

NOTICE OF PUBLIC MEETING LAFAYETTE CITY COUNCIL

DATE & TIME: Thursday, January 10, 2019 – 6:30 p.m.

PLACE: Lafayette City Hall, 486 Third Street, Lafayette, OR 97127

Regular Meeting AGENDA

1. CALL TO ORDER
2. FLAG SALUTE
3. SWEARING IN: Mayor and Councilors
4. ROLL CALL
5. PROCLAMATION: Mayor Pagella Day, January 10, 2019
6. REPORTS FROM YAMHILL COUNTY SHERIFF'S OFFICE
7. APPROVAL OF MINUTES: November 14, 2018
8. ADDITIONS TO OR DELETIONS FROM AGENDA
9. CITIZEN INPUT ON NON-AGENDA ITEMS:

Welcome! Public participation is encouraged. To address the Council on matters related to City government that are not on the meeting agenda, please raise your hand to be recognized by the Mayor and state your name and address for the record. All testimony is electronically recorded. If you wish to speak during the meeting on a specific agenda item, please wait for that topic to be called by the Mayor, then raise your hand to be recognized. A time limit may be imposed by the Mayor, who shall Chair the meeting and maintain Council meeting decorum.

10. ACTION ITEMS:

- a. Resolution 2019-01, Accepting Certified General Election Results
- b. Declaration of Council Vacancy
- c. Appointment to Vacant Council Position
- d. Election of Council President
- e. Appointments to Ad Hoc Veterans Park Committee
- f. Resolution 2019-02, Check Signing Authorization
- g. Resolution 2019-03, Biosolids Management Plan
- h. Resolution 2019-04, Authorization to Sell \$5.2 million in G.O. Bonds for Fire Station
- i. Approval of Crosswalk Plan for Third Street Improvements in 2020
- j. Employment Agreements for Fire Chief and Public Works Supervisor

11. DISCUSSION ITEMS:

- a. Antique Fire Pumper
- b. Lafayette Community Service Award

12. DEPARTMENT REPORTS: November and December 2018

- a. Public Works
 - Water Consumption and Production
 - Wastewater Treatment Plant
- b. Fire
- c. Administration
 - Accounts Payable

13. COMMITTEE REPORTS

14. COUNCILOR'S REPORTS

15. MAYOR'S DISCUSSION

16. ADJOURNMENT

The Council Chambers is accessible. If you need an accommodation to attend or participate in a meeting, please notify the City at (503) 864-2451 at least 24 hours prior to the meeting. Any proposed ordinance is available for public inspection at City Hall.



PROCLAMATION

WHEREAS, Chris Pagella started as Planning Commissioner, then Planning Commission Chair, City Councilor and Mayor; and

WHEREAS, through his leadership, Chris Pagella has greatly improved our community over the last twelve years; and

WHEREAS, he championed citizen participation and celebration of our history, and the City now sponsors several annual events and has Oregon historical markers commemorating Joel Perkins and Abigail Scott Duniway; and

WHEREAS, Chris Pagella advocated for investment in public facilities, Downtown Development Standards, and an Urban Growth Boundary expansion, and he helped form the Yamhill Regional Water Authority and negotiated for a water intertie with McMinnville, which obtained 88% approval from Lafayette voters in May 2018; and

WHEREAS, he was an ardent supporter of Public Safety by increasing law enforcement services and facilitating a multi-year effort to analyze, design, and obtain voter approval for a modern Fire Station that will provide quick emergency response to our community for the next 50 years.

NOW THEREFORE, on behalf of all the residents who call Lafayette their home and by virtue of the authority vested in me as the Mayor of the City of Lafayette, I honor Chris Pagella for twelve years of dedication as our public servant and do hereby proclaim Friday, January 11, 2019 as:

Mayor Chris Pagella Day

Given unto my hand this 10th day of January, 2019.

Signed,

Marie Sproul, Mayor



**Yamhill County Sheriff's Office
Crime Summary for LAFAYETTE
From 1/1/2018 to 12/31/2018**

City	UCR Description	1/1/2017 to 12/31/2017	1/1/2018 to 12/31/2018	Percentage Change	YTD	Prior Year
LAFAYETTE						
Part 1						
	Aggravated Assault	2	7	250.00 %	7	2
	Arson	0	2		2	
	Burglary-Business	3	2	-33.33 %	2	3
	Burglary-Residence	4	8	100.00 %	8	4
	Larceny	52	61	17.31 %	61	52
	Motor Vehicle Theft-Auto	2	7	250.00 %	7	2
	Rape	2	2		2	2
	Robbery	0	1		1	
	Part 1 Total	65	90	27.78 %	90	65
Part 2						
	All Other	4	4		4	4
	Animal Problems	0	1		1	
	Disorderly Conduct	11	10	-9.09 %	10	11
	Drug Laws	17	19	11.76 %	19	17
	DUII	8	8		8	8
	Family Offenses	1	0			1
	Forgery	3	2	-33.33 %	2	3
	Fraud	10	5	-50.00 %	5	10
	Liquor Laws	2	4	100.00 %	4	2
	Runaway	12	6	-50.00 %	6	12
	Sex Offenses	8	12	50.00 %	12	8
	Simple Assault	30	44	46.67 %	44	30
	Stolen Property	2	1	-50.00 %	1	2
	Trespass/Prowler	16	20	25.00 %	20	16
	Vandalism	32	43	34.38 %	43	32
	Weapons	2	6	200.00 %	6	2
	Part 2 Total	158	185	14.59 %	185	158
	Total For LAFAYETTE	498	546	8.79 %	546	498



**Yamhill County Sheriff's Office
 Crime Summary for LAFAYETTE
 From 1/1/2018 to 12/31/2018**

City	UCR Description	1/1/2017 to 12/31/2017	1/1/2018 to 12/31/2018	Percentage Change	YTD	Prior Year
LAFAYETTE						
Part 3						
	All Other	106	104	-1.89 %	104	106
	Non-Reportable Offenses	169	167	-1.18 %	167	169
	Part 3 Total	275	271	-1.45 %	271	275
	Total For LAFAYETTE	498	546	8.79 %	546	498



**Yamhill County Sheriff's Office
Crime Summary for LAFAYETTE
From 12/1/2018 to 12/31/2018**

City	UCR Description	12/1/2017 to 12/31/2017	12/1/2018 to 12/31/2018	Percentage Change	YTD	Prior Year
LAFAYETTE						
Part 1						
	Aggravated Assault	1	0		7	2
	Arson	0	0		2	
	Burglary-Business	0	0		2	3
	Burglary-Residence	0	1		8	4
	Larceny	4	9	125.00 %	61	52
	Motor Vehicle Theft-Auto	1	0		7	2
	Rape	0	0		2	2
	Robbery	0	0		1	
	Part 1 Total	6	10	40.00 %	90	65
Part 2						
	All Other	0	0		4	4
	Animal Problems	0	0		1	
	Disorderly Conduct	0	1		10	11
	Drug Laws	2	1	-50.00 %	19	17
	DUII	0	0		8	8
	Family Offenses	0	0			1
	Forgery	1	0		2	3
	Fraud	0	0		5	10
	Liquor Laws	0	0		4	2
	Runaway	0	0		6	12
	Sex Offenses	1	1		12	8
	Simple Assault	1	1		44	30
	Stolen Property	0	0		1	2
	Trespass/Prowler	2	3	50.00 %	20	16
	Vandalism	2	3	50.00 %	43	32
	Weapons	0	0		6	2
	Part 2 Total	9	10	10.00 %	185	158
	Total For LAFAYETTE	38	37	-2.63 %	546	498



**Yamhill County Sheriff's Office
Crime Summary for LAFAYETTE
From 12/1/2018 to 12/31/2018**

City	UCR Description	12/1/2017 to 12/31/2017	12/1/2018 to 12/31/2018	Percentage Change	YTD	Prior Year
LAFAYETTE						
Part 3						
	All Other	7	3	-57.14 %	104	106
	Non-Reportable Offenses	16	14	-12.50 %	167	169
	Part 3 Total	23	17	-26.09 %	271	275
	Total For LAFAYETTE	38	37	-2.63 %	546	498

City of Lafayette
City Council Meeting Minutes
November 14, 2018 at 6:30 p.m.

1. **CALL TO ORDER:** Mayor Pagella called the meeting to order at 6:30 p.m.
2. **FLAG SALUTE:** Mayor Pagella led the flag salute.
3. **ROLL CALL:** Assistant City Administrator Kevin Perkins called the Roll
Present: Mayor Chris Pagella, Marie Sproul, Chris Harper, Wade Witherspoon, Doug Cook, Stan Kosmicki, David Sword
City Staff Present: Preston Polasek, City Administrator; Kevin Perkins, Assistant City Administrator; Terry Lucich, Fire Chief
Others: Lance Vandecovering; Jeremy Rametes, Bill Monahan, Christine Brungardt, Don Leard, Ed Kocher, Ron Biggs, Deputy Skip Jones
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE**
Deputy Jones presented the monthly report to the City Council.
5. **APPROVAL OF MINUTES:** Councilor Witherspoon inquired whether the use of first names is common in official minutes; Administrator Polasek replied that it is a style choice which can be changed if the Council desired. The Council directed staff to use titles and last names in the minutes rather than first names.

Councilor Sproul moved to approve the minutes of the October 11, 2018 City Council meeting as amended. Councilor Sword seconded the motion. There was no discussion and the motion passed unanimously (6-0).

6. **ADDITIONS TO OR DELETIONS FROM AGENDA**
None.

7. **CITIZEN INPUT ON NON-AGENDA ITEMS:**
Fire Chief Terry Lucich thanked the Council for their work as a group and individually to help pass the bond measure to build a new fire station.

The Council thanked Lucich for his hard work on the bond campaign as well as numerous volunteers and community groups who assisted in advocating for the bond.

Lance Vandecovering, 246 S. Madison, discussed the nationwide problem with homelessness and stated that he would like to do something about it. He wanted to give the Council a heads up that he may be asking for permission to allow homeless people to park three or four RV's at a time on his property. The area he is thinking about cannot be seen without coming up his drive way and he has dumping facilities on his property that drain into his sewer system for waste water. The City McMinnville has a solid program allowing homeless people to camp in certain areas.

After discussion between Vandecovering and the Council, Vandecovering stated that he will update the Council whenever he has new information on the topic. While the City's code does not allow such structures for long-term residences temporary permits have often been granted for people who may have relatives visit for a short period of time. Council asked that City Administrator Polasek be kept informed of Mr. Vandecovering's interest in bringing McMinnville's homeless programs to Lafayette.

Jeremy Rametes suggested that Mr. Vandecovering look into the states landlord-tenant laws; such short term occupancies can, if they last too long, give the transient occupant rights as a tenant.

8. DISCUSSION ITEM:

a. City Attorney candidate interview, Bill Monahan¹, General Counsel for MWVCOG

Administrator Polasek reviewed the need to hire a new City Attorney and the opportunity that MWVCOG is providing.

Bill Monahan discussed his background, which includes experience as a City Manager and as an attorney with specific attention to land use and other municipal topics.

After discussion, Administrator Polasek clarified that the contract will be with the MWVCOG, not Monahan individually. Therefore, regardless of how long Monahan continues in this role the MWVCOG will need to continue to provide legal services to the City for the duration of the contract. In response to a question from Councilor Sproul, Administrator Polasek clarified that the length of the contract is to the end of the 2019-20 Fiscal Year; however, the contract also contains a termination clause that allows either party to terminate the contract with 30 days' notice to the other party.

9. ACTION ITEMS:

a. Liquor License Application for Roadhouse Pub

Administrator Polasek explained the process for endorsement of the liquor license, which is advisory to the OLCC and not an approval of the application.

Ed Kocher, 7571 Alama Way, Portland OR, is the new owner and will be taking over the Roadhouse in early January 2019. He intends to operate the business in the same way as the current owner except that he will increase the emphasis on sports. He has committed to retaining popular attractions like the pool league.

Administrator Polasek commented that the Roadhouse has never been a problem for law enforcement and the current owner has been a credit to the community.

b. Resolution 2018-18, Establishing an Ad Hoc Veterans Parks Committee

Administrator Polasek reviewed previous discussions that the Council has had regarding creating an ad hoc committee for creating recommendations for the Veterans Park master plan. Councilor Witherspoon has volunteered to chair the committee. The committee will be subject to all of the public meetings and records laws just as a standing committee would. City staff

¹ Agenda item title corrected to "Bill" from "Bob"

have already received an application from an interested community member despite the fact that the committee has not yet been approved, let alone advertised.

Mayor Pagella commented that the City has experienced a lot of success in tapping into the expertise of its residents.

Councilor Sproul suggested advertising for the openings on the committee and then have Councilor Witherspoon review the applications and provide recommendations for appointment to the Council.

Councilor Harper suggested having the committee create options, including cost estimates, and then put the options out to the community to determine what the residents would prefer.

Councilor Witherspoon replied that there are likely only a few reasonable options for use at the park. A skate park has been the most frequently mentioned desire amongst the community.

Jeremy Rametes suggested surveying the community prior to securing estimates to avoid wasting time on options the community may not support.

Councilor Sword added that one gap in the City's parks overall is a lack of opportunity for small children.

The Council and staff discussed when to create cost estimates and when to present the options to the community.

Councilor Harper clarified that the Committee will develop options and then the Council will approve the master plan; Administrator Polasek concurred.

Councilor Sproul moved to approve Resolution 2018-18, Establishing an Ad Hoc Veterans Park Committee. Councilor Kosmicki seconded the motion. There was no discussion and the motion passed unanimously (6-0).

Council directed staff to advertise committee openings and place appointments on the December 2018 Council agenda.

c. Extension of SCA Grant Agreement for Jefferson Street

Administrator Polasek reviewed the project and the need to extend the length of the intergovernmental agreement to complete the project. ODOT has already approved the extension.

Councilor Sword moved to approve amendment no. 1 to ODOT contract 31755 to extend for one year the SCA grant for Jefferson Street to October 19, 2019. Councilor Harper seconded the motion. There was no discussion and the motion passed unanimously (6-0).

d. Legal Services Agreement with MWVCOG

Council and staff discussed the potential costs, such as travel, and the capabilities of the MWVCOG to provide the legal services that the City needs.

Councilor Sproul moved to approve the legal services agreement with MWVCOG and authorize the Mayor to execute the contract. Councilor Sword seconded the motion. There was no discussion and the motion passed unanimously (6-0).

10. DEPARTMENT REPORTS:

a. Public Works

• Water Consumption & Production

Council and staff discussed the leak at 16th and Jefferson and commended Public Works staff for the rapid response to the report.

Councilor Harper discussed changes to the reporting methods that should provide a more accurate picture of the City's water usage for maintenance needs, rather than just reporting it as loss.

• Wastewater Treatment Plant

Administrator Polasek reviewed the information contained in the report.

b. Fire

Administrator Polasek reviewed the information contained in the report.

c. Administration

- Administrator Polasek stated that the new Assistant City Administrator, Kevin Perkins, is onboard and present.
- The tree lighting will be held on Friday December 7, 2019 at 6:00 p.m. Councilor Sproul agreed to chair the proceedings and suggested that some background music be used to accompany the carols.
- City Council meetings will be back to the normal schedule for December and January. However, Mayor Pagella will not be present for December; he is moving out of the city and will no longer be a resident.
- Councilor Harper commented that the Pumpkinfest was very well done and very popular. He commended staff for the work they did in planning and making improvements to the overall event. Administrator Polasek commended Danielle Oliviera for doing the planning work and handling all the details. He agreed that it was well done and he was very pleased with the great turnout for the event.

• Accounts Payable

The Council noted that the City of Newberg was paid for six months of building service at one time.

• City Attorney Invoice

Administrator Polasek asked the Council to take note of the hours of time used by the City Attorney in light of the previous discussion of contracting with MWVCOG for legal services.

• Comment Cards

No comment cards had been received.

11. COMMITTEE REPORTS

No reports were made.

12. COUNCILOR’S REPORTS

No reports were made.

13. MAYOR’S REPORT

No report was made.

14. ADJOURNMENT

Councilor Harper moved to adjourn the meeting. Councilor Kosmicki seconded the motion. There was no discussion and the motion passed unanimously (6-0).

Minutes approved on 10th day of January, 2019.

CERTIFIED:

ATTESTED:

Marie Sproul, Council President

Kevin Perkins, Assistant City Administrator



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Certification of General Election Results

Requested Council Action:

Review and consider approval of a resolution accepting certification of the November 2018 General Election results.

Staff Recommendation:

Approve the resolution.

Background:

The results of the 2018 November General election have been certified by the County Clerk. Both of the City's measures, approving the sale of bonds for constructing and equipping a new fire station and allowing chickens and rabbits to be kept in the City, passed along with three new councilors and a new mayor will be seated in January 2019. The abstract prepared by the Yamhill County Clerk is attached.

Financial Impact:

None.

Alternative:

None.

Suggested Motion:

"I move to approve Resolution 2019-01, accepting the certified results of the November 2018 General Election."

**BEFORE THE CITY COUNCIL
FOR THE CITY OF LAFAYETTE, OREGON**

Accepting the Certified Election) RESOLUTION 2019-01
of Candidates and Measures from the)
November 6, 2018 General Election)

THE CITY COUNCIL (the “Council”) OF THE CITY OF LAFAYETTE, OREGON (the “City”) sat for the transaction of City business on Thursday, January 10, 2019 in the Council Chambers at City Hall.

WHEREAS, a General Election was held on November 6, 2018, in the City of Lafayette, Yamhill County, Oregon; and

WHEREAS, eligible voters of the City of Lafayette considered the election of City Officers, Measure 36-196 General Obligation Bonds for New Lafayette Fire Station and Measure 36-197 Allowing Chickens and Rabbits Inside the City Limits;

WHEREAS, the Abstract of Votes for the November 2018 General Election was prepared and certified by the Yamhill County Clerk for the County of Yamhill, Oregon. The results have been filed in the office of the City of Lafayette’s Election Official; and

WHEREAS, the City of Lafayette finds the following results of the canvassed votes for said election:

MAYOR:	Marie L Sproul	981
2-Year Term	Misc. Write-Ins	<u>193</u>
(Vote for 1)	Total Votes Cast:	1,174

CITY COUNCILOR:	Stan Kosmicki	415
2-Year Term	Kayla Paulsen	906
(Vote for 1)	Misc. Write-Ins	<u>6</u>
	Total Votes Cast:	1,327

CITY COUNCILOR:	Jeremy R Rametes	398
4-Year Term	Wade Witherspoon	562
(Vote for 3)	Gordon (Doug) Cook	531
	Christine Brungardt	952
	David Sword	528
	Sheila M Neuman	568
	Misc. Write-Ins	<u>68</u>
	Total Votes Cast:	3,607

MEASURE 36-196:	Yes	958
	No	<u>744</u>
	Total Votes Cast:	1,702

MEASURE 36-197:	Yes	1,209
	No	<u>506</u>
	Total Votes Cast:	1,715

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAFAYETTE, OREGON, AS FOLLOWS:

SECTION 1. **MARIE L SPROUL** was duly elected **MAYOR** for a two-year term beginning January 1, 2019 and ending December 31, 2020.

KAYLA PAULSEN was duly elected **COUNCILOR** for a two-year term beginning January 1, 2019 and ending December 31, 2020.

WADE WITHERSPOON, CHRISTINE BRUNGARDT and SHEILA NEUMAN were duly elected **COUNCILOR** for a four-year term beginning January 1, 2019 and ending December 31, 2022.

SECTION 2. The City of Lafayette's Elections Official is hereby directed to issue Certificates of Election to the persons declared in Section One above.

SECTION 3. Measure 36-196 authorizing the issuance of General Obligation Bonds in an amount up to \$5.2 million for a new Fire Station was approved.

SECTION 4. Measure 36-197 amending the Lafayette Municipal Code to allow residents to keep poultry and rabbits inside the city limits was approved.

APPROVED by the City Council this 10th day of January, 2019.

VOTE: Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

CERTIFIED:

ATTESTED:

Marie Sproul, Mayor

Kevin Perkins, Assistant City Administrator

Statement of Votes Cast by Geography - Final
Yamhill County, November 6 2018 General Election

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2018-11-21
15:01:39

All Precincts, All Districts, All ScanStations, Lafayette City Councilperson - 3 At-Large, City of Lafayette
Mayor, Lafayette City Councilperson - 1 At-Large, Measure 36-196 - City of Lafayette Fire Station,
Measure 36-197 - City of Lafayette Animals in City, All Boxes
Official Results for city of Lafayette Contests

Total Ballots Cast: 1743, Registered Voters: 68452, Overall Turnout: 2.55%

Choice	Votes	Vote %
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All Precincts

City of Lafayette Mayor (Vote for 1)

1743 ballots (1 over voted ballots, 1 overvotes, 568 blank voted), 2651 registered voters, turnout 65.75%

Marie L Sproul	981	83.56%
Write-in	193	16.44%
Total	1174	100.00%

Lafayette City Councilperson - 3 At-Large (Vote for 3)

1743 ballots (6 over voted ballots, 18 overvotes, 1604 undervotes), 2651 registered voters, turnout 65.75%

Jeremy R Rametes	398	11.03%
Wade Witherspoon	562	15.58%
Gordon (Doug) Cook	531	14.72%
Christine Brungardt	952	26.39%
David Sword	528	14.64%
Sheila M Neuman	568	15.75%
Write-in	49	1.36%
Write-in	12	0.33%
Write-in	7	0.19%
Total	3607	100.00%

Lafayette City Councilperson - 1 At-Large (Vote for 1)

1743 ballots (3 over voted ballots, 3 overvotes, 413 blank voted), 2651 registered voters, turnout 65.75%

Stan Kosmicki	415	31.27%
Kayla Paulsen	906	68.27%
Write-in	6	0.45%
Total	1327	100.00%

Measure 36-196 - City of Lafayette Fire Station (Vote for 1)

1743 ballots (0 over voted ballots, 0 overvotes, 41 blank voted), 2651 registered voters, turnout 65.75%

Yes	958	56.29%
No	744	43.71%
Total	1702	100.00%

Measure 36-197 - City of Lafayette Animals in City (Vote for 1)

1743 ballots (0 over voted ballots, 0 overvotes, 28 blank voted), 2651 registered voters, turnout 65.75%

Yes	1209	70.50%
No	506	29.50%
Total	1715	100.00%

I CERTIFY THAT THE VOTES RECORDED ON THIS
ABSTRACT CORRECTLY SUMMARIZE THE TALLY
OF VOTES CAST AT THE ELECTION INDICATED.

SIGNATURE OF COUNTY CLERK:

11.26.2018

DATE OF ABSTRACT





Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Declare a Council Vacancy

Requested Council Action:

Declare a vacancy on Council for a term through December 31, 2020.

Staff Recommendation:

Follow the procedure as outlined in the City Charter and summarized below

Background:

With the election of Marie Sproul as Mayor a seat on Council has become vacant. The Lafayette City Charter prescribes the following procedure for filling a vacancy on the City Council:

“Section 28. Filling of Vacancies. Appointments to fill vacancies in elective offices of the city shall be made by the mayor with the consent and approval of the majority of the remaining members of the council. The appointee’s terms shall run until the next state biennial general election and at the election the office shall be filled for the remaining two years of the four year term if the remaining term filled by the appointee was for more than two years”

The steps to be taken by Council to fill a vacant seat are therefore the following:

1. Declare a vacancy on Council for a term through December 31, 2020.
2. Mayor to nominate a person that would be appointed to fill a term. Per Section 12(1) of the City Charter, “An elective city officer shall be a qualified elector under that state constitution and shall have resided in the city during the 12 months immediately before being elected or appointed to office.”
3. A majority of Council approves the nomination.

Financial Impact:

None.

Alternative:

None.

Suggested Motion:

“I move to declare a vacancy on the Lafayette City Council for a Term ending December 31, 2020.”



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Appointment to Vacant Council Position

Requested Council Action:

Consider appointment.

Staff Recommendation:

Consider appointment or direct staff accordingly.

Background:

When Marie Sproul, Council President, became Mayor-Elect on the 2018 November General Election, she left a vacancy on the Council. This vacant Council position has two years left on the term, which expires on 12/31/2020.

City Councils often appoint the next person on the ballot for the remainder of an unexpired term after a move-up election. There is no Council requirement to appoint in this fashion, but the recent election did provide voter feedback on candidates who ran for the position of Councilor.

Financial Impact:

None.

Alternative:

Council may determine to advertise for the vacant Council position.

Suggested Motion:

"I move to appoint _____ to the Council vacant position, which has a term expiration of 12/31/2020."



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Appointments to the Veterans Park ad hoc Committee

Requested Council Action:

Appoint members to the ad hoc committee for Veterans Park.

Staff Recommendation:

Appoint the residents who have applied for membership on the ad hoc committee.

Background:

On November 15, 2018 the Council approved the formation of an ad hoc committee to develop recommendations for improvements at Veterans Park. Council requested that the openings be advertised and that staff solicit applications from interested parties. Two attached applications have been received from Jeremy Rametes and Michelle Dossey.

Financial Impact:

None.

Alternative:

Extend the application period, which would delay the beginning of the process.

Suggested Motion:

“I move to appoint Michelle Dossey and Jeremy Rametes to the Ad Hoc Veterans Park Committee.”

CITY OF LAFAYETTE
APPLICATION FOR VOLUNTEER SERVICE



NAME Jeremy Rametes DATE 11/29/2018

ADDRESS 157 W 14th St Lafayette OR 97127

MAILING ADDRESS _____

EMAIL ADDRESS rametes@juno.com

HOME PHONE 503-710-5821 WORK PHONE _____

PREVIOUS VOLUNTEER POSITIONS Volunteer for fundraising committee at the Abdil-Ellis Community Center in Ashland OR 2004-2006.

REASON FOR WANTING TO VOLUNTEER I want to get more involved in community work and the work the council does and feel joining committees is a good start. The park in question is also just around the corner from our home so I have a personal interest in the project.

PLEASE SELECT AREAS OF INTEREST:

If you select multiple interests, please indicate which subject area is your first choice:

- CITY COUNCIL
- BUDGET COMMITTEE
- PLANNING COMMISSION
- WATER RESOURCES COMMITTEE
- COMMUNITY EVENTS
- OTHER AREAS OF INTEREST Veterans Park committee

Please mail or return your completed form to:
Lafayette City Hall
486 Third Street
PO Box 55
Lafayette, OR 97127

Thank You for your interest in Community Service!



CITY OF LAFAYETTE
APPLICATION FOR VOLUNTEER SERVICE

NAME Michelle Dossey DATE 10/17/18

ADDRESS 258 8th St, Lafayette, OR 97127

MAILING ADDRESS ↗

EMAIL ADDRESS M. A. Dossey@Gmail.com

HOME PHONE 971-237-6608 WORK PHONE _____

PREVIOUS VOLUNTEER POSITIONS _____

REASON FOR WANTING TO VOLUNTEER I'm a recent graduate from Oregon State University, and have not yet found a job. I would like to fill my spare time with volunteering in the city.

PLEASE SELECT AREAS OF INTEREST:
If you select multiple interests, please indicate which subject area is your first choice:

- CITY COUNCIL
- 4th BUDGET COMMITTEE
- PLANNING COMMISSION
- 3rd WATER RESOURCES COMMITTEE
- 2nd COMMUNITY EVENTS
- 1st OTHER AREAS OF INTEREST

At the last council meeting they mentioned starting a Park Committee which I am very interested in.

Please mail or return your completed form to:
Lafayette City Hall
486 Third Street
PO Box 55
Lafayette, OR 97127

Thank You for your interest in Community Service!



