

**NOTICE OF PUBLIC MEETING  
LAFAYETTE CITY COUNCIL**

**DATE & TIME:** Thursday, September 10, 2020 – 6:30 p.m.  
**PLACE:** Council Chambers, 486 Third Street, Lafayette, OR 97127

**AGENDA**

In accordance with Governor Brown's Executive Orders, in-person attendance will be limited. The City will be making available a video stream for those who wish to watch the proceedings live. The live stream of the meeting may be accessed via a link from the City's website:

[www.ci.lafayette.or.us](http://www.ci.lafayette.or.us).

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INVOCATION

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE .....2
5. APPROVAL OF MINUTES: August 13, 2020 .....3
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. PUBLIC HEARING:
  - a. Supplemental Budget for ODOT Hwy 99W Waterline Improvements.....10
9. ACTION ITEMS:
  - a. Resolution 2020-12, Authorizing a Supplemental Budget for ODOT Hwy 99W Waterline Improvement Project in Fiscal Year 2020-21 .....10
  - b. COVID-19 Emergency Leave Policy.....16
10. DISCUSSION ITEM:
  - a. Pandemic and Policy Considerations.....21
11. DEPARTMENT REPORTS:
  - a. Public Works: Water Production and Consumption.....23
  - b. Fire.....30
  - c. Administration: Accounts Payable and Comment Cards .....34
12. COMMITTEE REPORTS
13. COUNCILOR'S REPORTS
14. MAYOR'S REPORT
15. EXECUTIVE SESSION: Per ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions; and per ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.
16. ACTION ITEMS in follow up to Executive Session:
  - a. Bid for Jefferson Street Parcel.....52
  - b. Award Security System Proposal to Innova.....54
17. 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 8/1/2020 to 8/31/2020**

City	UCR Description	8/2/2019 to 9/1/2019	8/1/2020 to 8/31/2020	Percentage Change	YTD	Prior Year
<b>LAFAYETTE</b>						
Part 1						
	Aggravated Assault	0	0		3	8
	Burglary-Residence	0	1		1	5
	Larceny	2	3	50.00 %	27	46
	Motor Vehicle Theft-Auto	0	1		6	6
	Rape	0	0		1	1
	<b>Part 1 Total</b>	<b>2</b>	<b>5</b>	<b>150.00 %</b>	<b>38</b>	<b>66</b>
Part 2						
	All Other	0	0		2	4
	Disorderly Conduct	0	0		2	4
	Drug Laws	1	0		4	10
	DUII	1	1		4	7
	Family Offenses	0	0			1
	Forgery	0	0		2	2
	Fraud	0	0		2	4
	Liquor Laws	0	0		2	2
	Runaway	0	0		4	6
	Sex Offenses	2	0		1	7
	Simple Assault	1	3	200.00 %	31	38
	Stolen Property	0	0			2
	Trespass/Prowler	1	1		7	18
	Vandalism	3	0		26	33
	Weapons	0	0		2	1
	<b>Part 2 Total</b>	<b>9</b>	<b>5</b>	<b>-44.44 %</b>	<b>89</b>	<b>139</b>
Part 3						
	All Other	5	2	-60.00 %	37	70
	Non-Reportable Offenses	6	13	116.67 %	114	146
	<b>Part 3 Total</b>	<b>11</b>	<b>15</b>	<b>26.67 %</b>	<b>151</b>	<b>216</b>
	<b>Total For LAFAYETTE</b>	<b>22</b>	<b>25</b>	<b>12.00 %</b>	<b>278</b>	<b>421</b>

**City of Lafayette**  
**City Council Meeting Minutes**  
**August 13, 2020 at 6:30 p.m.**

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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:** City Administrator Preston Polasek called the Roll:  
*Present:* Mayor Marie Sproul, Wade Witherspoon, Christine Brungardt, Doug Cook, Sheila Neuman, Kayla Paulsen  
*Excused:* Chris Harper  
*City Staff Present:* Preston Polasek, City Administrator; Kevin Perkins, Assistant City Administrator  
*Others:* Greg Goularte, Hilary Malcomson, Jeremy Rametes, Deputy Druery, Deputy Quinn, Dave Larmouth, Elaine Howard, Pierre Robert
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE**  
Deputy Druery presented the monthly crime statistics report for the Sheriff's Office and noted several items from the report, including increases in assaults arising from domestic disturbances. However, graffiti instances are down over the previous month, due at least in part to the reward offered by the City. While it has driven only a few legitimate tips, he believes it has had a deterrent effect from fear that the vandal's associates may turn them in for the reward.  
  
Mayor Sproul noted that the organizer of the Lafayette Community Watch has been stranded out of the country due to the COVID-19 emergency and will resume attending Council meetings when she returns.
5. **APPROVAL OF MINUTES:** July 9, 2020  
President Witherspoon requested the following corrections:
  - Page 2, item 8, the word "job" should be inserted after "fantastic."
  - Same page and item, the word "acknowledge" should have a "d" at the end.
  - Page 4 of 6, there should be a clarification of the statement to read that the bookmobile "will be" at Perkins Park.  
Councilor Brungardt moved to approve the minutes with the changes as noted. Councilor Neuman seconded the motion, which passed unanimously.
6. **ADDITIONS TO OR DELETIONS FROM AGENDA**  
None
7. **CITIZEN INPUT ON NON-AGENDA ITEMS:**  
Hilary Malcomson stated that her daughter raised money for the Utility Donation Program by selling individual bottles of lemonade at a recent garage sale; she raised \$32.00 that she will donate to the program.

Greg Goularte stated that the Administrator has offered to meet with him to talk about certain items that he had intended to bring up to Council but will instead meet with Administrator Polasek to discuss at a later time. He asked whether the required minimum payment of \$1,000 to McMinnville Water & Light (MWL) will be the normal payment amount when the City is not drawing from MWL; he also asked for an update on Dollar General. Administrator Polasek stated that there is an obligation in the agreement with MWL to keep the water flowing and fresh in the pipeline, which will meet the amount to reach the minimum payment. The only time the City expects to be drawing at the minimum level will be during the winter months when the flow from the springs and wells is strong. On the Dollar General, Administrator Polasek stated that the building plans have been submitted and are under review by the City of Newberg. He clarified that the site plan review had been approved last month and the building plans are now being reviewed. Once the plans are reviewed and their fees are paid they will be able to start construction.

## **8. ACTION ITEMS:**

### *a. Budget Committee Appointment*

Administrator Polasek stated that Joseph Carswell had to leave the meeting early due to a family emergency, but he is very interested in being a part of the Budget Committee. Both Mayor Sproul and Administrator Polasek have spoken with him and Mayor Sproul asserts that he would be a positive member of the committee; his work in the banking industry would be a welcome addition to the skills of the other members on the Committee.

Councilor Witherspoon moved to appoint Joseph Carswell to the Budget Committee for a term of three years. Councilor Neuman seconded the motion, which passed unanimously.

### *b. Urban Renewal Feasibility Study, Elaine Howard Consulting, LLC*

Administrator Polasek introduced Elaine Howard, who he has worked with several times over his career and has extensive experience in Urban Renewal Districts (URD). The action under consideration is whether to approve a feasibility study regarding a URD, Council is not deciding whether to implement a URD at present. If done right, a URD can be a tremendous asset that can help to revitalize a community. Elaine Howard reviewed the presentation she provided, which is included in the meeting materials of this date. The information included a "URD 101" on what URD is and what it is not, and some examples of her past projects. Goularte asked whether the new development on Abbey Road could be included in a URD. Polasek said no, the URD is limited to only 25% of the city's area and projects can only be done within the district so the new subdivision would not be a good use of the URD. Councilor Brungardt stated that she is in favor of the study to see if a URD is feasible, the City has struggled to find ways to improve downtown and the city as a whole, so this may be a useful tool. Mayor Sproul added that a URD can also provide incentives for businesses to locate in the City. There are also existing buildings that could use some work to repurpose and revitalize the downtown.

Councilor Brungardt moved to accept the Lafayette Urban Renewal Feasibility Scope of Work and direct the City Administrator to execute a contract with Elaine Howard Consulting, LLC. Councilor Cook seconded the motion, which passed unanimously.

### *c. Water Purchase Agreement Amendment with McMinnville Water & Light*

Mayor Sproul noted that this will be the third time the agreement has been reviewed by the Council and this should be the final time the agreement needs to be addressed. Polasek stated

that nothing substantial has changed aside from the amounts in the exhibit attached to the agreement.

Councilor Brungardt moved to approve the revised Exhibit no. 2 as an amendment to the Water Purchase Agreement with MWL identifying current development costs of \$1,529,382 and a 10-year repayment at the adjustable rate of 3.3%. Councilor Neuman seconded the motion, which passed unanimously.

*d. Resolution 2020-11, Recology Rate Increase for September 1, 2020*

Dave Larmouth from Recology reviewed how Recology has been handling the COVID emergency situation, including shifting most of the administrative staff to working from home; closing the office to the public; restricting their bulky item pick up to what a single employee can carry; staff and drivers are wearing masks; and providing cleaning supplies for all vehicles and sites. Like the City, they have not been terminating services for non-payment, but in the future they will and are willing to make payment arrangements for customers who contact them. Recology is not asking for a rate increase for collections, only to three of the per-ton rates for the large drop boxes, such as those used at a construction site. The request is driven by the rates charged by the landfill. Mayor Sproul asked whether there was a plan to collect glass and Styrofoam in the curbside recycling. Larmouth stated that it is possible to collect glass separately as a service to a City. Council requested a quote or proposal for the glass collection service. Larmouth added that typically glass collection is provided on an all or nothing basis so that there are not small pockets that they have to service for the glass.

Councilor Cook moved to approve Resolution 2020-11, Recology Western Oregon rates effective September 1, 2020. President Witherspoon seconded the motion, which passed unanimously.

*e. Grant request for Lafayette Cemetery, no. 3*

Administrator Polasek stated that the cemetery's Sexton Johnny Edwards has made request on behalf of the cemetery for \$2,500 to aid in repairing vandalism to many of the markers. Councilor Neuman stated that she has over the past several years volunteered to assist in cleaning the cemetery and had asked Polasek to discuss applying for assistance from the City with Mr. Edwards. The cemetery is a beautiful spot that includes active burials and the Masonic Lodge intends to open up the cemetery to visitors once a month, rather than solely on holidays as it is now. Councilor Neuman stated that it is not solely a Masonic Cemetery but also includes the burials of two State Senators and the Johnson family, who were pioneers who settled in the area. The Masons purchased the cemetery in the late 1800's. According to Mr. Edwards there was a significant amount of theft of headstones over the past decades, particularly the 1970's and 80's, to be used as yard decorations by people in the area. Mayor Sproul asked whether it was a registered historical site. Greg Goularte stated that he is uncertain, but he does know that at points the State Historical Society has encouraged the Masonic Lodge to pursue historical designation. Councilor Neuman stated that Sexton Johnny Edwards is attempting to catalogue the burials to determine who has been buried in the cemetery and where each plot is located. She stated that at one time she and Goularte discovered the grave of a Civil War Veteran who had previously been listed as having been buried in McMinnville. The Masonic Lodge is working on increasing security through the installation of cameras and making more frequent visits to monitor the area. President Witherspoon stated that he is in favor of this grant but would like to request some kind of feedback or formal report to show the result of the grant. Neuman stated that the Facebook

page for the cemeteries in the area show a lot of the before and after photos of repairs to the cemeteries in the area. Rametes recommended that a report other than a reference to Facebook be provided since many people are now leaving social media in the current climate.

Councilor Cook moved to approve the donation to the Lafayette Masonic Cemetery in the amount of \$2,500 for the repair of monuments and report back to the City Council on how the funds are used. Councilor Brungardt seconded the motion, which passed unanimously.

*f. Utility Bill Payment Plan Policy Related to the Pandemic*

Administrator Polasek summarized the proposal for providing an avenue to repay delinquent accounts. Anyone who is delinquent will have six months to repay the entire amount owing in equal installments in addition to their regular bill. Each account holder who is delinquent would receive a letter detailing the program and informing them that they would also be required to pay the additional amount each month. Council and staff discussed the process to keep information in front of the residents and possible methods for reminding residents of their additional obligation. Staff will work to include new language on the bill and to translate the notice regarding the payment plan option into Spanish.

Councilor Paulsen stated that residents need additional notice and recommends at least until the September billing cycle.

Councilor Cook moved to direct staff to implement the payment plan policies for delinquent amounts to be implemented with the August 20 billing cycle. Councilor Paulsen seconded the motion, which passed unanimously.

*g. City Utility Donation Program*

Mayor Sproul commented that the City has collected \$3,532 in donations for the program. Polasek stated that staff has tried to balance confidentiality with the need for the program and noted the amount of allocation to be \$200 per account. It was felt that for this program the eligibility for this program would need to be in good standing as of March 20.

Council and staff discussed possibilities for the process for awarding funds from the Donation program. An application process, confidentiality issues, and the overall process will be further discussed at the next Council meeting.

*h. Agreement with ODOT for Highway 99W Rebuild Project*

Valerie Greenway is the ODOT project manager for the Highway 99W rebuild project through Lafayette; she has previously worked with Council in developing a crosswalk plan for the project. The need to relocate part of the City's water system infrastructure ahead of the highway rebuild project was unanticipated by the City and not budgeted for this fiscal year, but it is necessary to complete the relocation prior to ODOT beginning the rebuild. ODOT has committed to fully reimburse the City's costs for this project and Polasek is satisfied by their representations. Greenway stated that the design is in the finishing stages now; normally ODOT owns the right of way and any utility work is the burden of the utility. However, this situation is different in that the City owns the right of way and the water lines that are in conflict. Therefore, the waterline relocation portion of the project will be designed by the City Engineer, the work will be contracted by the City, and paid for by ODOT. Polasek discussed the relocation project and the related development agreement the City has with a property

owner that will be triggered based on the completion of City created improvements on Madison.

Valerie Greenway stated that the amount of funding based on the City Engineer's estimate of \$700,000 has been approved, budgeted and set aside. Mayor Sproul asked whether the uncertainty over the federal and state budgets might put the funding at risk. Greenway stated that the funding is secured, already received and dedicated to these purposes. ODOT has also committed to expediting their normal payment/reimbursement process to ensure there is not a negative impact on the City's finances.

Councilor Neuman moved to approve the ODOT Utility Construction Agreement and authorize the Mayor to sign and to schedule in September a hearing and supplemental budget consideration by the Budget Committee to add this project Capital Improvement Program to be completed in the current fiscal year. Councilor Cook seconded the motion, which passed unanimously.

## **9. DISCUSSION ITEM:**

### *a. Pandemic and Policy Considerations*

Mayor Sproul stated that this is a recurring item that will be discussed at each Council meeting. She highlighted the free face-covering flier that was given to each Councilor and is posted at City Hall. Next, consensus on Council is that the Declaration of Emergency should remain unchanged until the Governor revokes the State's. The Restaurant Relief Program will continue for the time being, it is not a substantial cost to the City for the considerable good will and benefit it has generated. City Hall remains open to one person at a time, all parks remain open while the Community Center remains closed. Garage sale permits are being issued when requested, however solicitor permits will not be issued at this time. Polasek stated that the City received a second reimbursement for supplies and equipment from the Coronavirus Relief Fund through the state; the reimbursement was about \$6500 total. Mayor Sproul asked if the City could be reimbursed for personal protective equipment for Council, Polasek confirmed that those costs could qualify for reimbursement. Finally, in September Council will also be asked to review a policy regarding sick leave for employees that are designated emergency responders.

