO DEPT OF JUSTICE		AP			750.00
35127	9/5/2024	DAHLGREN'S DO IT BEST BUILDIN		AP		9/30/2024	224.16
35128	9/5/2024	HARLIN ITS LLC		AP		9/30/2024	895.00
35129	9/5/2024	IWORQ SYSTEMS, INC.		AP		9/30/2024	2,256.00
35130	9/5/2024	PAULY, ROGERS & CO., PC		AP		9/30/2024	7,430.00
35131	9/5/2024	STEPHEN D. PETERSEN		AP		9/30/2024	200.00
35132	9/5/2024	QUILL CORPORATION		AP		9/30/2024	332.42
35133	9/5/2024	SPRINGBROOK HOLDING COMPAN		AP		9/30/2024	78.00
35134	9/5/2024	CITY OF ST HELENS		AP		9/30/2024	21,724.38
35135	9/5/2024	SUNSET AUTO PARTS, INC.		AP		9/30/2024	223.46
35136	9/5/2024	USA BLUEBOOK		AP		9/30/2024	1,848.81
35137	9/5/2024	VERIZON WIRELESS		AP		9/30/2024	529.34
35138	9/12/2024	ACE HARDWARE - WEST		AP		9/30/2024	590.39
35139	9/12/2024	BLUE HERON SEPTIC & DRAIN SEI		AP		9/30/2024	3,575.00
35140	9/12/2024	COUNTRY MEDIA, INC.		AP		9/30/2024	210.00
35141	9/12/2024	CwM-H2O		AP		9/30/2024	662.50
35142	9/12/2024	GRANITE TELECOMMUNICATIONS		AP		9/30/2024	380.58
35143	9/12/2024	HUDSON PORTABLE TOILET SERV.		AP		9/30/2024	1,061.95
35144	9/12/2024	ONE CALL CONCEPTS, INC		AP		9/30/2024	15.84
35145	9/12/2024	RICOH USA, INC.		AP		9/30/2024	106.66
35146	9/12/2024	ROSS & LAWRENCE UNION OIL CC		AP		9/30/2024	661.86
35147	9/12/2024	SATF CORPORATION		AP		9/30/2024	611.54
35148	9/24/2024	CARPENTER MEDIA GROUP		AP		9/30/2024	114.90
35149	9/24/2024	CASCADE COLUMBIA DISTRIBUTI		AP		9/30/2024	3,995.73
35150	9/24/2024	COLUMBIA CO TREASURER		AP			96.00
35151	9/24/2024	COLUMBIA RIVER PUD		AP			2,796.62
35152	9/24/2024	CULLIGAN WATER		AP			100.20
35153	9/24/2024	CwM-H2O		AP			2,853.75
35154	9/24/2024	DAY WIRELESS SYSTEMS		AP		9/30/2024	409.86
35155	9/24/2024	ELAVON		AP		9/30/2024	257.77
35156	9/24/2024	LORRAINE FLOWERS		AP			200.00
35157	9/24/2024	INROADS CREDIT UNION		AP			753.10
35158	9/24/2024	MIG, INC		AP			2,136.25
35159	9/24/2024	NW NATURAL GAS		AP			43.47
35160	9/24/2024	OPUS INTERACTIVE		AP			50.00
35161	9/24/2024	OR DEPT OF REVENUE		AP			350.00
35162	9/24/2024	OR GOVERNMENT ETHICS COMMI		AP			945.68
35163	9/24/2024	PACIFIC NORTHERN ENVIRONMEN		AP		9/30/2024	324.05
35164	9/24/2024	ROSS & LAWRENCE UNION OIL CC		AP			603.88

Check No	Check Date	Name	Comment	Module	Void	Clear Date	Amount
35165	9/24/2024	SHERWIN-WILLIAMS		AP			249.95
35166	9/24/2024	ARTHUR E. SHERWOOD		AP			396.00
35167	9/24/2024	CITY OF ST. HELENS		AP			1,541.86
35168	9/24/2024	USA BLUEBOOK		AP			127.80
35169	9/24/2024	WALTER E. NELSON COMPANY		AP			714.15
0	9/30/2024	COLONIAL LIFE INSURANCE		AP			29.48
0	9/30/2024	HRA VEBA TRUST		AP		9/30/2024	875.00
0	9/30/2024	VALIC		AP		9/30/2024	211.03
0	9/30/2024		DD 00999.09.2024	PR		9/30/2024	40,729.38
456	9/30/2024	ASI FLEX		AP			125.00

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Total Void Check Amount:

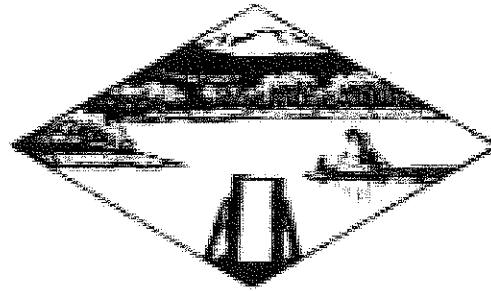
Total Valid Check Count: 56

Total Valid Check Amount: 148,186.71

Total Check Count: 56

Total Check Amount: 148,186.71

General Ledger
Expense vs. Budget



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

User: KKARBER
Printed: 10/11/2024 4:53:59 PM
Period 03 - 03
Fiscal Year 2025

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	9,974.21	30,609.51	97,416.49	97,416.49	76.09
01-01-00-1300	Overtime	400.00	40.23	411.99	-11.99	-11.99	-3.00
01-01-00-2100	Group Insurance	24,010.00	2,017.36	6,085.84	17,924.16	17,924.16	74.65
01-01-00-2200	Social Security	9,967.00	765.76	2,638.92	7,328.08	7,328.08	73.52
01-01-00-2300	Retirement Contributions	29,718.00	2,233.25	7,102.24	22,615.76	22,615.76	76.10
01-01-00-2500	Unemployment Compensation	128.00	10.02	33.97	94.03	94.03	73.46
01-01-00-2600	Workers' Compensation	531.00	32.76	189.51	341.49	341.49	64.31
01-01-00-2700	Oregon Paid Leave Tax	779.00	60.07	206.85	572.15	572.15	73.45
01-01-00-2950	Accrued Leave	<u>1,862.00</u>	<u>0.00</u>	<u>1,414.00</u>	<u>448.00</u>	<u>448.00</u>	<u>24.06</u>
	Personal Services	195,421.00	15,133.66	48,692.83	146,728.17	146,728.17	75.08
	Materials and Services						
01-01-00-3310	Auditing Services	2,600.00	1,188.80	1,188.80	1,411.20	1,411.20	54.28
01-01-00-3330	Legal Services	3,500.00	200.00	519.25	2,980.75	2,980.75	85.16
01-01-00-3340	Engineering Services	2,500.00	0.00	0.00	2,500.00	2,500.00	100.00
01-01-00-3350	Planning & Other Contract Serv	10,000.00	2,136.25	2,136.25	7,863.75	7,863.75	78.64
01-01-00-4120	School Excise Tax	1,440.00	0.00	0.00	1,440.00	1,440.00	100.00
01-01-00-4310	Building Maintenance	5,000.00	54.00	343.26	4,656.74	4,656.74	93.13
01-01-00-4320	Equipment Software Maintenance	8,500.00	2,461.66	2,846.54	5,653.46	5,653.46	66.51
01-01-00-4330	Community Hall Maintenance	9,000.00	243.61	3,585.60	5,414.40	5,414.40	60.16
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 Notices Advertising	400.00	372.15	587.02	-187.02	-187.02	-46.76
01-01-00-5810	Travel and Training	2,500.00	0.00	246.90	2,253.10	2,253.10	90.12
01-01-00-5820	Mayor, Council & Com Travel	1,000.00	0.00	0.00	1,000.00	1,000.00	100.00
01-01-00-5830	Dues, Subscriptions, Programs	6,800.00	1,016.66	2,990.36	3,809.64	3,809.64	56.02
01-01-00-6110	Office Supplies	1,000.00	99.72	250.73	749.27	749.27	74.93
01-01-00-6120	Postage	1,500.00	0.00	25.00	1,475.00	1,475.00	98.33
01-01-00-6130	Telephone & Internet Services	2,000.00	120.86	314.97	1,685.03	1,685.03	84.25
01-01-00-6150	Materials and Supplies	1,500.00	552.51	777.28	722.72	722.72	48.18
01-01-00-6160	Uniforms PPE	0.00	0.00	0.00	0.00	0.00	0.00
01-01-00-6210	Natural Gas	350.00	7.28	21.08	328.92	328.92	93.98
01-01-00-6220	Electricity	850.00	58.83	189.99	660.01	660.01	77.65

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01-01-00-6260	Gasoline	450.00	31.64	62.62	387.38	387.38	86.08
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	272.00	3,373.00	1,175.00	1,175.00	25.84
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	0.00	500.00	500.00	100.00
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>0.00</u>	<u>416.41</u>	<u>3,083.59</u>	<u>3,083.59</u>	<u>88.10</u>
	Materials and Services	82,036.00	8,815.97	24,690.65	57,345.35	57,345.35	69.90
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>0.00</u>	<u>39,000.00</u>	<u>39,000.00</u>	<u>100.00</u>
	Capital Construction	<u>39,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>39,000.00</u>	<u>39,000.00</u>	<u>100.00</u>
01	Administration	316,457.00	23,949.63	73,383.48	243,073.52	243,073.52	76.81
02	Police						
	Personal Services						
01-02-00-1100	Regular Services	196,674.00	16,734.10	49,752.52	146,921.48	146,921.48	74.70
01-02-00-1300	Overtime	4,000.00	0.00	1,030.00	2,970.00	2,970.00	74.25
01-02-00-2100	Group Insurance	45,434.00	3,271.01	9,807.08	35,626.92	35,626.92	78.41
01-02-00-2200	Social Security	14,983.00	1,288.07	3,922.00	11,061.00	11,061.00	73.82
01-02-00-2300	Retirement Contributions	60,412.00	5,160.37	15,674.94	44,737.06	44,737.06	74.05
01-02-00-2500	Unemployment Compensation	191.00	16.72	50.96	140.04	140.04	73.32
01-02-00-2600	Workers' Compensation	3,956.00	297.58	1,813.30	2,142.70	2,142.70	54.16
01-02-00-2700	Oregon Paid Leave Tax	0.00	100.42	305.80	-305.80	-305.80	0.00
01-02-00-2950	Accrued Leave	<u>4,736.00</u>	<u>0.00</u>	<u>176.75</u>	<u>4,559.25</u>	<u>4,559.25</u>	<u>96.27</u>
	Personal Services	330,386.00	26,868.27	82,533.35	247,852.65	247,852.65	75.02
	Materials and Services						
01-02-00-3310	Auditing Services	2,900.00	1,783.20	1,783.20	1,116.80	1,116.80	38.51
01-02-00-3330	Legal Services	1,000.00	0.00	0.00	1,000.00	1,000.00	100.00
01-02-00-3350	Contract Services	500.00	0.00	0.00	500.00	500.00	100.00
01-02-00-4310	Building Maintenance	1,700.00	108.00	324.00	1,376.00	1,376.00	80.94
01-02-00-4320	Equipment Software Maintenance	6,800.00	57.55	159.95	6,640.05	6,640.05	97.65