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Resolution 2019-02, Designating Signees for City Checks

Requested Council Action:

Approve Resolution 2019-02

Staff Recommendation:

Approve Resolution 2019-02

Background:

Two signees, one staff person and one Councilor, are required per City policy to execute each City check. The designated signees are as follows:

Current:

Either Mayor Pagella or President Sproul, and either Preston Polasek or Lori Martino

Proposed:

Either Mayor Sproul or President _____, and either Preston Polasek or Lori Martino.

Financial Impact:

None.

Alternative:

None.

Suggested Motion:

"I move to approve Resolution 2019-02, Designating Signees for City Checks."



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Resolution 2019-03, Biosolids Management Plan

Requested Council Action:

Approve Resoution 2019-03.

Staff Recommendation:

Approve Resolution 2019-03, approving an update to our Biosolids Management Plan.

Background:

At the October 11, 2018 regular meeting, Council reviewed a draft of the Biosolids Management Plan (BMP) with our consultant Brooke Harrison, Project Engineer with Tetra Tech. The BMP as approved by the Oregon Department of Environmental Quality (DEQ), is an important step in the potential farmland application process for our biosolids. Since October, DEQ has required some housekeeping items to the draft, which is incorporated into the attached BMP dated November 2018. DEQ has posted our BMP and is taking public comment on the Plan through January 15.

Financial Impact:

Expenses for this project are paid from the Sewer Enterprise Fund. In the current fiscal year, \$400,000 is allocated under Capital Improvement Project no. 6.

Alternative:

Council could determine to modify sections within the resolution or Biosolids Management Plan.

Suggested Motion:

"I move to approve Resolution 2019-03, Biosolids Management Plan and authorizing the City Administrator to execute and implement the Plan. "

**BEFORE THE CITY COUNCIL
FOR THE CITY OF LAFAYETTE, OREGON**

**Approving the Biosolids Management)
Plan Update as Prepared by Tetra Tech)
and Reviewed by Oregon DEQ)**

RESOLUTION 2019-03

THE CITY COUNCIL (the “Council”) OF THE CITY OF LAFAYETTE, OREGON (the “City”) sat for the transaction of City business on Thursday, January 10, 2019 in the Council Chambers at City Hall.

WHEREAS, the City must periodically dredge its lagoon of byproducts of the wastewater treatment process and previous attempts at disposal are no longer viable; and

WHEREAS, the City has submitted an updated Biosolids Management Plan (BMP), dated November 2018, to Oregon DEQ for review and, pending a public comment period and further review by DEQ, the BMP will become part of the City’s National Pollutant Discharge Elimination System Permit; and

WHEREAS, the City will work with farmers on an agreement with the City to land apply Class B biosolids to their non-food crop farmland including the preparation of a Land Application Authorization Request for DEQ review, public notification, and approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lafayette, Oregon that in order to establish a stable, long-term method of biosolids disposal, the following actions are hereby approved:

1. The Biosolids Management Plan, November 2018 is approved; and
2. The City Administrator is authorized to execute and implement the Biosolids Management Plan.

APPROVED by the City Council this 10th day of January, 2019.

VOTE: Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

CERTIFIED:

ATTESTED:

Marie Sproul, Mayor

Kevin Perkins, Assistant City Administrator



The City of Lafayette, Oregon

2018 BIOSOLIDS MANAGEMENT PLAN



November 2018

2018 Biosolids Management Plan

November 2018

PREPARED FOR

City of Lafayette

486 Third Street
Lafayette, OR 97127

PREPARED BY

Tetra Tech

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Phone: 503-684-9097
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tetratech.com

Primary Author:



06/26/2018

Brooke Harrison, P.E.
Civil Engineer/Project Manager

Date

Reviewer:



06/26/2018

Cynthia Bratz, P.E.
Senior Project Manager

Date

AUTHORIZATION

The City of Lafayette has contracted with Tetra Tech, Inc. to prepare this amended Biosolids Management Plan.

Tetra Tech Project #135-68830-15001-3002

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1. INTRODUCTION

Biosolids are regulated by the Environmental Protection Agency (EPA) and the Oregon Department of Environmental Quality (DEQ) to ensure that quality standards are met. The EPA regulations are described in 40 Code of Federal Regulations (CFR) Part 503. DEQ's regulations are described in Chapter 340 Division 50 of the Oregon Administrative Rules (OAR). The regulations address pollutant concentrations, pathogen content, odor potential and basic operational practices. Publications from the EPA, DEQ, Oregon State University and others provide information on biosolids management practices, regulation and permitting.

Biosolids are classified into two general categories: Class A and Class B. The Lafayette STP currently produces Class B biosolids. Class A and Class B biosolids both require treatment in a wastewater facility and must undergo heating, digestion or increased pH processing before leaving the facility. Class A biosolids can be bagged and marketed to the public for land application to gardens and other public or private use, but must have pathogen levels that are below detectable levels. To achieve Class A characterization, however, biosolids must have pathogen levels that are below detectable levels.

Class B biosolids cannot be marketed to the public and are typically land applied to agricultural sites under permits with restricted access. Class B biosolids have less stringent standards for treatment and contain pathogen levels that have been reduced to levels that are considered by the EPA and DEQ to be protective of the public health and environment. Restrictions are in place for harvesting, grazing animals and public contact for Class B biosolids.

This Biosolids Management Plan (BMP) amends the City's currently approved BMP. The original Lafayette STP BMP was developed in 2006 and described land application to 23 acres of DEQ approved pasture and farmland located in Yamhill County. The City lost the use of the 23-acre property and was forced to haul their biosolids to the Salem WWTP in 2017. Due to the prohibitive cost of hauling and tipping fees and capacity issues at the Salem WWTP, the City plans to return to land application of their Class B biosolids within Yamhill County. They are currently in the process of applying for site authorization for new land application sites.

Lafayette's NPDES permit was renewed on October 26, 2014 and will expire on September 30, 2019. The current Biosolids Management Plan, however, was not included in the 2014 permit and is not associated with the City's current NPDES permit. Therefore, this BMP and amendment are subject to a 30 day Public Notice.

Schedule D of the permit requires the permittee to submit a BMP and land application plan to DEQ at least 60 days and preferably 6 months prior to the removal of accumulated solids from the lagoon. The City wishes to resume land application activities in the Summer of 2019. This amended BMP describes the City's plans to land apply their Class B biosolids and is intended to satisfy the NPDES permit requirements for the Lafayette STP. The City acknowledges that any biosolids management change associated with land application requires public notification and approval by DEQ.

2. BACKGROUND INFORMATION

The City of Lafayette owns and operates a municipal sewage collection and treatment system under National Pollutant Discharge Elimination System (NPDES) permit number 101147, expiration date 9/30/2019. Wastewater processed by the sewage treatment works is primarily of domestic origin. Septage is not accepted at this sewage treatment facility. There are no industrial discharges to the Lafayette facility and therefore no required regulation under a local pretreatment permit. Treated effluent is discharged to the Yamhill River, R.M. 8.27 through Outfall 001. The treatment system is classified as Level III and the collection system is classified as Level II. The NPDES Permit effluent limits are summarized in Tables 2-1 and 2-2.

Table 2-1. NPDES Permit BOD₅ and TSS Limits (May 1 – October 31)

Parameter	Average Effluent Concentrations		Monthly Average lbs/day	Weekly Average lbs/day	Daily Average lbs/day
	Monthly (mg/l)	Weekly (mg/l)			
BOD ₅	10	15	50	75	100
TSS	10	15	50	75	100

Table 2-2. NPDES Permit BOD₅ and TSS Limits (November 1 – April 30)

Parameter	Average Effluent Concentrations		Monthly Average lbs/day	Weekly Average lbs/day	Daily Average lbs/day
	Monthly (mg/l)	Weekly (mg/l)			
BOD ₅	30	45	140	210	280
TSS	30	45	140	210	280



Figure 2-1. Lafayette Sewage Treatment Plant Aerial View

There have been no significant changes in influent or treatment since the last permit renewal (2014). The most recent improvements occurred in 2006 and included Sequential Batch Reactors (SBRs), new headworks and screening, tertiary treatment, effluent filtration and UV disinfection. Solids handling is provided by aerobic digesters and facultative sludge lagoons (FSLs). The design influent flows and loads established during design of the 2006 Improvements are summarized in Table 2-3.

Table 2-3. Design Data Influent Flows and Loads

Design Year	2024
Average Daily Flow (ADF)	0.88 MGD
Average Daily Dry Weather Flow (ADDWF)	0.63 MGD
Average Daily Wet Weather Flow (ADWWF)	1.13 MGD
Maximum Monthly Wet Weather Flow (MMWWF)	1.57 MGD
Peak Daily Flow (PDF)	1.89 MGD
Peak Instantaneous Flow (PIF)	3.02 MGD
Average BOD5 Loading	1,257 lbs/day
Peak Month BOD5 Loading	1,571 lbs/day
Average TSS Loading	1,131 lbs/day
Peak Month TSS Loading	1,383 lbs/day

The 203,400 gallon anaerobic digester has a hydraulic retention time (HRT) of 30 – 40 days and the temperature ranges between 16°C – 25°C (60° F – 77°F). The design mean cell residence time (MCRT) is 20 days.

Current biosolids production at the STP is estimated to be 58 dry tons per year at the current (2018) population of 4095. Future biosolids production is based on the 2024 design population of 5247 and is described in Section 9 of this report.

Table 2-4 lists the contact information for the City's biosolids program.

Table 2-4. Lafayette STP Biosolids Program Contact Information

Title	Name	Contact Phone Number
City Administrator	Preston Polasek	503-864-2541
Public Works Superintendent	Konrad Dimmitt	503-437-0401
Engineer	Gordon Munro	503-598-2530
WWTP Operator	Roy Loftis	503-864-3464

3. SEWAGE TREATMENT FACILITIES

The treatment process at the Lafayette STP has not significantly changed since the 2006 improvements and, therefore, are only briefly described below.

3.1 LIQUIDS PROCESSING

Influent enters the headworks and passes through a mechanical bar screen, grit removal and automatic sampling. Screened and de-gritted influent is directed to the two SBRs, which operate in a parallel configuration. The typical SBR cycle is described below:

- **Fill:** Raw water that has been screened and de-gritted flows into the basin and mixes with the mixed liquor settled during the previous phase. After the fill phase, the influent valve is closed and the influent is routed to the other basin.
- **React:** The basin is aerated and biological oxidation takes place.
- **Settle:** Aeration is stopped and the solids settle to the bottom of the basin leaving the clear water on the top.
- **Draw:** The clear water is diverted using a decant mechanism to tertiary treatment-UV disinfection process and then discharged to the Yamhill River at river mile 8.0.
- **Idle:** Sludge is wasted from the bottom of the basin using pumps to transfer it to the aerobic digester.

Combined secondary effluent enters the equalization basin and is then discharged through a common pipe and flow meter. Winter effluent goes directly to the UV channel for disinfection and sampling. Summer effluent is directed to the floc chambers and drum filters for tertiary treatment, before UV disinfection. Summer and winter final effluent are discharged to the Yamhill River through the same outfall.

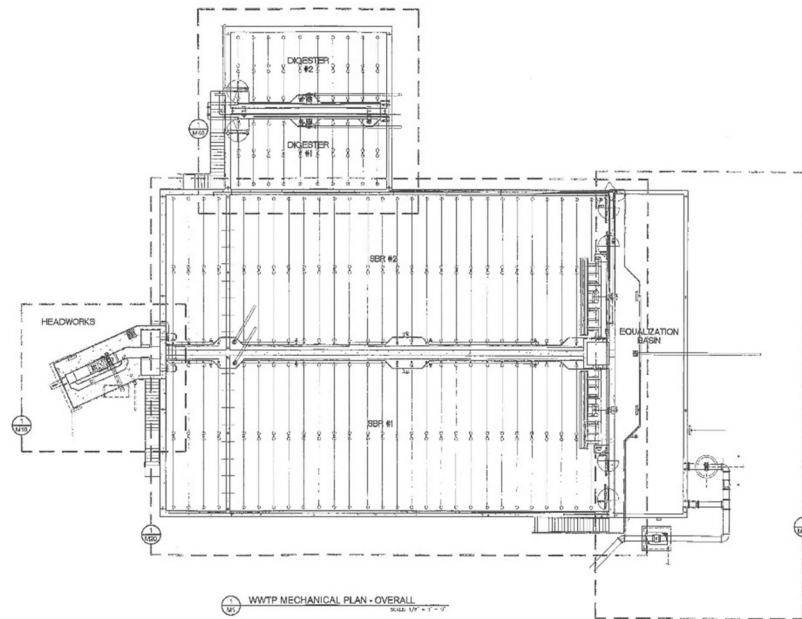


Figure 3-1. Headworks, SBR and Digester Plan View

3.2 SOLIDS PROCESSING AND STORAGE

Secondary solids are pumped as wasted activated sludge (WAS) to the aerobic digester for stabilization. The Digested Sludge Pump transfers digested sludge to the facultative sludge lagoons (FSLs) for further stabilization. Plug valves control flow into the two FSLs.

Digested solids are stored in two FSLs that each have a surface area of 0.65 acres, 10 ft depth and 1.35 MG capacity. The lagoons are lined with 60 mil textured HPDE liner and the total storage capacity is estimated to be 2.72 MG. Sludge is directly removed from the lagoons by dredging or dewatering.

Each of the two FSLs is equipped with a dedicated inlet, flow control manhole and gravity pipe for decanting. The two gravity pipes join to a common pipe that gravity drains to the Drain Pump Station. The drained FSL decant is pumped back to the Headworks.

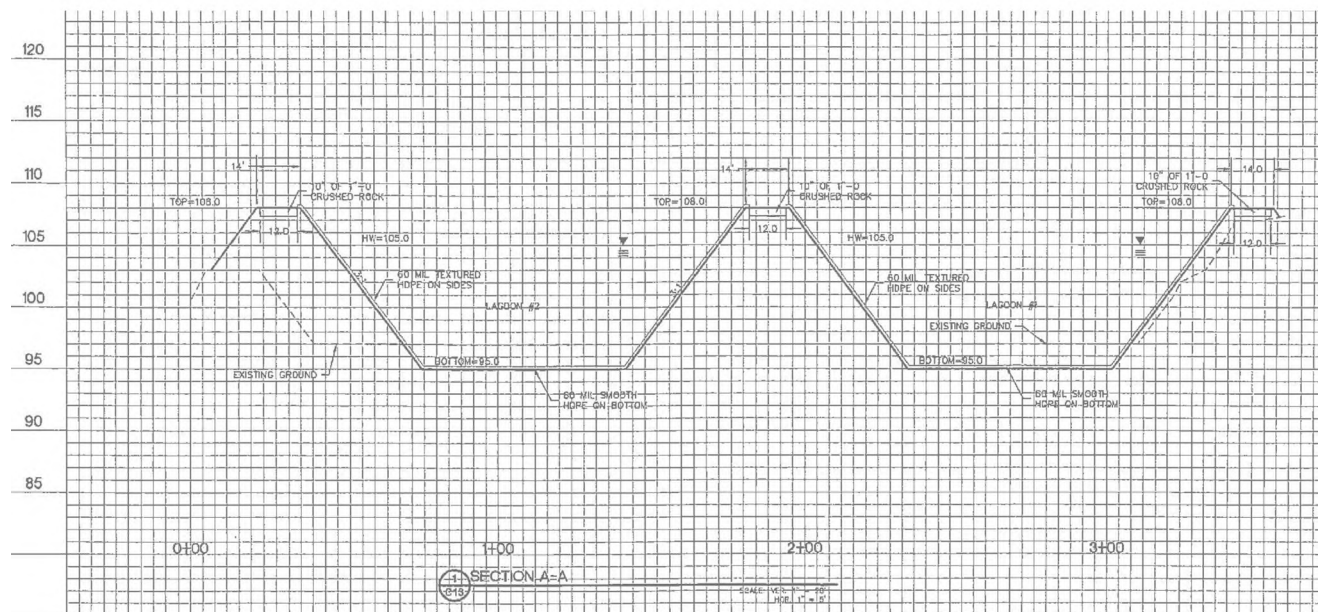


Figure 3-2. Lagoon Section

4. BIOSOLIDS LIMITS AND REQUIREMENTS

In accordance with 40 CFR Part 503 and OAR 340-050, pathogen reduction and vector attraction reduction for biosolids must be met prior to land application. Vector attraction reduction requirements can also be met at the time of land application if biosolids are injected below the surface of the land or incorporated into the soil within six hours after application to the land. Biosolids are categorized as Class A or Class B depending on the method used to determine pathogen reduction.

The City will notify DEQ in writing and get approval prior to any process change that would utilize pathogen reduction or vector attraction reduction alternatives other than the alternatives described in this BMP. The City will also certify that the alternatives used are EPA approved and that sampling and monitoring conforms to the 40 CFR 503 and OAR 340-050 regulations. This section describes the processes implemented by the City to achieve Class B biosolids criteria.

4.1 CLASS B BIOSOLIDS

For Class B biosolids production for land application, the City must comply with 40 CFR 503.32 (b) with respect to pathogens, and 40 CFR 503.33 for vector attraction reduction. Pathogen reduction must be met before vector attraction reduction or at the same time vector attraction reduction is achieved.

4.1.1 Pathogen Reduction

The primary alternative used by the City to meet the Class B biosolids pathogen reduction requirements is 40 CFR 503.32(b)(2) Alternative 1, as described below.

40 CFR 503.32(b)(2) Alternative 1: In accordance with 40 CFR 503.32(b)(2), the geometric mean of the density of seven fecal coliform samples collected must be less than either: a) 2,000,000 Most Probable Number per gram of total solids (MPN/g TS, dry weight basis) or b) 2,000,000 Colony Forming Units per gram of total solids (CFU/g TS, dry weight basis).

4.1.2 Vector Attraction Reduction

The primary alternatives used by the City to meet the Class B biosolids vector attraction reduction requirements are 40 CFR 503.33(b)(1) or (3), (as described below).

40 CFR 503.33(b)(1): The mass of volatile solids in the sewage sludge shall be reduced by a minimum of 38 percent (see calculation procedures in "Environmental Regulations and Technology - Control of Pathogens and Vector Attraction in Sewage Sludge", EPA-625/R-92/013, 1992, U.S. Environmental Protection Agency, Cincinnati, Ohio 45268).

40 CFR 503.33(b)(3): When the 38 percent volatile solids reduction requirement in § 503.33(b)(1) cannot be met for an aerobically digested sewage sludge, vector attraction reduction can be demonstrated by digesting a portion of the previously digested sewage sludge that has a percent solids of two percent or less aerobically in the laboratory in a bench-scale unit for 30 additional days at 20 degrees Celsius. When at the end of the 30 days, the volatile solids in the sewage sludge at the beginning of that period is reduced by less than 15 percent, vector attraction reduction is achieved..

The Lafayette digester has not been completely drained, but it has been drawn down to approximately the 2 foot level for diffuser inspections. No grit was observed during these operations. The City decants 1 to 3 times per week and wasting is performed 4 to 8 times per month. Volatile solids into and out of the digester are monitored on a monthly basis and the

Operator uses the Van Kleeck equation to calculate the percent volatile solids reduction. Volatile solids reduction records will be included in the annual biosolids report to confirm that the vector attraction reduction requirement is met.

4.1.3 Biosolids Characteristics

Lafayette's treatment works utilizes a sequential batch reactor process. The treatment facility wastes sludge from the basin to the aerobic digester. The sludge undergoes a minimum of 20 days of digestion at a minimum temperature of 35C and additional (up to 1.5 years) digestion at ambient temperatures in the storage lagoon prior to removal and performing a volatile solids reduction calculation.

5. BIOSOLIDS MONITORING

5.1 HISTORICAL BIOSOLIDS MONITORING

The City formed an Inter-Governmental Agreement (IGA) with the City of Salem in 2016. The IGA was associated with the dredging and hauling of the City's biosolids to the Salem WWTP digesters. Prior to the dredging and hauling activities, samples from both FSLs were collected by the City and delivered to the Willow Lake Laboratory (Lab #OR100010) for analysis. All results were within the limits established by 40 CFR Part 503.13. The results are summarized in Table 5-1.

Table 5-1. 2016 Biosolids Analysis

Parameter	40 CFR Part 503.13 Limits (mg/kg)	Lagoon #1 (mg/kg)	Lagoon #2 (mg/kg)
Arsenic (As)	41	10.5	10.2
Cadmium (Cd)	39	1.88	2.01
Copper (Cu)	1500	267	269
Molybdenum (Mo)	75	8.55	9.19
Nickel (Ni)	420	30.5	30.9
Lead (Pb)	300	14.7	14.8
Selenium (Se)	36	11.7	14.8
Zinc (Zn)	2800	741	753
Mercury (Hg)	17	0.558	0.732
Alkalinity	N/A	1680	1770
TS	N/A	21,000	21,100
VS	N/A	1,400	13,800

5.2 BIOSOLIDS PRODUCTION

STP records indicate the current (2018) biosolids production is approximately 58 dry tons. Projected biosolids production, based on the projected design population is summarized in Table 5-2.

Table 5-2. Projected Biosolids Production Summary

Year	Population	Biosolids Production (dry tons)
2018	4095	58
2019	4287	60
2020	4479	63
2021	4671	66
2022	4863	69
2023	5055	75
2024*	5247	75

*Design Population, 2006 STP Improvements

5.3 BIOSOLIDS MONITORING FREQUENCY

Table 1 of 40 CFR Part 503.16 describes the frequency of monitoring for biosolids that will be land applied and is determined by the dry tonnage (metric) that will be land applied. A facility that land applies more than 290 but less than 1500 metric tons per year, must monitor biosolids quality at least quarterly. Additionally, Schedule B of the City's NPDES permit requires sludge analysis at least six months prior to each occurrence of sludge removal. Therefore, the City is required to sample in advance of each removal and quarterly based on the preliminary schedule shown in Section 9 of this BMP. If the amount of biosolids to be land applied changes significantly, the City will adjust their sampling routine according to the requirements of Table 1 of 40 CFR Part 503.16.

Table 5-3. Frequency of Monitoring - Land Application
(based on Table 1 of 40 CFR Part 503.16)

Amount of Sewage Sludge * (metric tons per 365-day period)	Frequency
Greater than zero but less than 290	Once per year.
Equal to or greater than 290 but less than 1,500	Once per quarter (four times per year).
Equal to or greater than 1,500 but less than 15,000	Once per 60 days (six times per year).
Equal to or greater than 15,000	Once per month (12 times per year).

*Either the amount of bulk sewage sludge applied to the land or the amount of sewage sludge prepared for sale or give-away in a bag or other container for application to the land (dry weight basis)

5.4 BIOSOLIDS MONITORING AND SAMPLING PLAN

Representative samples will be collected from the FSLs that will have biosolids removed for land application at least 6 months before land application activities begin. If the City intends to land apply more than 290 metric dry tons, sampling will be performed once per quarter for that year. The following protocol is used by the City for sample collection:

1. Collect seven random samples from the FSL(s) at locations that are representative of the contents of the FSL. Indicate on a drawing or aerial photo of the FSL the location and label A thru G. Collect the samples in area where solids are entrained. The sample shall include the entire proposed sludge column to be dredged (do not include the water cap above the sludge layer). Calculations of sludge volume should be based on respective sludge depth at each sample location. The volume of each sample must be adequate for the analysis of the parameters stipulated in Steps 2 and 3, below.
2. Separate approximately one liter from each collected sample and place in a dedicated sample jar. Label each jar A thru G. Instruct the lab to perform fecal coliform testing in accordance with 40 CFR Part 503.32(b)(2), Alternative 1 on each of the seven sample jars.
3. Mix the remaining seven samples into one large composite sample. In accordance with OAR 340-050-0035(4), instruct the lab to test for the following from the composite samples:

- a. Metals/Pollutant Limits in Table 3 of 40 CFR 503.13(b), which include the following:
 - Arsenic
 - Cadmium
 - Copper
 - Lead
 - Mercury
 - Nickel
 - Selenium
 - Zinc
 - b. pH, Total Solids (% dry wt), Volatile Solids (% dry wt)
 - c. NH₃-N, NO₃-N, TKN (% dry wt)
 - d. Phosphorus and potassium (% dry wt)
 - e. Sample Analysis Method. EPA 9045; EPA 160.3; EPA 160.4; SM 4500-NH₃B; EPA 353.2; EPA 365.3; EPA 351.3; SW-846 7060; SW-846 6010; SW-846; SW-846 7481; SW-847 7471; SW-846 7740; SM 18th, 9221E.1; SM 18:9260D.1; ASTM D 4994-89; EPA 600/1-87/014; EPA 8240; EPA 1613; EPA 8270; EPA 1613B; EPA 1668.
 - f. Perform bench scale testing of digested sludge with 2% or less solids concentration for an 30 additional days at 20 degrees Celsius in accordance with 40 CFR 503.33(b)(3).
4. Store the composite sample at 4 degrees C in ice chest or refrigerator. Samples are transported in ice chests to maintain temperature during delivery to laboratory. Pathogen samples are delivered to the lab within six hours of sample collection.

5.5 LOW POLLUTANTS

Sampled metals concentrations will be compared to concentration limits for pollutants established in Table 3 of 40 CFR Part 503.13(b) (see Table 5-4 below). These are commonly referred to as “low metals” or “low pollutant” limits, and as long as pollutant concentrations do not exceed these limits, tracking the loading of Class B biosolids to land application sites is not required by federal or state biosolids regulations. OAR 340-050-0035(4) states that if biosolids analyses indicate one or more pollutants where the annual average pollutant concentration exceeds Table 3 of 40 CFR Part 503.13(b) concentration limits, then biosolids that are land applied are subject to Table 2 of 40 CFR Part 503.13(b) cumulative pollutant loading rates. If an exceedance is noted in the analyses, it is recommended that resampling occur to consider outliers and sample or lab error. Once a facility exceeds a Table 3 concentration value for any regulated pollutant, but meets the ceiling concentration limits in Table 1 of 40 CFR Part 503.13(b) and has land applied those biosolids on a site, it is required to track cumulative pollutant loading for that site during the remaining time the site is used. If any or all of the ceiling concentration limits in Table 1 of 40 CFR Part 503.13(b) are exceeded, the biosolids cannot be land applied.

Table 5-4. Low Pollutant Concentration Limits

Parameter ^(a) (mg/kg)	Table 3 of 40 CFR Part 503.13(b)
Arsenic (As)	41
Cadmium (Cd)	39
Chromium (Cr)	---
Copper (Cu)	1500
Lead (Pb)	300
Mercury (Hg)	17
Molybdenum (Mo)	75
Nickel (Ni)	420
Selenium (Se)	36
Zinc (Zn)	2800

Note:

(a) “---” indicates there is no federal or state regulatory limit for this parameter.

5.6 PATHOGEN REDUCTION

The City currently utilizes aerobic digestion as the treatment method for reducing pathogen density and meets the pathogen reduction requirements for Class B biosolids by monitoring bacteria in accordance with 40 CFR Part 503.32(b)(2).

The City shall sample fecal coliform to meet pathogen reduction requirements for land application of Class B biosolids in accordance with 40 CFR Part 503.32(b)(2), Alternative 1. This involves collecting seven discrete samples from the lagoon. The geometric mean of the density of seven fecal coliform samples collected must be less than either: a) 2,000,000 MPN/g TS, dry weight basis or b) 2,000,000 CFU/g TS, dry weight basis).

