



City of Yamhill
A small taste of Oregon

Council Meeting Packet

9/13/23

General Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
General Revenues					
4100	Beginning Budget Balance	0.00	0.00	312,103.00	0.00%
4932	Business License	0.00	100.00	500.00	20.00%
4902	Cigarette Taxes	0.00	78.64	1,500.00	5.24%
4938	County Building Services	97.63	97.63	0.00	0.00%
4915	Dog License Revenue	154.50	154.50	500.00	30.90%
4925	Franchise Fees	302.62	602.50	55,000.00	1.10%
4944	Grant - ODOT DUII	258.90	1,035.60	4,000.00	25.89%
4942	Grant - ODOT Seat Belt	0.00	0.00	3,500.00	0.00%
4943	Grant - ODOT Speed	693.07	2,772.28	4,000.00	69.31%
4945	Grant -ODOT Distracted Driving	1,978.67	1,978.67	3,500.00	56.53%
4952	Interest Income	0.00	1,877.15	9,363.00	20.05%
4962	Land Use Fees	850.00	2,725.00	15,000.00	18.17%
4903	Liquor Taxes	1,130.32	3,913.05	19,500.00	20.07%
4913	Miscellaneous Income	10.00	519.11	1,000.00	51.91%
4928	Municipal Court Fees	1,450.83	3,025.47	20,000.00	15.13%
4924	Municipal Court Fines	4,014.00	7,790.87	50,000.00	15.58%
4941	Municipal Court Training Assmt	93.00	174.00	1,000.00	17.40%
4951	National Night Out	0.00	0.00	1,500.00	0.00%
4961	Park Fees	270.00	365.00	1,200.00	30.42%
4914	Police Misc. Income	658.49	1,308.49	7,000.00	18.69%
4922	Police Service Fee	2,510.00	5,133.92	29,000.00	17.70%
4950	Police SRO-Yamhill/Carlton SD	0.00	5,000.00	10,000.00	50.00%
4901	Previously Levied Taxes	0.00	907.05	11,000.00	8.25%
4900	Property Tax Revenue	0.00	3,554.36	470,113.00	0.76%
4904	State Revenue Sharing	0.00	0.00	15,000.00	0.00%
4923	Towing Fees	0.00	0.00	100.00	0.00%
General Revenues Totals		\$14,472.03	\$43,113.29	\$1,045,379.00	
Revenue		\$14,472.03	\$43,113.29	\$1,045,379.00	
Gross Profit		\$14,472.03	\$43,113.29	\$1,045,379.00	
Expenses					
Administrative Dept					
6103	Admin Clerk	456.30	1,049.58	8,415.00	12.47%
6325	Ads & Printing	0.00	88.56	2,500.00	3.54%
6300	Attorney/Legal Fees	57.00	57.00	15,000.00	0.38%
6301	Audit Fees	0.00	0.00	10,000.00	0.00%
6412	Building Maintenance	0.00	0.00	3,000.00	0.00%
6335	Christmas Decorations	0.00	0.00	1,000.00	0.00%
6101	City Administrator	0.00	1,543.44	36,002.00	4.29%
6102	City Clerk	720.10	1,433.27	9,180.00	15.61%
6306	Contract Services	6,344.99	6,344.99	14,000.00	45.32%
6305	Dues, Travel, Training	174.03	882.03	2,000.00	44.10%
6334	Emergency Services	0.00	0.00	1,000.00	0.00%
6309	Janitorial Services	175.00	175.00	2,600.00	6.73%
6202	Liability Insurance	0.00	10,491.50	9,000.00	116.57%
6252	Miscellaneous Expense	0.00	36.32	750.00	4.84%
6328	Office Supplies	0.00	123.47	2,500.00	4.94%
6200	Operations & Maint	1,431.60	1,476.86	7,000.00	21.10%
6120	Payroll Expense	3,160.40	4,315.53	38,441.00	11.23%

General Fund Statement of Revenue and Expenditures

		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Account Number					
6329	Postage	110.66	110.66	400.00	27.67%
6795	Reserve for Contingencies	0.00	0.00	91,145.00	0.00%
6521	Reserve Transfer (ACER Reserve	0.00	0.00	11,000.00	0.00%
6210	Utilities	924.95	1,615.77	10,304.00	15.68%
6032	Website/IT	100.00	100.00	12,000.00	0.83%
Administrative Dept Totals		\$13,655.03	\$29,843.98	\$287,237.00	
City Council					
6332	Community Support Services	0.00	0.00	2,000.00	0.00%
6305	Dues, Travel, Training	0.00	275.40	2,500.00	11.02%
6252	Miscellaneous Expense	0.00	0.00	1,000.00	0.00%
City Council Totals		\$0.00	\$275.40	\$5,500.00	
Municipal Court					
6103	Admin Clerk	182.52	419.83	3,366.00	12.47%
6250	Assessments	0.00	2,314.86	20,000.00	11.57%
6300	Attorney/Legal Fees	0.00	0.00	300.00	0.00%
6224	Bail Refunds	85.00	85.00	500.00	17.00%
6102	City Clerk	0.00	0.00	21,420.00	0.00%
6310	Court Interpreter	0.00	100.00	1,200.00	8.33%
6305	Dues, Travel, Training	0.00	126.60	2,000.00	6.33%
6102	Municipal Clerk	1,680.22	3,344.29	0.00	0.00%
6311	Municipal Judge	0.00	250.00	3,000.00	8.33%
6328	Office Supplies	0.00	0.00	500.00	0.00%
6200	Operations & Maint	0.00	83.21	2,000.00	4.16%
6120	Payroll Expense	2,202.32	2,860.32	19,770.00	14.47%
Municipal Court Totals		\$4,150.06	\$9,584.11	\$74,056.00	
Park Dept					
6200	Operations & Maint	1,446.81	2,871.74	3,000.00	95.72%
6113	Part-Time Help PW	0.00	0.00	8,741.00	0.00%
6120	Payroll Expense	144.68	144.68	9,151.00	1.58%
6523	Reserve Transfer (Park)	0.00	0.00	7,500.00	0.00%
6401	Trees	0.00	0.00	4,000.00	0.00%
6210	Utilities	65.44	121.04	1,500.00	8.07%
6109	Utility Worker I	0.00	0.00	7,788.00	0.00%
Park Dept Totals		\$1,656.93	\$3,137.46	\$41,680.00	
Planning Dept					
6103	Admin Clerk	608.40	1,399.44	3,366.00	41.58%
6325	Ads & Printing	0.00	352.87	1,000.00	35.29%
6303	City Planner	1,640.00	2,160.00	7,000.00	30.86%
6306	Contract Services	7,054.00	7,054.00	10,000.00	70.54%
6305	Dues, Travel, Training	0.00	0.00	200.00	0.00%
6328	Office Supplies	0.00	0.00	100.00	0.00%
6120	Payroll Expense	983.10	1,049.51	13,108.00	8.01%
6114	Planning/ City Administrator	0.00	214.37	5,000.00	4.29%
Planning Dept Totals		\$10,285.50	\$12,230.19	\$39,774.00	
Police Dept					
6304	911 YCOM Dispatch	1,081.58	1,081.58	19,000.00	5.69%
6300	Attorney/Legal Fees	0.00	0.00	3,100.00	0.00%
6305	Dues, Travel, Training	549.00	1,257.00	4,100.00	30.66%
6221	Equipment/Maintenance	184.60	184.60	4,750.00	3.89%
6337	Fuel	0.00	0.00	12,000.00	0.00%
6333	Investigation Expenses	0.00	0.00	1,100.00	0.00%
6202	Liability Insurance	0.00	15,387.53	14,000.00	109.91%

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
6252	Miscellaneous Expense	0.00	0.00	550.00	0.00%
6253	Miscellaneous Grant Expenses	0.00	0.00	1,000.00	0.00%
6977	Mobile Data Computers	0.00	0.00	3,000.00	0.00%
6336	National Night Out Expense	480.00	705.00	2,000.00	35.25%
6117	ODOT Grant Payroll	1,087.17	1,294.25	15,000.00	8.63%
6328	Office Supplies	121.84	358.62	2,300.00	15.59%
6115	Overtime	384.16	384.16	3,000.00	12.81%
6120	Payroll Expense	15,953.49	22,893.82	200,682.00	11.41%
6254	Peer Support Expense	0.00	0.00	150.00	0.00%
6104	Police Chief	7,653.92	15,125.14	99,500.00	15.20%
6122	Police Corporal	5,697.80	11,636.32	76,100.00	15.29%
6331	Police Equipment	0.00	2,400.00	9,200.00	26.09%
6976	Police Radios	0.00	0.00	800.00	0.00%
6404	Policy & Procedure Manual	0.00	2,097.14	2,100.00	99.86%
6106	Reserve Officer	0.00	400.00	10,000.00	4.00%
6522	Reserve Transfer (PD Vehicle)	0.00	0.00	15,000.00	0.00%
6327	Resource Materials	0.00	0.00	1,050.00	0.00%
6107	Traffic Officer	5,187.86	10,229.51	66,200.00	15.45%
6330	Uniform Allowance	50.18	50.18	3,350.00	1.50%
6210	Utilities	416.32	1,196.70	3,100.00	38.60%
6405	Vehicle Lease	0.00	0.00	15,000.00	0.00%
6027	Vehicle Maintenance	956.74	956.74	10,000.00	9.57%
Police Dept Totals		\$39,804.66	\$87,638.29	\$597,132.00	
Expenses		\$69,552.18	\$142,709.43	\$1,045,379.00	
Revenue Less Expenditures		(\$55,080.15)	(\$99,596.14)	\$0.00	
Net Change in Fund Balance		(\$55,080.15)	(\$99,596.14)	\$0.00	

Fund Balances

Beginning Fund Balance	295,318.24	339,834.23	0.00	0.00%
Net Change in Fund Balance	(55,080.15)	(99,596.14)	0.00	0.00%
Ending Fund Balance	240,238.09	240,238.09	0.00	0.00%

Report Options

Fund: General Fund

Period: 8/1/2023 to 8/31/2023

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Revenue Reporting Method: Actual - Budget

Expense Reporting Method: Actual - Budget

Budget: General Fund Master

Display Subtotals: No

Water Fund

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance		0.00	400,000.00	0.00%
4952	Interest Income		2,290.69	12,000.00	19.09%
4964	Merkley Grant		0.00	192,000.00	0.00%
4913	Miscellaneous Income		0.00	8,000.00	0.00%
4965	Rock Damn Income		0.00	100,000.00	0.00%
4940	Security Deposits	146.56	665.04	5,000.00	13.30%
4960	Users Fees	73,522.73	135,871.14	558,685.00	24.32%
	Revenue	\$73,669.29	\$138,826.87	\$1,275,685.00	
	Gross Profit	\$73,669.29	\$138,826.87	\$1,275,685.00	
Expenses					
Requirements					
6442	3rd Street Project		0.00	185,000.00	0.00%
6103	Admin Clerk	1,469.70	3,349.50	14,025.00	23.88%
6325	Ads & Printing		0.00	100.00	0.00%
6300	Attorney/Legal Fees		270.00	11,000.00	2.45%
6301	Audit Fees		0.00	6,000.00	0.00%
6326	Chemicals	5,823.00	5,823.00	20,000.00	29.12%
6101	City Administrator		1,071.85	25,002.00	4.29%
6102	City Clerk	1,200.16	2,388.78	15,300.00	15.61%
6306	Contract Services	11,088.55	13,573.55	90,000.00	15.08%
6445	Dam Rock Improvement		0.00	120,000.00	0.00%
6427	Deposit Refund		0.00	500.00	0.00%
6237	Distribution System	1,621.00	1,856.32	45,000.00	4.13%
6305	Dues, Travel, Training	479.04	1,187.04	4,500.00	26.38%
6334	Emergency Services		0.00	2,000.00	0.00%
6119	Facilities Manager	2,359.10	4,830.18	25,880.00	18.66%
6443	Hwy 240 Valve Replacement		0.00	100,000.00	0.00%
6232	Large Meter Testing		0.00	1,500.00	0.00%
6202	Liability Insurance		31,474.51	30,000.00	104.92%
6233	Meter Replacement		0.00	10,000.00	0.00%
6203	Misc. Tools		0.00	1,000.00	0.00%
6252	Miscellaneous Expense		0.00	1,000.00	0.00%
6230	Office Equip/Maint/Supplies		0.00	1,000.00	0.00%
6444	Olive Street Design		0.00	42,000.00	0.00%
6200	Operations & Maint	9,884.97	11,921.73	45,000.00	26.49%
6115	Overtime	298.62	298.62	4,000.00	7.47%
6118	Pager Pay	186.00	394.00	3,500.00	11.26%
6120	Payroll Expense	10,837.69	13,511.71	103,912.00	13.00%
6204	Permits		1,500.00	2,500.00	60.00%
6121	Plant Operator	2,189.26	4,412.37	26,707.00	16.52%
6329	Postage	245.38	623.70	2,000.00	31.19%
6441	Res. to Plant Tie Feasibility		0.00	75,000.00	0.00%
6795	Reserve for Contingencies		0.00	86,134.00	0.00%
6521	Reserve Transfer (ACER Reserve		0.00	13,500.00	0.00%
6415	Reservoir Cleaning		0.00	10,000.00	0.00%
6208	Safety Equipment & Supplies		0.00	1,000.00	0.00%
6417	Sludge Hauling		0.00	3,000.00	0.00%
6111	Summer Help PW		0.00	1,300.00	0.00%