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01-02-00-4350	Vehicle Maintenance	2,500.00	578.85	703.85	1,796.15	1,796.15	71.85
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	0.00	0.00	100.00	100.00	100.00
01-02-00-5810	Travel and Training	4,500.00	0.00	0.00	4,500.00	4,500.00	100.00
01-02-00-5830	Dues, Subscriptions, Programs	1,000.00	0.00	0.00	1,000.00	1,000.00	100.00
01-02-00-6110	Office Supplies	350.00	33.25	62.43	287.57	287.57	82.16
01-02-00-6120	Postage	500.00	0.00	1.43	498.57	498.57	99.71
01-02-00-6130	Telephone and Internet Service	2,700.00	283.34	595.80	2,104.20	2,104.20	77.93
01-02-00-6150	Materials and Supplies	8,000.00	0.00	116.16	7,883.84	7,883.84	98.55
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	2.42	7.02	132.98	132.98	94.99
01-02-00-6220	Electricity	115.00	7.35	23.74	91.26	91.26	79.36
01-02-00-6260	Gasoline	8,000.00	632.88	1,504.58	6,495.42	6,495.42	81.19
01-02-00-6500	Shop with a Cop Program	3,936.00	0.00	0.00	3,936.00	3,936.00	100.00
01-02-00-6600	Miscellaneous	<u>100.00</u>	<u>0.00</u>	<u>3.75</u>	<u>96.25</u>	<u>96.25</u>	<u>96.25</u>
	Materials and Services	66,341.00	3,486.84	29,195.96	37,145.04	37,145.04	55.99
01-02-00-7410	Capital Outlay Equipment	<u>0.00</u>	<u>382.00</u>	<u>382.00</u>	<u>-382.00</u>	<u>-382.00</u>	<u>0.00</u>
	Capital Outlay	0.00	382.00	382.00	-382.00	-382.00	0.00
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	406,727.00	30,737.11	112,111.31	294,615.69	294,615.69	72.44
01-03-00-1100	Regular Services	11,627.00	1,017.63	3,052.86	8,574.14	8,574.14	73.74
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	263.36	963.82	3,302.18	3,302.18	77.41
01-03-00-2200	Social Security	932.00	76.50	237.98	694.02	694.02	74.47
01-03-00-2300	Retirement Contributions	2,689.00	224.69	698.38	1,990.62	1,990.62	74.03
01-03-00-2500	Unemployment Compensation	12.00	1.02	3.16	8.84	8.84	73.67
01-03-00-2600	Workers' Compensation	10.00	6.25	24.74	-14.74	-14.74	-147.40
01-03-00-2700	Oregon Paid Leave Tax	0.00	6.12	18.98	-18.98	-18.98	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	1,595.57	5,110.00	14,977.00	14,977.00	74.56
	Materials and Services						

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01-03-00-3310	Auditing Services	280.00	148.60	148.60	131.40	131.40	46.93
01-03-00-3320	Building Official Services	35,000.00	1,541.86	2,806.74	32,193.26	32,193.26	91.98
01-03-00-3330	Legal Services	500.00	0.00	0.00	500.00	500.00	100.00
01-03-00-3340	Engineering Services	500.00	0.00	0.00	500.00	500.00	100.00
01-03-00-3350	Other Contractual Services	2,500.00	0.00	1,366.25	1,133.75	1,133.75	45.35
01-03-00-4310	Building Maintenance	250.00	10.80	32.40	217.60	217.60	87.04
01-03-00-4320	EquipmentSoftware Maintenance	1,500.00	58.62	162.10	1,337.90	1,337.90	89.19
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	0.00	0.00	0.00	0.00	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	44.54	160.12	-160.12	-160.12	0.00
01-03-00-6110	Office Supplies	400.00	33.24	62.41	337.59	337.59	84.40
01-03-00-6120	Postage	500.00	0.00	0.00	500.00	500.00	100.00
01-03-00-6130	Telephone and Internet Service	500.00	33.05	95.22	404.78	404.78	80.96
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	2.43	7.03	142.97	142.97	95.31
01-03-00-6220	Electricity	100.00	7.35	23.74	76.26	76.26	76.26
01-03-00-6600	Miscellaneous	<u>1,550.00</u>	<u>0.00</u>	<u>0.50</u>	<u>1,549.50</u>	<u>1,549.50</u>	<u>99.97</u>
	Materials and Services	44,905.00	1,880.49	5,438.65	39,466.35	39,466.35	87.89
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	Building	64,992.00	3,476.06	10,548.65	54,443.35	54,443.35	83.77
04	Park Maintenance Personal Services						
01-04-00-1100	Regular Services	64,344.00	5,129.15	15,610.29	48,733.71	48,733.71	75.74
01-04-00-1300	Overtime	715.00	142.66	386.20	328.80	328.80	45.99
01-04-00-2100	Group Insurance	28,039.00	2,301.84	6,905.41	21,133.59	21,133.59	75.37
01-04-00-2200	Social Security	5,268.00	405.70	1,231.00	4,037.00	4,037.00	76.63
01-04-00-2300	Retirement Contributions	15,204.00	1,164.00	3,532.05	11,671.95	11,671.95	76.77
01-04-00-2500	Unemployment Compensation	64.00	5.22	15.97	48.03	48.03	75.05
01-04-00-2600	Workers' Compensation	1,487.00	87.21	488.05	998.95	998.95	67.18
01-04-00-2700	Oregon Paid Leave Tax	0.00	31.62	95.98	-95.98	-95.98	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	9,267.40	28,264.95	90,654.05	90,654.05	76.23
	Materials and Services						
01-04-00-3310	Auditing Services	900.00	594.40	594.40	305.60	305.60	33.96
01-04-00-3330	Legal Services	500.00	0.00	150.00	350.00	350.00	70.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
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	1,539.95	2,144.95	41,855.05	41,855.05	95.13
01-04-00-4320	Equipment Software Maintenance	1,000.00	44.75	134.25	865.75	865.75	86.58
01-04-00-4350	Vehicle Maintenance	2,000.00	0.00	0.00	2,000.00	2,000.00	100.00
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	0.00	0.00	100.00	100.00	100.00
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	293.28	847.93	7,152.07	7,152.07	89.40
01-04-00-6160	Uniforms PPE	200.00	0.00	0.00	200.00	200.00	100.00
01-04-00-6220	Electricity	1,400.00	92.87	277.76	1,122.24	1,122.24	80.16
01-04-00-6260	Gasoline	475.00	31.64	174.22	300.78	300.78	63.32
01-04-00-6600	Miscellaneous	<u>100.00</u>	<u>0.00</u>	<u>1.50</u>	<u>98.50</u>	<u>98.50</u>	<u>98.50</u>
	Materials and Services	60,375.00	2,596.89	6,205.64	54,169.36	54,169.36	89.72
01-04-00-7410	Capital Outlay Equipment	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>100.00</u>
	Capital Outlay	5,000.00	0.00	0.00	5,000.00	5,000.00	100.00
01-04-00-7301	Capital Construction 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 05	Park Maintenance Non-Departmental Interfund Transfers	184,294.00	11,864.29	34,470.59	149,823.41	149,823.41	81.30
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	33,000.00	44,000.00	44,000.00	57.14
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	83,000.00	44,000.00	44,000.00	34.65
01-05-00-9000	Contingency Contingency	<u>137,770.00</u>	<u>0.00</u>	<u>0.00</u>	<u>137,770.00</u>	<u>137,770.00</u>	<u>100.00</u>
	Contingency	137,770.00	0.00	0.00	137,770.00	137,770.00	100.00
	Unappropriated						

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
01-05-00-9500	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>404,221.00</u>	<u>0.00</u>	<u>83,000.00</u>	<u>321,221.00</u>	<u>321,221.00</u>	<u>79.47</u>
01	General Fund	1,376,691.00	70,027.09	313,514.03	1,063,176.97	1,063,176.97	77.23
02	Equipment Reserve Fund						
02	Department						
	Interfund Transfers						
02-02-00-8072	Transfer out to Gen - Parks	4,500.00	0.00	0.00	4,500.00	4,500.00	100.00
02-02-00-8075	Transfer out to Street Fund	4,500.00	0.00	0.00	4,500.00	4,500.00	100.00
02-02-00-8076	Transfer out to Water Fund	13,500.00	0.00	0.00	13,500.00	13,500.00	100.00
02-02-00-8077	Transfer out to Sewer Fund	<u>7,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,500.00</u>	<u>7,500.00</u>	<u>100.00</u>
	Interfund Transfers	30,000.00	0.00	0.00	30,000.00	30,000.00	100.00
	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>0.00</u>	<u>67,739.00</u>	<u>67,739.00</u>	<u>100.00</u>
02	Equipment Reserve Fund	67,739.00	0.00	0.00	67,739.00	67,739.00	100.00
05	Street Fund						
05	Department						
	Personal Services						
05-05-00-1100	Regular Services	36,021.00	2,850.40	8,862.86	27,158.14	27,158.14	75.40
05-05-00-1300	Overtime	400.00	43.70	126.92	273.08	273.08	68.27
05-05-00-2100	Group Insurance	8,292.00	616.32	1,968.04	6,323.96	6,323.96	76.27
05-05-00-2200	Social Security	2,834.00	222.78	716.35	2,117.65	2,117.65	74.72
05-05-00-2300	Retirement Contributions	8,410.00	629.29	1,850.00	6,560.00	6,560.00	78.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
05-05-00-2500	Unemployment Compensation	36.00	2.88	9.24	26.76	26.76	74.33
05-05-00-2600	Workers' Compensation	729.00	55.71	304.03	424.97	424.97	58.29
05-05-00-2700	Oregon Paid Leave Tax	0.00	17.39	55.87	-55.87	-55.87	0.00
05-05-00-2950	Accrued Leave	<u>626.00</u>	<u>0.00</u>	<u>318.16</u>	<u>307.84</u>	<u>307.84</u>	<u>49.18</u>
	Personal Services	57,348.00	4,438.47	14,211.47	43,136.53	43,136.53	75.22
	Materials and Services						
05-05-00-3310	Auditing Services	900.00	445.80	445.80	454.20	454.20	50.47
05-05-00-3330	Legal Services	500.00	0.00	0.00	500.00	500.00	100.00
05-05-00-3340	Engineering Services	500.00	0.00	0.00	500.00	500.00	100.00
05-05-00-3350	Other Contractual Services	10,000.00	0.00	1,318.13	8,681.87	8,681.87	86.82
05-05-00-4310	Building Maintenance	1,500.00	192.83	637.51	862.49	862.49	57.50
05-05-00-4320	EquipmentSoftware Maintenance	2,500.00	44.75	134.25	2,365.75	2,365.75	94.63
05-05-00-4350	Vehicle Maintenance	1,000.00	13.63	13.63	986.37	986.37	98.64
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	20.25	20.25	79.75	79.75	79.75
05-05-00-5810	Travel and Training	500.00	0.00	0.00	500.00	500.00	100.00
05-05-00-5830	Dues, Subscriptions, Programs	200.00	0.00	0.00	200.00	200.00	100.00
05-05-00-6110	Office Supplies	200.00	16.62	31.21	168.79	168.79	84.40
05-05-00-6120	Postage	235.00	0.00	0.00	235.00	235.00	100.00
05-05-00-6130	Telephone and Internet Service	1,300.00	80.53	226.59	1,073.41	1,073.41	82.57
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	203.54	490.91	3,709.09	3,709.09	88.31
05-05-00-6160	UniformsPPE	150.00	0.00	0.00	150.00	150.00	100.00
05-05-00-6220	Electricity	6,500.00	508.98	1,527.25	4,972.75	4,972.75	76.50
05-05-00-6260	Gasoline	1,350.00	94.93	187.86	1,162.14	1,162.14	86.08
05-05-00-6600	Miscellaneous	<u>100.00</u>	<u>0.00</u>	<u>1.25</u>	<u>98.75</u>	<u>98.75</u>	<u>98.75</u>
	Materials and Services	130,485.00	1,621.86	7,928.82	122,556.18	122,556.18	93.92
	Capital Outlay						
05-05-00-7410	Equipment	<u>4,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,500.00</u>	<u>4,500.00</u>	<u>100.00</u>
	Capital Outlay	4,500.00	0.00	0.00	4,500.00	4,500.00	100.00
	Capital Construction						
05-05-00-7514	Streetlight Improvements	0.00	0.00	0.00	0.00	0.00	0.00
05-05-00-7516	Pavement Restoration	<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>	<u>250,000.00</u>	<u>100.00</u>
	Capital Construction	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
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>6,060.33</u>	<u>22,140.29</u>	<u>892,611.71</u>	<u>892,611.71</u>	<u>97.58</u>
05	Street Fund	914,752.00	6,060.33	22,140.29	892,611.71	892,611.71	97.58
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>
	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	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>100.00</u>

