

CITY OF GERVAIS

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

City Hall: 503-792-4900 Fax: 503-792-3791

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

GERVAIS CITY COUNCIL AGENDA

The Gervais City Council will hold a Regular Council Meeting starting at 7:00 PM on Thursday, January 5, 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: January 5, 2023 City of Gervais Council Meeting

Time: January 5, 2023 at 7:00 PM Pacific Time (US and Canada)

TO JOIN THE MEETING VIA WEBSITE/TABLET/MOBILE:

<https://us06web.zoom.us/j/83876868893?pwd=dTNad0l3aXdXd0ZhbmkYkpTbWlwQT09>

Meeting ID: 838 7686 8893

Passcode: 352407

TO JOIN THE MEETING VIA TELEPHONE ONLY:

1-253-215-8782 US (Tacoma)

Meeting ID: 838 7686 8893

Passcode: 352407

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. Council Oaths of Office
5. Elect Council President
6. Announcements/Additions

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

7. 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.

8. Consent Calendar:

- a. Minutes of the December 1, 2022 Regular Session
- b. Bill list for November 23 – December 28, 2022
- c. Treasurers Report for period ending December 28, 2022

Requested Action: Motion to approve the January 5, 2023 consent calendar as presented.

9. Committee Reports

10. Presentations

11. Public Hearing

- a. SDR application for the 5th Street Storage units
 - I. Open the hearing
 - II. Ex-parte Contact or Declaration of Conflict of Interest
 - III. Staff Report – Holly Byram, Associate Planner, Mid-Willamette Valley COG
 - IV. Proponents Presentation
 - V. Opponents Presentation
 - VI. Proponents Rebuttal
 - VII. Staff Summary – Holly Byram, Associate Planner, Mid-Willamette Valley COG
 - VIII. Close Public Hearing
 - IX. Council Discussion
 - X. Council Motion, second and vote

12. Old Business

- a. Schedule a worksession for parking
- b. Activity Tracker

13. Action Items

14. New Business

15. Staff Reports:

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

16. Business from the Mayor or Council

17. Adjourn

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**MINUTES OF THE REGULAR SESSION OF THE GERVAIS CITY COUNCIL
COUNTY OF MARION, STATE OF OREGON
HELD AT GERVAIS CITY HALL WITH ZOOM ALTERNATIVE AT 7:00 PM ON DECEMBER 1, 2022**

1. Call to Order

Mayor Annie Gilland called the meeting to order at 6:59 pm.

2. Pledge of Allegiance

John Harvey led the Pledge of Allegiance

3. Roll Call

Mayor Annie Gilland	Present
Councilor Pamela Foreman	Present
Councilor Baltazar Gonzalez	Absent
Council President Micky Wagner	Present
Councilor Diana Bartch	Present
Councilor John Harvey	Present

Staff Present: City Manager Susie Marston, City Recorder Denise Dahlberg, Police Chief Mark Chase, and Public Works Superintendent Kyle Jentzsch (via Zoom)

Others Present: None

4. Announcements/Additions:

Mayor Gilland announced Marion County would be posting final election results on Monday, December 5th. She explained the item was not on the agenda because Marion County had not yet posted the final results. She asked the council to consider adding it to the agenda. Mayor Gilland took a vote to add this item to agenda. Foreman-Aye, Councilor Wagner- Aye, Bartch-Aye, Harvey-Aye. The council voted in favor of putting this item on the agenda under action items.

5. Public Comment

Chief Joe Budge, Woodburn Fire District provided the council with an update on the fire station project. He will be approaching the state representatives at the legislature for additional funding for a community room, quarters for cert team, and a training facility. He will provide a briefing in December and Mayor Gilland will be able to attend. Chief Budge noted before council in January he would be providing a packet of what the fire district is asking and he will ask Gervais for a letter of support to put in that packet.

Doug's Lanphere, 940 Winfield St., wrote a letter written to the city and asked that it be read into the record. The council was provided a copy of the letter and Mayor Gilland read it aloud. Lanphere's letter noted that Gricel Malstrom committed elections fraud by submitting an application for candidate of Mayor. He explained this was a violation because Malstrom hadn't

lived in the city for a year prior to the date of election. Mayor Gilland stated she would address Lanphere's letter in the 'Business from Mayor and Council' portion of the agenda. Mayor Gilland announced that all future correspondence would be included in the packets but not read during the meetings. People with public comment would have an opportunity to express their concern in person or via zoom.

6. Consent Calendar:

- a. Minutes of the November 3, 2022 Regular Session
- b. Bill list for October 27 – November 22, 2022
- c. Treasurers Report for period ending November 22, 2022

Requested Action: Motion to approve the December 1, 2022 consent calendar as presented.

Council President Wagner made a motion to approve the December 1, 2022 consent calendar as presented. Seconded by Councilor Bartch. Motion is carried and so moved.

7. Committee Reports

Cliffton noted there was no meeting last month. Cliffton learned there was an application process on the IRT website and the account had to be set up by a city official with city email. This process could help with designing, building, and materials of Skate Park. Councilor Wagner asked about funding and Cliffton responded that 1st step is setting up application process on website. There was a discussion about who would get the account set up. Gilland referred the account set up to City Manager Marston and asked for a council consensus.

There was a council consensus to have Cliffton forward information to City Manager Marston for account set up.

8. Presentations – None

9. Public Hearing a. Site Development Review, #SDR 2022-01

- I. Open hearing – Mayor Gilland opened hearing at 7:18 pm.
- II. Applicant request to postpone to January 5, 2023- City Manager Marston read Holly Byram's memo regarding the proposed development of the two story storage facility located on 5th Street, between Alder and Birch. The applicant is now requesting additional time to respond to feedback on the development which could result in minor modifications to the submitted site plan.
- III. Council motion to postpone

Councilor Wagner made a motion to continue public hearing on land use application #SDR 2022-01 to the date and time certain of 7pm on Thursday, January 5, 2023, at City Hall. Seconded by Councilor Foreman. Motion is carried and so moved.

- III. Close hearing – Mayor Gilland closed the hearing at 7:20 pm.

10. Old Business- None

11. Action Item

Denise Dahlberg, City Recorder read the unofficial election results into the record. For the position of Mayor, Annie Gilland had the highest votes of 252. For City Council, two positions were open. Michael Gregory had 305 and John Harvey had 308 for highest votes.

Councilor Wagner asked for a motion to approve the unofficial November 8, 2022 Marion County Election Results as they stand on 11/25/2022, and if the Final Election Results change the outcome of the election, then this item will be brought back at a subsequent Special Meeting for action. Seconded by Councilor Bartch. Mayor Gilland took a roll call vote. Foreman-Aye, Wagner-Aye, Bartch- Aye, Harvey-Aye. Motion is carried and so moved.

12. New Business - None

13. Staff Reports

a. City Manager – Susie Marston

Marston provided written report in the packet. The contract was signed with Love Inc. and will start after 1st of the year. In response to a question brought up at the last council meeting, the city is still partnering with grant writer but doesn't have any projects yet. Marston reminded council of the elected essentials workshop offered by League of Oregon Cities. Marston encouraged the council to attend this great training and the next one available is at the City of Keizer on January 26th. Marston mentioned contacting PGE and the potential of them helping with park lights for the city. She should have more information this month and a draft plan for council to look at in January or February. Marston said they would maintain the lights and the city would do digging and trench work. Gilland mentioned another dark spot on 7th and Grove and asked if PGE could help with lights in that area. Marston replied that she would check with them on that. It was noted that the city was billed for grant writer when the city used her.

b. Police Department – Chief Mark Chase

Chief Chase was absent and provided a written report.

c. Public Works – Superintendent Kyle Jentszch

Superintendent Jentszch provided written report. Jentszch reported the generator is expected to be delivered March 2023. He noted crosswalks should be painted beginning of next week. Jentszch mentioned hiring a new employee, Hunter Riggs who started December 28th and so far he is working out excellent with a great work attitude and doing what the jobs requires.

Councilor Bartch asked when the flashing lights by the crosswalk would be installed. Jentszch explained the delay in supply chain and there wasn't an ETA. The electrician was scheduled to come out next week to install conduit and once the supplies arrived, they would be installed.

Councilor Wagner observed speed lights coming in from 99 were barely visible. Superintendent Jentszch noticed that also and one of the options he had noted was a bright blue LED light. He explained it was a challenge to keep lights charged during the darker months.

Councilor Bartch brought up worn out peeling street signs. Jentszch will survey and see which ones should be replaced first and noted to change them would be a larger expense.

Councilor Harvey thanked Superintendent Jentszch for getting the stop signs put in on 7th and 8th.

14. Business from the Mayor or Council

Mayor Gilland addressed Lanphere's letter to the city claiming Grisel Malstrom committed election fraud by submitting application to run as a candidate and not meeting the qualification of living in Gervais a year prior to election. Mayor Gilland explained the council is the final judge of the election and qualifications of city elected officials. Although election results are still unofficial, it does not appear that Malstrom with 18 votes will be elected to office and therefore there is nothing for council to judge.

Mayor Gilland brought up the community drive-thru and city sponsored tree lighting event with Santa Claus, gift bags and hot chocolate. Gilland stated the drive thru will not have an escort this year and asked the public to exercise caution. Gilland explained in the future if an escort is needed a county permit has to be on file.

Councilor Wagner reported she fundraises behind the scenes. This year she asked for 300 apples and cutie oranges coming from Bauman's. Wagner invited people to help put goodie bags together on Tuesday, December 13th at 5:30 pm at City Hall. Councilor Harvey will donate 300 rice krispy treats and fruit snacks. Councilor Wagner will do small candy canes and stickers. Councilor Wagner requested to use city canopy and asked if public works could set up back drop. Jentzsch said he would get it set up if needed. More details about set up were discussed amongst the council. Barricades will be set up in front of city hall and by the fire department.

Councilor Wagner mentioned the Community Progress Team involving the community to spread Christmas cheer through a candy gram sell and a \$50 photo with Santa delivering gifts to the home. Harvey asked where the \$50 would go. Wagner explained the \$50 would go into the CPT fund to help with different city needs such as coats, socks, Halloween costumes, and movie nights in the park, etc. Community Progress Team is a non-profit group not affiliated with the city.

15. Recognition of outgoing council member, Councilor Barth

Mayor Gilland recognized Councilor Bartch and her involvement in the community. Councilor Bartch thanked everyone for letting her serve and has plans to continue serving in the community. Bartch was awarded an appreciation plaque for serving as a City Councilor for the City of Gervais. City Manager Marston expressed her appreciation and thanked Diana Bartch for serving on the council.

16. Adjourn

Mayor Gilland adjourned meeting at 7:56 pm.

I, DENISE DAHLBERG, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON DECEMBER 1, 2022 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Denise Dahlberg, City Recorder

Annie Gilland, Mayor

86.

City of Gervais
Bill List
October 27, 2022 - November 22, 2022

Amazon Capital Services	11/9/2022	4-Pck Ink Catridge	General Fund	Streets	45.63
	11/9/2022	Foam microphone covers-10	General Fund	Court	5.99
	11/9/2022	4-Pck Ink Catridge	Water Fund	Water	45.63
	11/9/2022	4-Pck Ink Catridge	Sewer Fund	Sewer	45.63
				TOTAL:	142.88
American Bank & Trust	11/1/2022	2020 ford Explorer Interce	PD Vehicle Replace	PD Vehicle Repacement	13,569.00
				TOTAL:	13,569.00
Backflow Management	11/10/2022	Backflow Svcs	Water Fund	Backflow	600.00
	11/10/2022	Letters mailed 11.1.22	Water Fund	Backflow	9.00
				TOTAL:	609.00
Beery, Elsner & Hammond LLP	11/9/2022	Sept 2022 Legal Services	General Fund	Admin	1,561.53
	11/9/2022	Sept 2022 Legal Services	General Fund	Police	142.50
				TOTAL:	1,704.03
Bretthauer Oil Co.	11/9/2022	Fuel Charges	General Fund	Police	1,474.38
	11/9/2022	Fuel Charges	General Fund	Streets	277.99
	11/9/2022	Fuel Charges	Water Fund	Water	277.99
	11/9/2022	Fuel Charges	Sewer Fund	Sewer	277.98
				TOTAL:	2,308.34
CDW Government	11/9/2022	Sonicwall	General Fund	Police	746.82
				TOTAL:	746.82
CIS Trust	11/1/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Admin	147.42
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Admin	156.39
	11/1/2022	EMPLOYEE/FAMILY MED INS	General Fund	Admin	294.67
	11/1/2022	KAI/WILL/CH	General Fund	Admin	30.62
	11/1/2022	LIFE INSURANCE	General Fund	Admin	1.55
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Police	147.42
	11/1/2022	MEDICAL/DENTAL B/C COPAY B	General Fund	Police	4,000.66
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Police	152.89
	11/1/2022	MEDICAL/DENTAL B/C COPAY B	General Fund	Police	1,445.32
	11/1/2022	EMPLOYEE/FAMILY MED INS	General Fund	Police	2,044.84
	11/1/2022	EMPLOYEE MED INSURANCE	General Fund	Police	1,584.78
	11/1/2022	KAI/WILL/CH	General Fund	Police	30.62
	11/1/2022	LIFE INSURANCE	General Fund	Police	21.18
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Court	36.85
	11/1/2022	EMPLOYEE/FAMILY MED INS	General Fund	Court	196.45
	11/1/2022	KAI/WILL/CH	General Fund	Court	7.65
	11/1/2022	LIFE INSURANCE	General Fund	Court	0.31
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	State Tax Street F	Street Improvement	73.71
	11/1/2022	EMPLOYEE/SP MEDICAL INS	State Tax Street F	Street Improvement	372.81
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	State Tax Street F	Street Improvement	422.02
	11/1/2022	EMPLOYEE/FAMILY MED INS	State Tax Street F	Street Improvement	920.18
	11/1/2022	KAI/WILL/CH	State Tax Street F	Street Improvement	15.31
	11/1/2022	LIFE INSURANCE	State Tax Street F	Street Improvement	5.93
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	Water Fund	Water	147.42
	11/1/2022	EMPLOYEE/SP MEDICAL INS	Water Fund	Water	484.65
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	Water Fund	Water	344.79
	11/1/2022	EMPLOYEE/FAMILY MED INS	Water Fund	Water	460.09
	11/1/2022	EMPLOYEE/FAMILY MED INS	Water Fund	Water	687.56
	11/1/2022	KAI/WILL/CH	Water Fund	Water	30.62