Water Fund

Statement of Revenue and Expenditures

		Current Period	Year-To-Date	Annual Budget	Jul 2023
		Aug 2023	Jul 2023	Jul 2023	Jun 2024
		Aug 2023	Aug 2023	Jun 2024	Percent of
Account Number		Actual	Actual		Budget
6525	Transfer Out (PW Reserve)		0.00	12,000.00	0.00%
6529	Transfer Out (Water Deprec)		0.00	5,000.00	0.00%
6210	Utilities	1,425.17	2,923.40	24,750.00	11.81%
6109	Utility Worker I	1,864.85	3,514.27	15,575.00	22.56%
6027	Vehicle Maintenance		0.00	10,000.00	0.00%
6426	Water Filter Media	5,100.00	5,100.00	0.00	0.00%
Other Expense					
6201	Lab Equipment		0.00	5,000.00	0.00%
6440	Transmission Line Feasibility		0.00	75,000.00	0.00%
Expenses		\$56,072.49	\$110,024.53	\$1,275,685.00	
Revenue Less Expenditures		\$17,596.80	\$28,802.34	\$0.00	
Net Change in Fund Balance		\$17,596.80	\$28,802.34	\$0.00	

Fund Balances

Beginning Fund Balance	284,966.15	273,760.61	0.00	0.00%
Net Change in Fund Balance	17,596.80	28,802.34	0.00	0.00%
Ending Fund Balance	302,562.95	302,562.95	0.00	0.00%

Water Debt Depreciation Fund **Statement of Revenue and Expenditures**

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	30,575.00	0.00%
4952	Interest Income	0.00	64.78	500.00	12.96%
4981	Transfer In - Water Fund	0.00	0.00	5,000.00	0.00%
Revenue		\$0.00	\$64.78	\$36,075.00	
Gross Profit		\$0.00	\$64.78	\$36,075.00	
Expenses					
6428	Impound Projects	0.00	0.00	500.00	0.00%
6407	Intake Structure	0.00	0.00	500.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	75.00	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%
6426	Water Filter Media	0.00	0.00	15,000.00	0.00%
Expenses		\$0.00	\$0.00	\$36,075.00	
Revenue Less Expenditures		\$0.00	\$64.78	\$0.00	
Net Change in Fund Balance		\$0.00	\$64.78	\$0.00	
Fund Balances					
	Beginning Fund Balance	34,602.20	34,537.42	0.00	0.00%
	Net Change in Fund Balance	0.00	64.78	0.00	0.00%
	Ending Fund Balance	34,602.20	34,602.20	0.00	0.00%

Water SDC Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	531,000.00	0.00%
4952	Interest Income	0.00	1,332.04	15,930.00	8.36%
4792	System Development Charges	0.00	0.00	194,880.00	0.00%
Revenue		\$0.00	\$1,332.04	\$741,810.00	
Gross Profit		\$0.00	\$1,332.04	\$741,810.00	
Expenses					
Requirements					
6540	Merkley Grant Match	0.00	0.00	48,000.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	435,810.00	0.00%
6416	System Development	0.00	0.00	100,000.00	0.00%
6524	Transfer Out (Water Debt Svc)	0.00	0.00	158,000.00	0.00%
Expenses		\$0.00	\$0.00	\$741,810.00	
Revenue Less Expenditures		\$0.00	\$1,332.04	\$0.00	
Net Change in Fund Balance		\$0.00	\$1,332.04	\$0.00	
Fund Balances					
Beginning Fund Balance		530,237.32	528,905.28	0.00	0.00%
Net Change in Fund Balance		0.00	1,332.04	0.00	0.00%
Ending Fund Balance		530,237.32	530,237.32	0.00	0.00%

Water Debt Service

Statement of Revenue and Expenditures

Account Number		Current Period	Year-To-Date	Annual Budget	Jul 2023
		Aug 2023 Aug 2023 Actual	Jul 2023 Aug 2023 Actual	Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget

Revenue & Expenditures

Revenue

4100	Beginning Budget Balance	0.00	0.00	140,382.00	0.00%
4952	Interest Income	0.00	767.45	4,211.00	18.22%
4991	Transfer In - Water SDC	0.00	0.00	158,000.00	0.00%
4960	Users Fees	18,380.72	33,997.10	124,800.00	27.24%

Revenue	\$18,380.72	\$34,764.55	\$427,393.00
Gross Profit	\$18,380.72	\$34,764.55	\$427,393.00

Expenses

6150	Debt Service Expense	0.00	0.00	216,150.00	0.00%
6152	Reserved Debt Service Requirem	0.00	0.00	58,122.00	0.00%
6598	Unappropriated Ending Fund Bal	0.00	0.00	153,121.00	0.00%

Expenses	\$0.00	\$0.00	\$427,393.00
Revenue Less Expenditures	\$18,380.72	\$34,764.55	\$0.00
Net Change in Fund Balance	\$18,380.72	\$34,764.55	\$0.00

Fund Balances

Beginning Fund Balance	87,655.03	71,271.20	0.00	0.00%
Net Change in Fund Balance	18,380.72	34,764.55	0.00	0.00%
Ending Fund Balance	106,035.75	106,035.75	0.00	0.00%

Report Options

Fund: Water Debt Service
 Period: 8/1/2023 to 8/31/2023
 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 Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	480,000.00	0.00%
4952	Interest Income	0.00	1,645.41	12,000.00	13.71%
4940	Security Deposits	157.92	789.60	8,000.00	9.87%
4963	Stormwater	1,004.00	2,054.37	12,000.00	17.12%
4960	Users Fees	33,221.79	67,014.68	404,330.00	16.57%
	Revenue	\$34,383.71	\$71,504.06	\$916,330.00	
	Gross Profit	\$34,383.71	\$71,504.06	\$916,330.00	
Expenses					
Requirements					
6103	Admin Clerk	1,469.70	3,349.50	14,025.00	23.88%
6325	Ads & Printing	0.00	0.00	200.00	0.00%
6498	ARPA Grant	0.00	0.00	80,000.00	0.00%
6300	Attorney/Legal Fees	0.00	0.00	1,500.00	0.00%
6301	Audit Fees	0.00	0.00	5,500.00	0.00%
6326	Chemicals	0.00	0.00	2,000.00	0.00%
6101	City Administrator	0.00	1,071.85	25,002.00	4.29%
6102	City Clerk	1,200.16	2,388.78	15,300.00	15.61%
6227	Collection System	1,621.00	1,621.00	30,000.00	5.40%
6306	Contract Services	21,159.66	23,119.66	30,000.00	77.07%
6427	Deposit Refund	0.00	0.00	500.00	0.00%
6305	Dues, Travel, Training	174.03	882.03	4,000.00	22.05%
6334	Emergency Services	0.00	0.00	5,000.00	0.00%
6119	Facilities Manager	2,359.10	4,830.18	25,880.00	18.66%
6231	I & I, TV Insp & Cleaning	0.00	0.00	10,000.00	0.00%
6202	Liability Insurance	0.00	12,589.80	12,000.00	104.92%
6439	Manhole Project	0.00	0.00	100,000.00	0.00%
6203	Misc. Tools	0.00	0.00	1,300.00	0.00%
6252	Miscellaneous Expense	0.00	0.00	500.00	0.00%
6230	Office Equip/Maint/Supplies	0.00	0.00	750.00	0.00%
6328	Office Supplies	0.00	0.00	500.00	0.00%
6200	Operations & Maint	9,072.27	15,855.00	35,000.00	45.30%
6115	Overtime	298.62	298.62	2,000.00	14.93%
6118	Pager Pay	186.00	394.00	3,000.00	13.13%
6120	Payroll Expense	10,382.82	13,056.84	103,912.00	12.57%
6204	Permits	3,583.00	3,583.00	5,000.00	71.66%
6121	Plant Operator	2,189.26	4,412.37	26,707.00	16.52%
6329	Postage	245.37	623.67	2,500.00	24.95%
6795	Reserve for Contingencies	0.00	0.00	233,929.00	0.00%
6521	Reserve Transfer (ACER Reserve	0.00	0.00	13,500.00	0.00%
6208	Safety Equipment & Supplies	0.00	199.99	2,000.00	10.00%
6417	Sludge Hauling	0.00	0.00	7,000.00	0.00%
6525	Transfer Out (PW Reserve)	0.00	0.00	12,500.00	0.00%
6210	Utilities	2,226.87	3,644.39	24,750.00	14.72%
6422	Utility Truck Purchase	0.00	0.00	60,000.00	0.00%
6109	Utility Worker I	1,864.85	3,514.27	15,575.00	22.56%
6027	Vehicle Maintenance	0.00	0.00	3,000.00	0.00%

Sewer Fund

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Other Expense					
6201	Lab Equipment	0.00	0.00	2,000.00	0.00%
	Expenses	\$58,032.71	\$95,434.95	\$916,330.00	
	Revenue Less Expenditures	(\$23,649.00)	(\$23,930.89)	\$0.00	
	Net Change in Fund Balance	(\$23,649.00)	(\$23,930.89)	\$0.00	
Fund Balances					
	Beginning Fund Balance	545,374.64	545,656.53	0.00	0.00%
	Net Change in Fund Balance	(23,649.00)	(23,930.89)	0.00	0.00%
	Ending Fund Balance	521,725.64	521,725.64	0.00	0.00%

Sewer System Reserve Fund

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2022 Aug 2023 Actual	Year-To-Date Jul 2022 Aug 2023 Actual	Annual Budget Jul 2022 Jun 2023	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	63,230.00	0.00%
4952	Interest Income	1,084.67	1,118.03	450.00	248.45%
	Revenue	\$1,084.67	\$1,118.03	\$63,680.00	
	Gross Profit	\$1,084.67	\$1,118.03	\$63,680.00	
Expenses					
6940	Equip/SCADA	0.00	0.00	10,000.00	0.00%
6943	Plant Replacements	0.00	0.00	10,000.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	23,680.00	0.00%
6741	System Improvements	0.00	0.00	20,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$63,680.00	
	Revenue Less Expenditures	\$1,084.67	\$1,118.03	\$0.00	
	Net Change in Fund Balance	\$1,084.67	\$1,118.03	\$0.00	
Fund Balances					
	Beginning Fund Balance	63,292.98	63,259.62	0.00	0.00%
	Net Change in Fund Balance	1,084.67	1,118.03	0.00	0.00%
	Ending Fund Balance	64,377.65	64,377.65	0.00	0.00%

Sewer SDC Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2022 Aug 2023 Actual	Year-To-Date Jul 2022 Aug 2023 Actual	Annual Budget Jul 2022 Jun 2023	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	340,124.00	0.00%
4952	Interest Income	7,352.91	7,572.40	1,500.00	504.83%
4792	System Development Charges	8,007.00	8,007.00	77,340.00	10.35%
	Revenue	\$15,359.91	\$15,579.40	\$418,964.00	
	Gross Profit	\$15,359.91	\$15,579.40	\$418,964.00	
	Revenue Less Expenditures	\$15,359.91	\$15,579.40	\$418,964.00	
	Net Change in Fund Balance	\$15,359.91	\$15,579.40	\$418,964.00	
Fund Balances					
	Beginning Fund Balance	340,501.84	340,282.35	0.00	0.00%
	Net Change in Fund Balance	15,359.91	15,579.40	418,964.00	0.00%
	Ending Fund Balance	355,861.75	355,861.75	0.00	0.00%

Sewer Debt Service

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Sep 2023 Actual	Year-To-Date Jul 2023 Sep 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	38,780.00	0.00%
4952	Interest Income	0.00	147.14	1,163.00	12.65%
4960	Users Fees	8,943.72	17,339.74	42,000.00	41.29%
	Revenue	\$8,943.72	\$17,486.88	\$81,943.00	
	Gross Profit	\$8,943.72	\$17,486.88	\$81,943.00	
Expenses					
Requirements					
6150	Debt Service Expense	0.00	800.00	54,181.00	1.48%
6795	Reserve for Contingencies	0.00	0.00	27,762.00	0.00%
	Expenses	\$0.00	\$800.00	\$81,943.00	
	Revenue Less Expenditures	\$8,943.72	\$16,686.88	\$0.00	
	Net Change in Fund Balance	\$8,943.72	\$16,686.88	\$0.00	
Fund Balances					
	Beginning Fund Balance	71,393.79	63,650.63	0.00	0.00%
	Net Change in Fund Balance	8,943.72	16,686.88	0.00	0.00%
	Ending Fund Balance	80,337.51	80,337.51	0.00	0.00%

Sidewalk Fund

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	9,017.00	0.00%
4952	Interest Income	0.00	52.59	271.00	19.41%
4982	Transfer In - Sewer Fund	0.00	0.00	13,000.00	0.00%
4981	Transfer In - Water Fund	0.00	0.00	7,000.00	0.00%
	Revenue	\$0.00	\$52.59	\$29,288.00	
	Gross Profit	\$0.00	\$52.59	\$29,288.00	
Expenses					
6499	Capital Reserve	0.00	0.00	4,288.00	0.00%
6423	Sidewalk Installation	0.00	0.00	25,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$29,288.00	
	Revenue Less Expenditures	\$0.00	\$52.59	\$0.00	
	Net Change in Fund Balance	\$0.00	\$52.59	\$0.00	
Fund Balances					
	Beginning Fund Balance	28,168.10	28,115.51	0.00	0.00%
	Net Change in Fund Balance	0.00	52.59	0.00	0.00%
	Ending Fund Balance	28,168.10	28,168.10	0.00	0.00%

