

CITY OF GERVAIS

592 Fourth Street/PO Box 329, Gervais, Oregon 97026-0329

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GERVAIS CITY COUNCIL AGENDA

The Gervais City Council will hold a Regular Council Meeting starting at 7:00 PM on Thursday, February 2, 2023. This meeting will be held in person, with an option to participate by Zoom due to COVID-19 Restrictions. If anyone wants to participate with Zoom, the instructions for accessing the meeting are below.

Meeting Sign-in Instructions:

Topic: February 2, 2023 City of Gervais Council Meeting

Time: February 2, 2023 at 7:00 PM Pacific Time (US and Canada)

TO JOIN THE MEETING VIA WEBSITE/TABLET/MOBILE:

<https://us06web.zoom.us/j/85698047250?pwd=UTRoR2Jyak5FakxGQ2MvVFNKRzFtZz09>

Meeting ID: 856 9804 7250

Passcode: 521862

TO JOIN THE MEETING VIA TELEPHONE ONLY:

1-253-215-8782 US (Tacoma)

Meeting ID: 856 9804 7250

Passcode: 521862

NOTE: A link will also be on the City of Gervais home page at www.gervaisoregon.org.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Announcements/Additions
5. Public Comment:
 - a. Public comment is limited to three (3) minutes per person with an optional two (2) minutes for Council questions and answers. If you wish to address Council please come forward to the podium and identify yourself for the record.

Gervais is a charming, dynamic rural community with a rich cultural heritage, valuing the past and anticipating the future...a wonderful and tranquil place to work, play and live.

The City of Gervais is an Equal Opportunity Provider and Employer. Complaints of discrimination should be sent to: USDA, Director, Office of Civil Rights, Washington, DC 20250-9410

6. Consent Calendar:

- a. Bill List for November 23 – December 28, 2022
- b. Bill list for December 29 – January 25, 2023
- c. Treasurers Report for period ending January 25, 2023

Requested Action: Motion to approve the February 2, 2023 consent calendar as presented.

7. Committee Reports

8. Presentations

- a. Gervais Firestation Funding Request to Legislature and Consideration of Letter of Support

9. Old Business

- a. Activity Tracker

10. Action Items

- a. Council Consideration of Holding Electronic Council Meetings
- b. WVCC Dispatch Agreement

11. New Business

- a. Schedule Goal Setting Workshop
- b. Discussion about Annual City Clean Up

12. Staff Reports:

- a. City Manager
- b. Police Department
- c. Public Works

13. Business from the Mayor or Council

14. Adjourn

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City of Gervals
Bill List
November 23 - December 28, 2022

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City of Gervals					
Bill List					
November 23 - December 28, 2022					
Advance Auto Parts	12/7/2022	batteries, 31HDP30,24DC1	Water Fund	Water	218.18
	12/7/2022	batteries, 31HDP30,24DC1	Sewer Fund	Sewer	446.72
				TOTAL:	664.90
Amazon Capital Services	12/28/2022	wire hooks, dmg free hooks	General Fund	Admin	30.65
	12/7/2022	Mg erase brd, usb cube pwr	General Fund	Streets	31.24
	12/7/2022	cup rchr, 4	General Fund	Streets	40.79
	12/7/2022	Mg erase brd, usb cube pwr	Water Fund	Water	31.24
	12/7/2022	cup rchr, 4	Water Fund	Water	40.79
	12/7/2022	Mg erase brd, usb cube pwr	Sewer Fund	Sewer	31.24
	12/7/2022	cup rchr, 4	Sewer Fund	Sewer	40.78
				TOTAL:	246.73
Arbor Day Foundation	12/28/2022	2022 Annual Membership	General Fund	Admin	15.00
				TOTAL:	15.00
Backflow Management	12/7/2022	Backflow Svcs	Water Fund	Water	600.00
				TOTAL:	600.00
Beery, Elsner & Hammond LLP	12/28/2022	Nov 2022 Legal Services	General Fund	Admin	11,110.98
	12/28/2022	Nov 2022 Legal Services	General Fund	Council	142.50
				TOTAL:	11,253.48
Bi-Mart	12/7/2022	lights	General Fund	Admin	30.74
	12/7/2022	Rope Lights, tools batteries	General Fund	Streets	549.64
	12/7/2022	Rope Lights, tools batteries	General Fund	Streets	8.99
	12/7/2022	Rope Lights, tools batteries	Water Fund	Water	8.99
	12/7/2022	Rope Lights, tools batteries	Sewer Fund	Sewer	8.98
				TOTAL:	607.34
BloLynceus LLC	12/28/2022	Probiotic Scrubber II	Sewer Fund	Sewer	1,620.00
				TOTAL:	1,620.00
Bretthauer Oil Co.	12/7/2022	Fuel Charges	General Fund	Police	1,169.33
	12/7/2022	Fuel Charges	General Fund	Streets	270.74
	12/7/2022	Fuel Charges	Water Fund	Water	270.74
	12/7/2022	Fuel Charges	Sewer Fund	Sewer	270.73
				TOTAL:	1,981.54
Business Oregon - Oregon Business Deve	12/7/2022	Water loan-Reservoir No1 R	Water Fund	Water	11,121.53
	12/7/2022	Water loan-Reservoir No1 R	Water Fund	Water	4,472.35
	12/7/2022	USDA - WW loan	Debt - Sewer	Debt - Sewer	48,503.00
	12/7/2022	USDA - WW loan	Debt - Sewer	Debt - Sewer	11,655.93
				TOTAL:	75,752.81
CIS Trust	12/5/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Admin	147.42
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Admin	156.40
	12/5/2022	EMPLOYEE/FAMILY MED INS	General Fund	Admin	294.67
	12/5/2022	KAI/WILL/CH	General Fund	Admin	30.62
	12/5/2022	LIFE INSURANCE	General Fund	Admin	1.55
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Police	147.42
	12/5/2022	MEDICAL/DENTAL B/C COPAY B	General Fund	Police	4,000.66
	12/5/2022	MEDICAL/DENTAL B/C COPAY B	General Fund	Police	3,073.10
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Police	152.89
	12/5/2022	EMPLOYEE/FAMILY MED INS	General Fund	Police	2,044.84
	12/5/2022	EMPLOYEE MED INSURANCE	General Fund	Police	1,584.78
	12/5/2022	KAI/WILL/CH	General Fund	Police	30.62
	12/5/2022	LIFE INSURANCE	General Fund	Police	19.74

City of Gervais
Bill List
November 23 - December 28, 2022

	12/5/2022	LIFE INSURANCE	General Fund	Police	1.44
	12/7/2022	Fall Supervisor Trng-Klent	General Fund	Streets	8.33
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Court	36.85
	12/5/2022	EMPLOYEE/FAMILY MED INS	General Fund	Court	196.45
	12/5/2022	KAI/WILL/CH	General Fund	Court	7.65
	12/5/2022	LIFE INSURANCE	General Fund	Court	0.31
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	State Tax Street F	Street Improvement	73.71
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	State Tax Street F	Street Improvement	422.02
	12/5/2022	EMPLOYEE/FAMILY MED INS	State Tax Street F	Street Improvement	920.18
	12/5/2022	KAI/WILL/CH	State Tax Street F	Street Improvement	15.31
	12/5/2022	LIFE INSURANCE	State Tax Street F	Street Improvement	2.00
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	Water Fund	Water	147.42
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	Water Fund	Water	344.79
	12/5/2022	EMPLOYEE/FAMILY MED INS	Water Fund	Water	460.09
	12/5/2022	EMPLOYEE/FAMILY MED INS	Water Fund	Water	687.56
	12/5/2022	KAI/WILL/CH	Water Fund	Water	30.62
	12/5/2022	LIFE INSURANCE	Water Fund	Water	2.55
	12/7/2022	Fall Supervisor Trng-Klent	Water Fund	Water	8.33
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	Sewer Fund	Sewer	147.42
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	Sewer Fund	Sewer	344.79
	12/5/2022	EMPLOYEE/FAMILY MED INS	Sewer Fund	Sewer	460.09
	12/5/2022	EMPLOYEE/FAMILY MED INS	Sewer Fund	Sewer	687.56
	12/5/2022	KAI/WILL/CH	Sewer Fund	Sewer	30.62
	12/5/2022	LIFE INSURANCE	Sewer Fund	Sewer	2.55
	12/7/2022	Fall Supervisor Trng-Klent	Sewer Fund	Sewer	8.34
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	Storm Drainage	Storm Drainage	36.84
	12/5/2022	EMPLOYEE MEDICAL INSURANCE	Storm Drainage	Storm Drainage	115.03
	12/5/2022	EMPLOYEE/FAMILY MED INS	Storm Drainage	Storm Drainage	204.48
	12/5/2022	EMPLOYEE/FAMILY MED INS	Storm Drainage	Storm Drainage	98.23
	12/5/2022	KAI/WILL/CH	Storm Drainage	Storm Drainage	7.65
	12/5/2022	LIFE INSURANCE	Storm Drainage	Storm Drainage	0.70
				TOTAL:	17,194.62
Capital Trophy	12/28/2022	KJentzsch- Superint-Nameplate	General Fund	Admin	11.75
				TOTAL:	11.75
City of Salem	12/7/2022	2nd Qtrly Invoice	General Fund	Police	11,672.50
	12/7/2022	1 Qtr 22-23 Regl Records	General Fund	Police	1,462.50
				TOTAL:	13,135.00
City of Woodburn	12/28/2022	3rd Qtr 2022 Svcs	General Fund	Admin	276.25
	12/28/2022	3rd Qtr 2022 Svcs	General Fund	Police	106.25
				TOTAL:	382.50
Columbia Bank Cardmember Services	12/15/2022	ppr twls, btld wtrs,choc	General Fund	Admin	92.04
	12/15/2022	Zoom Online Svcs	General Fund	Admin	12.74
	12/15/2022	NWWLA- -Dahlberg-	General Fund	Admin	378.08
	12/15/2022	CCamacho-CPR Training	General Fund	Police	36.34
	12/15/2022	CPR Training- PD	General Fund	Police	36.34
	12/15/2022	Printer-KJentzsch office	General Fund	Streets	163.33
	12/15/2022	Traffic Paint	State Tax Street F	Street Improvement	438.30
	12/15/2022	Parking Lot Stencil Paint	State Tax Street F	Street Improvement	17.95
	12/15/2022	Juniper Improvement Project	State Tax Street F	Street Improvement	551.00
	12/15/2022	Printer-KJentzsch office	Water Fund	Water	163.33
	12/15/2022	Printer-KJentzsch office	Sewer Fund	Sewer	163.33
				TOTAL:	2,052.78
Covanta Energy, LLC	12/28/2022	Special Waste/ Environment	General Fund	Police	34.38
				TOTAL:	34.38
Cramer Marketing	12/7/2022	Utility Bills- 9,900	Water Fund	Water	477.87
	12/7/2022	Utility Bills- 9,900	Sewer Fund	Sewer	477.87
				TOTAL:	955.74

City of Gervais
Bill List
November 23 - December 28, 2022

Creation Electric, Inc.	12/28/2022	Cpwr Wre & Labor	General Fund	Streets	680.00
				TOTAL:	680.00
Crystal Camacho	12/7/2022	Reimburse-Crystal Camacho	General Fund	Police	12.50
				TOTAL:	12.50
Cummins Northwest	12/28/2022	Sewer-4th St Lift Station	Sewer Fund	Sewer	1,193.05
	12/28/2022	Sewer-Transfer Pump Genera	Sewer Fund	Sewer	26,111.95
				TOTAL:	27,305.00
DataVision Cooperative	12/7/2022	Nov 2022 Telephone Chrgs	General Fund	Admin	503.38
	12/7/2022	Nov 2022 Telephone Chrgs	General Fund	Police	274.27
	12/7/2022	Nov 2022 Telephone Chrgs	General Fund	Streets	44.75
	12/7/2022	Nov 2022 Telephone Chrgs	Water Fund	Water	44.75
	12/7/2022	Nov 2022 Telephone Chrgs	Sewer Fund	Sewer	44.76
				TOTAL:	911.91
Fraternal Order of Police	12/28/2022	6 mo. Dues & Legal Defense	General Fund	Police	351.00
				TOTAL:	351.00
G.W. Hardware	12/7/2022	cone strainer, hard hats	General Fund	Streets	11.37
	12/7/2022	Nuts, bolts, cable ties	General Fund	Streets	9.89
	12/7/2022	cone strainer, hard hats	Water Fund	Water	11.37
	12/7/2022	Nuts, bolts, cable ties	Water Fund	Water	9.89
	12/7/2022	cone strainer, hard hats	Sewer Fund	Sewer	11.38
	12/7/2022	Nuts, bolts, cable ties	Sewer Fund	Sewer	9.89
				TOTAL:	63.79
GT Excavating, LLC	12/7/2022	Sanitary Sewer Inspection	Sewer Fund	Sewer	506.87
				TOTAL:	506.87
Garten Services, Inc.	12/7/2022	65 Gal Shred- PD	General Fund	Police	60.00
				TOTAL:	60.00
Greatland	12/28/2022	2022-W2's, 1099's, Envelope	General Fund	Admin	152.49
				TOTAL:	152.49
H.D. Fowler	12/7/2022	Flg Gate Vlv Seat,nut bolt	Water Fund	Water	601.61
				TOTAL:	601.61
HRA VEBA Plan	12/5/2022	HRA VEBA Contribution	General Fund	Admin	19.38
	12/5/2022	HRA VEBA Contribution	General Fund	Police	83.97
	12/5/2022	HRA VEBA Contribution	General Fund	Court	5.25
	12/5/2022	HRA VEBA Contribution	State Tax Street F	Street Improvement	38.48
	12/5/2022	HRA VEBA Contribution	Water Fund	Water	42.85
	12/5/2022	HRA VEBA Contribution	Sewer Fund	Sewer	42.85
	12/5/2022	HRA VEBA Contribution	Storm Drainage	Storm Drainage	12.22
				TOTAL:	245.00
Hubbard Cleaners	12/7/2022	11/01/2022-11/30/22 Dry clng	General Fund	Police	89.00
	12/7/2022	10/01-10/31/22 Dry Clng	General Fund	Police	40.00
				TOTAL:	129.00
Hurley Engineering	12/28/2022	Motor Eval & Quote Rebuild	Sewer Fund	Sewer	1,985.00
				TOTAL:	1,985.00

City of Gervais
Bill List
November 23 - December 28, 2022

Internal Revenue Service	12/5/2022	FICA	General Fund	Admin	212.55
	12/5/2022	MEDICARE	General Fund	Admin	49.71
	12/5/2022	FICA	General Fund	Police	2,386.05
	12/5/2022	FICA	General Fund	Police	15.45
	12/5/2022	FICA	General Fund	Police	8.14
	12/5/2022	MEDICARE	General Fund	Police	558.03
	12/5/2022	MEDICARE	General Fund	Police	3.61
	12/5/2022	MEDICARE	General Fund	Police	1.90
	12/5/2022	FICA	General Fund	Court	41.73
	12/5/2022	MEDICARE	General Fund	Court	9.76
	12/1/2022	FICA	State Tax Street F	Street Improvement	50.07
	12/5/2022	FICA	State Tax Street F	Street Improvement	367.13
	12/1/2022	MEDICARE	State Tax Street F	Street Improvement	11.71
	12/5/2022	MEDICARE	State Tax Street F	Street Improvement	85.87
	12/1/2022	FICA	Water Fund	Water	65.09
	12/5/2022	FICA	Water Fund	Water	413.32
	12/1/2022	MEDICARE	Water Fund	Water	15.22
	12/5/2022	MEDICARE	Water Fund	Water	96.67
	12/1/2022	FICA	Sewer Fund	Sewer	65.09
	12/5/2022	FICA	Sewer Fund	Sewer	413.32
	12/1/2022	MEDICARE	Sewer Fund	Sewer	15.22
	12/5/2022	MEDICARE	Sewer Fund	Sewer	96.67
	12/1/2022	FICA	Storm Drainage	Storm Drainage	20.02
	12/5/2022	FICA	Storm Drainage	Storm Drainage	118.01
	12/1/2022	MEDICARE	Storm Drainage	Storm Drainage	4.69
	12/5/2022	MEDICARE	Storm Drainage	Storm Drainage	27.59
				TOTAL:	5,152.62
Joe Bechtold	12/28/2022	JBechtold- Reimburse-Wrk Pants	General Fund	Streets	29.97
	12/28/2022	JBechtold- Reimburse-Wrk Pants	Water Fund	Water	29.96
	12/28/2022	JBechtold- Reimburse-Wrk Pants	Sewer Fund	Sewer	29.97
				TOTAL:	89.90
Johnson Engine Service	12/7/2022	brakes, rotors, inspection	General Fund	Police	1,566.51
				TOTAL:	1,566.51
Kodiak Pacific Construction	12/7/2022	Juniper SCA # 34543	State Tax Street F	Street Improvement	34,999.64
	12/28/2022	Misc. Street Replars	State Tax Street F	Street Improvement	800.00
	12/28/2022	Misc. Street Replars	State Tax Street F	Street Improvement	2,200.00
	12/28/2022	Misc. Street Replars	Sewer Fund	Sewer	200.00
				TOTAL:	38,199.64
Mid-Willamette Valley COG	12/28/2022	V 2021-03 560 3rd St-TerDa	General Fund	Admin	71.00
	12/28/2022	City Planning Svcs	General Fund	Admin	70.50
				TOTAL:	141.50
Moonlight Maintenance	12/7/2022	Nov 2022 Janitorial Service	General Fund	Admin	648.00
				TOTAL:	648.00
Motorola Solutions, Inc	12/28/2022	Open WG AR conversion-USA	PD Vehicle Replace	PD Vehicle Replacement	4,780.00
				TOTAL:	4,780.00
NW Natural Gas	12/28/2022	2564507-8-CH Heating	General Fund	Admin	258.14
	12/7/2022	2553221-9 (10/04 -11/01/20)	General Fund	Police	16.34
	12/28/2022	2553221-9-PD Heating	General Fund	Police	32.68
				TOTAL:	307.16
OCCMA	12/28/2022	OCCMA Active Mbrshp-2023	General Fund	Admin	235.83
				TOTAL:	235.83

City of Gervais
Bill List
November 23 - December 28, 2022

One Call Concepts	12/28/2022	Locate Tickets	Water Fund	Water	17.55
				TOTAL:	17.55
Oregon Association Chiefs of Police	12/7/2022	MChase-2023 ELTS Wntr Conf	General Fund	Police	299.00
				TOTAL:	299.00
Oregon Department of Revenue	12/5/2022	SUTA	General Fund	Admin	5.41
	12/5/2022	WORKERS COMP	General Fund	Admin	0.85
	12/5/2022	SUTA	General Fund	Police	17.90
	12/5/2022	SUTA	General Fund	Police	1.18
	12/5/2022	WORKERS COMP	General Fund	Police	11.05
	12/5/2022	SUTA	General Fund	Court	3.61
	12/5/2022	WORKERS COMP	General Fund	Court	0.22
	12/5/2022	SUTA	State Tax Street F	Street Improvement	4.20
	12/1/2022	WORKERS COMP	State Tax Street F	Street Improvement	0.18
	12/5/2022	WORKERS COMP	State Tax Street F	Street Improvement	1.84
	12/5/2022	SUTA	Water Fund	Water	14.72
	12/1/2022	WORKERS COMP	Water Fund	Water	0.23
	12/5/2022	WORKERS COMP	Water Fund	Water	1.93
	12/5/2022	SUTA	Sewer Fund	Sewer	14.72
	12/1/2022	WORKERS COMP	Sewer Fund	Sewer	0.23
	12/5/2022	WORKERS COMP	Sewer Fund	Sewer	1.93
	12/5/2022	SUTA	Storm Drainage	Storm Drainage	2.73
	12/1/2022	WORKERS COMP	Storm Drainage	Storm Drainage	0.06
	12/5/2022	WORKERS COMP	Storm Drainage	Storm Drainage	0.55
				TOTAL:	83.54
Oregon Health Authority	12/7/2022	(PWS) ID# 4100319	Water Fund	Water	113.00
				TOTAL:	113.00
PGE	12/7/2022	PGE Multiple Meters	General Fund	Admin	548.47
	12/7/2022	PGE-Multiple Meters	General Fund	Admin	701.75
	12/7/2022	PGE Multiple Meters	General Fund	Streets	23.31
	12/7/2022	PGE-Multiple Meters	General Fund	Streets	23.73
	12/7/2022	PGE Multiple Meters	General Fund	Parks Department	12.88
	12/7/2022	PGE-Multiple Meters	General Fund	Parks Department	16.39
	12/7/2022	PGE Multiple Meters	State Tax Street F	Street Improvement	41.85
	12/7/2022	PGE Multiple Meters	State Tax Street F	Street Improvement	21.99
	12/7/2022	PGE Multiple Meters	State Tax Street F	Street Improvement	1,715.78
	12/7/2022	PGE-Multiple Meters	State Tax Street F	Street Improvement	48.84
	12/7/2022	PGE-Multiple Meters	State Tax Street F	Street Improvement	23.73
	12/7/2022	PGE-Multiple Meters	State Tax Street F	Street Improvement	1,714.66
	12/7/2022	PGE Multiple Meters	Water Fund	Water	1,441.21
	12/7/2022	PGE Multiple Meters	Water Fund	Water	467.21
	12/7/2022	PGE-Multiple Meters	Water Fund	Water	1,814.91
	12/7/2022	PGE-Multiple Meters	Water Fund	Water	429.60
	12/7/2022	PGE Multiple Meters	Sewer Fund	Sewer	1,090.92
	12/7/2022	PGE Multiple Meters	Sewer Fund	Sewer	115.91
	12/7/2022	PGE Multiple Meters	Sewer Fund	Sewer	1,836.02
	12/7/2022	PGE Multiple Meters	Sewer Fund	Sewer	162.45
	12/7/2022	PGE-Multiple Meters	Sewer Fund	Sewer	1,023.88
	12/7/2022	PGE-Multiple Meters	Sewer Fund	Sewer	147.48
	12/7/2022	PGE-Multiple Meters	Sewer Fund	Sewer	2,137.22
	12/7/2022	PGE-Multiple Meters	Sewer Fund	Sewer	237.06
				TOTAL:	15,797.25
Pacific Office Automation	12/7/2022	3S02176-copy kit parts lab	General Fund	Admin	196.94
	12/28/2022	Lease/Copier - PD	General Fund	Police	155.36
	12/7/2022	3S03872-copy kit parts lab	General Fund	Police	61.76
				TOTAL:	414.06
Pamplin Media Group	12/7/2022	Notice PW Utility Wrkr	General Fund	Admin	140.00
	12/7/2022	Notice of Dsptn of Abnd Pr	General Fund	Police	61.47
				TOTAL:	201.47