City of Gervais
Bill List
October 27, 2022 - November 22, 2022

	11/1/2022	LIFE INSURANCE	Water Fund	Water	7.65
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	Sewer Fund	Sewer	147.42
	11/1/2022	EMPLOYEE/SP MEDICAL INS	Sewer Fund	Sewer	484.65
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	Sewer Fund	Sewer	344.79
	11/1/2022	EMPLOYEE/FAMILY MED INS	Sewer Fund	Sewer	460.09
	11/1/2022	EMPLOYEE/FAMILY MED INS	Sewer Fund	Sewer	687.56
	11/1/2022	KAI/WILL/CH	Sewer Fund	Sewer	30.62
	11/1/2022	LIFE INSURANCE	Sewer Fund	Sewer	7.65
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	Storm Drainage	Storm Drainage	36.84
	11/1/2022	EMPLOYEE/SP MEDICAL INS	Storm Drainage	Storm Drainage	149.12
	11/1/2022	EMPLOYEE MEDICAL INSURANCE	Storm Drainage	Storm Drainage	115.04
	11/1/2022	EMPLOYEE/FAMILY MED INS	Storm Drainage	Storm Drainage	204.48
	11/1/2022	EMPLOYEE/FAMILY MED INS	Storm Drainage	Storm Drainage	98.23
	11/1/2022	KAI/WILL/CH	Storm Drainage	Storm Drainage	7.65
	11/1/2022	LIFE INSURANCE	Storm Drainage	Storm Drainage	2.27
				TOTAL:	17,048.77
Carroll Consulting, LLC	11/9/2022	CrCamacho-background Chk	General Fund	Police	649.50
				TOTAL:	649.50
Columbia Bank Cardmember Service	11/15/2022	Zoom-online svcs	General Fund	Admin	12.74
	11/15/2022	OCCMA-Brkfst-SMarston	General Fund	Admin	14.36
	11/15/2022	OCCMA-lunch-SMarston	General Fund	Admin	20.48
	11/15/2022	Hotel-OCCMA-SMarston	General Fund	Admin	1,028.15
	11/15/2022	hotel-OAMR Conf.-Ddahlberg	General Fund	Admin	393.17
	11/15/2022	RFM Stg-Ddahlberg's Chair	General Fund	Admin	616.00
	11/15/2022	Hotel-LOC Conference	General Fund	Admin	500.22
	11/15/2022	OACA Conf.-AFernandez	General Fund	Admin	20.73
	11/15/2022	OACA Conf.-AFernandez	General Fund	Admin	40.75
	11/15/2022	OACA Conf.-AFernandez	General Fund	Admin	11.35
	11/15/2022	OACA Conf.-AFernandez	General Fund	Admin	10.69
	11/15/2022	OACA-AFernandez-hotel	General Fund	Admin	436.44
	11/15/2022	BOLI Labor Poster 2022-23	General Fund	Admin	25.00
	11/15/2022	Smarston-AFernandez-mtg	General Fund	Admin	23.88
	11/15/2022	CPR/First Aid Cert Courses	General Fund	Police	32.95
	11/15/2022	Batteries NW	General Fund	Police	235.95
	11/15/2022	back up- Water plant	Water Fund	Water	161.99
	11/15/2022	WW CO2 Chemicals	Sewer Fund	Sewer	483.98
				TOTAL:	4,068.83
Complete Wireless Solutions	11/10/2022	Unit 5- 2600 amp battery	General Fund	Police	99.40
				TOTAL:	99.40
Dahlberg, Denise	11/9/2022	DDahlberg- NWWLA- Bend	General Fund	Admin	202.50
				TOTAL:	202.50
DataVision Cooperative	11/10/2022	Oct 2022 Telephone Chrgs	General Fund	Admin	503.38
	11/10/2022	Oct 2022 Telephone Chrgs	General Fund	Police	266.27
	11/10/2022	Oct 2022 Telephone Chrgs	General Fund	Streets	44.75
	11/10/2022	Oct 2022 Telephone Chrgs	Water Fund	Water	44.75
	11/10/2022	Oct 2022 Telephone Chrgs	Sewer Fund	Sewer	44.75
				TOTAL:	903.90
Davison Auto Parts	11/9/2022	2019 F250-Svc trck rpr	General Fund	Streets	19.44
	11/9/2022	2019 F250-Svc trck rpr	Water Fund	Water	19.44

City of Gervais
Bill List
October 27, 2022 - November 22, 2022

	11/9/2022	2019 F250-Svc trck rpr	Sewer Fund	Sewer	19.43
				TOTAL:	58.31
G.W. Hardware	11/9/2022	Tshirt rags, blk med grd	General Fund	Streets	13.99
	11/9/2022	Tshirt rags, blk med grd	Water Fund	Water	13.99
	11/9/2022	Tshirt rags, blk med grd	Sewer Fund	Sewer	14.00
				TOTAL:	41.98
GC Systems, Inc.	11/10/2022	Cla-Val 580 Sil Wfr	Water Fund	Water	492.29
				TOTAL:	492.29
Gagle's Heating AC & Plumbing	11/10/2022	Sept 2022 HVAC	General Fund	Admin	425.00
				TOTAL:	425.00
HRA VEBA Plan	11/1/2022	HRA VEBA Contribution	General Fund	Admin	19.38
	11/1/2022	HRA VEBA Contribution	General Fund	Police	83.97
	11/1/2022	HRA VEBA Contribution	General Fund	Court	5.25
	11/1/2022	HRA VEBA Contribution	State Tax Street F	Street Improvement	47.23
	11/1/2022	HRA VEBA Contribution	Water Fund	Water	54.23
	11/1/2022	HRA VEBA Contribution	Sewer Fund	Sewer	54.23
	11/1/2022	HRA VEBA Contribution	Storm Drainage	Storm Drainage	15.71
				TOTAL:	280.00
Industrial Welding Supply	11/9/2022	liner, 1620 Anti Spatter 2	General Fund	Streets	16.00
	11/9/2022	liner, 1620 Anti Spatter 2	Water Fund	Water	16.00
	11/9/2022	liner, 1620 Anti Spatter 2	Sewer Fund	Sewer	16.01
				TOTAL:	48.01
Internal Revenue Service	11/1/2022	FICA	General Fund	Admin	211.26
	11/1/2022	MEDICARE	General Fund	Admin	49.40
	11/1/2022	FICA	General Fund	Police	2,631.27
	11/1/2022	MEDICARE	General Fund	Police	615.38
	11/1/2022	FICA	General Fund	Court	63.18
	11/1/2022	MEDICARE	General Fund	Court	14.78
	11/1/2022	FICA	State Tax Street F	Street Improvement	477.90
	11/1/2022	MEDICARE	State Tax Street F	Street Improvement	111.77
	11/1/2022	FICA	Water Fund	Water	525.50
	11/1/2022	MEDICARE	Water Fund	Water	122.91
	11/1/2022	FICA	Sewer Fund	Sewer	525.50
	11/1/2022	MEDICARE	Sewer Fund	Sewer	122.91
	11/1/2022	FICA	Storm Drainage	Storm Drainage	152.31
	11/1/2022	MEDICARE	Storm Drainage	Storm Drainage	35.61
				TOTAL:	5,659.68
John Deere Financial	11/10/2022	Toe Lggr, Fluid, Tank Clea	General Fund	Streets	64.32
	11/10/2022	Toe Lggr, Fluid, Tank Clea	Water Fund	Water	64.32
	11/10/2022	Toe Lggr, Fluid, Tank Clea	Sewer Fund	Sewer	64.32
				TOTAL:	192.96
Johnson Engine Service	11/9/2022	Unit #1 - Oil Filter	General Fund	Police	29.95
	11/9/2022	Brakes- Unit 1	General Fund	Police	50.00
				TOTAL:	79.95

City of Gervais
Bill List
October 27, 2022 - November 22, 2022

Kodiak Pacific Construction	11/9/2022	7th / Grove SCA #35278	State Tax Street F	Street Improvement	114,127.30
	11/9/2022	Juniper SCA #34543	State Tax Street F	Street Improvement	17,159.03
	11/10/2022	Douglas SRTS	State Tax Street F	Street Improvement	81,042.60
	11/9/2022	Juniper SCA #34543	Storm Drainage	Storm Drainage	9,948.40
	11/10/2022	Douglas SRTS	Storm Drainage	Storm Drainage	8,578.50
				TOTAL:	230,855.83
Kyle Jentzsch	11/9/2022	KJentzsch- Wrk Boots Reimb	General Fund	Streets	58.33
	11/9/2022	KJentzsch- Wrk Boots Reimb	Water Fund	Water	58.33
	11/9/2022	KJentzsch- Wrk Boots Reimb	Sewer Fund	Sewer	58.34
				TOTAL:	175.00
League of Oregon Cities	11/10/2022	Job Posting -PW Superinten	General Fund	Admin	20.00
	11/9/2022	Membership Dues 2022	General Fund	Admin	200.00
	11/10/2022	MWagner-Conference Reg	General Fund	Council	630.00
				TOTAL:	850.00
Long Bros. Building Supply	11/9/2022	Wood Stakes, Cold, Duct ta	General Fund	Streets	95.08
				TOTAL:	95.08
Love INC	11/10/2022	Utility Assistance Program	Water Fund	Water	2,045.00
	11/10/2022	Utility Assistance Program	Sewer Fund	Sewer	2,570.00
	11/10/2022	Utility Assistance Program	Storm Drainage	Storm Drainage	385.00
				TOTAL:	5,000.00
Mission Communications, LLC	11/10/2022	1 Year Renewal- French Prairie	Sewer Fund	Sewer	563.40
				TOTAL:	563.40
Moonlight Maintenance	11/9/2022	Oct 2022 Janitorial Servic	General Fund	Admin	528.00
				TOTAL:	528.00
NW Natural Gas	11/10/2022	2564507-8-CH Heating	General Fund	Admin	45.34
				TOTAL:	45.34
Northside Electric	11/9/2022	Pro CC0758, Ground Boxes	General Fund	Streets	1,620.00
				TOTAL:	1,620.00
Northstar Chemical	11/9/2022	Sodium Hyphochlorite 12.5%	Water Fund	Water	854.60
	11/9/2022	Sodium Hyphochlorite 12.5%	Sewer Fund	Sewer	921.20
				TOTAL:	1,775.80
Oregon Association of Water Utilitie	11/9/2022	Mbrshp Rnwl 2022-23	Water Fund	Water	373.50
				TOTAL:	373.50
Oregon Department of Environmen	10/28/2022	KJentzsch- WW Collection C	Sewer Fund	Sewer	270.00
				TOTAL:	270.00
Oregon Department of Revenue	11/1/2022	SUTA	General Fund	Admin	5.22
	11/1/2022	WORKERS COMP	General Fund	Admin	1.03
	11/1/2022	SUTA	General Fund	Police	88.02

City of Gervais
Bill List
October 27, 2022 - November 22, 2022

	11/1/2022	WORKERS COMP	General Fund	Police	12.16
	11/1/2022	SUTA	General Fund	Court	6.72
	11/1/2022	WORKERS COMP	General Fund	Court	0.32
	11/1/2022	SUTA	State Tax Street F	Street Improvement	21.86
	11/1/2022	WORKERS COMP	State Tax Street F	Street Improvement	2.48
	11/1/2022	SUTA	Water Fund	Water	21.05
	11/1/2022	WORKERS COMP	Water Fund	Water	2.64
	11/1/2022	SUTA	Sewer Fund	Sewer	21.05
	11/1/2022	WORKERS COMP	Sewer Fund	Sewer	2.64
	11/1/2022	SUTA	Storm Drainage	Storm Drainage	5.67
	11/1/2022	WORKERS COMP	Storm Drainage	Storm Drainage	0.75
				TOTAL:	191.61
Pamplin Media Group	11/9/2022	Public Ntce-Alley Vac 2021	General Fund	Admin	122.94
				TOTAL:	122.94
Tetra Tech, Inc.	11/9/2022	City Engineering Svcs	General Fund	Admin	1,083.57
	11/9/2022	City Engineering Svcs	State Tax Street F	Street Improvement	7,769.11
	11/9/2022	City Engineering Svcs	Sewer Fund	Sewer	11,137.57
				TOTAL:	19,990.25
Tritech Software Systems	11/9/2022	Rprt Beam,SmrtExprt,annl f	General Fund	Police	4,582.33
				TOTAL:	4,582.33
US Postal Service	11/9/2022	Water/ Sewer Postage Refill	Water Fund	Water	175.00
	11/9/2022	Water/ Sewer Postage Refill	Sewer Fund	Sewer	175.00
				TOTAL:	350.00
Univar USA Inc.	11/9/2022	Potassium Permanganate	Water Fund	Water	5,543.34
				TOTAL:	5,543.34
Vantagepoint Transfer Agents - 303	11/1/2022	457B Contribution	General Fund	Police	500.02
				TOTAL:	500.02
Xylem Water Solutions U.S.A., Inc.	11/10/2022	4th Strt Station-Lift Stat	Sewer Fund	Sewer	936.00
				TOTAL:	936.00
				GRAND TOTAL	323,699.59
		FUND TOTALS			
	100	General Fund	33,654.77		
	110	State Tax Street Fund	222,569.24		
	200	Water Fund	13,684.28		
	210	Sewer Fund	20,486.72		
	215	Strom Drainage	19,735.58		
	310	PD Vehicle Replacement	13,569.00		
		TOTALS	323,699.59		

CITY OF GERSAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
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8c.