## **10. DEPARTMENT REPORTS:**

### *a. Public Works, Water Production and Consumption*

Councilor Cook noted the leak reported on 2<sup>nd</sup> Street; Administrator Polasek stated that more work may remain to determine whether it is a more extensive leak than Public Works has already repaired.

### *b. Fire*

The anticipated completion date of the new Fire Station is in late October.

### *c. Administration and Accounts Payable*

- September meeting: staff is planning on asking Council for pre-authorization for the water line/ODOT project contract.
- Joint Water System: the capacity of the wells is declining, even after receiving substantial rest. Some decline is normal seasonal pattern, but this is likely a long-term concern.
- Water Resources Committee Meeting: the October 6, 2020 meeting is likely to be the final meeting of the committee.

- Pumpkin Fest: This event is normally held in October. Staff has recommended keeping the spirit of the event alive by having a drive-through pumpkin and goodie bag giveaway; Council supports this effort.
- Wastewater Treatment Plant: Biosolid land application has been completed once again. This is the second year of the land application contract and each year has been a very smooth process.
- DEQ Penalty: After ten months of discussion, a penalty of about \$12,000 has been assessed due to non-compliance issues at the treatment plant. Staff will meet with DEQ to propose utilizing at least a portion of the fine to make improvements to the plant.
- Illegal Dumping in Sewer: there was an illegal dumping into a manhole somewhere in the City that has killed off all the beneficial bacteria in one treatment basin. Staff has corrected the problem but it was a significant event that the City will look to prevent.
- Treatment Plant Repairs: Public Works staff has completed repairs to the plant that has eliminated much of the need for rebuilding the headworks.

#### **11. COMMITTEE REPORTS**

None.

#### **12. COUNCILOR'S REPORTS**

None.

#### **13. MAYOR'S REPORT**

Mayor Sproul asked Council if there was an objection to revisiting the decision not to endorse the National League of Cities warranty program for water and sewer laterals. Council did not object; so staff will arrange time for a second presentation to Council. She also noted that the parks in the area have seen some real improvements this summer and the tree that is intended to be the City's living Christmas Tree has been planted in Joel Perkins Park.

#### **14. EXECUTIVE SESSION:** Per ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Mayor Sproul recessed the regular session of the City Council meeting at 9:53 p.m. to enter into an Executive Session as allowed by ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Mayor Sproul adjourned the Executive Session and reconvened the regular session at 10:40 p.m.

#### **15. ACTION ITEM in follow up to executive session:**

##### *a. Collective Bargaining Agreement with LiUNA, Local 737*

Councilor Brungardt moved to approve the collective bargaining agreement with LiUNA Local 737, effective July 1, 2020 and expiring June 30, 2024 and authorize the Mayor to sign the agreement. Councilor Cook seconded the motion, which passed 4-1 with Councilor Paulsen opposed.

**16. ADJOURNMENT**

Councilor Cook moved to adjourn the meeting. Councilor Neuman seconded the motion. There was no discussion and the motion passed unanimously.

Minutes approved on the 10<sup>th</sup> day of September, 2020.

CERTIFIED:

ATTESTED:

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Marie Sproul, Mayor

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Kevin Perkins, Assistant City Administrator



# Lafayette City Council

Meeting Date: September 10, 2020

Agenda Item: Resolution 2020-12, Authorizing a Supplemental Budget for the ODOT Waterline Project in Fiscal Year 2020-21

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**Requested Council Action:**

Conduct the public hearing, approve Resolution 2020-12, amend the Capital Improvement Plan (CIP), and preauthorize the award of contract.

**Staff Recommendation:**

Approve this waterline project with Resolution 2020-12, amended CIP, and award of contract.

**Background:**

At the August regular meeting, Council discussed the Oregon Department of Transportation (ODOT) request for the City to design, bid, construct and provide the project management for this project to relocate the water main and services in Third Street, which is also identified as Oregon Hwy 99W. In August, Council approved the agreement with ODOT contingent upon all the Council actions associated with Resolution 2020-12. Under the agreement with ODOT, the out of pocket costs for this project, including design, bidding, construction, and project management will be paid 100% by the City with ODOT funds from dedicated state and federal highway monies.

Since this was an unanticipated City project, a supplemented budget for the receipt and disbursement of ODOT funding must be approved after a public hearing. Resolution 2020-12 approves our supplemental budget for this purpose. Two specific line items in our General Fund budget will be established to receive and disburse project revenues. This accounting ensures that no other revenue or project expenditures are commingled with the use of these pass-through funds from ODOT.

This project will also be bid with a separate bid schedule for CIP project no. 1, Third Street Improvements, which includes two 8" water main crossings at Adams and Market Streets. Attached for your reference is an amended CIP with a new project no. 15, Water Main Relocation, in the amount of \$850,000. The total estimated cost of both projects under this single bid is estimated at \$900,000.

**Financial Impact:**

No significant out-of-pocket expenditures are anticipated. Significant staff time is anticipated for Public Works project coordination and City administration.

**Alternatives:**

Council may determine to hold a special Council meeting in late September to award the project.

**Suggested Motion:**

*"I move to approve the following: Resolution 2020-12, Authorizing a Supplemental Budget; amended CIP to include project no. 15, Water Main Relocation; authorization for the City Administrator to award the project to the lowest responsible bidder after receiving written approval from ODOT to award the contract; and authorize the City Administrator to execute the contract per the project specifications and bid documents."*

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

**A RESOLUTION AUTHORIZING A SUPPLEMENTAL )  
BUDGET TO MODIFY APPROPRIATIONS FOR THE ) Resolution 2020-12  
ODOT HWY 99W IMPROVEMENT PROJECT )  
RELOCATING WATER LINES IN FY 2020-21 )**

THE CITY COUNCIL (the “Council”) OF THE CITY OF LAFAYETTE, OREGON (the “City”) sat for the transaction of City business on Thursday, September 10, 2020 at 6:30 p.m.

**WHEREAS**, ORS 294.480 allows for a supplemental budget to be prepared when the governing body declares the existence of an unforeseen occurrence or condition which could not have been foreseen at the time of the preparation of the budget; and

**WHEREAS**, the Oregon Department of Transportation (ODOT) will be improving Highway 99W (Third Street) through Lafayette in 2021; and

**WHEREAS**, the City of Lafayette has a 10” water main and several service lines that run along Highway 99W (Third Street); and

**WHEREAS**, ODOT requires that the water main and service lines be relocated prior to their roadway improvements; and

**WHEREAS**, all costs associated with the design, construction, and project management of this improvement will be fully paid to the City by ODOT from state and federal dedicated funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lafayette that the Resources and Requirements as shown on the attached Exhibit “A,” are hereby approved.

This Resolution shall be effective immediately after its passage by the City Council.

ADOPTED by the City Council of the City of Lafayette on this 10<sup>th</sup> day of September, 2020 by the following:

VOTE:        AYE \_\_\_\_\_ NAY \_\_\_\_\_ ABSENT \_\_\_\_\_ ABSTAIN \_\_\_\_\_

CERTIFIED:

ATTEST:

\_\_\_\_\_  
Marie Sproul, Mayor

\_\_\_\_\_  
Kevin Perkins, Asst. City Administrator

**EXHIBIT 'A'**

**NOTICE OF SUPPLEMENTAL BUDGET HEARING**

A public hearing on a proposed supplemental budget for the City of Lafayette, for the current fiscal year will be held at Lafayette City Hall, 486 E 3rd Street, Lafayette Oregon 97127. The hearing will take place on September 10, 2020 at 6:30 pm.

The purpose of the hearing is to discuss the supplemental budget with interested persons. A copy of the supplemental budget document may be inspected or obtained on or after August 28, 2020 at Lafayette City Hall, between the hours of 8:00 am and 5:00 pm.

**SUMMARY OF PROPOSED BUDGET CHANGES**

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

**FUND: General Fund**

<u>Resource</u>	<u>Amount</u>	<u>Expenditure</u>	<u>Amount</u>
1. ODOT 99W Improvement Project	\$850,000	1. Capital Outlay ODOT 99W Water Main Relocation	\$850,000
<b>Revised Total Fund Resources</b>	<b>\$2,845,610</b>	<b>Revised Total Fund Requirements</b>	<b>\$2,845,610</b>

**Explanation of change(s):**

For expenses to relocate 10" water main and service lines, in conjunction with the ODOT Hwy 99W Improvement Project. Includes design, construction, and project management. All costs are reimbursed by ODOT from pledged State and Federal Funds.

**City of Lafayette**  
**FY 2021 Capital Improvement Program**  
**Adopted Budget - Amended September 10, 2020**

*	Project	Fund	Estimate
1	<b>Third Street Improvements with Hwy 99W Rebuild, \$130,000:</b> City costs associated with ODOT work, including Phase 1/2 for two water crossings of Third Street.	Water	\$65,000
		Street	65,000
2	<b>Fire Station and Site Development, \$3,238,000:</b> Construct and equip the Lafayette Fire Station, including a parking lot at 4th/Market streets.	Fire Station Fund	3,013,000
		Fire Capital Equipment	200,000
		GF - Admin	25,000
3	<b>Transportation SDC Update, \$2,000:</b> Completion of updates to the CIP, engineering methodology, and SDC fee.	Street SDC	2,000
4	<b>Water Risk Assessment and Emergency Plan Phase 1/2, \$25,000:</b> Per EPA, the assessment is due 6/30/21 and the plan is due 12/31/21.	Water	25,000
5	<b>Sewer Upgrade at Monroe/4th streets, \$60,000:</b> New manholes (2) and force main improvements.	Sewer Fund	20,000
		Sewer SDC	40,000
6	<b>Annual Biosolid Beneficial Use Program, \$140,000:</b> Dredge lagoon and apply approx. 150 dry tons at local farms.	Sewer	140,000
7	<b>Market Street Sidewalk, \$130,000:</b> Sidewalk on west side from 5th to 7th, to be combined with the Fire Station Parking lot project.	Street SDC	130,000
8	<b>Mainline Meters, Chlorine Booster, and Dechlorination Station, \$220,000:</b> Install a booster pump station, a dechlorination facility at the reservoir, and meters.	Water	80,000
		Water SDC	140,000
9	<b>Water Intertie and Pump Station, \$130,000:</b> Final construction, generator, and automated controls for water and wastewater systems.	Water	115,000
		Sewer SDC	15,000
10	<b>Madison Street, \$130,000:</b> Improve west side from 3rd to 4th streets.	Street SDC	130,000
11	<b>Digital Reader Board for City Hall, \$35,000:</b> Replace existing message sign at City Hall after Planning Commission approval.	General - Admin	35,000
12	<b>Parks Improvements, \$15,000:</b> Various park improvements including ASD Park and finishing the Vets Park design.	Parks SDC	15,000
13	<b>Traffic Signage Phase 1/2, \$10,000:</b> Replace directional and traffic signage in the City.	Street	10,000
14	<b>Pedestrian Crossings \$60,000 for FYs 2021 and 2022:</b> Button-activated crossings on South Madison and Bridge/Third streets.	Street SDC	60,000
15	<b>Water Main Relocation \$850,000:</b> Third Street main and services in advance of ODOT rebuild in 2021.	General - Admin	850,000
<b>TOTAL</b>			<b>\$5,175,000</b>

\*Projects are listed in non-chronological and non-prioritized order.

CIP Totals by Fund	
Fire Station Bond	\$3,013,000
General - Admin	910,000
Fire Capital Equipment Fund	200,000
Sewer	160,000
Sewer SDC	55,000
Water	285,000
Water SDC	140,000
Street	75,000
Street SDC	322,000
Parks SDC	15,000
<b>TOTAL</b>	<b>\$5,175,000</b>

## **FY 2021 Capital Improvement Program Descriptions**

1. **Third Street Improvements with Hwy 99W Rebuild (\$130,000)**  
City costs associated with ODOT work, including two 8" water crossings of Hwy 99W at Adams and Market streets.
2. **Fire Station and Site Development (\$3,238,000)**  
Construct and equip the Lafayette Fire Station, including a parking lot at 4<sup>th</sup>/Market streets. The adjacent sidewalk improvements are built to commercial standards.
3. **Transportation SDC Update (\$2,000)**  
Begun in FY 2020, completion of the update of the transportation master plan for capital improvements, establish the engineering methodology, and adjust the SDC fee.
4. **Water Risk Assessment and Emergency Plan Phase 1/2 (\$25,000)**: Per EPA for all public water systems, the assessment is due 6/30/21 and the plan is due 12/31/21.
5. **Sewer Upgrade at Monroe/4<sup>th</sup> Streets (\$60,000)**  
The project will provide two new manholes and a rerouting of the force main.
6. **Annual Biosolid Beneficial Use Program (\$140,000)**  
Dredge lagoon apply approximately 150 dry tons at local farms.
7. **Market Street Sidewalk (\$130,000)**  
Sidewalk on the west side of Market Street from mid-block on 4<sup>th</sup> to 7<sup>th</sup> streets. This improvement to be combined with the Fire Station parking lot project for bidding purposes. One half of the block between 4<sup>th</sup> to 5<sup>th</sup> streets is built to commercial standard.
8. **Mainline Meters, Chlorine Booster, and Dechlorination Station (\$220,000)**  
Install two transmission line vaults and meters, a chlorine booster facility for the intertie to McMinnville/Dayton, and a dechlorination station at our reservoir.
9. **Water Intertie and Pump Station (\$130,000)**  
Final construction, generator, and automated controls for water and wastewater systems.
10. **Madison Street (\$130,000)**  
Construct one-half street improvement on the west side of Madison Street from 3<sup>rd</sup> to 4<sup>th</sup> streets. Project includes a half-street of base and paving. The City construction contract triggers private development along Madison/3<sup>rd</sup> streets.
11. **Digital Reader Board (\$35,000)**  
Replace existing message sign at City Hall after receiving Planning Commission approval.
12. **Parks Improvements (\$15,000)**  
Various park improvements including ASD Park and a design for Veterans Park.

**FY 2021 Capital Improvement Program Descriptions**

13. **Traffic Signage Phase 1/2 (\$10,000)**  
Replace directional and traffic signage throughout the City to meet new standards. The approximate cost to complete both phases is \$25,000.
14. **Pedestrian Crossings for FYs 2021 and 2022 (\$60,000)**  
Design and install button-activated, flashing pedestrian crossings on South Madison Street and Bridge/Third streets. The Hwy 99W crossing may require ODOT approval with conditions.
15. **Water Main Relocation (\$850,000)**  
The City has a 10" water main in Third Street that must be relocated in several places in advance of the ODOT rebuild of Hwy 99W in 2021. Several water services will also be replaced in areas of the relocation. The design, construction, and project management of this improvement is currently estimated at \$775,000 and includes a 5% construction contingency. This project is paid 100% by ODOT with pledged state and federal funds.



# Lafayette City Council

Meeting Date: September 10, 2020

Agenda Item: COVID-19 Emergency Leave Policy

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**Requested Council Action:**

Review and approve the proposed temporary emergency leave policy for employees.

**Staff Recommendation:**

Approve the policy.