Street Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	106,587.00	0.00%
4952	Interest Income	0.00	371.85	3,198.00	11.63%
4292	Recology Franchise Fees	0.00	0.00	4,900.00	0.00%
4290	State Gas Tax Revenue	5,384.14	14,432.40	92,400.00	15.62%
Revenue		\$5,384.14	\$14,804.25	\$207,085.00	
Gross Profit		\$5,384.14	\$14,804.25	\$207,085.00	
Expenses					
Requirements					
6103	Admin Clerk	279.28	635.49	2,244.00	28.32%
6101	City Administrator	0.00	85.75	2,000.00	4.29%
6306	Contract Services	2,515.38	3,175.38	15,000.00	21.17%
6221	Equipment/Maintenance	0.00	0.00	2,000.00	0.00%
6119	Facilities Manager	590.60	1,139.73	13,802.00	8.26%
6236	Footpaths/Bikepaths	0.00	0.00	5,000.00	0.00%
6200	Operations & Maint	2,390.00	4,897.84	20,000.00	24.49%
6120	Payroll Expense	1,896.35	2,357.72	19,795.00	11.91%
6121	Plant Operator	486.50	980.52	5,935.00	16.52%
6795	Reserve for Contingencies	0.00	0.00	56,394.00	0.00%
6241	Storm Drain Replacement	0.00	0.00	5,000.00	0.00%
6229	Street Lights	1,331.06	2,662.51	16,800.00	15.85%
6222	Street Maintenance	0.00	0.00	40,000.00	0.00%
6109	Utility Worker I	414.41	780.95	0.00	0.00%
6108	Utility Worker II	0.00	0.00	3,115.00	0.00%
Expenses		\$9,903.58	\$16,715.89	\$207,085.00	
Revenue Less Expenditures		(\$4,519.44)	(\$1,911.64)	\$0.00	
Net Change in Fund Balance		(\$4,519.44)	(\$1,911.64)	\$0.00	
Fund Balances					
	Beginning Fund Balance	129,964.35	127,356.55	0.00	0.00%
	Net Change in Fund Balance	(4,519.44)	(1,911.64)	0.00	0.00%
	Ending Fund Balance	125,444.91	125,444.91	0.00	0.00%

Streets SDC Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2022 Aug 2023 Actual	Year-To-Date Jul 2022 Aug 2023 Actual	Annual Budget Jul 2022 Jun 2023	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	149,682.00	0.00%
4952	Interest Income	3,149.88	3,249.33	400.00	812.33%
4792	System Development Charges	4,423.00	4,423.00	39,740.00	11.13%
	Revenue	\$7,572.88	\$7,672.33	\$189,822.00	
	Gross Profit	\$7,572.88	\$7,672.33	\$189,822.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	84,822.00	0.00%
6416	System Development	0.00	0.00	105,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$189,822.00	
	Revenue Less Expenditures	\$7,572.88	\$7,672.33	\$0.00	
	Net Change in Fund Balance	\$7,572.88	\$7,672.33	\$0.00	
Fund Balances					
	Beginning Fund Balance	149,848.31	149,748.86	0.00	0.00%
	Net Change in Fund Balance	7,572.88	7,672.33	0.00	0.00%
	Ending Fund Balance	157,421.19	157,421.19	0.00	0.00%

Building Fund

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4100	Beginning Budget Balance	0.00	0.00	20,700.00	0.00%
4939	Code Compliance Fees	0.00	75.00	500.00	15.00%
4938	County Building Services	60.43	60.43	4,000.00	1.51%
4952	Interest Income	0.00	46.37	621.00	7.47%
Revenue		\$60.43	\$181.80	\$25,821.00	
Gross Profit		\$60.43	\$181.80	\$25,821.00	
Expenses					
Requirements					
6103	Admin Clerk	152.10	349.86	2,805.00	12.47%
6101	City Administrator	0.00	85.75	3,317.00	2.59%
6119	Facilities Manager	0.00	0.00	2,844.00	0.00%
6328	Office Supplies	0.00	0.00	50.00	0.00%
6120	Payroll Expense	270.00	270.00	5,765.00	4.68%
6329	Postage	0.00	0.00	100.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	10,940.00	0.00%
Expenses		\$422.10	\$705.61	\$25,821.00	
Revenue Less Expenditures		(\$361.67)	(\$523.81)	\$0.00	
Net Change in Fund Balance		(\$361.67)	(\$523.81)	\$0.00	
Fund Balances					
	Beginning Fund Balance	28,249.67	28,411.81	0.00	0.00%
	Net Change in Fund Balance	(361.67)	(523.81)	0.00	0.00%
	Ending Fund Balance	27,888.00	27,888.00	0.00	0.00%

Economic Development Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	129,226.00	0.00%
4952	Interest Income	0.00	240.08	3,877.00	6.19%
4970	Loan Payments	0.00	0.00	600.00	0.00%
	Revenue	\$0.00	\$240.08	\$133,703.00	
	Gross Profit	\$0.00	\$240.08	\$133,703.00	
Expenses					
6313	Administrative Costs	0.00	0.00	250.00	0.00%
6300	Attorney/Legal Fees	0.00	0.00	1,000.00	0.00%
6101	City Administrator	0.00	214.37	2,000.00	10.72%
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	402.06	791.01	1,327.00	59.61%
6795	Reserve for Contingencies	0.00	0.00	109,076.00	0.00%
	Expenses	\$402.06	\$1,005.38	\$133,703.00	
	Revenue Less Expenditures	(\$402.06)	(\$765.30)	\$0.00	
	Net Change in Fund Balance	(\$402.06)	(\$765.30)	\$0.00	
Fund Balances					
	Beginning Fund Balance	150,936.88	151,300.12	0.00	0.00%
	Net Change in Fund Balance	(402.06)	(765.30)	0.00	0.00%
	Ending Fund Balance	150,534.82	150,534.82	0.00	0.00%

Admin Reserve Fund

Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4952	Interest Income	0.00	69.85	0.00	0.00%
4921	Municipal Court Equip Assmt	62.00	116.00	900.00	12.89%
4980	Transfer In - Gen Fund	0.00	0.00	11,000.00	0.00%
4982	Transfer In - Sewer Fund	0.00	0.00	13,500.00	0.00%
4981	Transfer In - Water Fund	0.00	0.00	13,500.00	0.00%
Revenue		\$62.00	\$185.85	\$38,900.00	
Gross Profit		\$62.00	\$185.85	\$38,900.00	
Expenses					
6403	Copy/Postal/Computing	0.00	0.00	4,000.00	0.00%
6414	Software	3,747.43	5,877.27	5,000.00	117.55%
6408	Support Services	960.00	960.00	29,900.00	3.21%
Expenses		\$4,707.43	\$6,837.27	\$38,900.00	
Revenue Less Expenditures		(\$4,645.43)	(\$6,651.42)	\$0.00	
Net Change in Fund Balance		(\$4,645.43)	(\$6,651.42)	\$0.00	
Fund Balances					
Beginning Fund Balance		(51,501.56)	(49,495.57)	0.00	0.00%
Net Change in Fund Balance		(4,645.43)	(6,651.42)	0.00	0.00%
Ending Fund Balance		(56,146.99)	(56,146.99)	0.00	0.00%

Public Works Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4952	Interest Income	0.00	43.99	0.00	0.00%
4982	Transfer In - Sewer Fund	0.00	0.00	12,500.00	0.00%
4981	Transfer In - Water Fund	0.00	0.00	12,000.00	0.00%
Revenue		\$0.00	\$43.99	\$24,500.00	
Gross Profit		\$0.00	\$43.99	\$24,500.00	
Expenses					
6415	Lab/Office	0.00	0.00	10,000.00	0.00%
6795	Reserve for Contingencies	0.00	0.00	14,500.00	0.00%
Expenses		\$0.00	\$0.00	\$24,500.00	
Revenue Less Expenditures		\$0.00	\$43.99	\$0.00	
Net Change in Fund Balance		\$0.00	\$43.99	\$0.00	
Fund Balances					
Beginning Fund Balance		2,292.65	2,248.66	0.00	0.00%
Net Change in Fund Balance		0.00	43.99	0.00	0.00%
Ending Fund Balance		2,292.65	2,292.65	0.00	0.00%

Report Options

Fund: Public Works Reserve Fund

Period: 8/1/2023 to 8/31/2023

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 Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	460,000.00	0.00%
4952	Interest Income	0.00	1,021.01	13,800.00	7.40%
4792	System Development Charges	0.00	0.00	94,800.00	0.00%
	Revenue	\$0.00	\$1,021.01	\$568,600.00	
	Gross Profit	\$0.00	\$1,021.01	\$568,600.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	468,600.00	0.00%
6741	System Improvements	0.00	0.00	100,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$568,600.00	
	Revenue Less Expenditures	\$0.00	\$1,021.01	\$0.00	
	Net Change in Fund Balance	\$0.00	\$1,021.01	\$0.00	
Fund Balances					
	Beginning Fund Balance	470,725.08	469,704.07	0.00	0.00%
	Net Change in Fund Balance	0.00	1,021.01	0.00	0.00%
	Ending Fund Balance	470,725.08	470,725.08	0.00	0.00%

Park Equipment Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	4,460.00	0.00%
4952	Interest Income	0.00	21.72	134.00	16.21%
4984	Transfer in - Parks	0.00	0.00	7,500.00	0.00%
	Revenue	\$0.00	\$21.72	\$12,094.00	
	Gross Profit	\$0.00	\$21.72	\$12,094.00	
Expenses					
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	9,094.00	0.00%
	Expenses	\$0.00	\$0.00	\$12,094.00	
	Revenue Less Expenditures	\$0.00	\$21.72	\$0.00	
	Net Change in Fund Balance	\$0.00	\$21.72	\$0.00	
Fund Balances					
	Beginning Fund Balance	1,625.96	1,604.24	0.00	0.00%
	Net Change in Fund Balance	0.00	21.72	0.00	0.00%
	Ending Fund Balance	1,625.96	1,625.96	0.00	0.00%

Stormwater SDC Reserve Fund **Statement of Revenue and Expenditures**

Account Number		Current Period Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	46,400.00	0.00%
4952	Interest Income	0.00	176.37	1,392.00	12.67%
4792	System Development Charges	0.00	0.00	50,430.00	0.00%
	Revenue	\$0.00	\$176.37	\$98,222.00	
	Gross Profit	\$0.00	\$176.37	\$98,222.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	98,222.00	0.00%
	Expenses	\$0.00	\$0.00	\$98,222.00	
	Revenue Less Expenditures	\$0.00	\$176.37	\$0.00	
	Net Change in Fund Balance	\$0.00	\$176.37	\$0.00	
Fund Balances					
	Beginning Fund Balance	118,921.21	118,744.84	0.00	0.00%
	Net Change in Fund Balance	0.00	176.37	0.00	0.00%
	Ending Fund Balance	118,921.21	118,921.21	0.00	0.00%

Police Vehicle Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	3,000.00	0.00%
4952	Interest Income	0.00	40.56	90.00	45.07%
4983	Transfer in -Police Reserve	0.00	0.00	15,000.00	0.00%
4926	Vehicle Replacement Assmt	310.00	580.00	4,500.00	12.89%
	Revenue	\$310.00	\$620.56	\$22,590.00	
	Gross Profit	\$310.00	\$620.56	\$22,590.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	22,590.00	0.00%
	Expenses	\$0.00	\$0.00	\$22,590.00	
	Revenue Less Expenditures	\$310.00	\$620.56	\$0.00	
	Net Change in Fund Balance	\$310.00	\$620.56	\$0.00	
Fund Balances					
	Beginning Fund Balance	20,955.85	20,645.29	0.00	0.00%
	Net Change in Fund Balance	310.00	620.56	0.00	0.00%
	Ending Fund Balance	21,265.85	21,265.85	0.00	0.00%

City Hall Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Aug 2023 Aug 2023 Actual	Year-To-Date Jul 2023 Aug 2023 Actual	Annual Budget Jul 2023 Jun 2024	Jul 2023 Jun 2024 Percent of Budget
Revenue & Expenditures					
Revenue					
4100	Beginning Budget Balance	0.00	0.00	15,299.00	0.00%
4952	Interest Income	0.00	28.30	459.00	6.17%
	Revenue	\$0.00	\$28.30	\$15,758.00	
	Gross Profit	\$0.00	\$28.30	\$15,758.00	
Expenses					
6795	Reserve for Contingencies	0.00	0.00	15,758.00	0.00%
	Expenses	\$0.00	\$0.00	\$15,758.00	
	Revenue Less Expenditures	\$0.00	\$28.30	\$0.00	
	Net Change in Fund Balance	\$0.00	\$28.30	\$0.00	
Fund Balances					
	Beginning Fund Balance	15,500.45	15,472.15	0.00	0.00%
	Net Change in Fund Balance	0.00	28.30	0.00	0.00%
	Ending Fund Balance	15,500.45	15,500.45	0.00	0.00%

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Admin Reserve Fund, Building Fund, City Hall Reserve Fund, Economic Development Fund, General Fund, Park
Payments Journal (Summary)
8/1/2023 to 8/31/2023

