



City of Yamhill
A small taste of Oregon

Council Meeting Packet

December 11, 2024,

6:30 p.m.

Statement of Revenue and Expenditures

Account Number		Current Period	Year-To-Date	Annual Budget	Jul 2024
		Nov 2024	Jul 2024	Jul 2024	Jun 2025
		Nov 2024	Nov 2024	Jun 2025	Percent of Budget
		Actual	Actual		
Revenue & Expenditures					
Revenue					
General Revenues					
4100	Beginning Budget Balance	0.00	0.00	386,409.00	0.00%
4932	Business License	100.00	950.00	700.00	135.71%
4902	Cigarette Taxes	65.25	326.40	1,500.00	21.76%
4915	Dog License Revenue	62.25	62.25	515.00	12.09%
4925	Franchise Fees	0.00	2,997.46	55,650.00	5.39%
4944	Grant - ODOT DUII	0.00	1,731.07	4,000.00	43.28%
4942	Grant - ODOT Seat Belt	0.00	1,709.36	5,000.00	34.19%
4943	Grant - ODOT Speed	0.00	1,525.19	5,000.00	30.50%
4945	Grant -ODOT Distracted Driving	0.00	454.10	5,000.00	9.08%
4952	Interest Income	2,319.86	11,696.63	11,592.00	100.90%
4962	Land Use Fees	0.00	950.00	15,000.00	6.33%
4903	Liquor Taxes	1,143.80	8,378.51	24,000.00	34.91%
4098	Marijuana Tax	0.00	0.00	1,600.00	0.00%
4913	Miscellaneous Income	365.51	5,625.04	3,500.00	160.72%
4928	Municipal Court Fees	2,252.80	13,197.37	21,000.00	62.84%
4924	Municipal Court Fines	5,024.61	16,447.71	55,000.00	29.90%
4941	Municipal Court Training Assmt	105.00	507.00	1,200.00	42.25%
4951	National Night Out	0.00	0.00	1,500.00	0.00%
4961	Park Fees	120.00	430.00	1,400.00	30.71%
4948	Planning Grant	0.00	0.00	57,600.00	0.00%
4914	Police Misc. Income	92.50	10,325.15	10,000.00	103.25%
4922	Police Service Fee	2,249.23	12,697.10	30,000.00	42.32%
4950	Police SRO-Yamhill/Carlton SD	0.00	3,125.00	12,500.00	25.00%
4901	Previously Levied Taxes	1,019.04	6,326.45	12,500.00	50.61%
4900	Property Tax Revenue	316,313.40	318,981.75	476,286.00	66.97%
4904	State Revenue Sharing	2,801.05	6,552.11	15,200.00	43.11%
4923	Towing Fees	0.00	0.00	100.00	0.00%
	General Revenues Totals	\$334,034.30	\$424,995.65	\$1,213,752.00	
	Revenue	\$334,034.30	\$424,995.65	\$1,213,752.00	
	Gross Profit	\$334,034.30	\$424,995.65	\$1,213,752.00	

Expenses

Administrative Dept

6124	Accounting Clerk	1,027.59	4,658.13	13,000.00	35.83%
6325	Acis & Printing	705.74	1,554.80	2,500.00	62.19%
6300	Attorney/Legal Fees	0.00	293.38	15,000.00	1.96%
6301	Audit Fees	0.00	0.00	10,000.00	0.00%
6412	Building Maintenance	0.00	220.00	3,100.00	7.10%
6335	Christmas Decorations	0.00	0.00	2,000.00	0.00%
6101	City Administrator	1,842.88	10,119.83	27,500.00	36.80%
6102	City Clerk	755.65	4,130.39	9,374.00	44.06%
6123	City Recorder	998.76	5,448.54	12,985.00	41.96%
6306	Contract Services	30.00	370.00	15,000.00	2.47%
6980	Council Room Camera Upgrade	0.00	0.00	7,360.00	0.00%
6305	Dues, Travel, Training	362.04	1,684.25	5,000.00	33.69%
6334	Emergency Services	0.00	0.00	1,000.00	0.00%
6309	Janitorial Services	0.00	0.00	3,000.00	0.00%
6202	Liability Insurance	0.00	11,395.65	11,700.00	97.40%
6252	Miscellaneous Expense	46.98	165.64	800.00	20.71%

Statement of Revenue and Expenditures

Account Number		Current Period	Year-To-Date	Annual Budget	Jul 2024
		Nov 2024 Actual	Jul 2024 Nov 2024 Actual	Jul 2024 Jun 2025	Percent of Budget
6328	Office Supplies	99.90	688.97	2,500.00	27.56%
6200	Operations & Maint	471.05	3,413.89	9,500.00	35.94%
6120	Payroll Expense	4,421.52	25,011.92	47,144.00	53.05%
6329	Postage	0.00	188.34	525.00	35.87%
6795	Reserve for Contingencies	0.00	0.00	82,139.00	0.00%
6521	Reserve Transfer (ACER Reserve)	12,500.00	12,500.00	12,500.00	100.00%
6433	Security Cameras	0.00	0.00	4,896.00	0.00%
6210	Utilities	1,016.77	4,303.31	14,000.00	30.74%
6032	Website/IT	2,817.33	14,400.70	14,000.00	102.86%
Administrative Dept Totals		\$27,096.21	\$100,547.74	\$326,523.00	
City Council					
6332	Community Support Services	0.00	500.00	3,000.00	16.67%
6305	Dues, Travel, Training	0.00	1,361.72	3,000.00	45.39%
6252	Miscellaneous Expense	0.00	4,157.34	1,000.00	415.73%
6328	Office Supplies	0.00	0.00	100.00	0.00%
City Council Totals		\$0.00	\$6,019.06	\$7,100.00	
Municipal Court					
6250	Assessments	1,610.11	4,334.11	15,000.00	28.89%
6300	Attorney/Legal Fees	0.00	0.00	200.00	0.00%
6224	Bail Refunds	0.00	0.00	560.00	0.00%
6102	City Clerk	1,763.19	9,637.60	21,872.00	44.06%
6310	Court Interpreter	200.00	500.00	1,200.00	41.67%
6305	Dues, Travel, Training	449.74	888.88	2,100.00	42.33%
6311	Municipal Judge	500.00	1,250.00	3,000.00	41.67%
6328	Office Supplies	0.00	18.62	500.00	3.72%
6200	Operations & Maint	205.34	620.74	2,000.00	31.04%
6120	Payroll Expense	1,314.83	7,549.90	16,404.00	46.02%
Municipal Court Totals		\$6,043.21	\$24,799.85	\$62,836.00	
Park Dept					
6200	Operations & Maint	87.74	9,757.06	10,000.00	97.57%
6120	Payroll Expense	723.86	3,710.81	10,861.00	34.17%
6523	Reserve Transfer (Park)	7,500.00	7,500.00	7,500.00	100.00%
6401	Trees	0.00	7,063.74	4,500.00	156.97%
6210	Utilities	68.65	294.54	1,500.00	19.64%
6109	Utility Worker I	472.32	2,324.95	6,917.00	33.61%
6108	Utility Worker II	872.64	3,164.00	7,564.00	41.83%
Park Dept Totals		\$9,725.21	\$33,815.10	\$48,842.00	
Planning Dept					
6124	Accounting Clerk	411.04	1,863.26	5,200.00	35.83%
6325	Ads & Printing	0.00	0.00	2,000.00	0.00%
6101	City Administrator	737.16	4,047.97	11,000.00	36.80%
6303	City Planner	1,820.00	4,980.00	12,000.00	41.50%
6123	City Recorder	434.24	2,368.92	5,646.00	41.96%
6306	Contract Services	9,652.55	37,395.60	57,600.00	64.92%
6305	Dues, Travel, Training	0.00	54.50	200.00	27.25%
6328	Office Supplies	0.00	0.00	100.00	0.00%
6120	Payroll Expense	1,296.69	7,237.38	16,384.00	44.17%
Planning Dept Totals		\$14,351.68	\$57,947.63	\$110,130.00	
Police Dept					
6304	911 YCOM Dispatch	1,211.42	6,057.10	20,000.00	30.29%
6300	Attorney/Legal Fees	2,847.50	5,573.00	3,100.00	179.77%
6944	Central Square CAD	1,035.61	1,035.61	10,000.00	10.36%

Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
6305	Dues, Travel, Training	704.95	2,989.61	4,200.00	71.18%
6221	Equipment/Maintenance	0.00	440.30	4,850.00	9.08%
6337	Fuel	1,851.58	4,277.84	13,000.00	32.91%
6333	Investigation Expenses	0.00	377.96	1,200.00	31.50%
6202	Liability Insurance	0.00	18,721.43	16,000.00	117.01%
6252	Miscellaneous Expense	0.00	32.06	600.00	5.34%
6253	Miscellaneous Grant Expenses	0.00	0.00	1,000.00	0.00%
6977	Mobile Data Computers	0.00	0.00	3,500.00	0.00%
6336	National Night Out Expense	0.00	2,134.30	1,500.00	142.29%
6117	ODOT Grant Payroll	1,000.00	9,186.14	18,500.00	49.65%
6328	Office Supplies	26.73	105.66	2,400.00	4.40%
6115	Overtime	750.00	1,417.76	4,000.00	35.44%
6120	Payroll Expense	31,402.56	91,880.72	223,802.00	41.05%
6254	Peer Support Expense	0.00	0.00	200.00	0.00%
6104	Police Chief	8,799.32	48,311.62	114,391.00	42.23%
6122	Police Corporal	6,205.14	34,540.52	80,667.00	42.82%
6331	Police Equipment	4,090.00	5,076.87	9,500.00	53.44%
6105	Police Officer	8,527.26	32,558.56	69,511.00	46.84%
6976	Police Radios	0.00	0.00	1,000.00	0.00%
6404	Policy & Procedure Manual	0.00	2,222.97	2,200.00	101.04%
6106	Reserve Officer	500.00	3,375.00	12,500.00	27.00%
6327	Resource Materials	0.00	550.00	1,100.00	50.00%
6330	Uniform Allowance	0.00	1,050.10	3,500.00	30.00%
6210	Utilities	416.88	2,091.28	5,100.00	41.01%
6405	Vehicle Lease	0.00	0.00	15,000.00	0.00%
6027	Vehicle Maintenance	782.19	3,247.73	16,000.00	20.30%
Police Dept Totals		\$70,151.14	\$277,254.14	\$658,321.00	
Expenses		\$127,367.45	\$500,383.52	\$1,213,752.00	
Revenue Less Expenditures		\$206,666.85	(\$75,387.87)	\$0.00	
Net Change in Fund Balance		\$206,666.85	(\$75,387.87)	\$0.00	

Fund Balances

Beginning Fund Balance	(244,900.18)	37,154.54	0.00	0.00%
Net Change in Fund Balance	206,666.85	(75,387.87)	0.00	0.00%
Ending Fund Balance	(38,233.33)	(38,233.33)	0.00	0.00%

Report Options

Fund: General Fund

Period: 11/1/2024 to 11/30/2024

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Revenue Reporting Method: Actual - Budget

Expense Reporting Method: Actual - Budget

Budget: General Fund Master (DO NOT ENTER \$\$)