100-General Fund
FINANCIAL SUMMARY

50.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	1,018,435.00	11,986.31	45,076.45	4.43	973,358.55
Fees for Services	35,000.00	3,617.85	13,728.24	39.22	21,271.76
Fines & Forfeitures	60,000.00	3,841.80	22,363.63	37.27	37,636.37
Licenses & Permits	9,250.00	3,585.00	6,821.33	73.74	2,428.67
Intergovernmental Rev	179,615.00	176.19	25,729.13	14.32	153,885.87
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	<u>1,548,066.00</u>	<u>23,207.15</u>	<u>113,718.78</u>	<u>7.35</u>	<u>1,434,347.22</u>
<u>EXPENDITURE SUMMARY</u>					
General Government	434,087.00	19,273.52	109,737.87	25.28	324,349.13
Police Department	1,024,238.00	56,832.08	480,002.69	46.86	544,235.31
Street Department	34,778.00	937.71	14,051.46	40.40	20,726.54
Parks Department	25,414.00	16.39	4,564.17	17.96	20,849.83
Municipal Court	26,321.00	1,262.99	10,529.06	40.00	15,791.94
Mayor & City Council	<u>3,228.00</u>	<u>142.50</u>	<u>2,372.13</u>	<u>73.49</u>	<u>855.87</u>
TOTAL EXPENDITURES	<u>1,548,066.00</u>	<u>78,465.19</u>	<u>621,257.38</u>	<u>40.13</u>	<u>926,808.62</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (55,258.04)(507,538.60)		507,538.60

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110-State Tax Street Fund
FINANCIAL SUMMARY

50.00% 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	17,746.07	170,056.42	66.82	84,443.58
Fees for Services	0.00	0.00	0.00	0.00	0.00
Intergovernmental Rev	383,000.00	50,000.00	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>67,746.07</u>	<u>220,056.42</u>	<u>15.20</u>	<u>1,227,298.58</u>
<u>EXPENDITURE SUMMARY</u>					
Street Improvement	<u>1,447,355.00</u>	<u>47,856.05</u>	<u>585,264.47</u>	<u>40.44</u>	<u>862,090.53</u>
TOTAL EXPENDITURES	<u>1,447,355.00</u>	<u>47,856.05</u>	<u>585,264.47</u>	<u>40.44</u>	<u>862,090.53</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	19,890.02 (365,208.05)		365,208.05

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200-Water Fund
FINANCIAL SUMMARY

50.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	900.00	0.00	1,007.31	111.92 (107.31)
Fees for Services	401,850.00	32,471.68	216,766.96	53.94	185,083.04
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	32,471.68	217,774.27	34.26	417,939.73
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Water	527,914.00	30,640.78	144,723.76	27.41	383,190.24
Water System Improvement	100,000.00	0.00	2,298.60	2.30	97,701.40
Water Backflow	<u>7,800.00</u>	<u>0.00</u>	<u>3,146.50</u>	<u>40.34</u>	<u>4,653.50</u>
TOTAL EXPENDITURES	635,714.00	30,640.78	150,168.86	23.62	485,545.14
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,830.90	67,605.41	(67,605.41)

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210-Sewer Fund
FINANCIAL SUMMARY

50.00% 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	33,975.39	211,824.69	40.23	314,685.31
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>33,975.39</u>	<u>212,483.10</u>	<u>12.59</u>	<u>1,475,789.90</u>
<u>EXPENDITURE SUMMARY</u>					
Sewer	<u>1,688,273.00</u>	<u>15,938.76</u>	<u>262,718.57</u>	<u>15.56</u>	<u>1,425,554.43</u>
TOTAL EXPENDITURES	<u>1,688,273.00</u>	<u>15,938.76</u>	<u>262,718.57</u>	<u>15.56</u>	<u>1,425,554.43</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	18,036.63 (50,235.47)		50,235.47

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215-Storm Drainage
FINANCIAL SUMMARY

50.00% 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	5,626.42	34,517.40	52.33	31,442.60
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>5,626.42</u>	<u>34,642.34</u>	<u>36.60</u>	<u>59,999.66</u>
<u>EXPENDITURE SUMMARY</u>					
Storm Drainage	<u>94,642.00</u>	<u>2,617.87</u>	<u>41,712.09</u>	<u>44.07</u>	<u>52,929.91</u>
TOTAL EXPENDITURES	<u>94,642.00</u>	<u>2,617.87</u>	<u>41,712.09</u>	<u>44.07</u>	<u>52,929.91</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	3,008.55 (7,069.75)		7,069.75

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300-Water Reserve
FINANCIAL SUMMARY

50.00% 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	<u>45,285.00</u>	<u>0.00</u>	<u>119.32</u>	<u>0.26</u>	<u>45,165.68</u>
<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	<u>45,285.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>45,285.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	119.32	(119.32)

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

50.00% 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	1,000.00	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	21,875.00	1,000.00	2,559.88	11.70	19,315.12
=====					
<u>EXPENDITURE SUMMARY</u>					
D.A.R.E. Fund	<u>21,875.00</u>	<u>0.00</u>	<u>372.20</u>	<u>1.70</u>	<u>21,502.80</u>
TOTAL EXPENDITURES	21,875.00	0.00	372.20	1.70	21,502.80
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,000.00	2,187.68	(2,187.68)

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310-PD Vehicle Replacement
FINANCIAL SUMMARY

50.00% 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	300.00	46.15	350.00
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	51,715.00	50.00	443.04	0.86	51,271.96
<u>EXPENDITURE SUMMARY</u>					
PD Vehicle Repacement	<u>51,715.00</u>	<u>4,780.00</u>	<u>18,349.00</u>	<u>35.48</u>	<u>33,366.00</u>
TOTAL EXPENDITURES	51,715.00	4,780.00	18,349.00	35.48	33,366.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (4,730.00)(17,905.96)		17,905.96

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312-Capital Reserve Fund
FINANCIAL SUMMARY

50.00% 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	7,800.00	49.95	7,815.00
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>8,087.98</u>	<u>9.39</u>	<u>78,026.02</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	8,087.98	(8,087.98)

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314-PW Vehicle Replacement
FINANCIAL SUMMARY

50.00% 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

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315-Bike Path Construction
FINANCIAL SUMMARY

50.00% 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)

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320-Parks Fund
FINANCIAL SUMMARY

50.00% 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	139,750.00	0.00	550.63	0.39	139,199.37
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Parks	<u>139,750.00</u>	<u>0.00</u>	<u>438.00</u>	<u>0.31</u>	<u>139,312.00</u>
TOTAL EXPENDITURES	139,750.00	0.00	438.00	0.31	139,312.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	112.63	(112.63)

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325-City Hall Fund
FINANCIAL SUMMARY

50.00% 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	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
<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	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00		0.00

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330-Water SDC Fund
FINANCIAL SUMMARY

50.00% 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	290,547.00	0.00	19,778.18	6.81	270,768.82
	=====	=====	=====	=====	=====
<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	290,547.00	0.00	0.00	0.00	290,547.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	19,778.18	(19,778.18)

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335-Sewer SDC Fund
FINANCIAL SUMMARY

50.00% 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	0.00	16,395.00	25.79	47,174.00
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	<u>880,668.00</u>	<u>0.00</u>	<u>19,669.09</u>	<u>2.23</u>	<u>860,998.91</u>
<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	<u>880,668.00</u>	<u>0.00</u>	<u>17,894.39</u>	<u>2.03</u>	<u>862,773.61</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	1,774.70	(1,774.70)

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340-Storm Water SDC
FINANCIAL SUMMARY

50.00% 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)

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342-Parks SDC
FINANCIAL SUMMARY

50.00% 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)

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345-4th of July
FINANCIAL SUMMARY

50.00% 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	5,064.00	0.00	1,053.47	20.80	4,010.53
	=====	=====	=====	=====	=====
<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	5,064.00	0.00	4,689.91	92.61	374.09
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00 (3,636.44)		3,636.44

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350-Special Events
FINANCIAL SUMMARY

50.00% 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	939.00	0.00	5.94	0.63	933.06
=====					
<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	939.00	0.00	146.00	15.55	793.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	(140.06)		140.06

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360-American Rescue Fund
FINANCIAL SUMMARY

50.00% 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	615,691.00	0.00	308,419.14	50.09	307,271.86
	=====	=====	=====	=====	=====
<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	615,691.00	0.00	0.00	0.00	615,691.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	308,419.14	(308,419.14)

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500-Debt - Water
FINANCIAL SUMMARY

50.00% 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	41,757.00	0.00	85.67	0.21	41,671.33
	=====	=====	=====	=====	=====
<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	41,757.00	0.00	0.00	0.00	41,757.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	85.67	(85.67)

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510-Debt - Sewer
FINANCIAL SUMMARY

50.00% 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	126,148.00	0.00	260.64	0.21	125,887.36
<u>EXPENDITURE SUMMARY</u>					
Debt - Sewer	<u>126,148.00</u>	<u>60,158.93</u>	<u>60,158.93</u>	<u>47.69</u>	<u>65,989.07</u>
TOTAL EXPENDITURES	126,148.00	60,158.93	60,158.93	47.69	65,989.07
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (60,158.93)(59,898.29)		59,898.29

11a.

**STAFF REPORT
TO THE GERVAIS CITY COUNCIL**

DATE: December 30, 2022

HEARING: January 5, 2023

FILE NUMBERS: Site Development Review # SDR 2022-01 "5th Street Storage Units"

APPLICANT: Jeff Bolton, Multi/Tech Engineering

OWNER: Pacific Interiors, Inc. Attn. Fred Kasachev

REQUEST: Site Development Review application to develop a two-story 16,230 SF (revised from 16,848 SF) storage unit building with a total of 146 units – 76 upper floor, 70 lower floor units. Other site amenities include paved parking, landscaping, and a 6-foot fence around the perimeter. Applicant requests a modification to the local street pavement width for the side streets abutting this development.

LOCATION: Unaddressed. Located on the north side of 5th Street, between Birch and Alder. Tax lot 052W26CA03200. PP 2021-052 Lot 1.

ZONE: IL – Light Industrial

DESIGNATION: Industrial

SIZE: 24,742 SF (0.57 acres)

CRITERIA: Gervais Development Code: Chpt 17.44 Light Industrial Zone (IL), 17.144 Site Development Review, Chapters 17.48 - 17.96 General Development Standards.

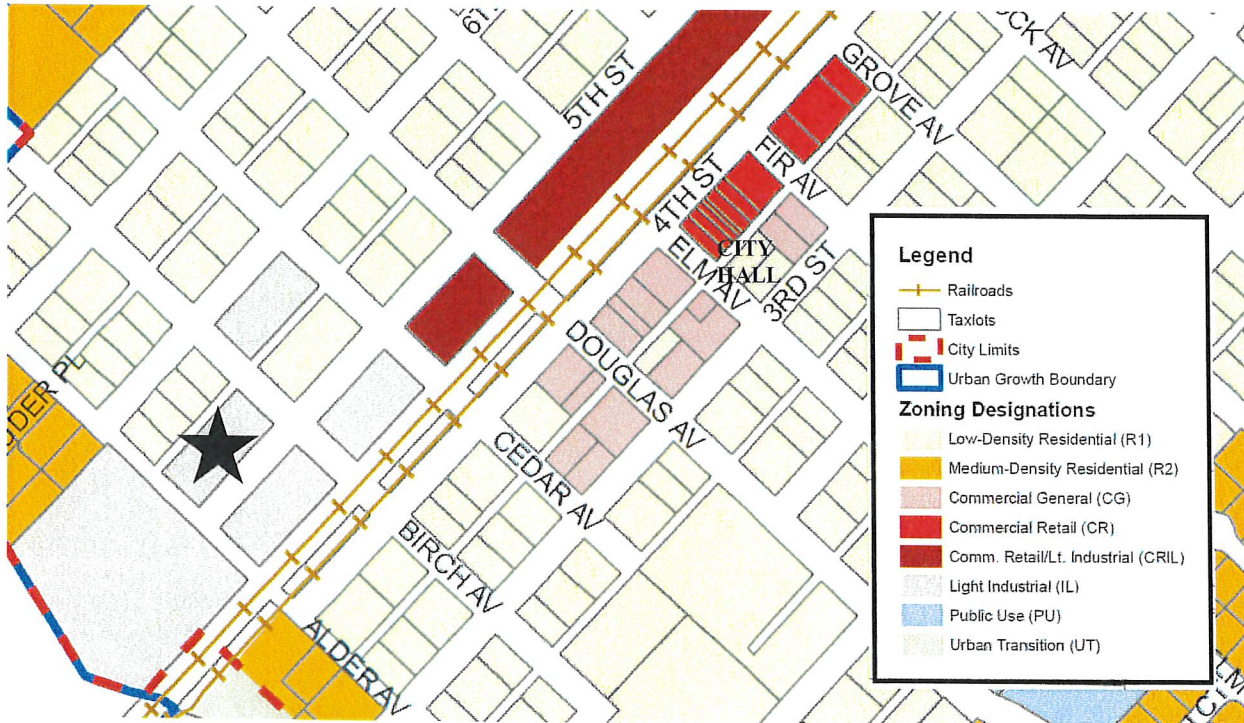
PROCEDURE:

A Site Development Review is a Type II action. Type II applications are considered in a quasi-judicial review by the City Council, using the decision criteria in the adopted Gervais Development Code. Public notice is provided to neighbors, and a public hearing is held by the City Council. The City Council makes a final decision on the application. Appeals are to the Land Use Board of Appeals (LUBA).

EXHIBITS: **A** – Combined comments from City departments and partner agencies
 B – Application package submitted by applicant

I. MAPS & PLANS

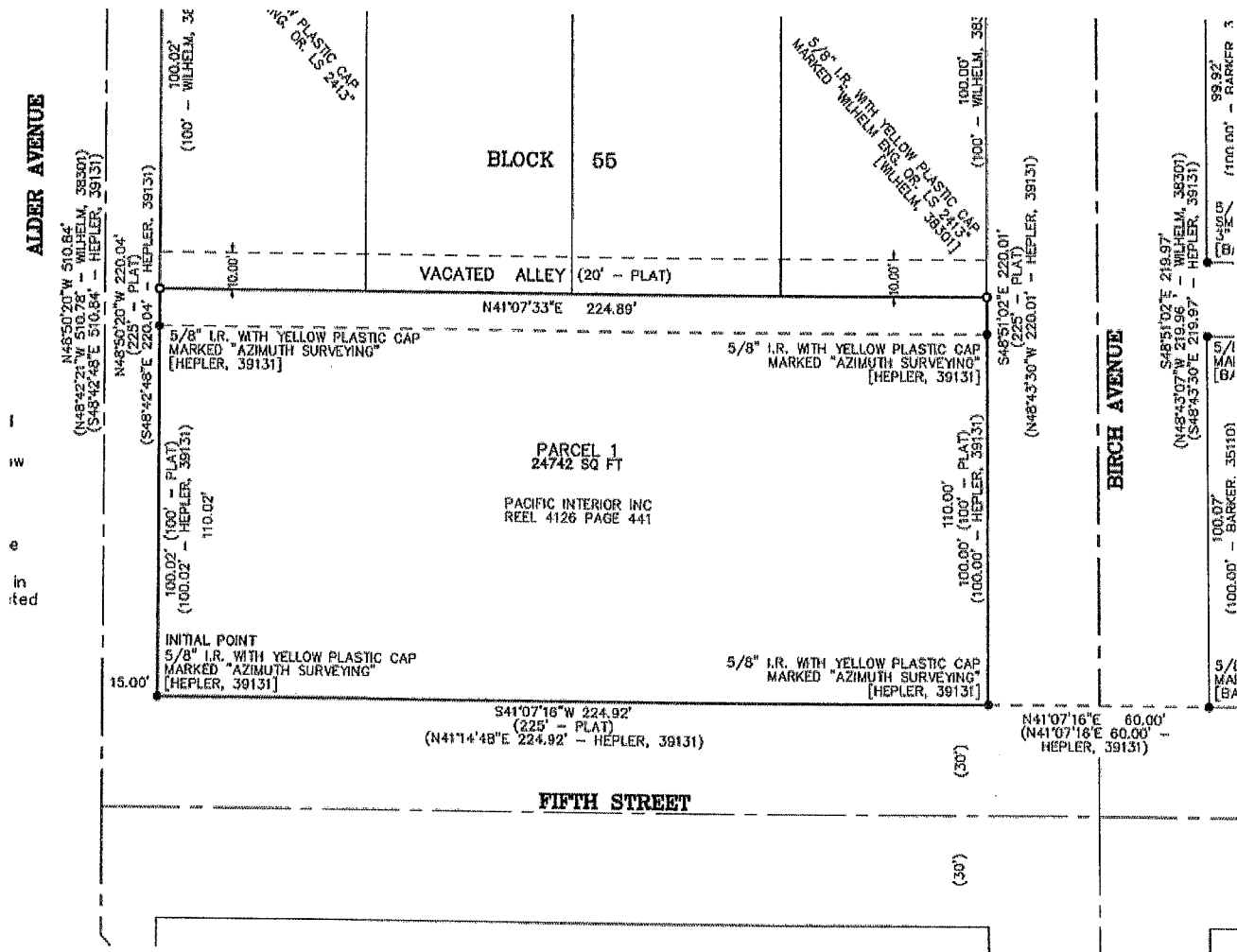
A. GERVAIS VICINITY & ZONE MAP (cropped to zoom):