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Date	Check / Reference #	Payee	Payment Amount
8/1/2023	31999	CSA Software Solutions	890.00
8/1/2023	32008	Quality Code Publishing LLC	960.00
8/25/2023	32050	NW Tech Support	2,857.43
8/11/2023	Payroll Allocation	Payroll Allocation	52.26
8/25/2023	32075	EBS - CIS Trust	113.75
8/25/2023	32077	EBS - CIS Trust	113.75
8/25/2023	Payroll Allocation	Payroll Allocation	99.84
8/30/2023	32074	EBS - CIS Trust	42.50
8/11/2023	Payroll Allocation	Payroll Allocation	206.11
8/25/2023	32075	EBS - CIS Trust	0.00
8/25/2023	32077	EBS - CIS Trust	0.00
8/25/2023	Payroll Allocation	Payroll Allocation	195.95
8/30/2023	32074	EBS - CIS Trust	0.00
8/1/2023	32001	Postmaster-U.S. Postal Serv	110.66
8/1/2023	32002	Roberts, Vickie A.	175.00
8/1/2023	32004	Copy Cats	114.00
8/1/2023	32005	Steele, Kim	119.88
8/1/2023	32006	Jim Doran Auto Center	956.74
8/1/2023	32007	Troy Kiser	20.00
8/1/2023	32008	Quality Code Publishing LLC	637.00
8/1/2023	32013	Recology Oregon Compost	297.00
8/1/2023	32014	ULine	136.37
8/1/2023	LGIP Fees	Local Government	0.15
8/3/2023	32016	YCOM	1,081.58
8/3/2023	32017	Botten's Equipment Rental	220.00
8/3/2023	32019	Northwest Logging Supply, Inc.	499.94
8/4/2023	32020	Recology Western Oregon	102.32
8/4/2023	32021	Lane Council of Governments	6,865.33
8/4/2023	32022	Acuity Forensics	460.42
8/4/2023	32023	Beery, Elsner & Hammond, LLP	57.00
8/4/2023	32024	Walt Wendolowski	1,640.00
8/4/2023	32026	Day Management Corporation	92.30
8/9/2023	32032	Vitacco, Joey	65.00
8/9/2023	32035	SAIF CORPORATION	222.38
8/9/2023	32037	AKS Engineering & Forestry	6,073.24
8/11/2023	Payroll Allocation	Payroll Allocation	15,008.31
8/16/2023	32039	PGE	376.93
8/16/2023	32043	BrilliantNW	743.22

Payments Journal (Summary)

8/1/2023 to 8/31/2023

Date	Check / Reference #	Payee	Payment Amount
8/16/2023	32044	Strategic Economic Devel Corp	174.03
8/16/2023	32048	Indoor Billboard	148.50
8/25/2023	32049	911 Supply Inc.	50.18
8/25/2023	32054	Sierra Springs	39.19
8/25/2023	32055	AT&T Mobility	416.32
8/25/2023	32056	Oregon Assn Chiefs of Police	225.00
8/25/2023	32057	Day Management Corporation	92.30
8/25/2023	32058	Oregon Assn Chiefs of Police	225.00
8/25/2023	32059	Comcast Cable	511.14
8/25/2023	32060	League of Oregon Cities	99.00
8/25/2023	32064	Reid Rental	145.00
8/25/2023	32065	Botten's Equipment Rental	480.00
8/25/2023	32075	EBS - CIS Trust	5,779.12
8/25/2023	32076	EBS - CIS Trust	329.70
8/25/2023	32077	EBS - CIS Trust	5,804.60
8/25/2023	32078	EBS - CIS Trust	329.70
8/25/2023	Payroll Allocation	Payroll Allocation	12,279.19
8/30/2023	32073	EBS - CIS Trust	329.70
8/30/2023	32074	EBS - CIS Trust	2,150.45
8/1/2023	32000	AKS Engineering & Forestry	788.75
8/1/2023	32001	Postmaster-U.S. Postal Serv	110.67
8/1/2023	32003	Comcast Cable	385.96
8/1/2023	32010	Ben Van Dyke Farms Inc.	4,999.99
8/1/2023	32012	Lowe's	394.25
8/1/2023	32015	AKS Engineering & Forestry	2,391.25
8/3/2023	32018	Weed Man	72.00
8/4/2023	32020	Recology Western Oregon	729.94
8/4/2023	32021	Lane Council of Governments	4,413.42
8/4/2023	32022	Acuity Forensics	460.41
8/4/2023	32025	One Call Concepts, Inc.	5.28
8/9/2023	32033	MuniBilling	197.36
8/9/2023	32035	SAIF CORPORTATION	222.38
8/9/2023	32036	Alexin Analytical Laboratories	1,621.00
8/11/2023	Payroll Allocation	Payroll Allocation	5,942.22
8/16/2023	32039	PGE	712.49
8/16/2023	32040	Ziply Fiber	111.18
8/16/2023	32042	AT&T Mobility	287.30
8/16/2023	32043	BrilliantNW	977.92

Payments Journal (Summary)

8/1/2023 to 8/31/2023

Date	Check / Reference #	Payee	Payment Amount
8/16/2023	32044	Strategic Economic Devel Corp	174.03
8/16/2023	32045	Builders FirstSource	37.13
8/25/2023	32051	Department of Environmental Quality	3,583.00
8/25/2023	32052	AKS Engineering & Forestry	13,033.83
8/25/2023	32063	Power Systems West, Oregon	909.63
8/25/2023	32068	USA Blue Book	1,685.41
8/25/2023	32075	EBS - CIS Trust	2,738.39
8/25/2023	32077	EBS - CIS Trust	2,757.49
8/25/2023	Payroll Allocation	Payroll Allocation	5,917.05
8/30/2023	32074	EBS - CIS Trust	2,372.98
8/1/2023	32011	Crafco, Inc	2,390.00
8/4/2023	32021	Lane Council of Governments	490.38
8/9/2023	32031	City Sweepers, LLC	1,695.00
8/9/2023	32035	SAIF CORPORTATION	222.38
8/11/2023	Payroll Allocation	Payroll Allocation	894.81
8/16/2023	32039	PGE	1,331.06
8/16/2023	32047	City Sweepers, LLC	330.00
8/25/2023	32075	EBS - CIS Trust	810.16
8/25/2023	32077	EBS - CIS Trust	810.16
8/25/2023	Payroll Allocation	Payroll Allocation	889.20
8/30/2023	32074	EBS - CIS Trust	40.43
8/1/2023	32000	AKS Engineering & Forestry	928.75
8/1/2023	32001	Postmaster-U.S. Postal Serv	110.67
8/1/2023	32009	Rogers Machinery Company, Inc.	541.23
8/4/2023	32021	Lane Council of Governments	4,576.88
8/4/2023	32022	Acuity Forensics	460.42
8/4/2023	32025	One Call Concepts, Inc.	5.28
8/4/2023	32027	Ferguson Waterworks #3011	2,425.50
8/4/2023	32028	Ferguson Waterworks #3011	1,166.90
8/4/2023	32029	OreVac West, Inc.	2,850.00
8/4/2023	32030	OreVac West, Inc.	2,250.00
8/9/2023	32033	MuniBilling	197.37
8/9/2023	32035	SAIF CORPORTATION	222.39
8/9/2023	32036	Alexin Analytical Laboratories	1,621.00
8/9/2023	32037	AKS Engineering & Forestry	82.50
8/9/2023	32038	Oregon Assn of Water Utilities	305.00
8/11/2023	Payroll Allocation	Payroll Allocation	5,942.22
8/16/2023	32039	PGE	981.20

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Payments Journal (Summary)
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Date	Check / Reference #	Payee	Payment Amount
8/16/2023	32042	AT&T Mobility	287.30
8/16/2023	32043	BrilliantNW	1,168.86
8/16/2023	32044	Strategic Economic Devel Corp	174.04
8/16/2023	32046	Ferguson Waterworks #3011	2,718.80
8/25/2023	32053	Ziply Fiber	156.67
8/25/2023	32061	Cascade Columbia	5,823.00
8/25/2023	32062	King and Sons Excavating Inc.	2,090.00
8/25/2023	32063	Power Systems West, Oregon	1,044.50
8/25/2023	32066	Western Rock Resources, LLC	751.24
8/25/2023	32067	OreVac West, Inc.	2,950.00
8/25/2023	32075	EBS - CIS Trust	2,965.82
8/25/2023	32077	EBS - CIS Trust	2,984.92
8/25/2023	Payroll Allocation	Payroll Allocation	5,917.05
8/30/2023	32074	EBS - CIS Trust	2,372.98
Report Totals			\$195,223.26
Records included in total = 128			

Report Options

Payment Date: 8/1/2023 to 8/31/2023

Bank Account: Yamhill Checking, Local Government !



City of Yamhill

A small taste of Oregon

CITY COUNCIL MEETING Wednesday, July 12, 2023, 6:30 pm MINUTES

REGULAR MEETING

1. CALL TO ORDER (1:43)

The meeting was called to order on July 12, 2023, at 6:42 p.m.

Roll Call

Present, In-Person: Mayor Yvette Potter; Councilors Marci Hedin, Kay Echuari, Shea Corrigan

Virtual: Councilor, Tim Askey

Staff Present In-Person: Travis Van Cleave, Police Department; Jason Wofford, Public Works; Angie Fowler, City Recorder

2. FLAG SALUTE (2:04)

3. PUBLIC COMMENT (2:35)

Jay Disbrow, 515 East Main Street, Yamhill

Jay came to extend appreciation from the McMinnville Amateur Radio Club for the use of the park for their annual field day. He gave a brief summary on how the event went and thanked the Council for allowing the overnight event. He stated that he is looking forward to coming back next year.

4. AGENDA UPDATES AND ADDITIONS (4:21)

There were no updates of additions to the agenda.

5. CONSENT AGENDA (4:50)

A. Financial Statement to Current

B. Approval of May 10, 2023, Council Meeting Minutes

C. Approval of June 14, 2023, Council Meeting Minutes

Kay Echuari

I'll make a motion to approve the consent agenda.

A MOTION TO APPROVE THE CONSENT AGENDA.

ROLL CALL: Motion introduced by Kay Echuari and seconded by Marci Hedin

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

Nays (0): None

The motion carried.

6. UNFINISHED BUSINESS (5:11)

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A. Staff Report Resolution R-810

B. R-810, A Resolution to Transfer money from Sewer and Water fund to the Sidewalk Fund.

Jason Wofford

This transfer was discussed during Budget, this transfer is going to assist in fixing some of the sidewalks on the West end of Highway 47 in front of the high school. kind of set the slate clean as far as just upgrading and not having to lean on the homeowner to improve that sidewalk. He was asked to specify which side of the highway and stated that it was in front of the high school.

Yvette Potter asked if the Council had any questions in regard to this. There were none.

Kay Echaury

I make a motion to approve. resolution R-810. A resolution to transfer money from a sewer and water fund to sidewalk fund.

MOTION TO APPROVE R-810, A RESOLUTION OT TRANSFER MONEY FROM THE WATER AND SEWER FUND TO THE SIDEWALK FUND.

Roll Call: Motion introduced by Kay Echaury and seconded by Marci Hedin.

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

Nays (0): None

7. NEW BUSINESS (7:29)

A. Paid Leave Oregon; Employers Option to Pay Employee Costs - Discussion.

The Mayor asked for an overview of Paid Leave Oregon and the option to pay employee costs.

Paid Leave Oregon is a new program that is separate from FMLA. While FLMA guarantees an employee right to take leave, the paid leave Oregon pays people while they are taking this leave for qualified reasons. Employees can apply and Paid Leave Oregon will decide if they qualify and pay the employee when they are on leave, employers do not have to pay the employees when they are on leave. The money from this program is generated by every employee in Oregon getting 1% taken from their monthly paychecks. Larger employers (with more than 10 employees) to have to pay into it as well.

This was put on the agenda to ask of Council if the City would want to pay the employee portion, which works out to about \$270/mo., as they are a smaller employer that does not need to pay into it themselves.

After a discussion by the Council, a motion was made to pay the employees portion of the Paid Leave Oregon beginning June of 2023.

Kay Echaury 14:37

I make a motion to approve Paid Leave Oregon employers' option to cover employees' costs in the amount of \$270 a month beginning July 2023.

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**MOTION TO APPROVE PAID LEAVE OREGON EMPLOYERS' OPTION TO PAY
EMPLOYEE COSTS IN THE AMOUNT OF \$270 A MONTH, BEGINNING JULY 2023.**

Roll Call: Motion introduced by Kay Echaury and seconded by Marci Hedin.

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

Nays (0): None

8. DEPARTMENT REPORTS (15:12)

A. Administration

A1. Employee Performance Reviews/ Pay Increases

Travis Van Cleave

The passed down directive from the chief was to let Council know that those annual reviews have been completed, and that it has been done in accordance with our collective bargaining agreement. And I do have the stats in front of me if you'd like a recap of those stats otherwise have been included in the packet.

There were no questions on the stats on the reviews.

Kay Echaury made special mention of Travis Van Cleave handling a CPR emergency recently and thanked him.

For the record they read a letter received from a community member regarding the CPR emergency:

Marci Hedin 17:18

The first part, of the email came for, from the county. "I received this email on my weekend and I wanted to pass it along to you and Greg, you did an excellent job on this call. And I can honestly say that if you hadn't gotten there started CPR right away, this would not be the result. Thank you, XXX.

And then from a family member of the patient.

"I'm writing to express my heartfelt gratitude for the tremendous help you and your department provided during one of the most challenging weeks my family and I have ever faced. It is thanks to their actions that my father's life was saved and I cannot begin to express how truly grateful we are. When my stepmother gave me the card you had given her on the day of my dad's cardiac arrest, it reminded me of the incredible efforts made by everyone who responded to the emergency.

Even though I wasn't present at the scene. I've heard stories of how everyone came together to assist I'm certain that collective actions are the reason my father is still with us today. I'm finding the right words to express the depth of my gratitude for you the volunteers EMTs pilots, nurses and doctors who worked tirelessly to provide my father with the critical care he needed it no easy task. I finally joined me in sharing this immense gratitude.

I'm not sure the individual who assisted my stepmother with CPR, I recall the name Travis being mentioned by the kind nurse in the ICU. If possible, I'd like to personally thank whoever played such a vital role, whether through a message of gratitude, a handshake, or hug.

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Furthermore, I kindly ask that you pass along my heartfelt appreciation to anyone you know who is involved in the response to this emergency, their assistance and efforts have made an immeasurable impact on our lives. And I want them to know how deeply grateful we are. Please accept my sincere thanks for the unwavering dedication and outstanding service of all of all, their actions have undoubtedly changed the course of my father's life and for that my family and I will be forever grateful.”

Yvette Potter

And for the record, he was discharged from the hospital on Sunday.

Thank you, Travis.