Display Subtotals: No

Water Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance		0.00	253,465.00	0.00%
4952	Interest Income	2,600.87	13,113.48	7,604.00	172.46%
4964	Merkley Grant		0.00	192,000.00	0.00%
4913	Miscellaneous Income	1,167.75	14,724.81	8,000.00	184.06%
4940	Security Deposits	470.34	2,853.40	4,710.00	60.58%
4960	Users Fees	91,246.65	548,746.19	895,000.00	61.31%
	Revenue	\$95,485.61	\$579,437.88	\$1,360,779.00	
	Gross Profit	\$95,485.61	\$579,437.88	\$1,360,779.00	
Expenses					
Requirements					
6983	3rd - E 2nd		0.00	212,000.00	0.00%
6124	Accounting Clerk	1,027.60	4,658.15	13,000.00	35.83%
6325	Acis & Printing		0.00	100.00	0.00%
6300	Attorney/Legal Fees		488.38	11,352.00	4.30%
6301	Audit Fees		0.00	6,192.00	0.00%
6326	Chemicals		7,270.25	20,640.00	35.22%
6101	City Administrator	1,474.30	8,095.85	22,000.00	36.80%
6102	City Clerk	1,511.31	8,260.81	18,747.00	44.06%
6123	City Recorder	1,085.60	5,922.30	14,114.00	41.96%
6306	Contract Services	3,146.25	31,890.48	92,880.00	34.34%
6427	Deposit Refund		204.19	516.00	39.57%
6237	Distribution System	589.44	15,238.79	50,000.00	30.48%
6305	Dues, Travel, Training	132.27	2,445.13	6,000.00	40.75%
6334	Emergency Services	350.00	350.00	2,000.00	17.50%
6119	Facilities Manager	2,208.49	11,577.40	28,606.00	40.47%
6337	Fuel	1,243.18	2,411.46	5,000.00	48.23%
6232	Large Meter Testing		0.00	1,548.00	0.00%
6202	Liability Insurance		37,801.56	30,960.00	122.10%
6233	Meter Replacement		3,646.80	10,320.00	35.34%
6203	Misc. Tools	133.18	169.18	1,032.00	16.39%
6252	Miscellaneous Expense	240.25	662.43	1,032.00	64.19%
6230	Office Equip/Maint/Supplies	85.10	225.70	1,032.00	21.87%
6200	Operations & Maint	1,284.77	6,268.84	46,440.00	13.50%
6115	Overtime	78.80	1,178.84	10,000.00	11.79%
6118	Pager Pay	227.00	1,238.25	3,500.00	35.38%
6120	Payroll Expense	9,375.06	52,131.68	137,023.00	38.05%
6204	Permits		0.00	2,580.00	0.00%
6121	Plant Operator	2,421.84	13,042.38	29,285.00	44.54%
6329	Pcstage	167.32	618.44	3,000.00	20.61%
6441	Res. to Plant Tie Feasability		0.00	75,000.00	0.00%
6795	Reserve for Contingencies		0.00	98,902.00	0.00%
6521	Reserve Transfer (ACER Reserve	13,500.00	13,500.00	13,500.00	100.00%
6415	Reservoir Cleaning		0.00	10,320.00	0.00%
6208	Safety Equipment & Supplies	543.33	543.33	2,000.00	27.17%
6417	Sludge Hauling		1,340.00	3,096.00	43.28%
6525	Transfer Out (PW Reserve)	12,500.00	12,500.00	12,500.00	100.00%
6524	Transfer Out (Water Debt Svc)	200,000.00	200,000.00	200,000.00	100.00%
6210	Utilities	2,519.58	8,604.60	30,960.00	27.79%

Water Fund
Statement of Revenue and Expenditures

Account Number		Current Period	Year-To-Date	Annual Budget	Jul 2024
		Nov 2024	Jul 2024	Jul 2024	Jun 2025
		Nov 2024	Nov 2024	Jun 2025	Percent of Budget
		Actual	Actual		
6109	Utility Worker I	1,416.96	6,974.82	20,751.00	33.61%
6108	Utility Worker II	2,148.71	9,492.04	22,691.00	41.83%
6027	Vehicle Maintenance	2,451.40	2,493.62	10,000.00	24.94%
Other Expense					
6201	Lab Equipment		0.00	5,160.00	0.00%
6440	Transmission Line Feasibility		0.00	75,000.00	0.00%
	Expenses	\$261,861.74	\$471,245.70	\$1,360,779.00	
	Revenue Less Expenditures	(\$166,376.13)	\$108,192.18	\$0.00	
	Net Change in Fund Balance	(\$166,376.13)	\$108,192.18	\$0.00	

Fund Balances

Beginning Fund Balance	451,924.19	177,355.88	0.00	0.00%
Net Change in Fund Balance	(166,376.13)	108,192.18	0.00	0.00%
Ending Fund Balance	285,548.06	285,548.06	0.00	0.00%

Water Debt Depreciation Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	39,537.00	0.00%
4952	Interest Income	77.83	392.43	1,186.00	33.09%
	Revenue	\$77.83	\$392.43	\$40,723.00	
	Gross Profit	\$77.83	\$392.43	\$40,723.00	
Expenses					
6428	Impound Projects	0.00	0.00	500.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	20,223.00	0.00%
6409	SCADA/ Security System	0.00	0.00	5,000.00	0.00%
6405	Vehicle Lease	0.00	0.00	15,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$40,723.00	
	Revenue Less Expenditures	\$77.83	\$392.43	\$0.00	
	Net Change in Fund Balance	\$77.83	\$392.43	\$0.00	
Fund Balances					
	Beginning Fund Balance	(2,913.97)	(3,228.57)	0.00	0.00%
	Net Change in Fund Balance	77.83	392.43	0.00	0.00%
	Ending Fund Balance	(2,836.14)	(2,836.14)	0.00	0.00%

Water SDC Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	370,905.00	0.00%
4949	Grant- OBDD	0.00	0.00	20,000.00	0.00%
4952	Interest Income	1,177.47	5,936.73	11,127.00	53.35%
4792	System Development Charges	0.00	135,896.00	214,020.00	63.50%
	Revenue	\$1,177.47	\$141,832.73	\$616,052.00	
	Gross Profit	\$1,177.47	\$141,832.73	\$616,052.00	
Expenses					
Requirements					
6983	3rd - E 2nd	0.00	0.00	53,156.00	0.00%
6540	Merkley Grant Match	0.00	0.00	48,000.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	514,896.00	0.00%
	Expenses	\$0.00	\$0.00	\$616,052.00	
	Revenue Less Expenditures	\$1,177.47	\$141,832.73	\$0.00	
	Net Change in Fund Balance	\$1,177.47	\$141,832.73	\$0.00	
Fund Balances					
	Beginning Fund Balance	210,102.85	69,447.59	0.00	0.00%
	Net Change in Fund Balance	1,177.47	141,832.73	0.00	0.00%
	Ending Fund Balance	211,280.32	211,280.32	0.00	0.00%

Water Debt Service Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	229,537.00	0.00%
4952	Interest Income	834.14	4,205.68	6,886.00	61.08%
4981	Transfer In - Water Fund	200,000.00	200,000.00	200,000.00	100.00%
	Revenue	\$200,834.14	\$204,205.68	\$436,423.00	
	Gross Profit	\$200,834.14	\$204,205.68	\$436,423.00	
Expenses					
6150	Debt Service Expense	0.00	0.00	131,522.00	0.00%
6945	Debt Service Interest	0.00	0.00	84,628.00	0.00%
6598	Unappropriated Ending Fund Bal	0.00	0.00	220,273.00	0.00%
	Expenses	\$0.00	\$0.00	\$436,423.00	
	Revenue Less Expenditures	\$200,834.14	\$204,205.68	\$0.00	
	Net Change in Fund Balance	\$200,834.14	\$204,205.68	\$0.00	

Fund Balances

Beginning Fund Balance	467,465.86	464,094.32	0.00	0.00%
Net Change in Fund Balance	200,834.14	204,205.68	0.00	0.00%
Ending Fund Balance	668,300.00	668,300.00	0.00	0.00%

Report Options

Fund: Water Debt Service
 Period: 11/1/2024 to 11/30/2024
 Detail Level: Level 1 Accounts
 Display Account Categories: No
 Display Subtotals: No
 Revenue Reporting Method: Actual - Budget
 Expense Reporting Method: Actual - Budget
 Budget: Water Debt Service

Sewer Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	533,158.00	0.00%
4952	Interest Income	1,837.70	9,265.57	15,995.00	57.93%
4913	Miscellaneous Income	0.00	4,694.46	0.00	0.00%
4940	Security Deposits	473.76	2,701.71	8,000.00	33.77%
4920	Sewer Inspections	0.00	2,926.00	0.00	0.00%
4963	Stormwater	895.76	5,087.99	0.00	0.00%
4960	Users Fees	30,105.50	168,239.24	404,330.00	41.61%
	Revenue	\$33,312.72	\$192,914.97	\$961,483.00	
	Gross Profit	\$33,312.72	\$192,914.97	\$961,483.00	
Expenses					
Requirements					
6124	Accounting Clerk	1,027.60	4,658.15	13,000.00	35.83%
6325	Acis & Printing	0.00	0.00	206.00	0.00%
6300	Attorney/Legal Fees	0.00	293.37	1,548.00	18.95%
6301	Audit Fees	0.00	0.00	5,676.00	0.00%
6326	Chemicals	747.35	747.35	2,064.00	36.21%
6101	City Administrator	1,474.30	8,095.85	22,000.00	36.80%
6102	City Clerk	1,007.54	5,507.22	12,498.00	44.06%
6123	City Recorder	1,085.60	5,922.30	14,114.00	41.96%
6227	Collection System	2,250.00	3,591.23	40,000.00	8.98%
6306	Contract Services	1,342.50	29,550.78	30,960.00	95.45%
6427	Deposit Refund	0.00	309.76	1,016.00	30.49%
6981	Disinfection	0.00	4,405.00	189,608.00	2.32%
6237	Distribution System	180.00	180.00	0.00	0.00%
6305	Dues, Travel, Training	132.26	1,118.57	4,128.00	27.10%
6334	Emergency Services	0.00	0.00	5,160.00	0.00%
6119	Facilities Manager	2,208.49	11,577.40	28,606.00	40.47%
6231	I & I, TV Insp & Cleaning	0.00	0.00	10,320.00	0.00%
6202	Liability Insurance	0.00	14,196.30	12,384.00	114.63%
6203	Misc. Tools	0.00	628.33	1,342.00	46.82%
6252	Miscellaneous Expense	15.83	243.61	516.00	47.21%
6230	Office Equip/Maint/Supplies	0.00	39.99	774.00	5.17%
6328	Office Supplies	85.08	225.66	516.00	43.73%
6200	Operations & Maint	3,610.77	10,543.80	40,000.00	26.36%
6115	Overtime	78.79	1,178.80	2,000.00	58.94%
6118	Pager Pay	227.00	1,238.25	3,000.00	41.28%
6120	Payroll Expense	8,275.54	46,267.39	115,099.00	40.20%
6204	Permits	0.00	3,689.00	5,160.00	71.49%
6121	Plant Operator	2,421.84	13,042.38	29,285.00	44.54%
6329	Pcstage	167.32	618.44	2,580.00	23.97%
6795	Reserve for Contingencies	0.00	0.00	191,425.00	0.00%
6521	Reserve Transfer (ACER Reserve	13,500.00	13,500.00	13,500.00	100.00%
6208	Safety Equipment & Supplies	171.11	2,074.04	2,064.00	100.49%
6417	Sludge Hauling	0.00	0.00	7,224.00	0.00%
6525	Transfer Out (PW Reserve)	12,500.00	12,500.00	12,500.00	100.00%
6946	Transfer Out (Stormwater)	12,000.00	12,000.00	12,000.00	100.00%
6210	Utilities	2,423.00	8,630.50	35,088.00	24.60%
6422	Utility Truck Purchase	0.00	60,500.00	60,000.00	100.83%

Sewer Fund
Statement of Revenue and Expenditures

Account Number		Current Period	Year-To-Date	Annual Budget	Jul 2024
		Nov 2024	Jul 2024	Jul 2024	Jun 2025
		Nov 2024	Nov 2024	Jun 2025	Percent of
		Actual	Actual		Budget
6109	Utility Worker I	944.64	4,649.88	13,834.00	33.61%
6108	Utility Worker II	1,745.28	6,328.03	15,127.00	41.83%
6027	Vehicle Maintenance	329.28	4,831.73	3,096.00	156.06%
Other Expense					
6201	Lab Equipment	0.00	0.00	2,064.00	0.00%
Expenses		\$69,951.12	\$292,883.11	\$961,482.00	
Revenue Less Expenditures		(\$36,638.40)	(\$99,968.14)	\$1.00	
Net Change in Fund Balance		(\$36,638.40)	(\$99,968.14)	\$1.00	

