

NOTICE OF PUBLIC MEETING LAFAYETTE CITY COUNCIL

DATE & TIME: Thursday, July 11, 2019 – 6:30 p.m.

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

AGENDA

INVOCATION

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE Pg. 2
5. APPROVAL OF MINUTES:
 - a. City Council June 13, 2019 Pg. 4
 - b. Budget Committee, April 22, 2019 and April 29, 2019 Pg. 10
6. ADDITIONS TO OR DELETIONS FROM AGENDA

7. 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.

8. ACTION ITEMS:

- a. Community Grant Allocations for FY 2020 Pg. 14
- b. Resolution 2019-12, Continuing Disclosure Compliance Pg. 25
- c. Resolution 2019-13, Continuum of Care Pg. 38
- d. Contract Amendment with FFA, Inc. Pg. 40
- e. Marketing Agreement with Utility Service Partners Pg. 44

9. DISCUSSION ITEM:

- a. Employment Agreement with the Assistant City Administrator Pg. 50

10. DEPARTMENT REPORTS:

- a. Public Works
Water Consumption and Production Pg. 56
- b. Fire Pg. 62
- c. Administration
• Accounts Payable Pg. 65

11. COMMITTEE REPORTS

12. COUNCILOR'S REPORTS

13. MAYOR'S REPORT

14. 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.



**Yamhill County Sheriff's Office
Crime Summary for LAFAYETTE
From 6/1/2019 to 6/30/2019**

City	UCR Description	6/1/2018 to 6/30/2018	6/1/2019 to 6/30/2019	Percentage Change	YTD	Prior Year
LAFAYETTE						
Part 1						
	Aggravated Assault	0	0		4	6
	Arson	0	0			2
	Burglary-Business	0	0			2
	Burglary-Residence	2	1	-50.00 %	3	9
	Larceny	5	7	40.00 %	20	70
	Motor Vehicle Theft-Auto	0	0		2	7
	Rape	0	1		1	2
	Robbery	0	0			1
	Part 1 Total	7	9	22.22 %	30	99
Part 2						
	All Other	0	0		1	6
	Animal Problems	0	0			1
	Disorderly Conduct	0	0		2	10
	Drug Laws	1	2	100.00 %	4	19
	DUII	1	0		5	8
	Forgery	0	0		1	2
	Fraud	2	0		2	5
	Liquor Laws	0	0		1	4
	Runaway	0	0		5	6
	Sex Offenses	0	1		2	12
	Simple Assault	3	1	-66.67 %	14	45
	Stolen Property	0	0		2	1
	Trespass/Prowler	1	3	200.00 %	9	25
	Vandalism	3	2	-33.33 %	14	45
	Weapons	0	0		1	6
	Part 2 Total	11	9	-18.18 %	63	195
Part 3						
	All Other	10	6	-40.00 %	35	105
	Total For LAFAYETTE	43	36	-16.28 %	202	568



**Yamhill County Sheriff's Office
Crime Summary for LAFAYETTE
From 6/1/2019 to 6/30/2019**

City	UCR Description	6/1/2018 to 6/30/2018	6/1/2019 to 6/30/2019	Percentage Change	YTD	Prior Year
LAFAYETTE						
	Non-Reportable Offenses	15	12	-20.00 %	74	169
	Part 3 Total	25	18	-28.00 %	109	274
	Total For LAFAYETTE	43	36	-16.28 %	202	568

City of Lafayette
City Council Meeting Minutes
June 13, 2019 at 6:30 p.m.

- 1. CALL TO ORDER:** Mayor Sproul called the meeting to order at 6:30 p.m.
- 2. FLAG SALUTE:** Mayor Sproul led the flag salute.
- 3. ROLL CALL:** Assistant City Administrator Kevin Perkins called the Roll
Present: Mayor Marie Sproul, Wade Witherspoon, Christine Brungardt, Chris Harper, Sheila Neuman, Kayla Paulsen
Excused: Doug Cook
City Staff Present: Preston Polasek, City Administrator; Kevin Perkins, Assistant City Administrator;
Others: Robin Mullin; Deputy Stephanie Sulak; Roberta Weeks; Dave Yarmouth, Recology
- 4. REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE**
Deputy Sulak presented the monthly report to the City Council. She noted that Larceny crimes are down significantly from last year as well as Vandalism. Part of that may be due to the Sheriff's Office conducting some extra patrols in the area.

Roberta Weeks from the Lafayette Community Watch provided a report on her group's activities. She distributed copies of the cards that she and her members regularly carry to identify themselves and provide information to the public. They have recently noticed a pattern of certain RV's leaving for a period of time and then returning, which also coincides with an observed uptick in drug use. Weeks will provide a list of concerning vehicles and City staff will compare the list to approved temporary occupation permits.
- 5. APPROVAL OF MINUTES: May 9, 2019**
Councilor Brungardt moved to approve the minutes of the City Council meeting of May 9, 2019. Councilor Neuman seconded the motion, which passed unanimously.
- 6. ADDITIONS TO OR DELETIONS FROM AGENDA**
None.
- 7. CITIZEN INPUT ON NON-AGENDA ITEMS:**
Robin Mullin, 1100 Monroe St.
Mullin proposed changing the traffic control at 7th St. and Madison from a two-way to a four-way stop. The change is needed because there are vehicles frequently parking close to the intersection, making it difficult to see traffic coming from either direction. Administrator Polasek stated that staff will look into the request and determine its feasibility.
- 8. PUBLIC HEARINGS ON FY 2020 BUDGET:**
 - a. Possible Uses of State Revenue Sharing**
Mayor Sproul opened the public hearing at 6:51 p.m. and asked for public testimony on the possible uses for the state shared revenues. She described the sources and restrictions for uses of the funds.

Roberta Weeks asked if street lighting is included in the funds for streets. Administrator Polasek confirmed that street lighting is a valid use of dedicated streets funding from the state. Weeks will provide a list of areas in the City in need of new or repaired lighting.

Mayor Sproul recommended leaving the discretionary shared revenues allocated to the General Fund, considering the number of large projects the City is undertaking in the coming year.

Mayor Sproul closed the public hearing at 7:00 p.m.

b. Adoption of Fiscal Year 2019-20 City Budget, Making Appropriations, and Imposing Property Taxes

Mayor Sproul opened the public hearing at 7:01 p.m.

At a request from the public, Administrator Polasek highlighted a few of the items contained in the budget, including the Fire Station construction funds and the pump station required for the intertie with McMinnville Water & Light.

Mayor Sproul closed the public hearing at 7:07 p.m.

9. ACTION ITEMS:

a. Resolution 2019-06, Approving Waste Disposal Rates Effective July 1, 2019

Dave Yarmouth from Recology presented the request for disposal rates for fiscal year 2019-2020. He also discussed Recology's efforts to increase the amount of information they distribute on recycling. He reviewed the rate setting methodology, which is based on the number of customers in the City, the services provided, and economic factors. The 2.7% Recology requested will keep their costs within the range approved by the City's franchise agreement.

President Witherspoon moved to approve Resolution 2019-06, approving Recology Western Oregon rates effective July 1, 2019. Councilor Harper seconded the motion, which passed unanimously.

b. Cost of Living Adjustment, effective July 1, 2019

Administrator Polasek stated that the contract with the union promises a COLA for the coming year, with total compensation increase for each employee capped at 5%. The CPI index cited in the contract has been retired, therefore City staff recommends using the CPI-U for class B/C cities; the CPI for that index for calendar year 2018 was 2.9 resulting in a 2.9% COLA.

Councilor Harper moved to adopt a COLA of 2.9% effective July 1, 2019. Councilor Brungardt seconded the motion, which passed unanimously.

c. Extend Work of Veterans Park Ad Hoc Committee

President Witherspoon updated the Council on the progress of the Committee, however, there are still tasks remaining to complete the charge from the Council. He estimates that it could take one or two further committee meetings to complete the committee's recommendations for Council.

Councilor Harper moved to extend the working time of the Veterans Park Ad Hoc Committee an additional 60 days to August 24, 2019. Councilor Neuman seconded the motion, which passed unanimously.

The drawing for the bill credit for completing the survey will be conducted at the June 19 meeting of the Veteran's Park Committee.

d. Annual Renewal of Planning Services Contract with MWCOG

Mayor Sproul reviewed the services provided to the City by MWCOG, which in addition to the planning services includes legal services as the City Attorney. Councilor Harper inquired whether the amount of funding allocated in the budget for FY2020 would be sufficient considering the increased costs of the new contract. Administrator Polasek stated that he believed it would be sufficient for the coming year, though land-use planning activities are sometimes difficult to predict.

Councilor Harper moved to approve the contract with the Mid-Willamette Valley Council of Governments for Planning services and authorize the City Administrator to execute the agreement for fiscal year 2020.

e. Award Construction Contract to Haworth, Inc. for Fire Station and Site Development

Administrator Polasek reviewed the bid process that resulted in four bids submitted with Haworth's bid, at about \$3.9 million, being the lowest. The City's architect, FFA Architects, will act as the construction project manager. The bid was under the architect's estimate of \$4.0 million to \$4.2 million.

President Witherspoon moved to award the contract for construction of the Lafayette Fire Station and site development to Haworth, Inc. in the amount of \$3,895,802 and authorize the City Administrator to develop and execute the contract. Councilor Brungardt seconded the motion, which passed unanimously.

g. Budget Legislation for FY 2020:

1. Resolution 2019-07, Water Rate Increase

Administrator Polasek stated that this item was discussed during the Budget Committee meetings; the rate increase is necessary to maintain pace with the costs of the system. Councilor Harper asked where Lafayette's utility rates stand in comparison to other municipalities in Yamhill County. Assistant City Administrator Perkins replied that the City is in the bottom third when full utility bills are considered.

Councilor Brungardt moved to approve Resolution 2019-07, increasing water rates 4.0% for the billing cycle beginning in June 2019. Councilor Neuman seconded the motion, which passed unanimously.

2. Resolution 2019-08, Worker's Compensation Coverage for Volunteers

Mayor Sproul stated that this coverage is annually extended to the City's Volunteer Firefighters; Administrator Polasek added that on occasion he has temporarily extended it to other volunteers who were part of a program with the City.

Councilor Brungardt declared a conflict of interest because her husband is a Volunteer Firefighter and would benefit directly from this action. Therefore she recused herself from voting on this issue.

Councilor Harper moved to approve Resolution 2019-08, approving the worker's compensation coverage for volunteers for fiscal year 2019-20. Councilor Neuman seconded the motion; which passed 4-0, Brungardt abstained.

3. Resolution 2019-09, Certify Eligibility to Receive State Shared Revenues

Mayor Sproul asked Administrator Polasek to confirm that the City is eligible to receive shared revenues; Administrator Polasek confirmed that the City is eligible.

Councilor Brungardt moved to approve Resolution 2019-09 to certify eligibility to receive state shared revenues in FY 2020. Councilor Harper seconded the motion, which passed unanimously.

4. Resolution 2019-10, Elect to Receive State Revenue Sharing

Mayor Sproul reviewed the sources of the shared revenue and the restrictions placed on the gas tax receipts. She recommended allocating the discretionary revenue into the General Fund, considering how many projects the City has planned or potential for next year. Council also discussed the need for traffic control and pedestrian safety devices in the City and whether to add these items to the CIP; no decision was made on adding items to the CIP. It was determined that some of those devices may be paid for out of the streets fund.

Councilor Harper moved to approve Resolution 2019-10 to elect to receive State Revenue Sharing for Fiscal Year 2019-2020. Councilor Brungardt seconded the motion, which passed unanimously.

5. Resolution 2019-11, Adoption of Fiscal Year 2019-20 City Budget, Making Appropriations, and Imposing Property Taxes

Councilor Brungardt declared a conflict of interest because her husband is a Volunteer Firefighter and would benefit directly from this action. Therefore she recused herself from voting on this issue.

Administrator Polasek discussed the changes to the budget presentation materials that were detailed in the staff report. Ultimately, a typographical error on one of the summary pages did not include the full budget amounts. The LB-50 forms and the bottom line of the budget were correct, only a summary page was in error. The error was found and, after consultation with the Department of Revenue, corrected by the City Clerk, Jamie Rhodes. Administrator Polasek commended her for her diligence and attention to detail.

Council Harper moved to approve Resolution 2019-11, adopting the City of Lafayette Budget for Fiscal Year 2019-2020 in the amount of \$19,494,563, making appropriations, imposing property taxes at a permanent rate of \$3.4857 per \$1,000 assessed valuation, and setting the amount of \$197,405.00 for debt service on the general obligation bond levy. President Witherspoon seconded the motion, which passed 4-0, Brungardt abstained.

10. DEPARTMENT REPORTS:

a. Public Works

Council and staff discussed the responsibilities for vegetation control in the City's rights-of-way and at the parks. Administrator Polasek reviewed the City's enforcement process and stated that he will be working with the contractor for parks maintenance to ensure they are properly cared for ahead of the 4th of July celebrations.

• Water Consumption and Production

Administrator Polasek stated that even with the drier than normal winter the City has managed to inject about 14.7 million gallons into the ASR. Unfortunately, that is still short of the City's annual goal of 20 million gallons.

b. Fire

Administrator Polasek stated that the Fire Department conducted a "burn to learn" exercise on the duplex behind City Hall, which is the start of the site clearance effort ahead of the construction of the Fire Station.

c. Administration

Administrator Polasek updated the Council on the following Items:

- The Abigail Scott Duniway park sign has been finished and awaits installation.
- The League of Oregon Cities annual conference will be held in Bend in July. Councilors who wish to attend should contact Assistant City Administrator Perkins and he will register everyone interested.
- The Bond sale to fund construction of the fire station will be finalized on June 17, 2019.
- The next Yamhill City/County dinner will be on August 15 and hosted by the City of Lafayette.
- Level 1 water restrictions began on June 4.
- The May DBP samples reported back below the required levels.
- An offer has been made to a candidate for the seasonal Fire Fighter position.
- Administrator Polasek will be deposed this month in the lawsuit from the sewer backup on fourth street.
- Administrator Polasek discussed the status of Public Works staffing levels, one position is open and one employee is on restricted duty leaving only two fully able staff members. The City is looking at bringing on some temp help to ease their workload.
- He reminded Council that every month on the morning of Council meetings he holds a coffee meeting open to anyone to attend.
 - Accounts Payable

11. COMMITTEE REPORTS

None.

12. COUNCILOR'S REPORTS

None.

14. MAYOR’S REPORT

Mayor Sproul stated that since construction on any improvements at Veterans Park is still several years away at best, perhaps it Council should discuss the possibility of using part of commons park as a formal dog park, which is what the land of Veterans Park is being unofficially used for. Additionally, perhaps in the short term the land of Veterans Park could be leveled and laid out as a rough soccer field. She asked President Witherspoon to discuss both ideas with the Veterans Park Committee.

15. ADJOURNMENT

Councilor Brungardt moved to adjourn the meeting. President Witherspoon seconded the motion. There was no discussion and the motion passed unanimously.

Minutes approved on 11th day of July, 2019.

CERTIFIED:

ATTESTED:

Marie Sproul, Mayor

Kevin Perkins, Assistant City Administrator

City of Lafayette
Budget Committee Meeting Minutes
April 22, 2019 at 6:30 p.m.

- I. Welcome and Call To Order:** Mayor Sproul called the meeting to order at 6:30 p.m.
- II. Flag Salute:** Mayor Sproul led the flag salute.
- III. Roll Call:** Assistant City Administrator Kevin Perkins called the Roll.
Present: Mayor Marie Sproul, Christine Brungardt, Doug Cook, Chris Harper, Sheila Neuman, Kayla Paulsen, Jean Mead, Doreen VanTyne, Dewey Burchell, Jeffery Olson, Becky Demmin, Adam Bertram
Excused: Jeremy Rametes, Wade Witherspoon
City Staff Present: Preston Polasek, City Administrator; Kevin Perkins, Assistant City Administrator; Terry Lucich, Fire Chief
- IV. Election of Chairperson and Secretary**
Mayor Sproul nominated Dewey Burchell as Chairperson, and there were no other nominations. Councilor Harper seconded the nomination, which passed unanimously.

Mayor Sproul nominated Jean Mead as Secretary and there were no other nominations. Councilor Harper seconded the motion, which passed unanimously.
- V. FY 2020 Budget Message and Presentation**
Councilor Brungardt disclosed that she has a conflict of interest due to her spouse being a volunteer firefighter for the City; therefore she will not participate in discussions or voting pertaining to the Fire Department portion of the budget.