City of Gervais
Bill List
November 23 - December 28, 2022

Pilar Zamora	12/28/2022	Aug, Oct, Dec 2022 6hrs @ \$40	General Fund	Court	240.00
				TOTAL:	240.00
Pitney Bowes	12/7/2022	Postage Refill	General Fund	Admin	10.50
	12/7/2022	Postage Refill	General Fund	Police	94.50
				TOTAL:	105.00
Power Concrete Cutting & Demolition	12/28/2022	Bsktbl prk curb removal	General Fund	Parks Department	700.00
				TOTAL:	700.00
Silver Falls Engraving	12/7/2022	Plaque for DBartch - Council	General Fund	Council	50.00
				TOTAL:	50.00
Susie Marston	12/28/2022	Thumbdrives-Public Records	General Fund	Admin	16.99
				TOTAL:	16.99
Tetra Tech, Inc.	12/7/2022	City Engrng Svcs	General Fund	Admin	481.59
	12/28/2022	City Engineering Services	General Fund	Parks Department	842.77
	12/7/2022	City Engrng Svcs	State Tax Street F	Street Improvement	3,371.13
	12/28/2022	City Engineering Services	State Tax Street F	Street Improvement	3,661.79
	12/7/2022	City Engrng Svcs	Sewer Fund	Sewer	9,923.17
	12/28/2022	City Engineering Services	Sewer Fund	Sewer	21,656.54
	12/7/2022	City Engrng Svcs	Sewer SDC Fund	Sewer SDC	8,745.04
	12/28/2022	City Engineering Services	Sewer SDC Fund	Sewer SDC	9,149.35
				TOTAL:	57,831.38
Traffic Safety Supply Co., Inc.	12/28/2022	Signage In front of school	State Tax Street F	Street Improvement	506.75
				TOTAL:	506.75
Tyler Technologies Incode Division	12/7/2022	Annl fees, Core Fin, Payroll	General Fund	Admin	927.93
	12/7/2022	Annl fees, Core Fin, Payroll	General Fund	Admin	700.91
	12/7/2022	Annl fees, Core Fin, Payroll	Water Fund	Water	324.80
	12/7/2022	Annl fees, Core Fin, Payroll	Sewer Fund	Sewer	324.80
	12/7/2022	Annl fees, Core Fin, Payroll	Storm Drainage	Storm Drainage	324.81
				TOTAL:	2,603.25
Vantagepoint Transfer Agents - 3030671	12/5/2022	457B Contribution	General Fund	Police	500.02
				TOTAL:	500.02
Waterlab Corp.	12/7/2022	Water/WasteWater Testing	Water Fund	Water	70.00
	12/28/2022	Water/Wastewater Testing	Water Fund	Water	1,550.00
	12/7/2022	Water/WasteWater Testing	Sewer Fund	Sewer	1,100.00
	12/28/2022	Water/Wastewater Testing	Sewer Fund	Sewer	450.00
				TOTAL:	3,170.00
Willamette Valley Security, Inc.	12/7/2022	10/01/22-12/31/2022 Alarm	General Fund	Admin	209.70
	12/7/2022	10/01/22-12/31/2022 Alarm	General Fund	Police	29.95
	12/7/2022	10/01/22-12/31/2022 Alarm	Water Fund	Water	59.90
				TOTAL:	299.55
Xylem Water Solutions U.S.A., Inc.	12/28/2022	French Prairie Street	Sewer Fund	Sewer	1,488.40
				TOTAL:	1,488.40
Yes Graphics	12/7/2022	2" Round Police Badge Stck	General Fund	Police	249.00
				TOTAL:	249.00
				GRAND TOTAL	295,320.11

City of Gervais
 Bill List
 November 23 - December 28, 2022

		FUND TOTALS		
	100	General Fund	55,507.13	
	110	State Tax Street Fund	52,106.11	
	200	Water Fund	26,722.17	
	210	Sewer Fund	77,177.77	
	215	Storm Drainage	973.61	
	310	PD Vehicle Replacement	4,780.00	
	335	Sewer SDC Fund	17,894.39	
	510	Debt - Sewer	60,158.93	
		GRAND TOTAL:	295,320.11	

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City of Gervais
Bill list
December 29, 2022 - January 25, 2023

Advance Auto Parts	1/13/2023	2016 F150- mini bulbs	General Fund	Streets	1.12
	1/13/2023	2016 F150- mini bulbs	Water Fund	Water	1.12
	1/13/2023	2016 F150- mini bulbs	Sewer Fund	Sewer	1.12
				TOTAL:	3.36
Amazon Capital Services	1/13/2023	Toner & pens	General Fund	Admin	387.53
	1/13/2023	paper plates - 300 ct	General Fund	Admin	29.50
	1/13/2023	plnnr, 2023 cldrs per dept	General Fund	Admin	236.24
	1/13/2023	stcky nts, cpy ppr,bissel	General Fund	Admin	163.77
	1/24/2023	Professional Leather Binde	General Fund	Police	29.99
	1/13/2023	16 gb flshdrv,bttrs	General Fund	Police	75.50
				TOTAL:	922.53
Backflow Management	1/13/2023	Backflow Svcs - 12.25.22	Water Fund	Water	600.00
	1/13/2023	Letters mailed 12.1.22	Water Fund	Backflow	9.00
	1/13/2023	Letters mailed 12.21.22	Water Fund	Backflow	6.00
				TOTAL:	615.00
Beery, Elsner & Hammond LLP	1/13/2023	Dec 2022 Legal Services	General Fund	Admin	799.50
				TOTAL:	799.50
Bretthauer Oil Co.	1/13/2023	Dec 2022 Fuel Chrgs	General Fund	Police	848.87
	1/13/2023	Dec 2022 Fuel Chrgs	General Fund	Streets	652.67
	1/13/2023	Dec 2022 Fuel Chrgs	Water Fund	Water	652.67
	1/13/2023	Dec 2022 Fuel Chrgs	Sewer Fund	Sewer	652.66
				TOTAL:	2806.87
CDW Government	1/13/2023	Getac- Item #7225307	General Fund	Police	3997.95
	1/24/2023	Dell 24 in Monitor	General Fund	Police	440.04
	1/24/2023	Dell CTO 5000	General Fund	Police	3062.26
				TOTAL:	7500.25
CIS Trust	1/4/2023	EMPLOYEE MEDICAL INSURANCE	General Fund	Admin	156.43
	1/4/2023	EMPLOYEE/FAMILY MED INS	General Fund	Admin	295.17
	1/4/2023	KAI/WILL/CH	General Fund	Admin	413.80
	1/4/2023	LIFE INSURANCE	General Fund	Admin	1.55
	1/13/2023	2022-23 Retro plan-Prop/Li	General Fund	Admin	59.66
	1/4/2023	MEDICAL/DENTAL B/C COPAY B	General Fund	Police	6000.42
	1/4/2023	EMPLOYEE MEDICAL INSURANCE	General Fund	Police	921.05
	1/4/2023	EMPLOYEE/FAMILY MED INS	General Fund	Police	2089.68
	1/4/2023	KAI/WILL/CH	General Fund	Police	413.80
	1/4/2023	KAI/WIL/E&S	General Fund	Police	1509.45
	1/4/2023	LIFE INSURANCE	General Fund	Police	21.18
	1/13/2023	2022-23 Retro plan-Prop/Li	General Fund	Police	47.51
	1/13/2023	2022-23 Retro plan-Prop/Li	General Fund	Streets	38.87
	1/13/2023	2022-23 Retro plan-Prop/Li	General Fund	Parks Department	24.95
	1/4/2023	EMPLOYEE/FAMILY MED INS	General Fund	Court	196.78
	1/4/2023	KAI/WILL/CH	General Fund	Court	103.45
	1/4/2023	LIFE INSURANCE	General Fund	Court	0.31
	1/4/2023	EMPLOYEE/FAM MEDICAL INS	State Tax Stree	Street Improvement	954.91
	1/4/2023	EMPLOYEE MEDICAL INSURANCE	State Tax Stree	Street Improvement	422.11
	1/4/2023	EMPLOYEE MED INSURANCE	State Tax Street	Street Improvement	364.47
	1/4/2023	EMPLOYEE MED INSURANCE	State Tax Street	Street Improvement	364.47
	1/4/2023	EMPLOYEE MED INSURANCE	State Tax Street	Street Improvement	-364.47
	1/4/2023	KAI/WILL/CH	State Tax Street	Street Improvement	206.90
	1/4/2023	LIFE INSURANCE	State Tax Street	Street Improvement	2.52
	1/4/2023	LIFE INSURANCE	State Tax Street	Street Improvement	0.41
	1/4/2023	LIFE INSURANCE	State Tax Street	Street Improvement	-0.41
	1/4/2023	EMPLOYEE/FAM MEDICAL INS	Water Fund	Water	477.46
	1/4/2023	EMPLOYEE MEDICAL INSURANCE	Water Fund	Water	344.87
	1/4/2023	EMPLOYEE MED INSURANCE	Water Fund	Water	182.23
	1/4/2023	EMPLOYEE MED INSURANCE	Water Fund	Water	182.23
	1/4/2023	EMPLOYEE MED INSURANCE	Water Fund	Water	-182.23

City of Gervais
Bill list
December 29, 2022 - January 25, 2023

	1/4/2023	EMPLOYEE/FAMILY MED INS	Water Fund	Water	688.73
	1/4/2023	KAI/WILL/CH	Water Fund	Water	413.80
	1/4/2023	LIFE INSURANCE	Water Fund	Water	2.81
	1/4/2023	LIFE INSURANCE	Water Fund	Water	0.20
	1/4/2023	LIFE INSURANCE	Water Fund	Water	-0.20
	1/13/2023	2022-23 Retro plan-Prop/LI	Water Fund	Water	128.35
	1/4/2023	EMPLOYEE/FAM MEDICAL INS	Sewer Fund	Sewer	477.46
	1/4/2023	EMPLOYEE MEDICAL INSURANCE	Sewer Fund	Sewer	344.87
	1/4/2023	EMPLOYEE MED INSURANCE	Sewer Fund	Sewer	182.23
	1/4/2023	EMPLOYEE MED INSURANCE	Sewer Fund	Sewer	182.23
	1/4/2023	EMPLOYEE MED INSURANCE	Sewer Fund	Sewer	-182.23
	1/4/2023	EMPLOYEE/FAMILY MED INS	Sewer Fund	Sewer	688.73
	1/4/2023	KAI/WILL/CH	Sewer Fund	Sewer	413.80
	1/4/2023	LIFE INSURANCE	Sewer Fund	Sewer	2.81
	1/4/2023	LIFE INSURANCE	Sewer Fund	Sewer	0.20
	1/4/2023	LIFE INSURANCE	Sewer Fund	Sewer	-0.20
	1/13/2023	2022-23 Retro plan-Prop/LI	Sewer Fund	Sewer	230.66
	1/4/2023	EMPLOYEE/FAM MEDICAL INS	Storm Drainage	Storm Drainage	212.20
	1/4/2023	EMPLOYEE MEDICAL INSURANCE	Storm Drainage	Storm Drainage	115.03
	1/4/2023	EMPLOYEE MED INSURANCE	Storm Drainage	Storm Drainage	81.00
	1/4/2023	EMPLOYEE MED INSURANCE	Storm Drainage	Storm Drainage	81.00
	1/4/2023	EMPLOYEE MED INSURANCE	Storm Drainage	Storm Drainage	-81.00
	1/4/2023	EMPLOYEE/FAMILY MED INS	Storm Drainage	Storm Drainage	98.38
	1/4/2023	KAI/WILL/CH	Storm Drainage	Storm Drainage	103.45
	1/4/2023	LIFE INSURANCE	Storm Drainage	Storm Drainage	0.81
	1/4/2023	LIFE INSURANCE	Storm Drainage	Storm Drainage	0.09
	1/4/2023	LIFE INSURANCE	Storm Drainage	Storm Drainage	-0.09
				TOTAL:	19434.65
City Sweepers, LLC	1/13/2023	Street Sweeping - November	State Tax Street	Street Improvement	1115.00
	1/13/2023	Street Sweeping-Residential	State Tax Street	Street Improvement	905.00
				TOTAL:	2020.00
City of Salem	1/24/2023	2nd Qtr 22-23 Reg Records	General Fund	Police	1462.50
				TOTAL:	1462.50
Columbia Bank Cardmember Services	1/13/2023	Zoom online Srvc	General Fund	Admin	12.74
	1/13/2023	Soundcloud - online-websit	General Fund	Admin	144.00
	1/13/2023	Denise VanDyke - COG	General Fund	Admin	64.95
	1/13/2023	N County Law Enforcement B	General Fund	Admin	20.00
	1/13/2023	N County LE Briefing	General Fund	Admin	30.98
	1/13/2023	Clackamas Cty Evidence Rm	General Fund	Admin	20.40
	1/13/2023	Clackamas Cty Evidence Rm	General Fund	Admin	43.65
	1/13/2023	CH Disp	General Fund	Admin	279.00
	1/13/2023	N-ear 360 Flexo Earpiece	General Fund	Police	502.46
	1/13/2023	KJentzsch - nameplate	General Fund	Streets	3.92
	1/13/2023	City Hall Embroidered Flag	General Fund	Streets	121.70
	1/13/2023	5th St Basketball hoop	General Fund	Parks Department	1859.00
	1/13/2023	Pizza for goodle bag stuff	General Fund	Council	56.99
	1/13/2023	KJentzsch - nameplate	Water Fund	Water	3.92
	1/13/2023	KJentzsch - nameplate	Sewer Fund	Sewer	3.91
	1/13/2023	Pocket Tester - WW	Sewer Fund	Sewer	161.87
	1/13/2023	500 G Spoil	Storm Drainage	Storm Drainage	469.85
				TOTAL:	3799.34
Creation Electric, Inc.	1/13/2023	New generator install	Sewer Fund	Sewer	1958.95
				TOTAL:	1958.95
Creative Product Sourcing	1/13/2023	T-shirts	D.A.R.E. Fund	Dare	678.20
				TOTAL:	678.20

City of Gervals
Bill list
December 29, 2022 - January 25, 2023

Dahlberg, Denise	1/24/2023	Ddahlberg- NWWLA Mileage	General Fund	Admin	46.11
				TOTAL:	46.11
DataVision Cooperative	1/13/2023	Dec 2022 Telephone Chrgs	General Fund	Admin	507.48
	1/13/2023	Dec 2022 Telephone Chrgs	General Fund	Police	281.58
	1/13/2023	Dec 2022 Telephone Chrgs	General Fund	Streets	45.03
	1/13/2023	Dec 2022 Telephone Chrgs	Water Fund	Water	45.02
	1/13/2023	Dec 2022 Telephone Chrgs	Sewer Fund	Sewer	45.03
				TOTAL:	924.14
Davison Auto Parts	1/13/2023	Backhoe Rpr	General Fund	Streets	45.19
	1/13/2023	Backhoe Rpr	General Fund	Streets	32.29
	1/13/2023	Sewer Split	General Fund	Streets	21.56
	1/13/2023	Backhoe Rpr	Water Fund	Water	45.19
	1/13/2023	Backhoe Rpr	Water Fund	Water	32.29
	1/13/2023	Sewer Split	Water Fund	Water	21.56
	1/13/2023	Clr Diesel Fucle	Water Fund	Water	19.31
	1/13/2023	Misc autp parts	Water Fund	Water	308.32
	1/13/2023	Misc autp parts	Water Fund	Water	101.49
	1/13/2023	Backhoe Rpr	Sewer Fund	Sewer	45.18
	1/13/2023	Backhoe Rpr	Sewer Fund	Sewer	32.28
	1/13/2023	Sewer Split	Sewer Fund	Sewer	59.98
	1/13/2023	Sewer Split	Sewer Fund	Sewer	21.55
	1/13/2023	Clr Diesel Fucle	Sewer Fund	Sewer	37.98
	1/13/2023	Misc autp parts	Sewer Fund	Sewer	101.48
				TOTAL:	925.65
G.W. Hardware	1/13/2023	Braid rope-CH Flag pole	General Fund	Streets	14.99
	1/24/2023	Bsktbl Bench/crking wall	General Fund	Streets	50.22
	1/24/2023	Bsktbl Bench/crking wall	Parks Fund	Parks	32.43
				TOTAL:	97.64
GT Excavating, LLC	1/13/2023	Video Inspect-Juniper 7th&	Sewer Fund	Sewer	225.00
				TOTAL:	225.00
Garten Services, Inc.	1/13/2023	65 Gal Shredding Srvc	General Fund	Police	60.00
				TOTAL:	60.00
Grove, Mueller & Swank	1/13/2023	Iterm billing-audit 06/30	General Fund	Admin	7500.00
				TOTAL:	7500.00
HRA VEBA Plan	1/4/2023	HRA VEBA Contribution	General Fund	Admin	19.38
	1/4/2023	HRA VEBA Contribution	General Fund	Police	83.97
	1/4/2023	HRA VEBA Contribution	General Fund	Court	5.25
	1/4/2023	HRA VEBA Contribution	State Tax Street	Street Improvement	54.23
	1/4/2023	HRA VEBA Contribution	State Tax Street	Street Improvement	15.75
	1/4/2023	HRA VEBA Contribution	State Tax Street	Street Improvement	-15.75
	1/4/2023	HRA VEBA Contribution	Water Fund	Water	50.73
	1/4/2023	HRA VEBA Contribution	Water Fund	Water	7.88
	1/4/2023	HRA VEBA Contribution	Water Fund	Water	-7.88
	1/4/2023	HRA VEBA Contribution	Sewer Fund	Sewer	50.73
	1/4/2023	HRA VEBA Contribution	Sewer Fund	Sewer	7.88
	1/4/2023	HRA VEBA Contribution	Sewer Fund	Sewer	-7.88
	1/4/2023	HRA VEBA Contribution	Storm Drainage	Storm Drainage	15.71
	1/4/2023	HRA VEBA Contribution	Storm Drainage	Storm Drainage	3.49
	1/4/2023	HRA VEBA Contribution	Storm Drainage	Storm Drainage	-3.49
				TOTAL:	280.00
Hubbard Cleaners	1/13/2023	12/01-12/31/2022 Dry Clean	General Fund	Police	25.00
				TOTAL:	25.00

City of Gervais
Bill list
December 29, 2022 - January 25, 2023

Internal Revenue Service	1/4/2023	FICA	General Fund	Admin	210.46
	1/4/2023	MEDICARE	General Fund	Admin	49.22
	1/4/2023	FICA	General Fund	Police	2362.22
	1/4/2023	MEDICARE	General Fund	Police	552.46
	1/4/2023	FICA	General Fund	Court	64.25
	1/4/2023	MEDICARE	General Fund	Court	15.03
	1/4/2023	FICA	State Tax Street	Street Improvement	480.03
	1/4/2023	FICA	State Tax Street	Street Improvement	104.81
	1/4/2023	FICA	State Tax Street	Street Improvement	-104.81
	1/4/2023	MEDICARE	State Tax Street	Street Improvement	112.27
	1/4/2023	MEDICARE	State Tax Street	Street Improvement	24.51
	1/4/2023	MEDICARE	State Tax Street	Street Improvement	-24.51
	1/4/2023	FICA	Water Fund	Water	470.17
	1/4/2023	FICA	Water Fund	Water	52.41
	1/4/2023	FICA	Water Fund	Water	-52.41
	1/4/2023	MEDICARE	Water Fund	Water	109.96
	1/4/2023	MEDICARE	Water Fund	Water	12.26
	1/4/2023	MEDICARE	Water Fund	Water	-12.26
	1/4/2023	FICA	Sewer Fund	Sewer	470.17
	1/4/2023	FICA	Sewer Fund	Sewer	52.41
	1/4/2023	FICA	Sewer Fund	Sewer	-52.41
	1/4/2023	MEDICARE	Sewer Fund	Sewer	109.96
	1/4/2023	MEDICARE	Sewer Fund	Sewer	12.26
	1/4/2023	MEDICARE	Sewer Fund	Sewer	-12.26
	1/4/2023	FICA	Storm Drainage	Storm Drainage	143.05
	1/4/2023	FICA	Storm Drainage	Storm Drainage	23.29
	1/4/2023	FICA	Storm Drainage	Storm Drainage	-23.29
	1/4/2023	MEDICARE	Storm Drainage	Storm Drainage	33.45
	1/4/2023	MEDICARE	Storm Drainage	Storm Drainage	5.44
	1/4/2023	MEDICARE	Storm Drainage	Storm Drainage	-5.44
				TOTAL:	5182.70
Keith's Sporting Goods, Inc.	1/13/2023	Eotech-512.A65 UPC	General Fund	Police	21.50
				TOTAL:	21.50
MCCA Empire	1/24/2023	Wrk Clths Hunter Riggs	General Fund	Streets	34.66
	1/24/2023	Wrk Clths Hunter Riggs	Water Fund	Water	34.66
	1/24/2023	Wrk Clths Hunter Riggs	Sewer Fund	Sewer	34.68
				TOTAL:	104.00
Mid-Willamette Valley COG	1/13/2023	City plnng Srvc	General Fund	Admin	47.00
				TOTAL:	47.00
Moonlight Maintenance	1/13/2023	Dec 2022 Janitorial Svc	General Fund	Admin	528.00
				TOTAL:	528.00
NW Natural Gas	1/13/2023	2564507-8 CH Heating	General Fund	Admin	332.07
				TOTAL:	332.07
Northstar Chemical	1/13/2023	Sodium Hypochlorite 12.5%	Water Fund	Water	883.60
	1/13/2023	Sodium Hypochlorite 12.5%	Sewer Fund	Sewer	1155.40
				TOTAL:	2039.00
One Call Concepts	1/13/2023	Locate Tickets	Water Fund	Water	10.80
				TOTAL:	10.80
Oregon Association Chiefs of Police	1/13/2023	Mbmrshp Rnwl & City Mbms	General Fund	Police	325.00
				TOTAL:	325.00

City of Gervais
 Bill list
 December 29, 2022 - January 25, 2023

Oregon Association of Water Utilities	1/13/2023	HRiggs, JBechtold training	Water Fund	Water	270.00
				TOTAL:	270.00
Oregon Department of Revenue	1/4/2023	SUTA	General Fund	Admin	23.76
	1/4/2023	WORKERS COMP	General Fund	Admin	0.78
	1/4/2023	SUTA	General Fund	Police	266.69
	1/4/2023	WORKERS COMP	General Fund	Police	10.29
	1/4/2023	SUTA	General Fund	Court	7.25
	1/4/2023	WORKERS COMP	General Fund	Court	0.22
	1/4/2023	SUTA	State Tax Street	Street Improvement	54.21
	1/4/2023	SUTA	State Tax Street	Street Improvement	11.84
	1/4/2023	SUTA	State Tax Street	Street Improvement	-11.84
	1/4/2023	WORKERS COMP	State Tax Street	Street Improvement	2.48
	1/4/2023	WORKERS COMP	State Tax Street	Street Improvement	0.76
	1/4/2023	WORKERS COMP	State Tax Street	Street Improvement	-0.76
	1/4/2023	SUTA	Water Fund	Water	53.08
	1/4/2023	SUTA	Water Fund	Water	5.92
	1/4/2023	SUTA	Water Fund	Water	-5.92
	1/4/2023	WORKERS COMP	Water Fund	Water	2.15
	1/4/2023	WORKERS COMP	Water Fund	Water	0.38
	1/4/2023	WORKERS COMP	Water Fund	Water	-0.38
	1/4/2023	SUTA	Sewer Fund	Sewer	53.08
	1/4/2023	SUTA	Sewer Fund	Sewer	5.92
	1/4/2023	SUTA	Sewer Fund	Sewer	-5.92
	1/4/2023	WORKERS COMP	Sewer Fund	Sewer	2.15
	1/4/2023	WORKERS COMP	Sewer Fund	Sewer	0.38
	1/4/2023	WORKERS COMP	Sewer Fund	Sewer	-0.38
	1/4/2023	SUTA	Storm Drainage	Storm Drainage	16.15
	1/4/2023	SUTA	Storm Drainage	Storm Drainage	2.62
	1/4/2023	SUTA	Storm Drainage	Storm Drainage	-2.62
	1/4/2023	WORKERS COMP	Storm Drainage	Storm Drainage	0.70
	1/4/2023	WORKERS COMP	Storm Drainage	Storm Drainage	0.16
	1/4/2023	WORKERS COMP	Storm Drainage	Storm Drainage	-0.16
				TOTAL:	492.99
Oregon Municipal Judges Association	1/13/2023	2023 Annual Dues	General Fund	Court	200.00
				TOTAL:	200.00
PGE	1/13/2023	Multiple Meters	General Fund	Admin	651.33
	1/13/2023	Multiple Meters	General Fund	Admin	129.41
	1/13/2023	Multiple Meters	General Fund	Streets	23.49
	1/13/2023	Multiple Meters	General Fund	Parks Department	16.30
	1/13/2023	Multiple Meters	State Tax Street	Street Improvement	110.43
	1/13/2023	Multiple Meters	State Tax Street	Street Improvement	88.64
	1/13/2023	Multiple Meters	State Tax Street	Street Improvement	1722.40
	1/13/2023	Multiple Meters	Water Fund	Water	1736.58
	1/13/2023	Multiple Meters	Water Fund	Water	403.78
	1/13/2023	Multiple Meters	Sewer Fund	Sewer	1009.01
	1/13/2023	Multiple Meters	Sewer Fund	Sewer	146.73
	1/13/2023	Multiple Meters	Sewer Fund	Sewer	2328.24
	1/13/2023	Multiple Meters	Sewer Fund	Sewer	338.50
				TOTAL:	8704.84
Pacific Office Automation	1/24/2023	Lease Copier - CH	General Fund	Admin	281.00
				TOTAL:	281.00
Pitney Bowes	1/24/2023	Postage Refill	General Fund	Admin	97.87
	1/13/2023	Postage Refill	General Fund	Admin	89.15
	1/24/2023	Postage Refill	General Fund	Police	170.32
	1/13/2023	Postage Refill	General Fund	Police	127.57
	1/24/2023	Postage Refill	General Fund	Streets	23.97
	1/24/2023	Postage Refill	Water Fund	Water	23.97
	1/13/2023	Postage Refill	Water Fund	Water	42.39
	1/24/2023	Postage Refill	Sewer Fund	Sewer	23.98