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
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
08-08-00-9000	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
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						
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>
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						
12-12-00-1100	Personal Services						
	Regular Services	162,445.00	12,992.81	40,422.53	122,022.47	122,022.47	75.12
12-12-00-1300	Overtime	2,528.00	224.81	742.95	1,785.05	1,785.05	70.61

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
12-12-00-2100	Group Insurance	42,040.00	3,130.00	9,804.97	32,235.03	32,235.03	76.68
12-12-00-2200	Social Security	12,855.00	1,015.82	3,069.06	9,785.94	9,785.94	76.13
12-12-00-2300	Retirement Contributions	36,922.00	2,852.62	8,010.56	28,911.44	28,911.44	78.30
12-12-00-2500	Unemployment Compensation	162.00	13.27	40.03	121.97	121.97	75.29
12-12-00-2600	Workers' Compensation	1,925.00	94.65	541.12	1,383.88	1,383.88	71.89
12-12-00-2700	Oregon Paid Leave Tax	3,068.00	79.33	239.65	2,828.35	2,828.35	92.19
12-12-00-2950	Accrued Leave	0.00	0.00	813.05	-813.05	-813.05	0.00
	Personal Services	261,945.00	20,403.31	63,683.92	198,261.08	198,261.08	75.69
	Materials and Services						
12-12-00-3310	Auditing Services	3,500.00	1,634.60	1,634.60	1,865.40	1,865.40	53.30
12-12-00-3330	Legal Services	500.00	0.00	0.00	500.00	500.00	100.00
12-12-00-3340	Engineering Services	1,000.00	0.00	0.00	1,000.00	1,000.00	100.00
12-12-00-3350	Other Contractual Services	31,000.00	3,524.17	7,836.09	23,163.91	23,163.91	74.72
12-12-00-4000	In Lieu of Franchise Fee	32,779.00	0.00	0.00	32,779.00	32,779.00	100.00
12-12-00-4100	Water Purchases	45,000.00	12,153.68	31,084.50	13,915.50	13,915.50	30.92
12-12-00-4310	Building Maintenance	2,000.00	289.09	956.04	1,043.96	1,043.96	52.20
12-12-00-4320	Equipment Software Maintenance	12,000.00	295.16	859.05	11,140.95	11,140.95	92.84
12-12-00-4350	Vehicle Maintenance	1,000.00	20.42	20.42	979.58	979.58	97.96
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 Notices Advertising	400.00	238.46	238.46	161.54	161.54	40.39
12-12-00-5810	Travel and Training	2,500.00	0.00	38.86	2,461.14	2,461.14	98.45
12-12-00-5830	Dues, Subscriptions, Programs	2,500.00	0.00	0.00	2,500.00	2,500.00	100.00
12-12-00-6110	Office Supplies	700.00	74.80	140.45	559.55	559.55	79.94
12-12-00-6120	Postage	4,300.00	0.00	0.00	4,300.00	4,300.00	100.00
12-12-00-6130	Telephone and Internet Service	3,500.00	221.06	562.00	2,938.00	2,938.00	83.94
12-12-00-6150	Materials and Supplies	14,000.00	2,066.64	2,766.69	11,233.31	11,233.31	80.24
12-12-00-6160	Uniforms PPE	250.00	0.00	0.00	250.00	250.00	100.00
12-12-00-6170	Treatment Chemicals	32,000.00	6,847.66	11,752.14	20,247.86	20,247.86	63.27
12-12-00-6210	Natural Gas	300.00	6.07	17.57	282.43	282.43	94.14
12-12-00-6220	Electricity	17,500.00	1,519.56	4,259.59	13,240.41	13,240.41	75.66
12-12-00-6260	Gasoline	4,000.00	316.43	626.20	3,373.80	3,373.80	84.35
12-12-00-6600	Miscellaneous	2,400.00	243.40	436.22	1,963.78	1,963.78	81.82
	Materials and Services	222,379.00	29,451.20	73,245.98	149,133.02	149,133.02	67.06
	Capital Outlay						
12-12-00-7410	Equipment	13,500.00	0.00	0.00	13,500.00	13,500.00	100.00
	Capital Outlay	13,500.00	0.00	0.00	13,500.00	13,500.00	100.00
	Capital Construction						
12-12-00-7503	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	25,000.00	0.00	0.00	25,000.00	25,000.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
	Capital Construction	45,000.00	0.00	0.00	45,000.00	45,000.00	100.00
	Debt Service						
12-12-00-7615	Principal SDW 2002 S02009	101,821.00	0.00	0.00	101,821.00	101,821.00	100.00
12-12-00-7616	Principal SDW 2008 S02009B	24,590.00	0.00	0.00	24,590.00	24,590.00	100.00
12-12-00-7618	Principal SDW 2013 S13003	21,381.00	0.00	0.00	21,381.00	21,381.00	100.00
12-12-00-7619	Principal SDW 2017 S17032	20,644.00	0.00	0.00	20,644.00	20,644.00	100.00
12-12-00-7625	Interest SDW 2002 S02009	14,055.00	0.00	0.00	14,055.00	14,055.00	100.00
12-12-00-7626	Interest SDW 2008 S02009B	3,682.00	0.00	0.00	3,682.00	3,682.00	100.00
12-12-00-7628	Interest SDW 2013 S13003	7,184.00	0.00	0.00	7,184.00	7,184.00	100.00
12-12-00-7629	Interest-SDW 2017 S17032	10,921.00	0.00	0.00	10,921.00	10,921.00	100.00
	Debt Service	204,278.00	0.00	0.00	204,278.00	204,278.00	100.00
	Interfund Transfers						
12-12-00-8060	Transfer out to General Fund	33,000.00	0.00	33,000.00	0.00	0.00	0.00
	Interfund Transfers	33,000.00	0.00	33,000.00	0.00	0.00	0.00
	Contingency						
12-12-00-9000	Contingency	72,649.00	0.00	0.00	72,649.00	72,649.00	100.00
	Contingency	72,649.00	0.00	0.00	72,649.00	72,649.00	100.00
	Unappropriated						
12-12-00-9500	Unappropriated Ending Fund Bal	148,610.00	0.00	0.00	148,610.00	148,610.00	100.00
	Unappropriated	148,610.00	0.00	0.00	148,610.00	148,610.00	100.00
12	Department	1,001,361.00	49,854.51	169,929.90	831,431.10	831,431.10	83.03
12	Water Fund	1,001,361.00	49,854.51	169,929.90	831,431.10	831,431.10	83.03
13	Water Development Fund						
00							
	Contingency						
13-00-00-9000	Contingency	0.00	0.00	0.00	0.00	0.00	0.00
	Contingency	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
00		0.00	0.00	0.00	0.00	0.00	0.00
13	Department						
	Interfund Transfers						
13-13-00-8060	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	9,735.67	30,578.67	93,059.33	93,059.33	75.27
19-19-00-1300	Overtime	1,804.00	145.54	508.48	1,295.52	1,295.52	71.81
19-19-00-2100	Group Insurance	30,974.00	2,227.49	7,282.73	23,691.27	23,691.27	76.49
19-19-00-2200	Social Security	9,766.00	759.02	2,450.68	7,315.32	7,315.32	74.91
19-19-00-2300	Retirement Contributions	28,776.00	2,115.89	6,272.12	22,503.88	22,503.88	78.20
19-19-00-2500	Unemployment Compensation	124.00	9.90	31.94	92.06	92.06	74.24
19-19-00-2600	Workers' Compensation	1,266.00	51.22	310.01	955.99	955.99	75.51
19-19-00-2700	Oregon Paid Leave Tax	0.00	59.28	191.37	-191.37	-191.37	0.00
19-19-00-2950	Accrued Leave	<u>2,214.00</u>	<u>0.00</u>	<u>813.05</u>	<u>1,400.95</u>	<u>1,400.95</u>	<u>63.28</u>
	Personal Services	198,562.00	15,104.01	48,439.05	150,122.95	150,122.95	75.61
	Materials and Services						
19-19-00-3310	Auditing Services	3,300.00	1,634.60	1,634.60	1,665.40	1,665.40	50.47
19-19-00-3330	Legal Services	500.00	0.00	0.00	500.00	500.00	100.00
19-19-00-3340	Engineering Services	2,000.00	0.00	0.00	2,000.00	2,000.00	100.00

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
19-19-00-3350	Other Contractual Services	60,000.00	3,906.97	10,696.31	49,303.69	49,303.69	82.17
19-19-00-4000	In Lieu of Franchise Fee	26,324.00	0.00	0.00	26,324.00	26,324.00	100.00
19-19-00-4100	Sewer Treatment Fees	116,000.00	9,570.70	18,704.45	97,295.55	97,295.55	83.88
19-19-00-4120	Sewer System Dev Fees	4,117.00	0.00	0.00	4,117.00	4,117.00	100.00
19-19-00-4310	Building Maintenance	2,000.00	289.09	956.04	1,043.96	1,043.96	52.20
19-19-00-4320	EquipmentSoftware Maintenance	8,000.00	295.17	859.06	7,140.94	7,140.94	89.26
19-19-00-4350	Vehicle Maintenance	1,000.00	20.42	20.42	979.58	979.58	97.96
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	78.76	78.76	421.24	421.24	84.25
19-19-00-5810	Travel and Training	1,600.00	0.00	0.00	1,600.00	1,600.00	100.00
19-19-00-5830	Dues, Subscriptions, Programs	400.00	0.00	540.46	-140.46	-140.46	-35.12
19-19-00-6110	Office Supplies	800.00	74.79	140.43	659.57	659.57	82.45
19-19-00-6120	Postage	4,300.00	0.00	0.00	4,300.00	4,300.00	100.00
19-19-00-6130	Telephone and Internet Service	3,200.00	221.08	562.04	2,637.96	2,637.96	82.44
19-19-00-6150	Materials and Supplies	12,000.00	311.80	2,395.76	9,604.24	9,604.24	80.04
19-19-00-6160	UniformsPPE	250.00	0.00	0.00	250.00	250.00	100.00
19-19-00-6170	Treatment Chemicals	14,000.00	0.00	1,826.50	12,173.50	12,173.50	86.95
19-19-00-6210	Natural Gas	300.00	6.06	17.56	282.44	282.44	94.15
19-19-00-6220	Electricity	8,000.00	557.28	1,664.52	6,335.48	6,335.48	79.19
19-19-00-6260	Gasoline	2,200.00	158.22	313.11	1,886.89	1,886.89	85.77
19-19-00-6600	Miscellaneous	900.00	104.32	189.23	710.77	710.77	78.97
	Materials and Services	285,051.00	17,229.26	53,305.23	231,745.77	231,745.77	81.30
19-19-00-7410	Capital Outlay Equipment	7,500.00	0.00	0.00	7,500.00	7,500.00	100.00
	Capital Outlay	7,500.00	0.00	0.00	7,500.00	7,500.00	100.00
19-19-00-7501	Capital Construction 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	60,000.00	0.00	0.00	60,000.00	60,000.00	100.00
	Capital Construction	120,000.00	0.00	0.00	120,000.00	120,000.00	100.00
19-19-00-7610	Debt Service Principal CWSRF 2014 R23550	19,431.00	0.00	0.00	19,431.00	19,431.00	100.00
19-19-00-7615	Interest CWSRF 2014 R23550	6,707.00	0.00	0.00	6,707.00	6,707.00	100.00
19-19-00-7616	Interest CWSRF 2015 R23551	4,710.00	0.00	0.00	4,710.00	4,710.00	100.00
19-19-00-7617	Interest CWSRF 2017 R23552	26,033.00	0.00	0.00	26,033.00	26,033.00	100.00
19-19-00-7618	Fees CWSRF 2014 R23550	1,296.00	0.00	0.00	1,296.00	1,296.00	100.00
19-19-00-7619	Fees CWSRF 2015 R23551	1,199.00	0.00	0.00	1,199.00	1,199.00	100.00
19-19-00-7620	Principal CWSRF 2015 R23551	16,974.00	0.00	0.00	16,974.00	16,974.00	100.00
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	0.00	0.00	0.00	0.00	0.00	0.00