Administrator Polasek thanked the citizen members of the Budget Committee for agreeing to sit on the Committee and participate in the budget process. The Budget includes the completion of two voter initiatives: the fire station and the intertie with McMinnville Water & Light (MWL). Overall, the budget will be increased significantly over the prior year largely due to the construction of the fire station.

Other highlighted details included:
- A request for a 4% water rate increase, none for sewer rates, which would result in about a 2.5% overall increase on utility bills.
 - Budget includes construction of a pump station for the water intertie.
 - Permanent position staffing levels remain consistent with the previous year, with one position currently vacant, and a new temporary position provided for code enforcement.
 - Bond proceeds for the construction of the fire station will be received in the current year.
 - The bond proceeds and levy amount for the bonds will be received and allocated to a specific debt service fund for the bonds and a Fire Station bond fund.
 - Several outstanding debts will be retired next year, including revenue bonds for the water and sewer systems.

- The water intertie will be financed by MWL and the debt service schedule should be available by March 2020.

Administrator Polasek reviewed the Capital Improvement Program list, which contains 12 separate projects. Ten of the 12 projects must be completed next year due to need or as a part of other projects that will be completed in the following year. For instance, the water/sewer crossings of Third Street must be completed prior to ODOT beginning the Highway 99 rehabilitation in 2020.

Next year's budget also includes other infrastructure and street upgrades and repairs, such as the force main on Fourth St. and sidewalks from Third St. to Seventh St. on Market. A chlorine booster station for the McMinnville/Dayton intertie, two transmission line meters, and a dechlorination station at the reservoir will also be constructed in the next fiscal year.

VI. Law Enforcement Services Contract FY2020

Administrator Polasek stated that the Budget Committee will discuss the Law Enforcement Services contract with the Yamhill County Sheriff's Office at the April 29 meeting, but YCSO is requesting about an 11.5% increase in the cost. The increase is reasonable due to the very low increases, largely below inflation, in most of the prior years. The request is due mostly to YCSO catching up to the market in salaries; in recent years the salary scale was too low and the County has had trouble retaining deputies. Budget Committee members had no objection to Council considering this contract at their May 9, 2019 meeting.

VII. Adjourn – 8:38 p.m.

Mayor Sproul moved to adjourn the Budget Committee meeting. Councilor Cook seconded the motion, which passed unanimously.

CERTIFIED:



Jean Mead, Secretary

City of Lafayette
Budget Committee Meeting Minutes
April 29, 2019 at 6:30 p.m.

- I. Welcome and Call To Order:** Dewey Burchell called the meeting to order at 6:30 p.m.
- II. Flag Salute**
- III. Roll Call:** Assistant City Administrator Kevin Perkins called the Roll.
Present: Mayor Marie Sproul, Christine Brungardt, Doug Cook, Jeremy Rametes, Sheila Neuman, Kayla Paulsen, Jean Mead, Doreen VanTyne, Dewey Burchell, Jeffery Olson, Becky Demmin, Wade Witherspoon
Excused: Chris Harper, Adam Bertram
City Staff Present: Preston Polasek, City Administrator; Kevin Perkins, Assistant City Administrator; Jamie Rhodes, City Clerk
- IV. Follow-up Items from April 22 Budget Committee:**
City Administrator Preston Polasek presented the 15-Year Water Fund Projections. He discussed how forecasted revenue can meet operational needs, proposed capital improvement projects and the McMinnville Water & Light loan, estimated at \$2 million. Preston stated that a new 200+ home subdivision was proposed for development in the near future, and this would significantly increase SDC revenue. Wade Witherspoon asked about the impact on the Water Fund. The committee discussed SDC revenue projections in relation to population growth and the potential impact on all SDC funds.
- Preston Polasek stated that the proposed budget includes a 4% increase on water rates and no change to sewer rates. He indicated that there are still some unknowns regarding a regional water system buy-in; the proposed rate increase is to address current operational needs and the capital improvement program. Jeffery Olson asked if the rate increase was applied to the base and consumption amounts. Preston confirmed that it was. The committee discussed using property tax money for the water and sewer funds, possibly as an interfund loan. Discussion on the amount of the rate increase and future capital improvement projects ensued.
- V. Public Hearings on FY 2020 Budget:**
- a. Possible Uses of State Revenue Sharing**
Dewey Burchell opened the public hearing at 7:46 p.m. There was no public comment on uses of State shared revenue funds. Dewey Burchell closed the public hearing at 7:48 p.m.
- b. Public Input on FY 2020 Budget**
Dewey Burchell opened the public hearing at 7:49 p.m. There was no public comment on the FY 2020 Budget. Dewey Burchell closed the public hearing at 7:49 p.m.
- VI. Committee Deliberations:**
Sheila Neuman suggested removing capital improvement project #11 for the digital reader board. She stated she feels it is a good project but it would be better to wait on funding. The committee discussed removing the project and appropriating the funds into contingency. The

consensus was to leave the funds appropriated as an expense and the City Council would determine whether or not to complete the project during the fiscal year.

Preston discussed the addition of a part-time position for additional code enforcement, which \$40,000 has been budgeted. There was discussion on the budgeted amounts for the fire station bond levy.

VII. Approval of Budget:

Jean Mead moved that the budget committee of the City of Lafayette approve the General Fund budget in the amount of \$7,255,880.00, for the fiscal year 2019-2020. Councilor Cook seconded the motion. There was no discussion and the motion passed unanimously, 11-0; Christine Brungardt abstained from voting.

Becky Demmin moved that the budget committee of the City of Lafayette approve the fiscal year 2019-2020 budget, less the General Fund, in the amount of \$6,329,935.00, approve property taxes for the 2019-2020 fiscal year at the rate of \$3.4857 per \$1,000 of assessed value for the permanent rate tax levy, and in the amount of \$222,750.00 for the general obligation bond levy. Doreen VanTyne seconded the motion. There was no discussion and the motion passed unanimously.

VIII. Adjourn:

Doug Cook moved to adjourn the meeting of the budget committee. Christine Brungardt seconded the motion. There was no discussion and the motion passed unanimously.

The meeting adjourned at 8:22 p.m.

CERTIFIED:



Jean Mead, Secretary



Lafayette City Council

Meeting Date: July 11, 2019

Agenda Item: Community Grant Allocations
for FY 2020

Requested Council Action:

City Council to allocate community grant funds for the current fiscal year.

Staff Recommendation:

Council to award \$8,000 in Community Outreach Grants.

Background:

The Budget Committee and City Council collaborated to develop Resolution 2012-04, establishing a City Grants Policy, which is attached for your reference. Also attached are 7 requests for a total of \$9,800 from organizations that serve residents of Lafayette. A summary of these financial requests and the amount agencies were awarded last year is also attached.

Financial Impact:

Up to \$8,000 from General Fund-Administration-Community Outreach.

Alternative:

Council may determine to add or decrease the amount of community grants recommended by the Budget Committee, which is \$8,000 for FY 2020.

Suggested Motion:

“I move to disburse \$8,000 in City Grants to the following agencies in fiscal year 2020: _____.”

Awarded FY18-19	Requestor*	Contact	Amount Req'd	Approved
\$500.00	Champion Team	Heather Hunter 503-474-4600 heather.championteam@gmail.com	\$1,500.00	
\$500.00	YCAP Food Bank	Martha Penhall 503-883-4170 marthap@yamhillcap.org	\$2,000.00	
\$500.00	Homeward Bound Pets	Ronnie Vostinak 971-267-3992 executivedirector@hbpets.org	\$1,200.00	
\$500.00	Lafayette Food Pantry	Jan Leard 503-538-8641 leard7619@comcast.net	\$1,200.00	
\$500.00	Your Community Mediation	Chuck Pattishall 503-435-2835 ycm@onlinenw.com	\$2,500.00	
\$500.00	Girl Scouts**	Kassandra Watson 484-477-5618 kwatson@customdecorators.com	\$800.00	
\$500.00	Shakey Paws Foundation**	Doreen Van Tyne 503-435-7983 shakeypaw@hotmail.com	\$600.00	

Total FY19 Award*
\$7,900.00

Budgeted FY20	Total FY20 Req.	Total Approved
\$8,000.00	\$9,800.00	

* = Not all of prior year's agencies applied for FY20

** = Received after March 29 deadline

City of Lafayette

486 Third Street, P.O. Box 55

Lafayette, Oregon 97127

Phone: (503) 864-2451 Fax: (503) 864-4501



February 5, 2019

Dear Current or Prospective City Grant Recipient,

Your assistance is requested to help us prepare our budget for the next fiscal year. You or the agency you represent has been identified as a current or prospective grant recipient.

If you desire to apply for a city grant for FY 2020, then please complete the following information and send the completed form to Kevin Perkins, Assistant City Administrator by 5:00 p.m. on March 29, 2019. Include the City grant amount you are intending to request for our next fiscal year, which begins on July 1, 2019. You may submit additional information you would like considered with your request. The City Council will determine the allocation of funds at their July 2019 City Council meeting.

Name of agency: _____ Champion Team _____ Name: _____ Heather Hunter _

Phone: _____ 503-474-4600 _____ Email address: _____ Heather.championteam@gmail.com

Mailing address for grant awards: _____ PO Box 1634 McMinnville, OR 97128 _____

Amount of City grant request for FY 2019-20: _____ \$ 1500.00 _____

Purpose of grant request:

To help Champion Team with its daily operating expenses. Champion Team operates a drop-in-center that is open seven days a week. Here is those that need shelter during the day from the cold of winter, as well as the heat of the summer, come to find some measure of solace and refuge. It is also here that Champion Team offers a long list of available programs that anyone can take advantage of. These programs consist of Beyond the Bars (a re-entry program), Alternatives to Suicide, Anxiety/Depression Support Group, Co-Dependency Support Group, Women's Empowerment, etc.

How will this City grant benefit the Lafayette community?

Champion Team is peer run peer supported agency that is quick to come alongside of those on this journey called life and to offer support and encouragement. Studies indicate that the effectiveness of the peer support model supports to promote healing process for those with mental diversity and co-occurring challenges, as well as their families, friends, and supporters. Champion Team hopes to provide an inroad to the citizens of Lafayette, where this model can be effectively incorporated into the main stream of everyday living.

The City Council may grant funds to organizations and/or groups that enhance the quality of life in the Lafayette community and will take the following criteria into consideration:

- A record of service and impact on the Lafayette community;
- Financial and management capabilities to provide services;
- Statements as to how the funds will be used; and
- Excludes al-ready city-sponsored community events.

Please send completed forms to Kevin Perkins at PO Box 55, Lafayette, OR 97127 or kevinp@ci.lafayette.or.us.

City of Lafayette
486 Third Street, P.O. Box 55
Lafayette, Oregon 97127
Phone: (503) 864-2451 Fax: (503) 864-4501



February 5, 2019

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Your assistance is requested to help us prepare our budget for the next fiscal year. You or the agency you represent has been identified as a current or prospective grant recipient.

If you desire to apply for a city grant for FY 2020, then please complete the following information and send the completed form to Kevin Perkins, Assistant City Administrator by 5:00 p.m. on March 29, 2019. Include the City grant amount you are intending to request for our next fiscal year, which begins on July 1, 2019. You may submit additional information you would like considered with your request. The City Council will determine the allocation of funds at their July 2019 City Council meeting.

Name of agency: Girl Scout Troop 1029 Name: Kassandra Watson

Phone: 484-477-5618 Email address: Kwatson@customdecorators.com

Mailing address for grant awards: 215 S. Church St. #3 Newberg, OR 97132

Amount of City grant request for FY 2019 \$800
-20:

Purpose of grant request:

Most girls in our troop fall at or below the poverty level. Many girls in this situation do not have opportunities to participate in extra curricular activities like clubs, sports, and dance. Providing funding will help keep girls active in the troop and reduce burdens on the families and will allow the girls to become innovators and leaders in the community. We have a multi-level troop from Kindergarten to High School. There are 20 active girls in our troop and registration fees paid to Girl Scouts is \$25 a piece. Our troop has been fortunate to receive support from the City of Lafayette in the past and we are hoping this can continue.

How will this City grant benefit the Lafayette community?

Our local multi-level troop gives back to our community in many ways. There have been more than 100 girls that have been enrolled in our troop over the course of its existence 10 years ago. Each girl gained many skills that she will carry forward including confidence, leadership, civic engagement and ethics. Aside from the benefit of each girl, the troop has also done the following in the past year:

- Picked up litter in the community
- Participated in a coat drive
- Created activity packets for children in local hospitals
- Created craft packets for children in local hospitals
- Created buddy packs for local police officers and patrols
- Created positive message rocks to lift spirits.
- Participated in Scouting for food.

The City Council may grant funds to organizations and/or groups that enhance the quality of life in the Lafayette community and will take the following criteria into consideration:

- A record of service and impact on the Lafayette community;
- Financial and management capabilities to provide services;
- Statements as to how the funds will be used; and
- Excludes already city-sponsored community events.

Please send completed forms to Kevin Perkins at PO Box 55, Lafayette, OR 97127 or kevinp@ci.lafayette.or.us.

City of Lafayette

486 Third Street, P.O. Box 55

Lafayette, Oregon 97127

Phone: (503) 864-2451 Fax: (503) 864-4501



February 5, 2019

Dear Current or Prospective City Grant Recipient,

Your assistance is requested to help us prepare our budget for the next fiscal year. You or the agency you represent has been identified as a current or prospective grant recipient.

If you desire to apply for a city grant for FY 2020, then please complete the following information and send the completed form to Kevin Perkins, Assistant City Administrator by 5:00 p.m. on March 29, 2019. Include the City grant amount you are intending to request for our next fiscal year, which begins on July 1, 2019. You may submit additional information you would like considered with your request. The City Council will determine the allocation of funds at their July 2019 City Council meeting.

Name of agency: Homeward Bound Pets Name: Ronnie Vostinak

Phone: 971-267-3992 Email address: executivedirector@hbpets.org

Mailing address for grant awards: PO Box 8, McMinnville, OR 97128

Amount of City grant request for FY 2019-20: \$1,200

Purpose of grant request:

We are asking for funds to use in two areas or you can designate which one you would like funds to go to. HBPets Angel fund and the medical expenses of our shelter animals.

A: Homeward Bound Pets' Angel Fund provides funds to pay for emergency veterinary services on behalf of Yamhill County pet owners/caretakers who are experiencing an inability to pay a family pet's emergency veterinary services. Without these emergency veterinary services, injured and ill animals would likely suffer and may die. In 2018, our Angel Fund helped 94 cats and dogs receive emergency and urgent veterinary medical care. The total medical cost of this fund was \$18,966.53 for the year with administrative costs at \$2,700.00. Each of these pets is owned and cared for by a person/family who either lives at or below the federal poverty level or receives other government assistance in Yamhill County. Additional funding would allow us to help more families.

B: Homeward Bound Pets' shelter brings in dogs and cats from owner surrenders. It also brings in dogs through dog control when owners abandon family pets on the streets in our county. Five days after a dog control dog arrive at the shelter, the dog becomes the property of Homeward Bound Pets. Often both of these categories of pets need to be seen by a veterinarian and need medicine. Homeward Bound Pets also spays/neuters, vaccinates and micro-chips each pet before it is adopted. In 2018, the medical and veterinarian expenses at the shelter totaled \$53,200.00. However, Homeward Bound Pets is proud to be able to say that it rescued and found forever homes for 545 dogs and cats in 2018.

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How will this City grant benefit the Lafayette community?

HBpets serves Yamhill County. All of the cities and citizens here make up our community. With your help we can continue to promote healthy pets, it takes all of us to help those without a voice. What is a low-income person/family to do when their dog or cat is suddenly injured or becomes ill? Many people/families simply do not have the resources to shoulder emergency veterinary costs. When a beloved pet needs medical care, the owner often turns to Homeward Bound Pets' shelter to relinquish their pet. If the shelter takes the injured pet, not only does the shelter become financially responsible for the medical bills associated with the pet, it is also faced with the task of finding a new home for the pet. It is simply harder to find new homes for older and sick pets. Why take a family pet out of an otherwise loving home and place it in the shelter just because the owner cannot afford emergency medical services? Angel Fund keeps pets and their families together.