Fund Balances

Beginning Fund Balance	452,460.94	515,790.68	0.00	0.00%
Net Change in Fund Balance	(36,638.40)	(99,968.14)	1.00	0.00%
Ending Fund Balance	415,822.54	415,822.54	0.00	0.00%

Sewer System Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	64,261.00	0.00%
4952	Interest Income	127.74	644.03	2,570.00	25.06%
	Revenue	\$127.74	\$644.03	\$66,831.00	
	Gross Profit	\$127.74	\$644.03	\$66,831.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	51,831.00	0.00%
6741	System Improvements	0.00	0.00	15,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$66,831.00	
	Revenue Less Expenditures	\$127.74	\$644.03	\$0.00	
	Net Change in Fund Balance	\$127.74	\$644.03	\$0.00	
Fund Balances					
	Beginning Fund Balance	66,277.62	65,761.33	0.00	0.00%
	Net Change in Fund Balance	127.74	644.03	0.00	0.00%
	Ending Fund Balance	66,405.36	66,405.36	0.00	0.00%

Sewer SDC Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	354,879.00	0.00%
4952	Interest Income	926.09	4,669.27	10,646.00	43.86%
4792	System Development Charges	0.00	80,693.00	119,003.00	67.81%
	Revenue	\$926.09	\$85,362.27	\$484,528.00	
	Gross Profit	\$926.09	\$85,362.27	\$484,528.00	
Expenses					
6981	Disinfection	0.00	0.00	47,402.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	437,126.00	0.00%
	Expenses	\$0.00	\$0.00	\$484,528.00	
	Revenue Less Expenditures	\$926.09	\$85,362.27	\$0.00	
	Net Change in Fund Balance	\$926.09	\$85,362.27	\$0.00	
Fund Balances					
	Beginning Fund Balance	527,876.26	443,440.08	0.00	0.00%
	Net Change in Fund Balance	926.09	85,362.27	0.00	0.00%
	Ending Fund Balance	528,802.35	528,802.35	0.00	0.00%

Sewer Debt Service
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	63,904.00	0.00%
4952	Interest Income	206.08	1,039.04	1,917.00	54.20%
4960	Users Fees	7,526.37	42,059.81	42,000.00	100.14%
	Revenue	\$7,732.45	\$43,098.85	\$107,821.00	
	Gross Profit	\$7,732.45	\$43,098.85	\$107,821.00	
Expenses					
Requirements					
6150	Debt Service Expense	44,990.63	45,790.63	30,000.00	152.64%
6945	Debt Service Interest	0.00	0.00	24,181.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	53,640.00	0.00%
	Expenses	\$44,990.63	\$45,790.63	\$107,821.00	
	Revenue Less Expenditures	(\$37,258.18)	(\$2,691.78)	\$0.00	
	Net Change in Fund Balance	(\$37,258.18)	(\$2,691.78)	\$0.00	
Fund Balances					
	Beginning Fund Balance	91,304.39	56,737.99	0.00	0.00%
	Net Change in Fund Balance	(37,258.18)	(2,691.78)	0.00	0.00%
	Ending Fund Balance	54,046.21	54,046.21	0.00	0.00%

Street Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	127,323.00	0.00%
4952	Interest Income	436.63	2,201.44	3,820.00	57.63%
4292	Recology Franchise Fees	276.93	1,832.17	4,900.00	37.39%
4290	State Gas Tax Revenue	8,129.05	40,755.37	92,400.00	44.11%
	Revenue	\$8,842.61	\$44,788.98	\$228,443.00	
	Gross Profit	\$8,842.61	\$44,788.98	\$228,443.00	
Expenses					
Requirements					
6101	City Administrator	737.16	4,047.97	11,000.00	36.80%
6123	City Recorder	86.84	473.75	1,129.00	41.96%
6306	Contract Services	1,000.00	1,000.00	15,480.00	6.46%
6982	East Main Street	1,662.00	15,039.54	45,895.00	32.77%
6221	Equipment/Maintenance	0.00	425.50	2,064.00	20.62%
6119	Facilities Manager	1,162.36	6,093.36	15,257.00	39.94%
6236	Footpaths/Bikepaths	0.00	0.00	5,160.00	0.00%
6200	Operations & Maint	621.52	745.17	20,640.00	3.61%
6120	Payroll Expense	2,480.19	14,166.30	32,660.00	43.38%
6121	Plant Operator	538.18	2,898.30	6,508.00	44.53%
6795	Reserve for Contingencies	0.00	0.00	4,378.00	0.00%
6229	Street Lights	1,778.01	7,116.37	17,338.00	41.04%
6222	Street Maintenance	0.00	5,034.04	41,280.00	12.19%
6109	Utility Worker I	314.88	1,549.96	4,611.00	33.61%
6108	Utility Worker II	581.76	2,109.34	5,042.00	41.84%
	Expenses	\$10,962.90	\$60,699.60	\$228,442.00	
	Revenue Less Expenditures	(\$2,120.29)	(\$15,910.62)	\$1.00	
	Net Change in Fund Balance	(\$2,120.29)	(\$15,910.62)	\$1.00	
Fund Balances					
	Beginning Fund Balance	109,781.75	123,572.08	0.00	0.00%
	Net Change in Fund Balance	(2,120.29)	(15,910.62)	1.00	0.00%
	Ending Fund Balance	107,661.46	107,661.46	0.00	0.00%

Streets SDC Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	157,157.00	0.00%
4952	Interest Income	429.26	2,164.32	6,286.00	34.43%
4792	System Development Charges	0.00	61,877.00	61,148.00	101.19%
	Revenue	\$429.26	\$64,041.32	\$224,591.00	
	Gross Profit	\$429.26	\$64,041.32	\$224,591.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	178,696.00	0.00%
6416	System Development	1,108.00	10,026.36	45,895.00	21.85%
	Expenses	\$1,108.00	\$10,026.36	\$224,591.00	
	Revenue Less Expenditures	(\$678.74)	\$54,014.96	\$0.00	
	Net Change in Fund Balance	(\$678.74)	\$54,014.96	\$0.00	
Fund Balances					
	Beginning Fund Balance	225,533.66	170,839.96	0.00	0.00%
	Net Change in Fund Balance	(678.74)	54,014.96	0.00	0.00%
	Ending Fund Balance	224,854.92	224,854.92	0.00	0.00%

Sidewalk Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	28,116.00	0.00%
4952	Interest Income	55.35	279.07	843.00	33.10%
4940	Security Deposits	0.00	835.00	0.00	0.00%
	Revenue	\$55.35	\$1,114.07	\$28,959.00	
	Gross Profit	\$55.35	\$1,114.07	\$28,959.00	
Expenses					
6499	Capital Reserve	0.00	0.00	3,459.00	0.00%
6306	Contract Services	842.50	842.50	0.00	0.00%
6427	Deposit Refund	0.00	0.00	500.00	0.00%
6423	Sidewalk Installation	6,300.00	21,300.00	25,000.00	85.20%
	Expenses	\$7,142.50	\$22,142.50	\$28,959.00	
	Revenue Less Expenditures	(\$7,087.15)	(\$21,028.43)	\$0.00	
	Net Change in Fund Balance	(\$7,087.15)	(\$21,028.43)	\$0.00	
Fund Balances					
	Beginning Fund Balance	1,021.45	14,962.73	0.00	0.00%
	Net Change in Fund Balance	(7,087.15)	(21,028.43)	0.00	0.00%
	Ending Fund Balance	(6,065.70)	(6,065.70)	0.00	0.00%

Building Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	28,537.00	0.00%
4931	Building Permits - Structural	0.00	500.00	0.00	0.00%
4939	Code Compliance Fees	0.00	1,775.00	500.00	355.00%
4938	County Building Services	969.12	6,181.22	4,000.00	154.53%
4952	Interest Income	64.78	326.61	856.00	38.16%
	Revenue	\$1,033.90	\$8,782.83	\$33,893.00	
	Gross Profit	\$1,033.90	\$8,782.83	\$33,893.00	
Expenses					
Requirements					
6124	Accounting Clerk	205.52	931.64	2,600.00	35.83%
6101	City Administrator	368.58	2,023.99	5,500.00	36.80%
6123	City Recorder	217.12	1,184.46	2,823.00	41.96%
6119	Facilities Manager	232.47	1,218.65	3,814.00	31.95%
6328	Office Supplies	0.00	0.00	50.00	0.00%
6120	Payroll Expense	818.41	4,600.99	11,053.00	41.63%
6329	Postage	0.00	0.00	100.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	7,953.00	0.00%
	Expenses	\$1,842.10	\$9,959.73	\$33,893.00	
	Revenue Less Expenditures	(\$808.20)	(\$1,176.90)	\$0.00	
	Net Change in Fund Balance	(\$808.20)	(\$1,176.90)	\$0.00	
Fund Balances					
	Beginning Fund Balance	30,212.95	30,581.65	0.00	0.00%
	Net Change in Fund Balance	(808.20)	(1,176.90)	0.00	0.00%
	Ending Fund Balance	29,404.75	29,404.75	0.00	0.00%

Economic Development Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	151,301.00	0.00%
4952	Interest Income	299.01	1,507.58	4,539.00	33.21%
4970	Loan Payments	0.00	0.00	600.00	0.00%
	Revenue	\$299.01	\$1,507.58	\$156,440.00	
	Gross Profit	\$299.01	\$1,507.58	\$156,440.00	
Expenses					
6124	Accounting Clerk	411.04	1,863.26	5,200.00	35.83%
6313	Administrative Costs	0.00	32.20	250.00	12.88%
6300	Attorney/Legal Fees	0.00	293.37	1,000.00	29.34%
6101	City Administrator	737.16	4,047.97	11,000.00	36.80%
6123	City Recorder	434.24	2,368.92	5,646.00	41.96%
6251	Economic Development Loan	0.00	0.00	20,000.00	0.00%
6328	Office Supplies	0.00	0.00	50.00	0.00%
6120	Payroll Expense	1,296.69	7,241.00	16,384.00	44.20%
6795	Reserve for Contingencies	0.00	0.00	96,910.00	0.00%
	Expenses	\$2,879.13	\$15,846.72	\$156,440.00	
	Revenue Less Expenditures	(\$2,580.12)	(\$14,339.14)	\$0.00	
	Net Change in Fund Balance	(\$2,580.12)	(\$14,339.14)	\$0.00	
Fund Balances					
	Beginning Fund Balance	142,151.72	153,910.74	0.00	0.00%
	Net Change in Fund Balance	(2,580.12)	(14,339.14)	0.00	0.00%
	Ending Fund Balance	139,571.60	139,571.60	0.00	0.00%

Admin Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4952	Interest Income	77.22	389.33	0.00	0.00%
4921	Municipal Court Equip Assmt	70.00	338.00	900.00	37.56%
4980	Transfer In - Gen Fund	12,500.00	12,500.00	12,500.00	100.00%
4982	Transfer In - Sewer Fund	13,500.00	13,500.00	13,500.00	100.00%
4981	Transfer In - Water Fund	13,500.00	13,500.00	13,500.00	100.00%
	Revenue	\$39,647.22	\$40,227.33	\$40,400.00	
	Gross Profit	\$39,647.22	\$40,227.33	\$40,400.00	
Expenses					
6403	Copy/Postal/Computing	606.00	1,554.00	4,000.00	38.85%
6414	Software	0.00	2,810.76	5,000.00	56.22%
6408	Support Services	0.00	0.00	16,400.00	0.00%
6437	Water Billing Software	0.00	14,475.00	15,000.00	96.50%
	Expenses	\$606.00	\$18,839.76	\$40,400.00	
	Revenue Less Expenditures	\$39,041.22	\$21,387.57	\$0.00	
	Net Change in Fund Balance	\$39,041.22	\$21,387.57	\$0.00	
Fund Balances					
	Beginning Fund Balance	30,605.93	48,259.58	0.00	0.00%
	Net Change in Fund Balance	39,041.22	21,387.57	0.00	0.00%
	Ending Fund Balance	69,647.15	69,647.15	0.00	0.00%