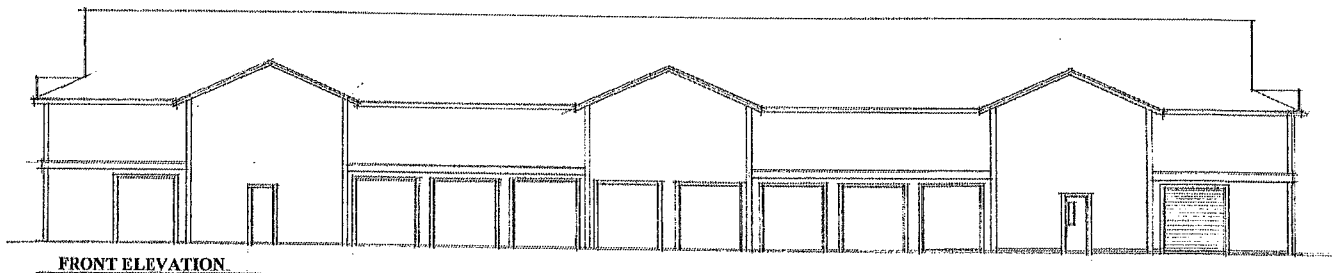
B. AERIAL IMAGE (Source Marion County GIS, 2022):



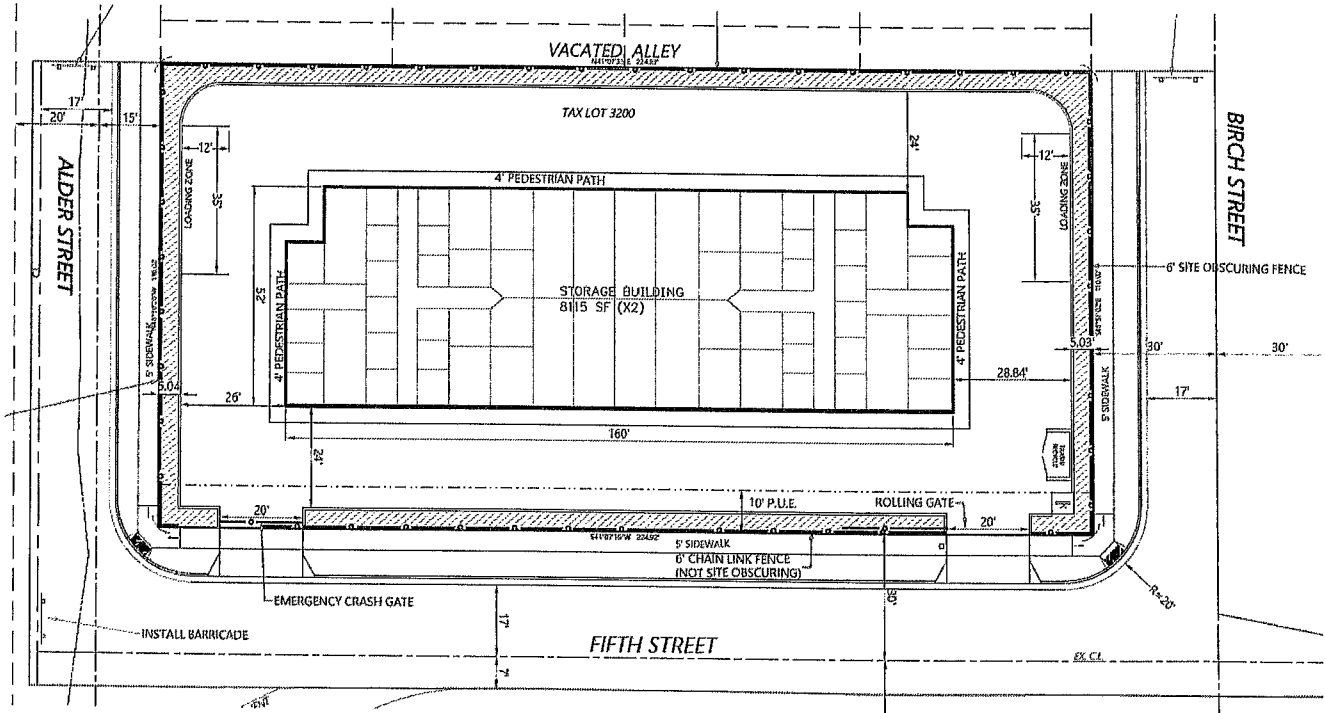
C. RECENT LOT CONSOLIDATION, MARION CO. PARTITION PLAT #PP 2021-052 (cropped to zoom):



E. PROPOSED FRONT (SOUTH) BUILDING ELEVATION:



F. PROPOSED SITE PLAN:



II . APPLICATION TIMELINE

The original Site Development Review application was submitted on August 4, 2022. The public hearing for this application was originally scheduled for October 6, 2022. On that date the City Council continued the public hearing to the December 1, 2022 meeting, at the request of the applicant and recommendation of staff. During the meeting of December 1, 2022, the City Council continued the public hearing to the January 5, 2023 meeting at the request of the applicant, and recommendation of staff. The applicant and owner have signed a waiver to the State's 120-day deadline for a local decision on a land use application.

Also submitted with this application was a Lot Line Adjustment application #LLA 2022-01 to consolidate the underlying historic lots and portion of the recently vacated alley. This LLA application was redundant, as the consolidation had already been performed the year prior with City file #LLA 2021-01, recorded as Marion County Partition Plat #PP 2021-052 (shown above). Consequently, the applicant withdrew and was refunded for this concurrent LLA application.

III. DECISION CRITERIA

The purpose of this section is to help the Gervais City Council understand which criteria they must consider when making a decision on the proposed development. The following criteria are found in the adopted Gervais Development Code (GDC).

Chapter 17.44 - LIGHT INDUSTRIAL (IL)

17.44.010 - Purpose.

The light industrial (IL) district provides land for and to encourage the grouping together of warehousing, manufacturing, and other industrial uses which, because of their normal characteristics, would be relatively objectionable when operated in close proximity to commercial and residential uses.

17.44.020 - Permitted uses.

B. Warehouses including mini-warehouse storage; assembly, including light manufacturing, processing, packaging, treatment, fabrication of goods or merchandise; laboratories, offices, bottling and distribution centers, light repair facilities, wholesale businesses, and similar uses. These uses must be located and arranged according to a plan providing for aesthetic and other conditions in harmony with the neighborhood, and not be offensive or obnoxious by reason of emission of odor, dust, smoke, gas, light, noise or vibration. All proposed uses must be approved by the city council.

FINDINGS: A mini-storage/warehouse facility is listed as an outright permitted use in the IL – Light Industrial zone. No outdoor storage is proposed for this development. All proposed uses must be approved by the City Council. This development is submitted for approval with the Site Development Review. The proposed business is consistent with the purpose and uses of the IL zone.

17.44.060 - Dimensional standards.

A.	Minimum lot size	None
B.	Setback requirements	
1.	Front yard	20 feet
2.	Side yard	10 feet
3.	Rear yard	
	Adjoining a non-residential district	20 feet
	Adjoining a residential district	25 feet

FINDINGS: The applicant has submitted a site plan and some narrative responses to the decision criteria. The labeled measurements on the site plan demonstrate that the minimum setbacks of the IL zone are met. The proposed two-story structure also meets the maximum 40-foot height limit, at 32.6 feet

provided by the applicant. Building height is defined in the GDC as “the vertical distance from a reference datum (elevation of the highest adjoining sidewalk or ground surface) measured to the highest point of the coping of a flat roof or the deck line of a mansard roof or to the average height of the highest gable of a pitched or hipped roof.” Dimensional standards of the IL zone are met as proposed.

17.44.070 - Development standards.

All development in the light industrial district shall comply with the applicable provisions of Chapter 17.48, general provisions. In addition, the following specific standards shall apply:

- A. Off-street Parking. Off-street parking shall conform to the standards of Chapter 17.56.*
- B. Signs. Signs shall conform to the provisions of Chapter 17.68.*
- C. Development Review. All new development or expansion of existing structures or uses shall be subject to the site development review procedures of Chapter 17.144.*
- D. Subdivisions and Partitions. All land divisions shall be reviewed in accordance with the provisions of Chapter 17.164 or 17.168.*
- E. Landscaping. A minimum of ten (10) percent of the gross area shall be landscaped and provisions for adequate noise and/or visual buffering from residential uses shall be installed. Landscaping improvements shall be installed and maintained in accordance with Chapter 17.72.*
- F. Screening. Screening shall be required for the following:*
 - 1. All outdoor storage areas shall be screened by a six-foot, sight-obscuring fence or wall.*
 - 2. All industrial/commercial uses, which abut a residential zone, shall be screened by a six-foot, sight obscuring fence or wall requirement, shall not cause the placement of a fence or wall in the vision clearance area.*
 - 3. Cargo or shipping containers used accessory structures shall be screened from view as required by Section 17.72.070, screening and buffering.*

FINDINGS: To reduce redundancies, these development standards listed in the Light Industrial zone are discussed in detail within the Site Development Review criteria section below.

Chapter 17.144 - SITE DEVELOPMENT REVIEW

17.144.060 - Evaluation of site plan.

The review of a site plan shall be based upon consideration of the following:

- A. Conformance with the general development standards Chapters 17.48 through 17.96;*

Part II - GENERAL DEVELOPMENT STANDARDS

Chapter 17.48 - GENERAL PROVISIONS

FINDINGS: Chapters 17.48 through 17.96 contain detailed standards applicable to new industrial development within the City of Gervais. The applicable sections are discussed below.

GDC 17.48.030 Application of public facility standards. This section ensures that development pays for itself. The public facilities improvement requirements table shows new industrial buildings are required to provide, where applicable, fire hydrants, streets, water hookup, sewer hookup, storm drain, and street lights.

GDC 17.52 Street standards. All streets shall be designed in conformance with the specific requirements of the most recently adopted Gervais public works construction standards.

- A. *The location, width, and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and to the proposed use of the land to be served by the streets.*
- B. *Development proposals shall provide for the continuation, and connection to, all streets, bikeways and pedestrian facilities within the development and to existing streets, bikeways and pedestrian facilities outside the development.*
- C. *Alignment. All streets other than minor streets or cul-de-sacs, as far as practical, shall be in alignment with existing streets by continuation of the centerline thereof. The staggering of street alignments resulting in "T" intersections shall leave a minimum distance recommended by the city engineer.*
- D. *Future extension of streets. Where necessary to give access to or permit a satisfactory future development of adjoining land, streets, bikeways and pedestrian facilities, shall be extended to the boundary of a tract being developed. Reserve strips and street plugs may be required to preserve the objectives of street extensions.*
- E. *Existing streets.*
 - 1. *Full street improvements to all existing streets adjacent to, within or necessary to serve the property, shall be required of partitioning or development, unless the applicant demonstrates to the satisfaction of the city engineer the sections of the existing streets meet city standards and are in satisfactory condition to handle projected traffic.*
 - 2. *The city may allow the applicant to record an approved improvement deferral agreement, see Section 17.204.030, in lieu of street improvements where the following criteria are met:*
 - a. *The contiguous length of the existing street to be improved (including the portion of the existing streets which must be improved to serve the development) is less than two hundred fifty (250) feet; and*
 - b. *The existing roadway condition and sections are adequate to handle existing and projected traffic loads; and*
 - c. *Existing public utilities (water, sanitary sewer and storm sewer) located within the existing roadway are adequate, or can be improved without damaging the existing roadway surface.*
- F. *New streets. Where new streets are created, full street improvements shall be required. Three-quarter streets may be approved in lieu of full street improvements on boundary streets when the city finds it to be practical to require the completion of the other 1/4 street improvement when the adjoining property is developed. The city may allow 3/4 street improvements if all of the following criteria are met:*
 - 1. *The adjoining land abutting the opposite side of the street is undeveloped; and*
 - 2. *Storm water drainage is provided for on the non-curbed side of 3/4 street improvements in areas judged by the city engineer to have drainage concerns.*

17.52.040 - Right-of-way and improvement widths.

The following standards are general criteria for public streets, bikeways and sidewalks in the city. These standards shall be the minimum requirements for all streets, except where modifications are permitted under Section 17.52.050.

Street Classification	ROW Width	Curb to Curb Width	3/4 Street Improvement	Bikeway Width	Sidewalk Width
Arterials	60 feet	34 feet	33 feet	5 feet each. Side	5 feet
Collector	60 feet	34 feet	24 feet	5 feet each. Side	5 feet
Local-Residential (>20 dwellings)	60 feet	34 feet	24 feet	N/R	5 feet
Local-Residential (<20 dwellings)	50 feet	28 feet	24 feet	N/R	5 feet
Alley	20 feet	12 feet (Gervais is 20 feet)	Not Applicable	N/R	N/R
Cul-de-sac bulb	45 foot radius	40 foot radius	Not Applicable	N/R	N/R

17.52.050 - Modification of right-of-way and improvement width.

The city, pursuant to the review procedures of Chapter 17.184, may allow modification to the public street standards of Section 17.52.040, when both of the following criteria are satisfied:

A. The modification is necessary to provide design flexibility in instances where:

1. Unusual topographic conditions require a reduced width or grade separation of improved surfaces; or
2. Parcel shape or configuration precludes accessing a proposed development with a street which meets the full standards of Section 17.52.040; or
3. A modification is necessary to preserve trees or other natural features determined by the city to be significant to the aesthetic character of the area; or
4. A planned unit development is proposed and the modification of street standards is necessary to provide greater privacy or aesthetic quality to the development.