As you can probably imagine, Homeward Bound Pets has had to turn away surrenders because it cannot afford to take in every pet that happens to be sick and in need of medical care. If a person/family qualifies under Angel Fund criteria, the shelter refers the family to our Angel Fund coordinator, who can assist the person/family with emergency medical expenses.

To further control costs, for sick pets at the shelter, Homeward Bound Pets' Spay/Neuter Clinic Manager, Dr. Jennifer Choate, is available to examine, diagnose, and treat most pets. Having a veterinarian on staff has saved money on the pets temporarily living at Homeward Bound Pets shelter and has relieved additional stress on the pets because they do not have to be transported to a local veterinary clinic for services.

Homeward Bound Pets allocates 5% of its net thrift shop sales, undesignated donations, and net income from its fundraisers to Angel Fund, but it's never enough. Homeward Bound Pets reaches out to the public for donations, yet it has had to discontinue helping Yamhill County pets and their families at various times during a typical year due to lack of funds and the dire need in our community.

Homeward Bound Pets hopes that you can find in your priorities and budget the sum of \$1,200.00 to allocate to HBPets this year so that we are able to keep the Angel Fund open year-round and help to care for community pets that arrive at its shelter. Any donations received as a result of this request will be divided equally between the Angel Fund and shelter medical expenses, unless designated to the contrary. These funds will allow Homeward Bound Pets to continue to benefit and serve families and their pets in Yamhill County.

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February 5, 2019

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Name of agency: Lafayette Food Pantry Name: Jan Leard

Phone: 503-538-8641 Email address: leard7619@comcast.net

Mailing address for grant awards: PO Box 130 Lafayette, OR 97127

Amount of City grant request for FY 2019-20: 1200.00

Purpose of grant request:

Purchase food items for our clients

How will this City grant benefit the Lafayette community?

We have many residents who are struggling to make ends meet. Our pantry helps alleviate some of that burden on them by providing needed food, leaving them more money to spend on other things.

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Name of agency: SHARAJPAW Pet Foundation Name: Doreen VanTyne

Phone: 303-435-7983 Email address: SHARAJPAW@hotmail.com

Mailing address for grant awards: P.O. Box 704 Lafayette OR 97127

Amount of City grant request for FY 2019-20: \$600

Purpose of grant request: to help with care of senior citizens dogs
to deal with cancer patients dogs (help pay for)

How will this City grant benefit the Lafayette community? it helps the community
by providing care for our local pets. we also
hire local kids to help care for the dogs. this
helps build responsibility, compassion, as well
confidence and job skills

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Name of agency: YCAP Food Bank

Name: Martha Penhall

Phone: 503.883.4170

Email address: marthap@yamhillcap.org

Mailing address for grant awards: 1317 NE Dustin Ct. McMinnville, OR 97128

Amount of City grant request for FY 2019-20: \$2000

Purpose of grant request:

Funds will support the service delivery of free, fresh produce and shelf stable food to the folks of Lafayette, specifically to the Housing Authority of Yamhill County Abbey Heights property for farmworkers and Wascher Elementary School.

Service delivery includes refrigerated transportation and labor costs. Matching funds are forthcoming from the Oregon Hunger Response Fund.

How will this City grant benefit the Lafayette community?

This grant will help the YCAP Regional Food Bank distribute more food into Lafayette and reach even more people in need, especially vulnerable populations of children and farmworkers.

Many farmworkers are undocumented and fear going to and receiving food from a food pantry *even though immigration status is never requested nor required to receive food*. As a result of this common fear coupled with the lack of a living wage, this population does not receive regular supplies of quality, nutritious food. Providing a weekly source of quality, fresh produce through our Mobile Food Pantry solves this basic need.

Additionally, YCAP continues to provide weekly support to Wascher Elementary School's Friday Family Food program through our refrigerated transportation, food donations, storage and YCAP's volunteer efforts.

Your funding support will guarantee YCAP's continued support for the Wascher kids and their families along with the farmworker residents of Lafayette.

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Name of agency: _____ Name: _____

Phone: _____ Email address: _____

Mailing address for grant awards: _____

Amount of City grant request for FY 2019-20: _____

Purpose of grant request:

How will this City grant benefit the Lafayette community?

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YAMHILL COUNTY MEDIATORS (YCM)

Conflict Resolution Benefits Everyone

EFFECTIVENESS OF MEDIATION

The National Crime Prevention Council, together with community and county law enforcement personnel, have stated that they believe mediation is a key crime prevention tool.

Mediation prevents disputes from escalating. It cultivates problem-solving skills and positive relationships within families, neighborhoods, businesses and communities.

The cost of mediation is significantly less than repeated involvement by law enforcement and the courts.

The likelihood that mediated agreements will be fulfilled is much higher than if a resolution is imposed by an outside party or judgment. 90-95% success rate for those who use mediation.

YCM is able to address urgent cases quickly – in some cases successful mediations have been accomplished on the same day that YCM was contacted for assistance.

- For almost 30 years Yamhill County residents, and community organizations have used our conflict dispute resolution program as a “first resort” to peacefully resolve conflict.
- For the past few years, government agencies in Yamhill County support YCM because they recognized the value of resolving conflict in their communities. Yamhill County Commissioners have formally defined mediation as an “essential service.” YCM receives annual grant support from the State through the Oregon Office for Community Dispute Resolution.
- YCM offers mediation training through a Basic Mediation Training course that meets State of Oregon standards and offers advanced certifications in specific areas of mediation, including Conflict Coaching.
- Conflict resolution education opportunities are provided at the Yamhill County Juvenile Detention Center. Family Meeting Workshops give families effective communication tools to address domestic and relationship issues peacefully and respectfully.
- Services provided by trained volunteer mediators keep mediation at no or low cost to all YC residents. Volunteer mediators devote over 1000 hours annually
- Funding for operations and one employee is significantly leveraged to serve 220-240 cases each year to help community members resolve their disputes through mediation and group facilitation.

Some types of conflicts that YCM mediate include...

- Teen and Adult/Parenting Plans
- Family Situations/Elder Issues
- Consumer and Merchant Disputes
- Workplace and Business Issues
- Juvenile petty crime, vandalism, litter
- Juvenile Victim/Offender Cases
- Certain Adult Victim/Offender Cases
- Corporate Management Training
- Truancy & School Relationships
- Animal Control/Nuisance Issues
- Landlord/Tenant Issues
- Property Boundaries, Harassment, Noise
- Neighborhood Issues, Parking
- Small Claims Disputes
- School Peer to Peer Mediation Training Program



Lafayette City Council

Meeting Date: July 11, 2019

Agenda Item: Resolution 2019-12,
Continuing Disclosure Compliance

Requested Council Action:

Discuss and approve the Resolution adopting continuing disclosure compliance guidelines for the Fire Station bonds.

Staff Recommendation:

Approve the Resolution.

Background:

Federal tax code requires issuers of certain tax exempt bonds to adopt guidelines for complying with disclosure requirements. The attached Resolution was created by Bond Counsel to comply with those regulations and establish ongoing procedures. The guidelines require that a Tax Compliance Officer be identified by the City, who will then ensure that the funds are used, repaid, and reported in a manner consistent with the regulations for tax exempt bonds. Exhibit "A" of the Resolution designates the City Administrator, or his designee, as the Tax Compliance Officer.

Financial Impact:

None.

Alternative:

Council may suggest text modifications to the Resolution.

Suggested Motion:

"I move to approve Resolution 2019-12 adopting continuing disclosure compliance guidelines so long as any tax exempt bonds remain outstanding."

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

**A Resolution of the City Council of the City of)
Lafayette, Oregon Adopting Tax-Exempt)
Governmental Bonds Tax Compliance and)
Continuing Disclosure Compliance Guidelines)**

Resolution No. 2019-12

THE CITY COUNCIL (the "City Council") OF THE CITY OF LAFAYETTE, OREGON (the "City") sat for the transaction of city business on Thursday, July 11, 2019 in the City Chambers at City Hall.

WHEREAS, the City Council, pursuant to Oregon Revised Statutes ("ORS"), including ORS Chapter 287A, is authorized to borrow money and to issue bonds and other obligations (the "Obligations") as the City deems necessary or advisable; and

WHEREAS, these guidelines attached hereto as Exhibit A (the "Guidelines") and Exhibit B (the "Events" requiring disclosure) are hereby adopted by the City to ensure that interest on tax-exempt governmental bonds of the City ("TEBs") remains excludable from gross income under Section 103 of the Internal Revenue Code of 1986 (the "Code") and to enhance compliance with the continuing disclosure undertakings (the "Undertakings"), the City has entered or will enter into pursuant to Securities and Exchange Commission Rule 15c2-12 (the "Rule") in connection with publicly-offered municipal securities issued by the City; and

WHEREAS, the City Council determines that it is in the best interest for the City to adopt and maintain the Guidelines.

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

Section 1. The City Council hereby adopts and agrees to maintain the attached Guidelines for so long as any tax-exempt Obligations issued by the City remain outstanding.

Section 2. The City Administrator or his designee in the role of the Tax Compliance Officer and Disclosure Compliance Officer is designated by the City Council to maintain and administer the Guidelines.

Section 3. The Guidelines shall be effective as of the date of the adoption of this Resolution.

APPROVED by the City Council of the City of Lafayette, Oregon this 11th day of July 2019.

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

CERTIFIED:

ATTEST:

Marie Sproul, Mayor

Kevin Perkins, Assistant City Administrator

EXHIBIT A

TAX-EXEMPT GOVERNMENTAL BONDS TAX COMPLIANCE AND CONTINUING DISCLOSURE COMPLIANCE GUIDELINES

CITY OF LAFAYETTE, OREGON

I. Purpose

These guidelines (the “Guidelines”) are adopted by the City of Lafayette, Oregon (the “City”), to ensure that interest on tax-exempt governmental bonds of the City (“TEBs”) remains excludable from gross income under Section 103 of the Internal Revenue Code of 1986 (the “Code”) and to enhance compliance with the continuing disclosure undertaking(s) (the “Undertakings”) the City has entered or will enter into pursuant to Securities and Exchange Commission Rule 15c2-12 (the “Rule”) in connection with publicly-offered municipal securities issued by the City.

The Guidelines are intended to formally memorialize certain policies and procedures of the City previously adopted or followed by the City in connection with its issuance of TEBs (“Bonds”).

The City understands that failure to comply with the policies and procedures set forth in the Guidelines may result in the retroactive loss of the exclusion of interest on TEBs from federal gross income and, thus, the City will consult with counsel nationally recognized in the area of municipal finance (“Bond Counsel”), in advance, regarding deviations from the facts and expectations as set forth in the closing certifications relating to any issue of Bonds.

II. Ongoing Relationship with Outside Advisors

The City maintains an ongoing relationship with Bond Counsel and other advisors to serve as a resource for advice regarding the Bonds’ Federal tax compliance.

III. Persons Responsible for Tax Compliance

The City Council is the proper authority to adopt a resolution to declare the intent of the City to use Bonds, if applicable, to reimburse for expenditures incurred prior to the borrowing.

The City Administrator (“Tax Compliance Officer”) is designated as the primary City Official to consult with Bond Counsel and other advisors on a continual basis with respect to the Bonds.

In general, the Tax Compliance Officer has the primary responsibility to ensure compliance with the tax requirements relating to all Bonds. As described in these Guidelines, tax requirements vary with respect to the different types of Bonds of the City but include one or more of the following: the expenditure and investment of proceeds of Bonds (“Bond Proceeds”), the use or sale of the assets financed or refinanced with Bond Proceeds (the “Bond-Financed Assets”), limitations on the amount of direct or indirect payments from persons other than another state or local governmental unit (a “Non-Governmental Person”) with respect to Bond-Financed Assets (“Private Payments,” as described further in Section V.A. of these Guidelines), record-keeping and filing

requirements. The Tax Compliance Officer shall review the tax document signed by the City that outlines the federal tax law requirements affecting the TEBs (with respect to any particular issue, the “Tax Certificate”). The Tax Certificate is included as part of the closing transcript for the Bonds.

In particular, the following persons are responsible for compliance with tax requirements during the life of the Bonds or the Bond-Financed Assets:

- The Tax Compliance Officer is responsible for monitoring or approving the requisitions for payment of costs, including through a transmittal to a trustee or paying agent, or a direct reimbursement to the City for costs previously paid to a third party.
- The Tax Compliance Officer is responsible for monitoring the use of Bond-Financed Assets (e.g., facilities, furnishings or equipment) throughout the term of the Bonds (or the expected useful life of the Bond-Financed Assets, if shorter) to identify whether any use of such Bond-Financed Assets is Private Business Use as defined in Section V.A. of these Guidelines. The Tax Compliance Officer is further responsible for monitoring the sale or other disposition of Bond-Financed Assets.
- The Tax Compliance Officer is responsible for monitoring the amount and allocation of Private Payments throughout the term of the Bonds to identify whether such Private Payments exceed the limitations set forth in the Code.
- The Tax Compliance Officer is responsible for ensuring that all of the Bond Proceeds are invested at fair market value at or below the applicable yield restrictions and that any rebate payments are timely calculated and remitted to the IRS.

IV. Expenditures of Bond Proceeds Generally

A. In General.

At the issuance of the Bonds, the City must have reasonably expected to spend at least 85% of all proceeds that were expected to be used to finance improvements (which proceeds would exclude proceeds in the reserve fund or for any non-project purpose) within three years of issuance. Other limitations or adjustments may be set out in the Tax Certificate. The City must also have incurred or have reasonably expected to incur, within six months after issuance of the Bonds, binding obligations to unrelated parties involving an expenditure of not less than 5% of such amount of Bond Proceeds, and that completion of the project and allocations of Bond Proceeds to costs would proceed with due diligence. Meeting all these requirements will generally allow the City to invest these project-related Bond Proceeds at an unrestricted yield for three years. See Section VII of these Guidelines for rebate and rebate exception.

B. Assignment of Responsibility and Establishment of Calendar

On the date of issuance of any Bond, the Tax Compliance Officer will identify for that Bond issue:

- The funds and/or accounts into which Bond Proceeds are deposited.
- The types of expenditures expected to be made with the Bond Proceeds deposited into those funds and/or accounts and any expenditures prohibited from being made from such funds or accounts.
- The dates by which all Bond Proceeds described in Section IV. A. of these Guidelines must be spent or become subject to arbitrage yield limitations (“Expenditure Deadlines”) and all interim dates by which funds and/or accounts must be checked to ensure compliance with the applicable Expenditure Deadlines.

C. Expenditure Failures

If any person discovers that an Expenditure Deadline or a restriction on expenditures as described herein has not been met, such person will promptly notify the Tax Compliance Officer who will consult with Bond Counsel to determine the appropriate course of action with respect to such unspent Bond Proceeds or prohibited use of Bond Proceeds. Special action may need to be taken with such unspent or misspent Bond Proceeds, including yield restriction, or redemption of Bonds.

D. Final Allocation

Requests for expenditures will be summarized in a final allocation of Bond Proceeds (“Final Allocation”) in a manner consistent with allocations made to determine compliance with arbitrage yield restriction and rebate requirements (See Section VII of these Guidelines). The Final Allocation will memorialize the assets or portion thereof financed with Bond Proceeds and the assets or portion thereof financed with other funds.

The Final Allocation must occur not later than 18 months after the date of the expenditure or 18 months after the date the facility to which the expenditure relates is completed and actually operating at substantially the level for which it was designed (but in all events not later than 60 days after the end of the fifth year after issuance of the Bonds or 60 days after none of the Bonds are outstanding, if earlier).

The Tax Compliance Officer will be responsible for ensuring that such Final Allocation is made for the Bonds.

E. Records of Expenditures

The Tax Compliance Officer is responsible for maintaining records related to the expenditure of Bond Proceeds including records:

- Identifying all of the assets or portion of assets financed with Bond Proceeds.

- Relating to requests for Bond Proceeds, construction contracts, purchase orders, invoices, and payment records.
- Relating to costs reimbursed with Bond Proceeds.
- Relating to any action taken as a result of a failure to meet the Expenditure Deadlines.
- Of the Final Allocation and all supporting documentation.

Such records will be retained for the life of the Bonds, plus any refunding bonds, plus three years and may be in the form of documents or electronic copies of documents, appropriately indexed to specific Bond issues and compliance functions.

V. Monitoring of Financed Projects

A. Monitoring of Private Business Use

For each new Bond-Financed Asset, the Tax Compliance Officer will determine the expected use of such Bond-Financed Asset and whether such Bond-Financed Asset is or will be subject to any contracts or other arrangements that may give rise to Private Business Use.