Travis Van Cleave

In this case, the patient was about two minutes outside of town from Yamhill. The I got there within two minutes of the call. The next EMS responding unit arrived seven minutes after I got there.

Yvette Potter

It's good. Thank you. We appreciate that we have you.

B. Public Works 20:23

Jason Wofford did the Public Works Reviews. They were outstanding reviews, both of them, Kyle and Josh. As noted, they're going get their cost of living.

For water they are pulling in 440 gallons per minute They went over a new intake design with John Christensen from AKS, we agreed to that design, we're looking for that kind of in water work way to start to put that into play. ODFW drew back from the Rock Check Dam due to their engineers deciding that it would not work as a good fish habitat, like they originally thought. They agreed to allow us to enlarge the screen which will bring it from a 2.5 intake to as 6 ft intake. It will roughly cost about 60k to do this.

They are looking at getting that filter media for the water systems replaced early part of August.

The water levels are filling 500k gallons in roughly 12 hours. Which is on point with what they pull in during the winter.

Jason recommends that they continue with putting out the Level I, educational piece, of the water conservation ordinance. But, by no means is there a concern regarding water at this point.

The new Kamstrup meters have been doing a great job of alerting us and the residents of high usage so that leaks can be caught earlier than before.

Public works needs to solidify the contract with Lawson Corp for the East Third Street Water Main and will need to run it through legal for the contract.

Kay Echaury mentioned that she has noticed the work that Public Works has been putting in with spraying weeds and mowing in the alleyways. She noted that she spoke with one of the public

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works employees and he has had some issues with people not wanting to have the alleyway maintained or the alleyways being blocked by people using it for storage or parking. It would be a good idea to send something out with the level I water conservation about public right of ways, easements, etc. so that people are aware of the city code. Because Jason is doing a great job of making everything nice.

Jason Wofford stated that everyone has been putting in a great effort and he is proud of everyone on staff. The derby days flagpole has gone in, and they planted around the gazebo in the park cleaning that up. Lawson Corp has been doing a phenomenal job as far as helping get everything picked up for Derby Days. The heavy equipment is going to be moved, the signage has been removed, they even manicured the driveway near the horseshoe pits. They are going to have to lean on Van Dykes property to take a lot of the traffic burden.

Lawson Corp was awarded the bid for the Eastern Street water improvement just kind of putting that out to council we'll probably have to reach out to legal and write and get that contract established so that they can get that work done in a reasonable time.

Wastewater update: They are working with a new contractor; the contractor originally had scheduled to do the I & I (inflow and infiltration) backed out. He just said that it was too overwhelming too much of a burden for staff didn't feel like he could give us the product we needed. So now we're working with a company out of Washington. That will do lining of some manholes, because the I&I is still going to be an issue. As much I&I that can get done this summer would help with not taking too much into the lagoons.

Currently he's been talking with engineering, and the contractor and the developer to look at tying in the tile lines from Van Dykes property into our storm system.

We did have a trunk line on North Hemlock that broke, it is the third "band aid" on that trunk line. They are looking at getting that line replaced. It would be best to work done now, while there is a contractor nearby working. We're working with engineering right now to come up with a scope of work. Engineering's projections are probably around 60,000, which I think is it's doable. It's a high priority. Now it's going to move way up on the CIP list.

King and Sons has gone out and done some spot checking to do the concern about the inserta valves. Those are three inserta valves along our main line that runs up Highway 240. These will facilitate us being able to isolate that line without shutting off water to the school.

We are getting all the striping done on Hwy 47. All the crosswalks will have a fresh new thermoplastic down for your walkways.

Jason Wofford

Update on the Water Rate Study. Tim Tice is finished with the rate study. He's just working on the conservation aspect. He looked at our rates. He's willing to come here and discuss those probably next council Meeting, what His thoughts are as far as what we did with the 10% and kind of give his two cents of what direction we probably want to go in the future if not in the present.

9. COMMITTEE REPORTS (34:47)

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A. Water Advisory Committee

Brain Jensen was not present, but Councilor Marci Hedin gave a brief update.

We met last month. We had some members from different water districts coming in to talk about their concerns and the rate study. We are still waiting on the water study report, so they did not go over that. However, they did discuss ordinances and the Water Conservation Ordinance that was approved. They discussed getting that out there to the public for the Level I educational portion.

They also discussed the Merkley Grant money which brought up questions to whether we had received it or if we need to look into other funding options for what that money was earmarked for.

Yvette Potter and Jason Wofford discussed the rumors that the outside water district would be shut off and Jason reiterated that there is no water getting shut off at this time.

B. Planning Commission (40:41)

Ken Moore, Planning Chair updated the council on the planning commission beginning the information gathering process on updating the UGB. They are moving forward and looking for grants.

He updated the council on the land use application for the Gas Station on Maple

He discussed the flow of the planning commission meetings and asked for advice from the council on how to keep the meeting flowing without interruptions from the public.

9. COUNCIL REPORTS (49:20)

Councilor, Shea Corrigan

Discussed that they may have found a read “Yamhill way” to pay for Christmas lights this year. With the help of the YDA and TJ Gun Sales they will be raffling off a pair of shotguns for \$10/ticket.

get some Bob's together here in the next couple of days. And then we're hoping for some help with T & E, Pam Kirsch has mentioned that she will stay inside the guidelines of Facebook and firearms, and Larson House and probably the new owners at Yamhill barn grill will be helpful to get these tickets dispensed. We will be referring to them as “intended for field use” shotgun, as per the request of one of the Yamhill Downtown Association people.

Councilor Corrigan, with input from Corporal Travis Van Cleave also discussed Measure 110, regarding the possession of small amounts of illegal drugs and the effects that this measure has had on different cities and the State of Oregon.

He has been reaching out to Clackamas County, especially Commissioner Ben West was really wanting to change those rules for Clackamas County. You have an opportunity through municipalities through home rule, League of Oregon cities handbook to enhance those penalties. He believes in city limits within city limits, I believe that we can increase those to a class A

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misdeemeanor. They would then be prosecuted for the City of Yamhill through Circuit Court in Yamhill. He reached out to Lindsay Berschauer who is a liaison for the Sheriff's Department, the circuit Court and the DA has office. She's confident that all would be on board, she's definitely on board, if we were able to come up with verbiage that keeps everybody from getting sued.

He's reached out to League of Oregon Cities and Janie Pierce who is their legal adviser, our lawyer Heather Barton who's going to be working out verbiage for this to be then double checked by League of Oregon cities. Chief Graven said that he believes with his knowledge of Bradbury the DA that he might be likely to be in support the head of the circuit court would be likely to support as per Lindsey Berschauer.

Mayor, Yvette Potter asked if this needs to be something that's put on a ballot for vote for the community.

He believes that Home Rule can apply to our charter, and we can actually have an ordinance change without having it go to a public vote. However, if it did have to go to a public vote a special vote could occur. It would cost the city money.

The County of Clackamas has decided to wait until the ballot comes out in May. I think a good question would be how many people are going to die of these drugs between now and May. And if there's anything that can be done to stop this. I think that it would be important that so are carrying larger amounts of these drugs. One to three grams of heroin is no longer a felony. It's a simple, simple possession isn't misdemeanor now.

Travis Van Cleave

"I believe that misdemeanor is a class C. It may be and A misdemeanor, but it's certainly lower on the scale."

Shea Corrigan

By moving to a class A misdemeanor, it would change the fine from, "please hopefully show up in Court for maybe an 800 number or \$100 fine," to up to \$6,250 and one year in jail. Which it means if I was moving drugs from you know, Hillsboro and Forest Grove to Mac, or vice versa, I might find a different road to travel. I think it would make our kids safer, make the community better.

Yvette Potter

I have two questions. One is: Mary, Commissioner Starrett. That might be something you can ask her about, send her an email and ask her if she's interested in supporting City of Yamhill.

And also, that you run it by the city attorney.

Shea Corrigan

Yes. Heather Martin, I have a phone call into her currently. And I'm confident that she will get back to me. I really wanted to get with Jeanne piers of the L.O.C first to make sure that there wasn't just a clear roadblock in the way. It does not appear to be in any way that there is a clear roadblock. It just that nobody's done what somebody does. It can change. Blaine, I think it was Washington was the first to change the rule in Washington, and now that they have moved

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statewide to start to bring the drug rules back to what they used to be because these guys have their hands completely tied.

Yvette Potter suggested that Shea attend the legal to the city, Friday legislative updates as they do ask for questions and comments and they do their best to answer them.

Shea Corrigan also wanted to put into record that Marty Fouts has been instrumental in helping with this. He has gone down rabbit holes on the internet with research on this thing.

Yvette Potter had another question for Corporal Van Cleave.

And my next question is for CRO VanCleave. What is LEO's perspective on all this? What would you like to see the city do or not do?

Travis Van Cleave

I know in my previous experience with the city of McMinnville, granted that was 20 years ago, the city McMinnville has adopted multiple statutes that they have generally is unclassified misdemeanors, which means if you're used to be if you were caught Urinating in public, you could be taken into custody. It's not a state law. But McMinnville city, McMinnville had made their own ordinance as an unclassified misdemeanor. I'm not sure how those are now. But I know that it's been done in the past.

Here at our Police Department, we would love to be able to have some proactive tools to use to get those folks off the streets and have some repercussions compared to what 110 has done over the last year or so. Which I think I could count on one hand, the number of citations that I've written then I could probably quadruple the number of fingers that I have for the number of violations that I've encountered but I've not taken action on because it's just defeating to me and my capacity to see those folks go to court and not do anything and not have any repercussions when they choose not to take those and options that they have available to them. And I know that state put out stats this last year out of the 10 to 20,000. Folks who were encountered by law enforcement who did get citations, less than 1/10 of a percent sought treatment, some somewhere along those lines, and even less, but less than that those the ones who sought treatment was less than a percent. The ones who paid the fine was less than 10%, I believe, of those 10 to 20,000. Folks who were encountered by law enforcement for drug violations.

Mayor Yvette Potter reported that at the First Fridays meet and greet someone had suggested that the Council and other committees of the city become more familiar with our Municipal codes and our building codes and our City Charter. This could be done at the First Fridays meeting for the last half an hour. She wanted to present this to Council and see what they thought about it.

The Council agreed that they would start with the municipal code and city charter in their meetings and would like the planning commission to go over the building codes 9.04.10 – 9.04.130 during the first 15 minutes of their meeting.

Kay touched on the decorum for the First Fridays meet and greet stating that she has been harassed at these meetings.

The mayor stated that this is not appropriate in and fashion or form so that the offending party will be asked to leave if it happens again.

Corporal Van Cleave asked if they would like incorporated into the police shifts, as far as having an officer in the building when the meetings are going on.

Jason Wofford asked about the salary rate study that Ross Schultz presented was going to be adopted. The mayor stated when it is presented to them, they will review it.

The mayor stated that we can print it back to the table. The staff will work on the study so that it could be presented to the Council.

10. ADJOURNMENT

Kay Echaury
Motion we adjourn.

Mayor Potter
We are adjourned.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

Yvette Potter
Mayor, City of Yamhill

ATTEST:
Angie Fowler, City Recorder



City of Yamhill

A small taste of Oregon

CITY COUNCIL MEETING Wednesday, August 9, 2023, 6:30 pm MINUTES

REGULAR MEETING

1. CALL TO ORDER (0:00)

The meeting was called to order on August 9, 2023, at 6:30 p.m.

Roll Call

Present In-Person: Mayor Yvette Potter; Councilors Marci Hedin, Kay Echuari, Shea Corrigan

Virtual: Councilor, Tim Askey

Staff Present In-Person: Travis Van Cleave, Police Department; Kyle Adams, Public Works;
Angie Fowler, City Recorder

2. FLAG SALUTE (0:21)

3. PUBLIC COMMENT (0:50)

Patty Pairan, 215 N Maple St.

Patty spoke of questions not being answered in the public meeting. She had written requesting to be added to the agenda to ask questions and instead they were answered via email without needing to add to the agenda. The response to her email did not answer the questions to her satisfaction.

Council President, Kay Echaury, asked what her questions were.

The questions were:

1. Why is the City Council not looking at creating a water district that includes the city residents and the outside water districts? The city cannot continue to add new subdivisions and allow the outside water districts to use three times more water than the city.
2. With the water rates are less than half the amount required to maintain our infrastructure, and moving money from the water fund to the sidewalks how is public works going to be able to maintain our water system?
3. Keeping in mind the qualifications posted for the City Administrator, what qualifications does our Chief of Police currently have that qualify him to be the Interim City Administrator? Also, what are the additional wages he is receiving for the position?

Walter Fulcher, 165 W Dahlia St.
Asked if we had hired a City Administrator
Mayor Potter stated that we did not hire a new administrator.

3. AGENDA UPDATES AND ADDITIONS – None

4. CONSENT AGENDA (8:55)

A. Financial Statement to Current

Kay Echuari
I make a motion to approve the consent agenda.

A MOTION TO APPROVE THE CONSENT AGENDA.

ROLL CALL: Motion introduced by Kay Echaui and seconded by Marci Hedin

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

Nays (0): None

The motion carried.

5. UNFINISHED BUSINESS (9:12)

A. City Business Administrator Recruitment Update

The City Administration position has been ongoingly open. We have been getting applications on an ongoing basis. Most of them don't meet the initial criteria. The last one, we pursued that person we asked them to do an interview. And when we all agreed that they met the criteria fairly well. We still had some questions. We asked the public and did a public meet and greet and invited the public to come and meet in person. Lots of questions, lots of great questions actually from the public within two hours, and they're just asking him, and he handled it very well. But he wasn't the person that the city was looking for or needed.