City of Gervals
Bill list
December 29, 2022 - January 25, 2023

	1/13/2023	Postage Refill	Sewer Fund	Sewer	42.39
				TOTAL:	641.61
SEDCOR	1/13/2023	City Mbr Dues 07/1/22-07/1	General Fund	Admin	659.60
				TOTAL:	659.60
Tyler Technologies Incode Division	1/13/2023	Utilities Annual Fees	General Fund	Admin	571.93
	1/13/2023	Utilities Annual Fees	Water Fund	Water	762.57
	1/13/2023	Utilities Annual Fees	Sewer Fund	Sewer	762.57
	1/13/2023	Utilities Annual Fees	Storm Drainage	Storm Drainage	762.56
				TOTAL:	2859.63
US Postal Service	1/13/2023	Water/ Sewer Postage Refill	Water Fund	Water	160.00
	1/13/2023	Water/ Sewer Postage Refill	Sewer Fund	Sewer	160.00
				TOTAL:	320.00
Vantagepoint Transfer Agents - 303067	1/4/2023	457B Contribution	General Fund	Police	500.02
				TOTAL:	500.02
Verizon Wireless	1/23/2023	Nov 02 - Dec 01 Phone Bill	General Fund	Police	45.31
	1/24/2023	dec 02 - Jan 01 Phone Char	General Fund	Police	447.41
	1/23/2023	Nov 02 - Dec 01 Phone Bill	General Fund	Streets	81.08
	1/24/2023	dec 02 - Jan 01 Phone Char	General Fund	Streets	72.19
	1/23/2023	Nov 02 - Dec 01 Phone Bill	Water Fund	Water	81.08
	1/24/2023	dec 02 - Jan 01 Phone Char	Water Fund	Water	72.19
	1/23/2023	Nov 02 - Dec 01 Phone Bill	Sewer Fund	Sewer	81.08
	1/24/2023	dec 02 - Jan 01 Phone Char	Sewer Fund	Sewer	72.19
				TOTAL:	952.53
Xylem Water Solutions U.S.A., Inc.	1/13/2023	4th St Lift Station - Srvc	Sewer Fund	Sewer	330.00
				TOTAL:	330.00
Yes Graphics	1/13/2023	BUDget Booklets 2022-23	General Fund	Admin	199.00
				TOTAL:	199.00
				GRAND TOTAL	77,085.98
==		FUND TOTALS			
	100	General Fund	45,617.15		
	110	State Tax Street Fund	6,595.60		
	200	Water Fund	9,251.85		
	210	Sewer Fund	12,858.41		
	215	Strom Drainage	2,052.34		
	305	D.A.R.E Fund	678.20		
	320	Parks Fund	32.43		
--					
		GRAND TOTAL	77,085.98		
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CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

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100-General Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
General Gov't Tax Rev	1,018,435.00	0.00	45,076.45	4.43	973,358.55
Fees for Services	35,000.00	2,684.84	16,413.08	46.89	18,586.92
Fines & Forfeitures	60,000.00	617.50	22,981.13	38.30	37,018.87
Licenses & Permits	9,250.00	54.16	6,875.49	74.33	2,374.51
Intergovernmental Rev	179,615.00	7,081.69	32,810.82	18.27	146,804.18
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>245,766.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>245,766.00</u>
TOTAL REVENUES	1,548,066.00	10,438.19	124,156.97	8.02	1,423,909.03
EXPENDITURE SUMMARY					
General Government	434,087.00	8,254.00	127,972.18	29.48	306,114.82
Police Department	1,024,238.00	60,750.99	546,366.03	53.34	477,871.97
Street Department	34,778.00	569.07	15,685.64	45.10	19,092.36
Parks Department	25,414.00	41.25	6,464.42	25.44	18,949.58
Municipal Court	26,321.00	1,481.12	12,010.18	45.63	14,310.82
Mayor & city Council	<u>3,228.00</u>	<u>130.00</u>	<u>2,559.12</u>	<u>79.28</u>	<u>668.88</u>
TOTAL EXPENDITURES	1,548,066.00	71,226.43	711,057.57	45.93	837,008.43
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(60,788.24)	(586,900.60)		586,900.60

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

110-State Tax Street Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	254,500.00	16,544.76	186,601.18	73.32	67,898.82
Fees for Services	0.00	0.00	0.00	0.00	0.00
Intergovernmental Rev	383,000.00	0.00	50,000.00	13.05	333,000.00
Fund Balance	<u>809,855.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>809,855.00</u>
TOTAL REVENUES	<u>1,447,355.00</u>	<u>16,544.76</u>	<u>236,601.18</u>	<u>16.35</u>	<u>1,210,753.82</u>
<u>EXPENDITURE SUMMARY</u>					
Street Improvement	<u>1,447,355.00</u>	<u>12,515.68</u>	<u>599,847.37</u>	<u>41.44</u>	<u>847,507.63</u>
TOTAL EXPENDITURES	<u>1,447,355.00</u>	<u>12,515.68</u>	<u>599,847.37</u>	<u>41.44</u>	<u>847,507.63</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	4,029.08 (363,246.19)		363,246.19

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

200-Water Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
General Gov't Tax Rev	900.00	0.00	1,007.31	111.92 (107.31)
Fees for Services	401,850.00	24,396.95	243,367.94	60.56	158,482.06
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>232,964.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>232,964.00</u>
TOTAL REVENUES	635,714.00	24,396.95	244,375.25	38.44	391,338.75
EXPENDITURE SUMMARY					
Water	527,914.00	14,483.69	162,140.75	30.71	365,773.25
Water System Improvement	100,000.00	0.00	2,298.60	2.30	97,701.40
Water Backflow	<u>7,800.00</u>	<u>6.00</u>	<u>3,161.50</u>	<u>40.53</u>	<u>4,638.50</u>
TOTAL EXPENDITURES	635,714.00	14,489.69	167,600.85	26.36	468,113.15
REVENUES OVER/(UNDER) EXPENDITURES	0.00	9,907.26	76,774.40	(76,774.40)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

210-Sewer Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	650.00	0.00	658.41	101.29 (8.41)
Fees for Services	526,510.00	29,448.86	243,246.29	46.20	283,263.71
Intergovernmental Rev	1,000,000.00	0.00	0.00	0.00	1,000,000.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>161,113.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>161,113.00</u>
TOTAL REVENUES	<u>1,688,273.00</u>	<u>29,448.86</u>	<u>243,904.70</u>	<u>14.45</u>	<u>1,444,368.30</u>
<u>EXPENDITURE SUMMARY</u>					
Sewer	<u>1,688,273.00</u>	<u>18,819.51</u>	<u>286,121.58</u>	<u>16.95</u>	<u>1,402,151.42</u>
TOTAL EXPENDITURES	<u>1,688,273.00</u>	<u>18,819.51</u>	<u>286,121.58</u>	<u>16.95</u>	<u>1,402,151.42</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	10,629.35 (42,216.88)		42,216.88

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

215-Storm Drainage
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	100.00	0.00	124.94	124.94 (24.94)
Fees for Services	65,960.00	4,614.91	39,426.92	59.77	26,533.08
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>28,582.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>28,582.00</u>
TOTAL REVENUES	<u>94,642.00</u>	<u>4,614.91</u>	<u>39,551.86</u>	<u>41.79</u>	<u>55,090.14</u>
<u>EXPENDITURE SUMMARY</u>					
Storm Drainage	<u>94,642.00</u>	<u>3,206.83</u>	<u>46,151.33</u>	<u>48.76</u>	<u>48,490.67</u>
TOTAL EXPENDITURES	<u>94,642.00</u>	<u>3,206.83</u>	<u>46,151.33</u>	<u>48.76</u>	<u>48,490.67</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,408.08 (6,599.47)		6,599.47

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

300-Water Reserve
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	100.00	0.00	119.32	119.32 (19.32)
Other	15,000.00	0.00	0.00	0.00	15,000.00
Fund Balance	<u>30,185.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>30,185.00</u>
TOTAL REVENUES	45,285.00	0.00	119.32	0.26	45,165.68
<u>EXPENDITURE SUMMARY</u>					
Water Reserve	<u>45,285.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>45,285.00</u>
TOTAL EXPENDITURES	45,285.00	0.00	0.00	0.00	45,285.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	119.32	(119.32)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

305-D.A.R.E. Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	70.00	0.00	39.88	56.97	30.12
Fees for Services	0.00	0.00	0.00	0.00	0.00
Fines & Forfeitures	12,500.00	0.00	0.00	0.00	12,500.00
Other	1,500.00	0.00	2,520.00	168.00 (1,020.00)
Fund Balance	<u>7,805.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,805.00</u>
TOTAL REVENUES	<u>21,875.00</u>	<u>0.00</u>	<u>2,559.88</u>	<u>11.70</u>	<u>19,315.12</u>
<u>EXPENDITURE SUMMARY</u>					
D.A.R.E. Fund	<u>21,875.00</u>	<u>0.00</u>	<u>1,050.40</u>	<u>4.80</u>	<u>20,824.60</u>
TOTAL EXPENDITURES	<u>21,875.00</u>	<u>0.00</u>	<u>1,050.40</u>	<u>4.80</u>	<u>20,824.60</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	1,509.48	(1,509.48)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

310-PD Vehicle Replacement
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	120.00	0.00	143.04	119.20 (23.04)
Fees for Services	650.00	50.00	350.00	53.85	300.00
Intergovernmental Rev	0.00	0.00	0.00	0.00	0.00
Other	15,000.00	0.00	0.00	0.00	15,000.00
Fund Balance	<u>35,945.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>35,945.00</u>
TOTAL REVENUES	<u>51,715.00</u>	<u>50.00</u>	<u>493.04</u>	<u>0.95</u>	<u>51,221.96</u>
<u>EXPENDITURE SUMMARY</u>					
PD Vehicle Replacement	<u>51,715.00</u>	<u>0.00</u>	<u>18,349.00</u>	<u>35.48</u>	<u>33,366.00</u>
TOTAL EXPENDITURES	<u>51,715.00</u>	<u>0.00</u>	<u>18,349.00</u>	<u>35.48</u>	<u>33,366.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	50.00 (17,855.96)		17,855.96

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

312-Capital Reserve Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	350.00	0.00	287.98	82.28	62.02
Fees for Services	15,615.00	1,300.00	9,100.00	58.28	6,515.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>70,149.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>70,149.00</u>
TOTAL REVENUES	<u>86,114.00</u>	<u>1,300.00</u>	<u>9,387.98</u>	<u>10.90</u>	<u>76,726.02</u>
<u>EXPENDITURE SUMMARY</u>					
Capital Reserve Fund	<u>86,114.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>86,114.00</u>
TOTAL EXPENDITURES	<u>86,114.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>86,114.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,300.00	9,387.98	(9,387.98)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

314-PW Vehicle Replacement
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	0.00	0.00	0.00	0.00	0.00
Other	10,500.00	0.00	0.00	0.00	10,500.00
Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	10,500.00	0.00	0.00	0.00	10,500.00
<u>EXPENDITURE SUMMARY</u>					
PW Vehicle Replacement	<u>10,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,500.00</u>
TOTAL EXPENDITURES	10,500.00	0.00	0.00	0.00	10,500.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

315-Bike Path Construction
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	65.00	0.00	41.29	63.52	23.71
Other	1,000.00	0.00	0.00	0.00	1,000.00
Fund Balance	<u>10,448.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,448.00</u>
TOTAL REVENUES	<u>11,513.00</u>	<u>0.00</u>	<u>41.29</u>	<u>0.36</u>	<u>11,471.71</u>
<u>EXPENDITURE SUMMARY</u>					
Bike Path Construction	<u>11,513.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,513.00</u>
TOTAL EXPENDITURES	<u>11,513.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,513.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	41.29	(41.29)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

320-Parks Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	300.00	0.00	295.88	98.63	4.12
Fees for Services	2,500.00	0.00	254.75	10.19	2,245.25
Fines & Forfeitures	0.00	0.00	0.00	0.00	0.00
Licenses & Permits	0.00	0.00	0.00	0.00	0.00
Intergovernmental Rev	15,000.00	0.00	0.00	0.00	15,000.00
Other	50,000.00	0.00	0.00	0.00	50,000.00
Fund Balance	<u>71,950.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>71,950.00</u>
TOTAL REVENUES	<u>139,750.00</u>	<u>0.00</u>	<u>550.63</u>	<u>0.39</u>	<u>139,199.37</u>
<u>EXPENDITURE SUMMARY</u>					
Parks	<u>139,750.00</u>	<u>32.43</u>	<u>470.43</u>	<u>0.34</u>	<u>139,279.57</u>
TOTAL EXPENDITURES	<u>139,750.00</u>	<u>32.43</u>	<u>470.43</u>	<u>0.34</u>	<u>139,279.57</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (32.43)	80.20	(80.20)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

325-City Hall Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	0.00	0.00	0.00	0.00	0.00
Fees for Services	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>EXPENDITURE SUMMARY</u>					
City Hall	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

330-Water SDC Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	720.00	0.00	1,048.18	145.58 (328.18)
Fees for Services	41,206.00	0.00	18,730.00	45.45	22,476.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>248,621.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>248,621.00</u>
TOTAL REVENUES	<u>290,547.00</u>	<u>0.00</u>	<u>19,778.18</u>	<u>6.81</u>	<u>270,768.82</u>
<u>EXPENDITURE SUMMARY</u>					
Water SDC	<u>290,547.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>290,547.00</u>
TOTAL EXPENDITURES	<u>290,547.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>290,547.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	19,778.18	(19,778.18)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

335-Sewer SDC Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	3,000.00	0.00	3,274.09	109.14 (274.09)
Fees for Services	63,569.00	5,000.00	21,395.00	33.66	42,174.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>814,099.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>814,099.00</u>
TOTAL REVENUES	880,668.00	5,000.00	24,669.09	2.80	855,998.91
<u>EXPENDITURE SUMMARY</u>					
Sewer SDC	<u>880,668.00</u>	<u>0.00</u>	<u>17,894.39</u>	<u>2.03</u>	<u>862,773.61</u>
TOTAL EXPENDITURES	880,668.00	0.00	17,894.39	2.03	862,773.61
REVENUES OVER/(UNDER) EXPENDITURES	0.00	5,000.00	6,774.70	(6,774.70)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

340-Storm Water SDC
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	660.00	0.00	829.91	125.74 (169.91)
Fees for Services	18,557.00	0.00	8,435.00	45.45	10,122.00
Fund Balance	<u>202,551.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>202,551.00</u>
TOTAL REVENUES	221,768.00	0.00	9,264.91	4.18	212,503.09
<u>EXPENDITURE SUMMARY</u>					
Storm Water SDC	<u>221,768.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>221,768.00</u>
TOTAL EXPENDITURES	221,768.00	0.00	0.00	0.00	221,768.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	9,264.91	(9,264.91)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

342-Parks SDC
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	750.00	0.00	980.30	130.71 (230.30)
Fees for Services	18,557.00	0.00	11,780.00	63.48	6,777.00
Fund Balance	<u>237,630.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>237,630.00</u>
TOTAL REVENUES	<u>256,937.00</u>	<u>0.00</u>	<u>12,760.30</u>	<u>4.97</u>	<u>244,176.70</u>
<u>EXPENDITURE SUMMARY</u>					
Parks SDC	<u>256,937.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>256,937.00</u>
TOTAL EXPENDITURES	<u>256,937.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>256,937.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	12,760.30	(12,760.30)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

345-4th of July
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	20.00	0.00	0.00	0.00	20.00
Fees for Services	300.00	0.00	60.00	20.00	240.00
Other	4,350.00	0.00	993.47	22.84	3,356.53
Fund Balance	<u>394.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>394.00</u>
TOTAL REVENUES	<u>5,064.00</u>	<u>0.00</u>	<u>1,053.47</u>	<u>20.80</u>	<u>4,010.53</u>
<u>EXPENDITURE SUMMARY</u>					
4th of July	<u>5,064.00</u>	<u>0.00</u>	<u>4,689.91</u>	<u>92.61</u>	<u>374.09</u>
TOTAL EXPENDITURES	<u>5,064.00</u>	<u>0.00</u>	<u>4,689.91</u>	<u>92.61</u>	<u>374.09</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	(3,636.44)		3,636.44

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

350-Special Events
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	20.00	0.00	5.94	29.70	14.06
Fees for Services	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>919.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>919.00</u>
TOTAL REVENUES	<u>939.00</u>	<u>0.00</u>	<u>5.94</u>	<u>0.63</u>	<u>933.06</u>
<u>EXPENDITURE SUMMARY</u>					
Special Events	<u>939.00</u>	<u>0.00</u>	<u>146.00</u>	<u>15.55</u>	<u>793.00</u>
TOTAL EXPENDITURES	<u>939.00</u>	<u>0.00</u>	<u>146.00</u>	<u>15.55</u>	<u>793.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	(140.06)		140.06

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

360-American Rescue Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	307,768.00	0.00	308,419.14	100.21 (651.14)
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>307,923.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>307,923.00</u>
TOTAL REVENUES	<u>615,691.00</u>	<u>0.00</u>	<u>308,419.14</u>	<u>50.09</u>	<u>307,271.86</u>
<u>EXPENDITURE SUMMARY</u>					
Capital outlay	<u>615,691.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>615,691.00</u>
TOTAL EXPENDITURES	<u>615,691.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>615,691.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	308,419.14	(308,419.14)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

500-Debt - Water
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	100.00	0.00	85.67	85.67	14.33
Other	20,000.00	0.00	0.00	0.00	20,000.00
Fund Balance	<u>21,657.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>21,657.00</u>
TOTAL REVENUES	<u>41,757.00</u>	<u>0.00</u>	<u>85.67</u>	<u>0.21</u>	<u>41,671.33</u>
<u>EXPENDITURE SUMMARY</u>					
Debt - Water	<u>41,757.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>41,757.00</u>
TOTAL EXPENDITURES	<u>41,757.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>41,757.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	85.67	(85.67)

CITY OF GERVAIS
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 25th, 2023

510-Debt - Sewer
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	250.00	0.00	260.64	104.26 (10.64)
Other	60,000.00	0.00	0.00	0.00	60,000.00
Fund Balance	<u>65,898.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>65,898.00</u>
TOTAL REVENUES	<u>126,148.00</u>	<u>0.00</u>	<u>260.64</u>	<u>0.21</u>	<u>125,887.36</u>
<u>EXPENDITURE SUMMARY</u>					
Debt - Sewer	<u>126,148.00</u>	<u>0.00</u>	<u>60,158.93</u>	<u>47.69</u>	<u>65,989.07</u>
TOTAL EXPENDITURES	<u>126,148.00</u>	<u>0.00</u>	<u>60,158.93</u>	<u>47.69</u>	<u>65,989.07</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00 (59,898.29)		59,898.29

8a.



CITY OF GERVAIS

592 Fourth Street/PO Box 329, Gervais, Oregon 97026-0329
503-792-4900 Administration Office; 503-792-3791 Fax
Text Tel. (TTY) 1-800-735-2900 Spanish (TTY/V) 1-800-735-3896

February 3, 2023

State Legislators,

Please consider funding the capital project request for the construction of a new fire station and regional emergency preparedness facility on Butteville Road near Gervais. This project will improve emergency response for the Gervais community, help meet the regional needs for large scale disaster preparedness and response and proactively prepare for the rapid population growth occurring in the Gervais area.

The Gervais community is currently underserved for emergency response to fire and medical emergencies. The establishment of the new fire station will improve response times from the current ten (10) minutes to less than five (5) minutes, which will allow compliance with national standards and improve life safety for residents of the Gervais area.

The requested funding will also provide a facility that will strengthen regional disaster preparedness and response to large scale emergencies and provide additional benefits for the Gervais community and surrounding region. Some of these benefits include:

- Regional Fire / Disaster Preparedness Training Center – North Marion County
- Woodburn/Gervais CERT Program Administrative Office Space
- Student Firefighter Resident Volunteer Program Support for Area Youth
- Regional Emergency Fuel Storage & Distribution Facility
- Regional OEM SPIRE Grant Funded Portable Water Distribution Trailer Staging & Support
- Gervais Community Meeting Room

The current population of Gervais is approximately 2,713. According to information provided to the City of Gervais by Portland State University, the population is expected to double over the next 20 years. The project will position the Woodburn Fire District to meet the emergency response needs of the growing community for decades to come.

Thank you for considering the City's support of the new Gervais Fire Station funding request.

On Behalf of the Gervais City Council,

Annie Gilland, Mayor

The City of Gervais is an Equal Opportunity Provider and Employer. Complaints of discrimination should be sent to: USDA, Director, Office of Civil Rights, Washington, DC 20250-9410



1776 Newberg Hwy
Woodburn, OR 97071
Phone: 503-982-2360
Fax: 503-981-5004

January 11, 2023

Joe Budge
Fire Chief
Woodburn Fire District
971-444-0045 (cell)
503-983-2360 (office)

Gervais City Council
City of Gervais

RE: Letter of Support Request for Gervais Fire Station & Regional Emergency Preparedness Facility

Gervais City Council Members,

Please consider providing a letter of support for a capital project request to the state legislature for the development of a new fire station on Butteville Road that will improve emergency response to the Gervais community, help meet the regional needs for large scale disaster response and preparedness, and proactively prepare for the rapid population growth occurring in the region.

Background

In 2021, fire district voters approved a bond levy that will fund 3.1 million of the estimated 6.6 million dollar capital project to establish a new fire station. The fire district has since acquired five acres of land just north of Gervais at the intersection of Butteville and Jensen Roads and the site has been approved by Marion County for the construction of the fire station.