**Background:**

The State and federal governments have passed legislation in response to the COVID-19 emergency that authorizes leave specific to COVID needs. The new laws apply to those who are required to quarantine or self-quarantine due to possible exposure, are actually ill, and those who are needed to care for those who are ill or provide childcare due to COVID related school/care center closures.

Recent laws and this policy make a distinction for emergency response personnel, which includes Public Works staff. Emergency response personnel qualify for the leave in cases of quarantine, self-quarantine, and post-diagnosis illness and treatment.

The qualified leave is for a paid period of 14-days not chargeable against an employee's accrued leave. Caps have been placed on the amount of pay per day and for the full 14-day period, as listed in the attached policy. The cost of this leave is a reimbursable expense to the City from the Coronavirus Relief Fund (CRF) that is provided by the federal government and managed by the State of Oregon.

**Financial Impact:**

No impact to the City if employee leave is reimbursed from CRF funds.

**Alternative:**

None, as this policy aligns our temporary practices with on-going legislative responses to the pandemic.

**Suggested Motion:**

*"I move to approve the attached City of Lafayette Novel Coronavirus/COVID-19 Emergency Leave Policy."*

## **City of Lafayette**

### **Novel Coronavirus/COVID-19 Emergency Leave Policy**

In response to changes in federal law (the Families First Coronavirus Response Act) and Oregon law (the Oregon Family Leave Act, per administrative regulation), the City of Lafayette issues the following temporary policy. This policy goes into effect September 11, 2020, and will remain in effect until Federal and State regulations are modified.

This policy does not replace the City of Lafayette's existing policies on paid time off (PTO) or sick leave, and should be read in conjunction with those policies. See the "Employee Rights" notice, which is posted at City Hall and Public Works. Questions about this policy should be directed to Kevin Perkins, Assistant City Administrator.

#### **Paid Sick Leave for COVID-19 Issues**

If an employee is unable to work or telework due a qualifying reason related to the COVID-19 pandemic, they will be eligible to take paid leave as described below. This leave will be referred to as "COVID-19 Sick Leave" in this policy. All employees are eligible for this type of leave, with an exception for "emergency responders", as identified below. This leave is in addition to any paid time off (PTO) employees may accrue under the City of Lafayette's Paid Time Off Policy; employees' accrued sick leave banks will not be withdrawn from for leave taken under this policy.

#### **Exceptions**

The U.S. Department of Labor has defined "health care providers" and "emergency responders" as employees who may be excluded from COVID-19 Paid Sick Leave, under the FFCRA. City of Lafayette employees who are categorized as such are excluded from COVID-19 Paid Sick Leave, with the exception of qualifying reasons (1) Quarantine, (2) Self-Quarantine and (3) Diagnosis or Treatment, listed below.

#### **Qualifying Reasons for COVID-19 Paid Sick Leave**

- (1) *Quarantine* — to comply with a federal, Oregon or local quarantine or isolation order related to COVID-19. This includes shelter-in-place or stay-at-home orders issued by any Federal, Oregon or local government authority that causes employees to be unable to work, even though the employer has work for the employee to do.
- (2) *Self-Quarantine* — to self-quarantine, if the employee has been advised to do so by a health care provider, due to concerns related to COVID-19.
- (3) *Diagnosis or Treatment* — to obtain a medical diagnosis or treatment if the employee is experiencing symptoms of COVID-19. This leave is limited to time the employee is unable to work because the employee is taking steps to obtain a medical diagnosis, such as making, waiting for or attending an appointment for a test for COVID-19.
- (4) *Care for a Quarantined Individual* — to care for an individual subject to a federal, Oregon or local quarantine or isolation order related to COVID-19, or who has been advised by a health care provider to self-quarantine due to concerns related to COVID-19. "Individual" means an employee's immediate family member, a person who regularly resides in the Employee's home, or a similar person with whom the

Employee has a relationship that creates an expectation that the employee would care for the person if he or she were quarantined or self-quarantined.

- (5) *Child Care* — to care for an employee’s son or daughter if the son or daughter’s school, child care provider or place of care has been closed or is unavailable due to COVID-19-related issues. This leave is not available if another suitable person will be caring for the son or daughter during the period for which the employee takes COVID-19 Sick Leave.
- (6) *Substantially Similar Care* — to care for a substantially similar condition, as determined by the U.S. Secretary of Health and Human Services at any point between April 1, 2020, and December 31, 2020.

### Definitions

- “Child Care Provider” – A provider who receives compensation for providing child care services on a regular basis. The term includes a center-based child care provider, a group home child care provider, a family child care provider, or other provider of child care services for compensation that is licensed, regulated, or registered under Oregon law. A “child care provider” need not be compensated or licensed if he/she is a family member or friend, such as a neighbor, who regularly cares for the Employee’s son or daughter.
- “Place of care” - A physical location in which care is provided for the Employee’s child while the employee works for the City of Lafayette. Examples include day care facilities, preschools, before and after school care programs, schools, homes, summer camps, summer enrichment programs, and respite care programs.
- “School” means elementary or secondary school. Community colleges, universities, colleges, or other post-secondary schools are not included.
- “Son or daughter” – A biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing *in loco parentis* who is either under 18 years of age or is 18 years of age or older and “incapable of self-care because of a mental or physical disability” at the time COVID-19 Paid Sick Leave is to commence.
- “Emergency responders” - Anyone necessary for the provision of transport, care, healthcare, comfort and nutrition of such patients, or others needed for the response to COVID-19. This includes but is not limited to military or national guard, law enforcement officers, correctional institution personnel, fire fighters, emergency medical services personnel, physicians, nurses, public health personnel, emergency medical technicians, paramedics, emergency management personnel, 911 operators, child welfare workers and service providers, public works personnel, and persons with skills or training in operating specialized equipment or other skills needed to provide aid in a declared emergency, as well as individuals who work for such facilities employing these individuals and whose work is necessary to maintain the operation of the facility.

### Accrual of and Requesting COVID-19 Paid Sick Leave

Full-time employees will receive 80 hours of COVID-19 Paid Sick Leave. The number of hours of COVID-19 Paid Sick Leave available to part-time employees depends on the number of hours the employee is scheduled to work during a two-week period, and may be calculated using the average number of hours worked in the six months leading up to the leave’s start. As an

example, if a part-time employee works, on average, 20 hours per week, the employee would be entitled to 40 hours of COVID-19 Paid Sick Leave.

Requests to take COVID-19 Paid Sick Leave on an intermittent basis will be assessed on a case-by-case basis. The City of Lafayette may require Employee to attempt telework on a trial basis before granting a request for intermittent leave. Any agreement regarding intermittent leave will be revoked if, in the City of Lafayette's determination, the arrangement is not meeting the City of Lafayette's needs.

Any unused COVID-19 Paid Sick Leave will not carry over into 2021. Employees will not be paid the value of any unused COVID-19 Paid Sick Leave if they quit, retire or are fired.

Further, employees will be expected to provide verification of the need for COVID-19 Paid Sick Leave. All employees must provide the date(s) for which the leave is requested, the qualifying reason for the leave, and a statement that the employee is unable to work or telework because of the qualifying reason. Additional information will be required for the various qualifying reasons, as follows:

- (1) *Quarantine* — Provide the name of the government entity that issued the Quarantine or Isolation Order.
- (2) *Self-Quarantine* — Provide the name of the health care provider who advised the Employee to self-quarantine due to concerns related to COVID-19.
- (3) *Diagnosis or Treatment* — Provide the name of the health care provider from whom the employee sought diagnosis or treatment for COVID-19-related symptoms.
- (4) *Care for a Quarantined Individual* — The employee must provide the name of the government entity that issued the Quarantine or Isolation Order to which the individual being cared is subject or the name of the health care provider who advised the individual being care for to self-quarantine due to concerns related to COVID-19.
- (5) *Child Care* — Provide the name of the son or daughter being cared for, the name of the school, place of care, or child care provider that has closed or become unavailable, and a representation that no other suitable person will be caring for the son or daughter during the period for which the employee takes COVID-19 Sick Leave.
- (6) *Substantially Similar Care* — Written verification of the employee's need to stay home from work from the employee's health care provider due to care for a "substantially similar" condition identified and announced by the U.S. Secretary for Health and Human Services between April 1, 2020, and December 31, 2020.

#### Caps on Value of COVID-19 Paid Sick Leave

For leave due to reasons (1), (2) or (3), above, an employee will earn the employee's regular rate of pay, capped at \$511 per day, for a maximum of \$5,110 (over a two-week period).

For leave due to reasons (4), (5) or (6), above, an employee will earn 2/3 of the employee's regular rate of pay, capped at \$200 per day, for a maximum of \$2,000 (over a two-week period). Note, however, that additional paid leave may be available to employees who take School Closure Leave, discussed below.

Employees who receive COVID-19 Paid Sick Leave may supplement this pay with accrued sick leave or vacation time to meet their full salary expectations, but they will not be paid from both COVID-19 Paid Sick Leave and vacation/sick leave for the same hours.

### **No-Retaliation**

The City of Lafayette will issue discipline, up to and including termination, to anyone who retaliates against an employee who asks about, requests or uses School Closure Leave or COVID-19 Paid Sick Leave.



# Lafayette City Council

Meeting Date: September 10, 2020

Agenda Item: Pandemic and  
Policy Considerations

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**Requested Council Action:**

Discuss and direct staff accordingly.

**Staff Recommendation:**

Provide staff with direction on policy matters.

**Background:**

The City of Lafayette has taken several actions in response to the COVID-19 pandemic. Listed here is a brief description of ongoing actions along with any pertinent policy considerations. This Council discussion will help staff prepare Council actions for Council meetings. Council may also identify other areas that may need attention.

1. Declaration of Emergency (DOE): The City Council passed the DOE on March 26, 2020, and it will remain in effect until it is rescinded by either Council or Mayor Sproul. The DOE explains our state of emergency, gives practical advice to our residents, establishes our eligibility to apply for reimbursement from state or federal financial assistance programs, and empowers the Emergency Manager to make decisions and activate our Emergency Operations Center if needed. Council determined that this DOE should remain in place at least as long as the state DOE is in place. With Executive Order 20-38, Governor Brown extended Oregon's DOE through November 3, 2020.

2. Restaurant Relief Program: This innovative program began on March 24<sup>th</sup>. As of the end of August, the City has issued 739 credits for a total of \$7,390 and the cost of this program is paid from the General Fund. The amount of receipts on these credits is \$32,584, which is an average of \$44.09 per receipt. The number of credits by month are the following: March (60); April (306); May (167); June (81); July (83); and August (42). Council needs to consider when this incentive program will end. The September City newsletter listed this program as continuing at least through September.

3. Facilities - City Hall, Parks, and Community Center: City Hall and the City parks continue to be open to public; City Hall has limited customers to one at a time in the lobby and requires masks. The Community Center and Joel Perkins Park restrooms remain closed.

4. Gatherings: The City is continuing to make accommodations for various gatherings such as street closure requests, HOA events, and garage sale permits. Governor Brown has recently lowered the attendance levels for indoor events in response to the ongoing rise in case counts. At the August meeting, Council concurred with staff's recommendation not to issue solicitor permits.

5. City Utility Donation Program: As of September 2<sup>nd</sup>, private donations to this program total \$3,652. The purpose of the program is to provide a means of accepting private donations then allocating these funds to help pay for city residential customers who have become delinquent with their city utility bill during the pandemic. Based on prior Council discussion, the parameters of the allocation would be as follows: each award would be a flat \$200; only one award maximum per account; and all delinquent

City of Lafayette Council meeting  
Discussion item re Pandemic  
September 10, 2020

accounts would be eligible to receive funds. Council needs to further discuss how best to determine the allocation either with a random draw or some other process.

6. Looking Ahead: Staff will continue to do the following: review all directives from Governor Brown and state and local health officials and act accordingly; network with other local government professionals through the League of Oregon Cities and Oregon City/County Managers Association; and monitor financial impacts of the economy on our primary revenue sources, such as property taxes, utility fees, and state shared revenues.

**Financial Impact:**

Internal processing costs are minimal.

**Alternative:**

Council may continue discussions at subsequent Council meetings.

**Suggested Motion:**

A formal policy motion and vote is suggested when Council determines the process for allocation of Donation Program Funds.

## **August 2020 Lafayette Public Works report**

### August 1<sup>st</sup> – 8th

Conducted the weekly parks and playground inspections.  
Performed the weekly sewer sampling.  
Completed the monthly and quarterly water sampling.  
Collected the lead and copper water samples from residents.  
Performed weekly ph and temperature monitoring at the waste water treatment plant.  
Completed the weekly garbage pickup at street and parks locations.  
Repaired the soda ash pump at the watershed building.

### August 9<sup>th</sup> – 15th

Continued the hydrant inspection program on the south side of the city.  
Staff assisted the City of Amity with repairing a water main-line leak.  
Worked on getting alum system back on line at the waste water treatment plant.  
Isolated and worked on the east basin of the waste water treatment plant due to illegal dumping in sewer system.  
Installed new flags at City Hall and the Community Center.  
Repaired a water leak on an 8" main line on 2<sup>nd</sup> and Jefferson Streets.  
Created a punch list with the City Engineer for the contractor to complete the new pump station.

### August 16<sup>th</sup> – 22nd

Mowed the rights-of-way around the city.  
Replaced air cylinders, sensors, and line plugs on bank B of the UV treatment system at the waste water treatment plant.  
Staff attended the all City staff meeting.  
Completed the monthly water meter reading for billing.  
Met with contractors from TAG and Tetra Tech about SCADA monitoring and control systems for the water system.  
Met with Ron Layne, Preston Polasek, Kevin Perkins, and Richard Howard to discuss the DEQ fine.  
Untangled floats from the waste drain station to keep the pumps working properly at the waste water treatment plant.

### August 23<sup>rd</sup> – 31<sup>st</sup>

Moved the name sign at Community Pride Park to a more visible location.  
Completed all hydrant inspections on the south end of Lafayette.  
Filled in pot holes in the Canyon View area.  
Began flushing of dead-end water lines in the City.  
Repaired and replaced paver stones that had been removed or broken at Joel Perkins Park.  
Cleaned the covered area at Joel Perkins Park.  
Replaced the meter for the screw press at the waste water treatment plant.