The Tax Compliance Officer will inform the persons responsible for the management and operation of the Bond-Financed Asset (“Asset Managers”) of the Private Business Use restrictions relating to the Bond-Financed Asset.

The Tax Compliance Officer will require Asset Managers to submit any Management Contract with respect to Bond-Financed Assets to the Tax Compliance Officer for review prior to entering such Management Contract. The Tax Compliance Officer will forward such Management Contract to Bond Counsel or to other capable advisors to determine whether such Management Contract complies with the 97-13 Safe Harbors.

No Bond-Financed Asset will be sold, leased or transferred by the Asset Managers without prior approval by the Tax Compliance Officer.

The Tax Compliance Officer will meet at least annually with Asset Managers to identify and discuss any existing or planned Private Business Use of Bond-Financed Assets.

B. Monitoring of Private Payments

For each issue of Bonds, the Tax Compliance Officer will review the Tax Certificate and consult with outside advisors, as described below, to determine if the expected use of any Bond-Financed Asset may result in excess Private Business Use. If excess Private Business Use is expected, as, for example, with the improvements refinanced with proceeds of the Bonds issued in 2015, the Tax Compliance Officer shall consult with Bond Counsel and follow instructions regarding monitoring of Private Payments to ensure that excess Private Payments do not occur.

C. Consultation with Outside Advisors

The City acknowledges that certain refinements, interpretations and exceptions apply to the analysis of Private Business Use and Private Payments and that Bond Counsel and other qualified

advisers should be engaged and consulted to review contracts or other information relating to such use of Bond-Financed Assets. In addition, the Final Allocation of Bond Proceeds (see subsection IV. G. above) may affect the Private Business Use and Private Payment determinations. The Tax Compliance Officer will consult at least annually with Bond Counsel to review any changes in the law with respect to Private Business Use of Bond-Financed Assets and to identify and discuss any existing or planned Private Business Use of Bond-Financed Assets or sources of revenue that may be considered Private Payments.

D. Identification and Correction of Violations

In the event the use of Bond Proceeds or Bond-Financed Assets or the nature or amount of Private Payments is different from the covenants and representations set forth in the Tax Certificate, the City will contact Bond Counsel in a timely manner to ensure that there is no adverse effect on the tax status of the Bonds. Various remedies are available to the City in the event of certain violations on the limits of use of Bond Proceeds, amounts of Private Payments, the investment of Bond Proceeds, and the use of the Bond-Financed Assets. For example, a change in the use of the Bond-Financed Assets after the issuance of the Bonds that results in excessive Private Business Use or Private Payments may be corrected through a “remedial action” that is described in the Treasury Regulations. Such remedial actions include a defeasance of the portion of the Bonds affected by the excessive Private Business Use or Private Payments. Other actions (or inaction) that potentially adversely affect the status of the Bonds may be corrected through the Voluntary Closing Agreement Program described in IRS Notice 2008-31.

E. Record Keeping Requirements

The Tax Compliance Officer will keep copies of all contracts and arrangements involving the lease, management, sale, operation, service or other use of all Bond-Financed Assets. The Tax Compliance Officer will also maintain and update no less frequently than every 6 months a spreadsheet with respect to each issue of Bonds regarding the cumulative amount of Private Business Use with respect to such issue. Such records will be retained for the life of the Bonds, plus any refunding bonds, plus three years and may be in the form of documents or electronic copies of documents, appropriately indexed to specific Bond issues and compliance functions.

VI. Investment of Proceeds

On the Date of Issue of any Bond, the Tax Compliance Officer will identify for that Bond

- All of the funds and accounts into which Bond Proceeds are deposited and the applicable yields at or below which such funds must be invested.
- Any funds that are not directly funded with Bond Proceeds which must be invested at or below the yield on the Bonds.

The Tax Compliance Officer will ensure that the investment of Bond Proceeds is in compliance with the applicable yield restrictions contained in the Treasury Regulations.

The Tax Compliance Officer will ensure that all investments, including guaranteed investment contracts (“GICs”) and certificates of deposit purchased with Bond Proceeds will be

purchased in compliance with the applicable fair market value requirements of the Treasury Regulations.

The Tax Compliance Officer will obtain regular, periodic (monthly) statements regarding the investments and transactions involving Bond Proceeds.

The Tax Compliance Officer will keep all records with respect to investments, including:

- The solicitation and all responses received from the bidding of any GICs;
- Information with respect to any investment agreements, including certificates of deposit and GICs;
- United States Treasury Securities-State and Local Government Series subscription information; and
- Records of investment activity sufficient to permit calculation of arbitrage rebate or demonstration that no rebate is due.

VII. Arbitrage Yield and Rebate

The City will engage outside providers, as necessary, to assist in the calculation of arbitrage rebate attributable to the investment of Bond Proceeds.

Statements regarding investments and transactions involving Bond Proceeds and other requested documents and information should be provided to the rebate service provider on a prompt basis.

The Tax Compliance Officer will monitor the arbitrage rebate service provider to assure compliance with required rebate payments, if any, which need to be paid no later than 60 days after each of (1) the fifth year after issuance, (2) each subsequent 5-year period through the term of the Bonds, and (3) the final maturity or redemption date of the issue. The Tax Certificate or tax covenants in other documents may set forth how frequently rebate calculations must be performed.

During the construction period of a capital project, the investment and expenditure of Bond Proceeds are to be monitored and the arbitrage rebate service provider consulted to determine whether the City is meeting any spending exception. Available spending exceptions are in periods of 6 months, 18 months and two years (for construction only), with the 18-month and 2-year exception subject to six-month internal benchmarks. See the Tax Certificate or consult the rebate service provider for more details regarding the spending exceptions.

In the event that a rebate payment is due, the Tax Compliance Officer will ensure that such rebate payment is accompanied by a Form 8038-T.

The Tax Compliance Officer will retain copies of all arbitrage reports, related return filings with the Internal Revenue Service, and copies of cancelled checks with respect to any rebate payments and information statements. The Tax Compliance Officer will also retain copies of any hedge agreements such as swaps or interest-rate caps entered into with respect to the Bonds. Such records will be retained for the life of the Bonds, plus any refunding bonds, plus three years and may be in the form of documents or electronic copies of documents, appropriately indexed to specific Bond issues and compliance functions.

VIII. Continuing Disclosure Compliance: Background Information

Pursuant to the Rule and the Undertakings, the City must file an annual report with the Municipal Securities Rulemaking Board (the “MSRB”) within 270 days after the City’s fiscal year end (June 30) (the “Annual Report Filing Deadline”). This annual report must include the audited financial statements of the City and, if specified in the Undertakings, additional information related to the finances and operations of the City (collectively, the “Annual Report”). If the audited financial statements of the City are not available as of the Annual Report Filing Deadline, the Undertakings may allow the City to file unaudited financial statements before the Annual Report Filing Deadline and then file audited financial statements when they become available. The Undertakings for each series of Bonds may require different types of additional financial information and operating data to be included in the Annual Report for each series of Bonds. Copies of the Undertakings for the City’s currently-outstanding Bonds are attached hereto as Exhibit A.

The Rule and the Undertakings also require notice of the occurrence of certain events (“Events”) to be provided to the MSRB within ten (10) business days after the occurrence of the Event if such an Event is determined to be material (a “Material Event Filing”). A list of the Events for which a Material Event Filing may be required under the Rule is attached hereto as Exhibit B.

The Annual Report and any Material Event Filings must be filed on the MSRB’s Electronic Municipal Market Access (“EMMA”) system (accessible as of the date of adoption of these Guidelines at emma.msrb.org) to the CUSIP numbers for the maturities of each series of Bonds outstanding. If a Material Event Filing only applies to a certain series of Bonds (such as a notice of optional redemption), it needs to be filed only on the CUSIP numbers for the affected series of Bonds.

IX. Persons Responsible for Compliance with Undertakings

If the City has not appointed a Dissemination Agent (as described below), then the City Administrator (the “Disclosure Compliance Officer”) has the primary responsibility to take action or direct others to take action to make required filings in compliance with the Undertakings relating to all Bonds. If the City has appointed a Dissemination Agent to assist the City in carrying out its obligations under the Undertakings, the Disclosure Compliance Officer will work with the Dissemination Agent to confirm that required filings are made by the Dissemination Agent in compliance with the Undertakings relating to all Bonds.

X. Dissemination Agent; External Advisors

To satisfy its obligations under these Guidelines, the City may appoint or engage a third-party dissemination agent with expertise in compliance with the Rule (the “Dissemination Agent”) to assist the City in carrying out its obligations under the Undertakings. The City may discharge any such Dissemination Agent with or without appointing a successor Dissemination Agent.

As necessary and appropriate, the City shall consult with bond counsel and the City's legal counsel and financial advisors to comply with applicable post-issuance disclosure requirements set forth in the Undertakings related to all Bonds.

XI. Provision of Annual Reports to MSRB

On or before the Annual Report Filing Deadline, the Disclosure Compliance Officer will review the Undertaking for each series of Bonds then outstanding, will assemble the required contents of the Annual Report for such Bonds and will file on EMMA the Annual Report for such Bonds.

XII. Provision of Material Event Filings to MSRB

The occurrence of certain Events, including payment defaults, requires a Material Event Filing without the need for a materiality determination (i.e. they are deemed material under the Rule). Other Events, such as non-payment related defaults, must be analyzed to determine if the Event is material; if so, a Material Event Filing is required. The Disclosure Compliance Officer will consult with bond counsel regarding any questions as to whether an Event has occurred and what filings are required.

The Disclosure Compliance Officer is to be immediately notified by all employees, officers, Tax Compliance Officers, agents and officials of the City of the occurrence of any listed Event so that he or she may determine whether a Material Event Filing is required pursuant to the Rule and the Undertakings. As soon as the Disclosure Compliance Officer learns of the occurrence of an Event that is deemed material, the Disclosure Compliance Officer will prepare and file, within ten business days of the occurrence of the Event, a Material Event Filing on EMMA.

The Disclosure Compliance Officer will review Exhibit B not less often than annually, and consult with bond counsel or other advisors, as necessary, to update the list of Events under the Rule.

XIII. Recordkeeping; Future Bond Issuance

The Disclosure Compliance Officer will maintain copies of the City's Annual Reports and Material Event Filings and evidence of filing of the City's Annual Reports and Material Event Filings in the City's records.

In connection with any subsequent issuance of Bonds by the City, the Disclosure Compliance Officer shall review and verify any statements concerning the City's compliance with its Undertakings in any offering documents (such as an Official Statement) for such Bonds. After the issuance of such Bonds, the Disclosure Compliance officer will attach a copy of the Undertaking entered into in connection with such Bonds to the copies of City's currently-outstanding Undertakings attached hereto as Exhibit A.

XIV. Identification and Correction of Violations

In the event that the City does not timely file complete information required in any Annual Report or does not timely make a Material Event Filing on EMMA, the City will contact bond

counsel in a timely manner and undertake any appropriate corrective action that may be necessary to bring the City into compliance with the Rule.

DATED: July 12, 2019

CITY OF LAFAYETTE, OREGON

By: _____

Preston Polasek, City Administrator

Exhibit B

Material Events Requiring Disclosure

*(pursuant to 17 Code of Federal Regulations, §240.15c2-12 (Rule 15c2-12)
Municipal Securities Disclosure)*

In a timely manner not in excess of ten business days after the occurrence of the event, notice of any of the following events with respect to the securities being offered in the offering, if material:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701 TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax-exempt status of the security;
- (7) Modifications to rights of security holders, if material;
- (8) Bond calls, if material, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property securing repayment of the securities, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership or similar event of the obligated person¹;

¹ For the purposes of the event identified in subparagraph (12), the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governmental body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

(13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and

(14) Appointment of a successor or additional trustee or the change of name of a trustee, if material; and

(15) Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and

(16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.



Lafayette City Council

Meeting Date: July 11, 2019

Agenda Item: Resolution 2019-13,
Continuum of Care

Requested Council Action:

Approve the Resolution in support of creating a regional continuum of care organization for Marion, Polk, and Yamhill counties.

Staff Recommendation:

Approve Resolution 2019-13.

Background:

The U.S. Department of Housing and Urban Development (HUD) stated that the purpose of the Continuum of Care program is to “promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effective utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.”

The three counties are currently a part of a statewide continuum of care organization to address homelessness. However, the proportion of funding expended in the three-county area has continued to decline leading to a recommendation to form a separate organization for the three counties. In 2018, the Lane County Continuum of Care organization received \$2,398 per homeless person, while Marion, Polk and Yamhill counties, as part of the larger statewide organization, received \$549 per homeless person.

Resolution 2019-13 is proposed at the request of the Mid-Willamette Valley Council of Governments (MWVCOG), which supports creating a three-county organization. By approving the Resolution, Council will be indicating support for the regional Continuum of Care organization, but it does not commit the City to any funding or other effort at this time. The Resolution also requires HUD to approve the formation of the local, regional organization. According to COG staff, nearly all of the municipalities in Polk, Marion, and Yamhill counties have passed a resolution in support of this tri-county effort.

Financial Impact:

None.

Alternative:

Council may determine to modify Resolution 2019-13.

Suggested Motion:

“I move to approve Resolution 2019-13, supporting the formation of a three-county Continuum of Care organization.”

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

Resolution in Support of the }
Continuum of Care Model } **RESOLUTION NO. 2019-13**
}

THE CITY COUNCIL (the “Council”) OF THE CITY OF LAFAYETTE, OREGON (the “City”) sat for the transaction of City business on July 11, 2019 at 6:30 p.m. in the Council Chambers at City Hall and considered and approved the following Resolution.

WHEREAS, homelessness is a critical issue in the Mid-Willamette region, in Oregon, and across the nation; and

WHEREAS, more than 650 homeless individuals in Yamhill County were identified in 2018 through the Point-in-Time Count; and

WHEREAS, homelessness in Yamhill County encompasses families with children, veterans, victims of domestic violence, and chronically homeless individuals experiencing mental illness and addictions; and

WHEREAS, the U.S. Department of Housing and Urban Development created the Continuum of Care program in 1994 as a means for communities across the nation to “engage in multi-year strategic planning for homeless programs and services that are well integrated with planning for mainstream services;” mainstream services denoting public housing, Section 8 housing choice vouchers, and services for runaway and homeless youth, victims of domestic violence, veterans, seniors, and people experiencing addictions and/or mental illness; and

WHEREAS, the Mid-Willamette Homeless Initiative, operating under the Mid-Willamette Valley Council of Governments, recommended that the region “assess local inclusion in the Rural Oregon Continuum of Care to understand how best to address the problems of homelessness and needs of people experiencing homelessness;” and

WHEREAS, the Mid-Willamette Homeless Initiative Steering Committee carefully considered relevant factors and determined that the region could benefit from creating its own Continuum of Care, with enhanced service coordination, local autonomy, and alignment of goals to more effectively reduce homelessness in the region.

NOW THEREFORE, BE IT RESOLVED that City of Lafayette supports establishing a Continuum of Care for the Mid-Willamette region that could include Marion, Polk, and Yamhill counties and supports the new Continuum of Care registering with the U.S. Department of Housing and Urban Development in 2020.

APPROVED by the City Council of the City of Lafayette this 11th day of July, 2019.

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

CERTIFIED:

ATTESTED:

Marie Sproul, Mayor

Kevin Perkins, Assistant City Administrator



Lafayette City Council

Meeting Date: July 11, 2019

Agenda Item: Contract Amendment with FFA, Inc.

Requested Council Action:

Discuss and approve an amendment to the contract with FFA, Inc.

Staff Recommendation:

Approve the amendment to the contract.

Background:

As a part of the Conditional Use Permit, a Property-line Adjustment, and a Site Development Review for the Fire Station, the City was required to survey and design civil improvements. FFA has subcontracted this work, but these costs are beyond the scope of the initial contract. The attached request is reasonable and requires an amendment to the original contract with FFA.

The amendment would increase the overall contract by \$25,280, for a total contract cost of \$459,130. These costs will be paid for our project to construct the Lafayette Fire Station.

Financial Impact:

The overall cost of the FFA contract would increase by \$25,280.

Alternative:

Council may require additional information.

Suggested Motion:

"I move to approve the amendment to the contract with FFA increasing the overall contract amount by \$25,280 for a total contract amount of \$459,130."