B. Modification of the standards of Section 17.52.040 shall only be approved if the city finds that the specific design proposed provides adequate vehicular access based on anticipated traffic volumes.

Google Streetview from 2012 shows the existing Fifth Street right-of-way:



FINDINGS: The subject property has frontage on three different public street rights-of-way. Fifth Street currently has an approximately 15-foot wide paved surface. Alder and Birch Avenues are both unimproved grass between Fifth Street and Sixth Street, abutting the subject property. The Gervais Development Code requires new commercial/industrial developments to construct public improvements within abutting rights-of-way.

The rights-of-way for both Birch Avenue and Fifth Street are 60 feet wide. The Alder Street right-of-way is 42 feet wide. Future Alder Avenue right-of-way will be dedicated from property across the street upon future development/redevelopment. No right-of-way dedication is required from the subject property's side of centerline.

The standard cross-section construction of a local street is a curb-to-curb width of 34 feet, no bike lane, parking on both sides, and 5-foot sidewalks. The Gervais Development Code allows for a developer to build $\frac{3}{4}$ width for new streets when the adjoining property across the street may provide the remaining $\frac{1}{4}$ street width upon future development or redevelopment. This is true for the impacted rights-of-way for this proposed development. In the November, 2021 pre-application conference the applicant was informed that $\frac{3}{4}$ street widths would be allowed for all three streets. The $\frac{3}{4}$ street width for new streets is 24 feet with sidewalk only on the side abutting the subject property.

The applicant proposes to construct Fifth Street with a 5-foot sidewalk and 24-foot width pavement. Fifth Street would taper down to meet the existing narrow pavement width to the east, and a barricade would be installed on the west end of the project where the pavement would end. There is an existing industrial business to the west, however their driveway meanders southwest from this section of Fifth Street, through the unimproved Alder Avenue right-of-way. The new barricade is not expected to impact that business.

The original version of the site plan submitted to the City of Gervais showed no sidewalks or street improvements within either the Alder or Birch rights-of-way. Staff notified the applicant that this was

inconsistent with the pre-application discussion, and that $\frac{3}{4}$ width improvements would be required, consistent with the Gervais Development Code. The applicant requested additional time to review and reconsider the plan set. The public hearing was subsequently continued. A revised plan set was submitted to the City on December 20, 2022. In the revised plan set, the applicant proposes to build 5-foot sidewalks with planting strips along both the Alder and Birch frontages, plus a $\frac{1}{2}$ width (17-foot wide) pavement section.

The applicant requests the City Engineer approve a modification to the street standards on the construction of both Alder and Birch Avenues to reduce the width from $\frac{3}{4}$ to $\frac{1}{2}$; from 24 feet to 17 feet. The City Engineer and Public Works staff have reviewed the applicant's proposal to reduce the developed street width of both Alder and Birch Avenues. GDC 17.52.050 does allow for the City Engineer to approve modifications to the public improvement standards when certain conditions are met, primarily when 1) the request is based upon unique parcel configuration which precludes full improvements, and 2) when traffic to the proposed development is sufficiently served otherwise. In this case, the City Engineer finds sufficient reason to grant the proposed modification. The subject property has three street frontages. The City Engineer observes that other local streets in this area are developed to 16-20 foot widths, neither Alder nor Birch would be high traffic or through-streets (due to the railroad), and access for this development is taken from Fifth Street. Nearby existing dwellings do not need either street for access to their properties. The remaining width of Alder and/or Birch could be constructed upon future development of nearby/adjoining industrial properties to the northeast, south, and west.

GDC 17.56 Off-Street Parking and Loading. GDC 17.56.050 provides a table of minimum parking requirements by land use type. Under the listed Industrial uses, this section requires a minimum of 1 off-street parking space per employee. The original site plan submitted showed three off-street parking spaces. The application package narrative did not address how this number was calculated, so staff assumed this indicated number of employees. The applicant's revised site plan shows no standard vehicle parking spaces. The applicant states that employees, maintenance workers, and customers alike will park in the areas marked as loading zones. Staff has included a recommended condition of approval that prior to building permit the applicant submit a revised site plan showing a minimum of three off-street parking spaces which are separate from the loading zones.

GDC 17.56.070 Off-street loading requirements states that buildings with gross floor areas above 10,000 SF shall provide a minimum of 2 loading berths. A loading berth shall contain a space a minimum of twelve (12) feet wide, 35 feet long, and have a vertical clearance of 14 feet. The original site plan did not show loading zones. The revised site plan shows two loading zones separated from the building by the two-way drive aisle. Staff has included a recommended condition of approval to move the loading zones tight to the ends of the building, to allow customers to safely move loads from trucks to the upstairs units, with direct access to the staircases on the west and east ends of the buildings.

GDC 17.56.080 Parking and loading area requirements requires all driveways, parking, and loading areas to be developed with a durable hard surface. Parking spaces shall be a minimum of 9 feet x 18 feet. Two-way driveways shall have a minimum dimension of 16 feet. Driveways with adjacent parking at an angle of 0 to 40 degrees shall be a minimum of 12 feet wide. Also, parking spaces along the outer boundaries

of a parking area shall be contained by a curb or a bumper rail at least four inches high, located a minimum of three feet from the property line, to prevent a motor vehicle from extending over an adjacent property or a street. Staff has included a condition of approval that prior to building permit the applicant shall submit a revised site plan showing the dimensions of all driving, parking, and loading areas. Parking spaces along the outer boundaries of a parking area shall be contained by a curb or a bumper rail at least four inches high, located a minimum of three feet from the property line.

Staff has also included a condition of approval Pursuant to GDC 17.56.090, The provision and maintenance of off-street parking and loading space is a continuing obligation of the property owner. No building permit shall be issued until plans are presented that show an area that is and will remain available for exclusive use as off-street parking and loading space. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons, and employees only, and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use.

GDC 17.56.100 Parking lot landscaping and screening standards require:

Screening abutting property lines. Parking for commercial, industrial and multifamily uses which abut a residential use or zone property line shall be screened by a five-foot landscaped strip. Where a buffer between zones is required, the screening should be incorporated into the required buffer strip, and will not be an additional requirement. The screen shall grow to be at least thirty-six (36) inches higher than the finished grade of the parking areas, except for required vision clearance areas.

Hedge screening. The required hedge screen shall be installed as follows: Evergreen shrubs shall be planted so that eighty (80) percent of the desired screening is achieved within two years, one hundred (100) percent within four years. Living ground cover in the screen strip such that ninety (90) percent coverage is achieved within two years.

The applicant's site plan shows perimeter fencing and a five-foot wide landscaping strip. Due to the required balance between screening requirements between industrial and residential zones, and visibility for police patrols, the southern section of fencing along the frontage is open chain link while the three other property boundaries are shown as sight-obscuring fence. The height of the front fence may need to be reduced, consistent with GDC 17.80.090 Fences walls and hedges. Additionally, any sight-obscuring perimeter fencing is subject to GDC 17.80.080 Clear Vision Areas. Screening and landscaping are discussed in further detail below.

Staff has included a recommended condition of approval regarding lighting: *Lighting. Any light used to illuminate parking or loading area shall be arranged to be directed entirely onto the loading or parking area, shall be deflected away from any residential use and shall not cast a glare or reflection onto moving vehicles on the public rights-of-way.*

GDC 17.56.110 Bicycle parking requires a minimum of two spaces. This is shown on the plan set.

GDC 17.56.120 Standards for disabled person parking spaces requires a minimum of 1 accessible space for a parking lot requiring between 1-25 total off-street parking spaces. ADA parking number, location, and dimensions are confirmed by Marion County Building Department prior to building permits. No ADA spaces are currently shown on the revised plan set. Staff has included a recommended condition of approval that prior to building permits applicant shall submit a revised plan set demonstrating this standard is met.

GDC 17.60 Storm Drainage requires a plan for storm drainage and erosion control. Such plans should be consistent with the general standards listed in 17.60.040 and the Public Works Design Standards. The City Engineer and Public Works staff have reviewed the application and commented. There is an 18-inch storm drainage pipe in Alder Ave. The applicant has proposed an on-site infiltration system to address quality and quantity of storm water for on-site flow. This is then discharged to a public system which connects to the 18-inch pipe on Alder St. This was based upon an assume infiltration rate. No evaluation was done for the public storm water, and no downstream evaluation was conducted. The following are recommended conditions of approval: 1) A site specific infiltration test needs to be performed to verify design. The storm report and design will need to be adjusted based upon the results. 2) A storm drainage report will need to be updated to address storm flow in the public ROW. This includes detention, treatment and pipe capacity. Based upon the results of the report, downstream improvements may be required. 3) Mitigation for public storm flow for detention and treatment such as downstream improvements may be considered. This could include improvements and expansion of off-site detention and treatment, or potentially riparian area improvements.

GDC 17.64 Utility lines and facilities section details public water, sanitary sewer, street lights, private utilities, etc. Regarding water utility, the City Engineer reports that there is a 6-inch water line in Alder Ave, and there is a 2-inch pipe on the alley between Fifth and Sixth Streets that stops at Birch Ave. A 6-inch water line would be required along the frontage of Fifth Street. and Birch Ave. It would connect to the 6-inch pipe on Alder Ave. and the 2-inch pipe in the alley. It is assumed that there will be one water service. If landscaping irrigation will be provided, then there will need to be a backflow preventer.

Regarding fire flow, there is a fire hydrant on Alder and on Sixth. The applicant has shown no water system improvements. It is unclear if there is sufficient fire flow. Flow tests of the two nearby fire hydrants should be conducted. This was discussed in the Pre-Application conference in November, 2021, and is included as a recommended condition of approval.

Regarding sanitary sewer, there is an 8-inch sanitary sewer on Fifth Street, and all properties are served on the Birch and Alder frontage. No public sanitary sewer is required. It is assumed that there will be one service line. Size of the service line will be based on the projected usage of the buildings. These comments are included as recommended conditions of approval.

GDC 17.68 Signs. No signs were submitted with this Site Development Review application. All future signs at this business are required to comply with the standards in GDC 17.68. This is included as a recommended condition of approval.

GDC 17.72 Site and Landscaping Design. This section requires landscaping plans which show the types, sizes, and locations of plants and walls, as well as the proposed irrigation. The applicant has provided a

general landscaping plan showing the 10% gross area minimum is satisfied or exceeded, but it does not provide sufficient detail. Staff has included a recommended condition of approval for full compliance with this section of the GDC.

GDC 17.72.070 Screening and buffering.

Where required by ordinance, or where placed as a condition of approval, screening and buffering shall meet the following minimum requirements:

A. Screening shall be used to eliminate or reduce the visual and noise impacts of the following uses:

- 1. Commercial and industrial uses when abutting residential uses.*
- 2. Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas.*
- 3. Outdoor storage areas, including cargo or shipping containers used as accessory structures in commercial or industrial zones.*
- 4. Any other area or use as required by this title.*

B. Screening may be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement, or other design techniques.

The proximity of this industrial development to the abutting residential zoning/uses requires screening along the north and east boundaries at minimum. To accomplish this, the applicant proposes portions of the perimeter fencing to be sight-obscuring. As previously discussed, modifications may need to be made to the fence to comply with the city's adopted fence standards and clear vision area standards. Additionally, a five-foot landscaping strip is proposed for the full perimeter of the development. Staff notes that the location of the landscaping strip inside the perimeter fence does not generally meet the intent of the screening described above, depending upon the proposed species. Staff has included a recommended condition of approval that the landscaping strip be located on the exterior of the perimeter fencing. The applicant can meet the screening standards through compliance with the recommended conditions of approval.

GDC 17.88 Access Control Standards. The revised site plan shows two 20-foot wide driveways serving the proposed development. The western driveway is an emergency access only. The eastern driveway is the primary two-way driveway for ingress and egress. Access spacing standards do not apply to the emergency-only access, but they do apply to the primary eastern driveway. *"Per section 17.88.030 of the development code the driveway needs to be 50-feet from the street. There is no impediment to meeting the code requirement; therefore, the driveway should be moved such that there is 50-feet from the edge of the driveway to the curb-line of the adjacent street (Birch Ave.). The emergency entrance near Alder Ave. is acceptable as shown, as it is only used during emergency situations."* Shifting the main driveway to the west is included as a recommended condition of approval, to meet access spacing standards.

17.144.060 - Evaluation of site plan (continued)

B. Characteristics of adjoining and surrounding uses;

FINDINGS: As shown in the zone map provided at the beginning of this staff report, the subject property is located in a neighborhood with a mix of industrial and residential-zoned properties. Abutting or adjoining residential properties are to the north and east. Industrial properties are to the northeast, south, and west. This arrangement of land provides unique challenges of compatibility of uses and the necessity for screening. Compared to some uses permitted in the IL zone, a storage unit warehouse would presumably produce relatively low visual, noise, vibration, and odor impacts

C. Drainage and erosion control needs;

FINDINGS: Storm drainage was addressed previously in this report. Additional details are needed from the applicant, as detailed in the recommended conditions of approval. This standard can be met through compliance with the recommended conditions of approval.

D. Public health factors;

FINDINGS: Public health factors typically refer to safe connections to municipal water and sewer infrastructure. Utilities were previously addressed in this report.

Also related to public health and safety are Police and Fire review comments on this application. Both Police and Fire participated in the related November, 2021 Pre-Application conference. All comments received are attached. The applicant's revised site plan shows the 20-foot wide fire access with turning radius on the site, as well as the fire suppression water lines, etc. Final approval by the Fire Department is required prior to building permits. This standard can be met through compliance with the recommended conditions of approval.

E. Parking, traffic safety, and connectivity of internal circulation to existing and proposed streets, bikeways and pedestrians.

FINDINGS: Regarding traffic generated by the proposed development, the ITE manual lists expected trips per day for a facility this size is around 40 (2.5 trips per day per 1,000 square foot). Based upon this a traffic study or impact analysis is not required. Parking has been previously addressed. The site plan shows a rack for bicycle parking. The revised site plan shows a 4-foot wide painted pedestrian walkway around all sides of the building. While there is expected to be low traffic on site, this striped pedestrian walkway should be extended to provide a safe connection to the public right-of-way. This is included as a recommended condition of approval.

F. Provision for adequate noise and/or visual buffering from non-compatible uses;

FINDINGS: Screening and buffering have been previously addressed. This standard can be met through compliance with the recommended conditions of approval.

G. Retention of existing natural features on site;

FINDINGS: The subject property is currently an undeveloped field. There are no significant natural features on site.

H. Problems that may arise due to development within potential hazard areas; and

FINDINGS: No known hazards exist on the subject property. Staff referenced FEMA FIRM maps to confirm that the property is not located within a flood hazard area.