Public Works Reserve Fund Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	2,249.00	0.00%
4952	Interest Income	52.21	263.24	67.00	392.90%
4982	Transfer In - Sewer Fund	12,500.00	12,500.00	12,500.00	100.00%
4981	Transfer In - Water Fund	12,500.00	12,500.00	12,500.00	100.00%
	Revenue	\$25,052.21	\$25,263.24	\$27,316.00	
	Gross Profit	\$25,052.21	\$25,263.24	\$27,316.00	
Expenses					
6415	Lab/Office	0.00	0.00	10,000.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	12,826.00	0.00%
6433	Security Cameras	0.00	4,490.00	4,490.00	100.00%
	Expenses	\$0.00	\$4,490.00	\$27,316.00	
	Revenue Less Expenditures	\$25,052.21	\$20,773.24	\$0.00	
	Net Change in Fund Balance	\$25,052.21	\$20,773.24	\$0.00	
Fund Balances					
	Beginning Fund Balance	23,036.12	27,315.09	0.00	0.00%
	Net Change in Fund Balance	25,052.21	20,773.24	0.00	0.00%
	Ending Fund Balance	48,088.33	48,088.33	0.00	0.00%

Report Options

Fund: Public Works Reserve Fund
 Period: 11/1/2024 to 11/30/2024
 Detail Level: Level 1 Accounts
 Display Account Categories: No
 Display Subtotals: No
 Revenue Reporting Method: Actual - Budget
 Expense Reporting Method: Actual - Budget
 Budget: Public Works Reserve

Park SDC
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	469,704.00	0.00%
4952	Interest Income	1,105.88	5,575.76	14,091.00	39.57%
4792	System Development Charges	0.00	52,560.00	94,800.00	55.44%
	Revenue	\$1,105.88	\$58,135.76	\$578,595.00	
	Gross Profit	\$1,105.88	\$58,135.76	\$578,595.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	478,595.00	0.00%
6741	System Improvements	0.00	0.00	100,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$578,595.00	
	Revenue Less Expenditures	\$1,105.88	\$58,135.76	\$0.00	
	Net Change in Fund Balance	\$1,105.88	\$58,135.76	\$0.00	
Fund Balances					
	Beginning Fund Balance	616,452.60	559,422.72	0.00	0.00%
	Net Change in Fund Balance	1,105.88	58,135.76	0.00	0.00%
	Ending Fund Balance	617,558.48	617,558.48	0.00	0.00%

Park Equipment Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	6,604.00	0.00%
4952	Interest Income	27.34	137.83	198.00	69.61%
4984	Transfer in - Parks	7,500.00	7,500.00	7,500.00	100.00%
	Revenue	\$7,527.34	\$7,637.83	\$14,302.00	
	Gross Profit	\$7,527.34	\$7,637.83	\$14,302.00	
Expenses					
6420	Beulah Park Improvements	0.00	3,160.00	3,160.00	100.00%
6402	Equipment Replacement	0.00	0.00	1,500.00	0.00%
6413	Gen Park Mxt & Improvement	0.00	0.00	1,500.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	8,142.00	0.00%
	Expenses	\$0.00	\$3,160.00	\$14,302.00	
	Revenue Less Expenditures	\$7,527.34	\$4,477.83	\$0.00	
	Net Change in Fund Balance	\$7,527.34	\$4,477.83	\$0.00	
Fund Balances					
	Beginning Fund Balance	11,434.35	14,483.86	0.00	0.00%
	Net Change in Fund Balance	7,527.34	4,477.83	0.00	0.00%
	Ending Fund Balance	18,961.69	18,961.69	0.00	0.00%

Stormwater
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4952	Interest Income	22.94	115.65	200.00	57.83%
4982	Transfer In - Sewer Fund	12,000.00	12,000.00	12,000.00	100.00%
	Revenue	\$12,022.94	\$12,115.65	\$12,200.00	
	Gross Profit	\$12,022.94	\$12,115.65	\$12,200.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	12,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$12,000.00	
	Revenue Less Expenditures	\$12,022.94	\$12,115.65	\$200.00	
	Net Change in Fund Balance	\$12,022.94	\$12,115.65	\$200.00	
Fund Balances					
	Beginning Fund Balance	92.71	0.00	0.00	0.00%
	Net Change in Fund Balance	12,022.94	12,115.65	200.00	0.00%
	Ending Fund Balance	12,115.65	12,115.65	0.00	0.00%

Stormwater SID Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	118,745.00	0.00%
4952	Interest Income	330.16	1,664.62	3,562.00	46.73%
4792	System Development Charges	0.00	37,164.00	50,430.00	73.69%
	Revenue	\$330.16	\$38,828.62	\$172,737.00	
	Gross Profit	\$330.16	\$38,828.62	\$172,737.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	172,737.00	0.00%
	Expenses	\$0.00	\$0.00	\$172,737.00	
	Revenue Less Expenditures	\$330.16	\$38,828.62	\$0.00	
	Net Change in Fund Balance	\$330.16	\$38,828.62	\$0.00	
Fund Balances					
	Beginning Fund Balance	200,247.11	161,748.65	0.00	0.00%
	Net Change in Fund Balance	330.16	38,828.62	0.00	0.00%
	Ending Fund Balance	200,577.27	200,577.27	0.00	0.00%

Police Vehicle Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	45,645.00	0.00%
4952	Interest Income	123.31	621.71	1,369.00	45.41%
4926	Vehicle Replacement Assmt	350.00	1,680.00	4,500.00	37.33%
	Revenue	\$473.31	\$2,301.71	\$51,514.00	
	Gross Profit	\$473.31	\$2,301.71	\$51,514.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	51,514.00	0.00%
	Expenses	\$0.00	\$0.00	\$51,514.00	
	Revenue Less Expenditures	\$473.31	\$2,301.71	\$0.00	
	Net Change in Fund Balance	\$473.31	\$2,301.71	\$0.00	
Fund Balances					
	Beginning Fund Balance	67,216.53	65,388.13	0.00	0.00%
	Net Change in Fund Balance	473.31	2,301.71	0.00	0.00%
	Ending Fund Balance	67,689.84	67,689.84	0.00	0.00%

City Hall Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Nov 2024 Nov 2024 Actual	Year-To-Date Jul 2024 Nov 2024 Actual	Annual Budget Jul 2024 Jun 2025	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	15,472.00	0.00%
4952	Interest Income	30.46	153.59	464.00	33.10%
	Revenue	\$30.46	\$153.59	\$15,936.00	
	Gross Profit	\$30.46	\$153.59	\$15,936.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	15,936.00	0.00%
	Expenses	\$0.00	\$0.00	\$15,936.00	
	Revenue Less Expenditures	\$30.46	\$153.59	\$0.00	
	Net Change in Fund Balance	\$30.46	\$153.59	\$0.00	
Fund Balances					
	Beginning Fund Balance	15,959.61	15,836.48	0.00	0.00%
	Net Change in Fund Balance	30.46	153.59	0.00	0.00%
	Ending Fund Balance	15,990.07	15,990.07	0.00	0.00%



CITY COUNCIL MEETING MINUTES

I. CALL TO ORDER Kay Echaury called the meeting to order at 6:30 p.m.

ROLL CALL

Roll Call

Present, Virtually: Mayor Yvette Potter

Present, In-Person:

Councilors; Kay Echaury, Marci Hedin, Shea Corrigan
Councilor, Tim Askey

Staff Present, In-Person: Chief Greg Graven, Police Department; Jason Wofford, Public Works; Angie Fowler, City Recorder

II. FLAG SALUTE Kay Echaury led the pledge of allegiance.

III. PUBLIC COMMENT Public Comment was received by:
Patty Pairan, 215 N Maple St., Yamhill
Jenny Morrison, YDA, 20051 NW Adcock Rd., Yamhill
Chuck Mitchell, 760 E Second St., Yamhill

IV. AGENDA UPDATES OR ADDITIONS There were no updates to the agenda

V. CONSENT AGENDA

A) Financials

A MOTION TO APPROVE THE CONSENT AGENDA AS IS.

ROLL CALL: Motion introduced by Marci Hedin and seconded by Shea Corrigan

Ayes (5): Potter, Corrigan, Askey, Echaury, Hedin

Nays (0): None



The motion carried.

VI. PRESENTATIONS

A) 3J Consulting - DLCD Housing/Planning Assistance Grants - Doug Rux/Steve Faust

Mr. Rux gave a PowerPoint presentation on 3J's plan for the DLCD Housing and Technical Assistance grants that the city has received. The grants require a consultant to help execute the tasks in the allotted timeline in order to receive the funds. These tasks would have a timeline of starting in January 2024 and ending in May of 2025.

B) Cycle Yamhill County - Gravel Trails Presentation - Phil Higgins/ Adam Stone

Mr. Stone gave a presentation on Cycle Yamhill County, the Gravel Trails project and their plan to place a kiosk sign in Beulah City Park. The sign would be at no cost to the city and maintained by Cycle Yamhill County. This project's purpose is to lower the barrier for outdoor riding adventure and provide safe well-marked routes for everyone to enjoy. The plan is for the project to be completed in the Spring of 2025.

C) Special Events Permit for Car Show at Beulah Park - YCHS

Sophia Crawford, Senior Student at YCHS presented her plan to have a car show at Beulah City Park on April 27th to raise funds for Senior Prom. There would be a \$15 car admission, \$4 public entry fee, and \$2 vote ticket cost.

A MOTION TO APPROVE THE SPECIAL EVENTS PERMIT FOR REVIVING UP FOR SUCCESS

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Hedin

Ayes (5): Potter, Corrigan, Askey, Echauri, Hedin

Nays (0): None

The motion carried.



VII. COMMITTEE REPORTS

A) Planning Commission

Ken Moore, Planning Chair gave an update on what the planning commission has on the agenda for next Monday's meeting. The agenda includes the first memorandum on the lighting ordinance, and update on the housing grant and the first draft of the Title 11 update.

VIII. UNFINISHED BUSINESS

A) IGA YFPD Water Agreement

The IGA maintained the current status of no utility billing at the Fire Department. After discussion, the IGA was tabled until the council could get more information to answer questions on the standard of utility billing for Fire Departments throughout the county. Councilor Corrigan volunteered to do some research.

A MOTION TO TABLE THE WATER AGREEMENT BETWEEN THE CITY AND THE FIRE DEPARTMENT UNTIL NEXT COUNCIL MEETING

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (4): Potter, Corrigan, Askey, Echauri

Nays (0): None

Abstain: Hedin

The motion carried.

B) IGA YFPD Fuel Supply Agreement

The Fuel Supply Agreement with the Fire Department came to term. This new agreement maintains all the same information with an updated term.

A MOTION TO APPROVE THE IGA YFPD FUEL SUPPLY AGREEMENT AND ALLOW THE MAYOR TO SIGN

ROLL CALL: Motion introduced by Tim Askey and seconded by Corrigan

Ayes (4): Potter, Corrigan, Askey, Echauri

Nays (0): None

Abstain: Hedin

The motion carried.

C) Utility Provider Recommendation

The council was presented with three bids for a utility billing provider. They were given a run down the issues with our current provider and costs, and



features of each. The staff's recommendation was Ampstun based on overall costs and options provided.

A MOTION TO ACCEPT STAFF'S RECOMMENDATION FOR YOUR UTILITY BILLING PROVIDER TO SWITCH TO AMPTSUN.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Hedin

Ayes (5): Potter, Corrigan, Askey, Echauri, Hedin

Nays (0): None

The motion carried.