Counselors that have stated that they would have been a good candidate had the position already been created and he was just stepping into the position and filling shoes that already been created. This candidate who didn't have their full skill level to come in and create a position from scratch and set the foundation and set the standard for what it's going to look like for the city from this point forward.

At this time, we did not pick that person. And at this time, we have no current applications that we're considering. At this time, we have no applicant or candidate for the city administrator position. We did meet in executive session tonight and discussions for the city on how they can move forward with or without a city administrator. And we will probably discuss that further on the agenda.

6. NEW BUSINESS (11:23)

A. Resolution 811 – Council Memo

Our contracted City Planner has taken the initiative to prepare and submit a DLC, Department of Land Conservation and Development, grant. This grant would be to review the comprehensive plan and zoning code to identify any barriers to providing needed housing, and conduct a buildable lands inventory identifying developmental and we developable lands within the city within the city limits. This has a two necessary steps before the city can do any entertain or any consideration of the Urban Growth Boundary amendment.

This is the grant to get people to come in and do that study to tell us whether we can even consider expanding our UGB and he completed the application. It had to be submitted in a certain timeframe, but he needed Council's approval to do it. We are asking that council approve processing and applying for a particular grant to help us develop a review for comprehensive plan and zoning code to identify any barriers.

Kay Echaury made a motion to approve resolution 811. A resolution authorizing submittal of the application for DLCD Grant.

A MOTION TO APPROVE RESOLUTION 811. A RESOLUTION AUTHORIZING SUBMITTAL OF THE APPLICATION FOR THE DLCD GRANT.

ROLL CALL: Motion introduced by Kay Echaury and seconded by Marci Hedin

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

Nays (0): None

The motion carried.

8. DEPARTMENT REPORTS (13:43)

A. Administration - No reports from administration

B. Police Department Statistics, July 2023 (23:39)

Chief Graven was at a conference. Corporal Van Cleave sat in for him and had nothing other to report other than the statistics report from July.

He also spoke of his training for a supervisory training “in pursuit” that he recently attended and of the National night out.

The mayor read a letter from the wife of the gentleman who recently had a heart attack. Corporal Van Cleave was first on the scene, and she thanked him for saving her husband’s life.

C. Public Works

1. Filter Media Project Completion (14:04)

We replaced our two filters at the water plant. We hadn't factored out everything putting down drains. Everything was in good operational state. We put all new media in; it took two weeks to get this project done. Quite time consuming but we're fully operational now.

Kay Echaury asked how often this is recommended. Kyle stated its recommended 5 – 10 years. He'd say that 15 is still adequate.

Yvette Parker asked that Kyle explain NTU (Nephelometric turbidity units) to them.

Kyle Adams stated it has to do with the clarity of the water. Water will have dirt, and sand and other items in it. NTU's measure by the angle of light will how clear the water is.

Yvette Potter asked how our water compares to before now that the filter media is changed out.

Public Works is still seasoning the system. Ours is 0.024 thousandths and bottled water is 0.1. Regulations for drinking water is 0.3 and below. This means our water is cleaner than bottled water. We are now 10 times cleaner than when we started this project. It is a substantial difference.

2. Water Rate Study (33:16)

Mayor Potter asked Kyle to speak on it as Jason Wofford was not at the meeting. He stated that he believes the 10% increase suggested during budget is not going to be able to pay for the projects that need completed. He also feels that we need to adjust our tier system for usage.

The water rate study was recently completed and the council, water advisory committee and public works needed time to review it before making any decisions. They discussed if they wanted to provide that information to the public now, or after the city has a chance to review it.

Marci Hedin

I make a motion that we release the water rate study to the public.

A MOTION TO RELEASE THE WATER RATE STUDY TO THE PUBLIC.

ROLL CALL: Motion introduced by Marci Hedin and seconded by Kay Echaury

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

Nays (0): None

The motion carried.

The decision was made to release noting that no one would speak or answer questions on it until after a work session could be completed. They also scheduled a town hall for the public to come to and express their thoughts prior to the council making any decisions on it.

The water advisory committee meeting would be cancelled and replaced with a closed-to-the-public work session in order to minimize the number of repeated questions. The mayor noted that

questions can be submitted at any time, but they would be addressed at the public hearing/town hall.

The town hall was schedule tentatively for Sept. 6th.

8. DEPARTMENT REPORTS (46:45)

The mayor asked if there was anyone from the YDA or YNA that wanted to speak. Jenny Morrison. stated that she was here to speak with he planning commission as EDC.

A. Planning Commission (47:27)

Ken Moore, Planning Commission Chair, stated they are moving forward on the grease trap ordinance and light pollution ordinances. He then gave the floor to Jenny Morrison to present some information from the Economic Development Committee.

Jenny Morrison, 20051 NW Adcock Rd.

Jenny stated that she is speaking for both YDA and the EDC (Economic Development Committee) a sub-committee under the planning commission that was assigned to do research and information gathering on for codes and improvements.

She spoke of a potential code for the downtown area that would be a “formula business restriction.” This type of code to incorporate the purpose of services. The purpose of the FERS to prevent or discourage infiltration of formula businesses, businesses that offer a standardized array of services and or products that utilize and diverse architecture individuals, so the objective is to save “mom & pop” stores. A town in Washington incorporated this to discourage growth for any new businesses that are coming in, but to try and explain a piece with these the character of the downtown corridor and be able to encourage opportunities. For example, my husband and I have been involved in coffee roasting, they're looking to try to find a spot in town that makes sense to put in the coffee shop. If a Starbucks were to come in that would not work for them

An additional point of interest is thinking about, er, that they can have long term economic consequences as the downtown neighborhood loses its distinctive appeal and no longer offers opportunities for so that's part of how the Downtown Association is working on getting grants. Grants for mainstreaming streets and things like that.

Another thing that was interesting, when looking into information about the formula business restriction, is that formula businesses can be fair-weather friends and disappear quickly when the economy contracts or their corporate strategies shift.

Ken Moore asked if there was anything else the council wanted him to be working on. They are currently working on the UGB, lighting pollution, grease traps, and AirBNB.

The mayor inquired about zoning and rezoning for the downtown area for residential and business and revaluating what we shouldn't be putting in. Ken stated he would contact her to get more information on this.

Jenny Morrison, as YDA, stated that they are working on Halloween events and tree lighting.

Mayor Potter asked that they consider moving the tree lighting to the lawn and Jason and Kyle make sure that there is electricity there so they can use it.

10. COUNCIL REPORTS (58:38)

Kay Echaury & Tim Askey reported on First Friday. It went better this time. It was only Kay, Tim, and Kim. They went through 7 pages of the City Code, Title 1. They are highlighting some areas that may need updated.

The new part of First Fridays includes going over the municipal code, reading it, making potential corrections, and discussing with the public. They are dedicating a half and hour for this at every First Friday.

Yvette Potter reported that she received a letter with some questions and wanted to make sure they got on the record. There are only two actual questions so those I will present to the record.

1. Is the water rate study complete. If so, they would like a public copy of it.

A. It is complete now and will be posted for the public.

2. What is the status of the City's audit report?

A. The audit was postponed until September and there is no report to share with the public yet.

Kay asked if record requests have fees associated with that. The mayor noted that we just updated all of our fees and approved a couple of months ago.

There were no other reports from councilors.

Kay Echaury made a motion the adjourn.

The meeting was adjourned at 7:32 p.m.

Respectfully submitted,

Yvette Potter
Mayor, City of Yamhill

Attest:
Angie Fowler, Recorder

City of Yamhill Job Step / Wage Scale

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Range	Step Increase	Step Increase2	Range3
Grade 1	Office Intern Summer Help	\$ 16.00	\$ 17.20	\$ 18.40	\$ 19.60	\$ 20.80	\$ 22.00	\$ 6.00	\$ 1.20	\$ 2,496.00	12,480.00
Grade 2	Utility Worker I	\$ 19.00	\$ 20.20	\$ 21.40	\$ 22.60	\$ 23.80	\$ 25.00	\$ 6.00	\$ 1.20	\$ 2,496.00	12,480.00
Grade 3	Clerk/Court Clerk/Admin Clerk/Utility Worker II City Recorder	\$ 22.00	\$ 23.40	\$ 24.80	\$ 26.20	\$ 27.60	\$ 29.00	\$ 7.00	\$ 1.40	\$ 2,912.00	14,560.00
Grade 4	Plant Operator, Accounting Manager	\$ 27.00	\$ 28.60	\$ 30.20	\$ 31.80	\$ 33.40	\$ 35.00	\$ 8.00	\$ 1.60	\$ 3,328.00	16,640.00
Grade 5	Traffic Officer/Public Works Supervisor Police Officer	\$ 29.00	\$ 30.60	\$ 32.20	\$ 33.80	\$ 35.40	\$ 37.00	\$ 8.00	\$ 1.60	\$ 3,328.00	16,640.00
Grade 6	Corporal/Public Works Director	\$ 30.00	\$ 31.60	\$ 33.20	\$ 34.80	\$ 36.40	\$ 38.00	\$ 8.00	\$ 1.60	\$ 3,328.00	16,640.00
Grade 7	Police Chief/City Administrator	\$ 36.06	\$ 39.42	\$ 42.79	\$ 46.15	\$ 49.52	\$ 52.88	\$ 16.83	\$ 3.37	\$ 7,000.00	35,000.00

Dept.	Positions	Wages	Hourly	Hours
A	City Administrator	100,000.00	Open	2080
A	Accounting Manager	60,000.00	Open	2080
A	City Clerk/Court Clerk	61,200.00	30.00	2080
A	Admin Clerk/Recorder	56,100.00	24.96	2080
PD	Police Chief	99,500.00	47.84	2080
PD	Police Corporal	76,100.00	36.58	2080
PD	Police Officer - SRO	66,200.00	31.82	2080
PD	Traffic Officer	61,000.00	Open	2080
PW	Facilities Manager	69,014.40	33.18	2080
PW	Plant Operator	59,348.64	28.53	2080
PW	Utility Worker II	51,646.40	Open	2080
PW	Utility Worker I	38,937.60	18.72	2080
PW	Part Time		24.00	480
PW	Summer Help		16.00	480
Total		218,947.04		



CITY OF YAMHILL

RESOLUTION NO. R - 812

**A RESOLUTION BY THE CITY COUNCIL OF YAMHILL, OREGON ADOPTING THE JOB
STEP/ WAGE SCALE FOR CITY EMPLOYEES.**

Whereas; The City does not have a formal job step wage scale for City employees; and

Whereas; The City conducted a wage study of fair wage scales for the various positions; and

Whereas; The City of Yamhill recognizes that adopting a formal wage scale for employees will help monitor and control City expenses, inform employees of current and future salary expectations, be supportive in calculating pay raises, and create fair and impartial opportunities for pay raises;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF YAMHILL, ADOPTS THE JOB/STEP WAGE SCALE CREATED TO BE EFFECTIVE SEPTEMBER 2023; AND, THE ACTING CITY ADMINISTRATOR IS DIRECTED TO TAKE THE NECESSARY ACTION TO PLACE INCUMBANT EMPLOYEES WITHIN THE APPROPRAITE RANGE AND STEP.

The Job Step Wage Scale is attached to this resolution as Exhibit A.

The City's salary schedule shall be reviewed every three (3) years.

CITY OF YAMHILL, OREGON

AYES: _____

NAYS: _____

By: _____

Yvette Potter
Mayor, City of Yamhill

ATTEST:

By: _____

Angela Fowler
City Recorder



YAMHILL POLICE DEPARTMENT

PO BOX 09

YAMHILL OR 97148

(503)662-3511



To:		Yamhill City Council	
From:		Greg Graven	
Subject:		Police Statistics August 2023	

Police Statistics:

Number of Calls/Activity:		255	
Number of Case Reports:		18	
Number of Arrests:		12	
Number of Citations:		80	
Number of Warnings:		147	
Number of Circuit Court Citations:		17	

Hours Worked:

Greg Graven		229	
Travis Van Cleave		115	
AJ Miller		81	
Chris Livingston		71	

Miles Driven:

Greg Graven		985	
Travis Van Cleave		645	
AJ Miller		491	
Chris Livingston		278	



YAMHILL POLICE DEPARTMENT

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



August 24, 2023

Corporal Travis Van Cleave,

On Friday June 23, 2023 at about 12:30 PM, you responded to assist the Yamhill Fire Protection District on a cardiac arrest medical call. You arrived first on the scene, quickly assessed the situation, and performed CPR on the patient until medical personnel arrived. Because of your quick and decisive actions, the victim survived a potentially life-threatening event.

In recognition for your heroic actions, dedicated performance of duty and the display of conspicuous initiative in the saving of a human life you are hereby recognized with the 2023 Lifesaving Award.

Chief Greg Graven

A handwritten signature in black ink, appearing to be "G. Graven".

Yamhill Police Department



PUBLIC WORKS MONTHLY REPORT AUGUST 2023

SHORT TERM PROJECTS

Action item	Status
Inserta Valves	Completion Date 9/18/2023
Sediment Removal from Intake	Completion Date 9/13/23
Rotating Wastewater Treatment Plant Lagoons	Completion Date 9/20/23
Working with AKS on designing Intake for Wastewater Treatment Plant	Continuing
Cedar Street Storm Improvement	Completion Date 10/18/23

LONG TERM PROJECTS

Goals	Progress
New Intake Structure for Water Treatment Plant	February 2024
New Valving for Wastewater Treatment Plant	March 2024
Flushing/Cleaning of Sediment Impound Structure	January 24, 2024

UPDATES ON STATUS

Water/Sewer Specs for the Month	Streets/Sidewalks
Reservoir: Taking in 440 gallon/minute, continues to be full with less than 12 hours of operation	New reflective signage going in
Water Quality 10x cleaner than bottled water with new filter media	New reflective crosswalks in place
Leak on N. Hemlock repaired	Hwy 47 sidewalk replacement sch. starting 9/5/23
Sewer Leak on 450 S. Maple repaired	Surveying completed for safe route to Jane Heinrich's Park

ACCOMPLISHMENTS THIS MONTH

Everyone from public works completed flagging certification class.