I. Provisions for preventing contamination of the city's water supply by chemicals and/or other hazardous materials.

FINDINGS: Neither City Public Works nor the City Engineer expressed concerns related to water quality that cannot be addressed by the provision of back-flow prevention and water quality features in the storm water detention facilities. This standard can be met through compliance with the recommended conditions of approval.

IV. CONCLUSION & RECOMMENDATION

After consideration of the application materials, and consultation with City staff and partner agencies, staff recommends that the Gervais City Council, by motion, approve the revised development plan, and adopt the findings and conditions of approval contained in this staff report.

V. RECOMMENDED CONDITIONS OF APPROVAL

- 1) Due diligence. Applicant is responsible for compliance with adopted standards of the Gervais Development Code, Gervais Municipal Code, and Gervais Public Works Design and Construction Standards at all times.
- 2) Cost of development. Applicant is responsible for cost of public improvements connections and upgrades required by the City Engineer to serve the proposed development.
- 3) Public improvements design. The design of all improvements within existing and proposed rights-of-way and easements, all improvements to be maintained by the city, and all improvements for which city approval is required, shall comply with the requirements of the most recently adopted Gervais public works construction standards.
- 4) Public improvements timing. All public improvements required by the GDC or as conditions of approval shall be completed prior to the issuance of an occupancy permit, unless there exists a performance guarantee acceptable to the city attorney, as provided for in GDC 17.204. No public works construction shall be undertaken until an agreement is executed between the developer and the city specifying the period within which required improvements and repairs shall be completed, as well as referencing the terms and conditions under which the city has approved the development. The agreement shall be in the form acceptable to the city attorney.
- 5) Compliance with City Engineer comments. The applicant shall comply with City Engineer comments attached in Exhibit A, including but not limited to water, sewer, storm, streets, access spacing standards, etc.

- 6) Fire Department approval. Prior to building permits, applicant shall demonstrate Fire Department approval of the site plans, including but not limited to, turning radius, apparatus turn-around, fire access lanes, fire flow, hydrant location, etc.
- 7) Revised Site Plan. Prior to building permit approval, applicant shall submit a revised site plan showing compliance with conditions of approval.
- 8) Parking. Prior to building permits, applicant's revised site plan shall provide a minimum of three off-street parking spaces which are separate from the loading zones. A minimum of one of the parking spaces shall comply with ADA standards. The revised site plan shall show the dimensions of all driving, parking, and loading areas.
- 9) Loading zones. Prior to building permits, applicant's revised site plan shall relocate loading zones tight to the ends of the building, to allow customers to safely move loads from trucks to the upstairs units, with direct access to the staircases on the west and east ends of the buildings.
- 10) Maintenance of parking and loading zones. Staff has also included a condition of approval Pursuant to GDC 17.56.090, The provision and maintenance of off-street parking and loading space is a continuing obligation of the property owner. No building permit shall be issued until plans are presented that show an area that is and will remain available for exclusive use as off-street parking and loading space. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons, and employees only, and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business or use.
- 11) Outdoor storage. No unenclosed outdoor storage was reviewed or approved with this land use application.
- 12) Driveway location, access spacing. Consistent with GDC 17.88 Access Control Standards, applicant's revised site plan shall show the driveway moved such that there is 50-feet from the edge of the driveway to the curb-line of the adjacent street (Birch Avenue). The emergency entrance near Alder Ave. is acceptable as shown, as it is only used during emergency situations.
- 13) Pedestrian connectivity. Prior to building permits, applicant's revised site plan shall demonstrate connectivity of the pedestrian walkway to the public right-of-way.
- 14) Water.
 - a. It is unclear if there is sufficient fire flow. Flow tests of the two nearby fire hydrants are required.
 - b. A 6" water line would be required along the frontage of Fifth St. and Birch St. It would connect to the 6" pipe on Alder Ave. and the 2" pipe in the alley.
- 15) Storm drainage.
 - a. A site specific infiltration test needs to be performed to verify design. The storm report and design will need to be adjusted based upon the results.
 - b. A storm drainage report will need to be updated to address storm flow in the public ROW. This includes detention, treatment and pipe capacity. Based upon the results of the report, downstream improvements may be required.

- c. Mitigation for public storm flow for detention and treatment such as downstream improvements may be considered. This could include improvements and expansion of off-site detention and treatment, or potentially riparian area improvements.

- 16) Public safety & CPTED principals. Prior to building permit, developer shall consult with Gervais Police regarding anti-theft lighting, and other public safety considerations of the landscaping plan.
- 17) Landscaping plan. Prior to building permits, the applicant shall submit a landscaping plan which shows the types, sizes, and locations of plants and walls, as well as the proposed irrigation. Backflow prevention is required on irrigation line.
- 18) Landscaping installation. All landscaping required by this section of the GDC shall be installed prior to issuance of a final occupancy permit, unless an approved security or assurance of completion is received by the city and approved by the city attorney, consistent with GDC 17.72.040.
- 19) Perimeter landscaping and screening. Landscaping plan shall move some or all of the perimeter landscaping strip outside the perimeter fencing, to meet the intent of the GDC screening requirements in 17.56.100 and 17.72.070.
- 20) Landscaping maintenance. Consistent with GDC 17.72.080, owner shall be responsible for the ongoing landscaping maintenance, including necessary watering, weeding, pruning, mowing, and replacement, in a substantially similar manner as was approved by the city.
- 21) Utility easements. Utility easements shall be provided on lot areas where necessary to accommodate public utilities. Such easements shall have a minimum total width as specified in Section 17.64.020(G).
- 22) Streetlights. Applicant shall be responsible for the installation of underground electric service, light standards, wiring, and lamps for streetlights of a type required by city standards following the making of necessary arrangements with the serving electric.
- 23) Street signs. Applicant shall be responsible for the installation of street name signs and traffic control signs is required at locations determined to be appropriate by the city and shall be of a type required by city standards.
- 24) Lighting. Any light used to illuminate parking shall be arranged to be directed entirely onto the parking area, shall be deflected away from any residential use and shall not cast a glare or reflection onto moving vehicles on the public rights-of-way.
- 25) Fencing. Pursuant to GDC 17.80.090 Fences walls and hedges, fences located in front yards and within ten (10) feet of the front property line shall not exceed five feet in height, when the fence is at least fifty (50) percent open. All other fences, walls, or hedges located in front yards and within ten (10) feet of the front property line shall not exceed four feet in height. Fences shall not exceed seven feet in height on other interior yards.
- 26) Vision clearance area. Vision clearance areas shall be maintained on corner lots at the intersection of all public streets and at the intersections of a public street with a private street as outlined in Section 17.80.080.

- 27) Signs. No signs are approved with this application. All future signage shall be in compliance with the standards and procedures of GDC 17.68, as well as the uniform sign code.
- 28) Dumpster capacity. It shall be the ongoing obligation of the property owner to maintain and upgrade when necessary the on-site garbage and recycling facilities to meet the demand of the business customers; ensuring that the dumpster enclosure remains functional and free from nuisance.
- 29) Approval expiration. Consistent with GDC 17.144.080, Site development review approval shall be effective for a period of one year from the date of approval. If substantial construction of the approved plan has not begun within the one-year period, the approval shall expire. Site development review approval shall be voided immediately if construction on the site is a departure from the approved plan, beyond adjustments to the plan necessary to meet these conditions of approval.
- 30) Time extension. The city council or city manager shall upon written request by the applicant and payment of the required fee, grant an extension of the approval for a period not to exceed six months at a time, provided that: 1) No changes are made to the approved site development plan; 2) The applicant can show intent to initiate construction on the site within the six month extension period; and 3) There have been no changes in existing conditions, facts, or applicable policies or ordinance provisions on which the original approval was based.

VI. CITY COUNCIL OPTIONS

1. Motion to APPROVE Site Development Review file #SDR 2022-01, and adopt the findings and recommended conditions of approval contained in the staff report to the City Council.

2. Motion to APPROVE Site Development Review file #SDR 2022-01, and adopt the findings and recommended conditions of approval contained in the staff report to the City Council AS AMENDED BY CITY COUNCIL (stating the desired revisions).

3. Motion to DENY Site Development Review file #SDR 2022-01, and adopt findings stating how the application does not meet the adopted standards of the Gervais Development Code.

4. Motion to CONTINUE the public hearing in order to allow the applicant to either revise the site plan, provide additional information, or apply for a variance.

EXHIBIT A
RESPONSES TO REQUEST FOR COMMENTS

Planning staff sends a Request for Comments to City Departments and partner agencies and utilities prior to drafting the staff report. Comments received in response are provided below:

A. City Engineer, Gordon Munro, Tetra Tech. Updated 12/29/22

Commercial Buildings – the project includes 146 storage units (16,230 sf building).

1. Traffic: Per the ITE manual the expected trips per day for a facility this size is around 40 (2.5 trips per day per 1,000 square foot). Based upon this a traffic study or impact analysis is not required.
2. Fifth Street: They are showing 24' pavement, curb & gutter and 5' sidewalk. This is acceptable.
3. Fifth Street Driveways: They are showing one primary access and one emergency access to the site. They are both 20-feet wide. The distance between the street and driveway is approximately 30-feet.
 - a. The size and number of the driveways is acceptable.
 - b. Per section 17.88.030 of the development code the driveway needs to be 50-feet from the street. There is no impediment to meeting the code requirement; therefore, the driveways should be moved such that there is 50-feet from the edge of the driveway to the curb-line of the adjacent street (Birch Ave.). The emergency entrance near Alder Ave. is acceptable as shown, as it is only used during emergency situations.
4. Alder Ave: There are no improvements on Alder Ave. and the ROW is 42'. They have proposed no street improvements.
 - a. A $\frac{3}{4}$ street would be required: 25' of pavement, curb and gutter/landscape strip/sidewalk on one side would be required.
 - b. The developer has proposed a $\frac{1}{2}$ street improvement with 17' of pavement curb and gutter/landscape strip/sidewalk on one side.
 - c. Considering that many of the pavement widths in the area are from 16 to 20 feet wide, there will be little to no traffic on them initially and that these will not be through streets due to the railroad; the proposed section is acceptable.
5. Birch Ave: There are no improvements on Birch Ave. and the ROW is 60'. They have proposed no street improvements.
 - a. A $\frac{3}{4}$ street would be required: 25' of pavement, curb and gutter/landscape strip/sidewalk on one side would be required.

- b. The developer has proposed a ½ street improvement with 17' of pavement curb and gutter/landscape strip/sidewalk on one side.
 - c. Considering that many of the pavement widths in the area are from 16 to 20 feet wide, there will be little to no traffic on them initially and that these will not be through streets due to the railroad; the proposed section is acceptable.
- 6. Water: There is a 6" water line on Alder Ave. There is a 2" pipe on the alley between Fifth and Sixth St. that stops at Birch Ave. There is a fire hydrant on Alder and on Sixth. They have shown no water system improvements.
 - a. It is unclear if there is sufficient fire flow. Flow tests of the two nearby fire hydrants should be conducted.
 - b. A 6" water line would be required along the frontage of Fifth St. and Birch St. It would connect to the 6" pipe on Alder Ave. and the 2" pipe in the alley.
- 7. Water Service: It is assumed that there will be one water service. If landscaping will be provided then there will need to be a backflow preventer.
- 8. Sanitary Sewer: There is an 8" sanitary sewer on Fifth St., and all properties are served on the Birch and Alder frontage. No public sanitary sewer is required.
- 9. Sanitary Service: It is assumed that there will be one service line. Size of the service line will be based on the projected usage of the buildings.
- 10. Storm Drainage: There is an 18" storm drainage pipe on Alder Ave. They have proposed an on-site infiltration system to address quality and quantity of storm water for on-site flow. This is then discharged to a public system which connects to the 18" pipe on Alder St. This was based upon an assumed infiltration rate. No evaluation was done for the public storm water, and no downstream evaluation was conducted.
 - a. A site specific infiltration test needs to be performed to verify design. The storm report and design will need to be adjusted based upon the results.
 - b. A storm drainage report will need to be updated to address storm flow in the public ROW. This includes detention, treatment and pipe capacity. Based upon the results of the report, downstream improvements may be required.
 - c. Mitigation for public storm flow for detention and treatment such as downstream improvements may be considered. This could include improvements and expansion of off-site detention and treatment, or potentially riparian area improvements.

B. Woodburn Fire, James Gibbs

The 5th street access road to this property must be a minimum of 20' clear width, 14' clear height and the turning radius onto 5th street and into and around the storage building property must meet 28' inside turning radius and 48' outside turning radius. Fire truck access to all sides of the first floor of all structure/s must be accessible within 150' and that access must support a hammerhead or turnaround or drive through if access is more than 150'.

I could not see the type of construction this would be so I utilized the worst case scenario as type V-B construction for fire flow requirements. This would mean that this building requires 3,500 gpm of water flow (gallons per minute) for a duration of 3 hours. That requires 4 fire hydrants, spacing no more than 350 feet with at least one within 210 feet from the access road and property entrance. We typically do not allow the reductions of 50% or 75%. The most important thing is obtaining the 3,500 gpm for 3 hours.

This is just the basic water supply and fire access requirements and only based on what was provided to review. If the storage units does not have restrictions in storage use and monitored for compliance then hazardous materials concerns may apply, to include operational permits on an annual basis.

Note: These comments different from the Fire Dept Pre-Application notes, which were provided by Jim Walker:

Jim Walker- Fire Dept looks at accessibility to get into and around the structures, water supply. For the most part, prefer 26 feet width driveway, but 24 feet could be acceptable. A width of 24 feet would mean no parking on either side; width of 26 feet is acceptable with parking 1 side only. Jeff Bolton will add a turning radius diagram. Will need to red stripe everything outside of building. Customers could park in front of their ground-floor storage units only when in attendance, because they could move quickly in an emergency. Fire flow information is not yet available for the two nearest fire hydrants.

E. Police Department, Chief Mark Chase (provided during the Pre-Application meeting)

Crime Prevention through Environmental Design (CPTED) principles and security lighting. Sight-obscuring fence does not allow the police to drive by to monitor. Prefer fencing allows visibility.

D. Public Works

No comments submitted beyond City Engineer's comments above.

EXHIBIT B

APPLICATION PACKAGE SUBMITTED BY APPLICANT

City of Gervais
Site Development Review Application

Appl. No. _____
Date: 8/4/22
Fee: 575.- 500.-
Receipt No.: 104629

Applicant: Jeff B. Hou - Mult. / Tech Engineering

Name
1155 13th Street SE

Mailing Address
Salem OR 97034

City State Zip
(503) 363-9227

Phone

Title Holder: Pacific Interiors, Inc

Name
2995 Molla Road

Mailing Address
Woodburn OR 97071

City State Zip

Location:

Street Address: NW side of 5th Street between Birch & Alder Ave

Tax Lot Number Parcel 1 of Map T55, R2W, SEC 26 W.M.