Improve Emergency Response

The Gervais community is currently underserved for emergency response to fire and medical emergencies. Emergencies in this area consistently account for 9% of the 3,500 annual emergency calls for the fire district. The establishment of the new fire station will improve response times from the current (10) minutes to less than (5) minutes which will allow compliance with national standards and improve life safety for residents of the Gervais area.

Provide Facility for Large Scale Disaster Preparedness and Response

The requested funding will also provide a facility that will strengthen regional disaster preparedness and response to large scale emergencies and provide additional benefits for the Gervais community and surrounding region that includes:

- Regional Fire / Disaster Preparedness Training Center – North Marion County
- Woodburn/Gervais CERT Program Administrative Office Space
- Student Firefighter Resident Volunteer Program Support
- Regional Emergency Fuel Storage & Distribution Facility
- Regional OEM Funded Portable Water Distribution Trailer Staging & Support
- Gervais Community Meeting Room
- Insurance Services Office (ISO) Fire District Rating Improvement

Details of each of the community and regional benefits summarized above are included in an attached PowerPoint presentation that was made to the Gervais City Council in the fall of 2022.

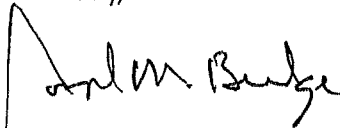
Preparation for Population Growth

The new fire station site at the corner of Butteville & Jensen Roads is also well positioned to serve the emergency response needs of the rapidly expanding residential and industrial areas of south and west Woodburn. With more than 3,300 new housing units under development, the current fire district population of 39,000 residents is expected to increase by 20% over the next 5-10 years. Additionally, the proximity of the fire station site to existing and planned traffic arterials will allow rapid response from this location to all areas of the 75 square mile fire district as well as mutual-aid responses to neighboring fire districts in the north Marion County and south Clackamas County region. The project will position the fire district to meet the emergency response needs of the growing region for decades to come.

During the upcoming legislative session, a capital project application will be submitted for the estimated \$3,500,000 of additional funding needed for the fire station/regional disaster preparedness project. This request combined with \$3,100,000 provided by residents of the Woodburn Fire District will help meet the current needs for local and regional emergency response and prepare for future growth.

Thank you for considering your support of this request and please contact me if you have any questions. I would be happy to provide a personal presentation to the board of commissioners if desired.

Sincerely,



Joe Budge
Fire Chief
Woodburn Fire District

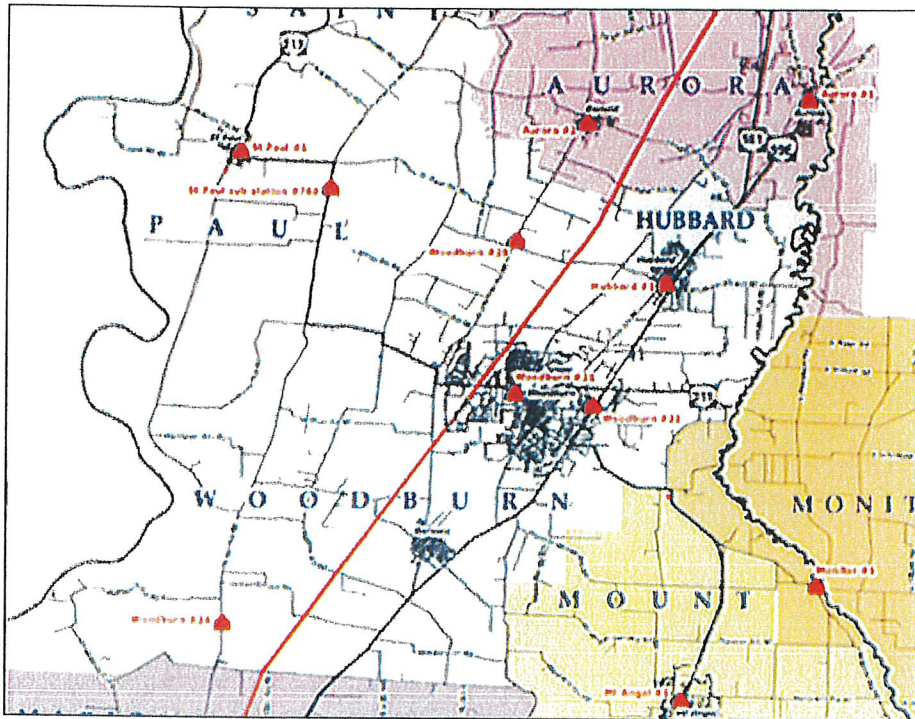
Encl: Fire Station Site Satellite View





Funding Request - The Woodburn Fire District is requesting \$3,500,000 of funding for the development of a new fire station near Gervais that will improve emergency response to an underserved community, help meet the regional needs for large scale disaster response and preparedness, and proactively prepare for the rapid population growth occurring in the region.

WFD Local Bond Fund Commitment – The WFD board of directors has approved the use of 3.1 million in bond funds for the new station project. In 2021, fire district voters approved a bond levy that will partially fund of the estimated 6.6 million dollar capital project. The fire district has acquired five acers of land just north of Gervais and the site has been approved by Marion County for the construction of the station.

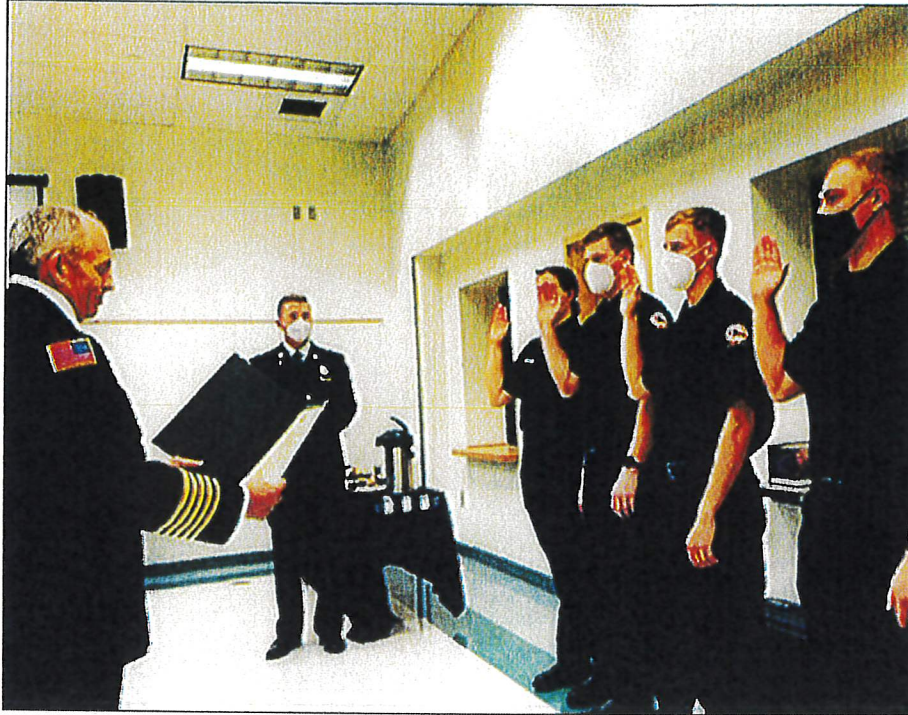


District Overview

- Woodburn Fire District covers 75 square miles including the cities of Woodburn and Gervais. The population of the district is 40,000 residents.
- The I-5 and Union Pacific railway corridors run through the middle of the fire district north to south
- WFD has automatic mutual-aid agreements with 9 surrounding fire districts in north Marion County and south Clackamas County.
- Mutual-aid agreements are also in place with all 19 fire agencies in Marion County for the sharing of resources when requested. These agreements were instrumental in the rapid response to the 2020 wildfires that saved lives and structures in the Santiam Canyon and Cascade foothills near Molalla.



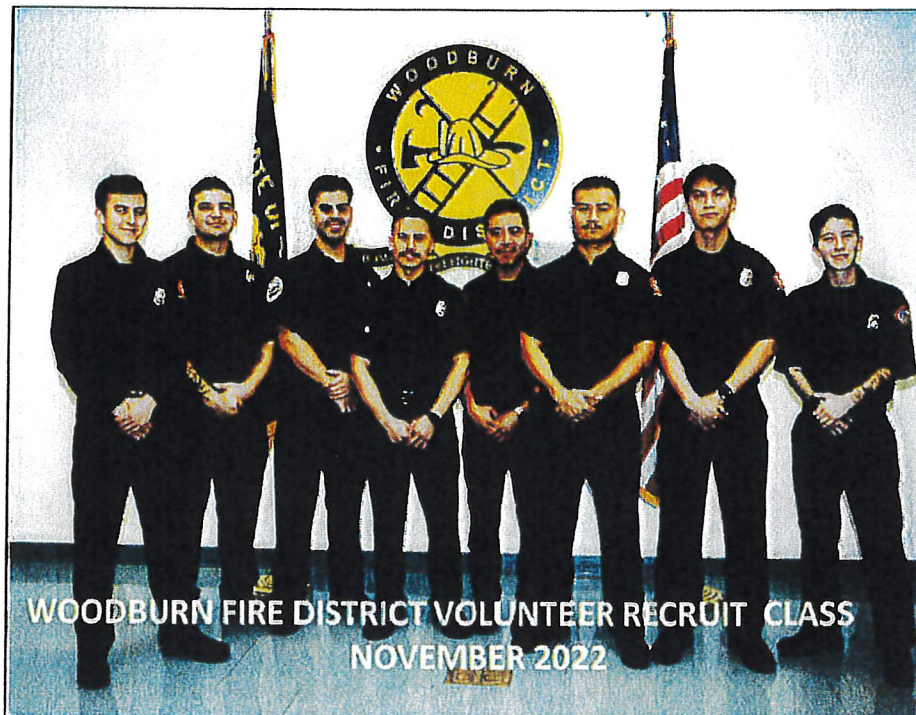
WFD Firefighters - WFD has 16 career firefighters and 30 volunteers. WFD currently staffs one 4 person engine company 24/7 and has a second engine company during peak activity hours during the week.



WFD Career Members - WFD is prioritizing all available operating funds to the hiring of more firefighters. These four new firefighters were hired in September of 2021 in response to a steep surge in response calls. Two of the new firefighters are paramedics. Advanced Life Support (ALS) with a paramedic is needed in the area with all regional hospitals at least 20 minutes from Woodburn that has a large senior population.

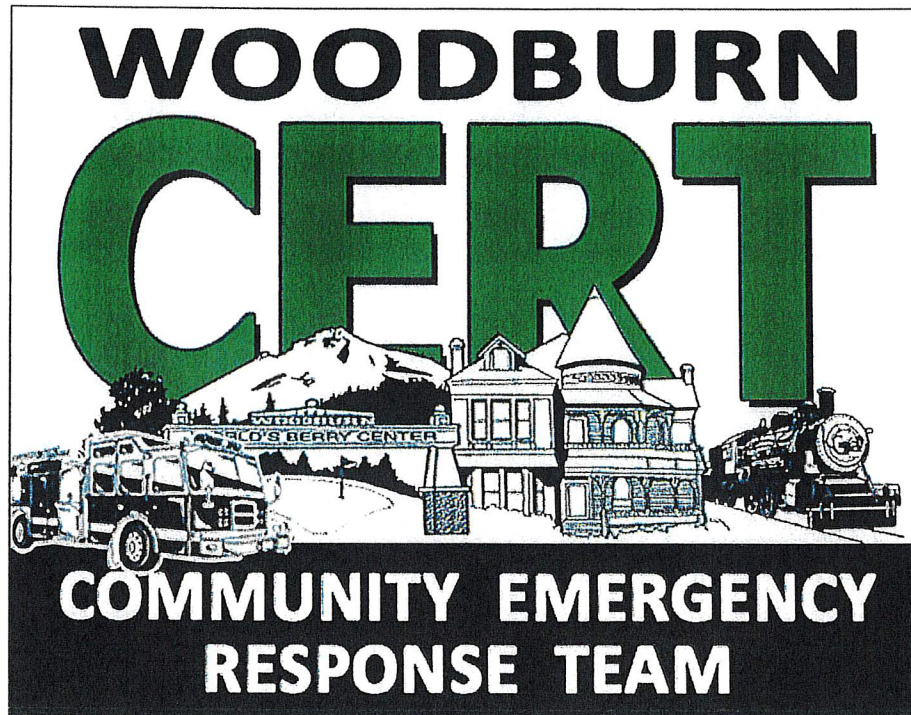
The hiring was made possible through the use of reserve funds that had been previously set aside for critical equipment replacement. The reserve funds were repurposed to personnel expenses with the passage of a bond in 2021. The reserve funds will serve as bridge funding for the new firefighters' salaries until the extensive new development that is occurring in Woodburn area is brought into the tax base.

With 16 career firefighters the ratio of career firefighters to residents served is 0.40/thousand. The national average for fire jurisdictions the size of WFD is 1/thousand as reported by the National Fire Protection Association.

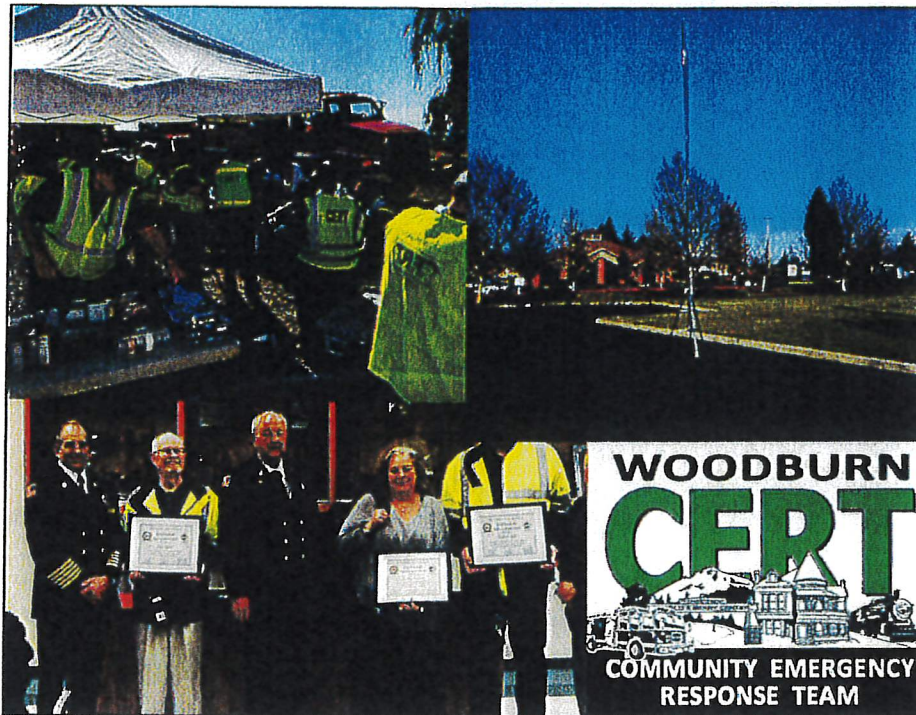


WFD Volunteer Program - WFD operates an active volunteer firefighter program. WFD is not able to meet the emergency response needs of the community without the assistance of volunteers for the response to overlapping calls and those incidents that require more than one resource to mitigate. These eight new volunteer firefighters completed the WFD fire training academy in November of 2022. The training academy requires 148 hours of classroom lecture and drill ground skill practice and ends with a nationally recognized certification as an entry level firefighter. The academy training is in addition to 12 college credit hours of EMT training through Chemeketa Community College. All of these volunteers are from the local area and are on a path to becoming career firefighters. Dozens of former WFD volunteers work all across Oregon and the western US as professional firefighters.

Student Resident Volunteer Program -Two of the members of this class will become student volunteers and will reside at WFD Station 24 in Waconda. WFD provides full-time student residents with tuition assistance, certification training and emergency response experience. Three WFD students will provide the initial staffing of new Gervais Fire Station. WFD expects to have career firefighters staffing at the Gervais station within 5-10 years.



WFD CERT Program - WFD sponsors an very active CERT program that includes 50 volunteers. The Community Emergency Response Team (CERT) is a FEMA program that provides organizational structure for community based volunteers that are mobilized in the event of large scale disasters. During regional events , CERT members handle low level emergencies and public first-aid to free up first responders for critical calls. During the 2020 fire season, CERT members assisted with the care and comfort of Santiam Canyon refugees that were gathered at the state fairgrounds. During the February 2021 ice storm, CERT members canvassed neighborhoods to assist shut-in seniors with oxygen replacement, medication and food and distributed carbon monoxide detectors to those that were using portable generators for heating and cooking. These teams will be instrumental in the saving of lives in response to a Cascadia earthquake.



CERT Benefits to the Community - The WFD CERT program is managed by a part-time employee and long-time WFD volunteer Uli Reich (pictured center in uniform). When not preparing for large scale emergencies, some CERT members operate the WFD firefighter REHAB unit that has about 30 call outs each year to assist area firefighters with vitals monitoring and food and water during rest and recovery periods.

Some members of CERT operate a HAM radio system. WFD has a base station set up that will connect with volunteers in the field and link directly to the Marion County emergency management office located at the MC public works building. This allows a separate communication system for activated CERT members to communicate effectively while not encumbering the first responder communication channels.

The Woodburn CERT team serves the Woodburn, Gervais and Hubbard communities and surrounding areas.

Local Fire District Tax Comparisons

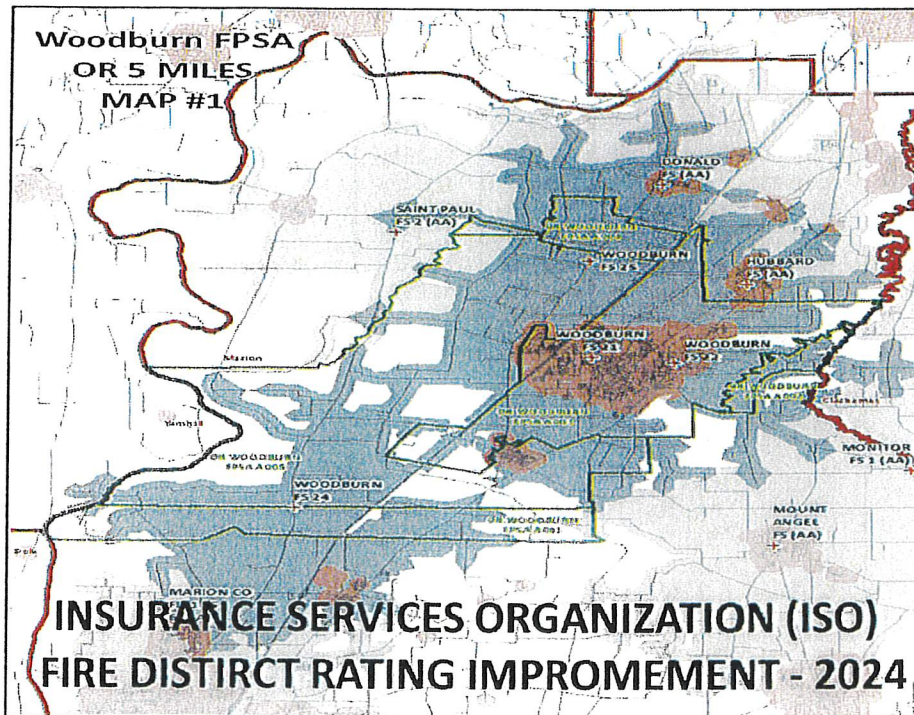
FIRE DISTRICT TAX RATES - *per 1,000*

	HUBBARD	WOODBURN	AURORA	CANBY
Base Tax Rate	0.80	1.60	0.84	1.54
Capital Bond	0.27	0.26		0.22
Operations Levy	<u>0.99</u>	<u>0.35</u>	<u>0.99</u>	<u>0.45</u>
Tax Rate Total	\$2.06	\$2.14	\$1.83	\$2.21

WFD Tax Structure – The WFD permanent tax rate (\$1.60/thousand assessed value) was established in 1997 by Measure 50 property tax reform

In 2019, WFD voters approved a 5-year \$0.35 operating levy that provides (4) career firefighter constant staffing including (1) paramedic on-duty at all times. The levy will come up for renewal in 2024 with no additional tax increases being considered.

In 2021, WFD approved a 20-year 12.5 million capital expense bond for the replacement of fire apparatus and aging emergency response equipment. The WFD board of directors has dedicated 3.1 million in bond funds to the building of the Gervais Fire Station.



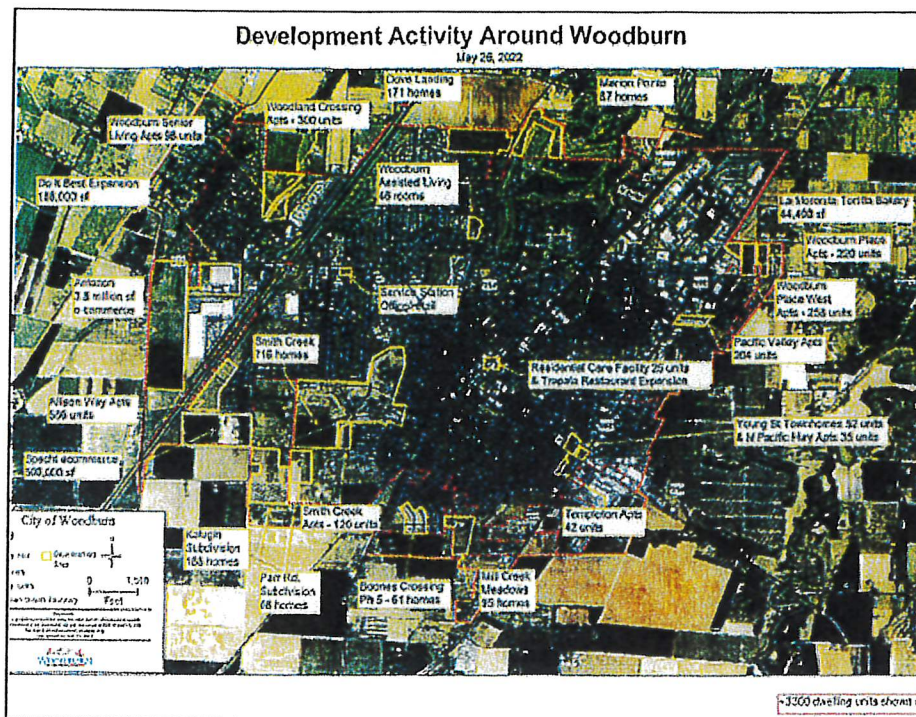
WFD ISO Rating -This map is used by the Insurance Services Office (ISO) shows 5 mile driving distance from existing fire stations. The goal is to have all dark gray areas indicating those areas within 5 miles driving distance. The white area around the city of Gervais indicates a low response area. Property insurance companies use the ISO maps and rating to establish insurance premium rates for property home owners.