D) R-819 Updating the EOP

Greg Graven, Police Chief/ Interim City Administrator, made updates to the EOP to reflect changes that have occurred since its inception. The changes included:

- EOC auxiliary location was changed from YFPD to Public Works
- Updating some language for consistency i.e. City Manager now reads City Administrator
- Updating some grammar and spelling issues

IX. NEW BUSINESS

A) SB 1576 Discussion

SB 1576 March 24 - July 25

Chief Graven updated the council SB 1576 and the signs that were purchased in anticipation of this.

3J Consulting Discussion

Chief Graven gave his recommendation to move forward with 3J Consulting and Doug Rux with what they presented regarding the DLCDC grants. He commended their presentation and would like this to open up working with them for future grants.

B) Piper Sandler & Co Capitol Improvement Funding Discussion

Chief Graven also gave his recommendation for reaching out to Piper Sandler & Co for a funding discussion.

The council was in agreement to move forward with these contracts.



D) Net Assets Lien Search Conduit Discussion [this was discussed during *New Business* of the meeting]

Angie Fowler updated the council on the switch they are planning to a new electronic lien search company.

X. DEPARTMENT REPORTS

- A) Administration
- B) Police Department

Chief Graven presented staff and police reports to the council in the packet. He asked if the council had any questions. He noted that is National Child Abuse Prevention Month and spoke of work that Juliette’s house does as far as prevention and programs for children. In addition it is also Distracted Driving Awareness month.

C) Public Works [Discussed during *New Business* in meeting]

Jason Wofford included his report in the packet and asked if the council had any questions. He updated the council regarding cleaning of the reservoirs recent cleaning and deterioration.

XI. COUNCIL REPORTS

Councilor Echauri read the proclamation of the City of Yamhill’s support for Child Abuse Prevention Month.

**** ACTION NOT ON POSTED AGENDA OR ADDED DURING AGENDA UPDATES OR ADDITIONS**

Council President Echauri asked the mayor if we should give an update on the hiring.

The mayor asked that we give a summary of the executive session for the record. Her understanding, and what she has shared with the candidate is that as the council they had a consensus to move forward in the hiring process to include the negotiations for what it would mean to contract with this person and hire them as a full time as the City Administrator. She would like either a formal vote agreeing that that is what the council discussed, and she has moved forward with on the council’s behalf.

A MOTION TO THAT WE MOVE FORWARD WITH THE APPLICANT FOR CITY ADMINISTRATOR, THE HIRING PROCESS, PENDING THE RESULTS OF A BACKGROUND CHECK AND NEGOTIATIONS.

ROLL CALL: Motion introduced by Maric Hedin and seconded by Shea Corrigan



Ayes (5): Potter, Corrigan, Askey, Echaury, Hedin
Nays (0): None

The motion carried.

**XII. INFORMATION/
ANNOUNCEMENTS**

- A) First Friday's Meeting and Greet May with Kay Echaury and Tim Askey
- B) Thank you from Homeward Bound for donation
- C) PERS Gold Star - 100% of 2023 Reports Submitted on or Before Due Dates!
- D) We are still accepting applications for Water Advisory Committee Meetings

These items were included in the packet and not discussed during the meeting.

XIII. ADJOURNMENT

The meeting was adjourned at 8:15 p.m.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Attest:

Angie Fowler, Recorder



CITY COUNCIL MEETING MINUTES

I. CALL TO ORDER Kay Echuari called the meeting to order at 6:31 p.m.

ROLL CALL

Present, virtually: Mayor Yvette Potter

Present, in-person:

Councilors: Kay Echuari, Marci Jensen, Tim Askey, Shea Corrigan

Staff present, in-person: Chief Greg Graven, Police Department; Jason Wofford, Public Works; Angie Fowler, City Recorder

II. FLAG SALUTE Kay Echuari led the pledge of allegiance.

III. PUBLIC COMMENT Public comment was opened; there were no public comments.

IV. AGENDA UPDATES OR ADDITIONS

- The public hearing for the 2023/24 Budget was removed from the agenda due to an error with the publishing of the notice. The hearing is rescheduled to May 15, at 6:30 pm, at the Council Chambers.
 - The Recology discussion was removed from the agenda to be rescheduled as a presentation when the Recology.
 - The MADD presentation will be rescheduled for a later date.
-

V. CONSENT AGENDA

- A) Financials
 - B) Minutes 12-13-23
 - C) Minutes 1-10-24
-



A MOTION TO APPROVE THE CONSENT AGENDA AS IS.

ROLL CALL: Motion introduced by Marci Jensen and seconded by Shea Corrigan

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

VI. PUBLIC HEARINGS

Public Hearing - Notice of State Revenue Sharing Possible Use.

The hearing was opened for the Notice of State Revenue sharing. Public comment was held. The public hearing was closed.

Public Hearing - Formula Business Code Amendment CBD

The hearing was opened for adoption of the CBD Formula Business Code amendment. Public comment was held. The public hearing was closed.

A MOTION TO ADOPT THE FORMULA BUSINESS CODE AMENDMENT FOR THE CBD.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

VII. COMMITTEE REPORTS

A) Planning Commission

Ken Moore, Planning Chair, gave an update on the planning commissions recent work with the lighting code ordinance and the Title 10 and Title 11 rewrite. They are both in-progress.

VIII. UNFINISHED BUSINESS

A) Consider Applications for New Water Advisory Members

1. Cathy Phillips (Outside Water Dist. - Reapplying)
2. Robert Davis



3. Patty Pairan

The applications were reviewed by the council.

A MOTION TO APPROVE THE APPLICANTS FOR THE WATER ADVISORY COMMITTEE: CATHY PHILLIPS, ROBERT DAVIS, AND PATTY PAIRAN.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

B) IGA MWVCOG Review, Discussion, Approval

This is an ongoing agreement we have with MWVGOG they assist with different services for the city. Currently they are working on a couple of grants for us.

A MOTION TO APPROVE THE MWVGOG SERVICE PLAN CONTRACT.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

C) Supplemental Budget for Planning Contract Services

Angie Fowler summarized the staff report for the council.

A MOTION TO APPROVE RESOLUTION R-821 A SUPPLEMENTAL BUDGET FOR 2023/24 CITY OF YAMHILL BUDGET.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.



IX. DEPARTMENT REPORTS

A) Administration

The staff report was included in the packet. Chief Graven asked if the council had any questions.

This month the staff job descriptions were included this month as well for information to the council on what the city staff does on a daily basis.

Cameras for the fuel station at Public Works have been installed.

B) Police Department

The staff report for the police department was included in the packet.

There will be traffic safety enforcement on seatbelt use starting this month through the beginning of June. This will be throughout Oregon.

In addition, Chief Graven has been attending meetings revolving around protocols for HB4002, a bill reverting the decriminalization of drugs.

C) Public Works

Jason Wofford gave an update on what public works has been completing over the last month including: finishing up the RC track at Jane Heinrich Park, working with AKS Engineering on the Hillsboro transmission line tie in, and working towards a FEMA grant for the reservoir.

X. COUNCIL REPORTS

The council did not have any reports.

**** INCLUDED BUT NOT ON THE AGENDA OR ADDED IN THE AGENDA UPDATES**

Chief Graven asked for the council's thoughts on using the attorney Beary, Elsner, and Hammond on a more frequent basis due to their responsiveness and specialized capabilities.

The council had no issues with using this attorney more frequently. They requested the staff to review the other contracts and cancel any contracts we would no longer be using.

Chief Graven then asked the council if there is an update on the candidate for the City Administrator position.



The mayor stated the job has been offered to the candidate and they have accepted the job offer. The just needs to be formally signed by the mayor tomorrow when she returns and then we will have we just need to set a start date.

**XI. INFORMATION/
ANNOUNCEMENTS**

A) First Friday's Meet and Greet (June 7th) with Kay Echaury and Shea Corrigan

The information/ announcements were included on the agenda but not discussed in the meeting.

XII. ADJOURNMENT

The meeting was adjourned at 7:11 p.m.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Attest:

Angie Fowler, Recorder



CITY COUNCIL MEETING MINUTES

I. CALL TO ORDER Kay Echuari called the meeting to order at 6:31 p.m.

ROLL CALL

Present, virtually: Mayor Yvette Potter

Present, in-person:

Councilors: Kay Echuari, Marci Jensen, Tim Askey, Shea Corrigan

Staff present, in-person: Chief Greg Graven, Police Department; Jason Wofford, Public Works; Angie Fowler, City Recorder

II. FLAG SALUTE Kay Echuari led the pledge of allegiance.

III. PUBLIC COMMENT Public comment was opened; there were no public comments.

IV. AGENDA UPDATES OR ADDITIONS

- The public hearing for the 2023/24 Budget was removed from the agenda due to an error with the publishing of the notice. The hearing is rescheduled to May 15, at 6:30 pm, at the Council Chambers.
 - The Recology discussion was removed from the agenda to be rescheduled as a presentation when the Recology.
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V. CONSENT AGENDA

- A) Financials
 - B) Minutes 12-13-23
 - C) Minutes 1-10-24
-



A MOTION TO APPROVE THE CONSENT AGENDA AS IS.

ROLL CALL: Motion introduced by Marci Jensen and seconded by Shea Corrigan

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

VI. PUBLIC HEARINGS

Public Hearing - Notice of State Revenue Sharing Possible Use.

The hearing was opened for the Notice of State Revenue sharing. Public comment was held. The public hearing was closed.

Public Hearing - Formula Business Code Amendment CBD

The hearing was opened for adoption of the CBD Formula Business Code amendment. Public comment was held. The public hearing was closed.

A MOTION TO ADOPT THE FORMULA BUSINESS CODE AMENDMENT FOR THE CBD.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

VII. COMMITTEE REPORTS

A) Planning Commission

Ken Moore, Planning Chair, gave an update on the planning commissions recent work with the lighting code ordinance and the Title 10 and Title 11 rewrite. They are both in-progress.

VIII. UNFINISHED BUSINESS

A) Consider Applications for New Water Advisory Members

1. Cathy Phillips (Outside Water Dist. - Reapplying)
2. Robert Davis



3. Patty Pairan

The applications were reviewed by the council.

A MOTION TO APPROVE THE APPLICANTS FOR THE WATER ADVISORY COMMITTEE: CATHY PHILLIPS, ROBERT DAVIS, AND PATTY PAIRAN.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

B) IGA MWVCOG Review, Discussion, Approval

This is an ongoing agreement we have with MWVGOG they assist with different services for the city. Currently they are working on a couple of grants for us.

A MOTION TO APPROVE THE MWVGOG SERVICE PLAN CONTRACT.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.

C) Supplemental Budget for Planning Contract Services

Angie Fowler summarized the staff report for the council.

A MOTION TO APPROVE RESOLUTION R-821 A SUPPLEMENTAL BUDGET FOR 2023/24 CITY OF YAMHILL BUDGET.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Askey, Echauri, Jensen

Nays (0): None

The motion carried.



IX. DEPARTMENT REPORTS

A) Administration

The staff report was included in the packet. Chief Graven asked if the council had any questions.

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**** INCLUDED BUT NOT ON THE AGENDA OR ADDED IN THE AGENDA UPDATES**

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**XI. INFORMATION/
ANNOUNCEMENTS**

A) First Friday's Meet and Greet (June 7th) with Kay Echaury and Shea Corrigan

The information/ announcements were included on the agenda but not discussed in the meeting.

XII. ADJOURNMENT

The meeting was adjourned at 7:11 p.m.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Attest:

Angie Fowler, Recorder



CITY COUNCIL SPECIAL MEETING MINUTES APPROVED BUDGET HEARING

I. CALL TO ORDER Mayor Potter called the meeting to order at 6:30 p.m.

ROLL CALL

Present, virtually: Mayor Yvette Potter

Present, in-Person:

Councilors; Kay Echuari, Shea Corrigan, Tim Askey

Staff Present, in-Person: Chief Greg Graven, Police Department; Kara Corrigan, Accounting Clerk/ Budget Officer; Angie Fowler, City Recorder

Present, virtually: Ross Schultz, Contracted Budget Planner

Robert Davis of the budget committee was also present at the meet

III. UPDATES

Kara Corrigan gave the council information on the updates to the proposed budget from the Budget Committee and corrected the scrivener's error.