5.7 VECTOR ATTRACTION REDUCTION

The City collects samples from the sample port on the discharge line from the digester to the FSLs and directly from the FSLs. The City’s primary method of demonstrating vector attraction reduction shall be in accordance with 40 CFR 503.33(b)(1) or (3). The calculation of percentage of volatile solids reduction is based on a comparison of a representative grab sample of total and volatile solids entering the digestion process and a representative composite sample of solids from the FSL. The percentage volatile solids reduction calculation to use for aerobic digestion that is decanted and does not have appreciable grit accumulation would be the Van Kleeck equation. The mass of volatile solids in the sewage sludge shall be reduced by a minimum of 38%.

The City may also elect to meet their Class B biosolids requirement for vector attraction reduction through 40 CFR 503.33(b) (3). This requires a 30-day bench scale test and volatile solids must be reduced by less than 15%.

5.8 SOILS MONITORING

If biosolids are land applied to the same site two out of three continuous years, the soil must be sampled for residual soil nitrate, as described in OAR 340-050-0080(5)(a). Soil samples shall be collected at depths of 0'-12" and 12"-24" for each major soil group at the site in the fall after harvest and before the wet season. The results of the analysis shall be submitted to the Oregon DEQ for approval prior to further land application. The following year's biosolids application rate shall be adjusted according to the results of the soils analysis.

6. BIOSOLIDS STORAGE

6.1 FSL LAGOONS

All biosolids storage is contained within the two FSL lagoons. During normal operations, however, only one FSL is used for storage. The other lagoon sits idle and can be used for equalizing influent flows. During biosolids removal activities, the top layer of liquid is decanted to the other lagoon. Each lagoon provides approximately 1.36 million gallons of biosolids storage, or 2.72 million gallons of total storage capacity.

Biosolids can be wasted to the lagoons for approximately 3 - 4 years before reaching capacity. Capacity is defined as an accumulated biosolids depth of approximately 9 ft. Following the necessary idle period needed to meet Class B biosolids criteria, biosolids within the full lagoon(s) will be removed and land applied.

6.2 FIELD STAGING

The unloading and placement of dewatered Class B biosolids in a designated area at DEQ authorized land application sites may occur on a limited time basis, typically up to 14 days. Staging can only occur if the biosolids have a solids concentration of at least 20%. Concentrations less than 20% must be land applied immediately. Lafayette biosolids will be at approximately 5% solids and will be land applied immediately.

In the event of odor complaints at the DEQ authorized land application sites, City staff shall speak or meet with complainants to understand the specific date, location and nature of the incident. City staff will follow the procedures outlined in Section 8.3 of this Plan.

7. TRANSPORTATION

The proposed biosolids management plan involves biosolids mixing, dredging, screening, removal and land application to DEQ approved sites. The sites will be located as close as possible and practical to the STP.

7.1 LAND APPLICATION

Biosolids will be land applied at a rate consistent with the recommended application rate of 100 lbs available nitrogen per acre. Based on the soil, topography and climate in the area, the biosolids can be land applied between June and September. The actual land application season, however, will be determined during the site authorization process.

The City will contract with a contractor that is experienced in biosolids handling and transport. The contractor will provide the mixing, dredging and screening labor and equipment. Biosolids will be transported via tanker trucks from the FSL to the authorized land application site(s). The hauler and the City will comply with the requirements of 40 CFR Part 503 and OAR 340-050 for transport and land application.



Figure 7-1. Lafayette STP Facultative Storage Lagoons

7.2 LAND FILLING

In the case of an unforeseen treatment process failure which results in the biosolids not meeting Class B requirements or other operational issues arise, the City will contract with a licensed hauling company to transport the biosolids to disposal at an approved landfill (e.g., Coffin Butte or Arlington).

8. REMEDIAL PROCEDURES

All spills into waters of the state or spills on the ground surface that are likely to enter waters of the state will be reported immediately to Oregon Emergency Response System (OERS) at (800) 452-0311 and DEQ's Western Region biosolids specialist at (541) 687-7439.

8.1 SPILL RESPONSE INSIDE WWTP

The contactor shall provide tire washing stations of 3"-0 aggregate at the lagoon loading site to prevent the accidental transport of biosolids from the loading area. Sludge trucks will be equipped with sight tubes to allow a visual indication of sludge levels within the tank. The tanks are also equipped with an access hatch to allow for inspection of accumulated solids in bottom of tank.

Any amount of biosolids spilled will be immediately reported to the WWTP Operator, Roy Loftis at 503-864-3464. This is the first step in the Spill Response Plan. If the spill can be contained and properly cleaned up by the driver, he/she will do so and continue on the trip (without spilling more biosolids). The driver will fill out a Spill Report form upon completion of the trip.

If the spill is greater than is practical for the driver to clean up, the WWTP Operator will decide on the appropriate response depending on the amount spilled, location of the spill, and weather conditions. In most cases, the following process will take place:

1. The WWTP Operator will act as spill response coordinator until or if an agency (Police, Fire, State, or Federal) assumes control.
2. Notify the City's STP Staff.
3. Liquid Biosolids Cleanup: Contain the spill as best you can, either damming it with dirt, bales of straw or containment booms, and cover with lime and straw. Submit completed Spill Response Form to the WWTP Operator.

8.2 SPILL RESPONSE OUTSIDE WWTP

Any amount of biosolids spilled will be immediately reported to the WWTP Operator, Roy Loftis, at 503-864-3464. This is the first step in the Spill Response Plan. If the spill can be contained and properly cleaned up by the driver, he/she will do so and continue on the trip (without spilling more biosolids). The driver will fill out a Spill Report form upon completion of the trip.

If the spill is greater than is practical for the driver to clean up, the WWTP Operator will decide on the appropriate response depending on the amount spilled, location of the spill, and weather conditions.

Driver's Responsibilities:

1. Immediately report to the WWTP Operator to initiate a response by City staff.
2. Remain with vehicle and warn all pedestrians and motorists to stay away from the spill area. Indicate traffic hazard involved and call 9-1-1, which should call the Oregon Emergency Response System (OERS) at 800-452-0311. Driver should verify with 9-1-1 Operator that OERS will be notified.

3. Upon arrival of police or fire department, the driver will inform them of the nature of the material spilled and request the area to be blocked off to both pedestrians and vehicles to prevent property damage and any personal injury.
4. Notify WWTP Operator (if not present) that support agencies are on site.
5. Submit completed spill report form and an incident report, if necessary, to the WWTP Operator.

The City will decide on the appropriate response depending on the amount spilled, location of the spill, and weather conditions. In most cases the following process will take place:

1. The WWTP Operator will act as spill response coordinator.
2. Contact OERS at 800-452-0311 within 24 hours of learning about spill event.
3. Contact the WWTP Operations Office.
4. Contact DEQ within one (1) hour of spill incident at: Western Region, Biosolids Specialist 541-687-7439. A written spill report shall be submitted to DEQ within five days.
5. Liquid Cleanup: Contain the spill as best you can, either damming it with dirt, bales of straw or containment booms, and cover with lime and straw. If necessary, the WWTP Operator will contact the Yamhill County Road Department or the appropriate agency and arrange for the spill to be dug up and disposed of according to 40 CFR Part 503 and OAR 340-050 requirements.
6. Submit completed Spill Response Form and an incident report, if necessary, to the WWTP Operator.

8.3 ODOR RESPONSE

City Staff shall implement the following procedure if an odor complaint is received:

1. City staff shall speak with complainant by phone
2. Gather information from the complainant, including their name and address; date, time and location of odor event
3. Record any other pertinent information (such as ongoing farm operations at time of odor incident) provided by the complainant
4. City staff shall drive to the land application site and assess the presence of odors
5. Discuss the incident with the farm operation or land owner, if necessary
6. Apply hydrated lime over application area, if odors are present.
7. Adjust the timing of land application activities, increase in site buffers, etc., to mitigate future odors.
8. Document the incident in writing and maintain in files.

9. BIOSOLIDS LAND APPLICATION MANAGEMENT

9.1 PRELIMINARY LAND APPLICATION SCHEDULE

The City has developed a preliminary land application schedule with the goal of removing all accumulated biosolids from the FSLs within a 3 to 4-year period and continuing biosolids removal on a routine maintenance basis thereafter. That plan is shown in Table 9-1.

A second plan is shown in Table 9-2 and indicates a reduced but consistent removal quantity. This second plan was developed in case potential farmers and/or land owners are only interested in a consistent year-to-year land application process. Also, the availability of land could affect the allowable quantity to be land applied. Soil sampling will be performed in accordance with OAR 340-050-0080(5)(a) and as described in section 5.9 of this Report.

It should be noted that budgetary constraints and actual biosolids accumulation may affect the quantity removed during any given year. The preliminary schedules shown below are based on the best current available information.

Table 9-1. Preliminary Biosolids Removal Plan (Quick Removal and Maintenance)

Activity	Biosolids Removed (dry tons)	Biosolids Produced (dry tons)	Biosolids Accumulation (dry tons)
Summer 2017 Dry Tonnage			600
Hauled to Salem WWTP Summer 2017	67		534
Summer 2017 – 2018 Production		58	592
Summer 2018 – 2019 Production		60	652
Summer 2019 Land Application	300		352
Summer 2019 – 2020 Production		63	415
Summer 2020 Land Application	300		115
Summer 2020 – 2021 Production		66	181
Summer 2021 Land Application	175		6
Summer 2021 – 2022 Production		69	75
Summer 2022 Land Application	75		0
Summer 2022 – 2023 Production		75	75
Summer 2023 Land Application	75		0
Summer 2023 – 2024 Production		75	75
Summer 2024 Land Application	75		0

Table 9-2. Preliminary Biosolids Removal Plan (Consistent Removal)

Activity	Biosolids Removed (dry tons)	Biosolids Produced (dry tons)	Biosolids Accumulation (dry tons)
Summer 2017 Dry Tonnage			600
Hauled to Salem WWTP Summer 2017	67		533
Summer 2017 – 2018 Production		58	591
Summer 2018 – 2019 Production		60	651
Summer 2019 Land Application	200		451
Summer 2019 – 2020 Production		63	514

Summer 2020 Land Application	200		314
Summer 2020 – 2021 Production		66	380
Summer 2021 Land Application	150		230
Summer 2021 – 2022 Production		69	299
Summer 2022 Land Application	150		149
Summer 2022 – 2023 Production		75	224
Summer 2023 Land Application	150		77
Summer 2023 – 2024 Production		75	149
Summer 2024 Land Application	149		0

9.2 BIOSOLIDS LAND APPLICATION PLAN

Class B biosolids will be land applied (beneficially reused) on DEQ authorized agricultural fields in accordance with 40 CFR Part 503 and OAR 340-050. The beneficial reuse practices are governed under a DEQ approved Biosolids Management Plan and Biosolids Site Authorizations. The City will transport Class B biosolids from the STP and land apply liquid biosolids on the DEQ authorized sites.

The City's biosolids land application program consists of several key elements, including:

- Producing biosolids that meet pathogen reduction, vector attraction reduction, and pollutant concentrations in accordance with 40 CFR Part 503 and OAR 340-50 (these elements are explained in detail in Section 4 of this BSMP).
- Obtaining biosolids site authorizations from DEQ. This includes selecting sites using, at a minimum, criteria specified in OAR 340-050.
- Determining appropriate agronomic rate calculations based on crop nitrogen requirements. This includes implementing a soil sampling protocol to assist with these calculations (agronomic rate calculation methodology is explained in detail within this section of the BSMP).
- Implementing site management practices to control potential biosolids run-off, buffers to wells, public access restriction, and appropriate public notification.
- Management of the Class B biosolids application process shall conform to the requirements of 40 CFR 503.14, which are summarized as follows:
 - Land application shall not adversely affect threatened or endangered species.
 - Land application shall not take place on agricultural land that is flooded, frozen so that the biosolids enters a wetland or other water.
 - Land application shall not be applied to agricultural land that is 10 meters or less from water.
 - Land application shall be equal to or less than the agronomic rate for bulk sewage.
- Site restrictions associated with the land application of Class B biosolids shall conform to 40 CFR 503.32(b)5. Turf crops shall not be harvested for one year after application when the harvested turf is placed on land with a high potential for public exposure or a lawn.

- The volume of biosolids and solids concentration shall be reported for each hauling event in the annual DEQ report. Nutrient and metals data shall also be in the annual DEQ report.

9.3 SITE AUTHORIZATIONS

A site authorization letter outlines site management conditions that are based on the characteristics of the biosolids being land applied and the specific location where land application will occur. The letter is considered an integral part of the biosolids management plan, and the provisions stated in the letter are considered permit requirements and enforceable conditions under the City's NPDES permit.

When the City wants to land apply Class B biosolids to a new site, the following requirements are followed prior to commencing land application:

- Submission of a site authorization request with supporting documentation specified in DEQ's, "Site Authorization Documentation Checklist for the Land Application of Biosolids," and data is to be provided to the appropriate DEQ regional biosolids specialist.
- Documentation that all newly proposed land application sites meet relevant site selection criteria that have been identified in the approved biosolids management plan.
- Documentation that the public notification process for proposed biosolids land application activity is in place. The process includes to whom notification was made and when.
- Documentation regarding notification and the process is kept on file and available upon request from the DEQ.
- Receipt of written site authorization from the DEQ.

9.4 SITE SELECTION CRITERIA FOR NEW LAND APPLICATION SITES

At a minimum and in accordance with OAR 340-050, the following site selection criteria will be used by the City when selecting new biosolids land application sites:

- (a) Sites will be on a stable geologic formation not subject to flooding or excessive runoff from adjacent land. If periodic flooding cannot be avoided, the period of application will be restricted and soil incorporation may be implemented.
- (b) The minimum depth to permanent groundwater will be four feet and the minimum depth to temporary groundwater will be one foot.
- (c) Topography of the site will be suitable to allow normal agricultural operations. Where needed, runoff and erosion control measures will be constructed. In general, liquid biosolids will not be surface applied on bare soils where the ground slope exceeds 12% unless otherwise approved by DEQ. Well vegetated sites with slopes up to 30% may be used for dewatered biosolids, or for liquid biosolids application with appropriate management to prevent runoff.
- (d) Soil will have a minimum rooting depth of 24 inches. The underlying substratum to at least 24 inches will not be rapidly draining so that leachate will not be short circuited to groundwater.
- (e) Sites with saline and/or sodic soils will be avoided.

- (f) Buffer strips large enough to prevent nuisance odors or wind drift will be implemented. Approval of buffer strip sizes will be determined by DEQ through the site authorization process and depend upon the method of application used, total solids content, and proximity to sensitive areas, for example:
- Direct injection: no limit required
 - Truck spreading (liquid): 0 to 200 feet
 - Spray irrigation: 50 to 500 feet
 - Cake or dried solids: 0 to 50 feet.
 - Buffer strips will be provided along well traveled highways.
- (g) No Class B biosolids will be spread at a land application site closer than 50 feet to any ditch, channel, pond or waterway or within 200 feet of a domestic water source or well.

9.5 PUBLIC NOTIFICATION

The City is required to notify the public of a proposed Class B biosolids land application activity in accordance with 40 CFR Part 122. Prior to land application of biosolids, the City will notify neighbors adjacent to existing authorized land application sites regarding expected biosolids application activities to occur at the authorized sites. The purpose of this notification is to ensure that any new residents are aware of biosolids land application activity near their property. The City will also conduct this notification process for any new biosolids land application sites during the DEQ site authorization process.

9.6 SITE MANAGEMENT PRACTICES

Site access restrictions and setbacks will be followed as outlined in DEQ site authorization letters. The City will ensure that access is restricted by appropriate means, as necessary, such as fencing or posting of signs at the land application site. However, in accordance with OAR 340-050-0065, access control is assumed on rural private land. Biosolids land application will not occur in those areas designated as buffer strips and will be achieved through accurate measurement of the buffer area prior to commencing land application.

Odor complaints addressed to the City will be responded to within 48 hours. DEQ will be copied on any associated correspondence or communications.

9.7 AGRONOMIC APPLICATION RATES AND SITE CROPS

9.7.1 INTRODUCTION

Class B biosolids are required to be land applied to a site at a rate that is equal to or less than the agronomic rate for the site. An agronomic rate is the whole biosolids application rate (dry weight basis) designed to provide the annual total amount of nitrogen needed by a crop and to minimize the amount of nitrogen passing below the root zone of the crop or vegetation to groundwater.

9.7.2 NITROGEN

Biosolids nitrogen is present in two forms, inorganic and organic. Inorganic or mineral N (as ammonium (NH₄⁺) and nitrate (NO₃⁻) is typically immediately available for plant uptake, while organic N must first be biologically transformed (mineralized). The concentration of various N forms in biosolids, plus the rate of organic N mineralization, is used to determine the annual

agronomic loading of biosolids. Mineralization rates vary depending on the stabilization process and duration, application method, soil temperature and moisture conditions, and season.

Table 9-2 shows estimated organic N mineralization rates for the first year after biosolids application (source: *Worksheet for Calculating Biosolids Application Rates in Agriculture*, 1999 [revised 2006], WSU, OSU, and University of Idaho extension agencies, and United States Department of Agriculture [USDA] Publication PNW 511). The range of values listed allows the City the flexibility to decide on a mineralization rate based on WWTP specific data.

Mineralization rates for aerobic digestion will be used for agronomic rate calculations implemented by the City.

Table 9-3. Mineralization Rate Estimates of Organic Nitrogen in Biosolids

Biosolids Stabilization Process	Biosolids Stabilization Process First Year Mineralization Rate ^(a) (% of organic N)
Aerobic digestion	30-45
Anaerobic digestion	20-40
Heat-drying	20-40
Lagoon stabilization	15-30
Drying bed	15-30
Composting	0-20
Lime stabilization	Approx. 30 ^(b)

Notes:

(a) Estimated mineralization rates are cumulative in 2-5 months in spring, summer, or fall.

(b) Value based on research by Gilmour, John, C. Cogger, L. Jacobs, and others. 2000.

Estimating Plant-Available Nitrogen in Biosolids, (Water Environment Research Foundation, Alexandria, VA)

Ammonia volatilization and denitrification are active processes affecting nitrogen availability. Ammonia loss through volatilization is affected by soil pH, soil moisture, and the land application method and rate. For example, the amount of ammonium (NH₄⁺) retained through surface application of dewatered biosolids not immediately tilled into the soil is estimated to be 50% (*Worksheet for Calculating Biosolids Application Rates in Agriculture*, USDA Publication Pacific Northwest [PNW] 511). If biosolids are immediately tilled in (e.g., through soil incorporation or injection) then the maximum amount of ammonium-N is retained. Estimate values of ammonium-N retained after land application may be found in Table 2 of the *Worksheet for Calculating Biosolids Application Rates in Agriculture*, USDA Publication PNW 511. Denitrification losses may vary widely depending on soil temperature and moisture conditions. These losses are rarely factored into agricultural application rate calculations due to variability, although they may factor into biosolids application on forest sites.

9.7.3 SOIL SAMPLING

Prior to the initiation of biosolids application to a site (pre- or post-harvest), a representative soil sample will be collected across the entire site and analyzed by an independent commercial laboratory. The benefits of conducting soil tests for intensive agricultural programs are to:

- Assess pre-planting soil nutrient levels
- Monitor during the growing season for optimum crop yields

- Verify plant uptake and low residual soil nitrate-nitrogen levels after the growing season.
- Samples will be collected in the soil profile between 0-12 inches and 22-24 inches (the plant rooting zone) for these parameters: NH₄, NO₃, TKN, P and pH.

Available nitrogen concentrations in soil for a given season can be affected by: other sources of nitrogen; soil pH; rainfall; and carry-over from previous year's applications or crop residuals. Existing nitrogen levels in the soil profile are subtracted from the OSU Fertilizer Guides application rates for the crop and the biosolids application rate is adjusted.

In the event of annual biosolids application to the same field for three consecutive years, annual sampling and testing of application site soils for nitrate and ammonia nitrogen will be conducted prior to biosolids application (OAR 340-050-0080(5)(a)). Application rates must be adjusted to account for available nitrogen carried over from previous applications. It should be noted that the City plans to authorize multiple sites, so nitrogen carryover should not prevent annual land application activities.

The following regional university and federal and state agency references are used by the City to assist with soil sampling procedures (including the most recent additions):

- *Monitoring Soil Nutrients Using a Management Unit Approach, October 2003, Pacific Northwest Extension publication PNW 570-E. Link to on-line version:*
<http://eesc.orst.edu/agcomwebfile/edmat/PNW570-E.pdf>
- *Post-harvest Soil Nitrate Testing for Manured Cropping Systems West of the Cascades - second section on detailed suggestions for soil sampling and planning, May 2003, OSU Extension Service publication EM 8832-E. Link to on-line version:*
<http://eesc.orst.edu/agcomwebfile/edmat/EM8832-E.pdf>
- *Soil Sampling, August 1997 (reprint), University of Idaho Cooperative Extension System Bulletin 704 (revised). Link to on-line version:*
<http://info.ag.uidaho.edu/resources/PDFs/EXT0704.pdf>
- *Soil Sampling for Home Gardens and Small Acreages, Reprinted April 2003, OSU Extension Service publication EC 628. Link to on-line version:*
<http://eesc.orst.edu/agcomwebfile/edmat/ec628.pdf>
- *Soil Test Interpretation Guide, Reprinted August 1999, OSU Extension Service publication EC 1478. Link to on-line version:*
<http://eesc.orst.edu/agcomwebfile/edmat/EC1478.pdf>

9.7.4 AGRONOMIC APPLICATION RATE METHODOLOGY

Biosolids agronomic application rates for the City's sites will be developed based on OSU Extension Service Fertilizer Guides for the specific crops receiving biosolids. The agronomic rate is typically not based on the maximum crop yield for the site. The City's agronomic rate calculation method will be based on, "Cogger, C.G. and D.M. Sullivan. 1999 (revised 2006); *Worksheet for Calculating Biosolids Application Rates in Agriculture*, PNW 511 (WSU, OSU, and Univ. of Idaho extension agencies, and USDA). Link to on-line: <http://www.puyallup.wsu.edu/soilmgmt/Biosolids.htm>." Specific site agronomic loading rates will be stated in the DEQ issued site authorization letters.

The following regional university and federal and state agency references are used by the City to assist with agronomic application rate calculations (including the most recent additions):

- Cogger, C.G. and D.M. Sullivan. 1999 (revised 2006). *Worksheet for Calculating Biosolids Application Rates in Agriculture, PNW 511* (WSU, OSU, and Univ. of Idaho extension agencies, and USDA). Link to on-line: <http://www.puyallup.wsu.edu/soilmgmt/Biosolids.htm>
- Sullivan, D.M. 1998. *Fertilizing with Biosolids, PNW 508* (Oregon State University, Corvallis, OR).
- Sullivan, D.M., D.M. Granatstein, C.G. Cogger, C.L. Henry, and K.P. Dorsey. Revised 2000. *Biosolids Management Guidelines for Washington State (Chapter 7, Forest Site Design and Management, and Chapter 9, Site Monitoring)*, WA. Department of Ecology Publication #93-80 (Olympia, WA). Link to on-line version: <http://www.ecy.wa.gov/biblio/9380.html>

9.7.5 SITE CROPS

The City will land apply to crops that benefit from the nutrient and organic matter content of the Class B biosolids. Crops may typically consist of grass pasture, grass hay, and small grains. Other crops may receive biosolids based on customer and City staff approval and in accordance with 40 CFR Part 503 and OAR 340-050 requirements.

Crop nitrogen fertilizer requirements will vary from field to field and year to year depending on soil fertility, crop productivity, cropping methods and history, fertilizer applications, weather, and crop management. Based on OSU fertilizer guides requirements (pounds per acre) for the most predominant crops receiving the City's biosolids include: Pasture and grass hay, 60-100 pounds per acre.

10. RECORDKEEPING AND REPORTING PROCEDURES

The City as the preparer and land applier of biosolids is required to maintain records to demonstrate that federal and state biosolids requirements are met. Records will be kept on file by the City, and will be available upon request by DEQ. Monitoring and sampling records will be retained for a period no less than 5 years, unless otherwise required by the NPDES permit or a DEQ site authorization letter. The minimum required records include the following information:

- Pollutant concentrations of each parameter stated in the permit.
- Pathogen requirements as stated in the permit for Class B.
- Description of how one of the vector attraction reduction requirements in 40 CFR Part 503.33(b)(1) through (8) are met.
- Description of how the management practices in 40 CFR Part 503.14 and site restrictions in 40 CFR Part 503.32(b)(5) are met for each biosolids land application site.
- Certification that the information submitted is accurate to determine compliance with pathogen and vector attraction reduction requirements, and site restriction/management requirements.

10.1 REPORTING

The DEQ Biosolids Report is due February 19th of each year for the previous year's land applied Class B biosolids. The City, however, does not plan to land apply every year, therefore, reporting is not required on an annual basis. The annual report describes the quality and quantity of biosolids or domestic septage produced and land applied, as well as the specific land application activities practiced. The annual biosolids report includes, at a minimum, the following:

- Description of how biosolids were produced, stabilized, and tested
- The amount of biosolids produced
- Information characterizing the quality of the biosolids
- Description of how pathogen reduction and vector attraction reduction requirements were met
- Description of how and where the biosolids were managed
- Necessary signed certifications for pathogen reduction, vector attraction reduction, and site management practices
- Description of any major modifications to solids handling or land application site management practices
- Description of any violation of state or federal rules pertaining to biosolids and remedial actions taken
- The volume of biosolids and solids concentration shall be reported for each hauling event in the annual DEQ report. Nutrient and metals data shall also be in the annual DEQ report

- Daily site logs for Class B biosolids, which have the date, time, and quantity land applied. Site logs will have a scaled map showing the site and the land application location that coincides with the daily site loading methods (i.e., truck splash plate)

In addition to the above information the following is provided on the land application sites:

- Site names and locations
- Crops grown
- Amount of acreage amended
- Amount of biosolids (dry tons/acre), including date and location
- Amount of available nitrogen supplied by the biosolids
- Soil test(s) if required by a site authorization letter.

The Biosolids Annual Report will have a signed copy of the certification statements for pathogen reduction, vector attraction reduction and the biosolids that have been land applied at approved agronomic loading rates. The person signing the statements will be the operator of record at the WWTP. The operator will show how the vector attraction reduction was met for biosolids generated at the City's WWTP. Certification of pathogen reduction is required and is satisfied by submittal of test results in the DEQ Annual Biosolids Report. All the previous year's biosolids sampling and analysis that is required by the permit will be included in each year's annual report appendix.

The dates, volumes, and locations of any Class B biosolids land applications will be recorded in a log that can be reviewed by DEQ and records for at least five years.

10.2 CERTIFICATION STATEMENTS

The City's WWTP will be capable of meeting alternatives for achieving biosolids pathogen and vector attraction reduction criteria. Signed Class B biosolids and vector attraction certification statements are maintained at the City and are available upon request. As required in accordance with 40 CFR Part 503.17, the City must retain a certification statement indicating whether compliance with pathogen reduction, vector attraction reduction, and certain site restrictions has been met. The certification statement must be retained for a period of five years, and must be submitted with the annual report that is due February 19 or as required by the permit. The City will retain the certification statement and it will be signed by a principal executive officer or ranking elected official or their duly authorized representative (e.g., individual or position having responsibility for the overall operation of the system, such as the position of plant manager, supervisor, superintendent or equivalent responsibility).