ISO also rates all 27,181 fire agencies in the US on a 1-10 scale with one being the best. WFD currently has a “3” rating on the ISO scale. There are many factors that go into the rating calculation including area coverage within 5 miles, access to a training center, fire department training documentation and more. With the addition of the new Gervais station, more than 90 percent of the district will be within 5 miles of a fire station and the ISO rating is expected to improve to a “2”. This is expected to save property owners in the district about 5% in insurance premium savings which is about \$20 per year for a \$400 policy. While this is a modest savings, it does represent about 50% of the tax levied for a home at the average assessed value by the 2021 bond that will partially finance the new fire station. For a home in Gervais that is at the average assessed rate of \$170, 50, the annual bond levy equals \$44.23

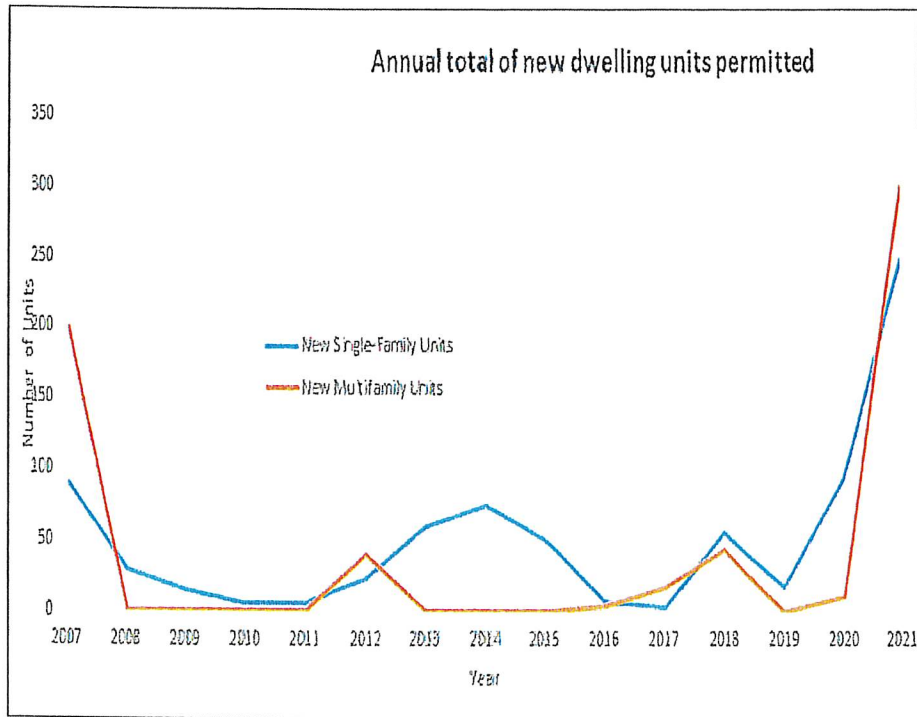
2022-23 Rates in Descending Order of Tax Rate

PROP.ID	City	Tax Code Area	Composite Rate	Assessed Value	Tax
328397	WOODBURN	03030	19.9010	186,720	\$ 3,715.92
107377	WOODBURN	03039	19.8510	157,590	\$ 3,128.32
341235	SALEM	24010	19.6499	240,420	\$ 4,724.24
599266	GERVAIS	01100	19.2282	170,150	\$ 3,271.68
322027	MT ANGEL	91150	17.3112	195,060	\$ 3,376.71
100836	MILL CITY	56140	17.1926	145,960	\$ 2,509.44
101989	SILVERTON	04020	16.7195	247,400	\$ 4,136.41
551855	KEIZER	24200	16.5846	193,320	\$ 3,276.52
333214	AURORA	15069	16.3334	285,100	\$ 4,656.64
100016	IDANHA	56120	16.2721	39,470	\$ 642.24
534627	STAYTON	29040	16.2404	202,810	\$ 3,293.72
597279	AUMSVILLE	05050	15.5341	168,370	\$ 2,615.48
341721	TURNER	05190	15.5059	241,390	\$ 3,742.97
599984	HUBBARD	15110	15.3517	200,710	\$ 3,081.25
542293	DETROIT	56070	14.9213	141,630	\$ 2,113.30
537201	JEFFERSON	14130	14.6510	151,980	\$ 2,226.66
103147	SAINT PAUL	45160	14.6022	247,030	\$ 3,607.20
598839	GATES	56090	14.0124	137,130	\$ 1,921.54
101302	SCOTT'S MILLS	04170	13.2069	157,510	\$ 2,080.22
320494	SUBLIMITY	29180	12.6151	269,470	\$ 3,399.38
356393	DONALD	15080	12.2594	200,910	\$ 2,108.86

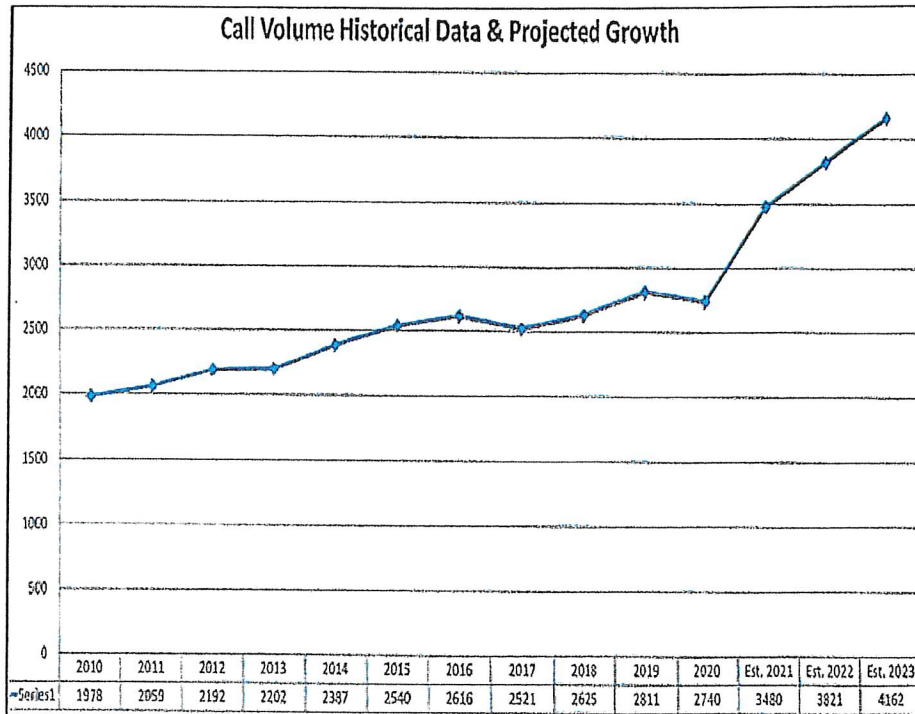
Current Tax Burden for Property Owners - WFD is not proposing any additional taxes due to the current tax burden currently being carried by Woodburn and Gervais property owners that is at the top of all 20 cities in Marion County. Additionally, many properties in WFD are in tax compression resulting from the Measure 5 property tax limitation that was approved by Oregon State voters in 1990. Additional taxes imposed on properties that are already at the maximum tax rate results in a reduction of revenue to other government services including the city of Woodburn. Most properties in the city of Gervais are not currently at the maximum property tax cap.



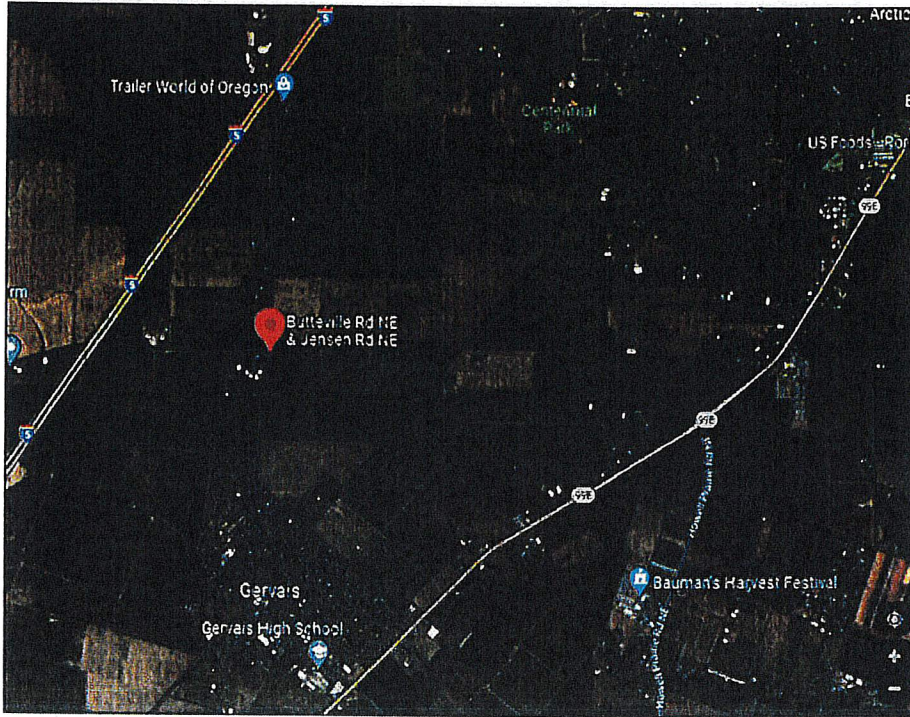
Rapid Community Growth - The Woodburn & Gervais communities are growing rapidly. This map shows the current residential, commercial and industrial projects currently underway that include 3,300 dwelling units. A 20 percent increase in population is expected over the next 5-10 years.



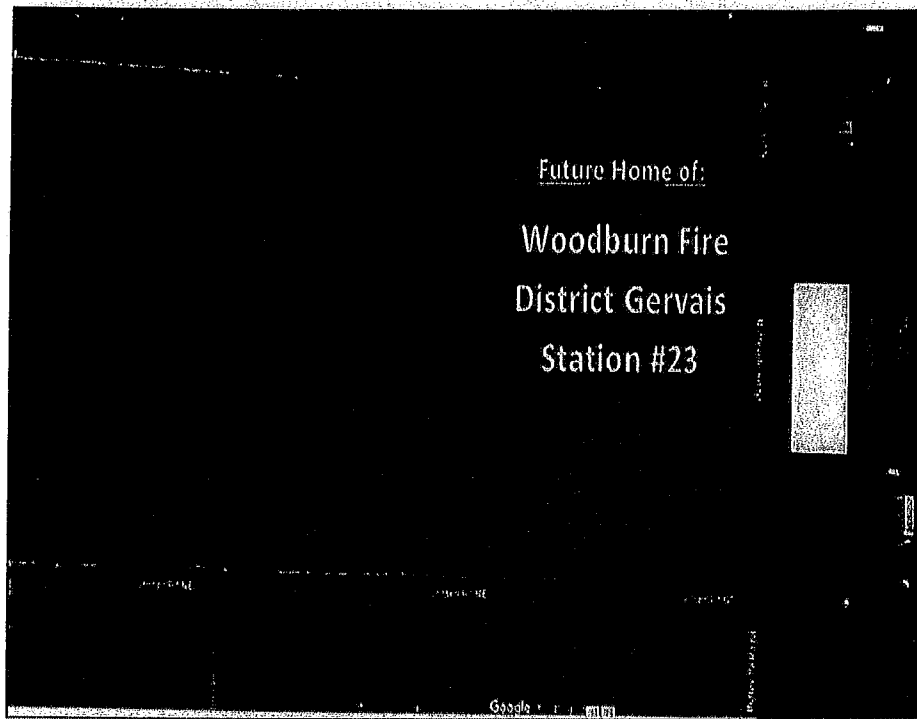
Woodburn New Housing Permits - This chart prepared by the city of Woodburn Planning and Development department illustrates the dramatic surge in new housing permits that occurred in 2021. The number of new permits has continued through 2022 and shows no signs of slowing.



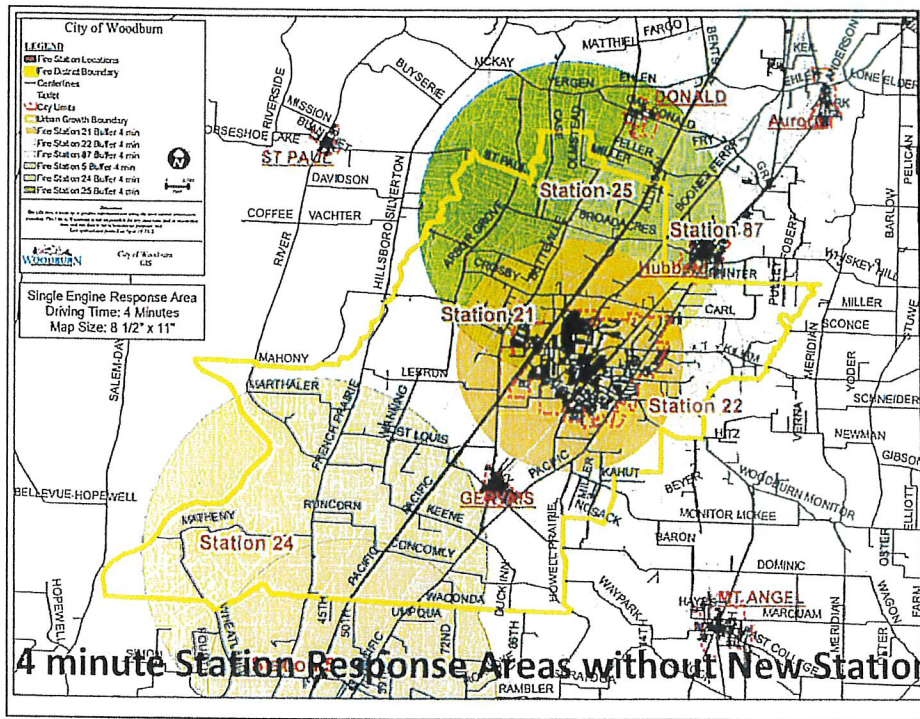
WFD Emergency Response Increases - This graph shows the emergency response totals for WFD. The 2021 surge directly corresponds with the surge in new residents and is expected to continue with an estimated 20% increase in residents in the next 5-10 years.



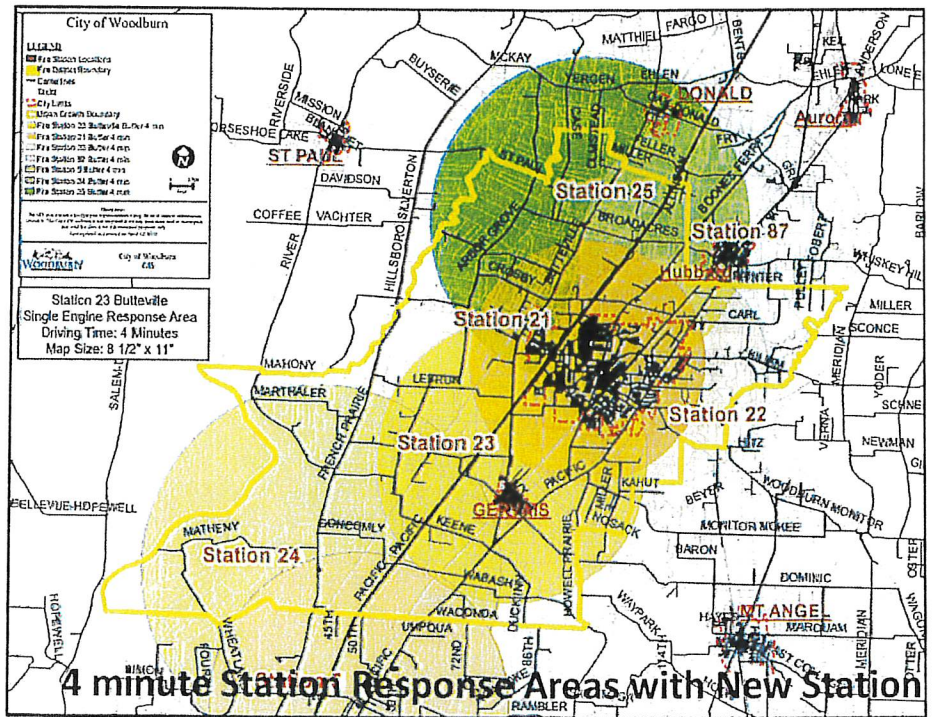
Land Purchase & Land Use Approval - With the approval of the bond in 2021, WFD purchased 5 acres of land just north of the city of Gervais on Butteville road. The site has been approved by Marion County for the construction of a fire station. The location of the station in this area is well positioned for the growth for decades to come.



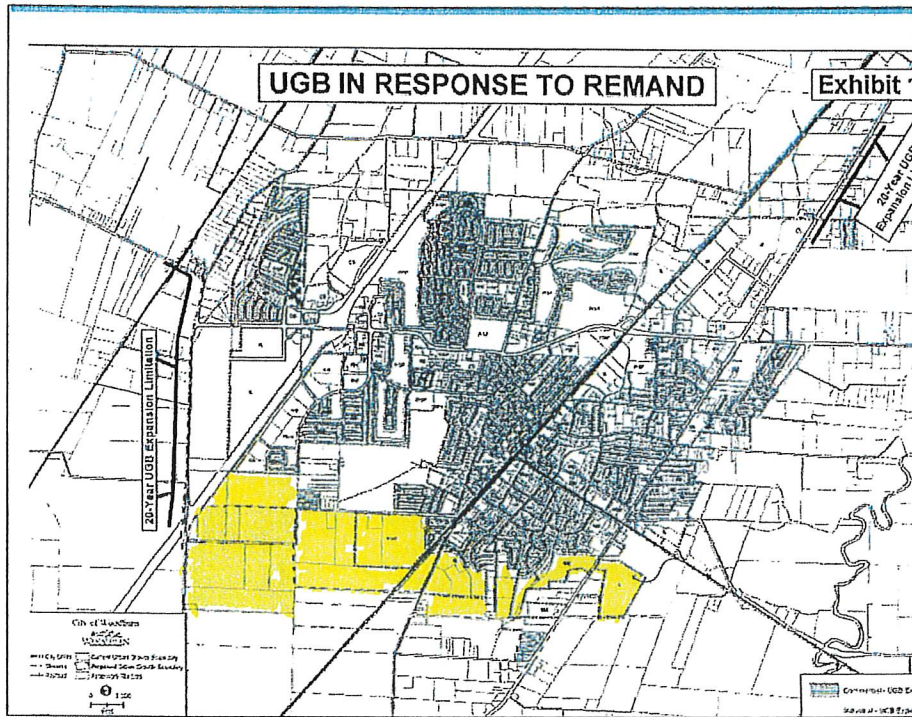
Local & Regional Emergency Response and Disaster Preparedness – In addition to the fire station, the 5 acre site at the corner of Butteville & Jensen Road is large enough to accommodate a training facility and serve as a regional staging area for emergency response and disaster preparedness training and equipment.



Emergency Response Time Improvement -Three primary factors go into the siting of a new fire station. The most important is a location that will allow response times within nationally recognized standards. The NFPA establishes national standards and industry best practices for all aspects of the fire service. NFPA 1710 identifies a driving time of 4 minutes as the ideal standard for effective fire protection and emergency medical service. This map shows the current 4 minute response cones from existing WFD stations with a significant deficit illustrated in the Gervais community. The current response time to Gervais from the WFD main station on Newberg Hwy in Woodburn is just over 10 minutes. This includes 90 seconds of firefighter turnout time and over 8 minutes of driving time.

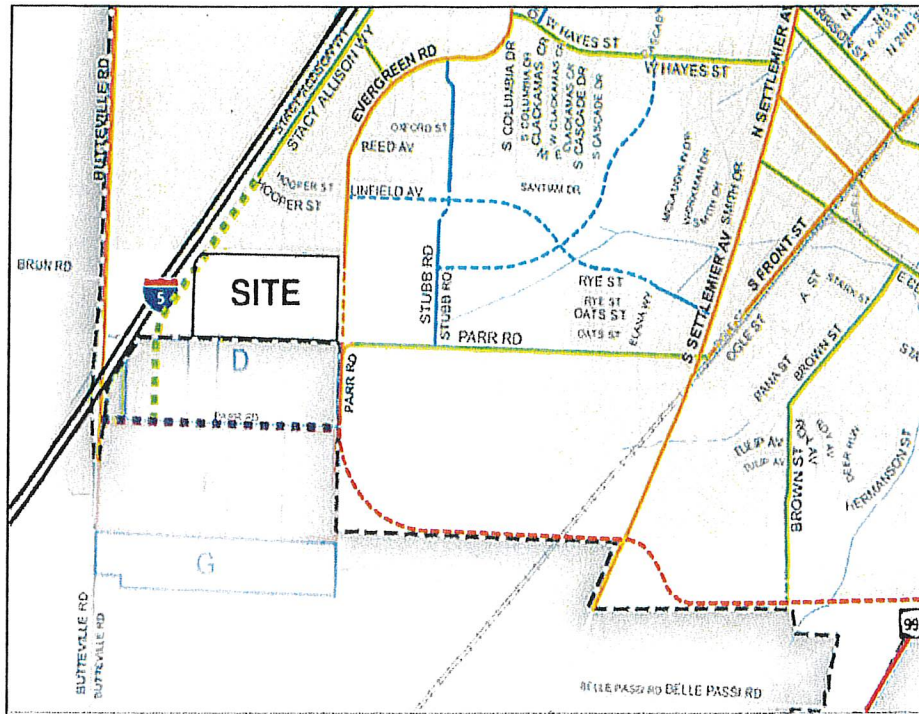


Compliance with National Response Standards - With the addition of Station 23 just north of Gervais, all areas of the Gervais community and most of the western edge of the fire district is brought within the 4 minute NFPA time standard.



Extensive Urban Growth - Another important factor when establishing a new fire station is proximity to expanding population and industrial development areas. The areas shaded in yellow represent the urban growth area for the city of Woodburn that is expected to be filled with new private residences within the next ten years.

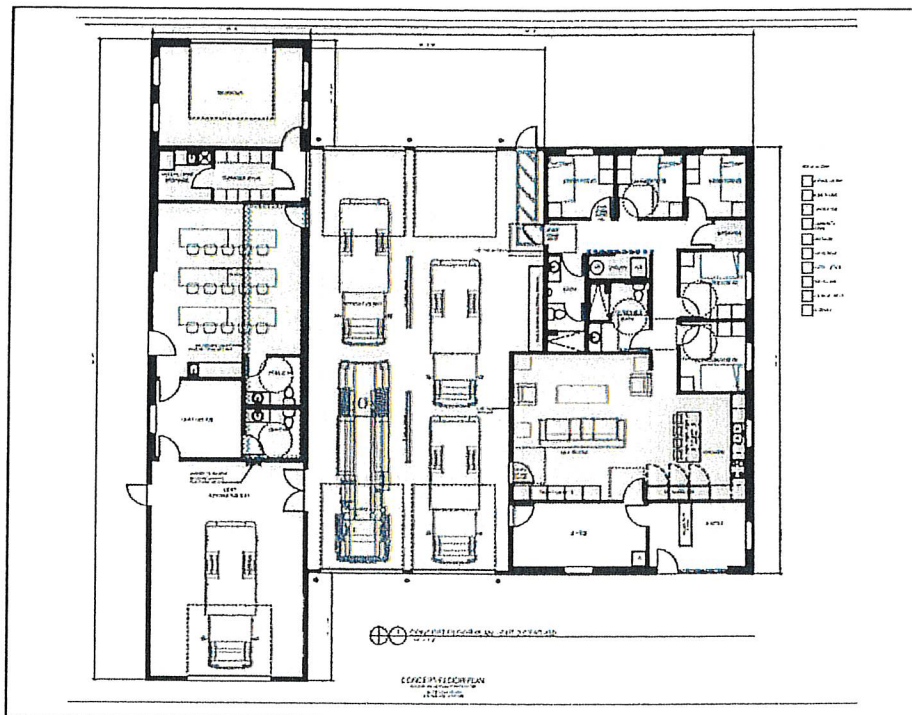
The shaded area at the SW corner of the map indicates the industrial reserve area that is in the process of being added to the WFD urban growth boundary. All of the shaded area west of the union pacific railroad that bisects the city of Woodburn is within the 4 minute response from new Station 23.