Description: Partition RAT 2021-52

Comprehensive Plan Designation: _____

Current Zoning: Light Industrial

Prerequisites: In accordance with Development Code Section 17.144, the City Council shall have the power to hear and decide site development review requests. An application for a site development review shall be filed with the city manager and accompanied by the appropriate fee. It shall be the applicant's responsibility to submit a complete application that addresses the review criteria of Chapter 17.144 of the Development Code.

A. The following information shall be submitted as part of a complete application for site development review:

1. A Site Analysis that describes the following:

- Existing site topography;
- Identification of areas exceeding 10% slopes;
- Site drainage, areas of potential flooding;
- Areas with significant natural vegetation;

- e. Classification of soil types;
- f. Existing structures, roadway access and utilities;
- g. Wetland determination for areas mapped with hydric soils or designated on a National Wetland Inventory map with determination conducted according to standards established by the Oregon Division of State Lands, and a letter of concurrence from the Oregon Division of State Lands.
- h. If the wetland determination indicates the need for further study, a wetland delineation, and letter of concurrence from the Oregon Division of State Lands.
- i. Location of active or inactive wells;
- j. Location of the riparian buffer, if applicable.

2. A Site Plan on 8 ½" x 11" sized paper illustrating the following information:

- a. Proposed grading and topographical changes;
- b. All proposed structures including finished floor elevations, setbacks, exterior elevations, and exterior finishing.
- c. Vehicular and pedestrian circulation patterns, parking, loading and service areas;
- d. Proposed access to public roads and highways, railroads or transportation systems;
- e. Site drainage plan including methods of storm drainage, sanitary sewer system, water supply system and electrical services. Invert elevations may be required for all underground transmission lines;
- f. Proposed landscape plan, to include appropriate visual screening and noise buffering, where necessary, to ensure compatibility with surrounding properties and uses;
- g. Boundaries of any delineated wetlands and mitigation areas;
- h. Proposed on premise signs, fencing or other fabricated barriers, together with their heights and setbacks;
- i. Proof of ownership and signed authorization for the proposed development if applicant is not the owner of the site; and
- j. A schedule of expected development.
- k. A traffic impact analysis if required by the City Manager.

3. A detailed description of the proposed development.

17.144.060 Evaluation of the Site Plan

The review of a site plan by the city council shall be based upon consideration of the following:

- A. Conformance with the General Development Standards chapters 17.48 through 17.96;
- B. Characteristics of adjoining and surrounding uses;
- C. Drainage and erosion control needs;
- D. Public health factors;
- E. Parking, traffic safety, and connectivity of internal circulation to existing and proposed streets, bikeways and pedestrian facilities;
- F. Provision for adequate noise and/or visual buffering from non-compatible uses;
- G. Retention of existing natural features on site;
- H. Problems that may arise due to development within potential hazard areas; and

- I. Provisions for preventing contamination of the City's water supply by chemicals and/or other hazardous materials.

Conditions of Approval:

As specified by Development Code Section 17.176.020 (I), approval of a Site Development Review application may be granted subject to conditions. The following limitations shall be applicable to conditional approvals:

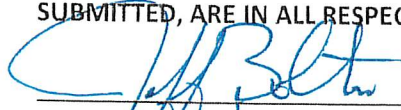
1. Conditions shall be designed to protect public health, safety and general welfare from potential adverse impacts caused by a proposed land use described in an application. Conditions shall be related to the following:
 - a. Protection of the public from the potentially deleterious effects of the proposed use; or
 - b. Fulfillment of the need for public service demands created by the proposed use.
2. Changes or alterations of conditions shall be processed as a new administrative action.
3. Whenever practical, all conditions of approval required by the City shall be completed prior to the issuance of an occupancy permit. When an applicant provides information which demonstrates to the satisfaction of the City Council that it is not practical to fulfill all conditions prior to issuance of such permit, the City Council may require a performance guarantee as provided in Development Code Section 17.204.

17.144.070 Access

As part of the design review process, the city may impose the following conditions on a new or expanding development:

- A. Limit or prohibit access to local streets which principally serve residential uses;
- B. Require a traffic impact analysis; and/or
- C. Require the dedication of additional right-of-way and/or street improvements where necessary to meet city street standards.

I HEREBY CERTIFY THAT ALL STATEMENTS CONTAINED HEREIN, ALONG WITH THE EVIDENCE SUBMITTED, ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.


Applicant's Signature


Title Holder's Signature

7/29/22
Date

7-18-22
Date



First American

First American Title Insurance Company

777 Commercial Street SE, Suite 100
Salem, OR 97301
Phn - (800)742-2414
Fax - (866)849-3065

MARION COUNTY TITLE UNIT

FAX (866)849-3065

Title Officer: Stefanie Garton

(800)742-2414

sgarton@firstam.com

LOT BOOK SERVICE

First American Title
681 Glatt Circle
Woodburn, OR 97071

Order No.: 7089-3906214

March 07, 2022

Attn: Lisa Harkless
Phone No.: (503)981-0016 - Fax No.: (503)981-0009
Email:

Re:

Fee: \$300.00

We have searched our Tract Indices as to the following described property:

Parcel 1 of Partition Plat 2021-52, recorded July 19, 2021, in Book of Partition Plats and in Reel 4517, Page 30, Deed Records, Marion County, Oregon.

and as of February 22, 2022 at 8:00 a.m.

We find that the last deed of record runs to

Pacific Interiors, Inc, an Oregon corporation

We find the following apparent encumbrances within ten (10) years prior to the effective date hereof:

NONE

1. City of Gervais, Ordinance No. 20-001, an Ordinance vacating the 20-foot wide public alley within Block 55 of the Gervais Town Plat, bound by 5th Street, Alder Avenue, and Birch Avenue and Declaring an emergency
Recorded: May 27, 2021 as Reel 4494, Page 471, Film Records

We have also searched our General Index for Judgments and State and Federal Liens against the Grantee(s) named above and find:

NONE

First American Title

We find the following unpaid taxes and city liens:

NOTE: Taxes for the year 2021-2022 PAID IN FULL

Tax Amount:	\$433.36
Map No.:	052W26CA03200
Property ID:	599382
Tax Code No.:	01100

1. City liens, if any, of the City of Gervais.

NOTE: We find no outstanding voluntary liens of record affecting subject property. An inquiry should be made concerning the existence of any unrecorded lien or other indebtedness which could give rise to any security interest in the subject property.

THIS IS NOT a title report since no examination has been made of the title to the above described property. Our search for apparent encumbrances was limited to our Tract Indices, and therefore above listings do not include additional matters which might have been disclosed by an examination of the record title. We assume no liability in connection with this Lot Book Service and will not be responsible for errors or omissions therein. The charge for this service will not include supplemental reports, rechecks or other services.



First American

First American Title Insurance Company
777 Commercial Street SE, Suite 100
Salem, OR 97301

Illegal Restrictive Covenants

Please be advised that any provision contained in this document, or in a document that is attached, linked, or referenced in this document, that under applicable law illegally discriminates against a class of individuals based upon personal characteristics such as race, color, religion, sex, sexual orientation, gender identity, familial status, disability, national origin, or any other legally protected class, is illegal and unenforceable by law.

Y., Y.M.

SIXTH STREET

N41°07'51"E 224.87'
(225' - PLAT)
(N41°15'00"E 224.92' - WILHELM, 38301)
(N41°15'23"E 224.87' - HEPLER, 39131)

(30')

(30')

5/8" I.R. WITH YELLOW PLASTIC CAP
MARKED "WILHELM ENG. OR. LS 2413"
[WILHELM, 38301]
(100' - WILHELM, 38301)
100.02'

5/8" I.R. WITH YELLOW PLASTIC CAP
MARKED "WILHELM ENG. OR. LS 2413"
[WILHELM, 38301]
(100' - WILHELM, 38301)
100.00'

BLOCK 55

VACATED ALLEY (20' - PLAT)

N41°07'33"E 224.89'

5/8" I.R. WITH YELLOW PLASTIC CAP
MARKED "AZIMUTH SURVEYING"
[HEPLER, 39131]
(100.02' - HEPLER, 39131)
110.02'

5/8" I.R. WITH YELLOW PLASTIC CAP
MARKED "AZIMUTH SURVEYING"
[HEPLER, 39131]
(100.00' - HEPLER, 39131)
110.00'

PARCEL 1
24742 SQ FT

PACIFIC INTERIOR INC
REEL 4126 PAGE 441



INITIAL POINT
5/8" I.R. WITH YELLOW PLASTIC CAP
MARKED "AZIMUTH SURVEYING"
[HEPLER, 39131]
(100.02' - HEPLER, 39131)
100.02'

5/8" I.R. WITH YELLOW PLASTIC CAP
MARKED "AZIMUTH SURVEYING"
[HEPLER, 39131]
(100.00' - HEPLER, 39131)
100.00'

S41°07'16"W 224.92'
(225' - PLAT)

(N41°14'48"E 224.92' - HEPLER, 39131)

N41°07'16"E 60.00'
(N41°07'16"E 60.00' - HEPLER, 39131)

FIFTH STREET

(30')

(30')

(30')

(N48°42'21"W 510.78' - WILHELM, 38301)
(S48°42'48"E 510.84' - HEPLER, 39131)
(225' - PLAT)
N48°50'20"W 220.04'
(S48°42'48"E 220.04' - HEPLER, 39131)

S48°51'02"E 220.01'
(225' - PLAT)
(N48°43'30"W 220.01' - HEPLER, 39131)

BIRCH AVENUE

S48°51'02"E 219.97'
(N48°43'30"E 219.96' - WILHELM, 38301)
(S48°43'30"E 219.97' - HEPLER, 39131)

PARTITION PLAT NO. _____ FOR _____

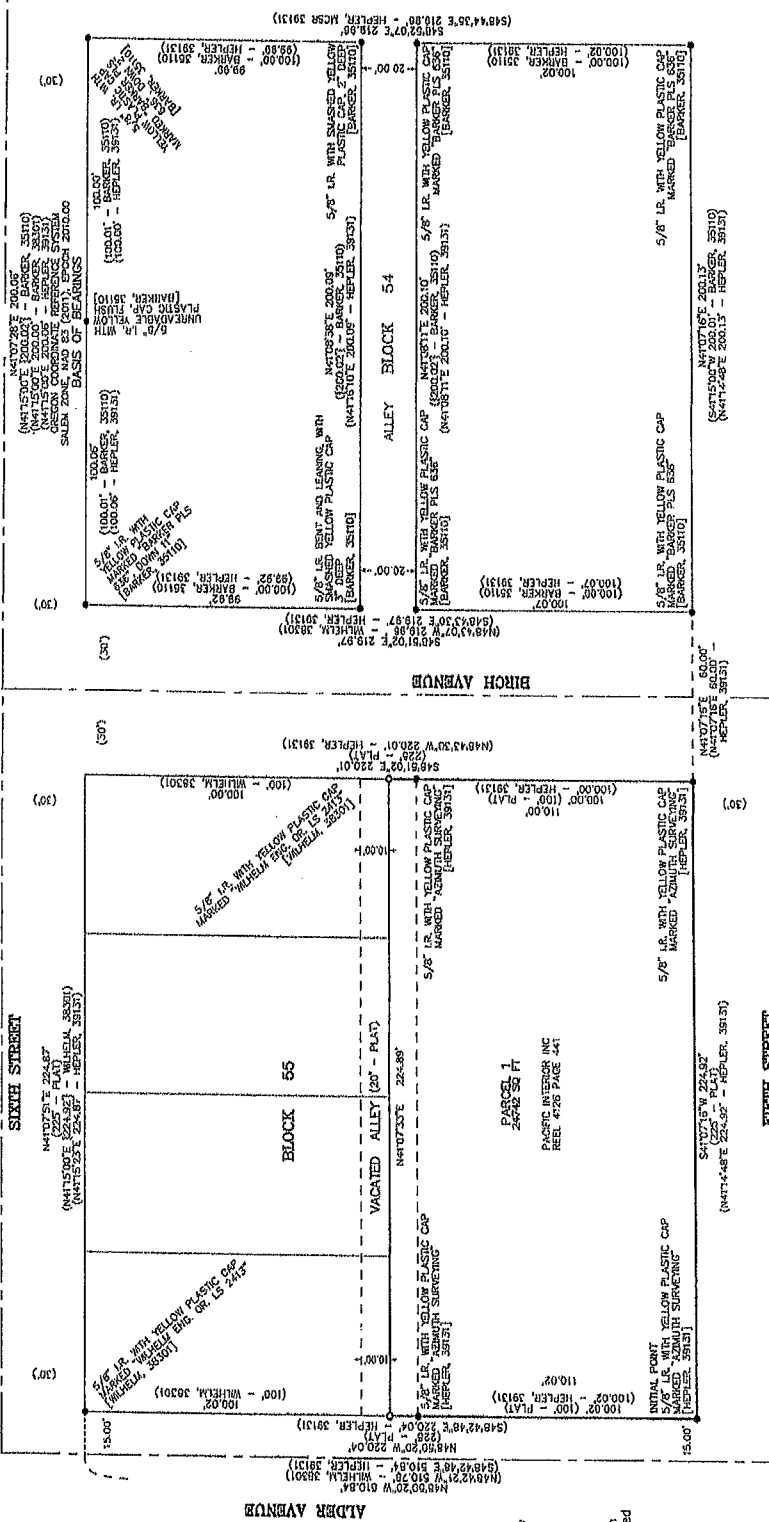
PACIFIC INTERIORS, INC.
 LOT 1-4, BLOCK 55, GERVAIS
 in the SW 1/4 of SECTION 26, T. 5 S., R. 2 W., W.M.
 GERVAIS, MARION COUNTY, OREGON
 March 16, 2021



LEGEND

- = Found Monument as noted, flush with ground surface and in good condition unless otherwise noted
- o = Set 5/8" x 30" Iron Rod with yellow plastic cap
- () = Data of Record
- { } = Data Computed from one or more
- [] = Second Subsequent Survey
- [] = Surveyed File Number for survey in which monument probably originated
- I.P. = Iron Pipe
- I.R. = Iron Rod
- I.B. = Iron Bar
- PLAT = Gervais, Book of Town Plats Volumes 1, Page 5

SCALE : 1" = 30'



NARRATIVE

This survey was made to monument the vacated alley for Lots 1 through 4, Block 55, of the Town of Gervais. The alley was vacated by Ordinance 20-001. This property is described in Real 4126, Page 441 of Marion County Deed Records, Oregon. This plat was approved by the City of Gervais, Oregon, and is recorded in the Public Records of Marion County, Oregon, as Book 3913, Page 441. Bearings have been related to Oregon Coordinate Reference System, Salem Zone.