CONCERNS THIS MONTH

None



Yamhill Public Works Projects Report September 2023

Public Works installed a new Air Relief Valve at the water treatment plant. The Air Relief Valve takes the air out of the system when doing backwashes reducing filter media loss. By saving the filter media loss the changeout requirements are extended from five year to seven years saving a cost for equipment replacement and hours of employees.

Public Works installed a generator at the water reservoir for a backup. The generator minimizes the downtime in the water treatment system when natural disaster events or other failures occur. The generator also saves over twenty-four hours of labor cost by having a reliable generator in place.

With the Tag Automation Group in place ,which monitors programming, has shortened backwash times to minimize water loss. And allows more water (3,500 gallons) of production to distribution or the reservoir.

Public Works purchased two fire hydrants to replace extremely outdated fire hydrants in the system. The new fire hydrants have provided a more reliable direct access to water supply to provide water during fire events.

Public Works installed “Inserta Valves” (valves that are installed in an operating line without loss of pressure) along Hwy 240/Main Street in town to allow for the Yamhill Carlton School District to remain online in the event of a break in the water system.

The Water Filter Media project was completed on August 10, 2023. The Water Filter Media replaced the outdated media increasing our water quality by ten times the amount providing a much cleaner, safer drinking water for our community.

The Third Street Distribution Line Upgrade project will begin in late September 2023. The project will involve upgrading the water lines and service lines providing more water in an upgraded more reliable system reducing the risk of leaks and cost for repairs. This project will be funded through the (CIP) Capital Improvement Plan.

The Cedar Street Storm System Improvement project will be taking place in October 2023. The project will involve the instillation of new catch basins and twelve inch high density polyethylene (HDPE) pipe. The new catch basin and piping will allow for better flow of storm water drainage minimizing the risk of flooding in the city. This project was generated through the storm water fee.

Public Works is currently removing the old sidewalks and replacing with new sidewalks from Camellia Street to Dahlia Street in Yamhill. The replacement of the sidewalks will conform to current code with ADA compliance and allow for the safety of pedestrians. This project is funded through a newly implemented sidewalk fund.



City of Yamhill

A small taste of Oregon

Public Works is working on the instillation of a new intake screen at the Water Treatment Plant. This project when completed will allow for more capturability of water rights within the reservoir which will increase water storage capabilities in an effort to reduce the possibility of having to be placed on water restriction requirements.

In October 2023 Public Works will be exercising the impound to flush out sediment which will increase the water capacity within the impound.

Public Works discovered that there were several water leaks within the system. Two of the leaks was causing over two million gallons of water loss a day. Due to Public Work efforts to work diligently to minimize water leaks the city went from a 70% water loss to a 13% loss. This was a drastic improvement in knowing that the average water loss for a city is about 40%.



Federal Emergency Management Agency

Washington, D.C. 20472

12A

August 21, 2023

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

The Honorable Yvette Potter
Mayor, City of Yamhill
205 South Maple
P.O. Box 9
Yamhill, OR 97148

IN REPLY REFER TO:

Case No.: 22-10-1006P
Community Name: City of Yamhill, OR
Community No.: 410259
Effective Date of
This Revision: **January 3, 2024**

Dear Mayor Potter:

The Flood Insurance Study Report and Flood Insurance Rate Map for your community have been revised by this Letter of Map Revision (LOMR). Please use the enclosed annotated map panel(s) revised by this LOMR for floodplain management purposes and for all flood insurance policies and renewals issued in your community.

Additional documents are enclosed which provide information regarding this LOMR. Please see the List of Enclosures below to determine which documents are included. Other attachments specific to this request may be included as referenced in the Determination Document. If you have any questions regarding floodplain management regulations for your community or the National Flood Insurance Program (NFIP) in general, please contact the Consultation Coordination Officer for your community. If you have any technical questions regarding this LOMR, please contact the Director, Mitigation Division of the Department of Homeland Security's Federal Emergency Management Agency (FEMA) in Bothell, Washington, at (425) 487-4543, or the FEMA Mapping and Insurance eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP). Additional information about the NFIP is available on our website at <https://www.fema.gov/flood-insurance>.

Sincerely,

Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration

List of Enclosures:

Letter of Map Revision Determination Document
Annotated Flood Insurance Rate Map
Annotated Flood Insurance Study Report

cc: Lindsay Berschauer
Chair, Yamhill County Board of Commissioners

Kimberly Steele
Clerk
City of Yamhill

Kenneth Friday
Planning Director
Yamhill County

Deanna Wright, CFM
State NFIP Coordinator
Oregon Department of Land Conservation and Development

James Heyen, P.E.
Project Manager
WEST Consultants, Inc.



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Federal Emergency Management Agency

Washington, D.C. 20472

LETTER OF MAP REVISION DETERMINATION DOCUMENT

COMMUNITY AND REVISION INFORMATION		PROJECT DESCRIPTION	BASIS OF REQUEST
COMMUNITY	City of Yamhill Yamhill County Oregon	EXCAVATION FILL	1D HYDRAULIC ANALYSIS FLOODWAY UPDATED TOPOGRAPHIC DATA
	COMMUNITY NO.: 410259		
IDENTIFIER	VanDyke LOMR	APPROXIMATE LATITUDE & LONGITUDE: 45.336, -123.184 SOURCE: OTHER DATUM: NAD 83	
ANNOTATED MAPPING ENCLOSURES		ANNOTATED STUDY ENCLOSURES	
TYPE: FIRM* NO.: 41071C0183D DATE: March 2, 2010		DATE OF EFFECTIVE FLOOD INSURANCE STUDY: March 2, 2010 PROFILES: 40P AND 41P FLOODWAY DATA TABLE: 6	

Enclosures reflect changes to flooding sources affected by this revision.

* FIRM - Flood Insurance Rate Map

FLOODING SOURCE(S) & REVISED REACH(ES)

Yamhill Creek - From immediately downstream of Tualatin Valley State Highway/State Highway 47 to immediately downstream of NE Yamhill-Newberg State Highway/State Highway 240

SUMMARY OF REVISIONS

Flooding Source	Effective Flooding	Revised Flooding	Increases	Decreases
Yamhill Creek	BFEs*	BFEs	YES	YES
	Floodway	Floodway	YES	YES
	Zone AE	Zone AE	YES	YES
	Zone X (shaded)	Zone X (shaded)	YES	YES

* BFEs - Base (1-percent-annual-chance) Flood Elevations

DETERMINATION

This document provides the determination from the Department of Homeland Security's Federal Emergency Management Agency (FEMA) regarding a request for a Letter of Map Revision (LOMR) for the area described above. Using the information submitted, we have determined that a revision to the flood hazards depicted in the Flood Insurance Study (FIS) report and/or National Flood Insurance Program (NFIP) map is warranted. This document revises the effective NFIP map, as indicated in the attached documentation. Please use the enclosed annotated map panels revised by this LOMR for floodplain management purposes and for all flood insurance policies and renewals in your community.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Mapping and Insurance eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426. Additional Information about the NFIP is available on our website at <https://www.fema.gov/flood-insurance>.


Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration

22-10-1006P

102-I-A-C



Federal Emergency Management Agency
Washington, D.C. 20472

**LETTER OF MAP REVISION
DETERMINATION DOCUMENT (CONTINUED)**

OTHER COMMUNITIES AFFECTED BY THIS REVISION

CID Number: 410249 **Name:** Unincorporated Areas of Yamhill County, Oregon

AFFECTED MAP PANELS

TYPE: FIRM NO.: 41071C0183D DATE: March 2, 2010

AFFECTED PORTIONS OF THE FLOOD INSURANCE STUDY REPORT

DATE OF EFFECTIVE FLOOD INSURANCE STUDY: March 2, 2010
PROFILES: 40P AND 41P
FLOODWAY DATA TABLE: 6

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Mapping and Insurance eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426. Additional Information about the NFIP is available on our website at <https://www.fema.gov/flood-insurance>.

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LETTER OF MAP REVISION DETERMINATION DOCUMENT (CONTINUED)

COMMUNITY INFORMATION

APPLICABLE NFIP REGULATIONS/COMMUNITY OBLIGATION

We have made this determination pursuant to Section 206 of the Flood Disaster Protection Act of 1973 (P.L. 93-234) and in accordance with the National Flood Insurance Act of 1968, as amended (Title XIII of the Housing and Urban Development Act of 1968, P.L. 90-448), 42 U.S.C. 4001-4128, and 44 CFR Part 65. Pursuant to Section 1361 of the National Flood Insurance Act of 1968, as amended, communities participating in the NFIP are required to adopt and enforce floodplain management regulations that meet or exceed NFIP criteria. These criteria, including adoption of the FIS report and FIRM, and the modifications made by this LOMR, are the minimum requirements for continued NFIP participation and do not supersede more stringent State/Commonwealth or local requirements to which the regulations apply.

We provide the floodway designation to your community as a tool to regulate floodplain development. Therefore, the floodway revision we have described in this letter, while acceptable to us, must also be acceptable to your community and adopted by appropriate community action, as specified in Paragraph 60.3(d) of the NFIP regulations.

COMMUNITY REMINDERS

We based this determination on the 1-percent-annual-chance flood discharges computed in the FIS for your community without considering subsequent changes in watershed characteristics that could increase flood discharges. Future development of projects upstream could cause increased flood discharges, which could cause increased flood hazards. A comprehensive restudy of your community's flood hazards would consider the cumulative effects of development on flood discharges subsequent to the publication of the FIS report for your community and could, therefore, establish greater flood hazards in this area.

Your community must regulate all proposed floodplain development and ensure that permits required by Federal and/or State/Commonwealth law have been obtained. State/Commonwealth or community officials, based on knowledge of local conditions and in the interest of safety, may set higher standards for construction or may limit development in floodplain areas. If your State/Commonwealth or community has adopted more restrictive or comprehensive floodplain management criteria, those criteria take precedence over the minimum NFIP requirements.

We will not print and distribute this LOMR to primary users, such as local insurance agents or mortgage lenders; instead, the community will serve as a repository for the new data. We encourage you to disseminate the information in this LOMR by preparing a news release for publication in your community's newspaper that describes the revision and explains how your community will provide the data and help interpret the NFIP maps. In that way, interested persons, such as property owners, insurance agents, and mortgage lenders, can benefit from the information.

This revision has met our criteria for removing an area from the 1-percent-annual-chance floodplain to reflect the placement of fill. However, we encourage you to require that the lowest adjacent grade and lowest floor (including basement) of any structure placed within the subject area be elevated to or above the Base (1-percent-annual-chance) Flood Elevation.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Mapping and Insurance eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426. Additional Information about the NFIP is available on our website at <https://www.fema.gov/flood-insurance>.

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102-I-A-C



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Washington, D.C. 20472

LETTER OF MAP REVISION DETERMINATION DOCUMENT (CONTINUED)

We have designated a Consultation Coordination Officer (CCO) to assist your community. The CCO will be the primary liaison between your community and FEMA. For information regarding your CCO, please contact:

Kristen Meyers
Director, Mitigation Division
Federal Emergency Management Agency, Region X
Federal Regional Center
130 228th Street, Southwest
Bothell, WA 98021-8627
(425) 487-4543

STATUS OF THE COMMUNITY NFIP MAPS

We will not physically revise and republish the FIRM and FIS report for your community to reflect the modifications made by this LOMR at this time. When changes to the previously cited FIRM panel(s) and FIS report warrant physical revision and republication in the future, we will incorporate the modifications made by this LOMR at that time.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Mapping and Insurance eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426. Additional Information about the NFIP is available on our website at <https://www.fema.gov/flood-insurance>.

A handwritten signature in black ink, appearing to read "Rick F. Sacbibit".

Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration



Federal Emergency Management Agency

Washington, D.C. 20472

LETTER OF MAP REVISION DETERMINATION DOCUMENT (CONTINUED)

PUBLIC NOTIFICATION OF REVISION

A notice of changes will be published in the *Federal Register*. This information also will be published in your local newspaper on or about the dates listed below, and through FEMA's Flood Hazard Mapping website at

https://www.floodmaps.fema.gov/fhm/bfe_status/bfe_main.asp

LOCAL NEWSPAPER

Name: *News - Register*

Dates: August 29, 2023 and September 5, 2023

Within 90 days of the second publication in the local newspaper, any interested party may request that we reconsider this determination. Any request for reconsideration must be based on scientific or technical data. Therefore, this letter will be effective only after the 90-day appeal period has elapsed and we have resolved any appeals that we receive during this appeal period. Until this LOMR is effective, the revised flood hazard determination presented in this LOMR may be changed.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Mapping and Insurance eXchange toll free at 1-877-336-2627 (1-877-FEMA MAP) or by letter addressed to the LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426. Additional Information about the NFIP is available on our website at <https://www.fema.gov/flood-insurance>.