Emergency Response Routes North & East -Another important factor in the placement of a new station is access to emergency response routes for quick access to all parts of the fire district. In addition to Butteville Road that provides good access to the north areas of the Willamette Valley, the fire station property is near a planned new traffic collector that will run along the southern edge of the Woodburn urban growth boundary. The new traffic collector, that will intersect with Butteville Road just north of the new fire station site, will connect with OR Highway 99E and allow good access to all areas of the fire district and rapid response to mutual-aid jurisdictions to the north and east.



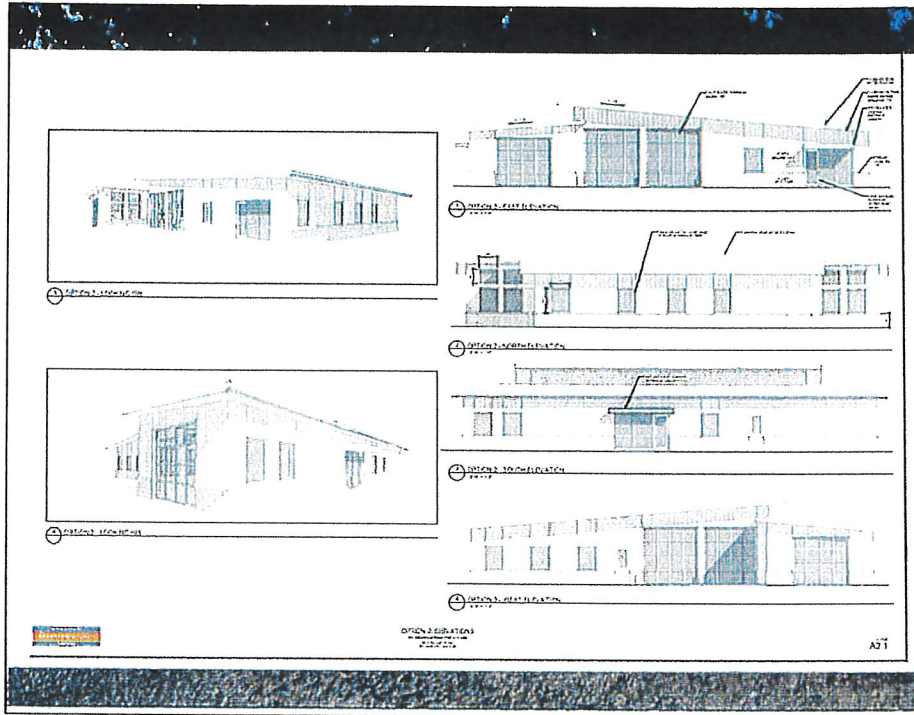
Emergency Response Routes South & West -The new station location also allows quick access to the SW corner of the fire district via Jensen Road connection to St. Louis Road at the St Louis freeway overpass.



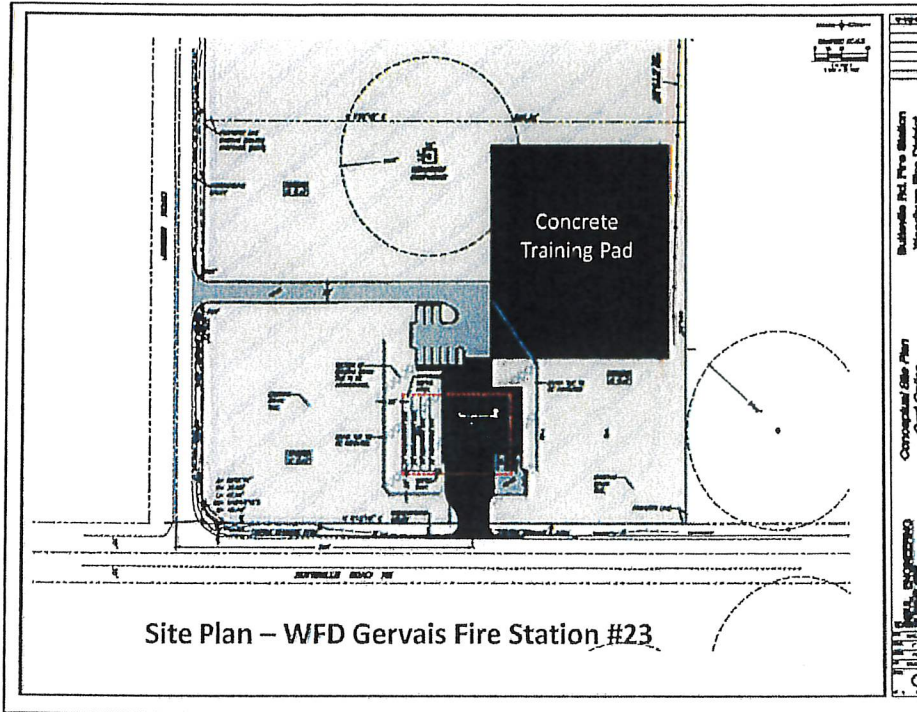
Apparatus Bays - The proposed fire station will have a double deep double wide apparatus bay that will accommodate a full compliment of fire apparatus including an engine, water tender and brush unit. All of the apparatus needed for the new station are either currently in the WFD fleet or will be added with available bond funds. The apparatus bay at the lower left of this diagram shows an area for CERT response trailer that has already been allocated to the Gervais community by the state of Oregon.

Community/Training Room – The proposed station will include a meeting room for the Gervais community that is currently lacking in meeting facilities. This space will double as a CERT and fire training room.

Living Quarters – The station includes a small kitchen, living room and sleeping quarters for up to (5) firefighters. The station will be initially staffed by (3) student resident volunteer firefighters. The extra rooms will be used by out-of-district volunteer firefighters that occasionally “pull a shift” at a fire district station. This station will eventually become staffed by career firefighters as the population of the area grows over the coming decades.



New Station 23 architectural plan elevations



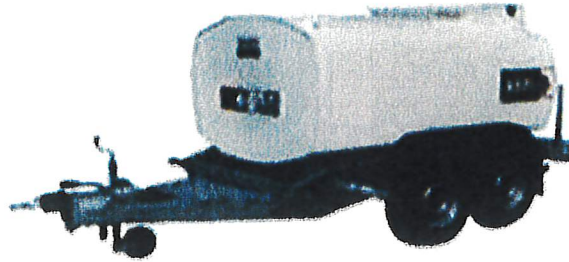
Site Plan – WFD Gervais Fire Station #23

Access –The new station site is ideally suited for drive through bay access from Jensen Road and response out to Butteville. The drive through capability prevents the need to back into the station from Butteville Road.

Training Pad - The site also allows ample room for the proposed training pad and other emergency preparedness equipment storage.

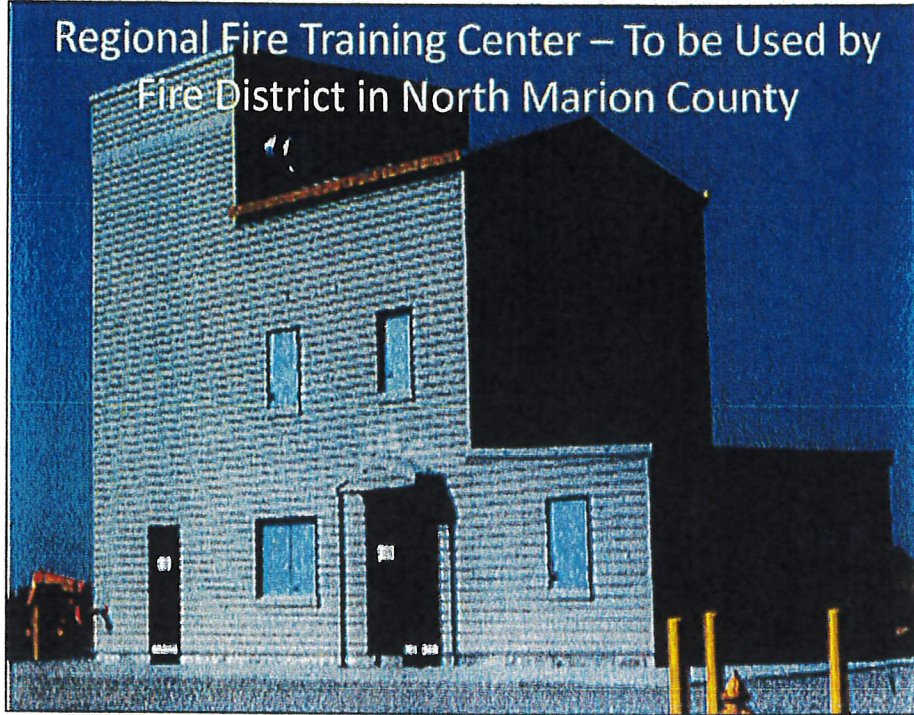


Regional Disaster Preparedness -The new location also has ample room for the siting of an above ground fuel tank that will be used for the daily operational needs of the fire district and serve as an emergency fuel supply in the event of a regional disaster. During the 2021 ice storm, all of the commercial fueling sites in the area that are used by the fire district were out of service due to the loss of electrical power. In addition, emergency generators at the district fire stations and the Gervais city hall began running out of fuel by the 5th day of the 10 day power outage. In the event of a large scale disaster, this fuel site and a 500 gallon fuel transport trailer that will be operated by volunteer firefighters and CERT members will keep fire apparatus, critical facility generators and public works equipment fueled until out-of the area fuel sources are established.



500 Gallon Portable Water Trailer Emergency Supply –
Grant Funded Oregon Emergency Management -
WFD SPIRE Grant Award 2022

Emergency Water Supply - WFD has been awarded a 2022 SPIRE grant for a 500 gallon portable water trailer that will provide emergency water supply in the event of a large scale disaster that disrupts or contaminates water distribution systems. This funding request includes a secure storage area for this trailer and a 500 gallon fuel trailer that will be purchased with requested funds. WFD volunteer firefighters and CERT members will transport water and fuel to the surrounding area when during a large scale emergency.



Regional Fire Training Structure – Included in the request is funding for a fire training structure that will be used by firefighters throughout the region. The requested structure includes a burn room for live fire training exercises that are required prior to certifying firefighters for entry in burning structures. WFD currently does not have a training facility and must travel to Brooks or Silverton to use the training structures located in those communities for critical firefighter training sessions. The travel out of district becomes an issue for emergency response coverage for WFD that only has one engine staffed on a 24/7 basis. Additionally, the Brooks facility is in constant use by the Chemeketa Fire Training Program and time on the drill ground is difficult to schedule.

ISO Rating Maintenance & Improvement – Frequent use of a training facility by all district firefighters with a minimum of a three-story training structure is required for the maintenance and improvement of the fire district ISO rating as discussed earlier.

Community Benefits of Regional Preparedness Funding Request

- Improved Response Times to the Gervais Community & South End of Fire District
- Gervais CERT Equipment Storage
- CERT Program Office Space
- Gervais Community Meeting Room
- Regional Emergency Fuel Storage & Distribution
- Regional Grant Funded Water Distribution Portable Trailer Storage
- Regional Training Center – North Marion County
- Insurance Services Office Rating Improvement

Review of request benefits

Station 23 Project Timeline

Zoning Variance Approved by Marion County	July 2022
Select Contractor	Dec 2022
Finalize Station Plans & Begin Construction	Fall 2023
Complete Construction	Summer 2024
Staff with Student Resident Volunteers	Fall 2024
Staff with Career Firefighters	5-10 years

Project Timeline

TOTAL REQUEST COST BREAKDOWN

• Fire Station with Training Pad	\$5,237,769
• Regional Emergency Fuel Storage	75,000
• Disaster Response Equipment Storage	300,000
• Regional Training Center Structure	<u>987,000</u>
	Total: \$6,600,000*

**Estimated total. Costs for development components are in the process being gathered. Funding request amount to be finalized by early January.*

Estimated Request Cost Break Down

Local Emergency Response Improvement – Funding Request

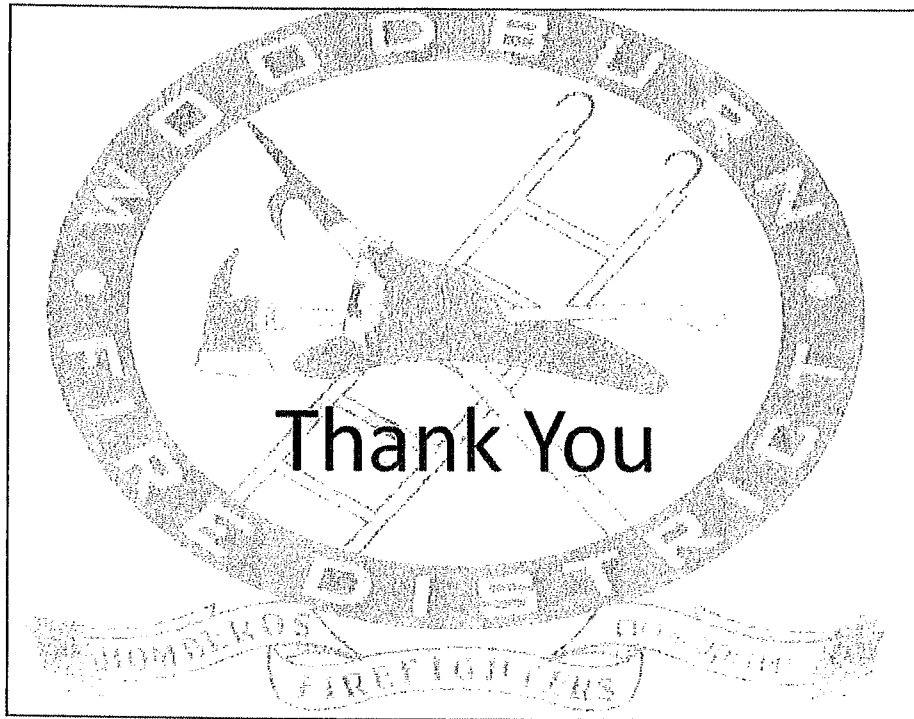
Completed Project Cost:	\$6,600,000
Funding From WFD Local Bond	<u>3,100,000</u>
Requested Additional Funding	\$3,500,000

Local & State Funding – 3.5 million in requested funding from the state will be combined with 3.1 million in local funds from a fire district bond that was approved by fire district voters in 2021.

Letters of Support
Local Emergency Response & *Regional
Preparedness Request*

- Mt. Angel Fire District
- Marion County Fire District #1
- St Paul Fire District
- City of Gervais
- City of Woodburn
- Monitor Fire District
- Marion County Emergency Management
- Marion County Board of Commissioners

Letters of Support - Requests for letters of support to be included with the funding request are currently underway.



Thank You

Funding Request - During the upcoming legislative session, a capital project application will be submitted for the estimated \$3,500,000 of additional funding needed for the fire station/regional disaster preparedness project. This request will help meet the current needs for local and regional emergency response and prepare for future growth.

Thank you for considering your support of this request

City of Gervais
 Activity Tracker
 Last Updated: January 26, 2023

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
1	10/07/21	Park Lighting	Need deterrent for vandalism.	Susie/Kyle	Researching pricing and options. John R will report at 12/2/21 council meeting. Susie to look at budget once approximate costs are known. John will provide lighting options and pricing on 1/6. Estimate is \$5000 and should be budgeted for next year. In FY 2022-23 Budget. John has met with electrician to work on a base plan with cost estimate for the council to consider. Cost estimate \$7,000 – John will report more at the council meeting. S & S Electrical - \$25,300. Susie reached out to PGE for options. Waiting to hear back from PGE options.
2	3/4/21	Generator for City Hall	Need power at City Hall to operate Emergency Operation Center during emergencies in times of power outages.	Mark	Council approved grant agreement with OEM to award funding for the purchase of a generator on 11/04/21. Researching installation options and final costs. Wait will be about 40 weeks once it is ordered, unless another option is available. Received fully executed grant award. Quarterly reports are required. Waiting for cost information on some portable generators from Cummins. Electrical work is expected to be completed by summer. Waiting for bids for the generator and electrical work. Waiting on one electrical bid. Council to consider cost estimates for approval. Council approved purchase of generator on June 2 nd ; Chief Chase will work with vendor on getting it ordered and installed. Moving forward with getting one fit for the space. NW Natural changed out the meter to prepare for generator. Delivery delayed to March, 2023.
3	02/2021	WWTP Poplar Tree Crop Restoration (Part of City's natural infrastructure, integral to	February, 2021 ice storm damaged poplar tree farm at	Susie/Kyle	Bid opening was 10/27/21. Council gave intent to award contract to Advanced Land Management on 11/4/21 for \$228,000. Funding provided by FEMA and Business Oregon. Onsite FEMA inspection 11/18/21.

City of Gervais
Activity Tracker

Last Updated: January 26, 2023

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
		the wastewater treatment system)	wastewater lagoons. Near complete loss.		An insurance claim has been submitted to CIS. The claim was approved. The contract was signed and work is expected to begin in the next 3-4 weeks. Work began on 2/22 and 8 of the 10 zones have trees cleared away. Zones 2-5 are operational, trees are planted and new irrigation is installed. Two more zones have been completed and are near operational status. Project is nearly finished with 2 zones left to finish and the fence repair/replacement. No new updates – hope to have an update before council meeting. Near finished. All irrigation zones are finished. Logs are being removed and fence is last to be repaired/replaced. Getting to submit for reimbursement for FEMA funding. Logs have been removed and burned. Fencing repair not complete and there is some site work left to be finished. Complete and working towards getting FEMA reimbursement.
4	11/4/21	Share grant writer services with Gervais School District.	Find community development opportunities and funding in response to growth.	Susie	Council moved to partner with Gervais SD on grant writing services of Lisa Leslie 11/4/21 and contribute \$5,000. Susie & Dandy were notified on 11/30 that she cannot commit to the work. Susie is checking with COG for same services. Susie and Dandy met with a new potential grant writer who will provide a proposal for her work. Hilda Rosselli presented at the joint meeting with the SD. She has access to grant programs, but City needs to identify projects and have plans such as park lighting. SD working on contract for services, Hilda researching T-Mobile grant for park lighting, lighting on SD walking trail, garbage cans, cameras, etc. T-Mobile grant deadline is June.

Ongoing Activities - 2

City of Gervais
 Activity Tracker
 Last Updated: January 26, 2023

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
5	11/4/21	Grove/7 th Sidewalk and Street Improvements	Improve accessibility near Ivy Woods Subdivision	Susie/Kyle	Notified that the City was awarded \$100,000 SCA Grant for this project. Grant award was approved, executed agreement from ODOT was received 12/8, along with Notice to Proceed. City engineer will start design soon. Design has begun – city addressing property owner plants in right-of-way to properly design sidewalk. Project will be advertised for bid July 6, bid opening on July 27, council give intent to award on August 4 th . Intent to award will be given at August 4 th council meeting. Contract awarded, Kodiak Construction will be mobilizing August 29 th on 8 th & Juniper. Project is in progress. Completed and working through final reimbursement process.
6	10/2021	Skate Park	Youth requested council to build a skate park	Ad Hoc Committee	Assigned to Ad Hoc Committee at the October council meeting. Laura Clifton provided an update on 12/2 council meeting on location possibilities. She will be attending a meeting with Sacred Heart on 1/18. Waiting for response from Sacred Heart meeting on 01/18. Ad Hoc committee continues to provide updates to council. Ad Hoc committee to report progress on 3 on 3 basketball fundraiser. Tournament registration and flyer are on city's website and also available at City Hall. John cancelled fence rental for 4 th St because the tournament has been moved to Sacred Heart. \$3,000 raised from circus ticket sales. Basketball tournament has been cancelled and may be rescheduled. Susie created an account on the National Guard website.
7	08/2020	Douglas Crosswalks/Elementary Sidewalk	Student safety	Susie/Kyle	Marion County is currently reviewing the project as of 10/21/21. Final design is in progress. Bidding anticipated in the spring. Final design wrapping up,

City of Gervais
Activity Tracker
Last Updated: January 26, 2023

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
		(Safe Routes to School 2020)			delay in getting comments back from County. Project will be advertised for bid July 6, bid opening on July 27, council give intent to award on August 4 th . Intent to award will be given at August 4 th council meeting. Contract awarded, Kodiak Construction will be mobilizing August 29 th on 8 th & Juniper. Anticipated to start work in the next couple of weeks. Staff is working with school district staff on timing and communication of traffic and student impacts. Project is in progress. Completed and working through final reimbursement process.
8	Summer 2020	Sam Brown House	Relocate house inside Gervais city limits	Susie/Kyle	Waiting to hear back from owner and to figure out funding options for moving and restoration. Susie received email from somebody on restoration. John talked with house owner. Owner will make a request for extension to move. Have not heard from owner. This has been on the back burner with so many other active projects happening. There's been some citizen interest, researching the project and sharing information with staff. More to come at 9/1 council meeting. Gervais CPT has taken this on as a project. Staff will work with that group.
9	Ongoing	CERT Training	Emergency Preparedness	Council	In progress. Training TBD. At the 9/1/22 council meeting, Councilor Wagner provided training dates for September. Councilor Wagner provided training dates coming up, starting on 2/27 and ending on 4/1.
10	2020	Partnership with Sacred Heart	Opportunities for park land	TBD	City staff met with Sacred Heart in 2020 to discuss a possible partnership with the Church on providing land for a park. Waiting for response from Sacred Heart meeting on 01/18. Parks and Rec meeting with Sacred Heart March 15 th at 6:30 to hear their decision on

City of Gervais
Activity Tracker

Last Updated: January 26, 2023

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
11	05/2021	New city website	Update city's website	Denise/Susie	<p>leasing the property on the corner of 5th St. Mayor Gilland received advance notice that they did not want anything that permanent on the property. The committee decided to present the other options to city council. Committee report on April 7th indicated a "no go" for skate park, but would be open to other ideas not involving permanent park implements.</p> <p>Introduced at 5/6/21 council meeting. Should pick this back up and research more costs/companies for follow-up discussion. Will budget for new website in 2022-23. In FY 2022-23 budget. Starting to schedule meetings to demo. Denise and Susie have looked at one demo from Civics Plus/Municode. Will look at a couple more. Staff will recommend a vendor at the March council meeting.</p>
12	04/2021	Discussion on using ARPA Funds	American Rescue Plan Act	Susie/Council	<p>Introduced at 4/1/21 council meeting. Received \$306,568 on 8/23/21 (first tranche). Total expected is \$562,000. Council needs to have a discussion on how funds should be used in accordance with US Treasury Guidance. Funds to be allocated by 12/31/24. https://www.orcities.org/resources/reference/arp/arp-webinar</p>

City of Gervais
Activity Tracker

Last Updated: January 26, 2023


Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
13	12/2/2021	Veterans Memorial Wall	Honor Veterans	Council	Councilor Gonzalez researching. Mayor Gilland and Laura Clifton watched a webinar. There have been discussions on locations. Mayor Gilland and Councilor Gonzalez gave a presentation on bricks at March council meeting. Mayor Gilland indicated a committee would be formed and Councilor Foreman volunteered for the committee. Councilor Gonzalez to give an update on May council meeting.
14	3/19/2022	Wastewater Transfer Pump, Forced Main and Aeration Upgrades	Upgrade wastewater treatment	Susie/Kyle	City awarded \$1 million from Marion County ARPA Round 1 to use for this project. Marion County is working on award contract so that City can begin project design. Council to approve award agreement July 7 th . In design.
15	06/02/2022	Solids Collector @ Lagoons	Help to remove solids in lagoons to help preserve treatment components in system.	Susie/Kyle	Council approved purchase of solids collector on June 2 nd . City Engineer is working on design. Cost will be covered with Wastewater SDC funds. Currently in design.
16	1/26/2023	Annual Spring Clean-up	Annual clean-up for Earth Day	Denise	Council to discuss on February 2 nd .