Respectfully submitted

Konrad Dimmitt

Public Works Supervisor

# 2020 Lafayette Water System

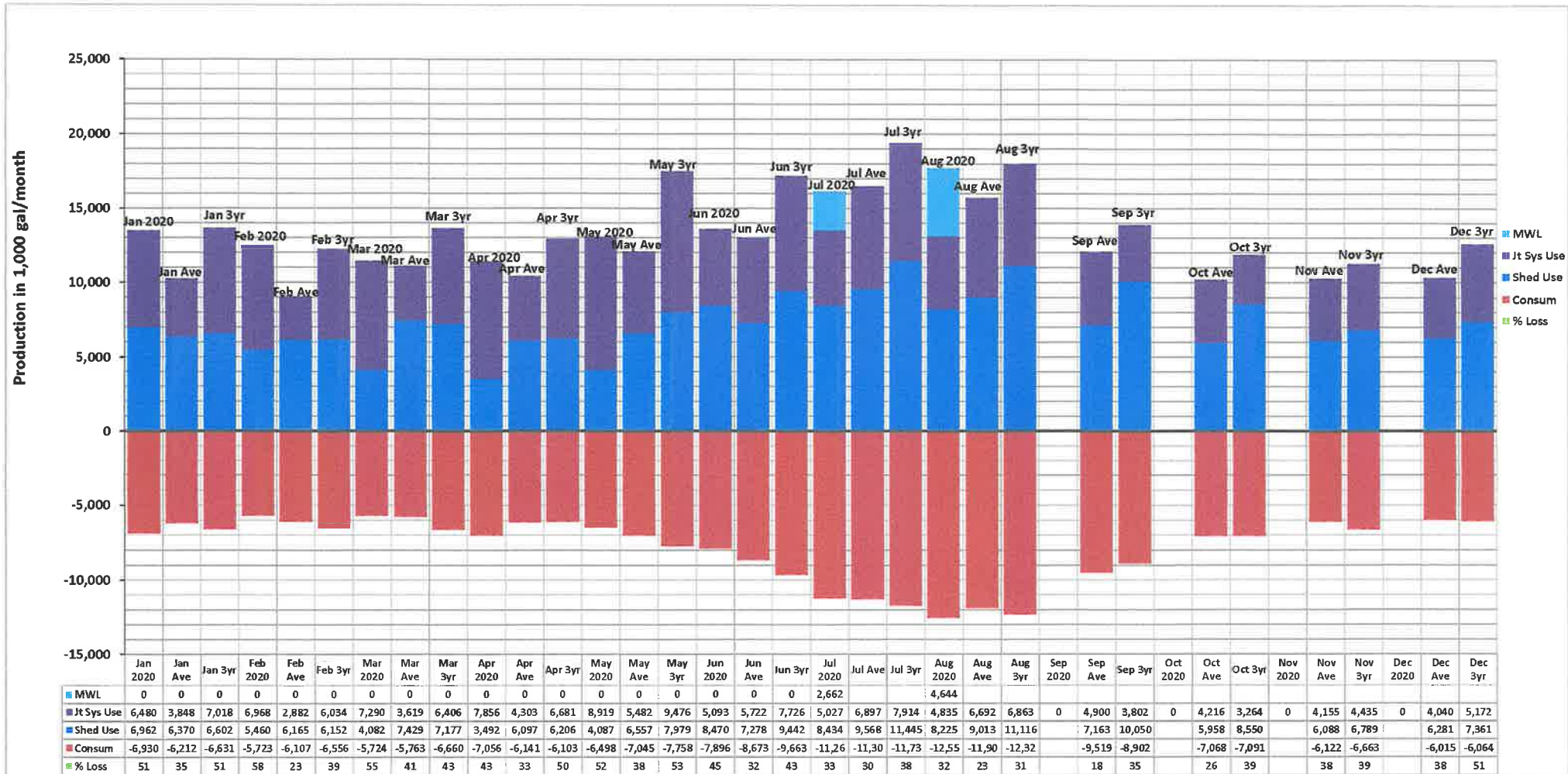
Month	Lafayette Watershed Production (in 1,000 gal units)										Lafayette Water Sys Summary (in 1,000 gal units)												
	Blue Bird (BB mtr + ASR)	Lafayette	Pringle	Well 1	Well 8	Well 10	Subtract By-Pass	Subtract ASR	Blue Bird Overflow	Watershed Total	Reservoir Vault	CP Well	Laf Usage from Jt Sys	MWL Usage	Total Usage	Total Billed	Diff (Usage - Billed)	% Loss	Ppt, inches	Joint Sys - Laf Mtr	Joint Sys - Dayton Mtr	Diff	
January	3,831	1,133	530	63	357	1,705	0	621	0	6,999	6,962	713	6,480		14,155	6,930	7,225	51.0	10.15	6,351	6,480	129	
February	6,769	1,054	400	135	842	0	64	3,741	0	5,395	5,460	1,123	6,968		13,551	5,723	7,829	57.8	2.72	6,528	6,968	440	
March	3,447	1,186	568	100	761	0	0	1,979	0	4,082	4,083	1,209	7,290		12,582	5,724	6,857	54.5	3.25	6,528	7,290	762	
April	2,050	1,184	569	120	462	0	0	913	0	3,473	3,492	964	7,856		12,311	7,056	5,256	42.7	1.44	8,598	7,856	-742	
May	1,578	1,224	565	161	502	185	0	129	0	4,087	4,087	634	8,919		13,640	6,498	7,142	52.4	3.70	9,607	8,919	-688	
June	2,034	1,141	519	104	319	5,004	0	0	0	9,121	8,470	770	5,093		14,333	7,896	6,438	44.9	2.95	5,093	5,736	643	
July	1,874	1,090	495	53	455	5,082	0	0	0	9,048	8,434	745	5,027	2,662	16,868	11,260	5,608	33.2	0.00	5,027	5,573	546	
August	1,529	965	389	52	387	5,012	0	0	0	8,334	8,225	685	4,835	4,644	18,388	12,553	5,835	31.7	0.20	4,835	4,512	-323	
September																							
October																							
November																							
December																							
TOTAL	23,112	8,978	4,034	789	4,085	16,988	64	7,383	0	50,538	49,212	6,843	52,468		115,829	63,639	52,189						
Ave Month Flow, gpm	67	26	12	2	12	49	0	21	0	146	142	20	152		335	184		46.0					
Max Month Flow, gpm	157	28	13	4	19	118	1	87	0	211	196	28	206		426	291						estimated data	
Permit Rate, gpm	296	32	336	271 gpm when combined			200																

Month	Lafayette Joint Sys Production (in 1,000 gal units)										Dayton Joint Sys Production (in 1,000 gal units)										Joint System		
	Well 2	Well 4	Well 5(x1/2)	Subtract 1/2 of Backwash	Laf Joint Sys Total	Lafayette Usage	Diff (Sys Total - Usage)	% Sys Prod	% Sys Usage	Well 1	Well 3	Well 5(x1/2)	Flower & 11th	Subtract 1/2 of Backwash	Day Joint Sys Total	Dayton Usage	Diff (Sys Total Usage)	% Sys Prod	Sys Usag	Total Prod	Total Usage	% Loss	
January	1,352	2,571	891	154	4,660	6,480	-1,820	46.1	65.7	2,212	2,504	891	0	154	5,453	3,390	2,063	53.92	34.3	10,113	9,870	2	
February	1,392	2,727	898	161	4,856	6,968	-2,112	44.4	65.9	2,605	2,727	898	0	161	6,069	3,606	2,463	55.55	34.1	10,925	10,574	3	
March	1,346	2,858	1,368	162	5,410	7,290	-1,880	47.7	65.6	1,869	2,856	1,368	0	162	5,931	3,822	2,109	52.30	34.4	11,341	11,112	2	
April	1,542	2,229	1,212	202	4,781	7,856	-3,075	39.5	67.2	2,105	4,197	1,212	0	202	7,312	3,826	3,486	60.46	32.8	12,093	11,682	3	
May	1,251	2,196	1,098	212	4,333	8,919	-4,586	39.2	76.9	2,125	3,702	1,098	0	212	6,713	2,678	4,035	60.77	23.1	11,046	11,597	-5	
June	1,413	1,421	733	158	3,409	5,093	-1,684	52.1	56.9	1,427	1,426	433	0	158	3,128	3,859	-731	47.85	43.1	6,537	8,952	-37	
July	1,593	1,773	912	172	4,106	5,027	-922	49.1	49.4	1,754	1,771	912	0	172	4,265	5,155	-891	50.95	50.6	8,370	10,182	-22	
August	892	1,902	973	142	3,625	4,835	-1,210	45.3	46.8	1,638	1,902	973	0	142	4,371	5,501	-1,130	54.66	53.2	7,996	10,336	-29	
September					0		0								0		0			0	0	0	
October					0		0								0		0			0	0	0	
November					0		0								0		0			0	0	0	
December					0		0								0		0			0	0	0	
TOTAL	10,781	17,677	8,083	1,361	35,180	52,468	-17,289			15,735	21,085	7,783	0	1,361	43,242	31,837	11,405			78,421	84,305		
Ave Month Flow, gpm	31	51	23	4	68	152		45.4	61.8	46	61	23	0	4	83	92		54.56	38.2				
Max Month Flow, gpm	37	66	32	5	125	206		52.1	76.9	60	97	32	0	5	169	127		60.77	53.2				
Permit Rate, gpm	300	300	300							300	300	300											estimated data