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Patrick "Rick" F. Sacbibit, P.E., Branch Chief
Engineering Services Branch
Federal Insurance and Mitigation Administration

FLOODING SOURCE		FLOODWAY			1-PERCENT-ANNUAL-CHANCE FLOOD WATER SURFACE ELEVATION			
CROSS SECTION	DISTANCE ¹	WIDTH (FEET)	SECTION AREA (SQ. FEET)	MEAN VELOCITY (FEET/SEC)	REGULATORY (FEET NAVD)	WITHOUT FLOODWAY (FEET NAVD)	WITH FLOODWAY (FEET NAVD)	INCREASE (FEET)
Yamhill Creek							REVISED DATA	
	A	0.12	200	1,116	2.4	146.8	146.8	147.7
	B	0.53	535	2,487	1.1	147.9	147.9	148.8
	C	1.05	230	785	3.3	150.3	150.3	151.3
	D	1.20	150	732	3.6	153.3	153.3	154.0
	E	1.26	81	520	5.0	154.1	154.1	154.8
	F	1.28	51	332	7.8	155.1	155.1	155.6
	G	1.40	165	932	2.7	157.8	157.8	158.2
	H	1.59	132	873	2.9	160.6	160.6	161.2
	I	2.05	200	694	3.4	163.2	163.2	164.0
	J	2.25	150	587	1.8	166.0	166.0	166.7
	K	2.31	20	136	7.9	168.2	168.2	169.3
	L	2.38	110	609	1.8	170.5	170.5	171.3
	M	2.61	140	592	1.8	171.4	171.4	172.3
	N	2.86	129	290	3.7	177.7	177.7	178.1
	O	2.87	180	418	2.6	183.1	183.1	183.8
	P	2.88	180	711	1.5	183.9	183.9	184.9
	Q	2.96	150	313	3.4	184.7	184.7	185.2
	R	3.02	190	1,127	1.0	185.2	185.2	186.1

¹Miles above mouth

TABLE 6

FEDERAL EMERGENCY MANAGEMENT AGENCY

YAMHILL COUNTY, OREGON
AND INCORPORATED AREAS

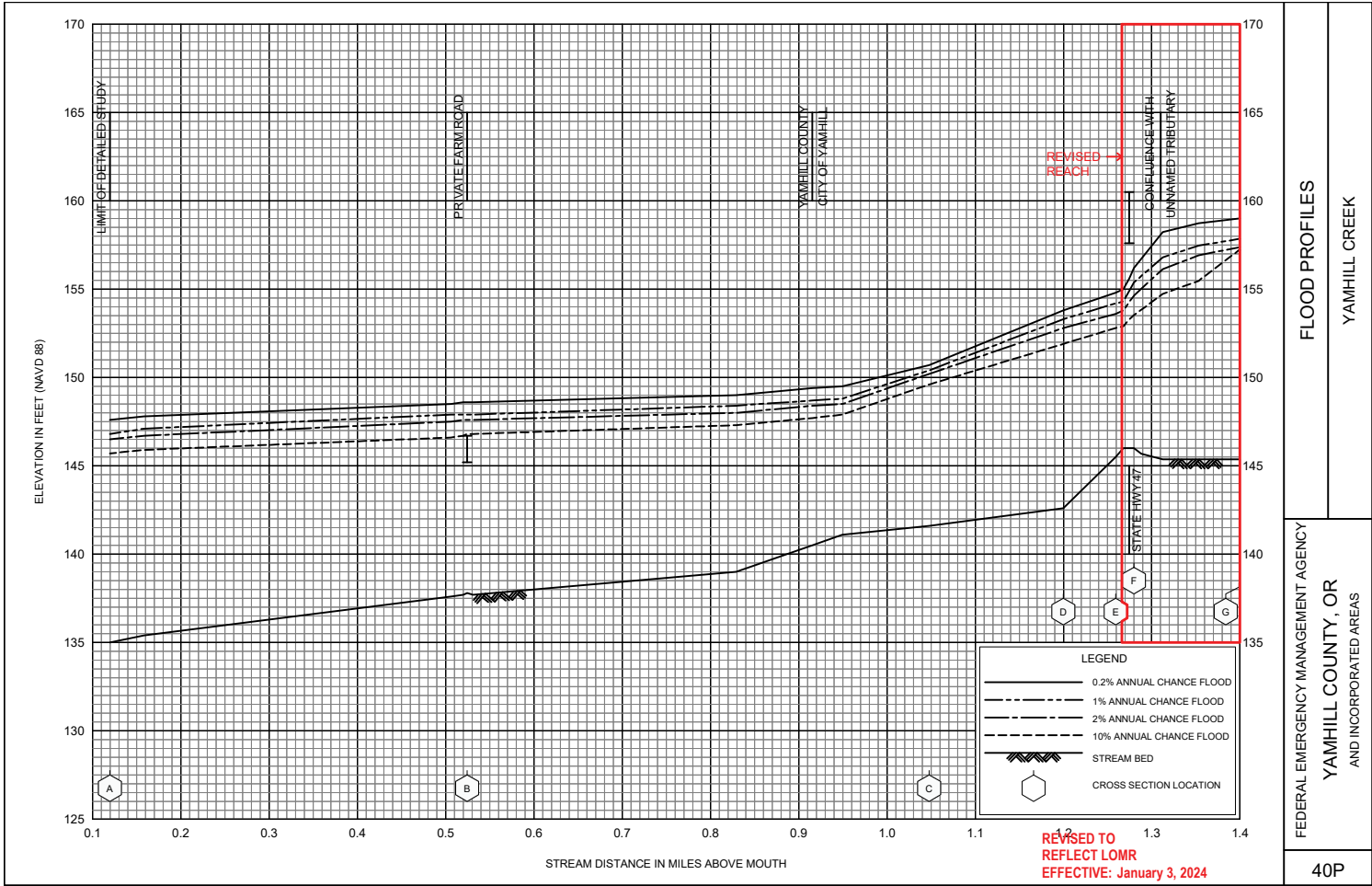
FLOODWAY DATA

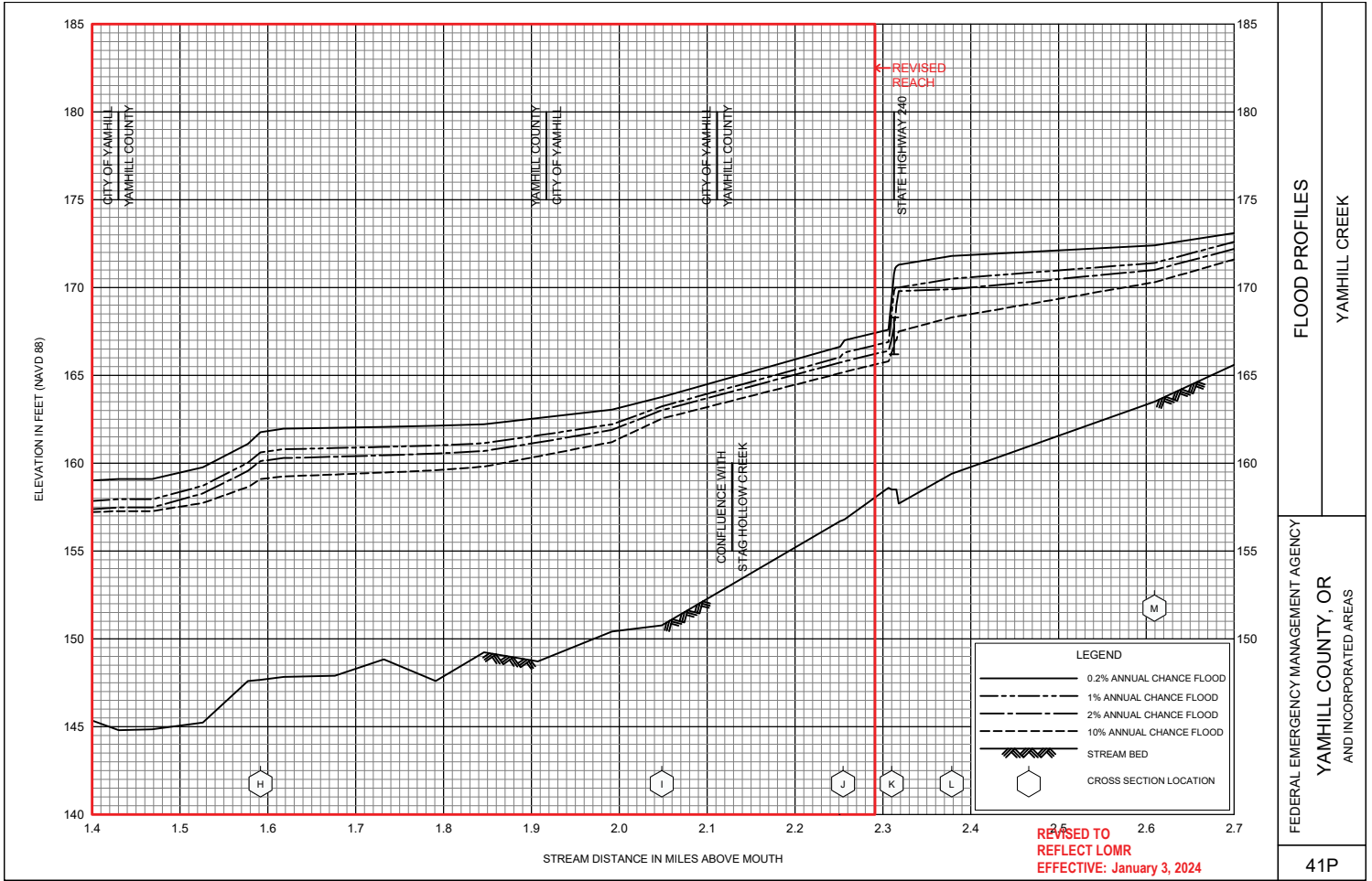
YAMHILL CREEK

REVISED TO

REFLECT LOMR

EFFECTIVE: January 3, 2024



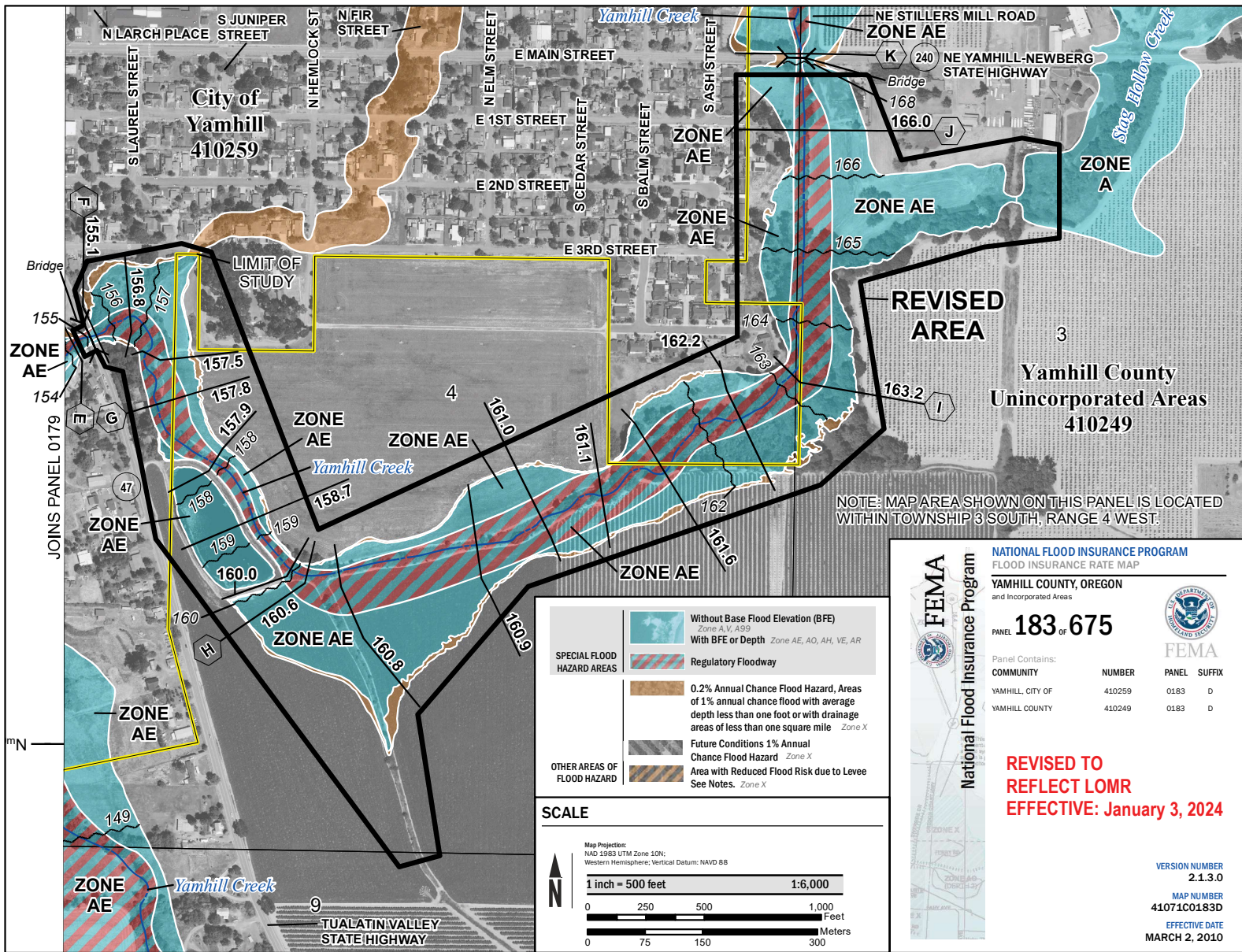


FLOOD PROFILES

YAMHILL CREEK

FEDERAL EMERGENCY MANAGEMENT AGENCY

YAMHILL COUNTY, OR
AND INCORPORATED AREAS



FEMA

National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP
YAMHILL COUNTY, OREGON
and Incorporated Areas

PANEL 183 of 675

Panel Contains:

COMMUNITY	NUMBER	PANEL	SUFFIX
YAMHILL, CITY OF	410259	0183	D
YAMHILL COUNTY	410249	0183	D

REVISED TO REFLECT LOMR EFFECTIVE: January 3, 2024

VERSION NUMBER 2.1.3.0
MAP NUMBER 41071C0183D
EFFECTIVE DATE MARCH 2, 2010