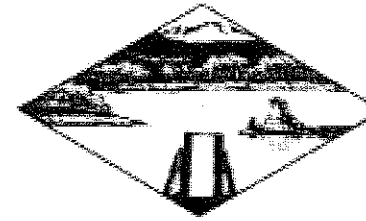
Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Variance	Available	% Available
	Debt Service	76,350.00	0.00	0.00	76,350.00	76,350.00	100.00
19-19-00-8060	Interfund Transfers Transfer out to General Fund	<u>127,402.00</u>	<u>0.00</u>	<u>127,402.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</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>32,333.27</u>	<u>229,146.28</u>	<u>821,524.72</u>	<u>821,524.72</u>	<u>78.19</u>
19	Sewer Fund	1,050,671.00	32,333.27	229,146.28	821,524.72	821,524.72	78.19
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>
	Interfund Transfers	0.00	0.00	0.00	0.00	0.00	0.00
22-22-00-9000	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
	Unappropriated						

<u>Account Number</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Period Amount</u>	<u>YTD Amount</u>	<u>YTD Variance</u>	<u>Available</u>	<u>% Available</u>
22-22-00-9500	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	158,275.20	934,730.50	4,068,526.50	4,068,526.50	0.8132

General Ledger

Revenue Analysis

User: KKARBER
 Printed: 10/11/2024 - 4:57 PM
 Period: 03, 2025
 Fiscal Year: 2025
 JE Number: 0



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

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Received
01	General Fund					
01-00-00-2711	Fund Balance - Budgeted	322,398.00	0.00	0.00	322,398.00	0.00
01-00-00-3110	Current Property Tax	467,142.00	21.05	21.05	467,120.95	0.00
01-00-00-3111	Prior Years' Property Tax	8,181.00	1,245.99	2,454.42	5,726.58	30.00
01-00-00-3213	In Lieu of Tax Fees	9,189.00	0.00	0.00	9,189.00	0.00
01-00-00-3214	In Lieu of Franchise Fees	59,103.00	0.00	0.00	59,103.00	0.00
01-00-00-3215	Franchise Fees	148,807.00	0.00	0.00	148,807.00	0.00
01-00-00-3216	Business Licenses	17,000.00	180.00	420.00	16,580.00	2.47
01-00-00-3217	Liquor License Application Fee	35.00	0.00	0.00	35.00	0.00
01-00-00-3218	Short Term Rental Tax	500.00	0.00	649.36	-149.36	129.87
01-00-00-3219	School Excise Tax	1,500.00	0.00	0.00	1,500.00	0.00
01-00-00-3221	Building Permit Fees	10,000.00	152.74	963.32	9,036.68	9.63
01-00-00-3222	Mechanical Permit Fees	2,600.00	252.00	882.00	1,718.00	33.92
01-00-00-3223	Plumbing Permit Fees	2,500.00	198.53	1,005.12	1,494.88	40.20
01-00-00-3224	Land Use Fees	2,000.00	25.00	75.00	1,925.00	3.75
01-00-00-3225	Right-of-Way Permit Fees	100.00	0.00	0.00	100.00	0.00
01-00-00-3226	Vehicle Towing Fees	50.00	0.00	0.00	50.00	0.00
01-00-00-3227	Engineering Review Fees	500.00	0.00	0.00	500.00	0.00
01-00-00-3228	Building Permit Tech Fees	500.00	21.08	116.52	383.48	23.30
01-00-00-3229	City Admin Permit Fee	2,000.00	252.00	924.00	1,076.00	46.20
01-00-00-3333	OR Parks & Rec Local Gov Grant	30,000.00	0.00	0.00	30,000.00	0.00
01-00-00-3350	State Revenue Sharing	22,000.00	0.00	0.00	22,000.00	0.00
01-00-00-3356	Cigarette Tax	1,384.00	119.98	216.88	1,167.12	15.67
01-00-00-3357	Alcohol Tax	41,099.00	2,845.08	2,845.08	38,253.92	6.92
01-00-00-3359	Marijuana Tax	2,670.00	719.91	719.91	1,950.09	26.96
01-00-00-3510	Fines	10,000.00	2,249.63	5,263.13	4,736.87	52.63
01-00-00-3610	Interest	16,000.00	30.32	2,748.59	13,251.41	17.18
01-00-00-3629	Communications Site Rent	3,756.00	0.00	0.00	3,756.00	0.00
01-00-00-3631	Community Hall Rental	20,000.00	2,445.00	4,975.00	15,025.00	24.88
01-00-00-3632	Mineral Royalties	450.00	0.00	0.00	450.00	0.00
01-00-00-3652	Celebration Donations	3,000.00	0.00	2,830.00	170.00	94.33

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Received
01-00-00-3653	Miscellaneous	1,600.00	50.00	759.13	840.87	47.45
01-00-00-3656	Shop with a Cop Donations	2,500.00	0.00	3,482.53	-982.53	139.30
01-00-00-3658	Veteran Park Donations	100.00	0.00	30.00	70.00	30.00
01-00-00-3660	Veterans Park Brick Sales	525.00	0.00	0.00	525.00	0.00
01-00-00-3661	Capital Campaign - Com Hall	2,600.00	0.00	0.00	2,600.00	0.00
01-00-00-3902	Transfer in from Equip Reserve	4,500.00	0.00	0.00	4,500.00	0.00
01-00-00-3905	Transfer in from Water Fund	33,000.00	0.00	33,000.00	0.00	100.00
01-00-00-3906	Transfer in from Sewer Fund	127,402.00	0.00	127,402.00	0.00	100.00
01	General Fund	1,376,691.00	10,808.31	191,783.04	1,184,907.96	13.93
02	Equipment Reserve Fund					
02-00-00-2711	Fund Balance - Budgeted	65,239.00	0.00	0.00	65,239.00	0.00
02-00-00-3610	Interest	2,500.00	0.00	563.65	1,936.35	22.55
02	Equipment Reserve Fund	67,739.00	0.00	563.65	67,175.35	0.83
05	Street Fund					
05-00-00-2711	Fund Balance - Budgeted	468,895.00	0.00	0.00	468,895.00	0.00
05-00-00-3226	Driveway Access Permit Fees	15.00	0.00	0.00	15.00	0.00
05-00-00-3227	Engineering Review Fees	500.00	0.00	0.00	500.00	0.00
05-00-00-3314	SCA Grant	250,000.00	0.00	0.00	250,000.00	0.00
05-00-00-3354	State Highway Tax	153,542.00	11,305.61	23,424.23	130,117.77	15.26
05-00-00-3610	Interest	20,000.00	0.00	4,015.44	15,984.56	20.08
05-00-00-3653	Miscellaneous	300.00	0.00	275.00	25.00	91.67
05-00-00-3903	Transfer in from General Fund	17,000.00	0.00	17,000.00	0.00	100.00
05-00-00-3904	Transfer in from Equip Reserve	4,500.00	0.00	0.00	4,500.00	0.00
05	Street Fund	914,752.00	11,305.61	44,714.67	870,037.33	4.89
06	Street Development Fund					
06-00-00-2711	Fund Balance - Budgeted	182,298.00	0.00	0.00	182,298.00	0.00
06-00-00-3215	System Development Charges	5,740.00	0.00	0.00	5,740.00	0.00
06-00-00-3610	Interest	7,000.00	0.00	1,576.30	5,423.70	22.52
06	Street Development Fund	195,038.00	0.00	1,576.30	193,461.70	0.81
08	Parks Development Fund					
08-00-00-2711	Fund Balance - Budgeted	56,661.00	0.00	0.00	56,661.00	0.00
08-00-00-3215	System Development Charges	7,200.00	0.00	0.00	7,200.00	0.00
08-00-00-3610	Interest	2,200.00	0.00	489.28	1,710.72	22.24

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Received
08	Parks Development Fund	66,061.00	0.00	489.28	65,571.72	0.74
10	Storm Drain Development Fund					
10-00-00-2711	Fund Balance - Budgeted	9,596.00	0.00	0.00	9,596.00	0.00
10-00-00-3215	System Development Charges	388.00	0.00	0.00	388.00	0.00
10-00-00-3610	Interest	300.00	0.00	82.79	217.21	27.60
10	Storm Drain Development Fund	10,284.00	0.00	82.79	10,201.21	0.81
12	Water Fund					
12-00-00-2711	Fund Balance - Budgeted	28,074.00	0.00	0.00	28,074.00	0.00
12-00-00-3216	Connection Fees	600.00	0.00	0.00	600.00	0.00
12-00-00-3217	Delinquent and Shut Off Fees	7,500.00	520.00	1,780.00	5,720.00	23.73
12-00-00-3218	Restoration Fees	300.00	0.00	0.00	300.00	0.00
12-00-00-3400	Water Sales	665,137.00	57,838.54	175,124.37	490,012.63	26.33
12-00-00-3610	Interest	9,200.00	0.00	0.00	9,200.00	0.00
12-00-00-3653	Miscellaneous	50.00	0.00	0.00	50.00	0.00
12-00-00-3900	Transfer in from General Fund	77,000.00	0.00	33,000.00	44,000.00	42.86
12-00-00-3905	Transfer in from Equip Reserve	13,500.00	0.00	0.00	13,500.00	0.00
12-00-00-3910	Transfer in from Water Dev	200,000.00	0.00	200,000.00	0.00	100.00
12	Water Fund	1,001,361.00	58,358.54	409,904.37	591,456.63	40.93
13	Water Development Fund					
13-00-00-2711	Fund Balance - Budgeted	301,243.00	0.00	0.00	301,243.00	0.00
13-00-00-3215	System Development Charges	4,292.00	0.00	0.00	4,292.00	0.00
13-00-00-3610	Interest	3,028.00	0.00	2,461.27	566.73	81.28
13	Water Development Fund	308,563.00	0.00	2,461.27	306,101.73	0.80
19	Sewer Fund					
19-00-00-2711	Fund Balance - Budgeted	467,156.00	0.00	0.00	467,156.00	0.00
19-00-00-3216	Sewer Connection Fee	100.00	0.00	0.00	100.00	0.00
19-00-00-3219	St. Helens' System Dev Charges	4,117.00	0.00	0.00	4,117.00	0.00
19-00-00-3227	Engineering Review Fees	500.00	0.00	0.00	500.00	0.00
19-00-00-3400	Sewer Collection Fees	526,488.00	41,387.39	110,321.19	416,166.81	20.95
19-00-00-3610	Interest	11,110.00	0.00	3,976.66	7,133.34	35.79
19-00-00-3653	Miscellaneous	700.00	50.00	175.00	525.00	25.00
19-00-00-3900	Transfer in from General Fund	33,000.00	0.00	33,000.00	0.00	100.00
19-00-00-3902	Transfer in from Equip Reserve	7,500.00	0.00	0.00	7,500.00	0.00