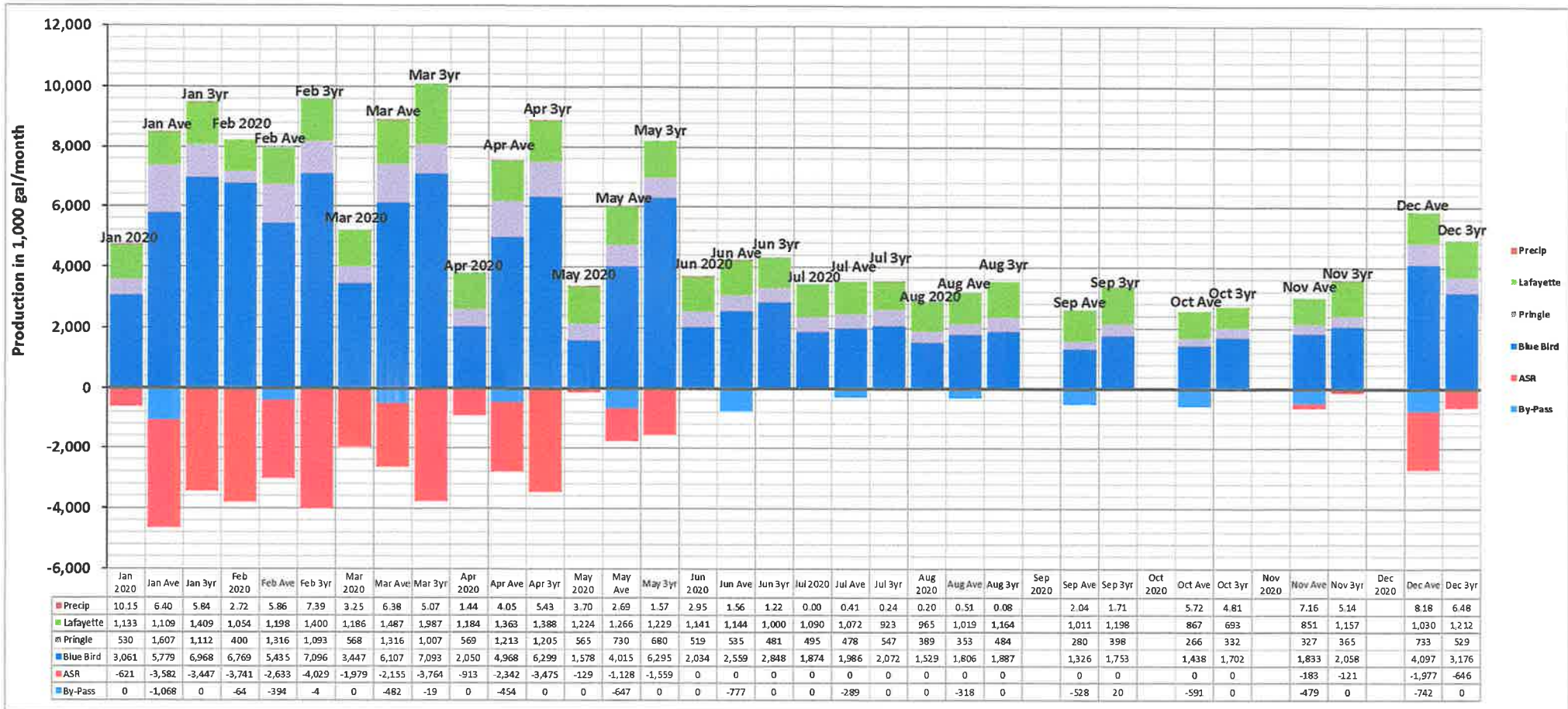
# Lafayette Total Usage for 2020

with Average Usage for 2007-2019; 3 Year Average for 2017-2019



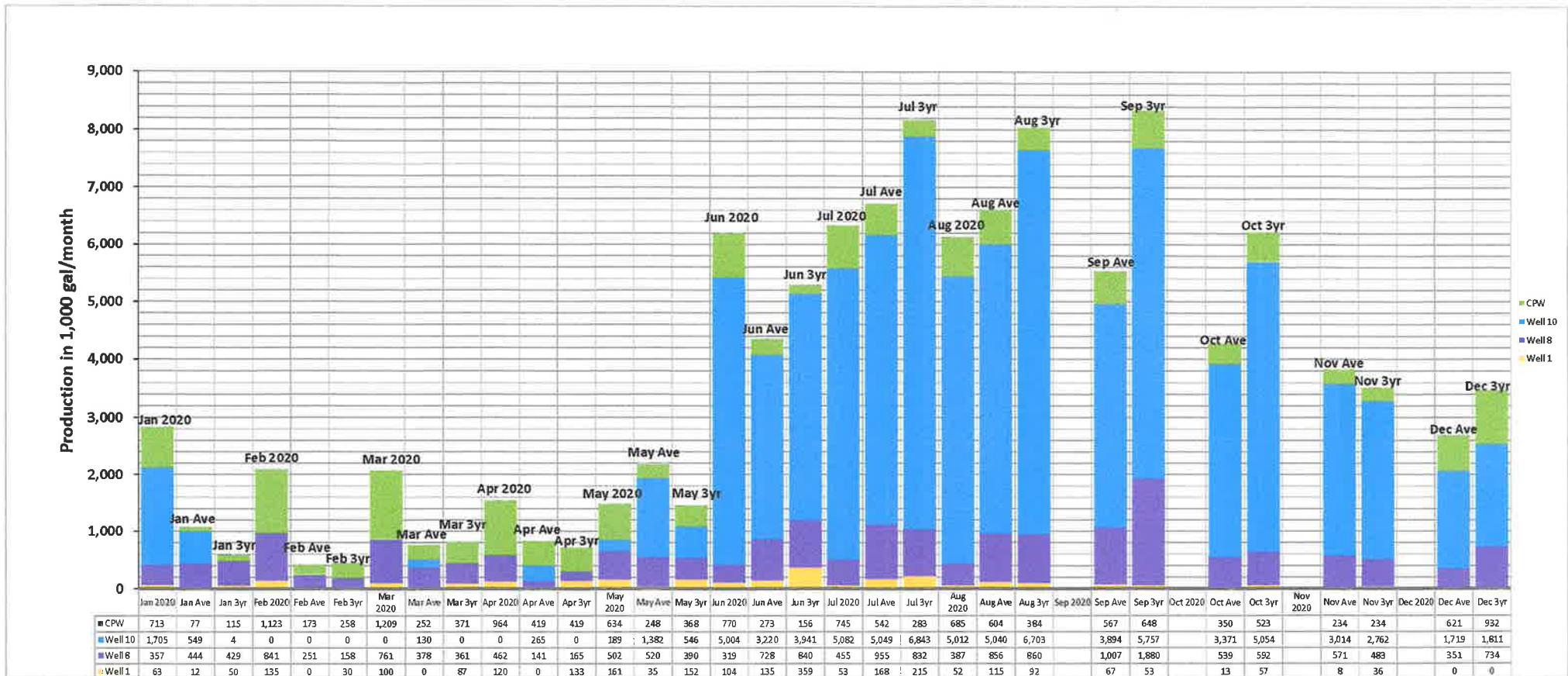
# Spring Production for 2020

with Average Production for 2007-2019; 3 Year Average for 2017-2019



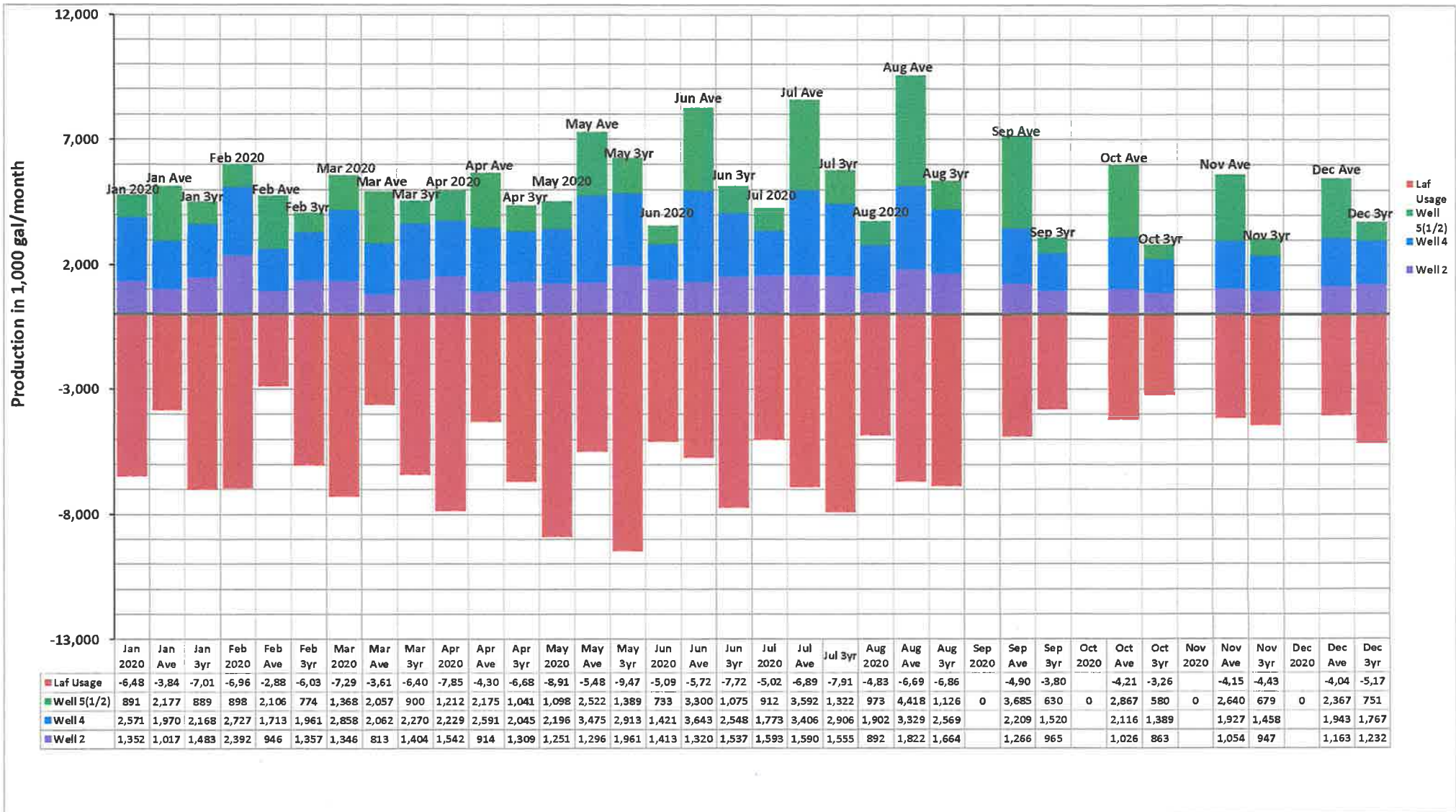
# Watershed Well Production for 2020

with Average Production for 2007-2019; 3 Year Average 2017-2019



# Joint System Well Production for 2020

## with Average Production for 2007-2019; 3 Year Average for 2017-2019



## Lafayette Metered Water Consumption

Month	2011	2012	2013	2014	2015	2016	2017	2018	2,019	2020
	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed	CF Billed
JANUARY	780,700	811,300	764,800	846,800	893,100	777,500	939,400	919,200	800,600	926,400
	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	6,929,953
FEBRUARY	768,154	884,100	840,400	802,700	806,800	736,000	963,100	766,600	899,500	765,000
	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	5,722,597
MARCH	690,086	687,047	723,200	729,200	786,400	840,100	844,800	828,500	998,422	765,219
	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	5,724,236
APRIL	811,613	792,018	740,900	814,200	905,300	829,500	873,700	763,700	809,900	943,233
	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	7,055,873
MAY	751,800	917,913	1,315,900	778,300	900,300	951,300	925,000	1,092,600	1,094,500	868,609
	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	6,497,647
JUNE	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	1,055,500
	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	7,895,688
JULY	1,276,800	1,176,200	1,367,100	1,565,100	1,848,900	1,544,400	1,801,100	1,501,200	1,404,800	1,505,300
	9,551,127	8,798,587	10,226,618	11,707,761	13,830,732	11,552,914	13,473,164	11,229,756	10,508,634	11,260,425.97
AUGUST	1,467,054	1,703,472	1,630,800	1,494,400	1,582,900	1,694,600	1,634,800	1,682,200	1,623,200	1,678,100
	10,974,326	12,742,855	12,199,231	11,178,888	11,840,914	12,676,488	12,229,153	12,583,730	12,142,379	12,553,060
SEPTEMBER	1,387,300	1,263,336	1,176,000	1,339,100	1,240,000	1,584,200	1,105,100	1,244,200	1,220,600	-
	10,377,725	9,450,410	8,797,091	10,017,164	9,275,844	11,850,639	8,266,722	9,307,262	9,130,722	-
OCTOBER	900,200	1,095,700	876,600	1,020,700	895,400	953,400	942,200	920,200	981,400	-
	6,733,964	8,196,405	6,557,423	7,635,366	6,698,057	7,131,927	7,048,145	6,883,574	7,341,382	-
NOVEMBER	812,500	757,900	752,300	817,600	759,500	958,900	918,200	952,700	801,100	-
	6,077,922	5,669,486	5,627,595	6,116,073	5,681,455	7,173,070	6,868,613	7,126,691	5,992,644	-
DECEMBER	763,100	784,200	796,100	730,300	779,600	846,800	819,900	827,700	790,600	-
	5,708,384	5,866,223	5,955,242	5,463,023	5,831,813	6,334,504	6,133,278	6,191,626	5,914,099	-
<b>YEARLY AVG</b>	<b>943,959</b>	<b>981,807</b>	<b>1,003,433</b>	<b>1,009,567</b>	<b>1,057,917</b>	<b>1,091,617</b>	<b>1,090,067</b>	<b>1,061,958</b>	<b>1,061,794</b>	<b>845,700</b>

	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed	Meters Billed
JANUARY	1,240	1,245	1,260	1,266	1,310	1,390	1,446	1,457	1,461	1,469
FEBRUARY	1,239	1,245	1,252	1,269	1,320	1,399	1,454	1,452	1,463	1,474
MARCH	1,249	1,238	1,260	1,270	1,320	1,406	1,458	1,467	1,468	1,474
APRIL	1,246	1,247	1,254	1,269	1,319	1,411	1,461	1,465	1,467	1,474
MAY	1,257	1,251	1,267	1,276	1,321	1,417	1,467	1,469	1,460	1,482
JUNE	1,248	1,263	1,276	1,282	1,328	1,389	1,466	1,466	1,461	1,475
JULY	1,261	1,272	1,278	1,292	1,378	1,419	1,463	1,454	1,471	1,483
AUGUST	1,257	1,281	1,273	1,303	1,381	1,440	1,456	1,469	1,470	1,475
SEPTEMBER	1,257	1,272	1,269	1,319	1,389	1,449	1,457	1,466	1,477	
OCTOBER	1,261	1,265	1,284	1,309	1,376	1,444	1,463	1,458	1,478	
NOVEMBER	1,254	1,261	1,270	1,302	1,376	1,446	1,458	1,466	1,470	
DECEMBER	1,252	1,260	1,259	1,314	1,376	1,453	1,459	1,461	1,467	
<b>YEARLY AVG</b>	<b>1,252</b>	<b>1,258</b>	<b>1,267</b>	<b>1,289</b>	<b>1,350</b>	<b>1,422</b>	<b>1,459</b>	<b>1,463</b>	1,468	1,476

<b>AVG CONS PER METER (C F)</b>	<b>754</b>	<b>780</b>	<b>792</b>	<b>783</b>	<b>784</b>	<b>768</b>	<b>747</b>	<b>726</b>	723	573
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# Memo

**To:** Lafayette City Council  
**From:** Terry Lucich, Fire Chief  
**Date:** September 4, 2020  
**Subject:** Monthly Report

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1. The annual Fire Chiefs Run/ Walk has been cancelled. Fire Department members will not be out this year collecting money for Muscular Dystrophy as we have done many years at this time. The Fourth July Pancake Breakfast was cancelled earlier. The dedication of the new fire station will be on hold for the foreseeable future. While the lack of events has been refreshing it has limited the visibility of our organization and hurt our sense of community.
2. The county firefighter recruit academy will start October 17<sup>th</sup> at the McMinnville Fire Training Grounds. It is a program that consists of 8 days of hands on training, two days of hazardous materials training. There is also 15 hours of online training along with the other training to be able to respond to incidents.
3. Our summer time employee has been very helpful responding on calls during the day. She has been working on keeping the station and equipment clean and ready to go.
4. We have 16 members and had 333 calls for service this year up from 312 at this time last year

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

Unit Notified/Alarm Time:

mm/dd/yyyy to mm/dd/yyyy

Incident Status:

Equal

Validity:

=

Select All Records (51)

Results Per Page 10

1 - 51 of 51

Form Type	Locked	Validity	Status	Unit Notified/Alarm Time	Incident Number	Response Number	Created By	Incident Address	
		100	Completed	8/1/2020 16:23:00	2020283		Terry Lucich	Gun Club and 47	<input type="checkbox"/>
		100	Completed	8/3/2020 12:36:00	2020285		Terry Lucich	99W and Locks	<input type="checkbox"/>
		100	Completed	8/4/2020 01:01:00	2020284		Terry Lucich	2nd	<input type="checkbox"/>
		100	Completed	8/4/2020 09:42:00	2020286		Terry Lucich	99W and Locks	<input type="checkbox"/>
		100	Completed	8/4/2020 11:28:00	2020287		Terry Lucich	99W	<input type="checkbox"/>
		100	Completed	8/6/2020 13:05:00	2020288		Terry Lucich	13th	<input type="checkbox"/>
		100	Completed	8/6/2020 16:03:00	2020289		Terry Lucich	3rd	<input type="checkbox"/>
		100	Completed	8/8/2020 06:40:22	2020296		Terry Lucich	2nd	<input type="checkbox"/>
		100	Completed	8/8/2020 19:30:00	2020291		Terry Lucich	99W	<input type="checkbox"/>
		100	Completed	8/9/2020 17:33:00	2020292		Terry Lucich	99W	<input type="checkbox"/>
		100	Completed	8/9/2020 18:14:00	2020293		Terry Lucich	Adams	<input type="checkbox"/>
		100	Completed	8/10/2020 16:20:00	2020294		Terry Lucich	15th	<input type="checkbox"/>
		100	Completed	8/10/2020 21:47:00	2020295		Terry Lucich	7th	<input type="checkbox"/>
		100	Completed	8/12/2020 15:48:00	2020296		Terry Lucich	Joels	<input type="checkbox"/>
		100	Completed	8/12/2020 16:17:00	2020297		Terry Lucich	2nd	<input type="checkbox"/>
		100	Completed	8/12/2020 21:24:00	2020298		Terry Lucich	Ferry	<input type="checkbox"/>
		100	Completed	8/13/2020 09:44:00	2020299		Terry Lucich	3rd	<input type="checkbox"/>
		100	Completed	8/14/2020 00:14:00	2020300		Terry Lucich	Canyon View	<input type="checkbox"/>
		100	Completed	8/14/2020 07:58:00	2020301		Terry Lucich	Canyon View	<input type="checkbox"/>
		100	Completed	8/14/2020 20:02:00	2020302		Terry Lucich	Washington	<input type="checkbox"/>
		100	Completed	8/15/2020 15:04:00	220303		Terry Lucich	Unionvale	<input type="checkbox"/>
		100	Completed	8/15/2020 15:43:00	2020304		Terry Lucich	7th	<input type="checkbox"/>
		100	Completed	8/15/2020 16:57:00	2020305		Terry Lucich	Lena	<input type="checkbox"/>
		100	Completed	8/15/2020 17:18:00	2020306		Terry Lucich	3rd	<input type="checkbox"/>

Form Type	Locked	Validity	Status	Unit Notified/Alarm Time	Incident Number	Response Number	Created By	Incident Address	
		100	Completed	8/15/2020 17:22:00	2020307		Terry Lucich	12TH	<input type="checkbox"/>
		100	Completed	8/15/2020 21:33:00	2020308		Terry Lucich	Locks	<input type="checkbox"/>
		100	Completed	8/16/2020 17:56:00	2020309		Terry Lucich	Bridge	<input type="checkbox"/>
		100	Completed	8/17/2020 11:06:00	2020310		Terry Lucich	Abbey	<input type="checkbox"/>
		100	Completed	8/18/2020 15:23:00	2020311		Terry Lucich	3rd	<input type="checkbox"/>
		100	Completed	8/18/2020 20:19:00	2020312		Terry Lucich	Cosmo	<input type="checkbox"/>
		100	Completed	8/19/2020 00:55:00	2020313		Terry Lucich	Crystal	<input type="checkbox"/>
		100	Completed	8/19/2020 16:17:00	22020314		Terry Lucich	3rd	<input type="checkbox"/>
		100	Completed	8/20/2020 07:37:00	2020315		Terry Lucich	lafayette	<input type="checkbox"/>
		100	Completed	8/21/2020 07:40:00	2020316		Terry Lucich	Winters	<input type="checkbox"/>
		100	Completed	8/22/2020 08:32:00	2020318		Terry Lucich	3rd	<input type="checkbox"/>
		100	Completed	8/23/2020 12:58:00	2020321		Terry Lucich	Abbey Lane	<input type="checkbox"/>
		100	Completed	8/23/2020 13:08:00	2020314		Terry Lucich	8th	<input type="checkbox"/>
		100	Completed	8/23/2020 15:19:00	2020320		Terry Lucich	3rd	<input type="checkbox"/>
		100	Completed	8/25/2020 14:39:00	2020322		Terry Lucich	9th	<input type="checkbox"/>
		100	Completed	8/25/2020 14:57:00	2020323		Terry Lucich	Abbey	<input type="checkbox"/>
		100	Completed	8/25/2020 18:39:00	2020324		Terry Lucich	Breyman Orchards	<input type="checkbox"/>
		100	Completed	8/26/2020 17:15:00	2020325		Terry Lucich	15th	<input type="checkbox"/>
		100	Completed	8/26/2020 18:42:00	2020326		Terry Lucich	4th	<input type="checkbox"/>
		100	Completed	8/27/2020 18:11:00	2020327		Terry Lucich	13th and Bridge	<input type="checkbox"/>
		100	Completed	8/28/2020 00:41:00	2020328		Terry Lucich	17th	<input type="checkbox"/>
		100	Completed	8/28/2020 11:55:00	2020327		Terry Lucich	3rd and Jefferson	<input type="checkbox"/>
		100	Completed	8/29/2020 16:31:00	2020328		Terry Lucich	Mineral Springs	<input type="checkbox"/>
		100	Completed	8/30/2020 12:55:00	2020329		Terry Lucich	Webfoot	<input type="checkbox"/>
		100	Completed	8/30/2020 16:55:00	020330		Terry Lucich	Madison	<input type="checkbox"/>
		100	Completed	8/30/2020 19:07:00	2020331		Terry Lucich	3rd	<input type="checkbox"/>