The proposed budget was \$6,717,866. The changes were \$168,705 in additions and subtractions by the budget committee.

The Approved Budget is \$6,888,521.

IV. PUBLIC HEARING

The mayor opened the public hearing for the 2024/25 Budget.

Public Comment was opened. There were no public comments in person or online and public comment was closed.

The council discussed that the only changes were brought to the budget were discussed in the budget committee meeting.

The public hearing was closed.



V. ADJOURNMENT

The meeting was adjourned at 6:42 p.m.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Attest:

Angie Fowler, Recorder



CITY COUNCIL MEETING MINUTES

The Yamhill city council discussed various topics, including the transition of the city administrator position, community safety efforts, water storage and infrastructure, and ways to increase community involvement in local government decision-making. New city administrator Shelley Reimer was introduced, and Public Works shared updates on water work and reservoir capacity. They also discussed the importance of grant writing for the community's future plans and the need for better leak detection and coordination in the wastewater system. Additionally, they touched on the use of technology and infrastructure upgrades in the city, including the implementation of laptops and tablets in council meetings.

I. CALL TO ORDER Mayor Potter called the meeting to order at 6:31 p.m.

ROLL CALL

Roll Call

Present, virtually: Mayor Yvette Potter

Present, in-Person:

Councilors: Shea Corrigan, Tim Askey

Staff Present, in-Person: Shelley Reimer, City Administrator; Greg Graven, Police Chief; Jason Wofford, Public Works Facilities Manager; Angie Fowler, City Recorder

II. FLAG SALUTE The mayor led the pledge of allegiance.

III. INTRODUCTION OF NEW CITY ADMINISTRATOR Mayor Potter introduced Shelley Reimer as the new city administrator. Shelley briefly addressed the group.

IV. PUBLIC COMMENT Public comment was received by:
Robert Davis, 212 N Maple St., Yamhill



**V. AGENDA UPDATES
OR ADDITIONS**

The only updates were made from the preliminary agenda. The agenda posted and presented included these updates:

- Introduction of the new City Administrator
- Presentation for Derby Days
- Removed an unnecessary resolution.
- Added City Administrator highlights report.

VI. CONSENT AGENDA

A) Financials

B) Minutes 2-14-24 City Council Meeting

A MOTION TO APPROVE THE CONSENT AGENDA AS IS.

ROLL CALL: Motion introduced by Tim Askey and seconded by Shea Corrigan

Ayes (3): Potter, Corrigan, Askey

Nays (0): None

Absent (2): Echaury, Jensen

The motion carried.

VII. OATHS OF OFFICE

Cathy Phillips, Robert Davis, and Patty Pairan took their Oaths of Office joining the Water Advisory Committee.

VIII. PRESENTATIONS

Jim Phillips presented what is happening with the upcoming Derby Days festival at Beulah City Park. Derby Days will be the same, with the exception of their being no fun run this year.

Jim confirmed with Chief Graven that there would be a permit for the parade.

Jim introduced Brad Windecker, a community club member; Brad had created a website for the Community Club. The website is: yamhillcommunityclub.org.



The community club's next meeting is June 27th at 6 p.m. at Beulah City Park if anyone would like to join.

Brad Windecker noted that they will be dedicating the ramp this year to Lonnie Strode and inquired about the city permitting the community club to clean up and paint the ramp. Jason Wofford noted that it would not be a problem, they would need to carry liability insurance.

IX. COMMITTEE REPORTS

A) Planning Commission

Ken Moore, Planning Chair, updated the council on what the commission did in the last meeting. The updates included the lighting ordinance and Title 10 & 11 revisions.

B) Economic Development Committee

Jenny Morrison spoke for the Economic Development Committee. They have accomplished some of their goals and are regrouping to have a conversation about what may be next.

X. UNFINISHED BUSINESS

A) R-820 A Resolution Approving the Code Amendment to Title 10 of the Municipal code Establishing Formula Business Regulations

A MOTION TO APPROVE R-820, A RESOLUTION APPROVING THE CODE AMENDMENTS TO TITLE 10 OF THE YAMHILL MUNICIPAL CODE, ESTABLISHING FORMULA BUSINESS REGULATIONS.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (3): Potter, Corrigan, Askey

Nays (0): None

Absent (2): Echauri, Jensen

The motion carried.

B) R-822 A Resolution Declaring the City's Election to Receive State Funds

A MOTION TO APPROVE R-822, A RESOLUTION DECLARING THE CITY'S A WORKBOOK ACTION TO RECEIVE STATE FUNDING.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (3): Potter, Corrigan, Askey

Nays (0): None

Absent (2): Echauri, Jensen



The motion carried.

C) R-823 A Resolution Adopting the 2024-25 Fiscal Year Budget, Appropriating Monies for Operation, and Levying a Property Tax.

A MOTION TO APPROVE R-823, A RESOLUTION ADOPTING THE 2024 25 FISCAL YEAR BUDGET, APPROPRIATING MONIES FOR THE FOR OPERATION AND LOOKING AT TAX, AS IS.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (3): Potter, Corrigan, Askey

Nays (0): None

Absent (2): Echaury, Jensen

D) R-824 A Resolution for Property Surplus

A MOTION TO APPROVE R-824 A RESOLUTION FOR PROPERTY SURPLUS.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (3): Potter, Corrigan, Askey

Nays (0): None

Absent (2): Echaury, Jensen

The motion carried.

XI. NEW BUSINESS

A) Special Event Permit Beulah Park - McMinnville Amateur Radio Club Jay Disbrow, 515 E Main St., Yamhill

Mr. Disbrow spoke on behalf of the McMinnville Amateur Radio Club.

Mayor Potter asked Public Works and the Police Department if they have any concerns. Jason Wofford the Facilities Manager's only concern is that they get the permitting required for their event. Chief Graven stated that the police had no concerns. The radio club used the park the previous year and there were no issues.

B) Caucus 2024 Schedule

Angie Fowler, City Recorder, reported to council that the time for the caucus is upcoming and she had scheduled a tentative date/time/place of July 31st, at 6:30, at Beulah Park. She inquired if the council approves.



A MOTION TO DIRECT STAFF TO SET A DATE FOR THE CAUCUS 2024 ON JULY 31ST AT 6:30 PM AT BEULAH PARK.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (3): Potter, Corrigan, Askey

Nays (0): None

Absent (2): Echauri, Jensen

The motion carried.

XII. DEPARTMENT REPORTS

A) Administration

City Administrator, Shelley Reimer gave a PowerPoint presentation.

B) Police Department

Chief Graven provided a report for both Administration and Police in the packet. He noted that he has completed the 2024/25 staff reviews and is working with the new City Administrator to get her up to speed on all of the projects.

C) Public Works

Jason Wofford, Facilities Manager, provided a report in the packet and summarized what public works has been working on.

XIII. COUNCIL REPORTS

A) First Fridays Discussion with Survey Update from Pam Kirsch.

Mrs. Kirsch reported on the survey that she executed at the council's request. The purpose of the survey was to reach out to the community and see what they would like in lieu of the First Fridays Meeting and Greets that have poor attendance.

She noted that there was not a large response to the survey, but she believed the takeaway was the community wanted a quick summary of what is happening, projects that are being completed, etc., from the council.

The council discussed options including the possibility of a quarterly town hall meeting on special subjects or a monthly "mayors report" or a



newsletter to keep residents informed. They then discontinued the First Friday's Meet and Greet.

**INFORMATION/
ANNOUNCEMENTS**

A) First Friday Meet and Greet w/ Kay Echauri and Marci Jensen

The upcoming meet and greet was cancelled.

B) City Hall New Hours 9 am to 5 pm, Monday - Thursday.

ADJOURNMENT

The meeting adjourned at 8:42 p.m.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Attest:

Angie Fowler, Recorder



CITY COUNCIL MEETING MINUTES

The Yamhill City Council meeting on November 20, 2024, covered several key topics. The council approved the consent agenda, including October financials and minutes. Ken Moore discussed the Planning Commission's request for a gas station sign variance and changes to Title 10 and 11 due to housing grants. The Economic Development Committee established a mission to bring economic vitality. The Water Advisory Committee prioritized increasing water supply through various options. The city administrator received a 5% salary increase for exceeding performance expectations. The police department reported on various training and community engagement activities. Upcoming events include a public meeting on housing code updates and the Christmas tree lighting ceremony.

I. CALL TO ORDER Mayor Potter called the meeting to order at 6:41 p.m.

ROLL CALL

Council Present, in-Person: Mayor Yvette Potter
Councilors; Shea Corrigan, Marci Jensen, Tim Askey, Kim Kind

Staff Present, in-Person: Shelley Reimer, City Administrator; Chief Greg Graven, Police Department; Jason Wofford, Public Works; Angie Fowler, City Recorder

II. FLAG SALUTE The mayor led the pledge of allegiance.

III. PUBLIC COMMENT There was no public comment in-person or online.

IV. AGENDA UPDATES OR ADDITIONS The City Recorder noted that the minutes for the previous meeting were completed in time for review and will be included on the consent agenda.



V. CONSENT AGENDA

A) [Financials \(current\)](#)

B) [Minutes 10-9-2024 Council Meeting](#)

A MOTION TO APPROVE THE CONSENT AGENDA, INCLUDING FINANCIAL STATEMENTS TO CURRENT AND MINUTES FOR THE OCTOBER MEETING, AS IS.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Jensen, Askey, Kind

Nays (0): None

The motion carried.

VI. PRESENTATIONS

None

VII. COMMITTEE REPORTS

A) [Planning Commission](#)

Ken Moore, Planning Chair updated the council on the commission's last meeting. Updates included:

- Holding off on Title 10 & 11 Update due to the overlap in what the planning commission is doing and what the grant consultant will be completing.
- Making changes to the lighting ordinance and approving a recommendation to council.

B) [Water Advisory Committee \(WAC\)](#)

Shelley Reimer stated the update on the water advisory meeting will be included later in the council meeting under *Unfinished Business*.

C) [Economic Development Committee \(EDC\)](#)

Shelley Reimer gave a quick update that the EDC has completed their mission statement.

VIII. UNFINISHED BUSINESS

A) [Water Supply - WAC Recommendation](#)

The water advisory committee identified the top four priorities for the city:
1. Pipeline from impound to water plant creating 100% capturability from the impound.



2. Tie in w/ McMinnville option.
3. Tie in w/ Hillsboro option.
4. Research Barney Reservoir for an emergency source.

B) IT Update

Shelley Reimer updated the council that the IT change research is progressing. They are now making sure that the two companies can work together in the changeover as this will be necessary to ensure the change can happen.

C) DLCD Grants Citizen Advisory Committee (CAC) update

The CAC has met twice and will need to add an additional meeting.

The Public Meeting for Yamhill Comprehensive Plan & Development Code updates will be on 11/21/24 at 6:00 at City Hall.

November 30 of this year is the deadline for Shelley to submit the paperwork for reimbursement to DLCD.

D) Floodplain Requirements Update

The information on FEMA was reported to the council in the October meeting. The council needs to notify FEMA by December 1st, their choice for meeting the new regulations. Walt Wendolowski, the city planner, recommends the case-by-case basis option until FEMA can set the updated requirements. By July 1, 2025, the code will need to be updated with the new options.

Additionally, the attorney recommends adding a disclaimer to our land use applications.

A MOTION TO DIRECT STAFF TO INFORM FEMA WE WILL BE HANDLING THE FLOW PLANNING REQUIREMENTS ON A CASE BY CASE BASIS.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Jensen, Askey, Kind

Nays (0): None

The motion carried.