COMPLETED ITEMS

Date Initiated	Issue/Task	Summary	Staff	Completion Date
08/19/21	Pay equity analysis	Compliance with Equity Act	Susie	12/02/2021
05/06/21	Fencing around Ivy Woods retention pond	Presents a danger to children.	John	12/08/2021
11/04/21	Putting audio on website	Availability of audio to the public.	Denise	12/03/2021
2020-21 Budget	Generator for lagoon	Replace old generator that doesn't operate	John	Ordered 10/2021. Received 11/2022.
Ongoing	Railroad Crossing on Ivy	Crossing is hazardous and in disrepair.	John	3/24/22 and 3/25/22.
12/2/21	Dial-a-Ride/Cherriots for senior citizens	Assisting seniors with transportation	Council	Councilor Harvey offered to check on this for Gervais. John checked with several people and found that this is cost prohibitive for the City. Recommendation is to keep what we have. Some insurance companies can cover a taxi service.
11/4/21	Update council rules	Review council rules for possible changes	Susie	Resolution was adopted May 5, 2022.
11/04/21	Circus	Community entertainment	Susie/Council	May, 2022
10/21/21	Ordinance updates: Parking, noise, livestock	Need updates for yard parking, noise and livestock.	Susie and Mark	04/07/22 (Ord No 22-001 and 22-002)

City of Gervais
 Activity Tracker
 Last Updated: January 26, 2023

Date Initiated	Issue/Task	Summary	Staff	Completion Date
11/04/21	Look into costs of expanding concrete pad on Hemlock (east of 5 th) to provide for another basketball hoop	Provide more hoops in town.	Kyle	Extra hoop was installed on 1/26/23.
12/2020	Juniper/7 th Street-Close 8th St entry/exit to Ivy (SCA 2020)	Traffic safety	Susie/Kyle	11/2022
9/1/2022	Consider contracting with Love, Inc. for utility bill assistance	Offer help to citizens who have trouble paying utility bills	Susie/Council	12/2022
12/3/2020	Shared use building with Woodburn Fire	Provide fire apparatus in Gervais to decrease response times.	Susie/Mark	Change in plan.

	Agenda Item No.:	Topic:
	#10.a	Council Consideration of Holding Electronic Council Meetings
	Agenda Type:	
	Action Item	
	Meeting Date:	
February 2, 2023		
		Prepared by:
		Emily Matasar, City Attorney's Office

The Gervais Council Rules (Rules) require that order and decorum are maintained during all meetings of the Gervais City Council (Council), and state expectations for members of the public as well as members of the Council. According to the Rules, members of the public have the opportunity to become “speakers” and provide comment on matters related to city business during the public comment period of the meeting and during public hearings. The Rules describe how speakers engage with the Council and how the Council treats speakers. The Rules ensure order and decorum are maintained, everyone is treated fairly, and the Council may do its business.

The Rules also state that normally, Council meetings and work sessions “will be held in person and electronically” but provide that sometimes meetings are electronic only. During the peak of the Covid-19 pandemic, the world—including the City of Gervais—became accustomed to interacting primarily online. At times during 2020 and 2021, the Council held electronic only meetings. In addition, in 2021 the Legislature amended Oregon’s public meetings law to require telephone, video or other electronic or virtual options for most public meetings. Although City Council meetings in Gervais are normally held in person at City Hall, in light of the recent advancements in electronic meetings and the contentious nature of recent meetings, I recommend the Gervais City Council meet electronically only for the near future in part to avoid the potential for legal risks and liabilities that often arise due to contentious meetings.

Recommended Motion:

I move to hold City Council Meetings exclusively electronically until the City Council votes to meet in person.

**9-1-1 EMERGENCY REPORTING SYSTEM SERVICES
AGREEMENT ("Agreement")**

Between

THE CITY OF SALEM,
an Oregon municipal corporation
("Provider")

and

THE CITY OF GERVAIS
an Oregon municipal corporation
("Subscriber")

RECITALS

- A. This Agreement is entered into pursuant to Oregon Revised Statutes (ORS) Chapter 190.
- B. The purpose of this Agreement is to jointly plan the installation, maintenance, operation and improvement of a 9-1-1 emergency reporting system where Provider furnishes basic 9-1-1 emergency reporting system services as defined in Schedule A to Subscriber through its public safety answering point.

AGREEMENT

NOW THEREFORE, in consideration of the mutual benefits, promises and covenants set forth herein, the Parties agree as follows:

1. DEFINITIONS. As used in this Agreement:

9-1-1 Call means a telephone call for service received over a 9-1-1 line.

9-1-1 Emergency Reporting System Services ("9-1-1 Services") means those services particularly described in Schedule A, which is attached hereto and incorporated herein by this reference.

Advisory Board means the WVCC Advisory Board created pursuant to this Agreement.

Agency Head means the primary executive officer for the public service agency typically charged with the responsibility and authority for decision making and operations of that particular agency.

Business/Service Call means a telephone or radio call for service handled by Provider for the Subscriber, and which is not a 9-1-1 Call.

Field-initiated Request means a communication which is handled by Provider from one of Subscriber's service units in the field.

Incident means either a 9-1-1 Call, a Business/Service Call, or a Field-initiated Request as those terms are herein defined, that generate an entry in CAD for the Subscriber.

Party means any entity that has executed this agreement; collectively the "Parties"

Public Safety Answering Point ('PSAP') means a 24-hour communications facility established as an answering location for 9-1-1 calls originating within a given service area.

Subscriber, where used in the plural or generic context (not capitalized), means any public agency subscribing to 9-1-1 Emergency Reporting System Services from Provider under an agreement similar to this Agreement.

Willamette Valley Communications Center ('WVCC') is the name used by Provider to refer to Provider's Public Safety Answering Point which provides 9-1-1 Emergency Reporting System Services.

WVCC Director is the Civilian Director, Assistant Chief or Deputy Chief appointed by the Provider's Agency Head.

2. COMMUNICATIONS LINKAGE AND MAINTENANCE. Subscriber shall independently, and at its own expense, provide or arrange for installation, implementation, maintenance and support of all lines and equipment necessary to transmit telephone, radio and radio microwave signals to and from Provider's equipment and lines located at WVCC as necessary. Provider's responsibility is limited to accepting communications at WVCC and generating communications from WVCC compatible with Subscriber's communication links at WVCC. Provider shall have no responsibility for maintenance or support of communications lines and equipment except to contract with 9-1-1 network provider(s), or approved contractors for 9-1-1 and E-9-1-1 lines and equipment, and to provide for maintenance of other equipment and software internal to Provider's operation of WVCC.
3. DISPATCH PROCEDURES.
 - 3.1 Subscriber shall furnish Provider's Operations Manager a complete copy of any proposed new or revised procedure which would affect Provider's operations no later than fourteen (14) days prior to such procedure's effective date. Within fourteen (14) days after receipt, Provider shall notify Subscriber of any provision which is incompatible with Provider's operating needs. Unless Provider gives such

notice, any such new or revised procedure shall be accepted and implemented by Provider no later than fifteen (15) days after its receipt.

- 3.2 Notwithstanding Section 6.1, Subscriber may designate a particular procedure change as critical where that change is required by court order or other exigent circumstances. Provider shall, to the extent possible, implement immediate procedures which accommodate the change. If any such procedure is incompatible with Provider's operating needs, Provider shall notify Subscriber of the reasons therefore while still implementing the change to the greatest extent possible.
- 3.3 If Subscriber and Provider cannot informally resolve any dispute under Section 6.1 as to dispatch procedures, either party may request that the dispute be reviewed by the Advisory Board as provided in Section 6.2.
- 3.4 Provider shall train its personnel in Subscriber's procedures and regulations.
- 3.5 Subscriber shall provide and continuously update Provider with current personnel work schedules and information necessary for Provider to contact Subscriber's on-call personnel according to procedures established through the Advisory Board.

4. ADMINISTRATIVE RESPONSIBILITIES.

- 4.1 Provider shall have full authority and responsibility over hiring, training, discipline, scheduling, and assignment of personnel assigned to perform and to supervise 9-1-1 Services provided under this Agreement. Provider shall have full discretion and authority to assign priority service among conflicting subscriber demands at any given time.
- 4.2 Provider may contract to provide services to other agencies in its discretion; provided, however, Provider shall undertake no such obligation which has the effect of diminishing or degrading the level of 9-1-1 Services provided to Subscriber.

5. ADVISORY BOARD. To assure the best possible 9-1-1 Services to Subscriber and to other subscribers of 9-1-1 Services and to provide an avenue for operational and budgetary input from all subscribers of 9-1-1 Services, Subscriber shall be entitled to participate with other subscribers in an Advisory Board having the authority, responsibility and functions described in this Section 5.

5.1 SERVICE COMMITTEES: Two permanent committees are hereby formed to assist the Advisory Board: the Fire Service Committee and the Police Service Committee.

- 5.1.1 The Police Service Committee shall consist of one representative from each subscriber which provides law enforcement services, designated by the subscriber. The Fire Service Committee shall consist of one

representative from each subscriber which provides fire protection services or ambulance services, designated by the subscriber.

- 5.1.2 Each subscriber agency shall select one alternate member for its designated service committee member. Alternates shall have the authority of the regular member at any meeting in the absence of the member for whom he or she is the alternate.
- 5.1.3 The Chair for the Fire Service Committee and Police Service Committee will be the Provider's Operations Manager.
- 5.1.4 The service committees shall meet as determined by their members, but they shall meet no less than quarterly.
- 5.1.5 Each service committee shall perform the following functions consistent with all applicable laws, ordinances, other agreements, and sound management practices:
 - A. Recommend phone answering and dispatch protocol, procedures and policies related to 9-1-1 Service delivery.
 - B. Recommend communications operator training criteria and program related standards.
 - C. Recommend equipment replacement and improvement in order to maintain a progressive standard within WVCC.
 - D. Recommend general dispatch standards including timeliness, unit designator, and radio language.

5.2 COMPOSITION:

- 5.2.1 The Advisory Board will consist of one representative from each Subscriber agency chosen by the Agency Head, and one representative chosen by Provider's Agency Head.
- 5.2.2 The WVCC Director shall designate the administrative staff person serving the Advisory Board, and shall act as a resource to all Advisory Board .and Service Committee members to aid in establishing policies, procedures and dispatching protocol.

5.3 OFFICERS: The Advisory Board shall elect the following officers to serve one-year terms:

- 5.3.1 CHAIR: The Chair will call and conduct all Advisory Board meetings. It is the responsibility of the Chair to determine meeting dates, select a location for the meetings, and approve all necessary meeting materials.
- 5.3.2 VICE-CHAIR: If the Chair is from the police service, the Vice-Chair shall be from the fire service and vice-versa. The Vice-Chair shall preside in the Chair's absence.
- 5.3.3 SECRETARY: The secretary will be a non-voting staff member of the WVCC and will notify all members of the meeting date and location, compile the minutes of all Advisory Board meetings, generate correspondence at the Advisory Board's direction, prepare meeting agendas as directed by the Chair, and maintain all records of the Advisory Board.
- 5.4 MEETINGS: The Advisory Board will meet on at least a quarterly basis. The next regular meeting date and location shall be established prior to adjourning each regular meeting. The Chair may call a special meeting at any time following a minimum of twenty-four (24) hours notice to all members. The Chair must call a special meeting within seventy-two (72) hours following a request to the Chair to do so either by two or more members of either Service Committee or by any Agency Head.
- 5.5 ELECTIONS: Elections shall be held at the regularly scheduled meeting in the second quarter of each calendar year, for terms beginning the following July 1.
- 5.6 RECORDS: The records of the Advisory Board will be kept by the Secretary. A location will be provided by WVCC as a permanent and accessible depository for all Advisory Board records. All Advisory Board correspondence will be in written form and copies of all correspondence shall be maintained with the Advisory Board's records.
- 5.7 ADVISORY POWERS: The Advisory Board and its service committees shall act in an advisory capacity to the Provider's Agency Head and to the governing bodies of all 9-1-1 Services subscribers. Consistent with all applicable laws, ordinances, and other agreements, the WVCC Director shall comply with recommendations regarding service delivery from the Advisory Board, after written approval from Provider's Agency Head.
- 6. DISPUTE RESOLUTION:
 - 6.1 An individual subscriber, having a concern affecting its service, may go directly to the WVCC Director to resolve the situation. If the issue is not resolved to the satisfaction of the subscriber, the subscriber may then go to its respective service committee.

- 6.2 If the issue is not resolved to the satisfaction of the subscriber before the service committee, the subscriber may bring the matter before the Advisory Board, which shall investigate and recommend a resolution to the subscriber and to the Provider's Agency Head.
- 6.3 Should an individual subscriber raise a concern that substantially affects other subscribers or the overall functioning of WVCC, the WVCC Director shall refer the concern to the appropriate service committee. If the service committee cannot resolve the issue, the service committee Chair shall request a special meeting of the Advisory Board and bring the issue before the Advisory Board. The Advisory Board shall recommend a resolution to the Provider's Agency Head and to all subscribers who may be affected.
- 6.4 The Advisory Board's responsibility is to review the facts surrounding any dispute or issue and attempt to mediate or resolve the dispute or issue. Should the Advisory Board fail to resolve the dispute or issue to the satisfaction of Provider and the Subscriber, the Advisory Board Chair shall forward a complete report of its findings and its efforts at mediation to the governing bodies of the Provider and the Subscriber. Neither party shall initiate any action at law, nor resort to any other legally available remedy without first having followed the procedure required by this Section 6.

7. ANNUAL BUDGET RECOMMENDATION:

- 7.1 The WVCC Director shall seek input from all agencies prior to preparation of the WVCC proposed budget, including the desired service levels and subscriber assessments for each ensuing fiscal year. Prior to submitting the WVCC's proposed budget to Provider's budget officer, the WVCC Director shall submit a proposed budget to the Advisory Board for its approval and recommendation to Provider's budget officer. Failure of the Advisory Board to approve a proposed budget for WVCC within forty-five (45) days following its submission to the Advisory Board shall relieve the WVCC Director of the obligation to seek the Advisory Board's approval prior to submitting WVCC's proposed budget to Provider's budget officer for inclusion in the City of Salem's annual budget document as required by Oregon Local Budget Law.
- 7.2 The portion of Provider's budget document relating to WVCC shall be presented to the Advisory Board for its review no later than March 1 of each year and prior to its presentation to Provider's City Council and Budget Committee. The Advisory Board may recommend an alternate budget for WVCC to Provider's City Council no later than April 1 of each year.
- 7.3 The Advisory Board and the WVCC Director shall abide by the budget adopted by Provider's City Council with respect to any and all fiscal matters affecting the financial responsibility of subscribers to 9-1-1 Emergency Reporting System

Services. Any program or operational changes having expenditures requiring a supplemental budget under Oregon Local Budget Law must go through all budget preparation and review stages involving the Advisory Board and the service committees as set forth herein.

8. SELECTION AND EVALUATION OF THE WVCC DIRECTOR:
 - 8.1 The Advisory Board will provide input into the selection process and actual selection of the WVCC Director, and may, from time to time, provide the Provider's Agency Head comment and criticism relating to the Director's job performance.
 - 8.2 The Advisory Board shall annually report to the Provider's Agency Head its evaluation of the WVCC Director's performance during the preceding year, at a time just before the Director's continuous service date.
9. QUORUM: For purposes of voting on any issue, a quorum of the Advisory Board shall consist of six (6) members, a majority of which (4 or more) shall be required to approve any motion or other action.
10. FEES. Subscriber shall pay an annual fee for 9-1-1 Services under this Agreement. That fee shall be computed as provided in Schedule C which is attached hereto and incorporated herein by this reference. Fees shall be due and payable as invoiced in equal quarterly installments as set forth in Schedule C, less any 911 tax received on behalf of the Subscriber. Should Subscriber be in arrears in payment of its fees hereunder, such default shall not be deemed a material breach of this Agreement unless Subscriber's entire account balance is still unpaid more than forty-five (45) days after written notice is given by Provider of its intent to terminate this Agreement.
11. RISK ALLOCATION. Neither party nor its officers or employees shall be considered the agents of the other for any purpose. Each party agrees to indemnify the other from each and every claim related to or arising out of this Agreement which the indemnitor would be legally liable to pay if: (a) a claim asserting the same loss or injury were made directly against the indemnitor, whether or not such a direct claim is actually made, and (b) the loss or injury sustained by the claimant resulted from the acts, errors, or omissions of the indemnitor or those for whose actions the indemnitor is legally responsible. This mutual right to indemnity is in addition to and not in lieu of any other right of contribution or indemnity which may exist in favor of either party under Oregon law; the right to indemnity extends to the officers, employees and agents of the indemnified party for claims made against them because of their actions or capacity as such. "Indemnify," as used herein, means to indemnify, defend, and save harmless.
12. TERM AND TERMINATION. This Agreement shall be in effect commencing December 1, 2022. The Effective Date for any Subscriber is the date this Agreement is fully executed (Effective Date), and shall continue in full force and effect until terminated by either party

as provided herein. Either party to this Agreement may terminate the Agreement as of July 1 of a calendar year following written notice of its intent to terminate, with or without cause, by giving written notice of its intent to so terminate to the other not less than two hundred and seventy (270) days' prior.

13. AMENDMENTS. The parties may, from time to time, agree to amend the provisions of any schedule attached to this Agreement; provided, however, that the method used to compute Subscriber's annual fee as set forth in Schedule C shall not be amended unless all other subscribers agree to a like amendment. Costs associated with expansion of services (except E9-1-1 as provided in paragraph 2 of Schedule C) or new (not replacement) equipment shall not be included in the calculation of the basic service fee without the consent of a majority of all subscribers. All amendments shall be in writing and shall be signed by the parties' duly authorized representatives. As used in this section, "replacement equipment" means equipment which replaces a function previously performed by other equipment owned or leased by Provider and which must be replaced because its repair or maintenance cost equals or exceeds its fair market value.
14. COMPLETE AGREEMENT.
 - 14.1 Schedules A, B and C, referenced herein, are hereby incorporated into this Agreement as though fully reproduced herein.
 - 14.2 This Agreement represents the complete and integrated understanding of the parties with respect to all particulars covered herein. All prior agreements, written and oral, are hereby cancelled. No prior written or oral representation, negotiation, or statement which conflicts with the terms of this Agreement shall be considered to in any way modify, abridge, or invalidate any provision hereof, and no evidence of such shall be admitted in any proceeding in which the terms and application of this Agreement are at issue.
15. INSURANCE. Subscriber agrees to obtain and maintain in full force at all times during the term of this Agreement, a policy of general liability insurance with liability limits of at least three million dollars (\$3,000,000). Each policy of such insurance shall be per "occurrence" and not on a "claims made" form, and shall list as additional insured "the City of Salem, Oregon, its officers, agents and employees" with respect to any claims arising out of this Agreement. Subscriber, as a government body, may fulfill the insurance obligation listed above through a program of self insurance, provided that such self-insurance program complies with all applicable laws and provides insurance coverage equivalent to both type and level of coverage as that listed above.
16. WORKERS' COMPENSATION. All subject employers working under this Agreement are either employers that will comply with ORS 656.017 or employers that are exempt under ORS 656.126.

17. GOVERNING LAW. This Agreement shall be governed by the laws of the State of Oregon without regard to conflict of laws principles. Exclusive venue for litigation of any action arising under this Agreement shall be in the Circuit Court of the State of Oregon for Marion County unless exclusive jurisdiction is in federal court, in which case exclusive venue shall be in the federal district court for the district of Oregon.
18. UNENFORCEABLE PROVISIONS. In the event any provision of this Agreement is held to invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties.
19. FORCE MAJEURE. Neither party shall hold the other responsible for damages or delay in performance of this Agreement caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's officers, employees or agents.
20. NOTICE. Whenever notice is required or permitted to be given under this Agreement, such notice shall be in writing and shall be given by: 1) personal delivery; 2) by sending via a reputable commercial overnight courier; or 3) by mailing using registered or certified United States mail, return receipt requested, postage prepaid. All notices shall be sent to the address(es) set forth below or to such other address as each party may specify in writing:

IF TO PROVIDER:

Fire Chief
City of Salem
370 Trade St SE
Salem, Oregon 97301

IF TO SUBSCRIBER:

Chief
Gervais Police Department
PO Box 329
592 4th St
Gervais OR 97026

Notice delivered by personal delivery shall be deemed to be given upon actual receipt. Notice sent by overnight courier shall be deemed to be given five (5) days after dispatch. Any notice sent by United States mail shall be deemed to be given five (5) days after mailing.

IN WITNESS WHEREOF the parties have caused this Agreement to be signed in their respective names by their duly authorized representatives as of the dates set forth below.

CITY OF SALEM, OREGON
(Provider)

By: _____
City Manager

Date: _____

Approved: _____

THE CITY OF GERVAIS
(Subscriber)

By: _____

Printed Name: _____

Title: _____

Date: _____

SCHEDULE A
9-1-1 EMERGENCY REPORTING SYSTEM SERVICES

NOTE: "Mutual Assistance" as used herein means that Subscriber shall provide timely revisions and changes as such revisions or changes come to Subscriber's attention, and Subscriber shall, upon request, assist in researching information relative to files and schedules maintained by WVCC.

Provider shall deliver the following services pursuant to the Agreement:

- 1) Answering Business/Service Calls and 9-1-1 Calls.
- 2) Dispatching Business/Service Calls and 9-1-1 Calls.
- 3) Computer-Aided Dispatching Services: Computer-Aided Dispatching (CAD) is the computerized program that allows communication capabilities between a call-taker and dispatcher for the assignment of the event, or call for service, to a field unit. The objectives of CAD are to:
 - a. Increase the speed and accuracy of dispatching field units, therefore reducing response times.
 - b. Increasing officer safety by improving the information available to field units.
 - c. Collecting and supplying information concerning calls for service, supporting unit response and decision making.
 - d. Maintaining location and response time information pertaining to each call for service, providing a faster and more accurate record keeping and retrieval system.
 - e. Supplying each subscriber agency with current "management" and incident" reports.
- 4) Notification services for "public safety purposes." (District Attorney, Medical Examiner, Chaplains, department heads/supervisors for administrative purposes, etc.)
- 5) Radio broadcasts of "attempts to locate," "all point bulletins," and "administrative messages," including the screening of teletypes and supplying information to the proper jurisdiction.
- 6) Respond to requests made by field units for information from: the Department of Motor Vehicles (DMV), National Crime Information Center (NCIC), and Oregon Law Enforcement Data Systems (LEDS), as well as police Records Management Systems (RMS) such as Mark43 or CopLink, as applicable to Subscriber.
- 7) Maintaining (with mutual assistance as described above) an equipment resource file, responsible persons file, personnel call-up list and a department personnel work schedule.