June 14, 2019

Preston Polasek

City of Lafayette
 PO Box 55
 Lafayette, OR 97217

RE: Additional Service Request
Lafayette Fire Station
 FFA Project 24.09.16
 Right of Way and Survey

Dear Preston,

FFA Architecture and Interiors Inc. (FFA) request that the following additional services described below be added to the contract for services between the City of Lafayette and FFA Architecture and Interiors, Inc. Upon approval by the City of Lafayette, this additional service request will accompany the agreement signed by City of Lafayette dated January 5th, 2017.

Original Contract Amount \$433,850.00

The following services are deemed additional services:

Right of Way Improvements

Survey

Compensation for the above work scope is as follows:

AKS Civil

- Design and Document Right of Way improvements \$16,500.00
- Survey Site Conditions \$6,500.00

FFA

- Coordination of Right of Way improvements \$2,280.00

Total Fee: \$25,280.00

Reimbursable expenses for items such as copies, printed reports, additional rendering, and travel are in addition to the fee. The estimated amount for reimbursable expenses is as follows:

\$500.00

The fee and reimbursable expenses outlined above, when combined with other add services and supplemental services, will modify the original contract amount as shown below:

Original Architectural Services Contract for Basic Services	\$433,850.00
ASR No. 1: Right of Way and Survey	\$25,780.00
<hr/>	
Revised Contract Amount for Services	\$459,130.00

If you agree with this proposal, please sign and return one copy for our records.

Sincerely,

FFA Architecture and Interiors, Inc.



Troy Ainsworth, AIA NCARB
Principal



Ian Gelbrich, AIA, LEED
Partner / Project Manager

Preston Polasek

Signature

Date

Printed Name and Title

Additional Service Request
Lafayette Fire Station
FFA Project #24.09.16
June 14, 2019
Page 3 of 3

Attachments:



Lafayette City Council

Meeting Date: July 11, 2019

Agenda Item: Marketing Agreement with
Utility Service Partners

Requested Council Action:

Approve a marketing agreement with Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America.

Staff Recommendation:

Approve the agreement.

Background:

As discussed at the May 9, 2019 regular Council meeting, this marketing agreement with Utility Service Partners (USP) would allow USP to use the City's logo on mailers and receive assistance from the City to create a mailing list of customers within the City. The program is partnered with the National League of Cities, the League of Oregon Cities, and counts a number of Oregon cities as partners, including Newberg. The term of the agreement is for three years with an automatic one year renewal. As directed by Council, the non-royalty agreement is attached.

The warranty will be a direct transaction between the property owner and USP, and the City will not have a role in the sale or implementation of the warranty.

The agreement allows USP to annually conduct three campaigns with a total of six mailings to Lafayette residents. The mailings will be created and sent by USP, the City will assist in assembling a mailing list.

Financial Impact:

No out-of-pocket City funds will be expended for this program.

Alternative:

Do not approve the agreement. If the City does not enter into an agreement USP will not market the service line warranty program in Lafayette.

Suggested Motion:

"I move to approve the non-royalty marketing agreement with Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America and authorize the City Administrator to execute the agreement."

MARKETING AGREEMENT

This MARKETING AGREEMENT ("Agreement") is entered into as of _____, 20__ ("**Effective Date**"), by and between the City of Lafayette, Oregon ("**City**"), and Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America ("**Company**"), herein collectively referred to singularly as "Party" and collectively as the "Parties".

RECITALS:

WHEREAS, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners residing in the City ("**Residential Property Owner**"); and

WHEREAS, City desires to offer Residential Property Owners the opportunity, but not the obligation, to purchase a service line warranty and other similar products set forth in Exhibit A or as otherwise agreed in writing from time-to-time by the Parties (each, a "**Product**" and collectively, the "**Products**"); and

WHEREAS, Company, a subsidiary of HomeServe USA Corp., is the administrator of the National League of Cities Service Line Warranty Program and has agreed to make the Products available to Residential Property Owners subject to the terms and conditions contained herein; and

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

1. **Purpose.** City hereby grants to Company the right to offer and market the Products to Residential Property Owners subject to the terms and conditions herein.
2. **Grant of License.** City hereby grants to Company a non-exclusive license ("**License**") to use City's name and logo on letterhead, bills and marketing materials to be sent to Residential Property Owners from time to time, and to be used in advertising (including on the Company's website), all at Company's sole cost and expense and subject to City's prior review and approval, which will not be unreasonably conditioned, delayed, or withheld. City agrees that it will not extend a similar license to any competitor of Company during the Term and any Renewal Term of this Agreement.
3. **Term.** The term of this Agreement ("**Term**") shall be for three (3) years from the Effective Date. The Agreement will automatically renew for additional one (1) year terms ("**Renewal Term**") unless one of the Parties gives the other written notice at least ninety (90) days prior to end of the Term or of a Renewal Term that the Party does not intend to renew this Agreement. In the event that Company is in material breach of this Agreement, the City may terminate this Agreement thirty (30) days after giving written notice to Company of such breach, if said breach

is not cured during said thirty (30) day period. Company will be permitted to complete any marketing initiative initiated or planned prior to termination of this Agreement after which time, neither Party will have any further obligations to the other and this Agreement will terminate.

4. **Indemnification.** Company hereby agrees to protect, indemnify, and hold the City, its elected officials, officers, employees and agents (collectively or individually, "**Indemnitee**") harmless from and against any and all third party claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, reasonable attorneys' fees and court costs (individually or collectively, "**Claim**"), which an Indemnitee may suffer or which may be sought against or are recovered or obtainable from an Indemnitee, as a result of or arising out of any breach of this Agreement by the Company, or any negligent or fraudulent act or omission of the Company or its officers, employees, contractors, subcontractors, or agents in the performance of services under the Products; provided that the applicable Indemnitee notifies Company of any such Claim within a time that does not prejudice the ability of Company to defend against such Claim. Any Indemnitee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred, including reasonable attorneys' fees, in connection with such participation in such defense.

5. **Notice.** Any notice required to be given hereunder shall be deemed to have been given when notice is (i) received by the Party to whom it is directed by personal service, (ii) sent by electronic mail (provided confirmation of receipt is provided by the receiving Party), or (iii) deposited as registered or certified mail, return receipt requested, with the United States Postal Service, addressed as follows:

To: City:
ATTN: Preston Polasek
City of Lafayette
PO Box 55
Lafayette, OR 97127
Phone: (503) 864-2451

To: Company:
ATTN: Chief Sales Officer
Utility Service Partners Private Label, Inc.
4000 Town Center Boulevard, Suite 400
Canonsburg, PA 15317
Phone: (866) 974-4801

6. **Modifications or Amendments/Entire Agreement.** Any and all of the representations and obligations of the Parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a party unless in writing signed by that Party.

7. **Assignment.** This Agreement and the License granted herein may not be assigned by Company other than to an affiliate or an acquirer of all or substantially all of its assets, without the prior written consent of the City, such consent not to be unreasonably withheld.

8. **Counterparts/Electronic Delivery; No Third Party Beneficiary.** This Agreement may be executed in counterparts, all such counterparts will constitute the same contract and the signature of any Party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by facsimile or e-mail and upon receipt will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter. Nothing expressed or implied in this Agreement is intended, or should be construed, to confer upon or give any person or entity not a party to this agreement any third- party beneficiary rights, interests, or remedies under or by reason of any term, provision, condition, undertaking, warranty, representation, or agreement contained in this Agreement.

9. **Choice of Law/Attorney Fees.** The governing law shall be the laws of the State of Oregon. In the event that at any time during the Term or any Renewal Term either Party institutes any action or proceeding against the other relating to the provisions of this Agreement or any default hereunder, then the unsuccessful Party shall be responsible for the reasonable expenses of such action including reasonable attorney's fees, incurred therein by the successful Party.

10. **Incorporation of Recitals and Exhibits.** The above Recitals and Exhibit A attached hereto are incorporated by this reference and expressly made part of this Agreement.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day and year first written above.

CITY OF LAFAYETTE

Name:

Title:

UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.

Name: Michael Backus

Title: Chief Sales Officer

Exhibit A
NLC Service Line Warranty Program
City of Lafayette
Term Sheet
January 24, 2019

I. Initial Term. Three years

II. License Conditions.

- a. City logo on letterhead, advertising, billing, and marketing materials
- b. Signature by City official

III. Products.

- a. External water service line warranty (initially, \$5.25 per month)
- b. External sewer/septic line warranty (initially, \$7.25 per month)
- c. Interior plumbing and drainage warranty (initially, \$9.49 per month)

Company may adjust the foregoing Product fees; provided, that any such adjustment shall not exceed \$.50 per month in any 12-month period, unless otherwise agreed by the Parties in writing.

IV. Scope of Coverage.

- a. External water service line warranty:
 - Homeowner responsibility: From the meter and/or curb box to the external wall of the home.
 - Covers thawing of frozen external water lines.
 - Covers well service lines if applicable.
- b. External sewer/septic line warranty:
 - Homeowner responsibility: From the exit point of the home to the main.
 - Covers septic lines if applicable
- c. Interior plumbing and drainage warranty:
 - Water supply pipes and drainage pipes within the interior of the home.

V. Marketing Campaigns. Company shall have the right to conduct up to three campaigns per year, comprised of up to six mailings and such other channels as may be mutually agreed. Initially, Company anticipates offering the Interior plumbing and drainage warranty Product via in-bound channels only.



Lafayette City Council

Meeting Date: July 11, 2019

Agenda Item: Employment Agreement for the Assistant City Administrator

Requested Council Action:

Approve the employment agreement.

Staff Recommendation:

Discuss and approve the employment agreement for the Assistant City Administrator.

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. Employment agreements for the Public Works Supervisor and Fire Chief were approved by the Council in January 2019. Kevin Perkins, Assistant City Administrator, has completed his introductory period with the City and is now eligible for consideration for a similar employment agreement. It is anticipated that future management positions with the City will be offered employment agreements upon hire.

The attached employment agreement is similar to the agreements with the Public Works Supervisor and Fire Chief. It differs from the other agreements in providing for ICMA/OCMA membership dues, adherence to the ICMA Code of Ethics, and a vehicle allowance of \$50 per month. These provisions are included in the employment agreement with the City Administrator.

Financial Impact:

The additional base salary benefit for the Assistant Administrator are four steps of 3% each for a maximum of 12%. In addition, also provided are ICMA/OCCMA dues, severance benefits, and a monthly technology stipend of \$100.

Alternative:

Council may suggest modifications to certain provision.

Suggested Motion:

There is no formal action anticipated with this discussion item.

EMPLOYMENT AGREEMENT
between
The City of Lafayette
and
Kevin Perkins, Assistant City Administrator

THIS EMPLOYMENT AGREEMENT, made, entered into, and effective this 12th day of July, 2019, by and between the CITY OF LAFAYETTE, OREGON (hereinafter referred to as “City”) and KEVIN PERKINS (hereinafter referred to as “Employee”).

RECITALS:

- A. Kevin Perkins, Assistant City Administrator, 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 Employee will commit his continued service to the City; and
- C. City desires to employ the services of an Assistant City Administrator, and Kevin Perkins desires to serve in that capacity, on the following terms:

AGREEMENT:

Section 1. Duties.

The Job Description, dated July 18, 2018 is current and attached as Exhibit 1.
The ICMA Code of Ethics is attached as Exhibit 2.

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 a monthly salary of \$6,374.46. 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 Assistant City Administrator 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 including OCCMA and ICMA, 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. Technology Allowance. Employee shall be compensated with \$100 per month for use of a personal cell phone for business purposes and use of personal vehicle for business purposes within Yamhill County.

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 Assistant City Administrator 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 Kevin Perkins as Assistant City Administrator 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. As a member of OCCMA and ICMA, Employee is bound by the ICMA Code of Ethics, attached as Exhibit 2.

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 City Administrator and by Employee on the day and year first above written.

ASSISTANT CITY ADMINISTRATOR

CITY OF LAFAYETTE

By: _____
Kevin Perkins, Employee

By: _____
Preston Polasek, City Administrator

Lafayette Metered Water Consumption

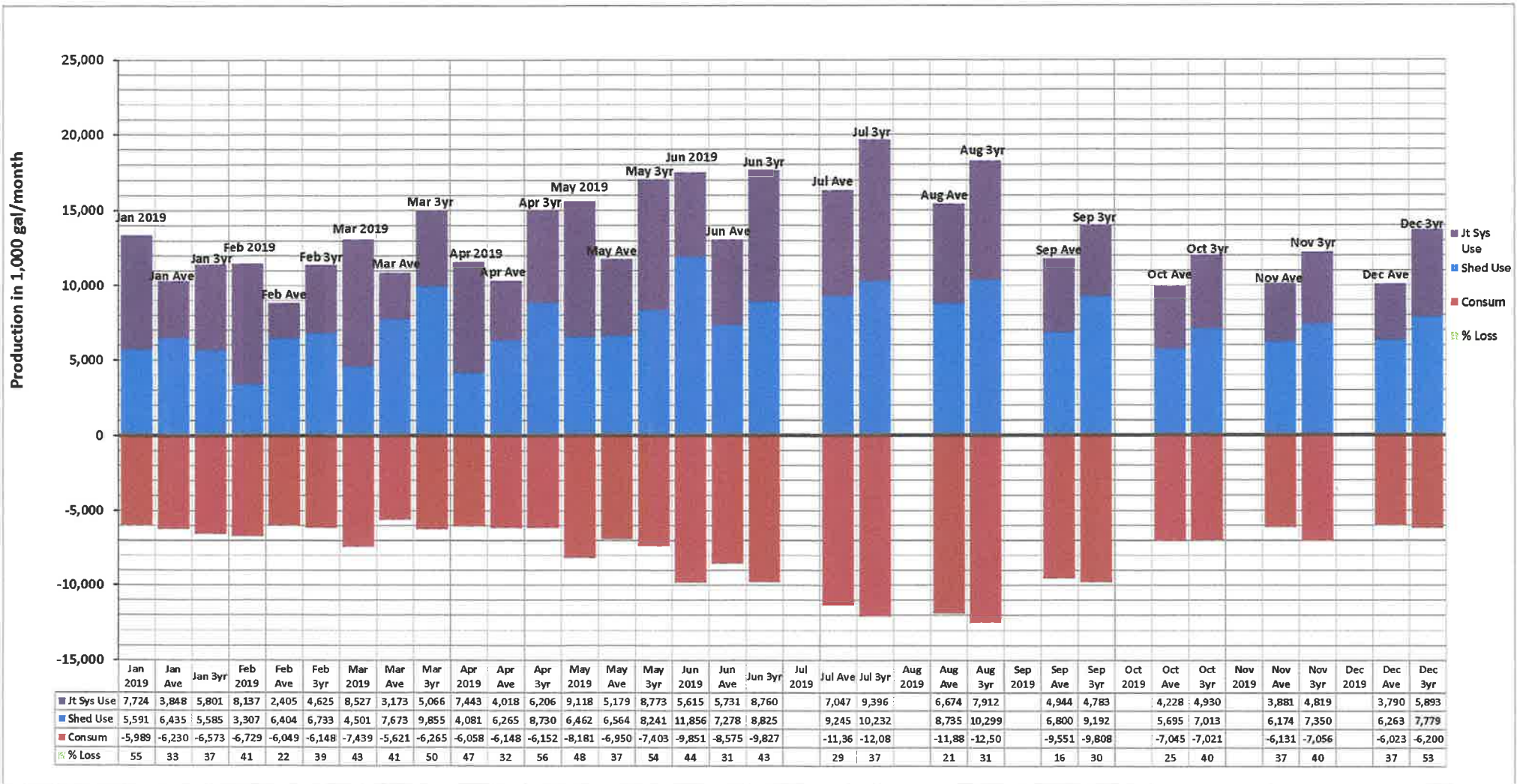
Month	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed
JANUARY	868,500	681,700	805,700	780,700	811,300	764,800	846,800	893,100	777,500	939,400	919,200	800,600
	6,496,831	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	5,988,904
FEBRUARY	834,400	757,800	735,500	768,154	884,100	840,400	802,700	806,800	736,000	963,100	766,600	899,500
	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	6,728,727
MARCH	740,900	761,600	688,900	690,086	687,047	723,200	729,200	786,400	840,100	844,800	828,500	998,422
	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	7,468,715
APRIL	878,100	815,800	790,300	811,613	792,018	740,900	814,200	905,300	829,500	873,700	763,700	809,900
	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	6,058,473
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	1,094,500
	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	8,187,429
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	1,316,900
	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	9,851,096
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	0
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	0
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	0
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	0
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	0
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	0
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	986,637