Account Number	Description	Budgeted Revenue	Period Revenue	YTD Revenue	Uncollected Bal	% Received
19	Sewer Fund	1,050,671.00	41,437.39	147,472.85	903,198.15	14.04
22	Sewer Development Fund					
22-00-00-2711	Fund Balance - Budgeted	10,074.00	0.00	0.00	10,074.00	0.00
22-00-00-3215	System Development Charges	1,623.00	0.00	0.00	1,623.00	0.00
22-00-00-3610	Interest	400.00	0.00	86.98	313.02	21.75
22	Sewer Development Fund	12,097.00	0.00	86.98	12,010.02	0.72
	Report Totals:	5,003,257.00	121,909.85	799,135.20	4,204,121.80	15.97

CITY OF COLUMBIA CITY- COMBINED BALANCE SHEET

ALL FUND TYPES AND ACCOUNT GROUPS

September 30, 2024

	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	281,634.49	66,204.99	495,999.90	185,146.39	57,469.87	9,725.40	165,531.40	104,532.84	366,291.34	10,217.71	1,742,754.33
Receivables:											-
Taxes	13,279.52										13,279.52
Accounts receivable - other	28,949.35										28,949.35
Accounts receivable - utility billings							58,694.61		40,688.07		99,382.68
Inventories			8,617.34								8,617.34
TOTAL ASSETS AND OTHER DEBITS	323,863.36	66,204.99	504,617.24	185,146.39	57,469.87	9,725.40	224,226.01	104,532.84	406,979.41	10,217.71	1,892,983.22
LIABILITIES, EQUITY AND OTHER CREDITS											
Liabilities:											
Accounts payable	37,742.06										37,742.06
Payroll liabilities	18,653.01										18,653.01
Building Assessment Liability	252.77										252.77
Deposits	50.00						4,402.84		4,149.08		8,601.92
Assessments on fines											-
Deferred revenue:											
Property taxes	17,085.00										17,085.00
Celebration											-
Shop with a Cop											-
Housing rehabilitation loans	23,918.00										23,918.00
TOTAL LIABILITIES	97,700.84	-	-	-	-	-	4,402.84	-	4,149.08	-	106,252.76
Equity and other credits:											
Fund balances:											
Reserved for inventory			8,628.23								8,628.23
Unreserved:											
Undesignated	226,162.52	66,204.99	495,989.01	185,146.39	57,469.87	9,725.40	219,823.77	104,532.84	402,830.33	10,217.71	1,778,102.83
Total fund balance	226,162.52	66,204.99	504,617.24	185,146.39	57,469.87	9,725.40	219,823.77	104,532.84	402,830.33	10,217.71	1,786,731.06
TOTAL EQUITY AND OTHER CREDITS	226,162.52	66,204.99	504,617.24	185,146.39	57,469.87	9,725.40	219,823.77	104,532.84	402,830.33	10,217.71	1,786,731.06
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	323,863.36	66,204.99	504,617.24	185,146.39	57,469.87	9,725.40	224,226.61	104,532.84	406,979.41	10,217.71	1,892,983.82
REVENUES:	193,025.16	845.35	46,818.97	2,364.09	733.81	124.17	410,641.81	2,906.05	149,055.59	130.45	806,645.45
EXPENDITURES:	313,525.03	-	22,141.54	-	-	-	169,937.40	200,000.00	229,151.78	-	934,755.75
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES:	(120,499.87)	845.35	24,677.43	2,364.09	733.81	124.17	240,704.41	(197,093.95)	(80,096.19)	130.45	(128,110.30)
FUND BALANCE/RETAINED EARNINGS 7/1/24	346,662.39	65,359.64	479,939.81	182,782.30	56,736.06	9,601.23	(20,880.64)	301,626.79	482,926.52	10,087.26	1,914,841.36
FUND BALANCE/RETAINED EARNINGS Current	226,162.52	66,204.99	504,617.24	185,146.39	57,469.87	9,725.40	219,823.77	104,532.84	402,830.33	10,217.71	1,786,731.06

City Council Meeting Minutes

THURSDAY, SEPTEMBER 19, 2024 – 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 Katrina Claridge called the Regular Meeting to order at 6:00 pm.

COUNCIL MEMBERS PRESENT:

Councilor Gordon Thistle
Councilor Connie Quick

COUNCIL MEMBERS ABSENT:

Council President Rob Forman
Councilor Jeff Reinan

ALSO PRESENT:

Kim Karber, City Administrator/Recorder
Jerry Bartolomucci, Chief of Police

ATTORNEY PRESENT:

None

A quorum was present and due notice had been published.

AGENDA ITEM 2

CITIZEN INPUT:

2.1 Kit Gardes, representing the Library, gave a City Celebration update.

Kit reported that the City Celebration was the best one since Covid. She thanked everyone with the City for all of the work they did – Strawberry Pancake Breakfast, Car Show, Prepare Fair, City Booth, etc. They netted \$6,203.

AGENDA ITEM 3

COUNCIL REPORTS:

3.1 Audit Committee: Next meeting December 3rd.

3.2 Hazard Committee: Chief Bartolomucci reported they went over the Prepare Fair. They try and get as many groups to participate as possible, but it depends on their staffing levels and what is going on, so they must wait until the event gets closer. Next meeting is October 30th.

3.3 Parks Committee: Mayor Claridge reported the next meeting is October 8th. The committee will be reviewing Datis and Carolyn King Park. Kim gave an update that the D.A.R. is still working on the deed for donating Pixie Park to the City. Kim also mentioned that a grant for \$40,000 for a park's masterplan has been granted, we just need to wait for an executed copy before starting to spend any money.

3.4 Streets Committee: No report.

3.5 Water & Sewer Committee: No report.

AGENDA ITEM 4

CONSENT AGENDA:

4.1 **Bills paid with check numbers 35077 through 35123 during the month of August 2024.**

4.2 **Expense vs Budget Report for the month ending August 2024.**

4.3 **Combined balance sheet for the month ending June 2024.**

2 Regular City Council Meeting
September 19, 2024

- 4.4 Combined balance sheet for the month ending August 2024.
- 4.5 Minutes of the August 15, 2024, Regular City Council Meeting.
- 4.6 Activity Report from the Chief of Police for the month of August 2024.
- 4.7 Activity Report from the Public Works Superintendent for the month of August 2024.
- 4.8 Activity Report from the City Administrator for the month of August 2024.
- 4.9 Minutes of the August 2024, Parks Committee Meeting.
- 4.10 Minutes of the August 2024, Hazard Mitigation Planning Group Meeting.

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

AGENDA ITEM 5 UNFINISHED BUSINESS:

None.

AGENDA ITEM 6 NEW BUSINESS:

6.1 Review general ledger report for Budget vs Fund Balance.

Kim explained a new report that will be produced by the City Administrator and presented to Mayor and Council once a year (around September) after the budget process is complete. It shows what was budgeted compared to the fund balance. Fund balance should always be higher.

6.2 Discuss Jeff Reinan's resignation from Council and filling the open position.

After some discussion and there being no opponents for any of the open council positions, it was decided to have the vacant position filled by Lyle Blum, who is on the ballot for a council seat.

MOVED (THISTLE), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO APPOINT LYLE BLUM TO FILL THE OPEN COUNCIL POSITION.

6.3 Review of Waste Management's scheduled rate increase of 1.909% on drop box collection services effective October 1, 2024.

MOVED (THISTLE), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO APPROVE WASTE MANAGEMENT'S RATE INCREASE OF 1.909%.

6.4 Review the League of Oregon Cities legislative priorities and select our top five choices to submit.

Kim will look into getting something setting up so we can get the votes in by due date of September 27th.

AGENDA ITEM 7 OTHER BUSINESS:

7.1 Consider League of Oregon Cities request for a donation.

No action taken.

7.2 Live Streaming.

Wendy Wells, resident, inquired about live streaming the Council meetings. We will gauge residents' interest by doing a survey in the next newsletter.

7.3 Job Posting for the Accounting/Court Clerk position.

3 Regular City Council Meeting
September 19, 2024

The interviews are completed. Reference calls need to be made and hopefully a decision will be made by next week on who to hire.

7.4 Oregon Government Ethics Commission required training.

It is now required for us to take a training class on public meeting law once per term.

7.5 Lignetics Community Meeting.

Mike Sale, VP of Operations, from Lignetics reported that they will be moving forward with all the items they said they would be working on to try and make the pollution issue better with the expectation for it to be done by June 1, 2025. He also talked about a new hammermill (they already have it on site) that they want to install but the current transformer is not large enough to run it, but they do have a possibility of getting their hands on one, so they are working on that. Once the improvements are made, they are going to go back to working 24/7 producing wood pellets and adding wood chips for smoking.

AGENDA ITEM 8

ADJOURNMENT:

8.1 There being no further business to come before the Council, the meeting adjourned at 6:37 pm.

APPROVED:

Katrina Claridge
Mayor

ATTEST:

Kim Karber
City Administrator/Recorder

October 8th, 2024

ADMINISTRATIVE

MEMORANDUM TO: City Council of Columbia City
THRU: City Administrator Kim Karber
SUBJECT: Police Department Report (September 2024)

Please see the following regarding law enforcement operations during the noted reporting period

PERSONNEL

Reserve Officer Mansheim continues to provide information technology support and evidence custodian duties for the Department. He performed patrol duties, traffic enforcement, and community policing operations by providing 24 hours of service to the community. Sgt. Mansheim is continuing to work with Mark43 to maintain our report writing system. He also verifies our state and federal mandated information reports generated within our Mark43 system. He continues to oversee our evidence security and documentation.

Officer Goodwin continues to provide patrol operations, traffic enforcement, and follows up cases as assigned. She is continuing to learn and grow in her role as a Patrol Officer.

Reserve Officer Hasenkamp contributed 4 volunteer hours this month.

Reserve Officer Steven Bubar contributed 64 paid hours this month.

The police Department serviced the following calls for service during September 2024. 2 abandon vehicles, 4 assist fire, 1 panic alarm, 8 animal complaints, 1 assist agency, 1 burglary in progress, 1 civil enforcement, 4 follow ups, 4 cold frauds, 1 harassment/threats, 5 hazards, 2 motorist assist, 3 ordinance violations, 1 parking complaint, 79 premise checks, 1 subject stop, 2 suspicious circumstance, 2 suspicious vehicles, 2 traffic crashes, 1 cold theft, 4 traffic complaints, 32 traffic stops, 2 welfare checks, in all the police department serviced 169 activities.