The following certification statements are applicable to the City's biosolids management program:

Class B Biosolids Pathogen and Vector Attraction Reduction Requirements

"I certify, under penalty of law, that the information that will be used to determine compliance with the Class B pathogen requirements in §503.32(b)(2) and the vector attraction reduction requirement in §503.33(b)(1) or (3)) was prepared under my direction and supervision in accordance with the system designed to ensure that qualified personnel

properly gather and evaluate this information. I am aware that there are significant penalties for false certification including the possibility of fine and imprisonment.”

Signature..... Date.....

The City is also required as the land applier to certify that the management practices in 40 CFR Part 503.14 are being met. This certification includes that biosolids are being land applied at approved agronomic loading rates as specified in DEQ issued site authorization letters.

Class B Biosolids Site Management Requirements

“I certify, under penalty of law that the management practices in 40 CFR §503.14 and 40 CFR §503.32(b) (5) have been met for each site on which bulk biosolids is applied. This determination has been made under my direction and supervision in accordance with the system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that the management practices have been met. I am aware that there are significant penalties for false certification, including the possibility of fine and imprisonment.”

Signature..... Date.....



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Resolution 2019-04, Authorization to Sell \$5.2 million in G.O. Bonds for Fire Station

Requested Council Action:

Approve Resolution 2019-04.

Staff Recommendation:

Approve the Resolution.

Background:

At the November 2018 General Election, the citizens of Lafayette approved the sale of up to \$5.2 million in General Obligation bonds to construct and equip a new fire station. The City's Municipal Advisor has created a preliminary rate analysis to project the overall cost and rates for the life of the bond repayment, which is attached to this report.

The City's Bond Counsel, in collaboration with the City's Municipal Advisor and City staff, issued an RFP for underwriter services, receiving two responses; a summary comparison of the two responses is attached. Both underwriters have significant experience in selling bonds in Oregon and both maintain an Oregon office that will be utilized for this sale. Resolution 2019-04 does not select a specific underwriter; instead, the specific underwriter will be chosen based on conditions most favorable to the City at the time of the bond sale. Based on RFP results, staff will be working with Piper Jaffray under the assumption that Piper Jaffray will likely be our underwriter.

Resolution 2019-04 authorizes the City to take the necessary steps to complete the sale of the bonds, which is expected to occur in late May 2019. The Resolution also authorizes the City to reimburse itself for costs incurred prior to the bond sale for some of the previously incurred expenses related to the fire station project, such as design and site investigation costs.

Duncan Brown, our Municipal Advisor and Senior Managing Consultant at Public Financial Management, Inc. (PFM), will be available at your January 10 meeting to present information and answer questions.

Financial Impact:

\$5.2 million in General Obligation bonds will be issued by the City, to mature over 31 years or less. See attachment for projected costs and rates.

Alternative:

Council may determine to modify text of Resolution 2019-04.

Suggested Motion:

"I move to approve Resolution 2019-04, authorizing the sale of \$5.2 million in General Obligation Bonds to construct and equip a new Lafayette Fire Station."

**BEFORE THE CITY COUNCIL
FOR THE CITY OF LAFAYETTE, OREGON**

**A Resolution of the City Council of the City of)
Lafayette, Oregon Authorizing the Issuance,)
Sale, Execution and Delivery of General)
Obligation Bonds in an Aggregate Principal)
Amount Not to Exceed \$5,200,000, in One or)
More Series, to Finance the Construction and)
Equipping of a New Fire Station; Classifying)
the Ad Valorem Tax Levy as Taxes to Pay)
Principal and Interest on General Obligation)
Indebtedness Evidenced by the Bonds and)
Providing for Notice of Adoption of this)
Resolution; Designating an Authorized)
Representative; Delegating Responsibilities;)
and Related Matters)**

Resolution No. 2019-04

THE CITY COUNCIL (the “City Council”) OF THE CITY OF LAFAYETTE, OREGON (the “City”) sat for the transaction of city business on Thursday, January 10, 2019 in the City Chambers at City Hall.

WHEREAS, on July 12, 2018, the City Council adopted Resolution No. 2018-16, referring to the voters of the City at a measure election on November 6, 2018 (the “2018 Election”), a measure asking for authorization of the issuance of up to \$5,200,000 in general obligation bonds to finance the capital costs to construct and equip a new fire station (the “Project”); and

WHEREAS, the 2018 Election was duly and legally held and the election officer of Yamhill County, Oregon, has certified to the City that a majority of the electors of the City who voted in the measure election voted in the affirmative on the question submitted to the ballot by the City Council regarding the Project and approved the issuance of general obligation bonds by the City to finance the Project; and

WHEREAS, pursuant to the ballot title and the provisions of Oregon law, including ORS Chapter 287A, the City is authorized to issue general obligation bonds (the “Bonds”) to finance the Project and to pay bond issuance costs; and

WHEREAS, the City may incur expenditures in connection with the Project (the “Expenditures”) and wishes to declare its official intent to reimburse itself with the proceeds of the Bonds for Expenditures in conformity with the requirements of United States Treasury Regulations Section 1.150-2; and

WHEREAS, the City adopts this Resolution (i) to provide the terms under which the Bonds will be sold, executed and delivered; (ii) to designate an authorized representative of the City and delegate responsibilities; and (iii) to classify the ad valorem taxes levied to pay debt service on the Bonds

allocable to the Project as not being subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the Lafayette, Oregon, as follows:

Section 1. General Obligation Bonds Authorized. The City authorizes the issuance, sale, execution and delivery of the Bonds, in one or more series, in an aggregate principal amount not to exceed \$5,200,000, to finance the costs of the Project and to pay bond issuance costs, including capitalized interest.

Any series of Bonds issued shall mature over a period of thirty-one (31) years or less from the date such series is issued and shall initially be subject to a book-entry only system of ownership and transfer as provided for in a Bond Declaration ("Bond Declaration") to be executed and delivered on the date the Bonds are delivered (the "Delivery Date"), which shall establish the terms of the Bonds consistent with this Resolution.

Section 2. Designation of Authorized Representative. The City Council designates each of the City Administrator, or their designee (collectively, the "Authorized Representative"), to act on behalf of the City and determine the terms of the Bonds as provided for in this Resolution.

Section 3. Security. The Bonds are general obligations of the City. The full faith and credit and taxing powers of the City are pledged to the successive owners of each of the Bonds ("Owners" or "Bondowners") for the punctual payment of such obligations when due. The City covenants with the Bondowners to levy annually a direct ad valorem tax upon all of the taxable property within the City without limitation as to rate or amount, and outside of the limitations of sections 11 and 11b, Article XI of the Oregon Constitution, after taking into consideration discounts taken and delinquencies that may occur in the payment of such taxes, to pay interest accruing and the principal maturing on the Bonds promptly when and as they become due.

Section 4. Form of Bonds. The Bonds shall be prepared in book-entry only form by Bond Counsel in substantially the form approved by the Authorized Representative and shall be attached to the Bond Declaration.

Section 5. Execution of Bonds. The Bonds shall be executed on behalf of the City with the manual or facsimile signature of the Mayor of the City and attested to by the manual or facsimile signature of an Authorized Representative of the City.

Section 6. Book-Entry System. The Bonds shall be initially issued in the form of a single fully registered certificate, one for each maturity of the Bonds, held in a book-entry only system through The Depository Trust Company, New York, New York ("DTC"). The Bonds shall be registered in the name of Cede & Co., as nominee for DTC. The City has entered into a Blanket Issuer Letter of Representations representing that it will comply with the requirements stated in DTC's Operational Arrangements as they may be amended from time to time. All other provisions with respect to DTC shall be set forth in the Bond Declaration.

Section 7. Redemption and Notice of Redemption of Bonds. The Bonds may be subject to optional redemption and mandatory redemption prior to maturity as determined by the Authorized

Representative pursuant to this Resolution and as set forth in the Bond Declaration, including provisions with respect to the form, content and delivery of notices of redemption.

Section 8. Tax-Exempt Status of Bonds. The City covenants to use the proceeds of the Bonds, and the facilities financed or refinanced with the Bonds, and to otherwise comply with the provisions of the Internal Revenue Code of 1986, as amended (the “Code”), so that interest paid on the Bonds will not be includable in gross income of the Bondowners for federal income tax purposes. The City specifically covenants:

- (a) to comply with the “arbitrage” provisions of Section 148 of the Code, and to pay any rebates to the United States on the gross proceeds of the Bonds;
- (b) to operate the facilities financed with the proceeds of the Bonds so that the Bonds are not “private activity bonds” under Section 141 of the Code; and
- (c) comply with all reporting requirements.

The Authorized Representative may enter into covenants on behalf of the City to protect the tax-exempt status of the Bonds.

Section 9. Delegation for Establishment of Terms and Sale of the Bonds. The Authorized Representative is hereby authorized, on behalf of the City and without further action of the City Council, to:

- (a) negotiate, execute and deliver a Bond Declaration that among other things, sets forth the final terms, covenants, representations and agreements determined by the Authorized Representative to be necessary and appropriate in connection with the issuance, sale, execution and delivery of the Bonds and consistent with the intents and purposes set out in this Resolution;
- (b) establish the dated date, principal and interest payment dates, principal amounts, optional and mandatory redemption provisions, if any, interest rates, and denominations, defeasance provisions, and all other terms for the Bonds;
- (c) appoint a paying agent and Bond Registrar for the Bonds;
- (d) establish funds and accounts under the Bond Declaration into which the proceeds of the Bonds shall be deposited, which funds and accounts shall be continually maintained, except as otherwise provided, so long as the Bonds remain unpaid;
- (e) approve the form of the Bonds and take such actions as are necessary to qualify the Bonds for the Book-Entry System of DTC;
- (f) determine the need for municipal bond insurance for the Bonds, and if purchased, direct expenditure of Bond proceeds to pay any bond insurance premium and execute and deliver any required insurance commitments, insurance agreements and any other documents, agreements or certificates in connection therewith and establish and

provide for terms and conditions related to bond insurance in the Bond Declaration, if necessary;

(g) obtain one or more credit ratings on the Bonds if determined by the Authorized Representative to be in the best interest of the City, and expend Bond proceeds to pay the costs of obtaining such rating;

(h) authorize the publication of a Notice of Adoption of Resolution Classifying Taxes pursuant to Section 10;

(i) enter into covenants regarding the use of the proceeds of the Bonds and the Project refinanced with the proceeds of the Bonds, to maintain the tax-exempt status of the Bonds;

(j) approve of and authorize the distribution of preliminary and final official statements for the Bonds;

(k) approve, execute and deliver a Continuing Disclosure Certificate pursuant to SEC Rule 15c2-12, as amended;

(l) establish the level of original issue premium, which shall not exceed 30%, and original issue discount with respect to the issuance of the Bonds;

(m) approve, execute and deliver the Bond closing documents and certificates; and

(n) approve the final form of and cause a notice of bond sale for a competitive sale, substantially in the form approved by the Authorized Representative to be published electronically or otherwise, and award the successful bid or reject the bids for the Bonds, consistent with the provisions of this Resolution; or if determined by the Authorized Representative to be in the best interest of the City, negotiate the terms of the Bonds with an underwriter selected by the Authorized Representative and enter into a bond purchase agreement for the sale of the Bonds.

(o) execute and deliver a certificate specifying the action taken by the Authorized Representative pursuant to this Section 9, and any other certificates, documents or agreements that the Authorized Representative determines are desirable to issue, sell, deliver and administer the Bonds in accordance with this Resolution.

Section 10. Resolution Classifying Taxes. The City hereby classifies the taxes levied to pay principal and interest on the Bonds as not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution. This Resolution constitutes a resolution authorizing issuance of bonded indebtedness in the form of the Bonds that includes a classification of bonded indebtedness, in the form of the Bonds, as not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution for purposes of ORS 305.583 and ORS 310.145. The Authorized Representative is hereby authorized to cause to be published a notice in a newspaper of general circulation in the City of the City's adoption of this Resolution, and classification of taxes levied to pay principal and interest on the Bonds as not being subject to the limits of sections 11 and 11b,

Article XI of the Oregon Constitution in substantially the form of the notice as shown on Exhibit A attached hereto, within 15 days after passage of this Resolution and which meets the requirements of ORS 305.583.

Section 11. Declaration of Official Intent. The City hereby declares its official intent to reimburse itself with proceeds of the Bonds for Expenditures paid by it prior to the issuance of the Bonds.

Section 12. Appointment Of Bond Counsel and Financial Advisor. The City appoints Orrick, Herrington & Sutcliffe LLP as bond counsel to the City relating to the Bonds and appoints PFM Financial Advisors LLC as financial advisor to the City relating to the Bonds.

Section 13. Resolution to Constitute Contract. In consideration of the purchase and acceptance of any or all of the Bonds by the Owners, the provisions of this Resolution shall be part of the contract of the City with the Owners and shall be deemed to be and shall constitute a contract between the City and the Owners. The covenants, pledges, representations and agreements contained in this Resolution or in the closing documents executed in connection with the Bonds, including without limitation the City’s covenants and pledges contained in Section 3, and the other covenants and agreements set forth in this Resolution to be performed by or on behalf of the City shall be contracts for the equal benefit, protection and security of the Owners, all of which shall be of equal rank without preference, priority or distinction of any of such Bonds over any other thereof, except as expressly provided in or pursuant to this Resolution.

Section 14. Effective Date of Resolution. This Resolution shall take effect immediately upon adoption by the City Council.

APPROVED by the City Council of the City of Lafayette, Oregon this 10th day of January 2019.

VOTE: Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____ Vacancies: _____

CERTIFIED:

ATTEST:

Marie Sproul, Mayor

Kevin Perkins, Assistant City Administrator

EXHIBIT A

**NOTICE OF ADOPTION
OF RESOLUTION CLASSIFYING TAXES AND
SPECIFYING THE AUTHORIZED USES OF BOND PROCEEDS**

The City of Lafayette, Oregon (the “City”) hereby gives notice that on January 10, 2018 the City Council of the City adopted its Resolution No. 2019-04 (the “Resolution”). The Resolution classifies the ad valorem taxes to be levied upon all of the taxable property within the City for the purpose of paying principal and interest on not to exceed \$5,200,000 in aggregate principal amount of the City’s general obligation bonded indebtedness to be issued in one or more series, approved by the legal voters of the City at the election held November 6, 2018, as not being subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution. Complete copies of the Resolution may be obtained by contacting Mr. Preston Polasek, City Administrator, City of Lafayette, 486 Third Street, Lafayette, OR 97127, Telephone: 503-864-2451. Judicial review of the City’s classification of such taxes and specification of authorized uses may be sought within 60 days of the date of the Resolution pursuant to ORS 305.583.

This Notice is published pursuant to ORS 305.583 and ORS 310.145.

CITY OF LAFAYETTE, OREGON

Published: _____, 2019, in the *News Register*.



City of Lafayette, Oregon Levy Rate Analysis

0.50% Cushion		0.25% Cushion		No Cushion	
Sources:		Sources:		Sources:	
Par Amount	\$ 5,190,000	Par Amount	\$ 5,200,000	Par Amount	\$ 5,185,000
Premium	193,045	Premium	170,975	Premium	170,821
Total Sources:	\$ 5,383,045	Total Sources:	\$ 5,370,975	Total Sources:	\$ 5,355,821
Uses:		Uses:		Uses:	
Project Fund	\$ 5,200,000	Project Fund	\$ 5,200,000	Project Fund	\$ 5,200,000
Capitalized Interest	40,794	Capitalized Interest	24,953	Capitalized Interest	13,041
Cost of Issuance	90,351	Cost of Issuance	94,021	Cost of Issuance	90,929
Underwriter's Discount	51,900	Underwriter's Discount	52,000	Underwriter's Discount	51,850
Total Uses:	\$ 5,383,045	Total Uses:	\$ 5,370,975	Total Uses:	\$ 5,355,821

AV Growth Rate	3.00%
2018/19 AV	224,768,530

Fiscal Year Ending 6/30	Assessed Valuation	Delinquency Assumption	Net Debt Service	Levy Rate	Net Debt Service	Levy Rate	Net Debt Service	Levy Rate
2019	224,768,530							
2020	231,511,586	3.00%	220,780	\$0.98	216,262	\$0.96	213,338	\$0.95
2021	238,456,933	2.00%	229,690	\$0.98	225,178	\$0.96	222,003	\$0.95
2022	245,610,641	1.00%	238,966	\$0.98	228,650	\$0.94	230,997	\$0.95
2023	252,978,961	1.00%	245,550	\$0.98	238,650	\$0.95	239,425	\$0.96
2024	260,568,330	1.00%	255,325	\$0.99	248,250	\$0.96	244,425	\$0.95
2025	268,385,379	1.00%	259,650	\$0.98	252,450	\$0.95	249,200	\$0.94
2026	276,436,941	1.00%	268,750	\$0.98	261,450	\$0.96	258,750	\$0.95
2027	284,730,049	1.00%	277,400	\$0.98	270,050	\$0.96	267,850	\$0.95
2028	293,271,951	1.00%	285,600	\$0.98	278,250	\$0.96	276,500	\$0.95
2029	302,070,109	1.00%	293,350	\$0.98	286,050	\$0.96	284,700	\$0.95
2030	311,132,212	1.00%	300,650	\$0.98	293,450	\$0.95	292,450	\$0.95
2031	320,466,179	1.00%	312,500	\$0.98	305,450	\$0.96	299,750	\$0.94
2032	330,080,164	1.00%	318,675	\$0.98	311,850	\$0.95	311,250	\$0.95
2033	339,982,569	1.00%	329,400	\$0.98	322,850	\$0.96	317,000	\$0.94
2034	350,182,046	1.00%	339,450	\$0.98	333,250	\$0.96	327,250	\$0.94
2035	360,687,507	1.00%	348,825	\$0.98	343,050	\$0.96	336,750	\$0.94
2036	371,508,133	1.00%	362,525	\$0.99	352,250	\$0.96	350,500	\$0.95
2037	382,653,377	1.00%	370,325	\$0.98	360,850	\$0.95	358,250	\$0.95
2038	394,132,978	1.00%	382,450	\$0.98	372,975	\$0.96	370,250	\$0.95
2039	405,956,967	1.00%	393,675	\$0.98	384,200	\$0.96	381,250	\$0.95
2040	418,135,676	1.00%	409,000	\$0.99	394,525	\$0.95	391,250	\$0.95
2041	430,679,747	1.00%	418,200	\$0.98	408,950	\$0.96	405,250	\$0.95
2042	443,600,139	1.00%	431,500	\$0.98	417,250	\$0.95	413,000	\$0.94
2043	456,908,143	1.00%	443,675	\$0.98	429,650	\$0.95	429,750	\$0.95
2044	470,615,387	1.00%	459,725	\$0.99	445,925	\$0.96	440,000	\$0.94
2045	484,733,849	1.00%	469,425	\$0.98	455,850	\$0.95	454,000	\$0.95
2046	499,275,864	1.00%	488,000	\$0.99	469,650	\$0.95	466,500	\$0.94
2047	514,254,140	1.00%	500,000	\$0.98	487,100	\$0.96	482,500	\$0.95
2048	529,681,765	1.00%	513,500	\$0.98	502,975	\$0.96	496,750	\$0.95
2049	545,572,218	1.00%	<u>530,250</u>	\$0.98	<u>517,275</u>	\$0.96	<u>509,250</u>	\$0.94
Total			10,696,811		10,414,565		10,320,138	



**City of Lafayette, Oregon
General Obligation Bonds, Series 2019
Underwriter Proposal Summary**

Criteria	DA Davidson	Piper Jaffray
Team (Role)	Matt Donahue, Managing Director (Lead Banker) Mark Kendle, SVP (Quantitative analyst) Melissa Liu (Public Finance Assistant) Maura Lentini, VP (Credit Specialist) Mark Froio, SVP (Underwriter)	John Peterson, SVP (Lead Banker) Brendan Watkins, VP (Analytics) Diana Schweitzer, Investment Banking Assistant (disclosure and rating prep) Mark Lee, Managing Director (Underwriter)
Comparable Issues	Over the past year DA Davidson has underwritten 9 bank qualified Oregon transactions	Over past five years PJC has underwritten 164 GO bond transactions in Oregon, for \$7.7 billion
Rating Approach	Believe S&P is the best chance for a favorable rating. Scorecard assigns an A+ rating (think AA- is possible) Strengths: Broad economy, strong liquidity, low deb burden Weaknesses: 2017 general fund performance showed expenditures exceeding revenues by over 10%, modest general fund balance	Suggest using S&P due to their greater weight on fund balance strength. Bond insurance could be beneficial with a rating of A-, but would not be beneficial with a rating of A+.
Bond Structure	Recommend capitalized interest to cover a portion of the first 3 years of interest, allowing issuance of the full \$5.2 million. Preliminary results showed a \$5.4 million project fund staying within the \$0.97 levy rate target. Suggest issuing later in the year and using closer-to-par coupons and discounts in the later years	Capitalize interest in first year to achieve \$0.97 levy rate, or delay issuance until June (assuming stable rates). Could potentially shorten the term by 4 years to keep the levy rate around \$0.97. Suggest using term bonds in the later years to attract investors
Compensation:		
Takedown per bond	\$5.00/bond	\$3.68/bond
Total Takedown*	\$26,000	\$19,110
Estimated Expenses	\$2,600	\$1,778
Total Estimated Costs	\$28,600	\$20,888

*Based on estimated par amount of \$5,200,000



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Approval of the Crosswalk Plan for Third Street Improvements in 2020

Requested Council Action:

Review and approve the crosswalk plan to be presented by ODOT.

Staff Recommendation:

Discuss the crosswalk plan and consider approval.

Background:

ODOT is currently designing a rebuild of Third Street in Lafayette to be constructed in 2020. This improvement is part of a much larger, \$15 million project from McDougall Junction on Hwy99W through Lafayette to McDonald Way in McMinnville. Attached is Project Scope provided by ODOT and updated in December 2018.

City staff has been working with ODOT on our design of facility crossings as well as placement of pedestrian crossings. The number of crossings on Third Street will be reduced from the current number to meet new standards and improve safety.

Approval of the crosswalk plan by City Council is a necessary step to keep the design process moving forward. City staff and the City Engineer recommend approval of the plan, which includes crossing Third Street at the following intersections: Bridge, Adams, Market, and Monroe. The Monroe Street crosswalk will also include button-activated lights for the school crossing. In addition, there will need to be a striped crosswalk across Madison Street. At the time of this writing, ODOT approval is pending for the Madison Street pedestrian crossing. Valerie Greenway, ODOT Senior Project Manager, may be in attendance for the Council meeting to present the project and address any questions.

Financial Impact:

ODOT will fund the design and construction of improvements that ODOT has determined to be necessary to meet current standards and improve safety.

Alternative:

Council may postpone approval of the Third Street crosswalk plan pending further Council discussion.

Suggested Motion:

"I move to approve the Crosswalk Plan as presented by ODOT to include a striped pedestrian crosswalk across Madison Street."

OR99W: McDougall Jct. – McDonald Way

Yamhill County, McMinnville, Lafayette K18611

Purpose:

The project will improve a very rough and poor condition section of OR99W road pavement. This is a 3R preservation project including pavement inlay/overlay, striping, curb ramp accessibility upgrades, guardrail upgrades and sidewalk infill. The 6.25 mile project (milepost 30 to 36) from east of McDonald Way and continues to east of the Hwy 18 McDougall Jct. The project includes 1.1 mile within the City of McMinnville, .5 miles through the City of Lafayette and 4.65 miles of rural highway.



Project Scope:

- The existing road alignment will remain except at the North Yamhill River Bridge east bound (27th in McMinnville for 500 feet north side) will be modified to create a 5 ft shoulder.
- Pavement improvements including Inlay/overlay
- Replace curb ramps to upgrade accessibility
- Through Lafayette curb-extensions will be added where turning movements allow.
- Kreder Rd intersection corners will be modified with larger curves to better accommodate vehicle turn movements.
- Upgrade signs, guardrail, drainage, and mailboxes
- Maintain traffic flow during construction
- Pavement overlay to change the lane configuration with new striping

Project Funding:

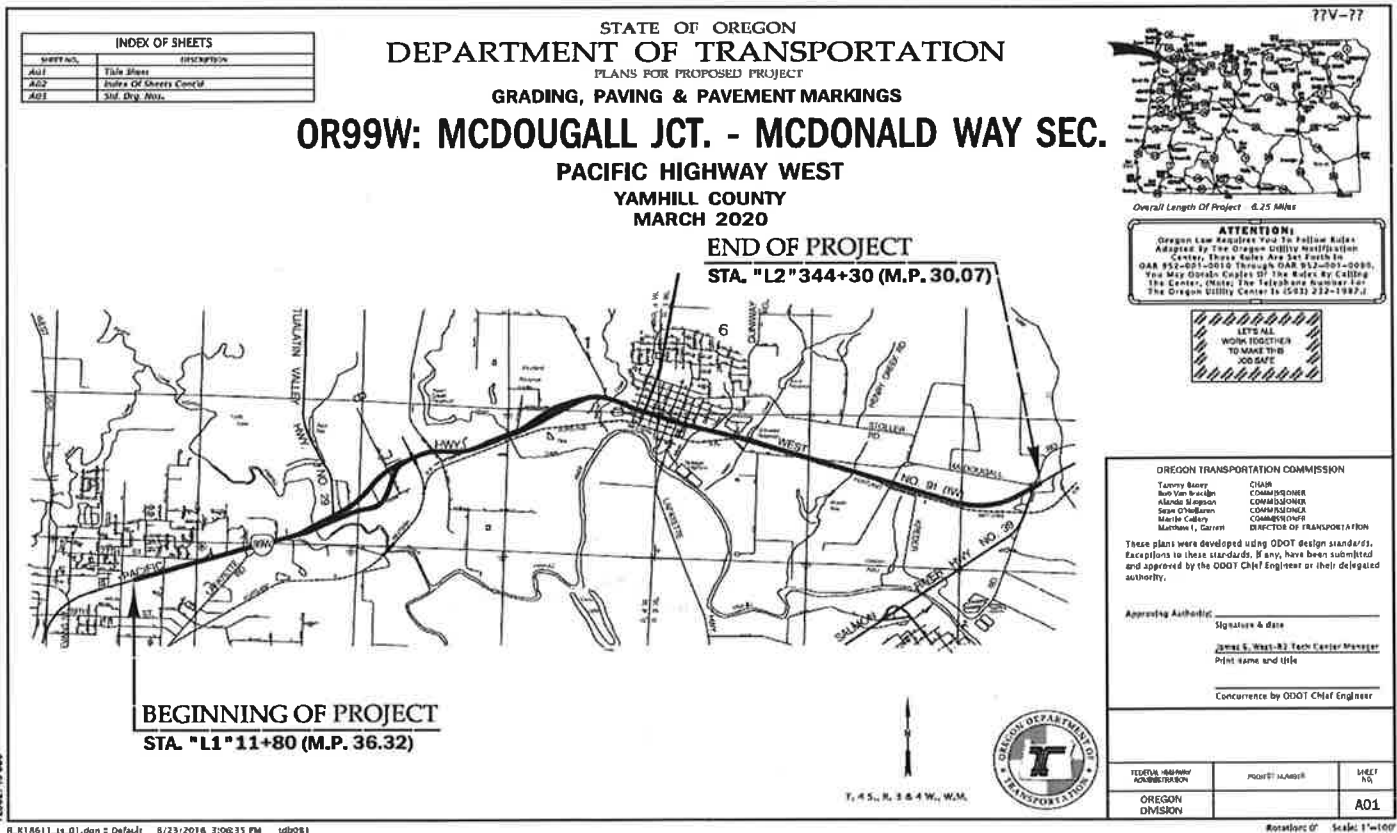
The project is currently funded for \$15,104,000 which includes \$381,000 for Preliminary Engineering.