EMS/Fire Incident List

Form Type	Locked	Validity	Status	Unit Notified/Alarm Time	Incident Number	Response Number	Created By	Incident Address
		100	Completed	8/31/2020 01:43:00	2020332		Terry Lucich	Madison

**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
41864	4	A&E SECURITY ELECTRO	1	180197	Yes	2021 2		8/11/2020	8/11/2020		\$11.50
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.1.671	SMALL TOOLS, EQUIPMEN		11.50		0.00	0		
		Desc:									
											1099
41865	1617	ACTION FIRE & SAFETY	1	031070	Yes	2021 2		8/11/2020	8/11/2020		\$130.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.7.622	OPERATING SUPPLIES		130.00		0.00	0		
		Desc:									
41866	2286	JEAN BRANCH	1	2020AUG	Yes	2021 2		8/11/2020	8/11/2020		\$115.60
		Desc:	UTILITY DEPOSIT REFUND								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	35.0.632	UTILITY DEPOSIT REFUND		115.60		0.00	0		
		Desc:									
41868	1348	CITY SWEEPERS	1	27006	Yes	2021 2		8/11/2020	8/11/2020		\$2,425.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	05.0.590	SERVICE CONTRACTS		2,425.00		0.00	0		
		Desc:									
											1099
41869	1040	CASELLE, INC.	1	103926	Yes	2021 2		8/11/2020	8/11/2020		\$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:									
41870	83	CASCADE COLUMBIA DIS	1	784444	Yes	2021 2		8/11/2020	8/11/2020		\$500.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.622	OPERATING SUPPLIES		500.00		0.00	0		
		Desc:									
41871	83	CASCADE COLUMBIA DIS	1	784726	Yes	2021 2		8/11/2020	8/11/2020		\$245.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.622	OPERATING SUPPLIES		245.00		0.00	0		
		Desc:									
41872	1578	FRESH AIRE OFFICE FRA	1	08-113067	Yes	2021 2		8/11/2020	8/11/2020		\$20.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.1.677	FACILITY MAINTENANCE &		20.00		0.00	0		
		Desc:									
41873	804	FURROW PUMP	1	0054589	Yes	2021 2		8/11/2020	8/11/2020		\$395.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	04.0.676	SYSTEM REPAIRS & MAINT		395.00		0.00	0		
		Desc:									
41874	252	HOFRICHTER REPAIR, LL	1	1095	Yes	2021 2		8/11/2020	8/11/2020		\$371.58
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	01.7.673	VEHICLE OPERATION & MA		371.58		0.00	0		
		Desc:									
											1099
41875	252	HOFRICHTER REPAIR, LL	1	1147	Yes	2021 2		8/11/2020	8/11/2020		\$150.00
		Desc:									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category

**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 01.7.673		VEHICLE OPERATION & MA			150.00		0.00	0	
		Desc:									1099
41876	1595	INNOVA NW	1	23104	Yes	2021 2		8/11/2020	8/11/2020		\$134.85
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		03.0.590			67.43	0.00	0		
		Desc:		SERVICE CONTRACTS							
		2		04.0.590			67.42	0.00	0		
		Desc:		SERVICE CONTRACTS							
41877	11	L.N.CURTIS & SONS	1	411986	Yes	2021 2		8/11/2020	8/11/2020		\$8.76
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.7.671			8.76	0.00	0		
		Desc:		SMALL TOOLS, EQUIPMEN							
41879	695	LOWE'S COMPANIES, INC	1	916554	Yes	2021 2		8/11/2020	8/11/2020		\$331.55
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.6.725			331.55	0.00	0		
		Desc:		LARGE EQUIPMENT							
41880	695	LOWE'S COMPANIES, INC	1	909916	Yes	2021 2		8/11/2020	8/11/2020		\$54.32
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.676			54.32	0.00	0		
		Desc:		SYSTEM REPAIRS & MAINT							
41882	743	McMINNVILLE WATER & L	1	2020AUG 67511	Yes	2021 2		8/11/2020	8/11/2020		\$268.11
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.661			268.11	0.00	0		
		Desc:		UTILITIES							
41883	743	McMINNVILLE WATER & L	1	2020AUG 89021	Yes	2021 2		8/11/2020	8/11/2020		\$609.84
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.661			609.84	0.00	0		
		Desc:		UTILITIES							
41884	743	McMINNVILLE WATER & L	1	2020AUG 12196	Yes	2021 2		8/11/2020	8/11/2020		\$7,492.64
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.601			7,492.64	0.00	0		
		Desc:		WATER PURCHASE							
41886	136	MID-WILLAMETTE VALLE	1	2021064	Yes	2021 2		8/11/2020	8/11/2020		\$2,375.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.521			1,530.00	0.00	0		
		Desc:		PLANNING SERVICES							
		2		01.2.521			845.00	0.00	0		
		Desc:		PLANNING SERVICES							
41887	1855	OREGON DEPT OF PUBLI	1	ARF73548	Yes	2021 2		8/11/2020	8/11/2020		\$80.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.7.657			80.00	0.00	0		
		Desc:		SCHOOLING & CERTIFICAT							
41889	36	OREGON ASSOCIATION O	1	29158	Yes	2021 2		8/11/2020	8/11/2020		\$660.50
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category



**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
41902	20	QUILL CORPORATION	1	8911139	Yes	2021 2		8/11/2020	8/11/2020		\$114.89
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.611		OFFICE SUPPLIES		11.99		0.00	0		
Desc:											
	2	01.1.611		OFFICE SUPPLIES		34.30		0.00	0		
Desc:											
	3	03.0.611		OFFICE SUPPLIES		34.30		0.00	0		
Desc:											
	4	04.0.611		OFFICE SUPPLIES		34.30		0.00	0		
Desc:											
41903	20	QUILL CORPORATION	1	9078652	Yes	2021 2		8/11/2020	8/11/2020		\$8.98
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.699		MISCELLANEOUS		8.98		0.00	0		
Desc:											
41905	481	PORTLAND GENERAL EL	1	2020AUG	Yes	2021 2		8/11/2020	8/11/2020		\$10,005.89
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.661		UTILITIES		403.22		0.00	0		
Desc:											
	2	01.6.661		UTILITIES		196.60		0.00	0		
Desc:											
	3	03.0.661		UTILITIES		4,287.09		0.00	0		
Desc:											
	4	04.0.661		UTILITIES		2,383.16		0.00	0		
Desc:											
	5	05.0.662		STREET LIGHTING ELECTR		2,735.82		0.00	0		
Desc:											
41906	1721	AMERICAN LEAK DETECTI	1	51211	Yes	2021 2		8/11/2020	8/11/2020		\$575.00
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.590		SERVICE CONTRACTS		575.00		0.00	0		
Desc:											
41908	1083	EXPRESS PERSONNEL S	1	84216502	Yes	2021 2		8/12/2020	8/12/2020		\$1,013.20
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.590		SERVICE CONTRACTS		337.73		0.00	0		
Desc:											
	2	03.0.590		SERVICE CONTRACTS		337.73		0.00	0		
Desc:											
	3	04.0.590		SERVICE CONTRACTS		337.74		0.00	0		
Desc:											
41909	1083	EXPRESS PERSONNEL S	1	24243104	Yes	2021 2		8/12/2020	8/12/2020		\$962.54
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.590		SERVICE CONTRACTS		320.85		0.00	0		
Desc:											
	2	03.0.590		SERVICE CONTRACTS		320.85		0.00	0		
Desc:											
	3	04.0.590		SERVICE CONTRACTS		320.84		0.00	0		
Desc:											

**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Discount Date	Amount																																																																																																																																																																																																																
41910	1684	HAWORTH INC	1	2020AUG FS PE	Yes	2021	2		8/12/2020	8/12/2020		\$458,969.73																																																																																																																																																																																																																
<table border="1"> <tr><td colspan="13">Desc:</td></tr> <tr> <th>Line</th> <th colspan="3">Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th colspan="5">Category</th> </tr> <tr> <td>1</td> <td colspan="3">29.0.734</td> <td>PROJECT CONSTRUCTION</td> <td>458,969.73</td> <td>0.00</td> <td>91</td> <td>29-01</td> <td colspan="4">CONST</td> </tr> <tr><td colspan="13">Desc:</td></tr> </table>													Desc:													Line	Account Number			AP Amount	Liq Amount	Project	Task	Category					1	29.0.734			PROJECT CONSTRUCTION	458,969.73	0.00	91	29-01	CONST				Desc:																																																																																																																																																																								
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41911	20	QUILL CORPORATION	1	9198582	Yes	2021	2		8/12/2020	8/12/2020		\$185.11																																																																																																																																																																																																																
<table border="1"> <tr><td colspan="13">Desc:</td></tr> <tr> <th>Line</th> <th colspan="3">Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th colspan="5">Category</th> </tr> <tr> <td>1</td> <td colspan="3">01.1.677</td> <td>FACILITY MAINTENANCE &amp;</td> <td>48.99</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> <tr> <td>2</td> <td colspan="3">01.7.677</td> <td>FACILITY MAINTENANCE &amp;</td> <td>24.50</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> <tr> <td>3</td> <td colspan="3">04.0.677</td> <td>FACILITY MAINTENANCE &amp;</td> <td>24.49</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> <tr> <td>4</td> <td colspan="3">01.1.699</td> <td>MISCELLANEOUS</td> <td>30.17</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> <tr> <td>5</td> <td colspan="3">01.1.611</td> <td>OFFICE SUPPLIES</td> <td>8.99</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> <tr> <td>6</td> <td colspan="3">03.0.611</td> <td>OFFICE SUPPLIES</td> <td>23.99</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> <tr> <td>7</td> <td colspan="3">04.0.611</td> <td>OFFICE SUPPLIES</td> <td>23.98</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> </table>													Desc:													Line	Account Number			AP Amount	Liq Amount	Project	Task	Category					1	01.1.677			FACILITY MAINTENANCE &	48.99	0.00	0						Desc:													2	01.7.677			FACILITY MAINTENANCE &	24.50	0.00	0						Desc:													3	04.0.677			FACILITY MAINTENANCE &	24.49	0.00	0						Desc:													4	01.1.699			MISCELLANEOUS	30.17	0.00	0						Desc:													5	01.1.611			OFFICE SUPPLIES	8.99	0.00	0						Desc:													6	03.0.611			OFFICE SUPPLIES	23.99	0.00	0						Desc:													7	04.0.611			OFFICE SUPPLIES	23.98	0.00	0						Desc:												
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41912	5	RECOLOGY WESTERN OR	1	14330047	Yes	2021	2		8/12/2020	8/12/2020		\$263.06																																																																																																																																																																																																																
<table border="1"> <tr><td colspan="13">Desc:</td></tr> <tr> <th>Line</th> <th colspan="3">Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th colspan="5">Category</th> </tr> <tr> <td>1</td> <td colspan="3">01.6.661</td> <td>UTILITIES</td> <td>263.06</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> </table>													Desc:													Line	Account Number			AP Amount	Liq Amount	Project	Task	Category					1	01.6.661			UTILITIES	263.06	0.00	0						Desc:																																																																																																																																																																								
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41913	5	RECOLOGY WESTERN OR	1	14330120	Yes	2021	2		8/12/2020	8/13/2020		\$413.78																																																																																																																																																																																																																
<table border="1"> <tr><td colspan="13">Desc:</td></tr> <tr> <th>Line</th> <th colspan="3">Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th colspan="5">Category</th> </tr> <tr> <td>1</td> <td colspan="3">03.0.661</td> <td>UTILITIES</td> <td>124.13</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> <tr> <td>2</td> <td colspan="3">04.0.661</td> <td>UTILITIES</td> <td>289.65</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> </table>													Desc:													Line	Account Number			AP Amount	Liq Amount	Project	Task	Category					1	03.0.661			UTILITIES	124.13	0.00	0						Desc:													2	04.0.661			UTILITIES	289.65	0.00	0						Desc:																																																																																																																																														
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41914	5	RECOLOGY WESTERN OR	1	14330229	Yes	2021	2		8/12/2020	8/13/2020		\$46.00																																																																																																																																																																																																																
<table border="1"> <tr><td colspan="13">Desc:</td></tr> <tr> <th>Line</th> <th colspan="3">Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th colspan="5">Category</th> </tr> <tr> <td>1</td> <td colspan="3">01.1.661</td> <td>UTILITIES</td> <td>46.00</td> <td>0.00</td> <td>0</td> <td></td> <td colspan="4"></td> </tr> <tr><td colspan="13">Desc:</td></tr> </table>													Desc:													Line	Account Number			AP Amount	Liq Amount	Project	Task	Category					1	01.1.661			UTILITIES	46.00	0.00	0						Desc:																																																																																																																																																																								
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41915	709	RIDGWAY SUPPLY	1	0065087	Yes	2021	2		8/12/2020	8/13/2020		\$13.42																																																																																																																																																																																																																
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41916	709	RIDGWAY SUPPLY	1	0065084	Yes	2021	2		8/12/2020	8/12/2020		\$8.18																																																																																																																																																																																																																
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1	04.0.676			SYSTEM REPAIRS & MAINT	8.18	0.00	0																																																																																																																																																																																																																					
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41917	156	SEAWESTERN FIRE APPA	1	7128	Yes	2021	2		8/12/2020	8/12/2020		\$135.00																																																																																																																																																																																																																
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**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 01.7.622		OPERATING SUPPLIES			135.00		0.00	0	
		Desc:									
41918	1633	VERIZON WIRELESS	1	9859480946	Yes	2021 2		8/12/2020	8/12/2020		\$324.98
		Desc:									
		<b>Line</b>		<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1		01.1.663			43.24	0.00	0		
		Desc:		COMMUNICATIONS/TELEP							
		2		03.0.663			140.87	0.00	0		
		Desc:		COMMUNICATIONS/TELEP							
		3		04.0.663			140.87	0.00	0		
		Desc:		COMMUNICATIONS/TELEP							
41919	1633	VERIZON WIRELESS	1	9859614737	Yes	2021 2		8/12/2020	8/12/2020		\$98.42
		Desc:									
		<b>Line</b>		<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1		04.0.663			98.42	0.00	0		
		Desc:		COMMUNICATIONS/TELEP							
41920	2202	WATER-DROP WATER/WA	1	13	Yes	2021 2		8/12/2020	8/12/2020		\$520.00
		Desc:									
		<b>Line</b>		<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1		03.0.590			520.00	0.00	0		
		Desc:		SERVICE CONTRACTS							1099
41921	45	WILCO	1	594095	Yes	2021 2		8/12/2020	8/12/2020		\$8.59
		Desc:									
		<b>Line</b>		<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1		03.0.677			5.49	0.00	0		
		Desc:		FACILITY MAINTENANCE &							
		2		03.0.671			3.10	0.00	0		
		Desc:		SMALL TOOLS, EQUIPMEN							
41922	45	WILCO	1	595106	Yes	2021 2		8/12/2020	8/12/2020		\$23.38
		Desc:									
		<b>Line</b>		<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1		01.6.677			23.38	0.00	0		
		Desc:		FACILITY MAINTENANCE &							
41923	45	WILCO	1	157851	Yes	2021 2		8/12/2020	8/12/2020		\$706.15
		Desc:									
		<b>Line</b>		<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1		01.7.673			173.35	0.00	0		
		Desc:		VEHICLE OPERATION & MA							
		2		03.0.673			88.80	0.00	0		
		Desc:		VEHICLE OPERATION & MA							
		3		03.0.674			88.80	0.00	0		
		Desc:		EQUIPMENT OPERATION &							
		4		04.0.673			88.80	0.00	0		
		Desc:		VEHICLE OPERATION & MA							
		5		04.0.674			88.80	0.00	0		
		Desc:		EQUIPMENT OPERATION &							
		6		05.0.673			88.80	0.00	0		
		Desc:		VEHICLE OPERATION & MA							
		7		05.0.674			88.80	0.00	0		
		Desc:		EQUIPMENT OPERATION &							
41924	45	WILCO	1	595183	Yes	2021 2		8/12/2020	8/12/2020		\$34.81
		Desc:									
		<b>Line</b>		<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>