	Meters Billed	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	1,461
FEBRUARY	1,278	1,274	1,271	1,239	1,245	1,252	1,269	1,320	1,399	1,454	1,452	1,463
MARCH	1,271	1,278	1,260	1,249	1,238	1,260	1,270	1,320	1,406	1,458	1,467	1,468
APRIL	1,277	1,278	1,259	1,246	1,247	1,254	1,269	1,319	1,411	1,461	1,465	1,467
MAY	1,280	1,275	1,261	1,257	1,251	1,267	1,276	1,321	1,417	1,467	1,469	1,460
JUNE	1,285	1,276	1,256	1,248	1,263	1,276	1,282	1,328	1,389	1,466	1,466	1,461
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	1,463

AVG CONS PER METER (C F)	825	784	741	754	780	792	783	784	768	747	726	674
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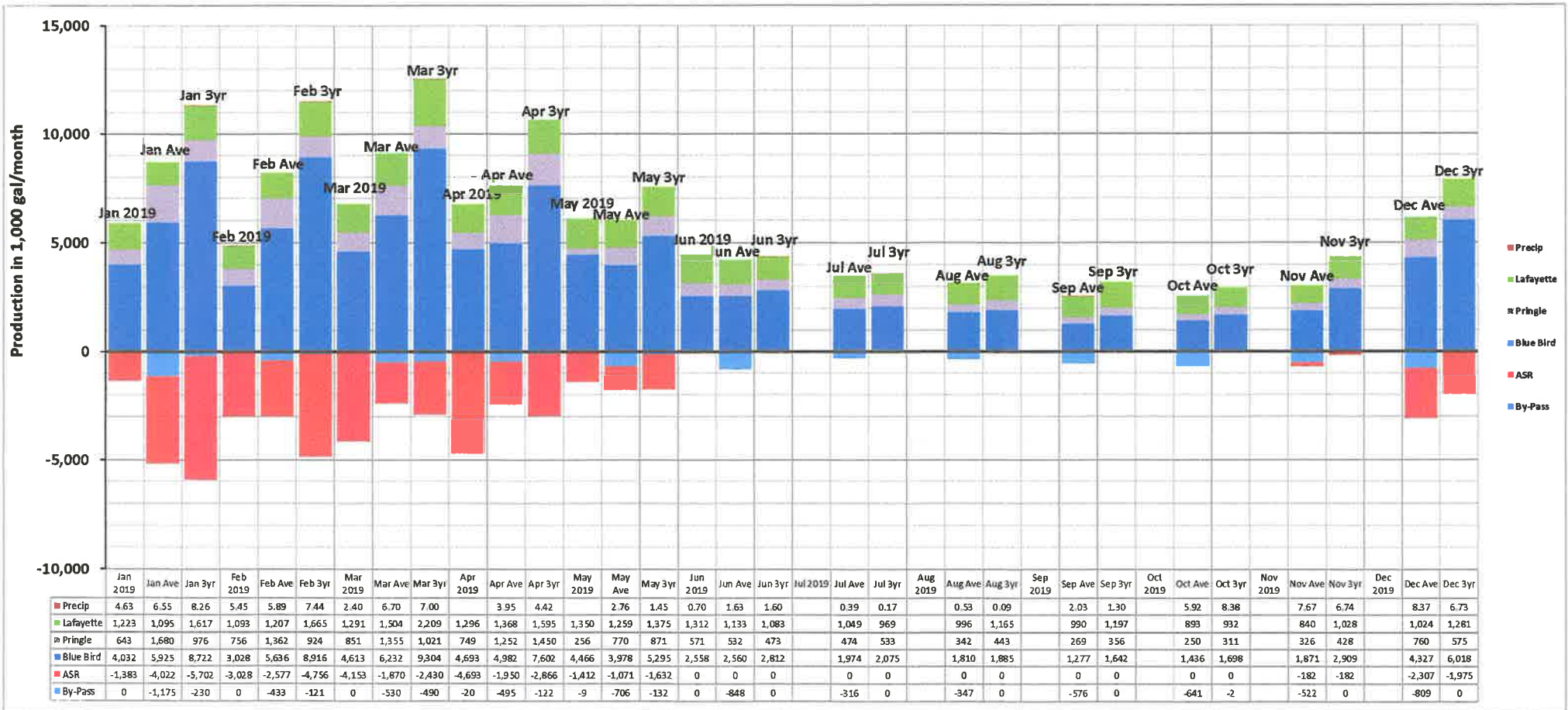
Lafayette Total Usage for 2019

with Average Usage for 2007-2018; 3 Year Average for 2016-2018



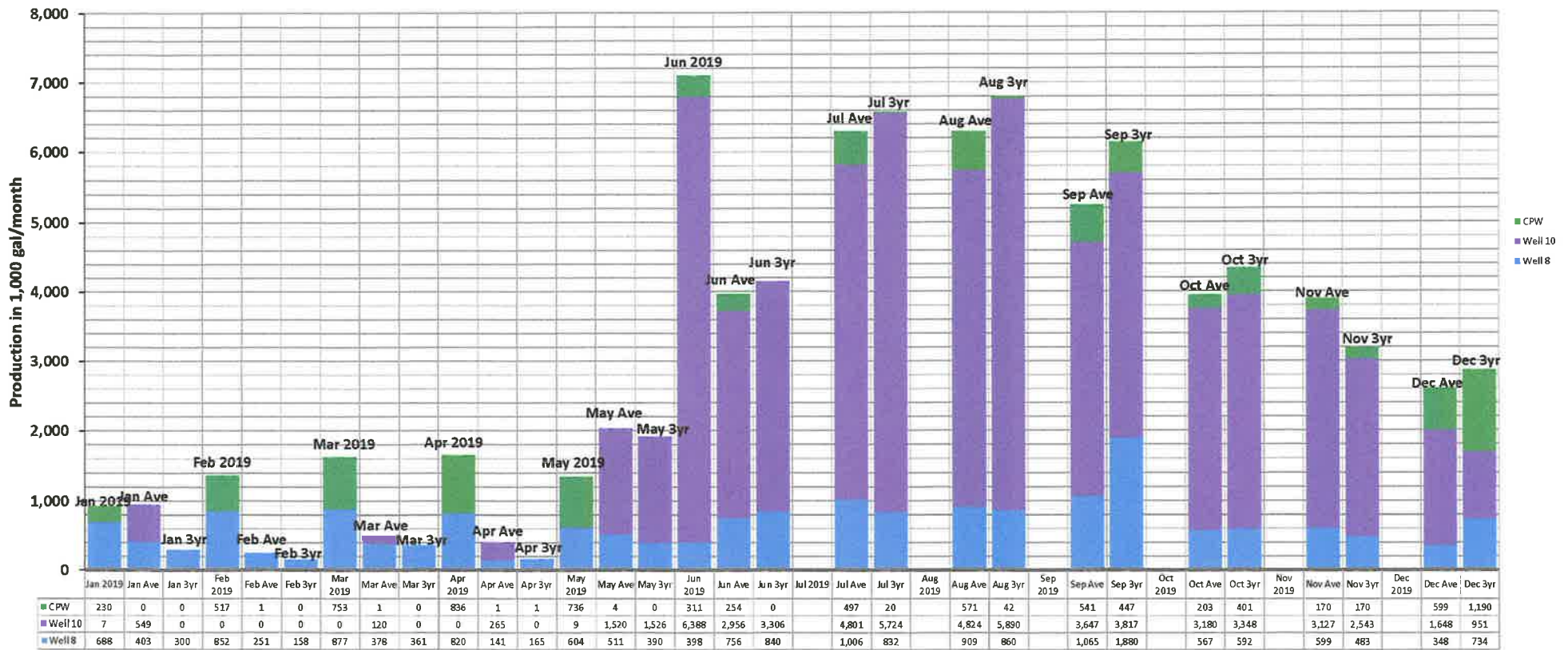
Spring Production for 2019

with Average Production for 2007-2018; 3 Year Average for 2016-2018



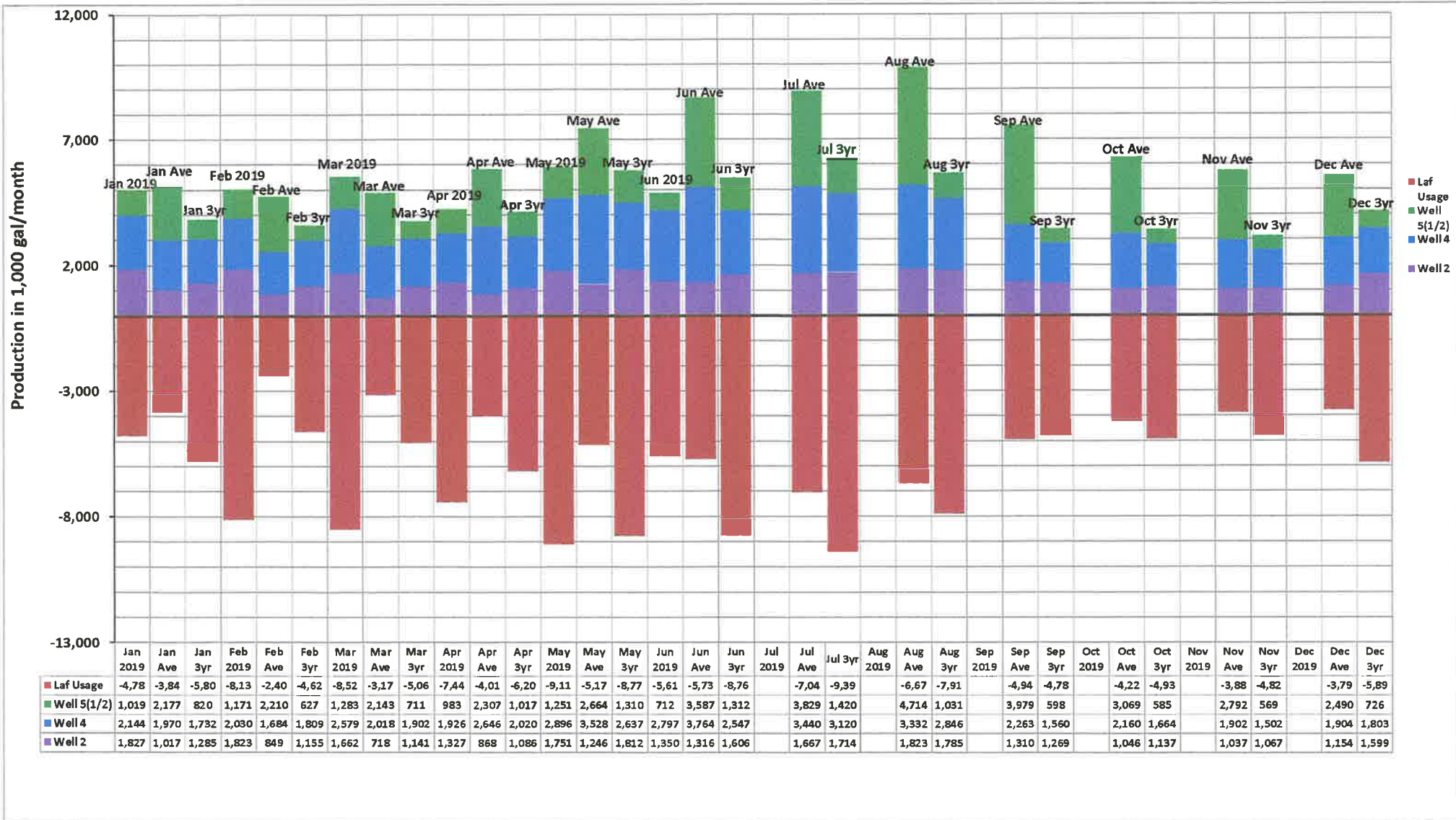
Watershed Well Production for 2019

with Average Production for 2007-2018; 3 Year Average 2016-2018



Joint System Well Production for 2019

with Average Production for 2007-2018; 3 Year Average for 2016-2018



Memo



To: Lafayette City Council
From: Terry Lucich, Fire Chief
Date: July 5, 2019
Subject: Monthly Report

1. The Lafayette Fire Departments 4th July Pancake Breakfast was our best ever we served 354 people. We could have done more but we ran out of some items. Liberty Market and Martha's Tacos have supported us over the years but this year they went over and they have above. All the department's vehicles were either in the parade or assisting, this is a great event for the community that we enjoy being a part of.
2. Our Seasonal Firefighter started today, her name is Karie Bernards. Karie has been a volunteer firefighter in Carlton for six years and has lots of experience.
3. The department is sitting at 19 members with a 237 calls for the year. That is up 31 calls from last year at this time. This is critical time of the year for the department calls will be increasing and our staff busy with vacations and summer actives.

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

EMS/Fire Incident List

Starts With Search All Columns Go

View: ★ EMS/Fire Incident List View All

Refresh: Never Refresh

Unit Notified/Alarm Time: 06/01/2019 to 06/30/2019 Incident Status: Equal All Go Reset Filters

Bulk Actions Select All Records (37) Results Per Page 50 1 - 37 of 37

Form Type	Locked	Validity	Status	Unit Notified/Alarm Time	Incident Number	Response Number	Created By	Incident Address	
		100	In Progress	6/29/2019 13:48:00	2019237		Terry Lucich	Crystal	
		100	Completed	6/27/2019 06:45:00	2019236		Terry Lucich	9th Court	
		100	Completed	6/26/2019 03:35:00	2019235		Terry Lucich	Meadow Lake	
		100	Completed	6/25/2019 17:31:00	2019234		Terry Lucich	3rd	
		100	Completed	6/24/2019 20:06:00	2019233		Terry Lucich	7th	
		100	Completed	6/23/2019 11:13:00	2019232		Terry Lucich	3rd	
		100	Completed	6/23/2019 09:31:00	2019231		Terry Lucich	Jackson	
		100	Completed	6/21/2019 15:05:00	2019230		Terry Lucich	18 Highway	
		100	Completed	6/19/2019 17:50:00	2019229		Terry Lucich	Old McMinnville Highway	
		100	Completed	6/19/2019 15:46:00	2019228		Terry Lucich	Hayland	
		100	Completed	6/18/2019 17:32:00	2019227		Terry Lucich	99W	
		100	Completed	6/18/2019 00:09:00	2019226		Terry Lucich	7th	
		100	Completed	6/17/2019 12:09:00	2019225		Terry Lucich	Canyon View	
		100	Completed	6/14/2019 23:29:00	2019224		Terry Lucich	Lafayette Highway and Leach	
		100	Completed	6/13/2019 23:10:00	2019223		Terry Lucich	Washington Street and 3rd	
		100	Completed	6/13/2019 10:54:00	2019222		Terry Lucich	Bunn	
		100	Completed	6/12/2019 19:06:00	2019221		Terry Lucich	3rd	
		100	Completed	6/12/2019 15:52:00	2019220		Terry Lucich	Madison	
		100	Completed	6/12/2019 10:37:00	2019219		Terry Lucich	99w and McDougall	
		100	Completed	6/12/2019 07:02:00	2019218		Terry Lucich	NE Timmoms Ln	
		100	In Progress	6/11/2019 20:51:00	2019217		Terry Lucich	3rd	
		100	In Progress	6/11/2019 20:35:00	2019216		Terry Lucich	3rd Street	

	100	Completed	6/10/2019 09:11:00	2019215	Terry Lucich	East 3rd Street				
	100	Completed	6/9/2019 22:22:00	2019214	Terry Lucich	East 3rd				
	100	Completed	6/9/2019 14:33:00	2019213	Terry Lucich	HWY 99				
	100	Completed	6/9/2019 07:43:00	2019212	Terry Lucich	Cramner Street				
	100	Completed	6/8/2019 16:07:00	2019211	Terry Lucich	W cosm st				
	100	Completed	6/8/2019 13:38:00	2019210	Terry Lucich	HWY 47				
	100	Completed	6/7/2019 22:07:00	2019209	Terry Lucich	N Jackson				
	100	Completed	6/7/2019 13:22:48	2019208	Terry Lucich	E 1st st				
	100	In Progress	6/6/2019 13:40:00	2019207	Terry Lucich	7th st				
	100	Completed	6/6/2019 10:41:00	2019206	Terry Lucich	Kreder Rd				
	100	Completed	6/5/2019 12:43:00	2019205	Terry Lucich	3rd st				
	100	Completed	6/4/2019 10:20:00	2019204	Terry Lucich	Bluebird Hill Road				
	100	Completed	6/1/2019 20:24:00	2019203	Terry Lucich	Kreder Road				
	100	Completed	6/1/2019 14:37:00	2019202	Terry Lucich	Olive				
	100	Completed	6/1/2019 13:35:00	2019201	Terry Lucich	Jefferson				