- a. Equipment resource file. (Tows, public works or private emergency capabilities and mutual aid programs).
 - b. Responsible persons file. (Maintenance of information allowing notification of responsible persons when private property is involved in an incident requiring the owner or Responsible Person's presence to conduct an investigation).
 - c. Maintain department personnel call-up roster for emergency call back purposes.
- 8) Facilitate field officers to receive and request public safety telephone messages via WVCC.
- 9) Maintain Geographic Information System (GIS) data layers: These layers will be established by each subscriber agency in conjunction with WVCC to cover geographic requirements within the CAD system. These layers contain street, block and intersection information which will be coded with response information. The GIS data enables the CAD system to:
- a. Verify locations.
 - b. Identify jurisdictional responsibility.
 - c. Assign reporting area and district numbers to the dispatch data record.
 - d. Support the Enhanced 911 program by providing current and accurate information for jurisdictional responses.
- 10) Maintain and update (with mutual assistance) an "Enhanced 9-1-1 Telephone Service" as defined in ORS 403.105(5).
- 11) Maintain backup and/or redundant radio and telephone equipment; also providing backup emergency power for radio and telephone service for WVCC.
- 12) Maintain digital recordings of all telephone and radio communications, providing easy retrieval at the subscriber's request in accordance with Oregon's Records Retention requirements unless otherwise extended by the Advisory Board. Digital copies of radio transmissions or telephone calls will be provided upon request.
- 13) Monitor emergency "direct line" phones terminating at WVCC, if provided by Subscriber. All such direct phone lines shall be purchased and maintained by the Subscriber.
- 14) Monitoring of specific types of "Alarm Systems" for public safety facilities such as panic alarms at the appropriate county jail. Systems so monitored shall be confined to those approved by the WVCC Director and the scope of such monitoring shall be limited to alarm response notifications. Access and maintenance of connectivity to the "Alarm Systems" is the responsibility of the Subscriber.
- 15) Monitoring and dispatching over a Law Enforcement Frequency, Emergency Management Frequency, Search and Rescue Frequency or Local Government Frequency is for public

safety purposes. There shall be no additional fee charged by the Provider for this service; however, the Subscriber shall provide all necessary equipment, connectivity, licensing and/or approval to use the frequency at its own expense.

- 16) WVCC will act as a support unit during the activation/operation of Subscriber's emergency operations center.
- 17) Provide Subscriber data from CAD records related to Subscriber's incidents. Such data shall be limited to that information captured by CAD during normal conduct of operations and reasonable effort shall be made to provide data in a form usable by Subscriber, as determined by the WVCC Director.
- 18) Establishing, by the Effective Date of the primary Agreement, Performance Standards for the handling of emergency and non-emergency calls for service and determining through random review that such Standards are being met.
- 19) Provider shall comply with the requirements of the Oregon Public Records laws, including responding to public records requests when they are received. Provider agrees to provide Subscriber an opportunity to provide information and/or legal arguments to Provider about how the records related to that Subscriber might be treated under the law; however, because Provider and Subscriber are most likely both considered "custodians" under the law, absent other controlling law or contract language, Provider's response to public records requests shall be in its discretion.

SCHEDULE B
EXPANDED 9-1-1 EMERGENCY REPORTING SYSTEM SERVICES

1. EXPANDED SERVICES: None.

SCHEDULE C
FEE SCHEDULE FOR 9-1-1 EMERGENCY REPORTING SYSTEM SERVICES
As Amended in November 2022

1. **SUBSCRIBER'S FEES:** Subscriber's 9-1-1 Fees shall be allocated by Provider as a proportionate share of Provider's adopted budget for WVCC operations according to the standards set forth in this Schedule D. Within WVCC's adopted budget, certain controls are set, known as "Cost Distribution Factors." Regardless of the size of the adopted budget, if that budget contains "resource units" beyond the levels allowed herein, the assumed budget to be used for the purposes of fee calculation shall be based only upon the Cost Distribution Factors as set and modified pursuant to this Section 1.
 - 1.1 **Cost Distribution Factors:** "Minimum" and "work" or "calls" figures for resource units known as "positions," "consoles," "terminals," and "lines" necessary to support the operation of WVCC, shall be computed annually and allocated to "cost centers." "Minimum" resources are those assumed to be necessary to provide service to one subscriber generating only one call or incident per shift each day and is based on the population served by subscriber. "Work" and "call" resource units may be increased or decreased where necessary to maintain an acceptable level of 9-1-1 Service during the ensuing fiscal year.
 - 1.2 **Cost Allocation Factors:** The Subscriber's basic 9-1-1 Service fee shall be based on the total of all applicable fees from those fees set forth below. The individual fees shall be computed as follows:
 - A. **9-1-1 Call Taking Minimum Fee:** WVCC's annual budget for 9-1-1 Call Taking divided by the total service area population of all subscribers to 9-1-1 Services, averaged over the previous three (3) calendar years, multiplied by the Subscriber's service area population averaged over the previous three (3) calendar years shall equal the Subscriber's 9-1-1 Call Taking Minimum Fee. For subscribers providing law enforcement, fire and ambulance service within a given service area (e.g. when a subscriber provides **both** police and fire protection), the subscriber's service area population used in the calculation shall be doubled. For subscribers providing law enforcement and either fire or ambulance service (but not both) within a given service area, the subscriber's service area population used in the calculation shall be multiplied by a factor of one and one-half/4 (.5). For subscribers providing **only** fire or only ambulance service within a given service area (e.g. a fire district that does not respond to medical calls), the subscriber's population used in the calculation shall be reduced by one half (50%).
 - B. **9-1-1 Call Taking Work Fee:** WVCC's annual budget for 9-1-1 Call Taking Work divided by the total of 9-1-1 Calls processed by WVCC, averaged over the previous three (3) calendar years, and then multiplied by the total number of 9-1-1 Calls

received from Subscriber's service area, averaged over the previous three (3) calendar years, shall equal the Subscriber's annual 9-1-1 Call Taking Work Fee. The number of 9-1-1 Calls used in this fee calculation shall be based upon the best available information.

- C. **Business/Service Calls Fee:** WVCC's annual budget for Business/Service Calls divided by the total of Business/Service Calls processed by WVCC, averaged over the previous three (3) calendar years, multiplied by the Subscriber's number of Business/Service Calls, averaged over the previous three (3) calendar years, shall equal the Subscriber's annual Business/Service Calls Fee. The number of Business/Service Calls used in the fee calculation shall be based upon the best available information.
- D. **Police Dispatch Minimum Fee:** WVCC's annual budget for police dispatch position minimum divided by the total police population served by the position, multiplied by the Subscriber's police population served by the position shall equal the annual Police Dispatch Minimum Fee. The police population used in this fee calculation shall be the average of the previous three (3) calendar years.
- E. **Police Dispatch Work Fee:** WVCC's annual budget for police dispatch position work divided by the total annual police incidents served by the position, multiplied by the Subscriber's annual police incidents served by the position shall equal the annual Police Dispatch Work Fee. The number of police incidents shall be based upon the best available information. The annual incidents used in this fee calculation shall be the average of the previous three (3) calendar years.
- F. **Fire/Ambulance Dispatch Minimum Fee:** WVCC's annual budget for fire dispatch position minimum divided by the Subscriber's total fire and ambulance service population served by the position, multiplied by the Subscriber's fire and ambulance population served by the position shall equal the annual Fire Dispatch Minimum Fee. The population used in this fee calculation shall be the average of the previous three (3) calendar years. For subscribers providing only fire or only ambulance service within a service area, the subscriber population used in the calculation should be reduced by one half (50%).
- G. **Fire Dispatch Work Fee:** WVCC's annual budget for fire dispatch position work divided by the total annual fire incidents served by the position multiplied by the Subscriber's annual fire incidents served by the position shall equal the annual Fire Dispatch Work Fee. The number of fire incidents used in this fee calculation shall be based upon the best available information. The annual incidents used will be the average of the previous three (3) calendar years.
- H. **Ambulance Dispatch Work Fee:** WVCC's annual budget for ambulance dispatch position work divided by the total annual ambulance incidents processed by the position, multiplied by the Subscriber's annual ambulance incidents shall equal

the annual Ambulance Dispatch Work Fee. The number of ambulance incidents used in this fee calculation shall be based upon the best available information. The annual incidents used will be the average of the previous three (3) calendar years.

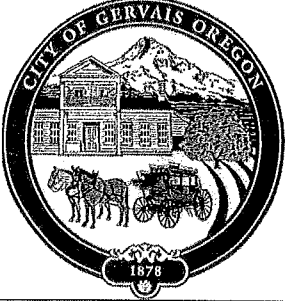
1.3 Population Determination: Population shall be determined by the most recent Portland State University census. For political boundaries not recognized by said census, Subscriber shall seek an alternate source for population figures and shall submit such population figures and the source thereof to WVCC for approval.

1.4 Other Agreements: Provider warrants to Subscriber that it will enter into no agreement with any other subscriber which provides for a different method of calculating basic service fees for Provider's 9-1-1 Services than the methods set forth herein.

2. **EXTENDED SERVICE FEE:** Subscriber may annually request renewal or modification of the extended services contained in Schedule C. Provider shall quote a fee for such request based on the cost to Provider in extending those services. Provider's "cost" shall take into consideration the total cost of providing such services to other subscribers requesting similar service so as to distribute the cost equitably among all such subscribers.

3. **SURPLUS CREDIT:** If the actual cost of operating WVCC is found to be less than the total subscriber fees paid by each subscriber (including an amount equal to the premium Provider would have paid as a subscriber), after the accounts of WVCC's operation are closed and audited following any fiscal year, the surplus shall be applied to reduce the current year's fees of all subscribers who were also subscribers during the year in which the surplus was generated, by the proportion each such subscriber's fee contributed to the total fees collected from all such subscribers during the year for which the surplus was generated.

PAYMENT SCHEDULE: Subscriber shall pay its total 9-1-1 Services Fees as invoiced in equal quarterly installments less any 911 tax received on behalf of the Subscriber.

	Agenda Item No.:	Topic:
	11 a	Schedule Goal Setting Workshop
	Agenda Type:	
	New Business	
	Meeting Date:	
February 2, 2023		
		Prepared by:
		Susie Marston

Mid-Willamette Valley Council of Governments has offered to facilitate a goal setting workshop for the council this year. Executive Director Scott Dadson will be the person facilitating.

There will be no charge for this service, as Scott explained that it is part of our membership with COG.

The City Council should come up with a couple of dates in March that I can take back to Scott. In most recent years, council has scheduled this during a weekday evening.

Recommended Motion

I move to schedule a Goal Setting Workshop on _____ with Mid-Willamette Valley COG facilitating.

CITY OF GERVAIS, OREGON

**GOAL-SETTING
WORKSHOP RESULTS**

March 18, 2021

GOAL-SETTING WORKSHOP RESULTS

March 18, 2021

MISSION STATEMENT

The City of Gervais shall honor, respect and involve its community members to promote safety, wellness, and economic growth and stability.

GOALS

The City of Gervais will:

1. Attract businesses that will provide services/job opportunities in the community.
2. Provide municipal facilities and infrastructure to support current operations and plan for orderly growth.
3. Engage in efficient and effective activities to promote community safety and wellness.
4. Improve our community's aesthetic appeal.
5. Develop and implement community recreational resources and cultural activities.
6. Enhance community communications.

OBJECTIVES

Goal #1 – Attract businesses that will provide services/job opportunities in the community

	OBJECTIVE	PRIORITY
1	In consultation with regional partners such as SEDCOR and Regional Solutions, and the COG, identify available property for business/commercial development.	1
2	Establish Economic Development Committee with roles and guidelines and appoint members.	2
3	Implement business license plan and program.	1
4	Develop a Downtown Economic Development Plan in coordination with the Economic Development Committee.	2
5	Strengthen and promote relationship and visibility with economic development entities and existing businesses to market/promote the City of Gervais.	4

Goal #2 – Provide municipal facilities and infrastructure to support current operations and plan for orderly growth

	OBJECTIVE	PRIORITY
1	Design and construct street and sidewalk improvements from 1 st Street to 7 th Street on Douglas Avenue.	<u>3</u>
2	Continue to build the Water Reserve fund (i.e. rates, fees, etc.)	4
3	Identify grant opportunities to fund City infrastructure needs.	4
4	Establish a Transportation System Development Charge.	3
5	Identify process and need for urban growth boundary expansion /amendment	1

Goal #3 – Engage in efficient and effective governmental activities to promote community safety and wellness

	OBJECTIVE	PRIORITY
1	Provide initial CERT training in Gervais for staff and community with a commitment to offer additional cert training opportunities	1
2	Review and revise ordinances relating to criminal offenses and civil infractions.	4
3	Collaborate with State, County and other city departments and with community health organizations and partners to work more effectively together to address City/community needs. **	4
4	Install a generator at City Hall to support the emergency command center for Gervais.	1

** This objective does not just apply to community safety and wellness, but to overall City operations.

Goal #4 – Improve community’s aesthetic appeal

	OBJECTIVE	PRIORITY
1	Engage Economic Development Committee to suggest, discuss and support downtown maintenance efforts with business owners.	2
2	Identify and assign “Green Cities” project recommendations for implementation such as: <ul style="list-style-type: none"> • Historic plaques for downtown and other historic areas • Update walking maps with historic points of interest • 4th Street Improvement including the 4th Street Courtyard, Shared Space Cleanup and Facades • Bike Racks, Bike Repair Station and Bike to School Program 	2
3	Identify and pursue available grants for community projects	4

Goal #5 – Develop and implement community recreational resources and cultural activities

	OBJECTIVE	PRIORITY
1	Recognize community volunteers in conjunction with National Night Out event.	4
2	Establish a Civic Engagement Committee that is focused on advising the council on youth participation in civic government, economic development, and parks & recreation (with clearly defined roles and responsibilities and authority to establish policies).	1
3	Identify and promote resources to provide networking opportunities for Seniors.	2
4	Work with schools to identify and coordinate activities for children and adults.	4
5	Support DARE activities in the community	4
6	Explore incorporating the Sam Brown house into the City	1

Goal #6 – Enhance community communications

	OBJECTIVE	PRIORITY
1	Create a community Town Hall event/s or picnic to allow for community information sharing and communication	1
2	Develop a Gervais welcome pamphlet	1
3	Create a City newsletter.	1
4	Update and expand the Gervais City website	1

KEY TO PRIORITY RATINGS	
1	– Do now – budget in the forth-coming budget year
2	– Look at accomplishing 2-3 years in the future
3	– Nice to have – not to look at funding for at least 3 – 5 years in the future
4	– Routine – on-going from year to year



CITY OF GERVAIS

592 Fourth Street/PO Box 329, Gervais, Oregon 97026-0329

503-792-4900 Administration Office; 503-792-3791 Fax

Text Tel. (TTY) 1-800-735-2900 Spanish (TTY/V) 1-800-735-3896

Date: January 26, 2023
To: Mayor and City Councilors
From: Susie Marston, City Manager
Re: Staff Report for February 2, 2023

Mid-Willamette Valley COG Annual Meeting & Dinner

Registration is open for the COG's Annual Meeting and Dinner. It will be held on February 15th from 6:00 pm to 9:00 pm at the Chehalem Cultural Center, 415 E Sheridan, Newberg, OR 97132. I emailed the registration link to all council members on January 23rd. If you want to attend and need assistance with your registration, please contact Denise or I.

Personnel Handbook Update

The Personnel Handbook has been updated. In accordance with GMC 2.16.030, the revised handbook shall be adopted by resolution of the council. I will have this ready for the March council meeting after the Gervais Police Association has had an opportunity to review. GPA has 14 days to review for any items they wish to bargain.

Mobile Tourism Kiosk

I've arranged for the City of Woodburn to deliver the mobile tourism kiosk to our lobby on February 6th. It will be here for the month of February, so please come down and check it out. It's been a work in progress and provides valuable information to people who are looking for things to do in North Marion County. You'll remember that this is the kiosk that the council agreed to contribute money to.

Winfield Apartments

This project is currently in the review process for utilities infrastructure and right-of-way work on site. A pre-construction meeting is scheduled with staff and the developer for January 31st.

The City of Gervais is an Equal Opportunity Provider and Employer. Complaints of discrimination should be sent to: USDA, Director, Office of Civil Rights, Washington, DC 20250-9410

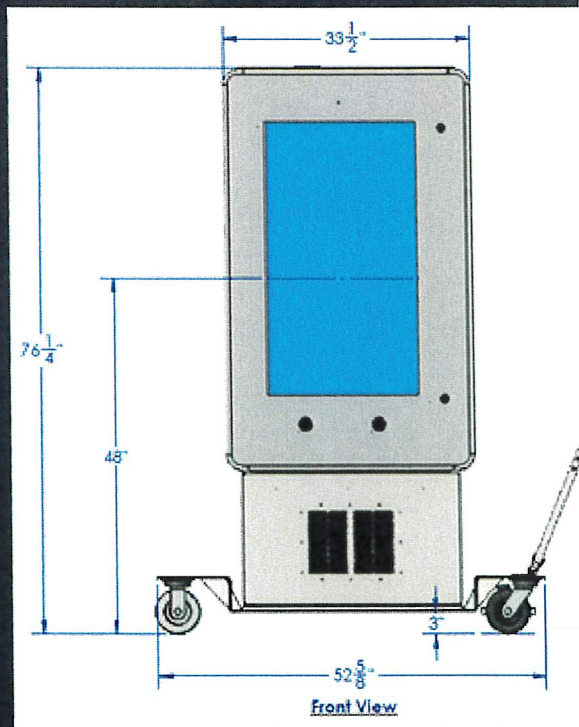


VISITOR INFORMATION KIOSK

TO RESERVE KIOSK:
503-980-6322
MARICELA.GUERRERO@CI.WOODBURN.OR.US

General information:

- Height: 6 ft 6 in tall; Base: 4 ft 4 in wide/2 ft 4 in deep.
- 120-volt 15-amp standard wall outlet needed.
- It has its' own WIFI connection
- Weather resistant. Call to confirm specifications.
- Flat ground, Kiosk does not travel well on gravel.
- General Liability Insurance for \$50,000.
- Delivery/pick-up





Gervais Police Department

592 4th Street, P.O. Box 329

Gervais, OR 97026-0329

Office 503-792-4575 ★ Fax 503-792-4525 ★ Dispatch 503-588-5032

February 2023 Council Report

Reporting period between December 1, 2022 through December 31, 2022	
<u>Calls of service/CAD reports</u>	178
<u>Arrests</u>	1
<u>Traffic offenses</u>	37
<u>Traffic written warnings</u>	41
<u>Assist Agencies outside City limits</u>	9
<u>Assist Agencies inside City limits</u>	5

- **D.A.R.E. Graduation-** We will be holding the Gervais Elementary School D.A.R.E. Graduation in February. This year we hope to have Mayor Gilland and Superintendent Dandy Stevens help us present the graduates with their certificates.

We again want to express our appreciation for the support of Mayor Gilland and our Council for the D.A.R.E. Program. We have a great partnership with both the Gervais School District and Sacred Heart Catholic School.

Lieutenant Tim West continues to serve as our D.A.R.E officer and the Oregon D.A.R.E representative for D.A.R.E International. We had to make the decision to cancel this years planned D.A.R.E. DOT, due to a lack of agencies that were able to send officers. Many law enforcement agencies are facing significant staffing shortages. Some agencies have either pulled or reduced the hours of their school officers in order to fill patrol vacancies, making attending the D.A.R.E. DOT difficult. One of the benefits of sponsoring the training is saving us significant costs. We are in the process of planning and figuring out how to adjust our plans.

- **Gervais Police Association-** The Gervais Police Officer Association contract ends on June 30, 2023. We received notification that the GPA would like to begin to negotiate their contract. Susie and I will be working with the Association President and their representative to schedule this process. This is a common occurrence and our contract agreements have historically been three years. We wanted to inform the Council this was going to be taking place. Once this has begun and we have some proposals, we will schedule an Executive Session with the Council to discuss.

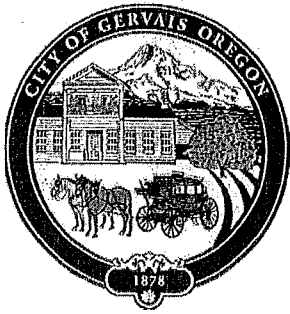
- **Ordinance Enforcement-** The police department has been in contact with residents and we continue to follow up on ordinances violations. We have shared with our residents the upcoming review the Council is having regarding Gervais City Code 17.80.030- Yard Parking. We have recommended that residents write a letter about their ideas and suggestions. We will also share those ideas at the upcoming work session.
- **Election Fraud Complaint-** We received a letter regarding an alleged election fraud complaint, with our local election. This was reviewed with the Marion County District Attorney's Office. Marion County District Attorney's Office advised their office does not receive and/or have jurisdiction over election issues, and referred us to the State of Oregon, Secretary of State's Office.

Contact was made with the Secretary of State's Office, and the complaint was reviewed by a supervisor. We forwarded the complaint, the election packet and candidates filing paperwork to the Secretary of State. We were directed to refer the complainant to their office to file the complaint directly, as the original complaint needed to be signed. We sent the information to the complainant and provided the links and process needed to file the complaint with the Secretary of State.

- **Mental Health Wellness Policies-** The police department is required under ORS 181A.832 to establish a mental health wellness policy for addressing issues related to mental health wellness of law enforcement officers. This law was established in 2019. As part of our wellness program we have held an annual event with our spouses/significant others since 2019. We wanted to brief the Council that our annual event will be held in February this year. We have had various experts and consultants help support our wellness sessions. This year's cost is estimated around \$2800.00, which is under \$200.00 per person.
- **Data Led Policing-** We have completed compiling the data for the calls of service in 2022. We use this data to determine the best use of our limited resources for our coverage and patrol shifts. Other considerations include officer safety, traffic patterns, school and community events and crime.
- **ELTS- Executive Leadership Training Symposium-** I was able to attend this year's winter Chief's meetings and training sessions. The training and meeting were excellent.
- **Transparency-** We desire to be open about our policies, procedures, data, information and decision making to the public, where the law allows. One of the ways we accomplish transparency is through this Council report. We encourage you to share what you desire in this report. We look forward to City Hall implementing a new and improved website where we can share more information.

Thank you for your support; it is our pleasure to serve the community.

- Mark J. Chase, Chief of Police.



CITY OF GERVAIS

592 Fourth Street/PO Box 329, Gervais, Oregon 97026-0329
503-792-4900 Administration Office; 503-792-3791 Fax

Gervais Public Works Council Report February 2023

We have been in contact with the contractors who performed the school crosswalk improvements regarding the flashing signals. The project was to be completed already but supply issues have delayed the final steps. It was explained that they have all of the pieces necessary to finish installing them except for the poles to mount the lights and panels to. Their updated timeline of completion should be within the next three weeks.

The bench from the Basketball Park has been repaired, painted, and is now ready to install. The hoop and hardware are here and have been prepared for installation and awaiting the anchor holes to be bored. This project should be completed by the February Council Meeting. We know that the community has been looking forward to having this addition. In the coming months the other hoop will need to be taken down for restoration including painting.

We had an electrician/technician out to the water plant looking at the issues we were experiencing and were advised of a couple pieces of hardware would need replaced. Some was sourced locally but others needed to be ordered and will hopefully be installed by the end of January.

A new power back up bank (UPS unit) had previously been ordered for the server at City Hall to protect data as well as maintain communications during power interruptions. This unit was able to be wired in and up and running the week of January 23.

As to the student drop off issues being experienced on Douglas in front of the K-2 building it was advised to place some "No Stopping or Standing" signs near where cars are stopping. The addition of these signs as well as assistance from Gervais Police Department will ensure smooth and safe student drop off for the school.

I have gathered information from the previous PWD (John) regarding the lighting project for Black Walnut Park as well as sourced out additional information. Price estimates seem to vary widely in range from \$25k close to \$50k. This is for solar lighting, including poles, solar panels, and mounting hardware but does not include installation. These systems appear to be of durable municipal/commercial grade materials that are supported from the manufacturer. I can provide literature on request about the systems if needed.

Public Works Superintendent
Kyle Jentsch