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		1 01.6.677		FACILITY MAINTENANCE &			11.69	0.00	0		
		Desc:									
		2 01.6.671		SMALL TOOLS, EQUIPMEN			23.12	0.00	0		
		Desc:									
41925	45	WILCO	1	595531	Yes	2021 2		8/12/2020	8/12/2020		\$9.34
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	03.0.671	SMALL TOOLS, EQUIPMEN			9.34	0.00	0		
		Desc:									
41926	45	WILCO	1	595707	Yes	2021 2		8/12/2020	8/12/2020		\$197.87
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.6.677	FACILITY MAINTENANCE &			197.87	0.00	0		
		Desc:									
41927	34	YAMHILL COMMUNICATIO	1	FY21-02-LAF	Yes	2021 2		8/12/2020	8/12/2020		\$5,396.83
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.5.665	EMERGENCY COMMUNICA			4,359.00	0.00	0		
		Desc:									
		2	01.7.665	EMERGENCY COMMUNICA			1,037.83	0.00	0		
		Desc:									
41928	40	YAMHILL COUNTY SHERI	1	2020AUG	Yes	2021 2		8/12/2020	8/12/2020		\$26,982.14
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.5.551	FULL TIME DEPUTY SHERI			26,982.14	0.00	0		
		Desc:									
41930	83	CASCADE COLUMBIA DIS	1	785224	Yes	2021 2		8/12/2020	8/12/2020		\$855.00
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	04.0.622	OPERATING SUPPLIES			855.00	0.00	0		
		Desc:									
41931	2246	KTL SOLUTIONS	1	31215	Yes	2021 2		8/12/2020	8/12/2020		\$100.00
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.614	COMPUTER SOFTWARE S			100.00	0.00	0		
		Desc:									
41933	22	STAPLES CREDIT PLAN	1	2579124531	Yes	2021 2		8/13/2020	8/13/2020		\$256.22
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.613	COMPUTER SUPPLIES			256.22	0.00	0		
		Desc:									
41934	22	STAPLES CREDIT PLAN	1	2580827701	Yes	2021 2		8/13/2020	8/13/2020		\$466.75
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.613	COMPUTER SUPPLIES			466.75	0.00	0		
		Desc:									
41935	22	STAPLES CREDIT PLAN	1	2581690601	Yes	2021 2		8/13/2020	8/13/2020		\$28.29
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	01.1.677	FACILITY MAINTENANCE &			28.29	0.00	0		
		Desc:									
41936	22	STAPLES CREDIT PLAN	1	2582182651	Yes	2021 2		8/13/2020	8/13/2020		\$16.09
		Desc:									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category



**CITY OF LAFAYETTE**

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from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		2 01.1.699		MISCELLANEOUS			-11.00	0.00	0		
		Desc:									
		3 01.1.677		FACILITY MAINTENANCE &			-41.96	0.00	0		
		Desc:									
41948	709	RIDGWAY SUPPLY	1	53475 CR	Yes	2021 2		8/21/2020	8/21/2020		\$19.51
		Desc:		UNCLAIMED CHECK 30133							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.676			-19.51	0.00	0		
		Desc:		SYSTEM REPAIRS & MAINT							
41950	2073	TONY J BLACK	1	2018APR CR	Yes	2021 2		8/25/2020	8/25/2020		\$3.70
		Desc:		UNCLAIMED CHECK 29280							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		04.0.699			-3.70	0.00	0		
		Desc:		MISCELLANEOUS							
41951	2080	ABDULLAH M ALMALKI	1	2018MAY CR	Yes	2021 2		8/25/2020	8/25/2020		\$25.00
		Desc:		UNCLAIMED CHECK 29352							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.4.619			-25.00	0.00	0		
		Desc:		REFUNDS OF FINES							
41952	2128	THOMAS GREENSLADE	1	2018OCT CR	Yes	2021 2		8/25/2020	8/25/2020		\$25.00
		Desc:		UNCLAIMED CHECK 29802							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.4.619			-25.00	0.00	0		
		Desc:		REFUNDS OF FINES							
41953	2154	OTTOMAN BURGE	1	2019JAN CR	Yes	2021 2		8/25/2020	8/25/2020		\$4.87
		Desc:		UNCLAIMED CHECK 30024							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.632			-4.87	0.00	0		
		Desc:		UTILITY DEPOSIT REFUND							
41954	2172	JUSTIN JACKSON	1	2019APR CR	Yes	2021 2		8/25/2020	8/25/2020		\$8.71
		Desc:		UNCLAIMED CHECK 30305							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		35.0.632			-8.71	0.00	0		
		Desc:		UTILITY DEPOSIT REFUND							
41956	482	AFLAC	1	026798	Yes	2021 2		8/26/2020	8/26/2020		\$351.71
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		99.0.146			351.71	0.00	0		
		Desc:		AFLAC PAYABLE							
41957	1260	ALEXONET INC	1	1434	Yes	2021 2		8/26/2020	8/26/2020		\$435.00
		Desc:									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.590			145.00	0.00	0		
		Desc:		SERVICE CONTRACTS							
		2		03.0.590			145.00	0.00	0		
		Desc:		SERVICE CONTRACTS							
		3		04.0.590			145.00	0.00	0		
		Desc:		SERVICE CONTRACTS							
41958	1696	BOY SCOUT TROOP 260	1	2020AUG	Yes	2021 2		8/26/2020	8/26/2020		\$280.00
		Desc:		COMMUNITY GRANT (FY 2019)							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		01.1.682			280.00	0.00	0		
		Desc:		COMMUNITY OUTREACH							

**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
41960	1787	CANON FINANCIAL SERVI	1	21765281	Yes	2021 2		8/26/2020	8/26/2020		\$761.84
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.615				COPIER LEASE & MAINTEN	761.84	0.00	0		
Desc:											
41961	83	CASCADE COLUMBIA DIS	1	785553	Yes	2021 2		8/26/2020	8/26/2020		\$686.25
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.622				OPERATING SUPPLIES	686.25	0.00	0		
Desc:											
41962	453	DELL MARKETING L.P.	1	10417047264	Yes	2021 2		8/26/2020	8/26/2020		\$853.35
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.613				COMPUTER SUPPLIES	284.45	0.00	0		
Desc:											
	2	03.0.611				OFFICE SUPPLIES	284.45	0.00	0		
Desc:											
	3	04.0.611				OFFICE SUPPLIES	284.45	0.00	0		
Desc:											
41963	1083	EXPRESS PERSONNEL S	1	24268874	Yes	2021 2		8/26/2020	8/26/2020		\$994.20
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.590				SERVICE CONTRACTS	331.40	0.00	0		
Desc:											
	2	03.0.590				SERVICE CONTRACTS	331.40	0.00	0		
Desc:											
	3	04.0.590				SERVICE CONTRACTS	331.40	0.00	0		
Desc:											
41964	1083	EXPRESS PERSONNEL S	1	24298554	Yes	2021 2		8/26/2020	8/26/2020		\$512.93
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	01.1.590				SERVICE CONTRACTS	170.98	0.00	0		
Desc:											
	2	03.0.590				SERVICE CONTRACTS	170.98	0.00	0		
Desc:											
	3	04.0.590				SERVICE CONTRACTS	170.97	0.00	0		
Desc:											
41965	1624	EDGE ANALYTICAL LABO	1	20-28546	Yes	2021 2		8/26/2020	8/26/2020		\$353.00
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	03.0.621				TESTING & SAMPLES	353.00	0.00	0		
Desc:											
41966	1624	EDGE ANALYTICAL LABO	1	20-28544	Yes	2021 2		8/26/2020	8/26/2020		\$353.00
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	03.0.621				TESTING & SAMPLES	353.00	0.00	0		
Desc:											
41967	1624	EDGE ANALYTICAL LABO	1	20-26660	Yes	2021 2		8/26/2020	8/26/2020		\$40.00
Desc:											
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category
	1	04.0.621				TESTING & SAMPLES	40.00	0.00	0		
Desc:											

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from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
41968	1624	EDGE ANALYTICAL LABO	1	20-26658	Yes	2021 2		8/26/2020	8/26/2020		\$280.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.621 TESTING & SAMPLES			280.00	0.00	0			
		Desc:									
41969	1624	EDGE ANALYTICAL LABO	1	20-26425	Yes	2021 2		8/26/2020	8/26/2020		\$353.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	03.0.621 TESTING & SAMPLES			353.00	0.00	0			
		Desc:									
41970	1624	EDGE ANALYTICAL LABO	1	20-26424	Yes	2021 2		8/26/2020	8/26/2020		\$353.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	03.0.621 TESTING & SAMPLES			353.00	0.00	0			
		Desc:									
41971	1624	EDGE ANALYTICAL LABO	1	20-27539	Yes	2021 2		8/26/2020	8/26/2020		\$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:									
41972	1624	EDGE ANALYTICAL LABO	1	20-27542	Yes	2021 2		8/26/2020	8/26/2020		\$20.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.621 TESTING & SAMPLES			20.00	0.00	0			
		Desc:									
41973	1624	EDGE ANALYTICAL LABO	1	20-27751	Yes	2021 2		8/26/2020	8/26/2020		\$105.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	03.0.621 TESTING & SAMPLES			105.00	0.00	0			
		Desc:									
41974	1624	EDGE ANALYTICAL LABO	1	20-26773	Yes	2021 2		8/26/2020	8/26/2020		\$390.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	03.0.621 TESTING & SAMPLES			390.00	0.00	0			
		Desc:									
41975	1624	EDGE ANALYTICAL LABO	1	20-25494	Yes	2021 2		8/26/2020	8/26/2020		\$368.20
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.621 TESTING & SAMPLES			368.20	0.00	0			
		Desc:									
41976	1624	EDGE ANALYTICAL LABO	1	20-26468	Yes	2021 2		8/26/2020	8/26/2020		\$76.80
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.621 TESTING & SAMPLES			76.80	0.00	0			
		Desc:									
41977	1624	EDGE ANALYTICAL LABO	1	20-27671	Yes	2021 2		8/26/2020	8/26/2020		\$360.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	04.0.621 TESTING & SAMPLES			360.00	0.00	0			
		Desc:									
41978	1624	EDGE ANALYTICAL LABO	1	20-27538	Yes	2021 2		8/26/2020	8/26/2020		\$353.00
		Desc:									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	

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**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	1	03.0.621		TESTING & SAMPLES			353.00		0.00	0	
	Desc:										
41979	1624	EDGE ANALYTICAL LABO	1	20-27536	Yes	2021	2	8/26/2020	8/26/2020		\$353.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				TESTING & SAMPLES	353.00	0.00	0		
	Desc:										
41980	1624	EDGE ANALYTICAL LABO	1	20-26726	Yes	2021	2	8/26/2020	8/26/2020		\$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:										
41981	1624	EDGE ANALYTICAL LABO	1	20-25512	Yes	2021	2	8/26/2020	8/26/2020		\$680.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	04.0.621				TESTING & SAMPLES	680.00	0.00	0		
	Desc:										
41982	1624	EDGE ANALYTICAL LABO	1	20-26426	Yes	2021	2	8/26/2020	8/26/2020		\$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:										
41983	1624	EDGE ANALYTICAL LABO	1	20-26436	Yes	2021	2	8/26/2020	8/26/2020		\$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:										
41984	1624	EDGE ANALYTICAL LABO	1	20-25463	Yes	2021	2	8/26/2020	8/26/2020		\$353.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				TESTING & SAMPLES	353.00	0.00	0		
	Desc:										
41985	1624	EDGE ANALYTICAL LABO	1	20-25465	Yes	2021	2	8/26/2020	8/26/2020		\$353.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				TESTING & SAMPLES	353.00	0.00	0		
	Desc:										
41986	1624	EDGE ANALYTICAL LABO	1	20-24525	Yes	2021	2	8/26/2020	8/26/2020		\$274.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				TESTING & SAMPLES	274.00	0.00	0		
	Desc:										
41987	1624	EDGE ANALYTICAL LABO	1	20-24526	Yes	2021	2	8/26/2020	8/26/2020		\$274.00
	Desc:										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	03.0.621				TESTING & SAMPLES	274.00	0.00	0		
	Desc:										
41988	1624	EDGE ANALYTICAL LABO	1	20-25466	Yes	2021	2	8/26/2020	8/26/2020		\$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:										