Results Per Page

1 - 37 of 37

CITY OF LAFAYETTE

A/P Control Report

from 6/10/2019 to 7/3/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
39285	919	DEPT OF THE INTERIOR /	1	2019037370	Yes	2019 12		6/13/2019	6/13/2019		\$235.48
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.7.657			SCHOOLING & CERTIFICAT	235.48	0.00	0		
		Desc:									
39286	1040	CASELLE, INC.	1	95504	Yes	2019 12		6/13/2019	6/13/2019		\$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:									
39287	1348	CITY SWEEPERS	1	25874	Yes	2019 12		6/13/2019	6/13/2019		\$2,185.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	05.0.590			SERVICE CONTRACTS	2,185.00	0.00	0		
		Desc:									
39288	2178	DAVID & CHRISTINA COE	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$150.00
		Desc:	COMMUNITY CENTER DEPOSIT REFUND								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	35.0.634			COMMUNITY CENTER DEP	150.00	0.00	0		
		Desc:									
39289	83	CASCADE COLUMBIA DIS	1	751035	Yes	2019 12		6/13/2019	6/13/2019		\$191.25
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.622			OPERATING SUPPLIES	191.25	0.00	0		
		Desc:									
39290	7	CITY OF DAYTON	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$29,620.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.590			SERVICE CONTRACTS	29,620.00	0.00	0		
		Desc:									
39291	70	DAVISON AUTO PARTS	1	946545	Yes	2019 12		6/13/2019	6/13/2019		\$6.15
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.673			VEHICLE OPERATION & M	6.15	0.00	0		
		Desc:									
39292	70	DAVISON AUTO PARTS	1	947113	Yes	2019 12		6/13/2019	6/13/2019		\$219.99
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.7.673			VEHICLE OPERATION & M	219.99	0.00	0		
		Desc:									
39293	453	DELL MARKETING L.P.	1	10318547270	Yes	2019 12		6/13/2019	6/13/2019		\$837.36
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.7.611			OFFICE SUPPLIES	837.36	0.00	0		
		Desc:									
39294	2179	BRIAN ELLIOTT	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$150.00
		Desc:	COMMUNITY CENTER DEPOSIT REFUND								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	35.0.634			COMMUNITY CENTER DEP	150.00	0.00	0		
		Desc:									
39295	1578	FRESH AIRE OFFICE FRA	1	08-111619	Yes	2019 12		6/13/2019	6/13/2019		\$20.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category

CITY OF LAFAYETTE

A/P Control Report

from 6/10/2019 to 7/3/2019

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 01.1.677		FACILITY MAINTENANCE &			20.00		0.00	0	
		Desc:									
39296	1511	GPEC ELECTRICAL CONT	1	6017	Yes	2019 12		6/13/2019	6/13/2019		\$190.00
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.676	SYSTEM REPAIRS & MAINT			190.00	0.00	0		
		Desc:									
39297	1511	GPEC ELECTRICAL CONT	1	6018	Yes	2019 12		6/13/2019	6/13/2019		\$1,310.00
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.676	SYSTEM REPAIRS & MAINT			1,310.00	0.00	0		
		Desc:									
39298	1684	HAWORTH INC	1	2019JUN PE #1	Yes	2019 12		6/13/2019	6/13/2019		\$33,696.50
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.741	FACILITY IMPROVEMENTS/			12,636.19	0.00	77	04-01	CONST
		Desc:									
		2	14.0.767	SDC CAPITAL IMPROVEME			21,060.31	0.00	77	14-01	CONST
		Desc:									
39299	1903	INTERSTATE ALL BATTER	1	1917701010617	Yes	2019 12		6/13/2019	6/13/2019		\$56.99
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.7.622	OPERATING SUPPLIES			56.99	0.00	0		
		Desc:									
39300	1595	INNOVA NW	1	19672	Yes	2019 12		6/13/2019	6/13/2019		\$479.40
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.590	SERVICE CONTRACTS			209.70	0.00	0		
		Desc:									
		2	01.6.590	SERVICE CONTRACTS			269.70	0.00	0		
		Desc:									
39302	1595	INNOVA NW	1	19165	Yes	2019 12		6/13/2019	6/13/2019		\$134.85
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.590	SERVICE CONTRACTS			67.43	0.00	0		
		Desc:									
		2	04.0.590	SERVICE CONTRACTS			67.42	0.00	0		
		Desc:									
39303	695	LOWE'S COMPANIES, INC	1	907599	Yes	2019 12		6/13/2019	6/13/2019		\$2.84
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.671	SMALL TOOLS, EQUIPMEN			2.84	0.00	0		
		Desc:									
39304	695	LOWE'S COMPANIES, INC	1	907266	Yes	2019 12		6/13/2019	6/13/2019		\$130.37
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.611	OFFICE SUPPLIES			79.68	0.00	0		
		Desc:									
		2	01.6.671	SMALL TOOLS, EQUIPMEN			50.69	0.00	0		
		Desc:									
39305	695	LOWE'S COMPANIES, INC	1	910571	Yes	2019 12		6/13/2019	6/13/2019		\$208.05
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category

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		1 01.6.674		EQUIPMENT OPERATION &			104.03		0.00	0	
		Desc:									
		2 05.0.674		EQUIPMENT OPERATION &			104.02		0.00	0	
		Desc:									
39307	743	McMINNVILLE WATER & L	1	2019JUN 89021	Yes	2019 12		6/13/2019	6/13/2019		\$694.04
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.661	UTILITIES			694.04	0.00	0		
		Desc:									
39308	743	McMINNVILLE WATER & L	1	2019JUN 67511	Yes	2019 12		6/13/2019	6/13/2019		\$262.58
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.661	UTILITIES			262.58	0.00	0		
		Desc:									
39311	2043	DANIELLE OLIVEIRA	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$95.12
		Desc:	MILEAGE REIMBURSEMENT								
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.651	MILEAGE/TRANSPORATIO			95.12	0.00	0		
		Desc:									
39312	2180	MICHAEL MITCHELL	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$100.92
		Desc:	MILEAGE REIMBURSEMENT								
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.651	MILEAGE/TRANSPORATIO			100.92	0.00	0		
		Desc:									
39314	31	NEWS-REGISTER	1	95305	Yes	2019 12		6/13/2019	6/13/2019		\$779.12
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.641	PUBLISHING/ADVERT/PRIN			779.12	0.00	0		
		Desc:									
39315	31	NEWS-REGISTER	1	94896	Yes	2019 12		6/13/2019	6/13/2019		\$97.48
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.641	PUBLISHING/ADVERT/PRIN			97.48	0.00	0		
		Desc:									
39316	14	TERRY LUCICH	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$281.06
		Desc:	REIMBURSEMENT								
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.7.699	MISCELLANEOUS			61.06	0.00	0		
		Desc:									
		2	01.7.699	MISCELLANEOUS			220.00	0.00	0		
		Desc:									
39317	1305	NORTHWOOD SIGNS	1	37	Yes	2019 12		6/13/2019	6/13/2019		\$1,125.00
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	16.0.767	SDC CAPITAL IMPROVEME			1,125.00	0.00	76	16-01	CONST
		Desc:									1099
39319	15	NW NATURAL	1	2019JUN 2674-0	Yes	2019 12		6/13/2019	6/13/2019		\$21.85
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.7.661	UTILITIES			21.85	0.00	0		
		Desc:									
39320	15	NW NATURAL	1	2019JUN 2673-2	Yes	2019 12		6/13/2019	6/13/2019		\$39.88
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category

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		1 01.1.661		UTILITIES			39.88		0.00	0	
		Desc:									
39321	15	NW NATURAL	1	9050416	Yes	2019 12		6/13/2019	6/13/2019		\$36.96
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.661	UTILITIES			18.48	0.00	0		
		Desc:									
		2	04.0.661	UTILITIES			18.48	0.00	0		
		Desc:									
39322	1441	PORTLAND ENGINEERIN	1	8700	Yes	2019 12		6/13/2019	6/13/2019		\$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:									
39323	481	PORTLAND GENERAL EL	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$9,512.96
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.661	UTILITIES			323.06	0.00	0		
		Desc:									
		2	01.6.661	UTILITIES			169.87	0.00	0		
		Desc:									
		3	03.0.661	UTILITIES			4,623.48	0.00	0		
		Desc:									
		4	04.0.661	UTILITIES			1,631.98	0.00	0		
		Desc:									
		5	05.0.662	STREET LIGHTING ELECT			2,764.57	0.00	0		
		Desc:									
39325	1654	PROFECTUS INC	1	EUG06190082	Yes	2019 12		6/13/2019	6/13/2019		\$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:									
39326	46	POSTMASTER-USPS	1	2019JUN BOX F	Yes	2019 12		6/13/2019	6/13/2019		\$134.00
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.616	POSTAGE			44.67	0.00	0		
		Desc:									
		2	03.0.616	POSTAGE			44.67	0.00	0		
		Desc:									
		3	04.0.616	POSTAGE			44.66	0.00	0		
		Desc:									
39327	709	RIDGWAY SUPPLY	1	0055826	Yes	2019 12		6/13/2019	6/14/2019		\$5.63
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.676	SYSTEM REPAIRS & MAINT			5.63	0.00	0		
		Desc:									
39328	709	RIDGWAY SUPPLY	1	0055655	Yes	2019 12		6/13/2019	6/13/2019		\$90.00
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.676	SYSTEM REPAIRS & MAINT			90.00	0.00	0		
		Desc:									
39331	1755	RECOLOGY WESTERN O	1	37707	Yes	2019 12		6/13/2019	6/13/2019		\$313.87
		Desc:	A1080003913 - CLEAN UP DAY								
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category

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		1 01.1.656		COMMUNITY EVENTS/PRO			313.87		0.00	0	
		Desc:									
39332	5	RECOLOGY WESTERN O	1	11510542	Yes	2019 12		6/13/2019	6/13/2019		\$44.79
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.661	UTILITIES			44.79	0.00	0		
		Desc:									
39333	5	RECOLOGY WESTERN O	1	11510443	Yes	2019 12		6/13/2019	6/14/2019		\$461.81
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.661	UTILITIES			138.54	0.00	0		
		Desc:									
		2	04.0.661	UTILITIES			323.27	0.00	0		
		Desc:									
39334	5	RECOLOGY WESTERN O	1	11510351	Yes	2019 12		6/13/2019	6/14/2019		\$256.14
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.6.661	UTILITIES			256.14	0.00	0		
		Desc:									
39335	2181	JEREMY RAMETES	1	2019JUN	Yes	2019 12		6/13/2019	6/14/2019		\$50.00
		Desc: PARK DEPOSIT REFUND									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.6.633	FACILITY RENTAL REFUND			50.00	0.00	0		
		Desc:									
39336	1633	VERIZON WIRELESS	1	9830895487	Yes	2019 12		6/13/2019	6/13/2019		\$283.69
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.663	COMMUNICATIONS/TELEP			141.85	0.00	0		
		Desc:									
		2	04.0.663	COMMUNICATIONS/TELEP			141.84	0.00	0		
		Desc:									
39337	45	WILCO	1	141556	Yes	2019 12		6/13/2019	6/13/2019		\$611.70
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.7.673	VEHICLE OPERATION & M			154.80	0.00	0		
		Desc:									
		2	03.0.673	VEHICLE OPERATION & M			76.15	0.00	0		
		Desc:									
		3	03.0.674	EQUIPMENT OPERATION &			76.15	0.00	0		
		Desc:									
		4	04.0.673	VEHICLE OPERATION & M			76.15	0.00	0		
		Desc:									
		5	04.0.674	EQUIPMENT OPERATION &			76.15	0.00	0		
		Desc:									
		6	05.0.673	VEHICLE OPERATION & M			76.15	0.00	0		
		Desc:									
		7	05.0.674	EQUIPMENT OPERATION &			76.15	0.00	0		
		Desc:									
39338	45	WILCO	1	560480	Yes	2019 12		6/13/2019	6/13/2019		\$4.12
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.699	MISCELLANEOUS			4.12	0.00	0		
		Desc:									

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39340	45	WILCO	1	561722	Yes	2019 12		6/13/2019	6/13/2019		\$16.13
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.6.674 EQUIPMENT OPERATION & 16.13 0.00 0											
Desc:											
39341	45	WILCO	1	562223	Yes	2019 12		6/13/2019	6/13/2019		\$16.18
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.7.677 FACILITY MAINTENANCE & 16.18 0.00 0											
Desc:											
39342	45	WILCO	1	562410	Yes	2019 12		6/13/2019	6/13/2019		\$15.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 04.0.671 SMALL TOOLS, EQUIPMEN 15.00 0.00 0											
Desc:											
39343	45	WILCO	1	142618	Yes	2019 12		6/13/2019	6/13/2019		\$1,000.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.7.673 VEHICLE OPERATION & M 325.00 0.00 0											
Desc:											
2 03.0.673 VEHICLE OPERATION & M 112.50 0.00 0											
Desc:											
3 03.0.674 EQUIPMENT OPERATION & 112.50 0.00 0											
Desc:											
4 04.0.673 VEHICLE OPERATION & M 112.50 0.00 0											
Desc:											
5 04.0.674 EQUIPMENT OPERATION & 112.50 0.00 0											
Desc:											
6 05.0.673 VEHICLE OPERATION & M 112.50 0.00 0											
Desc:											
7 05.0.674 EQUIPMENT OPERATION & 112.50 0.00 0											
Desc:											
39344	45	WILCO	1	563172	Yes	2019 12		6/13/2019	6/13/2019		\$14.98
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.7.671 SMALL TOOLS, EQUIPMEN 14.98 0.00 0											
Desc:											
39345	34	YAMHILL COMMUNICATIO	1	FY19-12-LAF	Yes	2019 12		6/13/2019	6/13/2019		\$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:											
2 01.7.665 EMERGENCY COMMUNICA 939.50 0.00 0											
Desc:											
39346	40	YAMHILL COUNTY SHERI	1	2019JUN	Yes	2019 12		6/13/2019	6/13/2019		\$21,979.25
Desc: FY2018-19 DEPUTY CONTRACT											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.5.551 FULL TIME DEPUTY SHERI 21,979.25 0.00 0											
Desc:											
39347	83	CASCADE COLUMBIA DIS	1	751771	Yes	2019 12		6/13/2019	6/13/2019		\$393.75
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 04.0.622 OPERATING SUPPLIES 393.75 0.00 0											
Desc:											

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39348	136	MID-WILLAMETTE VALLE	1	1819409	Yes	2019 12		6/13/2019	6/13/2019		\$988.82
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 35.0.521 PLANNING SERVICES 162.00 0.00 0											
Desc:											
2 01.2.521 PLANNING SERVICES 57.32 0.00 0											
Desc:											
3 01.1.741 FACILITY IMPROVEMENTS 607.50 0.00 69 01-01 CONSL											
Desc:											
4 04.0.741 FACILITY IMPROVEMENTS/ 162.00 0.00 74 04-01 CONSL											
Desc:											
39350	136	MID-WILLAMETTE VALLE	1	1819401	Yes	2019 12		6/13/2019	6/13/2019		\$90.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.511 LEGAL SERVICES 90.00 0.00 0											
Desc:											
39351	1883	CURRAN MCLEOD INC	1	1905-1645	Yes	2019 12		6/13/2019	6/13/2019		\$640.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.2.515 ENGINEERING SERVICES 640.00 0.00 0											
Desc:											
39353	15	NW NATURAL	1	9050416CR	Yes	2019 12		6/13/2019	6/13/2019		\$36.96
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.661 UTILITIES -18.48 0.00 0											
Desc:											
2 04.0.661 UTILITIES -18.48 0.00 0											
Desc:											
39355	17	ONE CALL CONCEPTS, IN	1	9050416	Yes	2019 12		6/13/2019	6/13/2019		\$36.96
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.661 UTILITIES 18.48 0.00 0											
Desc:											
2 04.0.661 UTILITIES 18.48 0.00 0											
Desc:											
39357	674	YAMHILL COUNTY	1	2019JUN	Yes	2019 12		6/20/2019	6/20/2019		\$1,093.00
Desc: SITE DEVELOPMENT REVIEW - INTERTIE PUMP STATION											
Line Account Number AP Amount Liq Amount Project Task Category											
1 04.0.741 FACILITY IMPROVEMENTS/ 185.81 0.00 74 04-01 ENGNR											
Desc:											
2 14.0.767 SDC CAPITAL IMPROVEME 907.19 0.00 74 14-01 ENGNR											
Desc:											
39359	1260	ALEXONET INC	1	1100	Yes	2019 12		6/26/2019	6/26/2019		\$5,200.00
Desc: DOMAIN/SERVER SETUP & MIGRATION											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.1.590 SERVICE CONTRACTS 5,200.00 0.00 0											
Desc:											
39360	1260	ALEXONET INC	1	1964	Yes	2019 12		6/26/2019	6/26/2019		\$600.99
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 01.1.590 SERVICE CONTRACTS 85.00 0.00 0											
Desc:											
2 03.0.590 SERVICE CONTRACTS 85.00 0.00 0											
Desc:											