Proposed Project Schedule:

Bid Let date – Winter 2019
 Construction – Spring-Fall 2020

Project Contact:

Valerie Greenway, Senior Project Leader
 ODOT Region 2 – Salem
 503-986-2865
Valerie.GREENWAY@odot.state.or.us





Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Employment Agreements for the Fire Chief and Public Works Supervisor

Requested Council Action:

Approve the employment agreements.

Staff Recommendation:

Discuss and approve the employment agreements for Fire Chief and Public Works Supervisor.

Background:

The City Council customarily approves an employment agreement with the City Administrator, but it has not extended this practice to other exempt, management employees that are subordinate to the City Administrator. At various times with the Budget Committee and City Council, the need for employment agreements has been discussed and has been anticipated with existing staff and future staff such as the hiring of a City Engineer or other future management position.

An employment agreement is a best practice for rewarding outstanding performance, retaining excellent employees, and attracting new talent to the organization. Terry Lucich, Fire Chief and Konrad Dimmitt, Public Works Supervisor, have an outstanding performance record and are worthy of such recognition by the City Council. After Kevin Perkins, Assistant City Administrator, completes his introductory period with the City, he will be eligible for consideration by Council for a similar employment agreement. It is anticipated that future management positions with the City will be offered employment agreements upon hire.

The two attached employment agreements are very similar with one notable exception. Mr. Lucich is retired from PERS, so there is no retirement compensation, and Mr. Dimmitt is provide limited moving expenses. Very few compensable benefits are provided under these agreements above what is already provided as a current management employee. These additional compensable benefits include severance, limited steps up to 12% maximum, and a technology stipend for business use of a personal smart phone.

Financial Impact:

The additional base salary benefits for each employee are four steps of 3% each for a maximum of 12%. In addition, also provided are severance benefits and a monthly technology stipend of \$50.

Alternative:

Council may determine to modify the text of certain provision.

Suggested Motion:

"I move to approve employment agreements for the Fire Chief and Public Works Supervisor and authorize the Mayor to execute the agreements."

EMPLOYMENT AGREEMENT
between
The City of Lafayette
and
Konrad Dimmitt, Public Works Supervisor

THIS EMPLOYMENT AGREEMENT, made, entered into, and effective this 10th day of January, 2019, by and between the CITY OF LAFAYETTE, OREGON (hereinafter referred to as “City”) and KONRAD DIMMITT (hereinafter referred to as “Employee”).

RECITALS:

- A. Konrad Dimmitt, Public Works Supervisor, is an exempt, management employee and serves at the pleasure of the City Administrator; and
- B. The compensation and conditions of employment are set forth herein, and in return Konrad will commit his continued service to the City; and
- C. City desires to employ the services of of a Public Works Supervisor, and Konrad Dimmitt desires to serve in that capacity, on the following terms:

AGREEMENT:

Section 1. Duties.

The Job Description, dated October 23, 2017 is current and attached as Exhibit 1.

Section 2. Expiration, Termination and Severance Provisions.

- A. This Agreement shall remain in full force and effect while the Employee remains in the employment of the City, unless such Agreement or terms hereof are mutually agreed to in writing by both the City and Employee.
- B. Termination of Employee shall be made in accordance with this Section 2.
- C. The Employee is an at-will employee and serves at the pleasure of the City Administrator. In the event that the employment of the Employee is terminated by the City Administrator without cause, the City agrees to provide a lump sum severance payment equal to TWO (2) months’ aggregate compensation calculated at the time

employment ends. Termination without cause shall include the actual discharge of the Employee by the City Administrator, resignation of the Employee following a salary or benefit reduction, or a resignation of the Employee following a formal request by the City Administrator that the employee resign.

- C. In the event the employment of the Employee is terminated for just cause, the Employee Administrator shall not be entitled to any severance pay. Grounds for just cause termination shall include the following: indictment by a Grand Jury for an illegal act; conviction of any illegal act involving personal gain to himself, fraud, or theft; willful misconduct in the performance of duties; or conviction for any felony. If the Employee is terminated for an indictment, and if the Employee is not convicted on an indictment within two years, the City shall pay TWO (2) months' of aggregate compensation severance.
- D. In the event of termination for incapacity preventing Employee's performance of the essential functions and duties of the position, Employee shall not be entitled to severance pay. This subsection shall be applicable only when it appears such incapacity will last for more than six (6) months and a reasonable accommodation will not allow Employee to perform the essential functions and duties of the position. Employee shall be allowed to concurrently exhaust any accrued Paid Time Off (PTO), and any family medical leave for which Employee may be eligible, prior to being terminated under this provision.
- E. In the event of voluntary resignation, Employee shall provide thirty (30) days written notice to the City Administrator.
- F. The parties may terminate this Agreement by mutual consent in writing at any time.

Section 3. Compensation.

- A. Base Salary.

City agrees to pay Employee compensation in an amount approved by the City Administrator within the parameters set forth herein and in the same installments and manner as other employees of the City are paid. The Employee's salary shall be computed monthly and is currently based on a monthly salary of \$ 5,789. The City Administrator shall consider a base salary increase of up to three (3) percent each year, effective July 1, to be based on the City Administrator's annual performance evaluation of Employee. The PW Supervisor position is exempt from the overtime provisions of the Fair Labor Standards Act and is not eligible for overtime pay. Salary payments shall be subject to withholding, applicable taxes, FICA, and other deductions allowed or required by this

Agreement or applicable law, and shall not be subject to docking or other reduction by the City.

- B. Annual COLA. The Employee shall be compensated by an annual cost-of-living-adjustment (COLA) at the discretion of the City Administrator to be paid in the same installments and manner as other exempt, management employees under the direction of the City Administrator.
- C. Annual Merit. Employee shall be eligible for a one-time annual merit bonus of up to four (4) percent of salary based on June 30 wages. The Annual Merit compensation is provided at the discretion of the City Administrator to each exempt, management employee that serves at the direction of the City Administrator.
- D. Travel and Other Expense Reimbursement. Employee shall be reimbursed for all official travel and other expenses incurred at the IRS rate for mileage for personal vehicle use plus actual cost of meals, lodging, registration or other expenses. Such travel and expense reimbursements shall be approved and paid according to City policy, administrative regulations, and preapproval by the City Administrator when appropriate.
- E. Professional Development. Employee's attendance at conferences and trainings, dues and subscriptions to professional organizations, participation at professional events, and obtaining and maintaining certain professional certifications are encouraged and subject to the approval of the City Administrator. All approved expenses under this Section will be paid by the City.
- F. Retirement. City agrees to pay all amounts required of either the employer or the employee under the Oregon Public Employees Retirement System (PERS).
- G. Benefits. Except as expressly provided herein, Employee shall be entitled to all employee benefits, including but not limited to PTO, Holidays, and health insurance, as provided in the Employee Handbook or as may otherwise be agreed upon by the parties to this Agreement. In the event of a conflict between the Employee Handbook and this Agreement, this Agreement shall control.
- H. Severance. For each year of service under this agreement, the Employee shall be rewarded with an additional month of aggregate compensation as severance up to a maximum of six (6) months total severance as defined and provided in accordance with Section 2. Additional months based on service in this section shall not be prorated.

- I. Moving Expenses. Employee shall receive limited reimbursement for moving expenses if he relocates his residence to Lafayette or close proximity within one year of the effective date of this Agreement. Such expenses are limited to a maximum of \$5,000 and are reimbursable at the discretion of the City Administrator based on written, paid receipts.

Section 4. Indemnification.

The City shall defend and indemnify Employee against any tort, professional liability claim or demand or other legal action arising out of an alleged act or omission occurring in the performance of job duties as Public Works Supervisor in accordance with its duties and obligations under ORS 30.285 et seq., unless prohibited by law. Employee's duties do not include the commission of any criminal act or intentional tort. This indemnification shall include the cost of defense, provided that the City will choose or approve legal representation for the Employee and will retain control over the defense of the claim, including the sole power to compromise and settle any claim or action and pay the amount of the settlement or judgment.

Section 5. Other Terms and Conditions.

- A. If any provision, or any portion thereof, contained in this Agreement, is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement shall be deemed severable, shall not be affected and shall remain in full force and effect. It is the intent of the parties that this Agreement and the continuing employment of Konrad Dimmitt as Public Works Supervisor be, in all aspects, in compliance with the provisions of the Charter relating to this position.
- B. The parties may, from time to time, agree to modify the terms of this Agreement, provided that the amendment is reduced to writing and made a part of this Agreement.
- C. It is the preference of the Council that Employee reside with the city limits of Lafayette or in close proximity, but this is not a requirement. Choosing to not reside within the City will not be held against Employee, but City policy requires the Public Works Supervisor, if he is on-call, to be able to respond in Lafayette to a call-out within sixty (60) minutes.

Section 6. Review by Independent Counsel.

Employee acknowledges that the City has advised him to have this Agreement independently reviewed by an attorney of his choice.

Section 7. Voluntary Agreement.

Employee acknowledges that he understands the terms of this Agreement, that he has entered into it voluntarily, and that the complete terms of the parties' agreement are set forth in this written document. Employee further acknowledges that he has not relied on any other representations or promises by the City, its agents, employees or representatives except those contained in this Agreement.

Section 8. Waiver.

Failure of either party at any time to require performance of any provisions of this Agreement shall not limit the party's right to enforce the provision, nor shall any waiver of any breach of any provision be a waiver of any succeeding breach of the provision itself or of any other provision.

Section 9. Severability.

If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the City Council of the City of Lafayette has caused this Agreement to be signed and executed on its behalf by its Mayor, and by Employee on the day and year first above written.

PUBLIC WORKS SUPERVISOR

CITY OF LAFAYETTE

By: _____
Konrad Dimmitt, Employee

By: _____
Marie Sproul, Mayor

EMPLOYMENT AGREEMENT
between
The City of Lafayette
and
Terry Lucich, Fire Chief

THIS EMPLOYMENT AGREEMENT, made, entered into, and effective this 13th day of December, 2018, by and between the CITY OF LAFAYETTE, OREGON (hereinafter referred to as “City”) and TERRY LUCICH (hereinafter referred to as “Employee”).

RECITALS:

- A. Terry Lucich, Fire Chief, is an exempt, management employee and serves at the pleasure of the City Administrator; and
- B. The compensation and conditions of employment are set forth herein, and in return Terry will commit his continued service to the City; and
- C. City desires to employ the services of a Fire Chief, and Terry Lucich desires to serve in that capacity, on the following terms:

AGREEMENT:

Section 1. Duties.

The Job Description, dated December 2, 2008 is current and attached as Exhibit 1.

Section 2. Expiration, Termination and Severance Provisions.

- A. This Agreement shall remain in full force and effect while the Employee remains in the employment of the City, unless such Agreement or terms hereof are mutually agreed to in writing by both the City and Employee.
- B. Termination of Employee shall be made in accordance with this Section 2.
- C. The Employee is an at-will employee and serves at the pleasure of the City Administrator. In the event that the employment of the Employee is terminated by the City Administrator without cause, the City agrees to provide a lump sum severance payment equal to two (2) months’ aggregate compensation calculated at the time employment ends. Termination without cause shall include the actual discharge of the Employee by the City Administrator, resignation of the Employee following a salary or

benefit reduction, or a resignation of the Employee following a formal request by the City Administrator that the employee resign.

- C. In the event the employment of the Employee is terminated for just cause, the Employee shall not be entitled to any severance pay. Grounds for just cause termination shall include the following: indictment by a Grand Jury for an illegal act; conviction of any illegal act involving personal gain to himself, fraud, or theft; willful misconduct in the performance of duties; or conviction for any felony. If the Employee is terminated for an indictment, and if the Employee is not convicted on an indictment within two years, the City shall pay two (2) months' of aggregate compensation severance.
- D. In the event of termination for incapacity preventing Employee's performance of the essential functions and duties of the position, Employee shall not be entitled to severance pay. This subsection shall be applicable only when it appears such incapacity will last for more than six (6) months and a reasonable accommodation will not allow Employee to perform the essential functions and duties of the position. Employee shall be allowed to concurrently exhaust any accrued Paid Time Off (PTO), and any family medical leave for which Employee may be eligible, prior to being terminated under this provision.
- E. In the event of voluntary resignation, Employee shall provide thirty (30) days written notice to the City Administrator.
- F. The parties may terminate this Agreement by mutual consent in writing at any time.

Section 3. Compensation.

A. Base Salary.

City agrees to pay Employee compensation in an amount approved by the City Administrator within the parameters set forth herein and in the same installments and manner as other employees of the City are paid. The Employee's salary shall be computed monthly and is currently based on an hourly wage of \$32.79 per hour. The City Administrator shall consider a base salary increase of up to three (3) percent each year, effective July 1, to be based on the City Administrator's annual performance evaluation of Employee. The total amount of base salary increase provided under this Section shall not exceed twelve (12) percent. The Fire Chief position is exempt from the overtime provisions of the Fair Labor Standards Act and is not eligible for overtime pay. Salary payments shall be subject to withholding, applicable taxes, FICA, and other deductions allowed or required by this Agreement or applicable law, and shall not be subject to docking or other reduction by the City.

- B. Annual COLA. The Employee shall be compensated by an annual cost-of-living-adjustment (COLA) at the discretion of the City Administrator to be paid in the same installments and manner as other exempt, management employees under the direction of the City Administrator.
- C. Annual Merit. Employee shall be eligible for a one-time annual merit bonus of up to four (4) percent of salary based on June 30 wages. The Annual Merit compensation is provided at the discretion of the City Administrator to each exempt, management employee that serves at the direction of the City Administrator.
- D. Travel and Other Expense Reimbursement. Employee shall be reimbursed for all official travel and other expenses incurred at the IRS rate for mileage for personal vehicle use plus actual cost of meals, lodging, registration or other expenses. Such travel and expense reimbursements shall be approved and paid according to City policy, administrative regulations, and preapproval by the City Administrator when appropriate.
- E. Professional Development. Employee's attendance at conferences and trainings, dues and subscriptions to professional organizations, participation at professional events, and obtaining and maintaining certain professional certifications are encouraged and subject to the approval of the City Administrator. All approved expenses under this Section will be paid by the City.
- F. Benefits. Except as expressly provided herein, Employee shall be entitled to all employee benefits, including but not limited to PTO, Holidays, and health insurance, as provided in the Employee Handbook or as may otherwise be agreed upon by the parties to this Agreement. In the event of a conflict between the Employee Handbook and this Agreement, this Agreement shall control.
- G. Severance. For each year of service under this agreement, the Employee shall be rewarded with an additional month of aggregate compensation as severance up to a maximum of six (6) months total severance as defined and provided in accordance with Section 2. Additional months based on service in this section shall not be prorated.
- H. Technology Allowance. Employee shall be compensated with \$50 per month for use of a personal cell phone for business purposes.

Section 4. Indemnification.

The City shall defend and indemnify Employee against any tort, professional liability claim or demand or other legal action arising out of an alleged act or omission occurring in the performance of job duties as Fire Chief in accordance with its duties and obligations under ORS 30.285 et seq., unless prohibited by law. Employee's duties do not include the commission of any criminal act or intentional tort. This indemnification shall include the cost of defense, provided that the City will choose or approve legal representation for the Employee and will retain control over the defense of the claim, including the sole power to compromise and settle any claim or action and pay the amount of the settlement or judgment.

Section 5. Other Terms and Conditions.

- A. If any provision, or any portion thereof, contained in this Agreement, is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement shall be deemed severable, shall not be affected and shall remain in full force and effect. It is the intent of the parties that this Agreement and the continuing employment of Terry Lucich as Fire Chief be, in all aspects, in compliance with the provisions of the Charter relating to this position.
- B. The parties may, from time to time, agree to modify the terms of this Agreement, provided that the amendment is reduced to writing and made a part of this Agreement.
- C. Employee has been provided a copy of the City of Lafayette Personnel Policies Manual, and does hereby agree to be bound by the rules and regulations contained therein and as such policy is amended by the City Council in the future..

Section 6. Review by Independent Counsel.

Employee acknowledges that the City has advised him to have this Agreement independently reviewed by an attorney of his choice.

Section 7. Voluntary Agreement.

Employee acknowledges that he understands the terms of this Agreement, that he has entered into it voluntarily, and that the complete terms of the parties' agreement are set forth in this written document. Employee further acknowledges that he has not relied on any other representations or promises by the City, its agents, employees or representatives except those contained in this Agreement.

Section 8. Waiver.

Failure of either party at any time to require performance of any provisions of this Agreement shall not limit the party's right to enforce the provision, nor shall any waiver of any breach of any provision be a waiver of any succeeding breach of the provision itself or of any other provision.

Section 9. Severability.

If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the City Council of the City of Lafayette has caused this Agreement to be signed and executed on its behalf by its Mayor and by Employee on the day and year first above written.

FIRE CHIEF

CITY OF LAFAYETTE

By: _____
Terry Lucich, Employee

By: _____
Marie Sproul, Mayor



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Antique Water Pumper

Requested Council Action:

To continue displaying Lafayette's antique water pumper at the Chemeketa Community College/Brooks Regional Training Center.

Staff Recommendation:

Keep the Lafayette pumper at its current location until the City has a better place for public display in Lafayette.

Background:

It is tradition for the Lafayette Council to consider the fate of our pumper at each January regular meeting. Our historic pumper is currently on display at the Chemeketa Community College Regional Training Center in Brooks. It is nicely displayed and the public is not allowed to handle it. The antique is protected and maintained by the Fire Science students, as a way to elicit and sustain appreciation for the history of fire fighting in the State of Oregon. The City of Lafayette maintains the insurance on this item. At any time with proper notice, the City may require the return of our pumper.

Attached for your reference is the agreement between the City and the Oregon Fire Service Museum and an article from the Oregon Fire Service Museum Newsletter, Volume 6 Spring 1995 that provides more information about the historic pumper.

Financial Impact:

None

Alternative:

None.

Suggested Motion:

No formal Council action is required.

AGREEMENT BETWEEN
THE CITY OF LAFAYETTE, OREGON
AND THE
OREGON FIRE SERVICE MUSEUM

Parties: The City of Lafayette, a Municipal Corporation (hereinafter "City"); and

The Oregon Fire Service Museum, a Non-profit Organization (hereinafter "Museum").

WHEREAS, the City Council of the City of Lafayette finds that it is beneficial to the general public to loan certain articles of historical fire fighting equipment to the Oregon Fire Service Museum where they can be viewed by a large segment of the general public with due regard for the protection of the articles themselves; and

WHEREAS, the Oregon Fire Service Museum has agreed to display certain articles, on loan from the City of Lafayette, in the Museum;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties hereto agree as follows:

1. Equipment Provided. The City shall loan the following equipment to the Museum:

- (a) "Rumsey and Company," an 1890 fire truck with pumper.
- (b) A hand-drawn hose cart circa 1914.

2. Conformity with laws. Notwithstanding any provision of this Agreement to the contrary, or the limitations of any provision of this Agreement, all equipment provided by the City hereunder shall be loaned in conformity with applicable statutes, ordinances, regulations, rules, codes, policies, standards and procedures.

3. Insurance. For as long as this Agreement is in effect, the City, at its own expense, shall at all times keep the fire equipment loaned to the Museum fully insured as follows:

- (a) "Rumsey and Company" \$12,000
- (b) Hand-drawn hose cart \$2,500

The policy shall name the Museum as an additional insured, and shall be written in such form with such terms and by such insurance companies satisfactory to the City and the Museum.

4. Indemnifications. Each party to the Agreement will defend, save harmless and indemnify the other from any liability to any third party arising solely out of the negligent acts of its officers, employees and agents.

5. City use of loaned equipment. At any time the City may use the equipment for special purposes including but not limited to parades and other City festivities. The City must provide the Museum with 30 days' notice of the City's intent to use the equipment. The notice shall state the length of time the City will be using the equipment. The City shall, at its own expense, transport the equipment to and from the Museum when using it pursuant to this section.

6. Display and care of equipment. All equipment loaned to the Museum shall be prominently displayed where it can be viewed by the general public. The Museum may choose to restore the equipment. Any restoration shall be done by a qualified individual acceptable to the City. The City shall have the opportunity to review and accept the restoration plan prior to commencement of the restoration. The equipment shall be displayed and cared for with due regard for its protection and conservation. At a minimum, it shall be stored indoors in a properly heated and ventilated facility.

7. Term of Agreement; Cancellation.

(a) This Agreement shall commence and take effect upon signing by both parties and unless otherwise agreed in writing shall continue until terminated as provided herein.

(b) This Agreement may be canceled by either party for any reason upon 90 days' notice to the other party.

(c) This Agreement shall be subject to yearly review and renewal.

8. Applicable law. The parties agree that the laws of the State of Oregon shall be used in construing this Agreement and enforcing the rights and remedies of the parties.

9. Dispute resolution; attorney fees.

(a) In the event of a dispute arising hereunder, or if the parties are unable to resolve an issue among themselves, it is agreed that, so long as no prejudice would result to either party, the matter shall first be submitted to an established mediation service prior to the commencement of formal litigation.

(b) In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover from the losing party the prevailing party's reasonable attorney fees incurred at trial and on appeal as adjudged by the court.

10. Entire Agreement. This is the entire Agreement between the parties, and there are not terms or representations relied upon which are not stated herein.

IN WITNESS WHEREOF, this Agreement, made and entered into as of the date first written above, has been executed by the duly authorized officers for each party pursuant to appropriate resolutions heretofore legally adopted.

CITY OF LAFAYETTE, a Municipal Corporation

By: Ronald R. [Signature], Mayor

By: [Signature], Fire Chief

OREGON FIRE SERVICE MUSEUM, a Non-profit Organization

By: Kenneth D. [Signature] 12/7/94, Curator

By: [Signature] 12-7-94, President

pjb\ach\56052\firemuse.ag2



Lafayette City Council

Meeting Date: January 10, 2019

Agenda Item: Lafayette Community Service Award

Requested Council Action:

Discuss and direct staff accordingly.

Staff Recommendation:

None.

Background:

Mayor Marie Sproul has requested that the Council discuss the Lafayette Community Service Award. The application form and procedure is attached for your reference. Since the City Council established this award in 2013, the Council has not approved an award recipient.

Financial Impact:


None

Alternative:

None.

Suggested Motion:

No formal Council action is required.




Submit Your Nomination Now

The Mayor and Council recognize the importance of citizen volunteers who contribute outstanding community service.

Areas of service include:

- ⇒ Long and faithful service in the community;
- ⇒ Contributions to civic improvements or beautification;
- ⇒ Celebration & acknowledgement of Lafayette history; or
- ⇒ Overall contributions to enhance the quality-of-life in our community.



Use this nomination form and submit to City Hall.



CITY OF LAFAYETTE



Ph 503-864-2451
Fx 503-864-4501

486 Third Street
P.O. Box 55
Lafayette, OR. 97127



WWW.CI.LAFAYETTE.OR.US




**Lafayette
Community Service
Award**



**Do you know
someone who makes
our community
a better place?**

Use this form
to make
your nomination.



City of Lafayette



Please submit this application to:
City Administrator
City of Lafayette
PO Box 55
Lafayette, OR. 97127

The Mayor reviews all nominations and makes any recommendation to the Council for final approval.

Thank you for taking the time to nominate someone you know that demonstrates outstanding service to our community.

Lafayette Community Service Award Nomination Form

Your Name & Contact Information: _____
Address, Telephone and e-mail: (name) _____
(address) _____
(phone # and e-mail) _____

Nominee's Contact Information
(name) _____
(address) _____
(telephone Number) _____ (e-mail address) _____

Nominee's Community Service Accomplishments:
(attach additional sheets if necessary)

City of Lafayette Public works report

November 2018

November 1st-10th

48 hour door hangers

Utility shut offs

Remove trash from parks and streets

Monthly water sampling

Quarterly water sampling

Fix water leak on 14th and Jefferson

Fix water leak at 863 9th st.

Start valve exercising program

November 11th- 17th

Pick up dumped tires at Terry Park

Replace cracked fittings on chlorine tank at water shed

Playground inspections/ park inspections

Have chlorine pump fixed at water shed

Dig up and find foot valve for hydrant at 7th extension and Monroe

Work on hydrant inspection correction list

Take flush truck to Portland to get worked on

Install new trash can at Commons Park

November 18th – 24th

Meter reading

Replace foot valve canister for hydrant at north end of bridge st.