1 NEW BUSINESS

A) City Administrator Review

The council met in executive session to review the city administrator's job performance.

A MOTION TO APPROVE THE CITY ADMINSTRATOR'S 6 MONTH REVIEW WITH A 5% SALARY INCREASE EFFECTIVE DECEMBER 1.

ROLL CALL: Motion introduced by Tim Askey and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Jensen, Askey, Kind

Nays (0): None

The motion carried.

B) R-830 A Resolution Transfer of Police Vehicle Reserve Funds

Instead, \$13,000 transferring out to police vehicle reserve funds the police vehicle reserve will be left at \$0 and the \$13,000 will be put toward personnel services - payroll costs.

A MOTION TO APPROVE RESOLUTION R-830 TRANSFER VEHICLE RESERVE FUNDS

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Marci Jensen

Ayes (5): Potter, Corrigan, Jensen, Askey, Kind

Nays (0): None

The motion carried.

C) Review Applications for Planning Commission positions beginning January 2025

The council reviewed the applications.

A MOTION TO APPROVE APPLICATIONS FOR PLANNING COMMISSION: KEN MOORE AND SHAWN FRIELINGER.

ROLL CALL: Motion introduced by Shea Corrigan and seconded by Tim Askey

Ayes (5): Potter, Corrigan, Jensen, Askey, Kind

Nays (0): None

The motion carried.



X. DEPARTMENT REPORTS

A) Administration

The City Administrator gave her PowerPoint Presentation

B) Police Department

Chief Graven provided his report to the City Administrator and it was included in the packet.

C) Public Works

Jason Wofford, Facilities Manager, gave an update on a recent meeting with ODOT regarding the RFB lights at the crosswalks. It is looking promising that ODOT will approve.

XI. COUNCIL REPORTS

Councilor Askey discussed the council newsletter and without having a clear path on what will work for this decided to hold off on it until after the first of the year.

The council briefly discussed a retreat.

Councilor Jensen asked about the follow up with a resident regarding a stop sign on Third St.

XII. INFORMATION/ ANNOUNCEMENTS

A) Public Meeting for Housing and Code Updates on Nov. 21st.

B) City Hall is closed on November 28th & 29th for the Thanksgiving holiday.

C) Tree Lighting Ceremony will be held on December 6th.

XIII. ADJOURNMENT

The meeting adjourned at 7:54 p.m.



City of Yamhill
A small taste of Oregon

LOCATION: Council Chambers

DATE: November 20, 2024

TIME: 6:30 p.m.

Respectfully Submitted and Approved.

Yvette Potter
Mayor, City of Yamhill

Attest:

Angie Fowler, Recorder

Fiscal Sponsorship Services Agreement

This Agreement for Fiscal Sponsorship Services (the “Agreement”) is entered into between the City of Yamhill (“City”) and the Yamhill Community Club (“Sponsor”). Each party may individually be referred to herein as a “Party” or collectively as the “Parties.”

Recitals

The City is an Oregon municipal corporation and desires to purchase protective equipment for the City’s police department (“the Project”). The Windecker Foundation has offered to donate funds in the amount of \$60,000.00 to the City for this purpose (“Donated Funds”).

The Sponsor is a nonprofit corporation, exempt from federal tax under section 501(c)(3) of the Internal Revenue Code, as most recently amended. The sponsor’s mission is to “improve the lives of Yamhill residents by preserving our town’s traditions, maintaining our community, beautifying our parks, and supporting our youth.” The Sponsor’s mission aligns with the Project.

Subject to the terms and conditions in this Agreement, the Sponsor is willing to receive the Donated funds on behalf of the City and to distribute the Donated Funds to the City for the purpose of the Project.


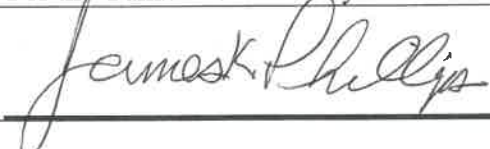
Agreement

By entering into this Agreement, the Parties agree to the following terms and conditions:

1. Receipt of funds: The Sponsor agrees to receive the Donated Funds to be used for the Project, and to make those funds available to the Project, as specified in and subject to the conditions of this Agreement.
2. Acknowledgments: The Sponsor and the City agree that the Donated Funds will be reported as contributions to the Sponsor, as required by law. The Sponsor further agrees to acknowledge the receipt of the Donated Funds and to furnish evidence of its status as a tax-exempt organization under Section 501(c)(3) as requested, or as required by law.
4. Protection of tax-exempt status: The City agrees not to use the Donated Funds received from the Sponsor in any way that would jeopardize the tax-exempt status of the Sponsor. The City agrees to comply with any written request by the Sponsor that it cease activities which might jeopardize the Sponsor’s tax status, and further agrees that the Sponsor’s obligation to make funds available to it is suspended in the event that it fails to comply with any such request. The Sponsor retains the right, if the City breaches this Agreement, or if the Project jeopardizes the Sponsor’s legal or tax status, to withhold, withdraw, or demand immediate return of the Donated Funds.

5. Notice to City by the Sponsor: The Sponsor agrees to notify the City of any change in its tax-exempt status.
6. Use of funds: The Sponsor will allow the City to make expenditures from the Donated Funds to achieve the purposes of the Project. In no case will any such expenditure exceed total contributions for the Project received by the Sponsor, and the Sponsor will not advance funds to the Project beyond those received by the Sponsor. The City agrees to use any and all funds received from the Sponsor solely for legitimate expenses of the Project and to fully account to the Sponsor for the disbursement of these funds. In no case will any expenditure be made for or utilized in connection with lobbying or any political activity.
7. Financial accounting and reporting: Except where such policies and procedures contradict state or local rules or regulations, the City will follow the Sponsor's financial policies and accounting procedures as established by the Sponsor. The Sponsor will maintain books and financial records for the Project in accordance with generally accepted accounting principles and public recordkeeping rules, and the Project's revenue and expenses shall be separately classed in the books of the Sponsor. The Sponsor will provide reports reflecting revenue and expenses to the Project, within 30 days after the end of each month of the project.
8. Governance: Authority to manage the programmatic activities of the Project is delegated to the City. The Parties agree that the relationship established by this agreement is premised upon the mutual understanding of the Sponsor and the City that the goals and activities of both organizations will be compatible.
9. Termination: This Agreement shall terminate upon the completion of the Project. The Parties may terminate this Agreement by mutual written consent.
10. Disposition of Assets and Liabilities: If either Party terminates this Agreement, any Donated Funds remaining in the possession of the Sponsor at the time of termination shall be returned to the Windecker Foundation.

By signing below, both Parties hereby execute this Agreement according to its terms, and the individuals signing on behalf of the Sponsor and the City, by signing this Agreement, certify that they are legally empowered and authorized to do so on behalf of the Sponsor and the City, respectively.

For the City:	For the Yamhill Community Club:
	

Name: <u>Michelle L. Reimer</u>	Name: <u>JAMES K. PHILLIPS</u>
Date: <u>11-26-24</u>	Date: <u>NOVEMBER 26, 2024</u>

EXHIBIT A

The Sponsor shall disburse the Donated Funds to the City in accordance with the following process or as may otherwise be mutually agreed to by the Parties:

1. The Project Coordinator for the City shall be Police Chief Greg Graven. The Project Coordinator for the Sponsor shall be YCC Board Member Jim Phillips. The Project Coordinators shall communicate and coordinate for the purposes of the Project. This shall include each providing regular updates to the other regarding each Parties' progress under this Agreement.
2. Through their respective Project Coordinators, the City shall submit to the Sponsor a list of protective equipment to be purchased for the Yamhill Police Department with the Donated Funds.
3. Upon receipt of the list, the Sponsor shall disburse to the City the amount of Donated Funds required for the purchase of the protective equipment. The City shall purchase the protective equipment.
4. The City shall send thank you cards and tax receipts to the individual donors who donated to the Donated Funds.
5. Upon request from the Sponsor, the City shall advise the Sponsor of the status of the Project.
6. Upon completion of the Project, the City shall submit a final report of the Project to the Sponsor. The final report shall include the budgeted Project expenses and the actual Project expenses and photographs of the Project's progress. The final report shall be prepared jointly by the Parties' Project Coordinators.



City of Yamhill Need:

Consolidated Public Safety Center for Police, Fire, Emergency Operations Center, City Hall, Community Center, Library. Unknown Cost.

Yamhill PD Equipment Needed:

- 6 Body Armor w/ Carriers:
 - \$9,449.56 received a grant for \$6,949.56 remainder needed **\$2,500.00**

- 2 FBI Style Shields:
 - \$2,838.95 each. Total: **\$5,677.90**

- 6 AED's:
 - \$3,000.00 each. Total: **\$18,000.00**. Possible lease option \$100.00 a month.

- 2 Single Shot 40mm pepper ball systems:
 - \$3,539.00 each. Total: **\$7,078.00**

- 2 Pro Laser III Lidar:
 - **\$4,591.10** each. Total: **\$9,182.20**

- Security Cameras for City Hall/Police Department
 - **\$6,000.00**

- Drone System:
 - **\$10,000.00**

- 4 WRAP Safety Restraints:
 - **\$1,500** each. Total: **\$6,000.00**



American
Endowment Foundation

5700 Darrow Road, Suite 118, Hudson, OH 44236

10/30/2024

W22489

Congratulations, the attached check represents a grant awarded to your organization from the Windecker Foundation, an American Endowment Foundation Donor Advised Fund.

Please note the following details regarding this grant:

Donors: **Mr. and Mrs. Bradford Windecker**

Recipient: **Yamhill Community Club**

Attention: **Chairperson**

Amount: **\$60,000.00**

Grant Number: **20920910**

Special Request of the Donor:

Donation to the City of Yamhill to fund Yamhill Police Department equipment.

Please do not send a tax receipt for this grant. Any letter of acknowledgement may be addressed to the Donor Advisor of the fund listed below.

Mr. and Mrs. Bradford Windecker
29895 NW Olson Road #822
Gaston, OR 97119

If you prefer grants from American Endowment Foundation to be sent via ACH or you have any questions concerning this grant, please contact the Grants Department at grants@aefonline.org or 888-440-4233.

Let's continue to make an impact together!

Sincerely,

A handwritten signature in cursive script that reads "Stephen W. Jones".

Stephen W. Jones

Executive Vice President



CITY OF YAMHILL

RESOLUTION NO. R-831

A RESOLUTION AUTHORIZING THE CITY OF YAMHILL TO ENDORSE A LOCAL MAIN STREET PROGRAM AND YDA'S SUBMISSION TO BECOME AN AFFILIATED MAIN STREET COMMUNITY IN THE OREGON MAIN STREET NETWORK

WHEREAS, THE City of Yamhill recognizes the importance of our downtown as it relates to the economic health and quality of life of the community; and

WHEREAS, THE continued improvement, revitalization, and development of downtown Yamhill is a City goal; and

WHEREAS, THE Yamhill Downtown Association has been formed to stimulate economic development and preservation of downtown Yamhill, thereby lessening the burden of municipal government; and

WHEREAS, Oregon Main Street has been established to assist cities and towns in developing a public/private effort to revitalize urban neighborhood and traditional central business district areas, and

WHEREAS, Oregon Main Street will accept new cities or towns to participate at the Affiliated Main Street level and receive technical assistance from Oregon Main Street,

WHEREAS, the City of Yamhill desires to participate at the Affiliated Main Street level,

NOW THEREFORE LET IT BE RESOLVED BY THE CITY COUNCIL OF THE CITY OF YAMHILL.

SECTION 1. That the City of Yamhill endorses the submission of this application and agrees to participate in the development and support of the local Affiliated Main Street Program for the duration of its existence.

SECTION 2. Endorses the goal of economic development of the designated downtown district within the context of the preservation and rehabilitation of its historic commercial buildings, recognizing that the Main Street Approach™ is one of many economic and community development tools utilized by a locale and that it is location specific.