TRAINING

MEETINGS

MISCELLANENOUS

Respectfully submitted,

Chief: Jerry Bartolomucci



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

October 14, 2024

Public Works Activities Report Ending September 30, 2024

To The Mayor and City Council:

WATER PUMPED IN GALLONS:

2024:	Col, City:	St Helens	Total:	Diff:	YTD:
Jan	4,128,510	19,448	4,147,958		4,147,958
Feb	3,667,300	122,677	3,789,977	-357,981	7,937,935
Mar	3,984,890	189,244	4,174,134	+384,157	12,112,069
Apr	3,407,350	756,976	4,164,326	-9,808	16,276,395
May	3,822,620	1,130,976	4,953,596	+799,270	21,229,991
Jun	3,003,720	2,902,988	5,906,708	+953,112	27,136,699
Jul	4,464,070	3,918,024	8,382,094	+2,475,386	35,518,793
Aug	5,933,790	1,149,676	7,083,466	-1,298,628	42,602,259
Sep	5,371,910	454,036	5,825,946	-1,257,520	48,428,205
Oct					
Nov					
Dec					
Total 2024					48,428,205

Water Dept. Work Orders Completed 2024:

September:17

Total water work orders completed in 2024: 151

Current Output, P.W. Well: 145gpm

Water Loss for Billing Period: 8/21-9/19

Total Water Pumped: 784,688cuft.

Total Water Sold: 646,685cuft.

Water Loss: 138,003cuft.

Percentage Lost: 17.5%

Water Loss Change From Previous Period.

- We repaired a large water leak. This should bring our leak loss number down by quite a bit. It will be reflected in the next loss report.
- We are working on an inventory of every water service in the City. It is required by the State as part of the Lead and Copper Rules Revisions.

SEWER FLOW IN GALLONS:

2024:	Total:	St. H	Billable	Diff:	YTD:
Jan	4,390,020	1,005,742	3,384,278		4,390,020
Feb	3,995,207	969,522	3,025,685		8,385,227
Mar	4,201,810	1,001,336	3,200,474	+206,603	12,587,037
Apr	4,257,020	936,892	3,320,128	+55,210	16,844,057
May	4,159,050	968,004	3,191,046	-97,970	21,003,107
Jun	4,134,730	1,013,078	3,121,652	-24,320	25,137,837
Jul	4,164,050	1,118,496	3,045,554	+29,320	29,301,887
Aug	4,192,590	1,076,348	3,116,242	+28,540	33,494,477
Sep	3,769,340	606,288	3,163,052	-423,250	37,263,817
Oct					
Nov					
Dec					
Total: 2024					37,263,817

Sewer Dept. Work Orders Completed 2024: 23

- Nothing to report.

PARKS

- Nothing to report.

STREETS/STORM

- We are preparing our storm system for the rainy season.

MISC

- Nothing to report.

Respectfully Submitted,



Micah Rogers
Public Works Superintendent



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: October 10, 2024
TO: Mayor and City Council
FROM: Kim Karber, City Administrator/Recorder
RE: Activities Report

-
- 9/3/24 I attended a meeting with Steve (plant manager at Lignetics) and Jan (resident) to clarify some information from the August 27th community meeting.
 - 9/4/24 Nechelle's last day. Working on filling her position, until then will also be working those duties.
 - 9/9/24 Final audit for fiscal year 2024 conducted this week.
 - 9/10/24 Brandon with auditor Pauly, Rogers, & Co onsite.
 - 9/11/24 I attended the Port of Columbia County meeting.
 - 9/17/24 I attended a webinar by CIS regarding open enrollment kickoff.
 - 9/18 & 9/19 Conducted interviews with Helen and Colleen.
 - 9/24/24 Accounting/Court Clerk position filled. New hire first day will be 10/8/24.
 - 9/24/24 Hosted an onsite employee open enrollment meeting with our CIS representative, Heidi.

BACKFLOW ASSEMBLY TESTING CONTRACT

THIS AGREEMENT is made and entered this 1st day of October, 2024, by and between the **CITY OF COLUMBIA CITY**, a municipal corporation of the State of Oregon, hereinafter called Owner, and **OLSON LLC**, hereinafter called Contractor. The project hereinafter referred to is commonly described as:

Backflow Assembly Testing

WITNESSETH:

IN CONSIDERATION of the mutual promises and covenants hereinafter contained, the Owner and Contractor hereby agree as follows:

ARTICLE 1 THE CONTRACT DOCUMENTS:

The Contract Documents consists of the following:

- (a) This Agreement;
- (b) Exhibit A - Standard Contract Provisions; and
- (c) Exhibit B - Independent Contractor Certification Statement.

ARTICLE 2 THE WORK

The Contractor shall perform annual testing and reporting for all untested City owned backflow assemblies for the 2024, 2025, and 2026 calendar years. Approximately 415 City owned backflow assemblies are in need of testing. In addition, the Contractor shall perform any retesting as required after repairs have been made, subject to prior written approval by the Owner. All backflow assembly testing and retesting and report findings will be provided to City of Columbia City Cross Connection Control Staff. The contractor shall be responsible for supplying all equipment to perform the tests.

Said work shall include, but not be limited to, the furnishing of all material, labor and equipment as may be necessary for the faithful and workmanlike performance of this Contract. Immediately after completion of the work, the Contractor shall, at his own expense, clean up and remove all refuse and unused materials of any kind resulting from this work.

ARTICLE 3 TIME OF COMMENCEMENT AND COMPLETION

The work to be performed under this Contract shall be commenced no earlier than the date of this Contract, and, subject to authorized adjustments, completion in accordance with the Contract Documents shall be achieved annually not later than 11:29 p.m. on the 31st day of December for the calendar year which began the preceding January 1. The work for the 2024 calendar year shall be completed by December 31, 2024.

ARTICLE 4
CONTRACT SUM

The Owner shall pay the Contractor as follows for the performance of this work:

- 4.1 Tester fees for the services shall be:
- (a) \$18.50 for each residential or irrigation backflow device tested;
 - (b) \$23.50 for each commercial or industrial backflow device tested;
 - (c) \$22.00 for each residential or irrigation backflow device retested;
 - (d) \$35.00 for each commercial or industrial backflow device retested.
- 4.2 Hourly rates for worker classifications shall be:
- (a) Project manager - \$105 per hour;
 - (b) Utility work - \$75 per hour.

All retesting work is subject to prior written approval by the Owner.

Owner agrees to pay up to \$500 per calendar year for maintenance of the boxes around the backflows or other issues that are not considered repairs for the worst case scenarios.

Contractor agrees that Owner shall not be responsible or liable to pay any sum of money over the contract rates specified above; and that Owner shall not be liable or responsible for any payment for additional work or cost unless Owner specifically assumes in writing such responsibility and liability on and by itself.

ARTICLE 5
PAYMENT

Owner shall pay the Contractor within thirty (30) days after billing by Contractor provided all payrolls, material bills and other indebtedness connected with the work have been paid.

ARTICLE 6
CONTRACTOR'S REPRESENTATIONS

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 6.1 Contractor has visited the site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the Work.
- 6.2 Contractor is aware of the general nature of work to be performed.
- 6.3 Contractor will:
- (a) Make payment promptly, as due, to all persons supplying to the Contractor labor or material for the performance of the Work provided for in this Contract.

(b) Pay all contributions or amounts due the Industrial Accident Fund from the Contractor or subcontractor incurred in the performance of this Contract.

(c) Not permit any lien or claim to be filed or prosecuted against Owner on account of any labor or material furnished.

(d) Pay to the Department of Revenue all sums withheld from employees under ORS 316.167.

ARTICLE 7

INDEMNITY AND INSURANCE

7.1 **Indemnity** – Contractor shall defend, save and hold harmless the City, their officers, agents, and employees, from all claims, suits, actions to the extent resulting from or arising out of the intentional misconduct or negligent activities of contractor or its subcontractors, agents or employees under this agreement.

7.2 **Insurance** – During the term of this contract Contractor shall maintain in force at its own expense, each insurance noted below:

(a) Workers' Compensation insurance in compliance with ORS 656.017, which requires subject employers to provide Oregon workers' compensation coverage for all their subject workers (contractors with one or more employees, and as defined by ORS 656.027).

(b) General Liability insurance with a combined single limit of not less than \$1,000,000 each occurrence for Bodily Injury and Property Damage. It shall include contractual liability coverage for the indemnity provided under this contract, and shall provide that the City of Columbia City, officers and employees are Additional Insured but only with respect the Contractor's services to be provided under this Contract.

(c) Automobile Liability insurance with a combined single limit of not less than \$1,000,000 each occurrence for Bodily Injury and Property Damage, including coverage for owned, hired or non-owned vehicles, as applicable.

(d) Notice of Cancellation or Change. There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without 30 days written notice from the Contractor or its insurer(s) to the City of Columbia City.

(e) Certificates of Insurance. As evidence of the insurance coverage's required by this contract, the Contractor shall furnish acceptable insurance certificates to the City of Columbia City prior to its issuance of a Notice to Proceed. The certificate will specify all of the parties who are Additional Insured. Insuring companies or entities are subject to City acceptance. If required, complete policy copies of the declaration pages shall be provided to the City. The Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions and/or self-insurance.

ARTICLE 8
MISCELLANEOUS PROVISIONS

8.1 **Attorney Fees:** If either party commences any legal action, suit or proceeding against the other to enforce the terms of this Contract, the parties agree that the prevailing party may be awarded reasonable attorney's fees and costs incurred in any such action, suit or proceeding, or in any appeal there from.

8.2 **Modifications:** Modifications or amendments to this Contract shall be effective only if in writing and executed by both parties.

IN WITNESS WHEREOF, the parties have executed this Contract on this day and year first hereinabove written.

OWNER:
CITY OF COLUMBIA CITY, OREGON

CONTRACTOR:

By: _____
Katrina Claridge, Mayor

By: _____
Micah Olson/Olson, LLC

By: _____
Kim Karber, City Administrator

Address for giving notices:

PO Box 189
Columbia City, OR 97018

Address for giving notices:

PO Box 907
Newberg, OR 97132

CCB License No. 164970

Agent for service of process: Micah Olson

EXHIBIT A
STANDARD CONTRACT PROVISIONS

1. Retirement System Status – Contractor is not a contributing member of the Public Employees Retirement System and will be responsible for any federal or state taxes applicable to any compensation or payments paid to Contractor under this contract. Contractor will not be eligible for any benefits from these contract payments of federal Social Security, unemployment insurance, or workers' compensation, except as a self-employed individual.

2. Effective Date and Duration – It is provided that the passage of the contract expiration date shall not extinguish or prejudice the City's right to enforce this contract with respect to any default or defect in performance that has not been cured.

3. Government Employment Status – If this payment is to be charged against Federal Funds, the Contractor certifies that it is not currently employed by the Federal Government.

4. Subcontracts and Assignments – Contractor shall not enter into any subcontracts for any of the work scheduled under this contract or assign or transfer any of its interest in this contract, without the prior written consent of the City.