Dug up and raised foot valve canister for hydrant on 15th and Washington

Fill in pot holes with cold mix

Fix heater in city park well

Cut vegetation in right of way for future 4 way stop at 12th and Monroe

Trash rounds for parks and streets

November 25th- 30th

Straiten stop sign at 7th and Washington

Decorate street light poles on 3rd street for holidays

Fix broke beacon light on dodge ram 2500

Work with romtec and Gordon on inspections and punch list for perkins bathrooms

Investigate water flow at blue bird springs

Monitor chlorine residual at city park well

Respectfully submitted

Konrad Dimmitt

Public Works supervisor

December Public Works report

2018

December 1st- 8th

Fix water leak on 11th and grant

48 hour door hangers and shut offs

put lights on city hall

trash rounds at streets and parks

move Christmas gifts to duplex

put rock on duniway driveway by water shed

install speed radar sign at 5th and Maddison

fill and monitor soda ash and chlorine at water shed

December 9th -15th

Work on valve exercising program

Repair leak in front of control building at water shed

Fix water leak at booster pump at water shed

Clean filter tanks at city park well and paint over rusted spots

Take flush truck Portland for transmission work

Take monthly and yearly water samples

Put more rock down at water repair ditch at 8th and 9th

Continue valve exercising program

December 16th – 22nd

Fix wheel in playground at community pride park

Water meter reading

Change 12th and Monroe from a 2way stop intersection to a 4way stop intersection

Work on shoulder and corner rocking

Go to Portland to get repaired flush truck

Streets and parks trash rounds

Install locking toilet paper dispenser at community center

December 23rd -31st

Continue on valve exercising program

Work with the state on water survey

Remove syringe needles from train tracks into sharps container

Park and playground inspections

Inspect city buildings

Cut up and remove fallen tree across road at water shed

Respectfully submitted

Konrad Dimmitt

Public Works Supervisor

Lafayette Metered Water Consumption

Month	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed
JANUARY	868,500	681,700	805,700	780,700	811,300	764,800	846,800	893,100	777,500	939,400	919,200
	6,496,831	5,099,470	6,027,055	5,840,042	6,068,945	5,721,101	6,334,504	6,680,852	5,816,104	7,027,200	6,876,094
FEBRUARY	834,400	757,800	735,500	768,154	884,100	840,400	802,700	806,800	736,000	963,100	766,600
	6,241,745	5,668,738	5,501,922	5,746,191	6,613,527	6,286,629	6,004,613	6,035,283	5,505,662	7,204,488	5,734,566
MARCH	740,900	761,600	688,900	690,086	687,047	723,200	729,200	786,400	840,100	844,800	828,500
	5,542,317	5,697,164	5,153,330	5,162,202	5,139,468	5,409,912	5,454,795	5,882,681	6,284,384	6,319,543	6,197,610
APRIL	878,100	815,800	790,300	811,613	792,018	740,900	814,200	905,300	829,500	873,700	763,700
	6,568,644	6,102,608	5,911,855	6,071,287	5,924,706	5,542,317	6,090,639	6,772,114	6,205,091	6,535,730	5,712,873
MAY	922,900	856,800	837,000	751,800	917,913	1,315,900	778,300	900,300	951,300	925,000	1,092,600
	6,903,771	6,409,309	6,261,195	5,623,855	6,866,466	9,843,616	5,822,088	6,734,712	7,116,218	6,919,481	8,173,216
JUNE	1,106,400	1,254,500	858,700	918,200	908,500	1,057,100	1,176,400	1,296,800	1,382,700	1,313,500	1,244,700
	8,276,447	9,384,312	6,423,522	6,868,613	6,796,052	7,907,657	8,800,083	9,700,738	10,343,314	9,825,662	9,311,003
JULY	1,774,900	1,520,900	1,318,900	1,276,800	1,176,200	1,367,100	1,565,100	1,848,900	1,544,400	1,801,100	1,501,200
	13,277,174	11,377,122	9,866,057	9,551,127	8,798,587	10,226,618	11,707,761	13,830,732	11,552,914	13,473,164	11,229,756
AUGUST	1,545,600	1,570,300	1,642,000	1,467,054	1,703,472	1,630,800	1,494,400	1,582,900	1,694,600	1,634,800	1,682,200
	11,561,891	11,746,660	12,283,013	10,974,326	12,742,855	12,199,231	11,178,888	11,840,914	12,676,488	12,229,153	12,583,730
SEPTEMBER	1,195,800	1,304,400	1,187,300	1,387,300	1,263,336	1,176,000	1,339,100	1,240,000	1,584,200	1,105,100	1,244,200
	8,945,205	9,757,590	8,881,621	10,377,725	9,450,410	8,797,091	10,017,164	9,275,844	11,850,639	8,266,722	9,307,262
OCTOBER	974,900	906,600	843,600	900,200	1,095,700	876,600	1,020,700	895,400	953,400	942,200	920,200
	7,292,758	6,781,839	6,310,566	6,733,964	8,196,405	6,557,423	7,635,366	6,698,057	7,131,927	7,048,145	6,883,574
NOVEMBER	839,400	745,800	728,600	812,500	757,900	752,300	817,600	759,500	958,900	918,200	952,700
	6,279,148	5,578,971	5,450,306	6,077,922	5,669,486	5,627,595	6,116,073	5,681,455	7,173,070	6,868,613	7,126,691
DECEMBER	993,100	807,200	782,400	763,100	784,200	796,100	730,300	779,600	846,800	819,900	827,700
	7,428,904	6,038,275	5,852,758	5,708,384	5,866,223	5,955,242	5,463,023	5,831,813	6,334,504	6,133,278	6,191,626
YEARLY AVG	1,056,242	998,617	934,908	943,959	981,807	1,003,433	1,009,567	1,057,917	1,091,617	1,090,067	1,061,958

	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed
JANUARY	1,269	1,277	1,257	1,240	1,245	1,260	1,266	1,310	1,390	1,446	1,457
FEBRUARY	1,278	1,274	1,271	1,239	1,245	1,252	1,269	1,320	1,399	1,454	1,452
MARCH	1,271	1,278	1,260	1,249	1,238	1,260	1,270	1,320	1,406	1,458	1,467
APRIL	1,277	1,278	1,259	1,246	1,247	1,254	1,269	1,319	1,411	1,461	1,465
MAY	1,280	1,275	1,261	1,257	1,251	1,267	1,276	1,321	1,417	1,467	1,469
JUNE	1,285	1,276	1,256	1,248	1,263	1,276	1,282	1,328	1,389	1,466	1,466
JULY	1,282	1,266	1,259	1,261	1,272	1,278	1,292	1,378	1,419	1,463	1,454
AUGUST	1,284	1,275	1,270	1,257	1,281	1,273	1,303	1,381	1,440	1,456	1,469
SEPTEMBER	1,286	1,288	1,265	1,257	1,272	1,269	1,319	1,389	1,449	1,457	1,466
OCTOBER	1,292	1,273	1,260	1,261	1,265	1,284	1,309	1,376	1,444	1,463	1,458
NOVEMBER	1,281	1,270	1,253	1,254	1,261	1,270	1,302	1,376	1,446	1,458	1,466
DECEMBER	1,279	1,258	1,267	1,252	1,260	1,259	1,314	1,376	1,453	1,459	1,461
YEARLY AVG	1,280	1,274	1,262	1,252	1,258	1,267	1,289	1,350	1,422	1,459	1,463

AVG CONS PER METER (C F)	825	784	741	754	780	792	783	784	768	747	726
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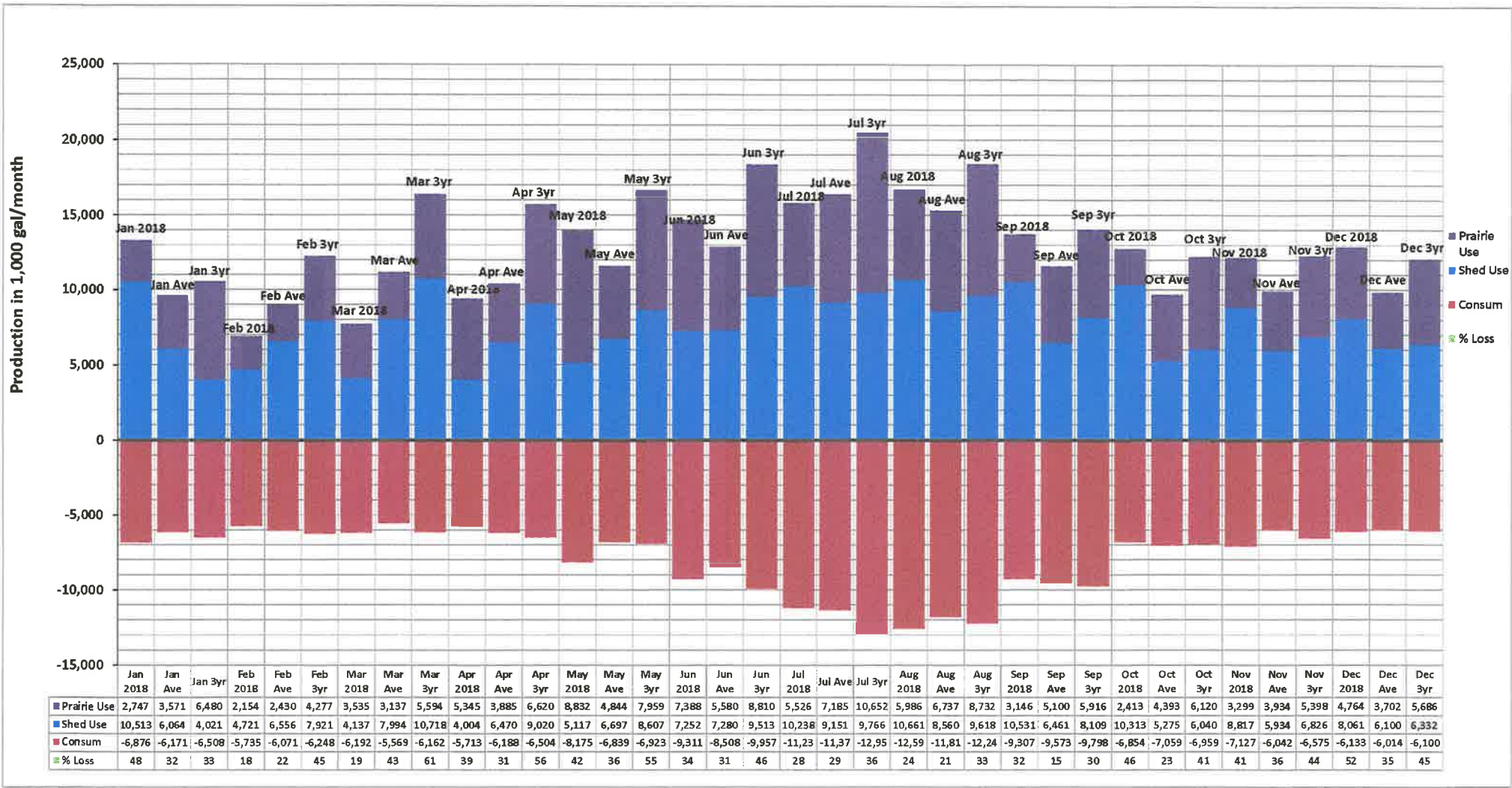
2018 Lafayette Water Distribution

Month	Lafayette Watershed Production (In 1,000 gal units)													Lafayette Water Sys Summary (In 1,000 gal units)						
	Blue Bird (BB mtr + ASR)	Lafayette	Pringle	Well 1	Well 8	Well 10	CP Well	Subtract By-Pass	Subtract ASR	Ppt, inches	Watershed Total	Blue Bird Overflow	Total Prod	Total Cons	Total Dist (Incl WSS + SWS)	Diff (Distr - Cons)	% Loss			
January	10,469	1,352	2,140	0	599	0	0	0	4,041	8.35	10,518	0	13,095	6,876	13,265	6,389	48.2			
February	5,826	856	2,015	0	302	0	0	0	4,279	2.37	4,721	0	7,248	5,735	6,875	1,140	16.6			
March	2,407	1,823	1,593	0	722	0	0	0	2,407	4.10	4,137	0	7,300	6,198	7,672	1,475	19.2			
April	4,969	1,387	2,287	0	329	0	1	0	4,969	5.00	4,004	0	7,321	5,713	9,349	3,636	38.9			
May	5,186	1,451	1,169	15	546	0	0	0	3,254	7	5,112	0	10,477	8,173	13,974	5,800	41.5			
June	3,067	1,357	670	548	954	655	1	0	0	1.15	7,252	0	11,874	9,311	14,640	5,329	36.4			
July	1,571	1,367	511	84	75	6,630	0	0	0	0.06	10,238	0	14,997	11,230	15,764	4,534	28.8			
August	1,771	1,323	473	91	173	6,788	42	0	0	0.01	10,661	0	15,715	12,594	16,647	4,053	24.3			
September	1,839	1,248	393	1	232	6,194	624	0	0	1.03	10,531	0	13,296	9,307	13,677	4,369	31.9			
October	1,852	1,264	371	0	150	6,275	401	0	0	4.35	10,313	0	12,636	6,884	12,726	5,842	45.9			
November	2,109	1,193	367	70	383	4,525	170	0	0	4.60	8,817	0	11,287	7,127	12,116	4,989	41.2			
December	2,007	1,227	389	120	757	2,372	1,190	0	0	8.19	8,061	0	11,111	6,133	12,825	6,692	52.2			
TOTAL	43,073	15,847	12,376	928	5,222	33,439	2,429	0	18,950	39.21	94,364	0	136,356	95,280	149,529	54,249				
Ave Month Flow, gpm	83	31	24	2	10	65	5	0	37		182		263	184	288		35.4			
Max Month Flow, gpm	242	42	53	13	22	157	28	0	115		247		364	292	385					
Permit Rate, gpm	296	32	336	271 gpm when combined			200													

Month	Lafayette Joint Sys Production (In 1,000 gal units)										Dayton Joint Sys Production (In 1,000 gal units)							Joint System				
	Well 2	Well 4	Well 5(x1/2)	Subtract 1/2 of Backwash	Laf Joint Sys Total	Lafayette Usage	Diff (Sys Total - Usage)	% Sys Prod	% Sys Usage	Well 1	Well 3	Well 5(x1/2)	Flower & 11th	Subtract 1/2 of Backwash	Day Joint Sys Total	Dayton Usage	Diff (Sys Total - Usage)	% Sys Prod	% Sys Usage	Total Prod	Total Usage	% Loss
January	963	1,244	416	46	2,577	2,747	-171	62.9	63.2	81	1,069	416	0	46	1,520	1,601	-82	37.1	36.8	4,096	4,348	-6
February	896	1,205	474	47	2,528	2,154	374	63.3	55.4	0	1,041	474	0	47	1,468	1,736	-269	36.7	44.6	3,995	3,890	3
March	1,095	1,483	647	63	3,163	3,535	-373	61.5	65.2	107	1,288	647	0	63	1,980	1,884	96	38.5	34.8	5,142	5,419	-5
April	1,278	1,411	718	90	3,317	5,345	-2,028	48.5	72.9	1,521	1,372	718	0	90	3,521	1,989	1,532	51.5	27.1	6,838	7,334	-7
May	1,909	2,389	1,194	126	5,366	8,862	-3,497	47.6	77.6	2,603	2,238	1,194	0	126	5,909	2,564	3,345	52.4	22.4	11,274	11,426	-1
June	1,589	1,958	1,187	111	4,623	7,388	-2,766	47.0	72.1	2,337	1,796	1,187	0	111	5,209	2,857	2,352	53.0	27.9	9,831	10,245	-4
July	1,488	2,191	1,196	116	4,759	5,526	-767	54.7	53.2	2,100	1,835	120	0	116	3,939	4,868	-929	45.3	46.8	8,698	10,394	-19
August	1,679	2,399	1,090	114	5,054	5,986	-933	50.5	57.4	2,038	1,944	1,090	0	114	4,958	4,436	522	49.5	42.6	10,011	10,422	-4
September	815	1,500	516	65	2,766	3,146	-381	52.9	49.0	1,001	1,007	516	0	65	2,459	3,272	-814	47.1	51.0	5,224	6,418	-23
October	799	1,174	400	50	2,323	2,413	-90	50.8	48.1	1,118	783	400	0	50	2,251	2,608	-357	49.2	51.9	4,574	5,021	-10
November	922	1,123	483	58	2,470	3,299	-830	48.7	64.5	1,128	1,048	483	0	58	2,601	1,817	784	51.3	35.5	5,070	5,116	-1
December	1,178	1,248	624	73	3,050	4,764	-1,714	50.3	67.6	1,279	1,181	624	0	73	3,011	2,287	724	49.7	32.4	6,061	7,051	-16
TOTAL	14,611	19,325	8,940	957	41,992	55,165	-13,173			15,313	16,602	7,864	0	957	38,822	31,919	6,903			80,814	87,084	
Ave Month Flow, gpm	28	37	17	2	81	106		53.2	62.2	30	32	15	0	2	75	62		46.8	37.8			
Max Month Flow, gpm	44	56	28	3	124	205		63.3	77.6	60	52	28	0	3	137	113		53.0	51.9			
Permit Rate, gpm	300	300	300							300	300	300								Well cleaning		updated data

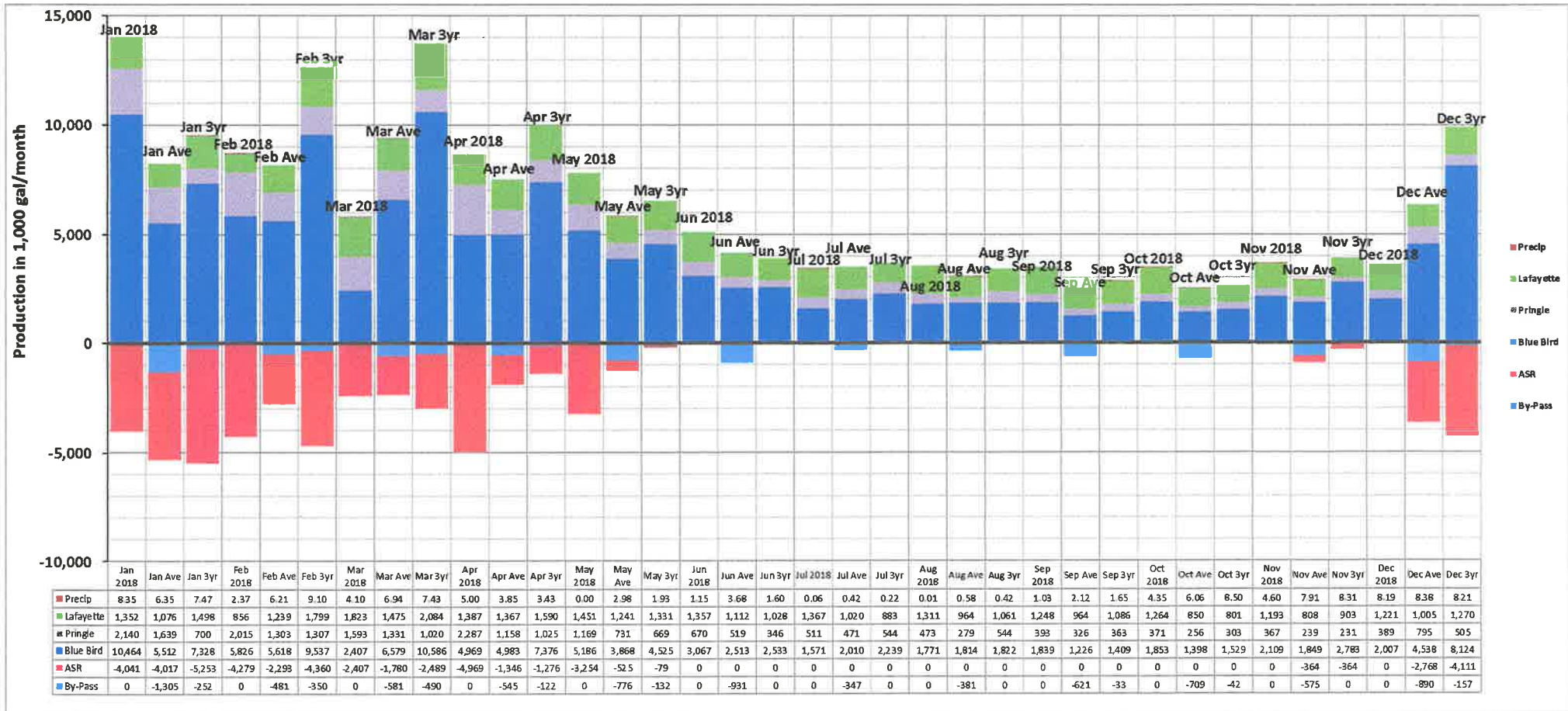
Lafayette Total Usage for 2018

with Average Usage for 2007-2017; 3 Year Average for 2015-2017



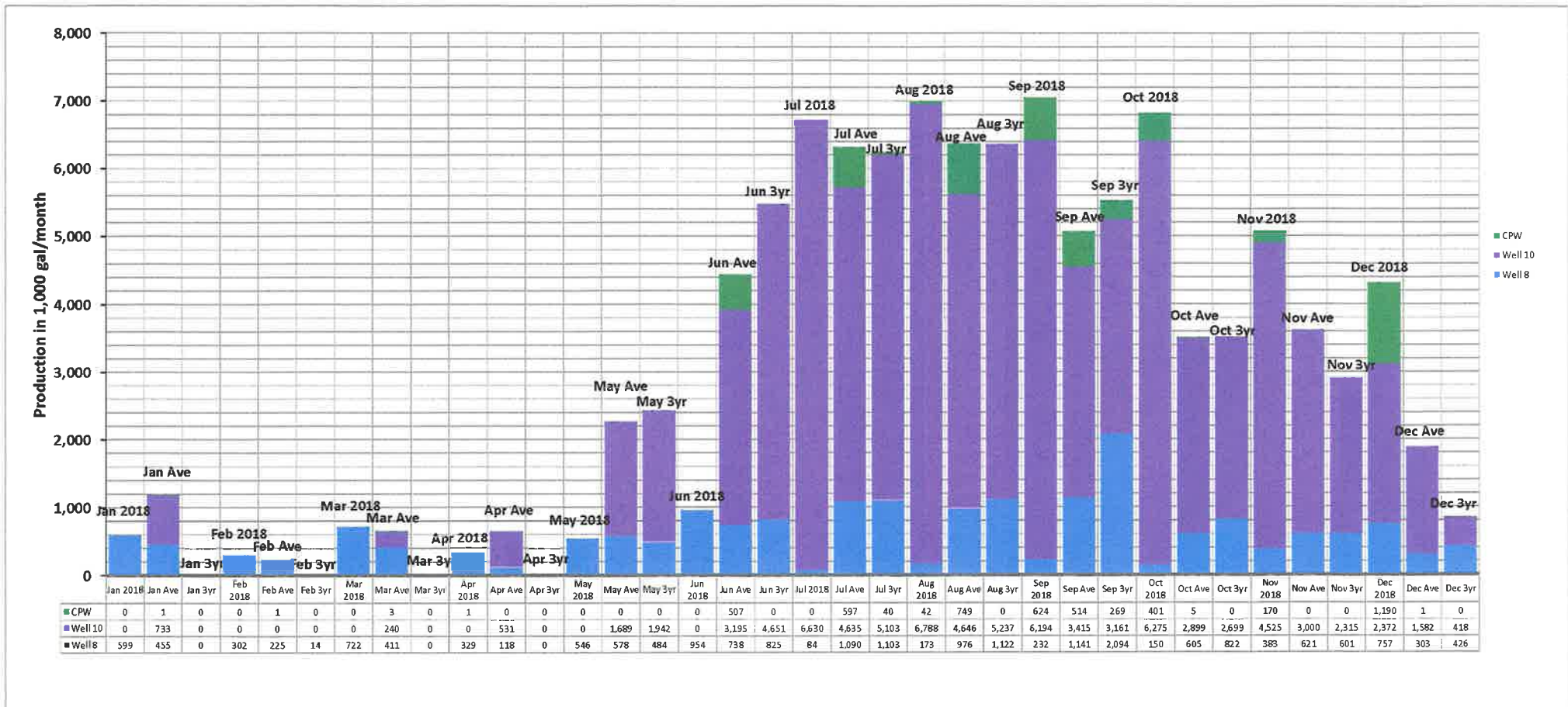
Spring Production for 2018

with Average Production for 2007-2017; 3 Year Average for 2015-2017



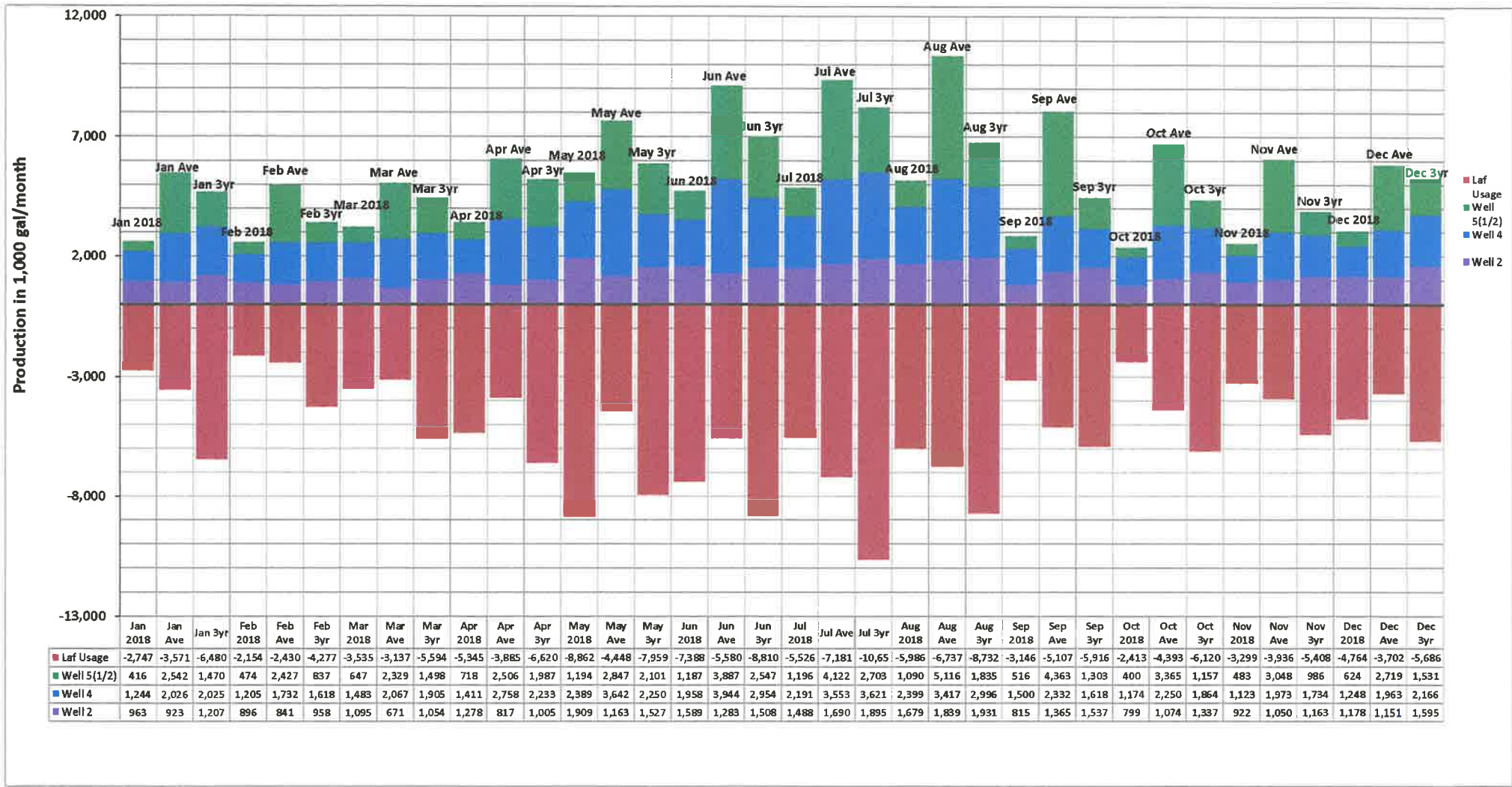
Watershed Well Production for 2018

with Average Production for 2007-2017; 3 Year Average 2015-2017



Praire Wells Production for 2018

with Average Production for 2007-2017; 3 Year Average for 2015-2017



City of Lafayette Wastewater Treatment Plant Report

December 2018


Wastewater treatment plant:

- Influent flow treated at the WWTP was 16.527 million gallons.
- Effluent flow discharged to the Yamhill River was 16.363 million gallons.
- Non-potable water reuse at WWTP for plant operation and irrigation was 6000 gallons.
- Measurable rainfall for the month was 8.20 inches
- Standby Generators: The city has four standby generators and one portable trailer mounted unit, all are operational.

Sewer Pump Stations/Collection System

- The city has four sewer pump stations that are checked daily for any operational or maintenance issue.
- **BTR Pump Station:** Checked daily with no reportable problems.
- **4th Street Pump Station:** Checked daily with no reportable problems.
- **Wilson Street Pump Station:** Checked daily with no reportable problems.
- **Canyon View Pump Station:** Checked daily with no reportable problems.
- **Collection system:** No reportable problems

Sincerely,


Roy Loftis

Wastewater Treatment Plant Operator

Memo

To: Lafayette City Council
From: Terry Lucich, Fire Chief
Date: January 4, 2019
Subject: Monthly Report --November 2018

1. The annual Christmas Toy Program is in full swing, there is a lot of need this year. We had a lot of citizens come forward and provide donations to this amazing program. We will be out delivering toys on Saturday the 22nd in the morning.
2. The City of Lafayette received its new Public Protection Classification from the Insurance Services Office for fire insurance. Lafayette will be dropping from a class 6 to a class 3. This is a sufficient drop in one of the factors insurance companies use to figure out fire insurance rates. The new rate will take effect March 1, 2019
3. The department had its annual Christmas Party last weekend. Fire department awards are given out during the event. This year's recipients were Firefighter of the Year Rymer Hoey, Emergency Medical Responder of the year Stephen Long, and Probationary Firefighter of the year Jeff Bosworth. Congratulations to the award winners for outstanding effort this last year.
4. Santa will be arriving on our fire engine this Friday night for the city Tree Lighting. The department is happy to be part of this fun event.
5. We have 19 members and have had 387 calls this year.

If you have any questions please do not hesitate to call on me.