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from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount																																																																																				
41989	2031	FIRE MOUNTAIN FARMS	1	2020AUG	Yes	2021 2		8/26/2020	8/26/2020		\$124,008.50																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>03.0.741</td> <td>FACILITY IMPROVEMENTS</td> <td>124,008.50</td> <td>0.00</td> <td>95</td> <td>03-01</td> <td>CONST</td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	03.0.741	FACILITY IMPROVEMENTS	124,008.50	0.00	95	03-01	CONST					Desc:																																															
Desc:																																																																																															
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																																									
1	03.0.741	FACILITY IMPROVEMENTS	124,008.50	0.00	95	03-01	CONST																																																																																								
Desc:																																																																																															
41990	1578	FRESH AIRE OFFICE FRA	1	08-113146	Yes	2021 2		8/26/2020	8/26/2020		\$20.00																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>01.1.677</td> <td>FACILITY MAINTENANCE &amp;</td> <td>20.00</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	01.1.677	FACILITY MAINTENANCE &	20.00	0.00	0							Desc:																																															
Desc:																																																																																															
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																																									
1	01.1.677	FACILITY MAINTENANCE &	20.00	0.00	0																																																																																										
Desc:																																																																																															
41991	1434	GOV OFFICE	1	15569	Yes	2021 2		8/26/2020	8/26/2020		\$1,440.00																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>01.1.614</td> <td>COMPUTER SOFTWARE S</td> <td>1,440.00</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	01.1.614	COMPUTER SOFTWARE S	1,440.00	0.00	0							Desc:																																															
Desc:																																																																																															
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																																									
1	01.1.614	COMPUTER SOFTWARE S	1,440.00	0.00	0																																																																																										
Desc:																																																																																															
41993	1121	IDEXX DISTRIBUTION	1	069404773	Yes	2021 2		8/26/2020	8/26/2020		\$184.96																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>03.0.622</td> <td>OPERATING SUPPLIES</td> <td>184.96</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	03.0.622	OPERATING SUPPLIES	184.96	0.00	0							Desc:																																															
Desc:																																																																																															
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																																									
1	03.0.622	OPERATING SUPPLIES	184.96	0.00	0																																																																																										
Desc:																																																																																															
41994	1121	IDEXX DISTRIBUTION	1	3069518711	Yes	2021 2		8/26/2020	8/26/2020		\$64.28																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>03.0.621</td> <td>TESTING &amp; SAMPLES</td> <td>64.28</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	03.0.621	TESTING & SAMPLES	64.28	0.00	0							Desc:																																															
Desc:																																																																																															
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																																									
1	03.0.621	TESTING & SAMPLES	64.28	0.00	0																																																																																										
Desc:																																																																																															
41995	11	L.N.CURTIS & SONS	1	413944	Yes	2021 2		8/26/2020	8/26/2020		\$19.58																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>01.7.622</td> <td>OPERATING SUPPLIES</td> <td>19.58</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	01.7.622	OPERATING SUPPLIES	19.58	0.00	0							Desc:																																															
Desc:																																																																																															
Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																																									
1	01.7.622	OPERATING SUPPLIES	19.58	0.00	0																																																																																										
Desc:																																																																																															
41996	11	L.N.CURTIS & SONS	1	413593	Yes	2021 2		8/26/2020	8/26/2020		\$8.76																																																																																				
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1	01.7.622	OPERATING SUPPLIES	8.76	0.00	0																																																																																										
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41997	136	MID-WILLAMETTE VALLE	1	2021090	Yes	2021 2		8/26/2020	8/26/2020		\$1,237.50																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>04.0.511</td> <td>LEGAL SERVICES</td> <td>70.00</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>2</td> <td>01.1.511</td> <td>LEGAL SERVICES</td> <td>1,167.50</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	04.0.511	LEGAL SERVICES	70.00	0.00	0							Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						2	01.1.511	LEGAL SERVICES	1,167.50	0.00	0							Desc:											
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2	01.1.511	LEGAL SERVICES	1,167.50	0.00	0																																																																																										
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41998	743	McMINNVILLE WATER & L	1	3830	Yes	2021 2		8/26/2020	8/26/2020		\$69,517.37																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>1</td> <td>44.0.915</td> <td>DEBT SVC TO MAC W &amp; L/P</td> <td>19,047.76</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> <tr> <td>2</td> <td>44.0.917</td> <td>DEBT SVC TO MAC W &amp; L/I</td> <td>50,469.61</td> <td>0.00</td> <td>0</td> <td></td> <td></td> <td colspan="4"></td> </tr> <tr><td>Desc:</td><td colspan="11"></td></tr> </table>												Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						1	44.0.915	DEBT SVC TO MAC W & L/P	19,047.76	0.00	0							Desc:												Line	Account Number	AP Amount	Liq Amount	Project	Task	Category						2	44.0.917	DEBT SVC TO MAC W & L/I	50,469.61	0.00	0							Desc:											
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1	44.0.915	DEBT SVC TO MAC W & L/P	19,047.76	0.00	0																																																																																										
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Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																																									
2	44.0.917	DEBT SVC TO MAC W & L/I	50,469.61	0.00	0																																																																																										
Desc:																																																																																															
42000	2043	DANIELLE OLIVEIRA	1	2020AUG	Yes	2021 2		8/26/2020	8/26/2020		\$60.95																																																																																				
<table border="1"> <tr><td>Desc:</td><td colspan="11">REIMBURSEMENT (CHK REPLACEMENT)</td></tr> <tr> <th>Line</th> <th>Account Number</th> <th>AP Amount</th> <th>Liq Amount</th> <th>Project</th> <th>Task</th> <th>Category</th> <td colspan="5"></td> </tr> </table>												Desc:	REIMBURSEMENT (CHK REPLACEMENT)											Line	Account Number	AP Amount	Liq Amount	Project	Task	Category																																																																	
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**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	1	01.1.677		FACILITY MAINTENANCE &			41.96	0.00	0		
	Desc:										
	2	01.1.699		MISCELLANEOUS			11.00	0.00	0		
	Desc:										
	3	01.1.677		FACILITY MAINTENANCE &			7.99	0.00	0		
	Desc:										
42002	20	QUILL CORPORATION	1	9463140	Yes	2021	2	8/26/2020	8/26/2020		\$11.58
	Desc:										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	01.1.677		FACILITY MAINTENANCE &			11.58	0.00	0		
	Desc:										
42003	20	QUILL CORPORATION	1	9462868	Yes	2021	2	8/26/2020	8/26/2020		\$5.79
	Desc:										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	01.1.677		FACILITY MAINTENANCE &			5.79	0.00	0		
	Desc:										
42004	151	PLATT	1	0Q20709	Yes	2021	2	8/26/2020	8/26/2020		\$38.37
	Desc:										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	01.7.677		FACILITY MAINTENANCE &			38.37	0.00	0		
	Desc:										
42005	709	RIDGWAY SUPPLY	1	0065225	Yes	2021	2	8/26/2020	8/26/2020		\$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:										
42006	709	RIDGWAY SUPPLY	1	0053475-IN	Yes	2021	2	8/26/2020	8/26/2020		\$19.51
	Desc:										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	04.0.676		SYSTEM REPAIRS & MAINT			19.51	0.00	0		
	Desc:										
42008	46	POSTMASTER-USPS	1	2020SEPT BILL	Yes	2021	2	8/28/2020	8/29/2020		\$731.40
	Desc:										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	03.0.616		POSTAGE			365.70	0.00	0		
	Desc:										
	2	04.0.616		POSTAGE			365.70	0.00	0		
	Desc:										
42009	1624	EDGE ANALYTICAL LABO	1	20-29614	Yes	2021	2	8/28/2020	8/29/2020		\$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:										
42010	1624	EDGE ANALYTICAL LABO	1	20-28670	Yes	2021	2	8/28/2020	8/28/2020		\$120.00
	Desc:										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	04.0.621		TESTING & SAMPLES			120.00	0.00	0		
	Desc:										
42011	1748	BOTTEN'S EQUIPMENT R	1	1-592947	Yes	2021	2	8/28/2020	8/28/2020		\$71.50
	Desc:										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	



**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Discount Date	Amount
42021	2288	UNION NO. 3 A.F. & A.M.	1	2020AUG	Yes	2021	2		8/28/2020	8/28/2020		\$2,500.00
Desc:												
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category	
	1	01.1.656				COMMUNITY EVENTS/PRO	2,500.00	0.00	0			
Desc:												
42022	230	USA BLUE BOOK	1	324145	Yes	2021	2		8/28/2020	8/28/2020		\$29.00
Desc:												
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category	
	1	03.0.622				OPERATING SUPPLIES	29.00	0.00	0			
Desc:												
42023	230	USA BLUE BOOK	1	324321	Yes	2021	2		8/28/2020	8/28/2020		\$100.60
Desc:												
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category	
	1	03.0.622				OPERATING SUPPLIES	100.60	0.00	0			
Desc:												
42024	1601	XYLEM WATER SOLUTIO	1	3556B33902	Yes	2021	2		8/28/2020	8/28/2020		\$404.36
Desc:												
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category	
	1	03.0.676				SYSTEM REPAIRS & MAINT	404.36	0.00	0			
Desc:												
42026	149	PETTY CASH	1	020AUG	Yes	2021	2		8/28/2020	8/28/2020		\$169.49
Desc:												
	Line	Account Number				AP Amount		Liq Amount	Project	Task	Category	
	1	01.1.656				COMMUNITY EVENTS/PRO	100.00	0.00	0			
Desc:												
	2	01.1.656				COMMUNITY EVENTS/PRO	22.76	0.00	0			
Desc:												
	3	03.0.616				POSTAGE	7.70	0.00	0			
Desc:												
	4	04.0.616				POSTAGE	7.69	0.00	0			
Desc:												
	5	03.0.616				POSTAGE	3.72	0.00	0			
Desc:												
	6	04.0.616				POSTAGE	3.72	0.00	0			
Desc:												
	7	04.0.699				MISCELLANEOUS	4.88	0.00	0			
Desc:												
	8	03.0.676				SYSTEM REPAIRS & MAINT	3.70	0.00	0			
Desc:												
	9	01.0.390				CASH OVER/SHORT	15.32	0.00	0			
Desc:												

**CITY OF LAFAYETTE**

**A/P Control Report**

from 8/10/2020 to 9/4/2020

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
				<b>Fund 01 Total</b>			54,791.66		0.00		
				<b>Fund 03 Total</b>			140,064.04		0.00		
				<b>Fund 04 Total</b>			27,749.35		0.00		
				<b>Fund 05 Total</b>			5,338.42		0.00		
				<b>Fund 13 Total</b>			1,446.86		0.00		
				<b>Fund 16 Total</b>			10,520.48		0.00		
				<b>Fund 29 Total</b>			458,969.73		0.00		
				<b>Fund 35 Total</b>			1,632.02		0.00		
				<b>Fund 44 Total</b>			69,517.37		0.00		
				<b>Fund 99 Total</b>			805.45		0.00		
				<b>Grand Total</b>			770,835.38		0.00		

check the City website for meeting details.



PLEASE USE AREA BELOW FOR YOUR COMMENTS OR QUESTIONS. WE APPRECIATE YOUR INPUT!

speeding down Bridge St (going towards carter)  
is out of control! It's especially bad on the  
corner of Bridge St and Washington St.

Would you like to be contacted regarding your comment or question?  Yes  No

(Phone, Email or Mailing address)



# Lafayette City Council

Meeting Date: September 10, 2020

Agenda Item: Bid for Jefferson Street Parcel

---

**Requested Council Action:**

Discuss in executive session, then act on the sole bid received.

**Staff Recommendation:**

Reject all bids and proceed to list the property for sale per by Lafayette Municipal Code (LMC) 2.875-2.900.

**Background:**

At the July 2020 Council meeting the vacant, Jefferson St. property was declared surplus to the needs of the City, and staff was directed to proceed to offer the property for sale through a sealed bid process. The bid process was concluded on August 24<sup>th</sup>, and one bid was received in the amount of \$57,120. The bid is attached for your reference.

LMC 2.875(8) states that if no acceptable bid is received the Council may select a broker and list the property for sale for a period of six months, with the possibility of a renewal of the listing for another six-month period. LMC 2.900 establishes the solicitation process and criteria for selecting a real estate broker.

**Financial Impact:**

None.

**Alternative:**

Council may determine to postpone any sale until a later date.

**Suggested Motion:**

*"I move to reject all bids submitted for the Jefferson Street parcel and direct staff to begin the broker selection process per LMC section 2.900."*

# Marlene P. Belt

PO Box 516 ♥ Yamhill, OR 97148

(503) 969-0013

[beltduo@gmail.com](mailto:beltduo@gmail.com)

August 20, 2020

Attention: Kevin Perkins  
(Jefferson St. Bids)  
486 Third St., Lafayette, OR  
Lafayette, OR 97127

Hello Mr. Kevin Perkins and all City Council Members,

Below is the advertisement for the surplus parcel I am bidding on. My bid is **\$57,120**. My 5% deposit is included with this letter, for the amount of **\$2856**.

With high hopes my bid will be acceptable to the City Council, I want to assure you of my genuine desire to own this property. I can purchase it for the bid amount, with no financing involved. I will abide by the fencing contingency, without hesitation. Please consider my offer to be a responsible one, for it truly is.

PS. Preston was a great help and answered all my questions. He is very knowledgeable!

Sincerely Yours,

*Marlene P. Belt*

PROPERTY BIDS City of Lafayette Property for Sale: The City Council of Lafayette has declared surplus the property listed as parcel 4.3.06CB 03003 on the Yamhill County Assessors map; commonly referred to as "the Jefferson Street Property." It is an undeveloped lot of 0.84 acres located in the R-2 zone at the northern terminus of Jefferson Street in the City of Lafayette. The purchase process will be by sealed bid, accompanied by a deposit in the amount of \$500 or five percent of the bid amount, whichever is larger, required at the time of submission. The property is offered for sale as-is, with no minimum acceptable price. Bids shall be submitted to: **Kevin Perkins Attn: Jefferson St. Bids PO Box 55 Lafayette, OR 97127 or delivered in person to City Hall, 486 Third St., Lafayette, OR. Bids must be received by August 24, 2020 at 12:00 p.m. and will be opened on August 24, 2020 at 2:00 p.m. at City Hall.** City Council may accept the highest responsible bid or may reject all bids if it is in the public interest to do so. If the City does not accept the bid, the deposit shall be refunded. If the city accepts the bid and the purchaser neglects or refuses to comply with any terms of the sale or to make all required payments promptly, the deposit shall be forfeited by the purchaser as liquidated damages, not excluding other remedies, and disposed of in accordance with the manner approved by the City Council. Purchaser must also install a sight obscuring fence on side and backyards as a buffer to adjacent residential zones. NOTE: A 7-day right of first refusal opportunity to a bona fide offer exists. NR Published July 31, August 7, 2020



# Lafayette City Council

Meeting Date: September 10, 2020

Agenda Item: Security System for Fire Station

---

**Requested Council Action:**

Review the proposal in Executive Session and consider acceptance of the proposal.

**Staff Recommendation:**

Approve the sole source contracting exception and accept the proposal from Innova.

**Background:**

In 2018 the Lafayette voters approved the bond measure for construction of the new Fire Station. As part of that construction a security system must be installed. The City currently contracts with Innova for security and monitoring services for all other facilities.

Oregon contracting laws allow for a sole source exception (ORS 279B.075) to the normal bidding processes if, among other situations, it is necessary for the efficient utilization of existing goods to acquire compatible goods or services; and/or other findings that support the conclusion that the goods or services are available from only one source. Considering the City's long history with Innova and that they perform these services at all existing City facilities, this request would comply with the two options listed above as retaining a separate contractor solely for one building would not be efficient and Innova's monitoring and system is proprietary and cannot be purchased from another source.

Since the proposal involves sensitive security information, the proposal itself is confidential and can be reviewed by Council in executive session.

**Proposed Findings:**

Pursuant to ORS 279B.075, Council finds that city staff has performed an evaluation and determined that the most efficient option for the city is to negotiate a contract with the existing provider of security systems of all other city facilities. The Council finds that having one security provider results in coordinated service, performance of systems, billing, customer service coordination, and potential future system upgrades. The Council further finds that city staff has negotiated with Innova to obtain contract terms advantageous to the city.

**Financial Impact:**

Equipment and installation will cost no more than \$59,314.92 from the Fire Station Bond Fund, with ongoing monitoring costs of \$44.95 per month.

**Alternative:**

Council may determine to modify terms of the proposal.

**Suggested Motion:**

*"I move to adopt the findings in this staff report, approve the sole source exception, and accept the proposal in the amount of \$59,315 from Innova for security system installation and monitoring for the Lafayette Fire Station."*