5. Funds Available and Authorized – City certifies at the time the contract is written that sufficient funds are available and authorized for expenditure to finance costs of this contract within the City's appropriation or limitation. Contractor understands and agrees that City payment of amounts under this contract attributable to work performed after June 30, 2013 is contingent on City receiving sufficient appropriations. In the event the City Council fails to approve sufficient appropriations, City may terminate this contract, effective upon the delivery of written notice to Contractor, with no further liability to Contractor.

6. Termination –

(a) This contract may be terminated at any time without cause by mutual consent of both parties, or by either party upon 30 days' notice, in writing and delivered by certified mail or in person.

(b) City may terminate this contract, effective upon delivery of written notice to the Contractor, or at such later date as may be established by the City under any of the following conditions.

i. City funding is not obtained and continued at levels sufficient to allow for the purchase of the indicated quantity of services. The contract may be modified to accommodate a reduction in funds.

ii. If federal, state or City regulations or guidelines are modified, changed or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this contract or are no longer eligible for the funding proposed for payments required by law or regulation to be held by the Contractor to provide the services required by this contract is for any reason denied revoked or not renewed. Any such termination of this contract shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

(c) The City by written notice of default (including breach of contract) to the Contractor may terminate the whole or any part of this agreement immediately:

- i. If the Contractor fails to provide services called for by this contract within the time specified herein or any extension thereof, or
- ii. If the Contractor fails to perform any of the other provisions of this contract, or so fails to pursue the work as to endanger performance of this contract in accordance with its terms, and after receipt of written notice from the City, fails to correct such failures within 10 days or such longer period as the City may authorize.

The rights and remedies of the City provided in the above clause related to defaults (including breach of contract) by the Contractor shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

7. State Tort Claims Act – Contractor is not an officer, employee, or agent of the State or Department as those terms are used in ORS 30.265.

8. Compliance with Applicable Law – Contractor shall comply with applicable federal, state, and local laws and ordinances applicable to the work under this contract.

9. Ownership of Work Product – all work products of the Contractor which result from this contract are the exclusive property of the City. Contractor shall bear no liability for work products that have been modified or used for a purpose other than that for which it was provided by Contractor unless such use has been consented to in writing by contractor.

10. Nondiscrimination – Contractor agrees to comply with Title VI of the Civil Rights Act of 1964, with Section V of the Rehabilitation Act of 1973, and with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. Contractor also shall comply with the Americans with Disabilities Act of 1990 (Pub L No. 101-336), ORS 659.425, and all regulations and administrative rules established pursuant to those laws.

11. Successors in Interest – the provisions of this agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective successors and permissible assigns.

12. Force Majeure – Contractor shall not be held responsible for delay or default caused by fire, riot, acts of God and war which is beyond Contractor's reasonable control. Contractor shall, however, make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under the contract.

13. Severability – The parties agree that if any term of provision of this contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular term or provision held to be invalid.

14. Waiver – The failure of either party to enforce any provision of this contract shall not constitute a waiver by the City of that or any other provision.

15. Governing Law – The provisions of this contract shall be construed in accordance with the provisions of the laws of the State of Oregon. Any action or suits involving any question arising under this contract must be brought in the appropriate court of the State of Oregon. Venue shall be in Columbia County, Oregon.

**EXHIBIT B
INDEPENDENT CONTRACTOR CERTIFICATION STATEMENT***

ORS 670.600 Independent contractor; standards. As used in various provisions of ORS chapters 316, 656, 657 and 701, an individual or business entity that performs labor or services for remuneration shall be considered to perform the labor or services as an "independent contractor" if the standards of this section are met.

Columbia City certifies the contracted work meets the following standards:

1. The individual or business entity providing the labor or services is free from direction and control over the means and manner of providing the labor or services, subject only to the right of the person for whom the labor or services are provided to specify the desired results.
2. The individual or business entity providing labor or services is responsible for obtaining all business registrations or professional occupation licenses required by state law or local government ordinances for the individual or business entity to conduct the business.
3. The individual or business entity providing labor or services furnishes the tools or equipment necessary for performance of the contracted labor or services.
4. The individual or business entity providing labor or services has the authority to hire and fire employees to perform the labor or services;
5. Payment for the labor or services is made upon completion of the performance of specific portions of the project or is made on the basis of an annual or periodic retainer.

Agency Signature

Date

Independent contractor certifies he/she meets the following standards;

1. The individual or business entity providing labor or services is registered under ORS Chapter 701, if the individual or business entity provides labor or services for which such registration is required.
2. Federal and state income tax returns in the name of the business or a business Schedule C or farm Schedule F as part of the personal income tax return were filed for the previous year if the individual or business entity performed labor or services as an independent contractor in the previous year; and
3. The individual or business entity represents to the public that the labor or services are to be provided by an independently established business. Except when an individual or business entity files a Schedule F as part of the personal income tax returns and the individual or business entity performs farm labor or services that are reportable on Schedule C, an individual or business entity

is considered to be engaged in an independently established business when four or more of the following circumstances exist:

____A. The labor or services are primarily carried out at a location that is separate from the residence of an individual who performs the labor or services, or are primarily carried out in a specific portion of the residence, which portion is set aside as the location of the business;

____B. Commercial advertising or business cards as is customary in operation similar businesses are purchased for the business, or the individual or business entity has a trade association membership;

____C. Telephone listing and service used by an individual who performs the labor or services;

____D. Labor or services are performed only pursuant to written contracts;

____E. Labor or services are performed for two or more different persons within a period of one year; or

____F. The individual or business entity assumes financial responsibility for defective workmanship or for service not provided as evidence by the ownership of performance bonds, warranties, errors and omission insurance or liability insurance relating to the labor or services to be provided.

Contractor Signature/Entity

Date

*** Corporations are not required to complete this form.**

Olson LLC

BID PROPOSAL
For
Backflow testing
To

City of Columbia City

September 17, 2024

Olson LLC
PO Box 907
Newberg OR 97132

RFP; Backflow Assembly Testing
City of Columbia City
1840 2nd St.
Columbia City, OR 97018

September 17, 2024

Letter of Transmittal

Olson LLC understands that the City of Columbia City is requesting proposals for a contract tester to fulfill the testing requirements as stated in the Request for Proposals, and is pleased to present this proposal for Backflow Assembly Testing of Residential Assemblies.

Olson LLC currently has several contracts similar to this proposal to the City of Columbia City. Olson LLC is the contract tester for the City of Bend, Deschutes Valley Water District, City of Florence, City of Terrebonne, City of Madras, along with other water systems. We understand the process very well and believe that we are making a positive change in the backflow testing industry by encouraging water systems to take this approach to Cross Connection Protection.

Micah Olson will be the main contact and authorized person to represent the company. Jon Parks will be the second person to contact, and is authorized to represent the company in the event that Micah is unavailable. The bidder, Olson LLC, accepts all terms and conditions contained in the Request for Proposals.

Thank you for the opportunity to bid on this project. We have put much thought and effort into submitting this proposal and look forward to hearing from you soon.

Sincerely,

A handwritten signature in black ink, appearing to read "Micah Olson". The signature is fluid and cursive, with the first name "Micah" written in a larger, more prominent script than the last name "Olson".

Micah and Christine Olson
Olson LLC
541-948-2888
971-563-3128

Project Understanding

Olson LLC understands that the City of Columbia City is looking for a contractor to complete all backflow assembly testing of about 415 assemblies of various kinds and sizes. We believe that we have shown through our proposal that we understand this completely.

The main objective, of course, is to complete all of the backflow tests for the City of Columbia City in a timely and efficient manner while creating the least amount of work for the City. Working together, Olson LLC and the City of Columbia City will determine the best way to perform this contract while finding the path that will give the City the least amount of work and inconvenience. Another objective is to complete the testing while improving the image of the City in the eye of the customer by presenting ourselves professionally, both in appearance and in mannerisms. The contractor knows that, while it does not represent the city, it is (while testing the assemblies) a face that the customer sees. All care will be taken to uphold and better the view of the City from the customer.

Project Approach

In the past, a spreadsheet has been organized into sections for the testers to visit and test. Issues have arisen with paper worksheets getting lost, or wet, or misplaced and the information takes much longer than it should to get back to the City. With many of our other contracts, we have developed online databases where the information can be directly entered by the tester, thus eliminating the possible disconnect of information. Since the City already uses ArcGIS, and we have a subscription to the same program, we can share a “layer” of information that will be accessible to both the tester and the City staff. The City can track the testing progress in real time, as well as download results whenever is needed.

The tester will fill out test results in the app on their phone. This information will include all of the same information that is normally included in the test results: Date, Tester, Address, Test results, Notes. We can also set different status attributes to each assembly to give a visual representation of our completion, and mark any assemblies that have issues that need to be dealt with.

A uniform acceptable to the City will be worn at all times by each tester. We propose a uniform similar to what we wear for other water systems. A shirt clearly labeled “BACKFLOW TESTER” in large letters on the back easily identifies the tester should someone look out their window to see what is going on. All vehicles are decal with “Olson LLC, Meter and Backflow Contractor”.

Each tester is trained to observe other aspects of the installation and operation of the backflow assembly besides the actual test performed. As problems are discovered, they will be documented in the app, and brought to the attention of the City. Olson LLC and the City will then work together to determine what the solution is to the problem.

Each tester will also ensure that each assembly is properly protected and covered when finished with the test. If there is insulation in the box, the insulation will be replaced in the same

condition or better than it was found. If the assembly is missing plugs or caps on the test ports, the tester will install new cap or plugs as required. Handles that are weak and rusted will be noted as well. Dirt that has collected around the assembly will be removed to the best of our ability. Our goal is to keep each assembly from damage caused by freezing, being buried, or any other causes. Continued maintenance will prolong the life of the assembly and make it easier to test in the future.

One item that we would like to add to the contract if possible, is a budget for maintenance of the boxes around the backflows and other issues that aren't considered repairs. Many backflows become difficult to access, or the box is aged and deteriorated, and should be replaced. If there was a budget of +/- \$500 per year, the worst of these could be addressed with a new box replacement, or a re-plumbing the assembly to make better access.

Project Team

Each of the Olson LLC staff is well trained and experienced in backflow testing. As they will be representing Olson LLC, Micah insures that all testers are fully capable and knowledgeable before they begin testing alone.

Micah Olson has the most experience and qualifications of the staff for Olson LLC. He has worked in the water industry for more than 30 years. He became certified in Water Distribution immediately after high school, while working with his father in the water system operations. A few years later, he became certified in Cross Connection, both as a specialist and a tester. Micah currently holds a Water Dist. Level 3, Water Treatment Level 1, Cross Connection Specialist and Tester.. Micah has five years experience working with the City of Columbia City as the Public Works Superintendent, and is very familiar with the workings of municipalities and water systems. He also volunteers as a board member for the Oregon Association of Water Utilities.

Christine Olson became a tester in 2004. She began testing irrigation assemblies in the St. Helens area. In 2005, when Olson LLC was awarded the contract for the City of Bend, Christine and Micah moved to Redmond and began testing full-time. She is very familiar with backflow assemblies and their mechanical principles.

Elijah Olson began testing in 2006. He does most of the testing for Olson LLC in the Portland Metro area. He also works for many water systems in operations and maintenance in both the Portland and Salem areas.

Jon Parks began testing for Olson LLC in 2015. He has become a valuable asset to the team with his experience and leads the crew in organizing and scheduling.

The other testers on staff are Jessica Olson, Ethan Olson, Trevor Ambrose, Seth Olson, and Jack Drill.