Memo



To: Lafayette City Council
From: Terry Lucich, Fire Chief
Date: January 4, 2019
Subject: Monthly Report --December 2018

1. The Lafayette Fire Department worked hard on our annual Christmas Toy Program. Through the generous support of community donations, volunteer firefighters delivered toys to 43 families and 104 children that were in need this holiday season. Lori Martino did an outstanding job organizing the program, as she has done for many years.
2. Our dispatch center in McMinnville installed a new Computer Aid Dispatch system this last month. This has been a two year project. The last time they did this was 18 years ago. The new system picks the closest unit by location and dispatches them. We have noticed a slight increase in call volume last month. Lafayette with its unique location between three fire districts may see an uptake in call volume. We will be monitoring this and time will tell if there are lasting implications.
3. The department has 19 members and we had another high call volume year with 434 calls for service. This is down 5 calls from last year's record number of 439 calls.

If you have any questions please do not hesitate to call on me.

CITY OF LAFAYETTE

A/P Control Report

from 11/1/2018 to 11/30/2018

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38083	1932	JENNIFER JACKSON	1	2016AUG CR	Yes	2019 5		11/6/2018	11/6/2018		\$2.91
		Desc: UNCLAIMED CHECK - 27730									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.699 MISCELLANEOUS			-2.91		0.00	0		
		Desc:									
38085	26	UNITED SYSTEMS TECHN	1	RI-742171	Yes	2019 5		11/14/2018	11/15/2018		\$6,165.25
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.1.614 COMPUTER SOFTWARE S			2,055.08		0.00	0		
		Desc:									
		2	03.0.614 COMPUTER SOFTWARE S			2,055.08		0.00	0		
		Desc:									
		3	04.0.614 COMPUTER SOFTWARE S			2,055.09		0.00	0		
		Desc:									
38087	1748	BOTTEN'S EQUIPMENT R	1	1-563341	Yes	2019 5		11/14/2018	11/14/2018		\$117.28
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.671 SMALL TOOLS, EQUIPMEN			117.28		0.00	0		
		Desc:									
38088	344	CITY OF CARLTON	1	2018JUL	Yes	2019 5		11/14/2018	11/14/2018		\$224.00
		Desc: JUDGE SERVICES									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.4.541 MUNICIPAL COURT JUDGE			224.00		0.00	0		
		Desc:									
38089	344	CITY OF CARLTON	1	2018SEP	Yes	2019 5		11/14/2018	11/14/2018		\$224.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.4.541 MUNICIPAL COURT JUDGE			224.00		0.00	0		
		Desc:									
38090	344	CITY OF CARLTON	1	2018OCT	Yes	2019 5		11/14/2018	11/14/2018		\$224.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.4.541 MUNICIPAL COURT JUDGE			224.00		0.00	0		
		Desc:									
38091	344	CITY OF CARLTON	1	2018NOV	Yes	2019 5		11/14/2018	11/14/2018		\$224.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.4.541 MUNICIPAL COURT JUDGE			224.00		0.00	0		
		Desc:									
38092	1217	C & D LANDSCAPE CO	1	77239	Yes	2019 5		11/14/2018	11/14/2018		\$1,727.50
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.6.590 SERVICE CONTRACTS			1,727.50		0.00	0		
		Desc:									
38094	907	CALICO PRINTS	1	9103	Yes	2019 5		11/14/2018	11/14/2018		\$195.50
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.7.625 TURNOUTS/PPE			195.50		0.00	0		
		Desc:									
38095	83	CASCADE COLUMBIA DIS	1	734666	Yes	2019 5		11/14/2018	11/14/2018		\$540.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.622 OPERATING SUPPLIES			540.00		0.00	0		
		Desc:									

CITY OF LAFAYETTE

A/P Control Report

from 11/1/2018 to 11/30/2018

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38096	1040	CASELLE, INC.	1	91329	Yes	2019 5		11/14/2018	11/14/2018		\$75.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	01.4.614 COMPUTER SOFTWARE S			75.00	0.00	0			
		Desc:									
38097	7	CITY OF DAYTON	1	2018NOV 1	Yes	2019 5		11/14/2018	11/14/2018		\$60.00
		Desc:	CITY DINNER - SPROUL/WITHERSPOON								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	01.1.697 MAYOR / COUNCIL			60.00	0.00	0			
		Desc:									
38098	7	CITY OF DAYTON	1	2018NOV 2	Yes	2019 5		11/14/2018	11/14/2018		\$23,249.00
		Desc:	OECD LOAN								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	44.0.922 DEBT SVC TO DAYTON/INT			3,422.00	0.00	0			
		Desc:									
		2	44.0.921 DEBT SVC TO DAYTON/PRI			19,827.00	0.00	0			
		Desc:									
38099	804	FURROW PUMP	1	46731	Yes	2019 5		11/14/2018	11/29/2018		\$251.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.676 SYSTEM REPAIRS & MAINT			251.00	0.00	0			
		Desc:									
38100	979	FERGUSON WATERWOR	1	0698924	Yes	2019 5		11/14/2018	11/29/2018		\$99.23
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.676 SYSTEM REPAIRS & MAINT			99.23	0.00	0			
		Desc:									
38101	979	FERGUSON WATERWOR	1	0699495	Yes	2019 5		11/14/2018	11/14/2018		\$695.25
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.676 SYSTEM REPAIRS & MAINT			695.25	0.00	0			
		Desc:									
38103	1341	IRON MOUNTAIN	1	AGXR222	Yes	2019 5		11/14/2018	11/14/2018		\$57.94
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	01.1.590 SERVICE CONTRACTS			57.94	0.00	0			
		Desc:									
38105	247	LES SCHWAB TIRE CENT	1	20201034703	Yes	2019 5		11/14/2018	11/15/2018		\$42.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	01.6.677 FACILITY MAINTENANCE &			42.00	0.00	0			
		Desc:									
38106	14	TERRY LUCICH	1	2018NOV	Yes	2019 5		11/14/2018	11/15/2018		\$76.88
		Desc:	REIMBURSEMENT								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	01.7.699 MISCELLANEOUS			63.84	0.00	0			
		Desc:									
		2	01.7.699 MISCELLANEOUS			13.04	0.00	0			
		Desc:									
38107	695	LOWE'S COMPANIES, INC	1	908718	Yes	2019 5		11/14/2018	11/14/2018		\$22.79
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	03.0.671 SMALL TOOLS, EQUIPMEN			11.39	0.00	0			
		Desc:									

CITY OF LAFAYETTE

A/P Control Report

from 11/1/2018 to 11/30/2018

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	2	04.0.671		SMALL TOOLS, EQUIPMEN			11.40		0.00	0	
		Desc:									
38108	695	LOWE'S COMPANIES, INC	1	911198	Yes	2019 5		11/14/2018	11/14/2018		\$63.17
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.677			27.79	0.00	0		
		Desc:		FACILITY MAINTENANCE &							
		2		04.0.677			35.38	0.00	0		
		Desc:		FACILITY MAINTENANCE &							
38110	136	MID-WILLAMETTE VALLE	1	1819148	Yes	2019 5		11/14/2018	11/14/2018		\$1,312.90
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.521			1,073.25	0.00	0		
		Desc:		PLANNING SERVICES							
		2		01.2.521			239.65	0.00	0		
		Desc:		PLANNING SERVICES							
38112	2125	MCMINNVILLE INN	1	2018NOV 212-A	Yes	2019 5		11/14/2018	11/14/2018		\$1,050.00
		Desc:		MORALES #1082							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.699			1,050.00	0.00	0		
		Desc:		MISCELLANEOUS							
38113	2125	MCMINNVILLE INN	1	2018NOV #218-	Yes	2019 5		11/14/2018	11/14/2018		\$1,050.00
		Desc:		MORALES #1081							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.699			1,050.00	0.00	0		
		Desc:		MISCELLANEOUS							
38114	2059	MCMINNVILLE IMMEDIAT	1	64295C1814	Yes	2019 5		11/14/2018	11/14/2018		\$244.79
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.699			244.79	0.00	0		
		Desc:		MISCELLANEOUS							
38115	743	MCMINNVILLE WATER & L	1	2018NOV 67511	Yes	2019 5		11/14/2018	11/14/2018		\$379.85
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.661			379.85	0.00	0		
		Desc:		UTILITIES							
38116	743	MCMINNVILLE WATER & L	1	2018NOV 89021	Yes	2019 5		11/14/2018	11/14/2018		\$476.99
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.661			476.99	0.00	0		
		Desc:		UTILITIES							
38117	190	OREGON STATIONERS	1	8239	Yes	2019 5		11/14/2018	11/14/2018		\$31.95
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.611			31.95	0.00	0		
		Desc:		OFFICE SUPPLIES							
38118	17	ONE CALL CONCEPTS, IN	1	8100411	Yes	2019 5		11/14/2018	11/15/2018		\$33.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.661			16.50	0.00	0		
		Desc:		UTILITIES							
		2		04.0.661			16.50	0.00	0		
		Desc:		UTILITIES							

CITY OF LAFAYETTE

A/P Control Report

from 11/1/2018 to 11/30/2018

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38119	862	OREGON DEPT OF STATE	1	2018NOV	Yes	2019 5		11/14/2018	11/14/2018		\$65.73
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.4.619	REFUNDS OF FINES			5.00	0.00	0			
Desc:											
	2	04.0.699	MISCELLANEOUS			7.91	0.00	0			
Desc:											
	3	35.0.632	UTILITY DEPOSIT REFUND			52.82	0.00	0			
Desc:											
38120	15	NW NATURAL	1	2018NOV 2673-2	Yes	2019 5		11/14/2018	11/14/2018		\$37.04
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.1.661	UTILITIES			37.04	0.00	0			
Desc:											
38121	15	NW NATURAL	1	2018NOV 2674-0	Yes	2019 5		11/14/2018	11/14/2018		\$29.90
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.7.661	UTILITIES			29.90	0.00	0			
Desc:											
38122	20	QUILL CORPORATION	1	3494433	Yes	2019 5		11/14/2018	11/14/2018		\$625.21
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.611	OFFICE SUPPLIES			23.24	0.00	0			
Desc:											
	2	04.0.611	OFFICE SUPPLIES			23.23	0.00	0			
Desc:											
	3	01.7.699	MISCELLANEOUS			103.16	0.00	0			
Desc:											
	4	01.1.611	OFFICE SUPPLIES			84.90	0.00	0			
Desc:											
	5	03.0.611	OFFICE SUPPLIES			84.90	0.00	0			
Desc:											
	6	04.0.611	OFFICE SUPPLIES			84.90	0.00	0			
Desc:											
	7	01.1.677	FACILITY MAINTENANCE &			46.99	0.00	0			
Desc:											
	8	01.1.677	FACILITY MAINTENANCE &			11.99	0.00	0			
Desc:											
	9	01.6.677	FACILITY MAINTENANCE &			161.90	0.00	0			
Desc:											
38123	1441	PORTLAND ENGINEERIN	1	08124	Yes	2019 5		11/14/2018	11/14/2018		\$50.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.663	COMMUNICATIONS/TELEP			50.00	0.00	0			
Desc:											
38125	1654	PROFECTUS INC	1	EUG11180077	Yes	2019 5		11/14/2018	11/14/2018		\$216.35
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.6.677	FACILITY MAINTENANCE &			216.35	0.00	0			
Desc:											
38126	481	PORTLAND GENERAL EL	1	2018NOV	Yes	2019 5		11/14/2018	11/14/2018		\$9,674.59
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 01.1.661		UTILITIES			419.11		0.00	0	
		Desc:									
		2 01.6.661		UTILITIES			161.75		0.00	0	
		Desc:									
		3 01.7.661		UTILITIES			30.61		0.00	0	
		Desc:									
		4 03.0.661		UTILITIES			3,029.63		0.00	0	
		Desc:									
		5 04.0.661		UTILITIES			1,908.51		0.00	0	
		Desc:									
		6 05.0.662		STREET LIGHTING ELECT			4,124.98		0.00	0	
		Desc:									
38127	1232	GUADALUPE MALDONAD	1	2018NOV	Yes	2019	5	11/14/2018	11/14/2018		\$150.00
		Desc:		COMMUNITY CENTER REFUND							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.634			150.00	0.00	0		
		Desc:		COMMUNITY CENTER DEP							
38129	1158	PRINT NW	1	19886	Yes	2019	5	11/14/2018	11/14/2018		\$237.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.656			142.20	0.00	0		
		Desc:		COMMUNITY EVENTS/PRO							
		2		01.1.611			94.80	0.00	0		
		Desc:		OFFICE SUPPLIES							
38131	709	RIDGWAY SUPPLY	1	52393	Yes	2019	5	11/14/2018	11/14/2018		\$10.55
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.676			10.55	0.00	0		
		Desc:		SYSTEM REPAIRS & MAINT							
38132	5	RECOLOGY WESTERN O	1	10157360	Yes	2019	5	11/14/2018	11/14/2018		\$403.43
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.661			121.03	0.00	0		
		Desc:		UTILITIES							
		2		04.0.661			282.40	0.00	0		
		Desc:		UTILITIES							
38133	5	RECOLOGY WESTERN O	1	10157287	Yes	2019	5	11/14/2018	11/15/2018		\$256.14
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.661			256.14	0.00	0		
		Desc:		UTILITIES							
38134	5	RECOLOGY WESTERN O	1	10157485	Yes	2019	5	11/14/2018	11/15/2018		\$44.79
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.661			44.79	0.00	0		
		Desc:		UTILITIES							
38135	22	STAPLES CREDIT PLAN	1	2184946781	Yes	2019	5	11/14/2018	11/15/2018		\$342.04
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.611			216.99	0.00	0		
		Desc:		OFFICE SUPPLIES							
		2		01.1.611			8.99	0.00	0		
		Desc:		OFFICE SUPPLIES							

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	3	03.0.611		OFFICE SUPPLIES			58.03		0.00	0	
	Desc:										
	4	04.0.611		OFFICE SUPPLIES			58.03		0.00	0	
	Desc:										
38136	22	STAPLES CREDIT PLAN	1	2185557391	Yes	2019	5	11/14/2018	11/14/2018		\$63.35
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	04.0.611		OFFICE SUPPLIES			13.99	0.00	0		
	Desc:										
	2	03.0.611		OFFICE SUPPLIES			24.68	0.00	0		
	Desc:										
	3	04.0.611		OFFICE SUPPLIES			24.68	0.00	0		
	Desc:										
38137	1102	SCHULZ CLEARWATER S	1	530245	Yes	2019	5	11/14/2018	11/14/2018		\$70.00
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	01.6.661		UTILITIES			70.00	0.00	0		
	Desc:										
38138	1102	SCHULZ CLEARWATER S	1	530246	Yes	2019	5	11/14/2018	11/14/2018		\$139.00
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	01.6.661		UTILITIES			139.00	0.00	0		
	Desc:										
38139	1022	SIGNATURE PAVING SER	1	180486-1	Yes	2019	5	11/14/2018	11/14/2018		\$2,375.00
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	05.0.590		SERVICE CONTRACTS			2,375.00	0.00	0		
	Desc:										
38140	1633	VERIZON WIRELESS	1	9817227116	Yes	2019	5	11/14/2018	11/14/2018		\$340.25
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	03.0.663		COMMUNICATIONS/TELEP			170.13	0.00	0		
	Desc:										
	2	04.0.663		COMMUNICATIONS/TELEP			170.12	0.00	0		
	Desc:										
38141	1738	WALLACE W LIEN PC	1	2018NOV	Yes	2019	5	11/14/2018	11/14/2018		\$420.00
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	01.1.511		LEGAL SERVICES			210.00	0.00	0		
	Desc:										
	2	04.0.511		LEGAL SERVICES			210.00	0.00	0		
	Desc:										
38142	325	WASHINGTON COUNTY T	1	1325	Yes	2019	5	11/14/2018	11/14/2018		\$20.00
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	01.7.657		SCHOOLING & CERTIFICAT			20.00	0.00	0		
	Desc:										
38143	45	WILCO	1	544090	Yes	2019	5	11/14/2018	11/14/2018		\$248.95
	Desc:										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	03.0.624		CLOTHING/PPE			71.99	0.00	0		
	Desc:										
	2	04.0.624		CLOTHING/PPE			71.99	0.00	0		
	Desc:										

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38144	45	3	05.0.624	CLOTHING/PPE			72.00	0.00	0		
		Desc:									
38144	45	4	01.6.677	FACILITY MAINTENANCE &			32.97	0.00	0		
		Desc:									
38144	45	WILCO	1	544195	Yes	2019	5	11/14/2018	11/14/2018		\$100.78
Desc:											
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.677	FACILITY MAINTENANCE &			50.39	0.00	0		
Desc:											
		2	04.0.677	FACILITY MAINTENANCE &			50.39	0.00	0		
Desc:											
38145	45	WILCO	1	544414	Yes	2019	5	11/14/2018	11/14/2018		\$295.97
Desc:											
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.624	CLOTHING/PPE			98.66	0.00	0		
Desc:											
		2	04.0.624	CLOTHING/PPE			98.66	0.00	0		
Desc:											
		3	05.0.624	CLOTHING/PPE			98.65	0.00	0		
Desc:											
38146	45	WILCO	1	544727	Yes	2019	5	11/14/2018	11/14/2018		\$68.11
Desc:											
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.677	FACILITY MAINTENANCE &			33.73	0.00	0		
Desc:											
		2	01.6.671	SMALL TOOLS, EQUIPMEN			34.38	0.00	0		
Desc:											
38147	45	WILCO	1	545340	Yes	2019	5	11/14/2018	11/14/2018		\$13.48
Desc:											
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.6.671	SMALL TOOLS, EQUIPMEN			13.48	0.00	0		
Desc:											
38149	45	WILCO	1	135567	Yes	2019	5	11/14/2018	11/14/2018		\$1,129.61
Desc:											
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.7.673	VEHICLE OPERATION & M			373.41	0.00	0		
Desc:											
		2	03.0.673	VEHICLE OPERATION & M			126.03	0.00	0		
Desc:											
		3	03.0.674	EQUIPMENT OPERATION &			126.03	0.00	0		
Desc:											
		4	04.0.673	VEHICLE OPERATION & M			126.03	0.00	0		
Desc:											
		5	04.0.674	EQUIPMENT OPERATION &			126.03	0.00	0		
Desc:											
		6	05.0.673	VEHICLE OPERATION & M			126.03	0.00	0		
Desc:											
		7	05.0.674	EQUIPMENT OPERATION &			126.05	0.00	0		
Desc:											
38150	34	YAMHILL COMMUNICATIO	1	FY19-05-LAF	Yes	2019	5	11/14/2018	11/14/2018		\$4,972.92
Desc:											
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.5.665	EMERGENCY COMMUNICA			4,033.42	0.00	0		
Desc:											

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38174	1624	EDGE ANALYTICAL LABO	1	18-42122	Yes	2019 5		11/28/2018	11/28/2018		\$120.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		120.00	0.00	0			
Desc:											
38175	1624	EDGE ANALYTICAL LABO	1	18-42855	Yes	2019 5		11/28/2018	11/28/2018		\$120.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		120.00	0.00	0			
Desc:											
38176	1624	EDGE ANALYTICAL LABO	1	18-42856	Yes	2019 5		11/28/2018	11/28/2018		\$25.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		25.00	0.00	0			
Desc:											
38177	1624	EDGE ANALYTICAL LABO	1	18-41188	Yes	2019 5		11/28/2018	11/28/2018		\$139.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		139.00	0.00	0			
Desc:											
38178	1624	EDGE ANALYTICAL LABO	1	18-41917	Yes	2019 5		11/28/2018	11/28/2018		\$120.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		120.00	0.00	0			
Desc:											
38179	1624	EDGE ANALYTICAL LABO	1	18-41189	Yes	2019 5		11/28/2018	11/28/2018		\$196.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		196.00	0.00	0			
Desc:											
38180	1624	EDGE ANALYTICAL LABO	1	18-40312	Yes	2019 5		11/28/2018	11/28/2018		\$139.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		139.00	0.00	0			
Desc:											
38181	1624	EDGE ANALYTICAL LABO	1	18-41926	Yes	2019 5		11/28/2018	11/28/2018		\$64.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.621		TESTING & SAMPLES		64.00	0.00	0			
Desc:											
38182	1624	EDGE ANALYTICAL LABO	1	18-41011	Yes	2019 5		11/28/2018	11/28/2018		\$166.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621		TESTING & SAMPLES		166.00	0.00	0			
Desc:											
38183	1624	EDGE ANALYTICAL LABO	1	18-41928	Yes	2019 5		11/28/2018	11/28/2018		\$72.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.621		TESTING & SAMPLES		72.00	0.00	0			
Desc:											
38184	1624	EDGE ANALYTICAL LABO	1	18-39376	Yes	2019 5		11/28/2018	11/28/2018		\$166.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	1	03.0.621		TESTING & SAMPLES			166.00		0.00	0	
	Desc:										
38185	1624	EDGE ANALYTICAL LABO	1	18-39548	Yes	2019	5	11/28/2018	11/28/2018		\$139.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				139.00	0.00	0			
	Desc:										
38186	1624	EDGE ANALYTICAL LABO	1	18-40246	Yes	2019	5	11/28/2018	11/28/2018		\$139.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				139.00	0.00	0			
	Desc:										
38187	1624	EDGE ANALYTICAL LABO	1	18-40823	Yes	2019	5	11/28/2018	11/28/2018		\$16.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.621				16.00	0.00	0			
	Desc:										
38188	1624	EDGE ANALYTICAL LABO	1	18-41010	Yes	2019	5	11/28/2018	11/28/2018		\$25.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				25.00	0.00	0			
	Desc:										
38189	1578	FRESH AIRE OFFICE FRA	1	08-110927	Yes	2019	5	11/28/2018	11/28/2018		\$20.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.1.677				20.00	0.00	0			
	Desc:										
38190	1426	FRONTIER	1	2018NOV 4075	Yes	2019	5	11/28/2018	11/28/2018		\$43.66
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.663				43.66	0.00	0			
	Desc:										
38191	1426	FRONTIER	1	2018NOV 4675	Yes	2019	5	11/28/2018	11/28/2018		\$45.83
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.663				45.83	0.00	0			
	Desc:										
38192	1426	FRONTIER	1	2018NOV 8007	Yes	2019	5	11/28/2018	11/28/2018		\$37.26
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.663				37.26	0.00	0			
	Desc:										
38193	1426	FRONTIER	1	2018NOV 8030	Yes	2019	5	11/28/2018	11/28/2018		\$37.26
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.663				37.26	0.00	0			
	Desc:										
38194	1426	FRONTIER	1	2018NOV 8065	Yes	2019	5	11/28/2018	11/28/2018		\$48.39
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.663				48.39	0.00	0			
	Desc:										

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38195	1426	FRONTIER	1	2018NOV 3190	Yes	2019 5		11/28/2018	11/28/2018		\$46.35
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.663		COMMUNICATIONS/TELEP		46.35		0.00	0		
Desc:											
38196	1426	FRONTIER	1	2018NOV 3372	Yes	2019 5		11/28/2018	11/28/2018		\$48.13
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	03.0.663		COMMUNICATIONS/TELEP		48.13		0.00	0		
Desc:											
38197	252	GREG HOFRICHTER REP	1	14057	Yes	2019 5		11/28/2018	11/28/2018		\$731.39
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.7.673		VEHICLE OPERATION & M		731.39		0.00	0		1099
Desc:											
38198	587	ING- STATE OF OREGON	1	2018NOV	Yes	2019 5		11/28/2018	11/28/2018		\$260.00
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	99.0.154		DEFERRED COMP PAYABL		260.00		0.00	0		
Desc:											
38200	713	LABORERS INTERNATION	1	2018NOV	Yes	2019 5		11/28/2018	11/28/2018		\$289.03
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	99.0.143		UNION DUES PAYABLE		289.03		0.00	0		
Desc:											
38201	2069	LONE FIR LANDSCAPING	1	2081	Yes	2019 5		11/28/2018	11/28/2018		\$3,264.75
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.6.590		SERVICE CONTRACTS		3,264.75		0.00	0		
Desc:											
38202	63	LEAGUE OF OREGON CITI	1	200289	Yes	2019 5		11/28/2018	11/28/2018		\$410.00
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.657		SCHOOLING & CERTIFICAT		410.00		0.00	0		
Desc:											
38203	63	LEAGUE OF OREGON CITI	1	2018NOV 2017-2	Yes	2019 5		11/28/2018	11/29/2018		\$100.68
Desc: MEMBERSHIP DUES											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.653		DUES & SUBSCRIPTIONS		100.68		0.00	0		
Desc:											
38204	2032	LELAND MACDONALD & A	1	2018NOV	Yes	2019 5		11/28/2018	11/29/2018		\$2,168.75
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.741		FACILITY IMPROVEMENTS/		368.69		0.00	74	04-01	CONSL
Desc:											
	2	14.0.741		SDC CAPITAL PROJECT (R		1,800.06		0.00	74	14-01	CONSL
Desc:											
38206	247	LES SCHWAB TIRE CENT	1	20201035804	Yes	2019 5		11/28/2018	11/29/2018		\$2,520.77
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	03.0.673		VEHICLE OPERATION & M		840.26		0.00	0		
Desc:											
	2	04.0.673		VEHICLE OPERATION & M		840.26		0.00	0		
Desc:											

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		3 05.0.673		VEHICLE OPERATION & M			840.25		0.00	0	
		Desc:									
38207	445	LORI MARTINO	1	2018NOV	Yes	2019 5		11/28/2018	11/29/2018		\$5,354.25
		Desc:		CONFLAGRATION							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.590			5,354.25	0.00	0		
		Desc:		SERVICE CONTRACTS							
38208	743	McMINNVILLE WATER & L	1	43406	Yes	2019 5		11/28/2018	11/28/2018		\$61.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.653			61.00	0.00	0		
		Desc:		DUES & SUBSCRIPTIONS							
38209	2134	METROPOLITAN COMPO	1	0010427	Yes	2019 5		11/28/2018	11/28/2018		\$497.63
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		05.0.623			497.63	0.00	0		
		Desc:		STREET MAINTENANCE SU							
38210	520	ODOR CONTROL CO., INC	1	14030	Yes	2019 5		11/28/2018	11/28/2018		\$384.77
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.622			384.77	0.00	0		
		Desc:		OPERATING SUPPLIES							
38211	2135	NORTHWEST SIGN RECY	1	3193	Yes	2019 5		11/28/2018	11/28/2018		\$104.95
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		05.0.623			104.95	0.00	0		
		Desc:		STREET MAINTENANCE SU							
38213	1624	EDGE ANALYTICAL LABO	1	18-43089	Yes	2019 5		11/29/2018	11/29/2018		\$153.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.621			153.00	0.00	0		
		Desc:		TESTING & SAMPLES							
38214	389	ORE VAC, INC	1	4275	Yes	2019 5		11/29/2018	11/29/2018		\$1,690.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.676			1,690.00	0.00	0		
		Desc:		SYSTEM REPAIRS & MAINT							
38215	311	OLD REPUBLIC SURETY	1	2018NOV	Yes	2019 5		11/29/2018	11/29/2018		\$300.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.643			300.00	0.00	0		
		Desc:		INSURANCE							
38217	1483	OREGON HEALTH AUTHO	1	2018NOV 1	Yes	2019 5		11/29/2018	11/29/2018		\$200.00
		Desc:		CROSS CONNECTION FEE							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.653			200.00	0.00	0		
		Desc:		DUES & SUBSCRIPTIONS							
38218	1483	OREGON HEALTH AUTHO	1	2018NOV 2	Yes	2019 5		11/29/2018	11/29/2018		\$210.00
		Desc:		DRINKING WATER OPERATOR CERT							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.657			210.00	0.00	0		
		Desc:		SCHOOLING & CERTIFICAT							