SECTION 3. That the City of Yamhill supports the establishment of a downtown program representative.

SECTION 4. Recognizes that a commitment to commercial district revitalization is an ongoing process requiring long-term attention, community support and involvement, and a full public/private partnership that is expected to last indefinitely.

PASSED AND ADOPTED by the City Council the **11th day of December 2024** by the following vote:

AYES: _____

NAYS: _____

By: _____
Yvette Potter, Mayor

ATTEST:

By: _____
Angie Fowler, City Recorder



RESOLUTION NO. R - 832

A RESOLUTION TO TRANSFER \$75,000.00 WITHIN THE WATER FUND CAPITOL OUTLAY FROM THE TIE-LINE FEASIBILITY (20-440) TO MOORES / E 2ND STREET (20-6984) IN THE 2024-2025 ANNUAL BUDGET.

WHEREAS, the Yamhill City Council approved funds for improvements to 3rd Street and E 2nd Street in the 2024-2025 annual budget; and

WHEREAS, the City of Yamhill Public Works Department seeks to continue improvements along E 2nd Street to Moores Street; and

WHEREAS, the City of Yamhill is seeking funds for the tie-in feasibility study from a federal grant; and

WHEREAS, ORS 294.463 allows the Council the transfers of appropriations within funds or between funds via resolution.

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

The City of Yamhill hereby transfers \$75,000.00 within the Water Fund - Capital Outlay from the Tie Line Feasibility project (20-440) to Moores / E 2nd Street (20-6984), as shown in Exhibit A to this Resolution.

INTRODUCED AND ADOPTED by the City of Yamhill Council and signed by me in authentication of its passage on this 11th day of December 2024.

CITY OF YAMHILL, OREGON

AYES: _____

NAYS: _____

By: _____

Yvette Potter
Mayor, City of Yamhill

ATTEST:

By: _____

Angela Fowler
City Recorder



CITY OF YAMHILL

RESOLUTION R-833

A RESOLUTION TO TRANSFER \$75,000 WITHIN THE WATER FUND FROM THE RESERVOIR TO PLANT TIE-IN FEASIBILITY STUDY (20-4411) AND CREATE A LINE ITEM TO THE HEMLOCK STREET WATER IMPROVEMENTS PROJECT IN THE SAME AMOUNT

Whereas; Staff has identified a need to transfer appropriations from within the Water Fund from the Reservoir to Plant Tie-in Feasibility Study (20-441) in the Amount of \$75,000 and create a line item to the Hemlock Street Water Improvements Project from the CIP list in the same amount; and

Whereas; There have been three repairs to the existing Hemlock Street pipeline in the last five years, causing staff to identify this as an emergency transfer to prevent a major leak to water users including the Yamhill Carlton High School and residents on Highway 240; and

Whereas; These funds are expected to be received in grant funds from the 2021 Congressional Directed Spending Request once the grant has been applied for and received; and

Whereas; The current condition of the transfer will adjust fund expenditures by 10 percent or less; and

Whereas; ORS 294.450 allows the Council to transfer this appropriation with no further action;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF YAMHILL, THAT

The Yamhill City Council transfers \$75,000 within the Water Fund from the Reservoir to Plant Tie-in Feasibility Study (20-441) and creates a line item to the Hemlock Street Water Improvements Project from the CIP list.

PASSED AND ADOPTED by the City Council the **11th day of December 2024** by the following vote:

AYES: _____

NAYS: _____

By: _____
Yvette Potter, Yamhill Mayor

ATTEST:

By: _____
Angela Fowler, City Recorder

Exhibit A:

Transfer of Appropriations:

Fund/Department	Account Number	Description	Beginning Appropriation	Increase To	Decrease From	Proposed Revised Appropriation
#20 Water Fund	20-6440	Tie Line Feasibility	\$75,000.00		\$75,000.00	\$00.00
#20 Water Fund	20-6984	Moore's/East 2 nd	\$00.00	\$75,000.00		\$75,000.00



YAMHILL POLICE DEPARTMENT

**PO BOX 09
YAMHILL OR 97148
(503) 662-3511**



Yamhill Police Department November Staff Report for City Council

Date: 12/03/2024

Yamhill Police Department:

Greg Graven

- Respond to Calls for Service
- Meeting w/ Washington County Family Justice Center Executive Director Rachel Schutz
- ONIBRS November CAD Inform November/LEEP Use of Force November/LEEP Suicide Data November/LEEP LEPC COLECT November/Monthly Staff Report November/YPD Stats November
- Records Request
- Call of Missing Political Signs
- Follow Up on Security Camera Install at Maple Street//Main Street. Will be installed by the first part of December
- SIT Service Integration Team Meeting w/ Kim Steele YC School District Office 120 N Larch Place
- Coordinate a Training with DHS and Yamhill Carlton School District.
- Investigating Aquatic Deaths & Crimes Against Children Part 1 Training Webinar Fox Valley Technical College NCJTC National Criminal Justice Center
- Echo Trauma Informed Deflection Training
- Monthly Staff Meeting w/ Kim Steele, Kara Corrigan, Shelley Reimer, Jason Wofford, Kyle Adams
- YCSO Family Justice Center Meeting w/ Deb Bridges
- AOA Agency Assist NDPD Death Notification
- Suspicious YC School District WMA Intoxicated on school property
- DOJ Search Warrant Subpoenas to Obtain Digital Evidence Records Attorney General Kurt Miller Training McMinnville PD
- Updates w/ AccuData
- YCOM Executive Board Meeting Zoom
- Payroll 10/27/2024 to 11/09/2024

- PERS EDX 10/27/2024 to 11/09/2024
- Policy Manual Updates
- AOA Medical Death Investigation E 4th Street
- Lexipol The Resilient Leader – Strategies for High Stress Environments Training
- An Outsiders Guide to Domestic Violence Training
- OUCR LEEP LEPC Annual Counts Training
- Aquatic Deaths & Crimes Against Children Part 2 Training
- Meeting w/ ODOT, AKS, Jason Wofford Shelley Reimer Intersection Safety Maple St//Main St
- Expungement Records
- Motion to Set Aside Records
- Lexipol Balancing Innovation & Ethics AI's Role in Modern Law Enforcement Training
- DA's Office Evidence Requests
- STOP HB 2355 Stakeholder Meeting
- SRO School Resource Officer Meeting w/ Superintendent Clint Reaver YC School District 120 N Larch Place
- Deflection Engagement & Coordination ECHO Zoom Meeting
- TAT Threat Assessment Team Meeting
- OSP OUCR ONIBRS Updates
- City Council Meeting
- ETHOS Academy Adaptive Ethics Perspective, Mentorship, Moral Courage
- All-Hands Meeting w/ Lucetta Elmer @ Carlton Civic Center
- Payroll for 11/10/2024 to 11/23/2024
- PERS EDX Reporting 11/10/2024 to 11/23/2024
- AOA Agency Assist OPS Injury Motor Vehicle Crash 3 Vehicles involved
- Fuel Cloud Updates
- Thanksgiving Holiday Smoking a Turkey!

Corporal Travis Van Cleave

- 11/01/24 Install security cameras at watershed
 - YPD Case 24-140 Warrant Arrest Main @ Cedar
 - YPD Case 24-141 Runaway Main @ Cedar
- 11/05/24 YPOA Bargaining Session
- 11/06-07/24 Small Agency Conference Sunriver
- 11/08/24 YPD Case 24-142, Assault @ YCIS
 - YPD Case 24-143 DHS X Report to Mac PD
- 11/11/24 YPD Case 24-144
 - DWS Misd @ Main & Stillers Mill
- 11/12/24 Patrol
- 11/15/24 Patrol
- 11/16/24 Patrol

- 11/19/24 MCAT
 - YPD Case 24-148 Warrant Arrest @ Balm/1st
- 11/20/24 Patrol
- 11/21/24 Patrol
- 11/23/24 Agency Assist YFPD Hwy 47 Breathing problem
- 11/26/24 YPD Case 24-149, Agency Assist OSP Crash Hwy 47//McLoughlin Rd
 - Agency Assist YCSO Fletcher Rd/Foster Road
 - Suicidal/Crash/DUII
 - Noise Complaint @ E Main
- 11/27/24 FU 24-101
 - Agency Assist YFPD Wade Dr
 - Agency Assist YCSO Traffic Hazard North Valley/Dopp Rd
- 11/28/24 YPD Case 24-150, Crash @ Maple/3rd
 - Agency Assist YFPD @ Chest Pain Main St
- 11/29/24 Agency Assist Mac PD, Hit and Run Poverty Bend
- 11/30/24 Noise Complaint Fir St, YPD Case 24-151
 - DUII @ Moores Valley/Oakridge, YPD Case 24-152
 - Warrant Arrest @ Lago
- Calls: 19
- Contacts: 85
- Arrests: 6
- Cites: 31
- Warn: 82

Officer Adam Miller

- No Report

SRO Officer Chris Livingston

- Agency Assist Carlton PD on a DUII Marijuana
- Agency Assist YCSO to do a drone search for a suspect in Grand Ronde
- I've been doing a lot of traffic stops and working at the schools. Well, aside from my patrol car breaking down in the high school parking lot. As the town truck driver was getting ready to hook it up, I got a panicked call from the high school asking if I knew someone was trying to tow my patrol car. I assured them I did :)

Officer Andrew McMullen

- No Report

Greg Graven
Chief of Police



City of Yamhill

A small taste of Oregon

Now Accepting Applications for Budget Committee

Currently, the City of Yamhill has 5 vacancies for the budget committee beginning January 1, 2025. Typically, Yamhill has 2-4 meetings per year during the months of March and April.

Members of the Budget Committee typically serve a three-year term. At this time, volunteers may apply for a 1, 2, or 3-year term.

The budget committee is a local government's fiscal planning advisory committee. The governing body of each local government must establish a budget committee (ORS 294.414, renumbered from 294.336). The budget committee is composed of the governing body and an equal number of electors appointed by the governing body. An elector is a qualified voter who, for example, has the right to vote for a ballot measure submitted by the local government.

All members of the budget committee have equal authority. Each member's vote counts the same. Any member can be elected by the committee as its chair. No member of the budget committee (including governing body members) may receive any compensation for their services as a member of the budget committee [ORS 294.414(3), renumbered from 294.336(3)]. Budget committee members should develop a general understanding of the budget process, the departments or programs included in the budget document, and the legal constraints imposed on the local government's tax levy after budget committee approval. "Local Budgeting in Oregon" (150-504-400) is recommended as a good resource for budget committee members for information on the basics of taxation and budget law. This publication can be found at <http://www.oregon.gov/dor/ptd/pages/localb.aspx>. You can also request copies of the booklet by calling the Finance and Taxation analysts at 503-945-8293.

Duties of the budget committee

The budget committee meets publicly to review the budget document as proposed by the budget officer. The committee receives the proposed budget and the budget message and holds at least one meeting in which the public may ask questions about and comment on the budget. Notice of the first meeting held for these purposes must be published in a specific way (See "Chapter 9 – Publication Requirements"). The committee must eventually approve the budget and, if ad valorem property taxes are required, approve the amount of tax or the rate per \$1,000 of assessed value for each levy that will be certified to the assessor.

The budget committee may meet from time to time throughout the year at the governing body's discretion for purposes such as training. All of these meetings are open to the public and notice of the meeting must be given in the same manner as notice for meetings of the governing body, or through one of the local budget law publication methods [ORS 294.428(2), renumbered from 294.406(2)]. Take care not to discuss specifics of the ensuing year's budget at these informal meetings until the notice requirements for the first budget committee meeting have been satisfied.

If you are interested in volunteering, please fill out an application and return to the City Recorder at a.fowler@cityofyamhill.org. You may also drop your application off in person at 205 S Maple St., Yamhill, OR 97148 or send it via mail to PO Box 9, Yamhill, OR 97148 Attn: City Recorder.