Cost Proposal

- a. Testers fee for the services shall be
 - \$18.50 for each residential or irrigation backflow device tested.
 - \$23.50 for each commercial or industrial backflow device tested
 - \$22.00 for each residential or irrigation backflow retested
 - \$35.00 for each commercial or industrial backflow device retested

- b. Typical hourly rates for worker classifications
 - a. Project manager - \$105 per hour

 - b. Utility worker - \$75 per hour

We would use this rate if the budget for box and installation repairs was approved.

References for Olson LLC include the following:

City of Bend, DJ Buhmann, 541-419-0209, Olson LLC is the current contract tester for the City of Bend's residential meter Backflow Prevention Program

City of Redmond, Ryan O'Conner, 541-408-3345, Olson LLC is the contract tester for City of Redmond Residential Backflow testing program.

Deschutes Valley Water District, Joel, 541-475-3849

City of Sisters, Paul Bertagna, 541-610-6340

More references can be provided if needed.

City of Hines, City of Terrebonne, City of Madras, City of Florence, Roats Water, Junipine Acres, The Highlands at Prineville, Christmas Valley Water District, City of Lake Oswego,



Instructions for Local Government Recommendation – Special Events License

The local government is as follows:

- (a) If the address of the event is within a city’s limits, the local government is the city.
- (b) If the address of the event is not within a city’s limits, the local government is the county.

The OLCC will accept local government recommendations for alcohol special events in two formats: the commission produced form, or a written endorsement produced by the local government that meets our standards described below. Annual Liquor License applications must have their recommendation given on their specific form, which is different from this special event form.

FORM INSTRUCTIONS:

- **Section 1: Applicant** completes Section 1 of this form and submits it to the appropriate city or county jurisdiction. Applicant verifies with the local government whether additional forms or fees are required. **Applicant completes payment to local jurisdiction for processing application if they require fees. This does not include OLCC license fees.**
- **Section 2: Local government** completes Section 2 of this form and returns it to the applicant. **Applicant** uploads the complete form and any supporting information provided by the city or county to CAMP.

WRITTEN RECOMMENDATION INSTRUCTIONS:

Instead of using this form, The OLCC will accept a written recommendation produced by the Local Government and given to the applicant to submit. The recommendation must be in written format such as letter or email, and includes the required information described below. Applicant uploads this recommendation and any supporting information provided by the city or county to CAMP.

Required Recommendation Information: The written recommendation must include the event applicant name, event name, event address, event license type, event dates, name of local government, name & title of reviewing official, date of review, and the recommendation outcome. Recommendation outcomes can be: Recommend Granting License, No Recommendation given/Neutral, or Recommend Denial. If recommending denial, please explain as to why it would meet the denial criteria in OAR 845-005-0308.

Special Event License Types	
Temporary Sales License, For Profit (TSL-FP)	Special Event Brewery-Public House (SEBPH)
Temporary Sales License, Non-Profit 1 (TSL-NP1)	Special Event Brewery (SEB)
Temporary Sales License, Non-Profit 2 (TSL-NP2)	Special Event Distillery (SED)
Temporary Use of Annual License – Limited (TUAL-L)	Special Event Grower Sales Privilege (SEG)
Temporary Use of Annual License – Full (TUAL-F)	Special Event Winery (SEW)



Local Government Recommendation – Special Event License

Section 1 – Submission - To be completed by Applicant:

License Information

Applicant Name(s): Tap Into Wine LLC Annual Licensee

Event Name: Caples House Museum Holiday Bazaar

Event Address: 1925 First St. Ste:

City: Columbia City County: Columbia Zip: 97018

License Type: Limited On-Premises At Existing Licensed Premises

Application Contact Information

Contact Name: Marcia Sanders Phone: 503-201-4545

Mailing Address: PO Box 1176

City: St. Helens State: OR Zip: 97051

Email Address: marci@tapintowinesh.com

Event Details

Event Dates: Nov. 8 & 9, 2024

Event Times: 9 a.m. to 5 p.m.

Expected Daily Attendance: 200 Peak Expected Attendance: 200

To the best of your knowledge, is this the only special event application for this event? Y/N? Y

Please check all that apply to your proposed event:

- Off-Premises Sales: Beer/Wine/Cider Distilled Spirits
- Tastings only: Beer/Wine/Cider Distilled Spirits
- On-Premises Consumption: Beer/Wine/Cider Distilled Spirits
- Indoor Consumption Outdoor Consumption
- Food Service Available: Sandwiches, hot dogs, chili
- Proposing to Allow Minors

Section 1 Continued on next page



Local Government Recommendation – Special Event License

Section 1 Continued – Submission - To be completed by Applicant:

Applicant Name/Legal Entity Name: Tap Into Wine LLC

Event Name: Caples House Museum Annual Holiday Bazaar

After completing section 1, please submit your application to the local government for recommendation

Section 2 – Recommendation - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name:

Optional Date Received Stamp

Date Application Received:

Received by:

- Recommend this license be granted
- Recommend this license be denied (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral

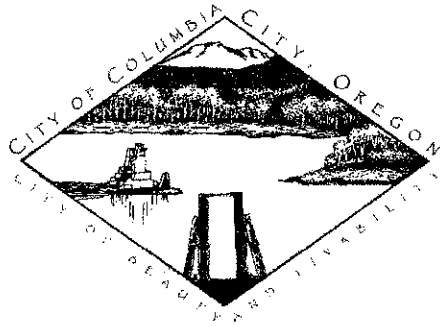
Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.



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

MEMO

To: Columbia City City Council

From: Lauren Scott, City Planner

Date: September 18, 2024

RE: FEMA Pre-Implementation Compliance Measures (PICMs)

Introduction:

At their September 17, 2024 workshop, the Columbia City Planning Commission discussed the new FEMA requirements regarding no net habitat loss / loss of floodplain function. Staff has prepared this memo outlining the background of the issue, the Planning Commission discussion, and their recommendation.

Background:

The Portland Audubon Society filed a lawsuit against the FEMA in 2009 alleging that implementation of the NFIP violates the Endangered Species Act (ESA). In response, FEMA agreed to work with National Marine Fisheries Service (NMFS) in preparing a Biological Opinion (BiOp) to determine the extent to which the NFIP impacts endangered fish species. NMFS issued the BiOp in 2016 affirming that implementation of the NFIP by FEMA has resulted in potential adverse impacts on endangered fish species. The Endangered Species Act (ESA) requires federal agencies to ensure that actions they authorize, fund, or carry out do not jeopardize the continued existence of any ESA listed species. For several years, the NOAA-Fisheries and FEMA have been discussing measures that could be used to reduce negative impacts from the NFIP on salmon, steelhead and other species listed as threatened under the ESA. The BiOp suggested that FEMA implement a standard of "no net loss of floodplain function" for all development within mapped floodplains affecting 30 out of the 36 counties in Oregon, including Columbia County.

Between 2019 and 2021, FEMA developed a draft implementation plan outlining their plans to modify the NFIP based on the outcome of the BiOp. In 2023, FEMA started working on an environmental review in compliance with National Environmental Policy Act (NEPA) regulations to determine the overall effects of the draft plan on both humans and the environment. Oregon communities expected that no changes to the NFIP would occur while FEMA was completing its NEPA review. However, in response to a new lawsuit filed in September 2023, which claims that ongoing delays are causing further impacts to endangered species, FEMA announced in July that they would suspend processing new applications for Letters of Map Revision (LOMR-Fs) and Conditional Letters of Map Revision (CLOMR-Fs) based on Fill starting August 1, 2024, and that all NFIP participating jurisdictions in Oregon, which includes the City of Columbia City, would be required to select one of the following three pre-implementation compliance measures (PICMs) for new development occurring within special floodplain hazard areas by December 1, 2024:

1. Adopt and Implement a Model Ordinance Requiring Compliance with the “No Net Loss Standard.” The model ordinance was released by FEMA on August 14, 2024.
2. Require a Habitat Assessment/Mitigation Plan on a Case-By-Case Basis to achieve “No Net Loss.” A Habitat Assessment Guide to assist property owners and jurisdictions with the preparation and review of these assessments was released by FEMA on August 14, 2024.
3. Prohibit All New Development in Special Floodplain Hazard Areas.

Compliance with the PICMs is technically voluntary, but noncompliance means the loss of Federal flood insurance for property owners and disaster assistance within the City and, therefore, failing to comply is really not voluntary.

FEMA has indicated that Technical Assistance support will be available to implement PICMs, although it is unclear what level of assistance will be provided and if it might include financial assistance to cover the costs associated with compliance.

Planning Commission Discussion

The following summarizes the Planning Commission discussion regarding the three PICM options:

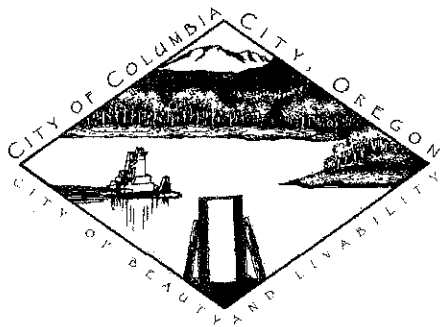
- Option 1, Adopt the Model Ordinance, was the preferred option by the Planning Commission, however it is unachievable given the timeline provided by FEMA and the recent release of the Model Ordinance. Additional time is needed for staff to review and incorporate the Model Ordinance, which often includes subjective or discretionary language, into the city’s existing floodplain regulations. Oregon land use laws also require 35-day notices to DLCD and for this item specifically. The Model Ordinance also focuses on habitat mitigation, something the floodplain ordinance previously did not extensively address as the focus was on floodproofing new structures. Time is needed for staff and decision-makers to effectively implement the Model Ordinance and ensure regulations are clear and objective when reviewed by applicants, staff, and reviewers.

It is also important to note that adopting the model ordinance may only be an interim measure until such time as Final Implementation Measures are adopted by FEMA. According to FEMA “the PICM model ordinance has been written to match an anticipated full implementation plan model ordinance as closely as possible. The caveat, however, is that it is highly likely that there will be changes to the model ordinance between PICM and full implementation and communities will still need to go through another round of ordinance adoption.”

- Option 2, Application Review on a Case-by-Case Basis, is not feasible since the City has no legal mechanism to impose regulations on a landowner without them first being adopted into the Columbia City Development Code. Unlike State regulations that can, in some instances, be directly applied, such implementation is not possible since the Federal laws being mandated are technically “voluntary.” Option 2 may also conflict with Oregon laws related to clear and objective standards; review on a case-by-case basis could have varying outcomes.
- Option 3, Prohibit New Floodplain Development, was determined to be the most realistic option at this time. The City could institute a moratorium on any new development in the floodplain while it prepares to adopt the model code for later implementation. This moratorium would be rescinded when the Model Code is adopted, but would give the city the additional time needed. Option 3 would also align with the City’s limitations on grading and cut/fill from October 1 to April 15.

Planning Commission Recommendation

The Planning Commission recommended that the City Council consider a 180-day moratorium on new development in the special flood hazard zone starting December 1, 2024 to meet FEMA implementation requirements. In the meantime, staff, in coordination with the Planning Commission, will prepare the legislative package needed to amend the City's floodplain chapter in the Columbia City Development Code. Early 2025 was identified for adoption of the Model Ordinance.



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: October 10, 2024
TO: Mayor and City Council
FROM: Kim Karber, City Administrator
RE: Obligation of ARPA funding

Please approve the obligation of ARPA funding for the following purchases:

- 3 Microsoft Surface tablets with ancillary equipment for Police Department \$6000.00