CITY OF LAFAYETTE

A/P Control Report

from 11/1/2018 to 11/30/2018

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount	
	3	16.0.767		SDC CAPITAL IMPROVEME			138.91		0.00	70	16-01	ENGNR
	Desc:											
	4	03.0.741		FACILITY IMPROVEMENTS			2,136.50		0.00	71	03-01	ENGNR
	Desc:											
	5	03.0.741		FACILITY IMPROVEMENTS			2,425.50		0.00	66	03-01	ENGNR
	Desc:											
	6	04.0.741		FACILITY IMPROVEMENTS/			2,425.50		0.00	66	04-01	ENGNR
	Desc:											
	7	05.0.752		STREET & RIGHT-OF-WAY			25.52		0.00	75	05-01	ENGNR
	Desc:											
	8	15.0.767		SDC CAPITAL IMPROVEME			257.98		0.00	75	15-01	ENGNR
	Desc:											
	9	05.0.752		STREET & RIGHT-OF-WAY			64.94		0.00	72	05-01	ENGNR
	Desc:											
	10	15.0.767		SDC CAPITAL IMPROVEME			434.56		0.00	72	15-01	ENGNR
	Desc:											
	11	04.0.741		FACILITY IMPROVEMENTS/			2,123.21		0.00	74	04-01	ENGNR
	Desc:											
	12	14.0.767		SDC CAPITAL IMPROVEME			10,366.24		0.00	74	14-01	ENGNR
	Desc:											
38231	379	THE UPS STORE 1837	1	20059	Yes	2019	5	11/29/2018	11/29/2018		\$12.98	
	Desc:											
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category	
	1	01.7.611		OFFICE SUPPLIES			12.98	0.00	0			
	Desc:											
38232	46	POSTMASTER-USPS	1	2018DEC BILL	Yes	2019	5	11/29/2018	11/29/2018		\$710.82	
	Desc:											
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.616		POSTAGE			355.41	0.00	0			
	Desc:											
	2	04.0.616		POSTAGE			355.41	0.00	0			
	Desc:											
38233	247	LES SCHWAB TIRE CENT	1	20201045659	Yes	2019	5	11/29/2018	11/30/2018		\$129.40	
	Desc:											
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.673		VEHICLE OPERATION & M			64.70	0.00	0			
	Desc:											
	2	04.0.673		VEHICLE OPERATION & M			64.70	0.00	0			
	Desc:											
38235	70	DAVISON AUTO PARTS	1	886860	Yes	2019	5	11/29/2018	12/29/2018		\$22.48	
	Desc:											
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.671		SMALL TOOLS, EQUIPMEN			22.48	0.00	0			
	Desc:											
38236	70	DAVISON AUTO PARTS	1	887728	Yes	2019	5	11/29/2018	11/29/2018		\$9.99	
	Desc:											
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.673		VEHICLE OPERATION & M			9.99	0.00	0			
	Desc:											
38237	374	ENVIRO-CLEAN EQUIPME	1	r18-112703	Yes	2019	5	11/29/2018	11/29/2018		\$1,217.56	
	Desc:											
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.673		VEHICLE OPERATION & M			1,217.56	0.00	0			
	Desc:											

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from 11/1/2018 to 11/30/2018

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38238	1748	BOTTEN'S EQUIPMENT R	1	1-563872	Yes	2019	5		11/29/2018	11/29/2018		\$199.72
Desc:												
Line												
		Account Number				AP Amount		Liq Amount		Project	Task	Category
1	01.1.656	COMMUNITY EVENTS/PRO				199.72		0.00		0		
Desc:												

Fund 01 Total	93,592.06	0.00
Fund 03 Total	19,978.71	0.00
Fund 04 Total	25,142.90	0.00
Fund 05 Total	10,926.00	0.00
Fund 14 Total	12,166.30	0.00
Fund 15 Total	692.54	0.00
Fund 16 Total	37,418.62	0.00
Fund 35 Total	1,276.07	0.00
Fund 44 Total	23,249.00	0.00
Fund 99 Total	16,513.68	0.00
Grand Total	240,955.88	0.00

CITY OF LAFAYETTE

A/P Control Report

from 12/1/2018 to 1/31/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38240	1748	BOTTEN'S EQUIPMENT R	1	1-564147	Yes	2019 6		12/11/2018	12/11/2018		\$65.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.676			65.00		0.00	0		
		Desc:	SYSTEM REPAIRS & MAINT								
38242	1883	CURRAN MCLEOD INC	1	1811-1645	Yes	2019 6		12/11/2018	12/11/2018		\$437.50
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.2.515			437.50		0.00	0		
		Desc:	ENGINEERING SERVICES								
38243	1217	C & D LANDSCAPE CO	1	77573	Yes	2019 6		12/11/2018	12/11/2018		\$2,916.50
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	16.0.767			2,916.50		0.00	76	16-01	CONST
		Desc:	SDC CAPITAL IMPROVEME								
38244	1040	CASELLE, INC.	1	91917	Yes	2019 6		12/11/2018	12/11/2018		\$75.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.4.614			75.00		0.00	0		
		Desc:	COMPUTER SOFTWARE S								
38246	2034	COMPLETE WIRELESS S	1	S92122	Yes	2019 6		12/11/2018	12/11/2018		\$44.40
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.7.663			44.40		0.00	0		
		Desc:	COMMUNICATIONS/TELEP								
38247	2136	DE MOSS & GUTTER MAN	1	16006	Yes	2019 6		12/11/2018	12/11/2018		\$275.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.1.741			137.50		0.00	70	01-01	CONST
		Desc:	FACILITY IMPROVEMENTS								
		2	16.0.767			137.50		0.00	70	16-01	CONST
		Desc:	SDC CAPITAL IMPROVEME								
38248	979	FERGUSON WATERWOR	1	0718468	Yes	2019 6		12/11/2018	12/11/2018		\$807.30
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	05.0.623			807.30		0.00	0		
		Desc:	STREET MAINTENANCE SU								
38249	1313	FINISHING TOUCH CONC	1	6819	Yes	2019 6		12/11/2018	12/11/2018		\$3,075.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	05.0.590			3,075.00		0.00	0		
		Desc:	SERVICE CONTRACTS								
38250	804	FURROW PUMP	1	46907	Yes	2019 6		12/11/2018	12/11/2018		\$1,705.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.676			1,705.00		0.00	0		
		Desc:	SYSTEM REPAIRS & MAINT								
38252	1684	HAWORTH INC	1	2018DEC PE #2	Yes	2019 6		12/11/2018	12/11/2018		\$10,521.62
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	05.0.752			946.95		0.00	75	05-01	CONST
		Desc:	STREET & RIGHT-OF-WAY								
		2	15.0.767			9,574.67		0.00	75	15-01	CONST
		Desc:	SDC CAPITAL IMPROVEME								

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38253	124	KAMPH ROCK CRUSHING	1	2661	Yes	2019 6		12/11/2018	12/11/2018		\$850.82
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.676		SYSTEM REPAIRS & MAINT		425.41		0.00	0		
Desc:											
	2	05.0.623		STREET MAINTENANCE SU		425.41		0.00	0		
Desc:											
38256	695	LOWE'S COMPANIES, INC	1	909956	Yes	2019 6		12/11/2018	12/11/2018		\$129.85
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.656		COMMUNITY EVENTS/PRO		129.85		0.00	0		
Desc:											
38257	695	LOWE'S COMPANIES, INC	1	908133	Yes	2019 6		12/11/2018	12/11/2018		\$50.53
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.671		SMALL TOOLS, EQUIPMEN		50.53		0.00	0		
Desc:											
38258	14	TERRY LUCICH	1	2018DEC	Yes	2019 6		12/11/2018	12/11/2018		\$28.08
Desc: REIMBURSEMENT											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.6.677		FACILITY MAINTENANCE &		28.08		0.00	0		
Desc:											
38259	1738	WALLACE W LIEN PC	1	2018DEC	Yes	2019 6		12/11/2018	12/11/2018		\$4,042.50
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	05.0.511		LEGAL SERVICES		70.00		0.00	0		1099
Desc:											
	2	01.1.511		LEGAL SERVICES		262.50		0.00	0		1099
Desc:											
	3	04.0.511		LEGAL SERVICES		3,710.00		0.00	0		1099
Desc:											
38260	136	MID-WILLAMETTE VALLE	1	1819190	Yes	2019 6		12/11/2018	12/11/2018		\$70.50
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.2.521		PLANNING SERVICES		70.50		0.00	0		
Desc:											
38261	743	McMINNVILLE WATER & L	1	2018DEC 89021	Yes	2019 6		12/11/2018	12/11/2018		\$408.60
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.661		UTILITIES		408.60		0.00	0		
Desc:											
38262	743	McMINNVILLE WATER & L	1	2018DEC 67511	Yes	2019 6		12/11/2018	12/11/2018		\$288.93
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.661		UTILITIES		288.93		0.00	0		
Desc:											
38263	190	OREGON STATIONERS	1	8505	Yes	2019 6		12/11/2018	12/11/2018		\$865.50
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.697		MAYOR / COUNCIL		865.50		0.00	0		
Desc:											
38264	488	OREGON DEPT OF REVE	1	L0011651968	Yes	2019 6		12/11/2018	12/12/2018		\$685.00
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 04.0.654		PERMIT FEES			685.00		0.00	0	
		Desc:									
38266	17	ONE CALL CONCEPTS, IN	1	8110411	Yes	2019 6		12/11/2018	1/10/2019		\$18.48
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.661			9.24	0.00	0		
		Desc:		UTILITIES							
		2		04.0.661			9.24	0.00	0		
		Desc:		UTILITIES							
38267	15	NW NATURAL	1	2018DEC 2673-2	Yes	2019 6		12/11/2018	1/10/2019		\$110.04
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.661			110.04	0.00	0		
		Desc:		UTILITIES							
38268	15	NW NATURAL	1	2018DEC 2674-0	Yes	2019 6		12/11/2018	12/11/2018		\$31.41
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.7.661			31.41	0.00	0		
		Desc:		UTILITIES							
38270	481	PORTLAND GENERAL EL	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$8,671.71
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.661			396.72	0.00	0		
		Desc:		UTILITIES							
		2		01.6.661			259.53	0.00	0		
		Desc:		UTILITIES							
		3		01.7.661			231.57	0.00	0		
		Desc:		UTILITIES							
		4		03.0.661			3,259.02	0.00	0		
		Desc:		UTILITIES							
		5		04.0.661			1,804.64	0.00	0		
		Desc:		UTILITIES							
		6		05.0.662			2,720.23	0.00	0		
		Desc:		STREET LIGHTING ELECT							
38271	196	CASCADE FIRE EQUIPME	1	096159	Yes	2019 6		12/12/2018	12/12/2018		\$260.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.7.625			260.00	0.00	0		
		Desc:		TURNOUTS/PPE							
38272	1654	PROFECTUS INC	1	EUG12180077	Yes	2019 6		12/12/2018	12/12/2018		\$216.35
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.6.677			216.35	0.00	0		
		Desc:		FACILITY MAINTENANCE &							
38274	20	QUILL CORPORATION	1	2936981	Yes	2019 6		12/12/2018	12/12/2018		\$46.56
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.611			7.90	0.00	0		
		Desc:		OFFICE SUPPLIES							
		2		04.0.611			7.89	0.00	0		
		Desc:		OFFICE SUPPLIES							
		3		03.0.699			15.39	0.00	0		
		Desc:		MISCELLANEOUS							

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from 12/1/2018 to 1/31/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38285	156	SEAWESTERN FIRE APPA	1	209429	Yes	2019 6		12/12/2018	12/12/2018		\$383.85
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.7.625 TURNOUTS/PPE				383.85	0.00	0			
Desc:											
38286	156	SEAWESTERN FIRE APPA	1	209556	Yes	2019 6		12/12/2018	12/12/2018		\$247.50
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.7.625 TURNOUTS/PPE				247.50	0.00	0			
Desc:											
38287	1633	VERIZON WIRELESS	1	9819123994	Yes	2019 6		12/12/2018	12/12/2018		\$340.25
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.1.663 COMMUNICATIONS/TELEP				20.92	0.00	0			
Desc:											
	2	03.0.663 COMMUNICATIONS/TELEP				159.67	0.00	0			
Desc:											
	3	04.0.663 COMMUNICATIONS/TELEP				159.66	0.00	0			
Desc:											
38288	45	WILCO	1	546107	Yes	2019 6		12/12/2018	12/12/2018		\$26.68
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.676 SYSTEM REPAIRS & MAINT				26.68	0.00	0			
Desc:											
38289	45	WILCO	1	546784	Yes	2019 6		12/12/2018	12/12/2018		\$10.75
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.6.699 MISCELLANEOUS				10.75	0.00	0			
Desc:											
38290	45	WILCO	1	136316	Yes	2019 6		12/12/2018	12/12/2018		\$538.86
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.673 VEHICLE OPERATION & M				89.81	0.00	0			
Desc:											
	2	03.0.674 EQUIPMENT OPERATION &				89.81	0.00	0			
Desc:											
	3	04.0.673 VEHICLE OPERATION & M				89.81	0.00	0			
Desc:											
	4	04.0.674 EQUIPMENT OPERATION &				89.81	0.00	0			
Desc:											
	5	05.0.673 VEHICLE OPERATION & M				89.81	0.00	0			
Desc:											
	6	05.0.674 EQUIPMENT OPERATION &				89.81	0.00	0			
Desc:											
38291	45	WILCO	1	547533	Yes	2019 6		12/12/2018	12/12/2018		\$63.96
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.6.677 FACILITY MAINTENANCE &				63.96	0.00	0			
Desc:											
38292	45	WILCO	1	547565	Yes	2019 6		12/12/2018	12/12/2018		\$189.52
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.677 FACILITY MAINTENANCE &				94.76	0.00	0			
Desc:											

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		2 04.0.677		FACILITY MAINTENANCE &			94.76		0.00	0	
		Desc:									
38293	45	WILCO	1	547566	Yes	2019 6		12/12/2018	12/12/2018		\$3.59
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.6.671			3.59	0.00	0		
		Desc:		SMALL TOOLS, EQUIPMEN							
38294	45	WILCO	1	136572	Yes	2019 6		12/12/2018	12/12/2018		\$138.31
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.7.673			138.31	0.00	0		
		Desc:		VEHICLE OPERATION & M							
38295	34	YAMHILL COMMUNICATIO	1	FY19-06-LAF	Yes	2019 6		12/12/2018	12/12/2018		\$4,972.92
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.5.665			4,033.42	0.00	0		
		Desc:		EMERGENCY COMMUNICA							
		2		01.7.665			939.50	0.00	0		
		Desc:		EMERGENCY COMMUNICA							
38297	40	YAMHILL COUNTY SHERI	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$21,979.25
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.5.551			21,979.25	0.00	0		
		Desc:		FULL TIME DEPUTY SHERI							
38298	2043	DANIELLE OLIVEIRA	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$40.06
		Desc:		REIMBURSEMENT							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.656			40.06	0.00	0		
		Desc:		COMMUNITY EVENTS/PRO							
38299	1748	BOTTEN'S EQUIPMENT R	1	1-564324	Yes	2019 6		12/12/2018	12/12/2018		\$174.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.676			174.00	0.00	0		
		Desc:		SYSTEM REPAIRS & MAINT							
38301	970	HORTENCIA MORALES	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$300.00
		Desc:		COMMUNITY CENTER DEPOSIT REFUND							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.634			300.00	0.00	0		
		Desc:		COMMUNITY CENTER DEP							
38302	1739	JUAN GRIMALDO	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$300.00
		Desc:		COMMUNITY CENTER DEPOSIT REFUND							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.634			300.00	0.00	0		
		Desc:		COMMUNITY CENTER DEP							
38305	2138	LESLIE TOLSTOY	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$54.64
		Desc:		UTILITY DEPOSIT REFUND							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.632			54.64	0.00	0		
		Desc:		UTILITY DEPOSIT REFUND							
38306	2139	CHELSEA DE LA CRUZ	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$174.92
		Desc:		UTILITY DEPOSIT REFUND							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.632			174.92	0.00	0		
		Desc:		UTILITY DEPOSIT REFUND							

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from 12/1/2018 to 1/31/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38307	2140	SCOTT HALL	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$147.56
		Desc: UTILITY DEPOSIT REFUND									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	35.0.632	UTILITY DEPOSIT REFUND		147.56		0.00	0		
		Desc:									
38308	1441	PORTLAND ENGINEERIN	1	08276	Yes	2019 6		12/12/2018	12/12/2018		\$50.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.663	COMMUNICATIONS/TELEP		50.00		0.00	0		
		Desc:									
38310	132	MARTHA HERNANDEZ	1	2018DEC	Yes	2019 6		12/12/2018	12/12/2018		\$3.00
		Desc: PARKING LOT RENT (2016, 2017, 2018)									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.1.699	MISCELLANEOUS		3.00		0.00	0		
		Desc:									1099
38312	482	AFLAC	1	551145	Yes	2019 6		12/27/2018	12/27/2018		\$545.15
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	99.0.146	AFLAC PAYABLE		545.15		0.00	0		
		Desc:									
38315	2125	MCMINNVILLE INN	1	2018DEC 212-A	Yes	2019 6		12/27/2018	12/27/2018		\$2,175.00
		Desc: MORALES #1082									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	03.0.699	MISCELLANEOUS		2,175.00		0.00	0		
		Desc:									
38316	2125	MCMINNVILLE INN	1	2018DEC 218-A	Yes	2019 6		12/27/2018	12/27/2018		\$2,175.00
		Desc: MORALES #1081									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	03.0.699	MISCELLANEOUS		2,175.00		0.00	0		
		Desc:									
38317	179	CIS TRUST	1	2019JAN	Yes	2019 6		12/27/2018	12/27/2018		\$16,617.99
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	99.0.152	MEDICAL INSURANCE PAY		16,617.99		0.00	0		
		Desc:									
38318	1217	C & D LANDSCAPE CO	1	77654	Yes	2019 6		12/27/2018	12/28/2018		\$300.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.6.590	SERVICE CONTRACTS		300.00		0.00	0		
		Desc:									
38319	1787	CANON FINANCIAL SERVI	1	19522149	Yes	2019 6		12/27/2018	12/27/2018		\$616.17
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.1.615	COPIER LEASE & MAINTEN		616.17		0.00	0		
		Desc:									
38320	83	CASCADE COLUMBIA DIS	1	738313	Yes	2019 6		12/27/2018	12/27/2018		\$137.50
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.622	OPERATING SUPPLIES		137.50		0.00	0		
		Desc:									
38321	83	CASCADE COLUMBIA DIS	1	737222	Yes	2019 6		12/27/2018	12/27/2018		\$60.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category

CITY OF LAFAYETTE

A/P Control Report

from 12/1/2018 to 1/31/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38333	1624	EDGE ANALYTICAL LABO	1	18-45438	Yes	2019 6		12/28/2018	12/28/2018		\$64.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.621 TESTING & SAMPLES				64.00	0.00	0			
Desc:											
38334	1624	EDGE ANALYTICAL LABO	1	18-45440	Yes	2019 6		12/28/2018	12/28/2018		\$16.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.621 TESTING & SAMPLES				16.00	0.00	0			
Desc:											
38336	1624	EDGE ANALYTICAL LABO	1	18-44197	Yes	2019 6		12/28/2018	12/28/2018		\$120.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621 TESTING & SAMPLES				120.00	0.00	0			
Desc:											
38337	1624	EDGE ANALYTICAL LABO	1	18-44411	Yes	2019 6		12/28/2018	12/28/2018		\$120.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621 TESTING & SAMPLES				120.00	0.00	0			
Desc:											
38338	1624	EDGE ANALYTICAL LABO	1	18-42882	Yes	2019 6		12/28/2018	12/28/2018		\$410.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.621 TESTING & SAMPLES				410.00	0.00	0			
Desc:											
38339	1624	EDGE ANALYTICAL LABO	1	18-44410	Yes	2019 6		12/28/2018	12/28/2018		\$25.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621 TESTING & SAMPLES				25.00	0.00	0			
Desc:											
38340	1731	LACEE AKI	1	2018DEC	Yes	2019 6		12/28/2018	12/28/2018		\$150.00
Desc: COMMUNITY CENTER REFUND											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	35.0.634 COMMUNITY CENTER DEP				150.00	0.00	0			
Desc:											
38342	1426	FRONTIER	1	2018DEC 3190	Yes	2019 6		12/28/2018	12/28/2018		\$46.35
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.663 COMMUNICATIONS/TELEP				46.35	0.00	0			
Desc:											
38343	1426	FRONTIER	1	2018DEC 4075	Yes	2019 6		12/28/2018	12/28/2018		\$44.56
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.663 COMMUNICATIONS/TELEP				44.56	0.00	0			
Desc:											
38344	1426	FRONTIER	1	2018DEC 8065	Yes	2019 6		12/28/2018	12/28/2018		\$48.39
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.663 COMMUNICATIONS/TELEP				48.39	0.00	0			
Desc:											
38345	1426	FRONTIER	1	2018DEC 4675	Yes	2019 6		12/28/2018	12/28/2018		\$46.95
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	

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from 12/1/2018 to 1/31/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
38357	188	MCMINNVILLE GAS, INC.	1	I003357	Yes	2019 6		12/28/2018	12/28/2018		\$60.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.661	UTILITIES			30.00	0.00	0			
Desc:											
	2	04.0.661	UTILITIES			30.00	0.00	0			
Desc:											
38358	743	McMINNVILLE WATER & L	1	4317	Yes	2019 6		12/28/2018	12/28/2018		\$1,207.10
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.590	SERVICE CONTRACTS			1,207.10	0.00	0			
Desc:											
38359	1888	MOTION INDUSTRIES	1	OR01-475746	Yes	2019 6		12/28/2018	12/28/2018		\$271.71
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.674	EQUIPMENT OPERATION &			271.71	0.00	0			
Desc:											
38360	2043	DANIELLE OLIVEIRA	1	2018DEC 2	Yes	2019 6		12/28/2018	12/28/2018		\$18.99
Desc: REIMBURSEMENT											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.1.699	MISCELLANEOUS			11.00	0.00	0			
Desc:											
	2	01.6.677	FACILITY MAINTENANCE &			7.99	0.00	0			
Desc:											
38361	389	ORE VAC, INC	1	4336	Yes	2019 6		12/28/2018	12/28/2018		\$780.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.676	SYSTEM REPAIRS & MAINT			780.00	0.00	0			
Desc:											
38362	389	ORE VAC, INC	1	4324	Yes	2019 6		12/28/2018	12/28/2018		\$780.00
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.676	SYSTEM REPAIRS & MAINT			780.00	0.00	0			
Desc:											
38364	20	QUILL CORPORATION	1	3341488	Yes	2019 6		12/28/2018	12/28/2018		\$104.96
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.677	FACILITY MAINTENANCE &			14.50	0.00	0			
Desc:											
	2	04.0.677	FACILITY MAINTENANCE &			14.49	0.00	0			
Desc:											
	3	01.1.677	FACILITY MAINTENANCE &			75.97	0.00	0			
Desc:											
38365	2079	ROMTEC, INC	1	2018DEC PE#1	Yes	2019 6		12/28/2018	12/28/2018		\$101,442.09
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	01.1.741	FACILITY IMPROVEMENTS			51,735.47	0.00	70	01-01	CONST	
Desc:											
	2	16.0.767	SDC CAPITAL IMPROVEME			49,706.62	0.00	70	16-01	CONST	
Desc:											
38367	709	RIDGWAY SUPPLY	1	0052823	Yes	2019 6		12/28/2018	12/28/2018		\$16.11
Desc:											
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	

CITY OF LAFAYETTE

A/P Control Report

from 12/1/2018 to 1/31/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Discount Date	Amount																																			
38382	70	DAVISON AUTO PARTS	1	901962	Yes	2019	6		12/28/2018	12/28/2018		\$30.47																																			
Desc:																																															
<table border="1"> <thead> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>03.0.673</td> <td>VEHICLE OPERATION & M</td> <td>15.24</td> <td>0.00</td> <td>0</td> <td></td> </tr> <tr> <td colspan="7">Desc:</td> </tr> <tr> <td>2</td> <td>04.0.673</td> <td>VEHICLE OPERATION & M</td> <td>15.23</td> <td>0.00</td> <td>0</td> <td></td> </tr> <tr> <td colspan="7">Desc:</td> </tr> </tbody> </table>													Line	Account Number	AP Amount	Liq Amount	Project	Task	Category	1	03.0.673	VEHICLE OPERATION & M	15.24	0.00	0		Desc:							2	04.0.673	VEHICLE OPERATION & M	15.23	0.00	0		Desc:						
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																									
1	03.0.673	VEHICLE OPERATION & M	15.24	0.00	0																																										
Desc:																																															
2	04.0.673	VEHICLE OPERATION & M	15.23	0.00	0																																										
Desc:																																															
38383	70	DAVISON AUTO PARTS	1	902536	Yes	2019	6		12/28/2018	12/28/2018		\$32.97																																			
Desc:																																															
<table border="1"> <thead> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>03.0.673</td> <td>VEHICLE OPERATION & M</td> <td>16.49</td> <td>0.00</td> <td>0</td> <td></td> </tr> <tr> <td colspan="7">Desc:</td> </tr> <tr> <td>2</td> <td>04.0.673</td> <td>VEHICLE OPERATION & M</td> <td>16.48</td> <td>0.00</td> <td>0</td> <td></td> </tr> <tr> <td colspan="7">Desc:</td> </tr> </tbody> </table>													Line	Account Number	AP Amount	Liq Amount	Project	Task	Category	1	03.0.673	VEHICLE OPERATION & M	16.49	0.00	0		Desc:							2	04.0.673	VEHICLE OPERATION & M	16.48	0.00	0		Desc:						
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																									
1	03.0.673	VEHICLE OPERATION & M	16.49	0.00	0																																										
Desc:																																															
2	04.0.673	VEHICLE OPERATION & M	16.48	0.00	0																																										
Desc:																																															
38385	46	POSTMASTER-USPS	1	2019JAN BILL	Yes	2019	6		12/28/2018	12/29/2018		\$708.98																																			
Desc:																																															
<table border="1"> <thead> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>03.0.616</td> <td>POSTAGE</td> <td>354.49</td> <td>0.00</td> <td>0</td> <td></td> </tr> <tr> <td colspan="7">Desc:</td> </tr> <tr> <td>2</td> <td>04.0.616</td> <td>POSTAGE</td> <td>354.49</td> <td>0.00</td> <td>0</td> <td></td> </tr> <tr> <td colspan="7">Desc:</td> </tr> </tbody> </table>													Line	Account Number	AP Amount	Liq Amount	Project	Task	Category	1	03.0.616	POSTAGE	354.49	0.00	0		Desc:							2	04.0.616	POSTAGE	354.49	0.00	0		Desc:						
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																									
1	03.0.616	POSTAGE	354.49	0.00	0																																										
Desc:																																															
2	04.0.616	POSTAGE	354.49	0.00	0																																										
Desc:																																															

Fund 01 Total	90,246.98	0.00
Fund 03 Total	14,169.22	0.00
Fund 04 Total	20,050.24	0.00
Fund 05 Total	14,254.99	0.00
Fund 14 Total	14,541.57	0.00
Fund 15 Total	12,868.83	0.00
Fund 16 Total	54,133.60	0.00
Fund 35 Total	1,277.12	0.00
Fund 99 Total	17,712.17	0.00
Grand Total	239,254.72	0.00