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39370	1624	EDGE ANALYTICAL LABO	1	19-22437	Yes	2019 12		6/27/2019	6/27/2019		\$132.80
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 132.80 0.00 0											
Desc:											
39371	1624	EDGE ANALYTICAL LABO	1	19-20544	Yes	2019 12		6/27/2019	6/27/2019		\$132.80
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 132.80 0.00 0											
Desc:											
39372	1624	EDGE ANALYTICAL LABO	1	19-21421	Yes	2019 12		6/27/2019	6/27/2019		\$132.80
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 132.80 0.00 0											
Desc:											
39373	1624	EDGE ANALYTICAL LABO	1	19-21690	Yes	2019 12		6/27/2019	6/27/2019		\$132.80
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 132.80 0.00 0											
Desc:											
39374	1624	EDGE ANALYTICAL LABO	1	19-22438	Yes	2019 12		6/27/2019	6/27/2019		\$30.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 30.00 0.00 0											
Desc:											
39375	1624	EDGE ANALYTICAL LABO	1	19-20236	Yes	2019 12		6/27/2019	6/27/2019		\$86.40
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 04.0.621 TESTING & SAMPLES 86.40 0.00 0											
Desc:											
39376	1624	EDGE ANALYTICAL LABO	1	19-20232	Yes	2019 12		6/27/2019	6/27/2019		\$162.80
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 162.80 0.00 0											
Desc:											
39377	1624	EDGE ANALYTICAL LABO	1	19-21790	Yes	2019 12		6/27/2019	6/27/2019		\$60.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 60.00 0.00 0											
Desc:											
39378	1624	EDGE ANALYTICAL LABO	1	19-20233	Yes	2019 12		6/27/2019	6/27/2019		\$80.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 04.0.621 TESTING & SAMPLES 80.00 0.00 0											
Desc:											
39379	1624	EDGE ANALYTICAL LABO	1	19-19453	Yes	2019 12		6/27/2019	6/27/2019		\$132.80
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											
1 03.0.621 TESTING & SAMPLES 132.80 0.00 0											
Desc:											
39380	1624	EDGE ANALYTICAL LABO	1	19-19264	Yes	2019 12		6/27/2019	6/27/2019		\$34.00
Desc:											
Line Account Number AP Amount Liq Amount Project Task Category											

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		1 04.0.621		TESTING & SAMPLES			34.00		0.00	0	
		Desc:									
39381	1624	EDGE ANALYTICAL LABO	1	19-19454	Yes	2019 12		6/27/2019	6/27/2019		\$17.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.621			TESTING & SAMPLES	17.00	0.00	0	
		Desc:									
39382	1624	EDGE ANALYTICAL LABO	1	19-18214	Yes	2019 12		6/27/2019	6/27/2019		\$188.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.621			TESTING & SAMPLES	188.00	0.00	0	
		Desc:									
39383	1624	EDGE ANALYTICAL LABO	1	19-19259	Yes	2019 12		6/27/2019	6/27/2019		\$132.80
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.621			TESTING & SAMPLES	132.80	0.00	0	
		Desc:									
39384	1313	FINISHING TOUCH CONC	1	7085	Yes	2019 12		6/27/2019	6/27/2019		\$2,160.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		05.0.590			SERVICE CONTRACTS	2,160.00	0.00	0	
		Desc:									
39385	1140	FIRST AID PLUS	1	03090	Yes	2019 12		6/27/2019	6/27/2019		\$163.90
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.624			CLOTHING/PPE	163.90	0.00	0	
		Desc:									
		2		03.0.624			CLOTHING/PPE	0.00	0.00	0	
		Desc:									
39386	1140	FIRST AID PLUS	1	03089	Yes	2019 12		6/27/2019	6/27/2019		\$29.95
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.624			CLOTHING/PPE	29.95	0.00	0	
		Desc:									
39387	1511	GPEC ELECTRICAL CONT	1	6058	Yes	2019 12		6/27/2019	6/27/2019		\$1,617.37
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.676			SYSTEM REPAIRS & MAINT	1,617.37	0.00	0	
		Desc:									
39388	1511	GPEC ELECTRICAL CONT	1	6052	Yes	2019 12		6/27/2019	6/27/2019		\$95.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.676			SYSTEM REPAIRS & MAINT	95.00	0.00	0	
		Desc:									
39390	1684	HAWORTH INC	1	2019JUN PE #2	Yes	2019 12		6/27/2019	6/27/2019		\$33,093.50
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.741			FACILITY IMPROVEMENTS/	12,410.06	0.00	77	04-01 CONST
		Desc:									
		2		14.0.767			SDC CAPITAL IMPROVEME	20,683.44	0.00	77	14-01 CONST
		Desc:									
39391	587	ING- STATE OF OREGON	1	2019JUN	Yes	2019 12		6/27/2019	6/27/2019		\$230.00
		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
39423	709	RIDGWAY SUPPLY	1	0056326	Yes	2019	12		6/27/2019	6/27/2019		\$12.26
Desc:												
Line Account Number AP Amount Liq Amount Project Task Category												
1 03.0.622 OPERATING SUPPLIES 6.13 0.00 0												
Desc:												
2 04.0.622 OPERATING SUPPLIES 6.13 0.00 0												
Desc:												
39424	709	RIDGWAY SUPPLY	1	0056321	Yes	2019	12		6/27/2019	6/27/2019		\$147.04
Desc:												
Line Account Number AP Amount Liq Amount Project Task Category												
1 03.0.622 OPERATING SUPPLIES 73.52 0.00 0												
Desc:												
2 04.0.622 OPERATING SUPPLIES 73.52 0.00 0												
Desc:												
39425	2185	S&P GLOBAL RATINGS	1	11371364	Yes	2019	12		6/27/2019	6/27/2019		\$15,000.00
Desc:												
Line Account Number AP Amount Liq Amount Project Task Category												
1 01.1.741 FACILITY IMPROVEMENTS 15,000.00 0.00 69 01-01 CONSL												
Desc:												
1099												
39427	412	TETRA TECH INC	1	51452086	Yes	2019	12		6/27/2019	6/27/2019		\$26,623.89
Desc:												
Line Account Number AP Amount Liq Amount Project Task Category												
1 01.2.511 LEGAL SERVICES 195.00 0.00 0												
Desc:												
2 03.0.741 FACILITY IMPROVEMENTS 1,178.00 0.00 66 03-01 ENGR												
Desc:												
3 04.0.741 FACILITY IMPROVEMENTS/ 1,178.00 0.00 66 04-01 ENGR												
Desc:												
4 04.0.741 FACILITY IMPROVEMENTS/ 751.58 0.00 73 04-01 ENGR												
Desc:												
5 14.0.767 SDC CAPITAL IMPROVEME 614.92 0.00 73 14-01 ENGR												
Desc:												
6 04.0.741 FACILITY IMPROVEMENTS/ 418.02 0.00 77 04-01 ENGR												
Desc:												
7 14.0.741 SDC CAPITAL PROJECT (R 696.69 0.00 77 14-01 ENGR												
Desc:												
8 03.0.515 ENGINEERING SERVICES 152.00 0.00 0 03-01												
Desc:												
9 03.0.741 FACILITY IMPROVEMENTS 1,824.00 0.00 71 03-01 ENGR												
Desc:												
10 05.0.752 STREET & RIGHT-OF-WAY 976.50 0.00 68 05-01 ENGR												
Desc:												
11 05.0.752 STREET & RIGHT-OF-WAY 914.16 0.00 67 05-01 ENGR												
Desc:												
12 15.0.767 SDC CAPITAL IMPROVEME 562.56 0.00 67 15-01 ENGR												
Desc:												
13 01.1.741 FACILITY IMPROVEMENTS 281.28 0.00 67 01-01 ENGR												
Desc:												
14 05.0.752 STREET & RIGHT-OF-WAY 119.86 0.00 72 05-01 ENGR												
Desc:												
15 15.0.767 SDC CAPITAL IMPROVEME 802.14 0.00 72 15-01 ENGR												
Desc:												
16 04.0.741 FACILITY IMPROVEMENTS/ 2,431.29 0.00 74 04-01 ENGR												
Desc:												

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount	
	17	14.0.767		SDC CAPITAL IMPROVEME			11,870.39		0.00	74	14-01	ENGRN
	Desc:											
	18	01.1.741		FACILITY IMPROVEMENTS			1,657.50		0.00	69	01-01	ENGRN
	Desc:											
39428	14	TERRY LUCICH	1	2019 JUN	Yes	2019	12	6/27/2019	6/27/2019		\$41.75	
	Desc:											
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	01.7.699		MISCELLANEOUS			20.25	0.00	0			
	Desc:											
	2	01.7.671		SMALL TOOLS, EQUIPMEN			6.50	0.00	0			
	Desc:											
	3	01.7.699		MISCELLANEOUS			15.00	0.00	0			
	Desc:											
39429	2167	UNITED SITE SERVICES	1	114-8652319	Yes	2019	12	6/27/2019	6/27/2019		\$78.00	
	Desc:											
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	01.6.661		UTILITIES			78.00	0.00	0			
	Desc:											
39431	2186	ZIONS BANCORPORATIO	1	1439170-I	Yes	2019	12	6/27/2019	6/27/2019		\$10,000.00	
	Desc:											
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	01.1.741		FACILITY IMPROVEMENTS			10,000.00	0.00	69	01-01	CONSL	
	Desc:											
39432	201	YAMHILL COUNTY FIRE D	1	2019JUN	Yes	2019	12	6/27/2019	6/27/2019		\$70.00	
	Desc:	WILDLAND ACADEMY										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	01.7.657		SCHOOLING & CERTIFICAT			70.00	0.00	0			
	Desc:											
39434	2078	3 KINGS ENVIRONMENTA	1	10734	Yes	2019	12	6/27/2019	6/27/2019		\$4,170.69	
	Desc:	FINAL-RETENTION										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	01.1.741		FACILITY IMPROVEMENTS			2,127.05	0.00	70	01-01	RETAIN	
	Desc:											
	2	16.0.767		SDC CAPITAL IMPROVEME			2,043.64	0.00	70	01-01	RETAIN	
	Desc:											
39435	713	LABORERS INTERNATION	1	2019JUN	Yes	2019	12	6/27/2019	6/27/2019		\$169.16	
	Desc:											
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	99.0.143		UNION DUES PAYABLE			169.16	0.00	0			
	Desc:											
39436	46	POSTMASTER-USPS	1	2019JUL BILL	Yes	2019	12	6/27/2019	6/27/2019		\$723.38	
	Desc:											
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	03.0.616		POSTAGE			361.69	0.00	0			
	Desc:											
	2	04.0.616		POSTAGE			361.69	0.00	0			
	Desc:											
39438	149	PETTY CASH	1	2019JUN	Yes	2019	12	6/27/2019	6/27/2019		\$161.01	
	Desc:											
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category		
	1	03.0.616		POSTAGE			6.10	0.00	0			
	Desc:											
	2	04.0.616		POSTAGE			6.10	0.00	0			
	Desc:											

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	3	01.1.616		POSTAGE			2.34		0.00	0	
	Desc:										
	4	03.0.616		POSTAGE			16.88		0.00	0	
	Desc:										
	5	04.0.616		POSTAGE			16.88		0.00	0	
	Desc:										
	6	01.2.616		POSTAGE			4.85		0.00	0	
	Desc:										
	7	01.1.699		MISCELLANEOUS			29.00		0.00	0	
	Desc:										
	8	03.0.616		POSTAGE			5.24		0.00	0	
	Desc:										
	9	03.0.616		POSTAGE			4.12		0.00	0	
	Desc:										
	10	04.0.616		POSTAGE			4.12		0.00	0	
	Desc:										
	11	01.1.656		COMMUNITY EVENTS/PRO			35.00		0.00	0	
	Desc:										
	12	03.0.616		POSTAGE			6.20		0.00	0	
	Desc:										
	13	04.0.616		POSTAGE			6.19		0.00	0	
	Desc:										
	14	01.1.699		MISCELLANEOUS			17.99		0.00	0	
	Desc:										
39439	2187	H&H PAVING	1	2019JUN	Yes	2019 12		6/27/2019	6/27/2019		\$127,441.00
	Desc:										
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	05.0.752		STREET & RIGHT-OF-WAY		127,441.00	0.00	68	05-01	CONST	
	Desc:										
39440	372	DEPT OF CONSUMER & B	1	2019FEB	Yes	2019 12		6/27/2019	6/27/2019		\$136.44
	Desc:										
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	01.3.533		STATE BLDG. INSP. SURC		136.44	0.00	0			
	Desc:										
39441	372	DEPT OF CONSUMER & B	1	2019MAR	Yes	2019 12		6/27/2019	6/27/2019		\$176.83
	Desc:										
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	01.3.533		STATE BLDG. INSP. SURC		176.83	0.00	0			
	Desc:										
39442	372	DEPT OF CONSUMER & B	1	2019APR	Yes	2019 12		6/27/2019	6/27/2019		\$37.64
	Desc:										
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	01.3.533		STATE BLDG. INSP. SURC		37.64	0.00	0			
	Desc:										
39443	372	DEPT OF CONSUMER & B	1	2019MAY	Yes	2019 12		6/27/2019	6/27/2019		\$304.16
	Desc:										
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	01.3.533		STATE BLDG. INSP. SURC		304.16	0.00	0			
	Desc:										
39445	1684	HAWORTH INC	1	2019JUN	Yes	2019 12		6/28/2019	6/28/2019		\$7,457.73
	Desc: JEFFERSON STREET-RETAINAGE										
	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 05.0.752		STREET & RIGHT-OF-WAY			3,878.02		0.00	67 05-01	CONST
		Desc:									
		2 15.0.767		SDC CAPITAL IMPROVEME			2,386.47		0.00	67 15-01	CONST
		Desc:									
		3 01.1.741		FACILITY IMPROVEMENTS			1,193.24		0.00	67 01-01	CONST
		Desc:									
39447	1837	SECOND WINDS COMMU	1	2019JUN	Yes	2019 12		6/28/2019	6/28/2019		\$150.00
		Desc: JULY 4TH EVENT									
		Line	Account Number	AP Amount	Liq Amount	Project	Task	Category			
		1	01.1.656	COMMUNITY EVENTS/PRO	150.00	0.00	0				
		Desc:									
39449	876	REECE JOHNSON PAVIN	1	2019JUN	Yes	2019 12		6/28/2019	6/28/2019		\$2,952.00
		Desc: STREET PATCHING									
		Line	Account Number	AP Amount	Liq Amount	Project	Task	Category			
		1	05.0.676	SYSTEM REPAIRS & MAINT	2,952.00	0.00	0				
		Desc:									

Fund 01 Total	117,758.27	0.00
Fund 03 Total	14,087.54	0.00
Fund 04 Total	66,155.87	0.00
Fund 05 Total	144,234.43	0.00
Fund 14 Total	55,832.94	0.00
Fund 15 Total	3,751.17	0.00
Fund 16 Total	3,168.64	0.00
Fund 35 Total	639.00	0.00
Fund 99 Total	13,663.76	0.00
Grand Total	419,291.62	0.00