INTERSECTION OF ALDER AVENUE AND 4TH STREET (CLARK, 13767)

REGISTERED PROFESSIONAL LAND SURVEYOR
 JAMES S. HEPLER
 JULY 28, 1998
 OREGON
 EXPIRES: 6-30-21

SURVEYOR'S CERTIFICATE

I, James S. Hepler, certify that I have correctly surveyed and marked with proper monuments the land represented on the herewith partition map, which is described as follows:
 Beginning at the initial point of this partition, which is marked by a 5/8" iron rod, then North 41°07'33" East, a distance of 110.02 feet to the northeast corner of Lot 1, thence North 49°50'20" West along the southeast line of said Block 55, a distance of 224.89 feet to the northeast corner of Lot 1, thence South 41°07'16" West along the southeast line of said Block 55, a distance of 224.92 feet to the initial point and containing 24742 square feet, more or less.

AZIMUTH SURVEYING
 2015 Market Street, NE
 Salem, Oregon 97301
 Phone (503) 544-0026
 Project No. 20-107

PARTITION PLAT NO. 2021-52
FOR
PACIFIC INTERIORS, INC.
LOT 1-4, BLOCK 55, GERVAIS
in the SW 1/4 of SECTION 26 T. 5 S. R. 2 W., W.M.
GERVAIS, MARION COUNTY, OREGON
March 13, 2021

APPROVALS

ENGINEER, CITY OF GERVAIS

Angela Yelland
MAYOR, CITY OF GERVAIS

CITY MANAGER, CITY OF GERVAIS

Lot Line Adjustment 2021-01

City of Gervais

MARION COUNTY SURVEYOR

7/08/2021
DATE

1500 20th Ave NE, Kay R. R. 1, R. 20-1
MAYOR, CITY OF GERVAIS

DATE

Taxes have been paid to 30 June 2022

BOB B. LUTHER, JR. 7-19-21
MAYOR, CITY OF GERVAIS

DATE

STATE OF OREGON }
MARION COUNTY }

I do certify that the attached Partition Plat No. 2021-52
was received for record on the 13 day of July, 2021,
at 2:53 o'clock P.M., and recorded in the Book of Partition
Plats. It is recorded in Marion County Deed Records in Book 2517
at Page 38.

Bill Burgess, Marion County Clerk

John A. Valleria
Deputy County Clerk

DECLARATION

KNOW ALL MEN BY THESE PRESENTS that Pacific Interiors, Inc., being the owner of and desiring to dispose of the land shown hereon in parcels, have caused the same to be partitioned and divided into lots, blocks, and sections, as shown on the herewith map, Oregon Revised Statutes, as shown on the herewith map.

Pacific Interiors, Inc.

Fred Kaggishev, President

Date

6-14-21

STATE OF OREGON }
MARION COUNTY }

This instrument was acknowledged before me on this 14th day of June, 2021, by the above signed Fred Kaggishev, President of Pacific Interiors, Inc.

Debbie L. Lathrop
Notary Signature

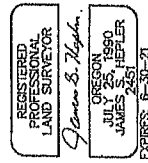
Debbie L. Lathrop

NOTARY PUBLIC - OREGON PRINT NAME

Commission No.

9832410

My commission expires January 15, 2023



FIRST AMERICAN 3130646



After recording return to:
Pacific Interiors, Inc
2995 Mollala Road
Woodburn, OR 97071

Until a change is requested all tax
statements shall be sent to the
following address:
Pacific Interiors, Inc
2995 Mollala Road
Woodburn, OR 97071

File No.: 7084-3130646 (DL)
Date: June 11, 2021

THIS SPACE RESERVED FOR RECORDER'S USE

REEL 4500 PAGE 307
MARION COUNTY
BILL BURGESS, COUNTY CLERK
06-11-2021 09:45 am.
Control Number 658968 \$ 91.00
Instrument 2021 00034984

STATUTORY BARGAIN AND SALE DEED

Pacific Interior Inc, an Oregon corporation, Grantor, conveys to Pacific Interiors, Inc, an Oregon corporation, Grantee, the following described real property:

LEGAL DESCRIPTION: Real property in the County of Marion, State of Oregon, described as follows:

LOTS 1-4, BLOCK 55, GERVAIS, IN THE COUNTY OF MARION, STATE OF OREGON (PLAT VOLUME 1, PAGE 5)

The true consideration for this conveyance is **\$0.00. This deed is recorded to change vesting.** (Here comply with requirements of ORS 93.030)

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.


APN: R99382

Bargain and Sale Deed
- continued

File No.: 7084-3130646 (DL)
Date: 06/11/2021

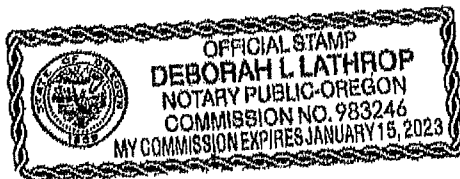
Dated this 11th day of June, 20 21.

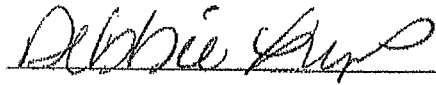
Pacific Interiors Inc, an Oregon corporation


Fred Kasachev

STATE OF Oregon)
County of Marion) ss.

This Instrument was acknowledged before me on this 11th day of June, 20 21
by **Fred Kasachev, as President, of Pacific Interiors, Inc, an Oregon corporation.**




Notary Public for Oregon
My commission expires: Jan 15, 2023

REEL: 4500

PAGE: 307

June 11, 2021, 09:45 am.

CONTROL #: 658968

State of Oregon
County of Marion

I hereby certify that the attached
instrument was received and duly
recorded by me in Marion County
records:

FEE: \$ 91.00

**BILL BURGESS
COUNTY CLERK**

THIS IS NOT AN INVOICE.



First American

First American Title Insurance Company

777 Commercial Street SE, Suite 100

Salem, OR 97301

Phone: (800)742-2414 / Fax: (866)849-3065

PR: NWEST

Ofc: 7089 (992)

Final Invoice

To: First American Title 996
681 Giatt Circle
Woodburn, OR 97071

Invoice No.: 992 - 708934770

Date: 03/07/2022

Our File No.: 7089-3906214

Title Officer: Stefanie Garton

Escrow Officer:

Customer ID: OR02099

Liability Amounts

Attention: Lisa Harkless

Your Ref.:

RE: Property:
2995 Mollala Road, Woodburn, OR 97071

Buyers: PACIFIC INTERIORS INC

Sellers:

Description of Charge	Invoice Amount
Report: Lien & Encumbrance Pacific Interiors, Inc. Lot Book Report	\$300.00

INVOICE TOTAL \$300.00

Comments:

Thank you for your business!

To assure proper credit, please send a copy of this Invoice and Payment to:

Attention: Accounts Receivable Department

*To pay electronically, go to www.versapay.com/firstam, or mail check to PO Box 31001-2281
Pasadena, CA 91110-2281*

Site Development Review

July 22, 2022

BACKGROUND/PROPOSAL

The subject property is approximately 0.57 acres in size and on the NW side of 5th Street between Birch Street and Alder Avenue (052W26CA/Tax Lot 3200). The subject property is zoned LI (Light Industrial). The subject property is designated as "Industrial" on the Comprehensive Plan Map.

On November 15, 2021, a pre-application conference was held with City of Gervais staff to discuss development of the subject property.

Proposal: The subject property is zoned LI (Tax Lot 3200), with a comprehensive plan designation from "Industrial". The applicant is proposing to develop the subject property as a 146-unit storage facility.

*76 upper floor storage units

*70 lower floor storage units



Vicinity Information:

The subject property is located on the NW side of 5th Street between Birch Street and Alder Avenue (052W26CA/Tax Lot 3200). The vicinity map is shown above. The surrounding land uses within the vicinity are zoned and used as follows and as shown

North: Existing single-family dwellings (R1 zone)

East: Across the Birch Avenue; existing single-family dwelling and vacant land (R1 zone)

South: Across 5th Street; vacant land (IL zone)

West: Across Alder Avenue; existing industrial use (IL zone)

Light Industrial (IL)-Standards

Permitted Uses: The proposed storage facility is a permitted use under Section 17.44.20 (B).

Lot Area-None Required

Setbacks:

Front Yard (Required)

-20 feet

Rear Yard

-20 feet

Side Yard

-10 feet

Front Yard (Provided)

-25 feet

Rear Yard

-24 feet

Side Yard

-22 feet

Height:

40 feet- Maximum Allowed

32.6 feet-provided

Parking:

The applicant is required to have 1 vehicle parking space per employee. As shown on the site plan, there are 3 standard parking spaces provided.

Landscaping:

10%-Required

11%-Provided

The site is 24,742 square feet in size and requires 2,472 square feet of landscaping on the site. As shown on the site plans, there is 2,798 square feet of landscaping provided throughout the site.

Screening:

There is a 6-foot-high site obscuring fence on all sides of the property. Therefore, providing the required screening.

Applicant's Findings Addressing-Criteria for Approval

Section 17.144.60:

A. Conformance with the general development standards Chapters 17.48 through 17.96:

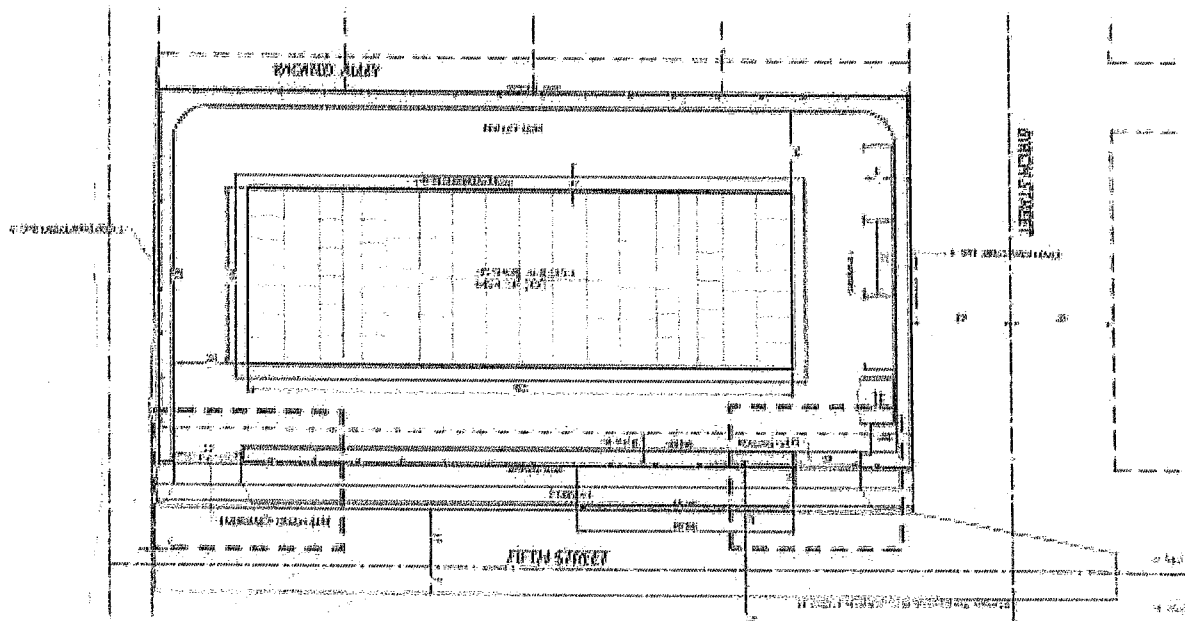
Findings: The subject property is approximately 0.57 acres in size and on the NW side of 5th Street between Birch Street and Alder Avenue (052W26CA/Tax Lot 3200). The subject property is zoned LI (Light Industrial). The applicant is proposing to develop the subject property as a 146-unit storage facility.

*76 upper floor storage units

*70 lower floor storage units

The proposed storage facility is a permitted use under Section 17.44.20 (B).

17.52 (Street Standards): There are no internal streets proposed. The subject property will have direct access onto the existing street system via the proposed gated accessways. One of which is emergency access only.



17.56 (Off-Street Parking and Loading): There are a total of 3 standard on-site parking spaces being provided.

17.72 (Site and Landscaping Design): Landscaping plans have been provided to show how landscape standards have been met. Ten (10%) percent of the site shall be landscaped.

Landscaping:
10%-Required

11%-Provided

The site is 24,742 square feet in size and requires 2,472 square feet of landscaping on the site. As shown on the site plans, there is 2,798 square feet of landscaping provided through out the site.

17.64 (Utility Lines and Facilities): The City requires development to be served by public services. The proposal is for revitalized urban development in an area where extensions of those services can be provided in the most feasible, efficient and economical manner. All necessary and appropriate public services and facilities essential for development will be provided to this property at levels that are adequate to serve the proposed use.

The City maintains an infrastructure of public services that includes sewer, water and storm drainage facilities. The City will specify any needed changes to the existing service levels at the time building permits are requested.

Utility plans have been provided.

B. Characteristics of adjoining and surrounding uses;

Findings: The subject property is located on the NW side of 5th Street between Birch Street and Alder Avenue (D52W26CA/Tax Lot 3200). The vicinity map is shown above. The surrounding land uses within the vicinity are zoned and used as follows and as shown.

North: Existing single-family dwellings (R1 zone)

East: Across the Birch Avenue; existing single-family dwelling and vacant land (R1 zone)

South: Across 5th Street, vacant land (IL zone)

West: Across Alder Avenue; existing industrial use (IL zone)

The proposed storage units will be compatible with the surrounding existing residential and commercial/industrial uses. Plus provide a neighborhood amenity for residential uses.

C. Drainage and erosion control needs;

Findings: The proposal to redevelop is reviewed by the City and any applicable outside agencies for impacts on environment and compliance to applicable standards and regulations. Development is required to meet applicable water, sewer, and storm drainage system master plan requirements. Upon redevelopment, the City is responsible for assuring that wastewater discharges are treated to meet the applicable standards for environmental quality.

The City has identified the process through which water, sewer and storm drainage will be supplied to the site. Storm water runoff will be collected and removed by the City storm drainage system, in a manner determined by the City to be appropriate.

Landslide hazards do exist on the site. Therefore, a geological assessment is not required.

A drainage and grading plan has been provided.

D. Public health factors;

Findings: The proposal is for a mini-storage development. This type of use will have no impacts on public health since it generates little daily traffic.

The subject property is currently underutilized and by developing the site the proposal will improve the economic viability of the location. The site is currently unproductive and returns little value to the City. The site will offer economic diversification because it will provide for the expansion of new commercial/industrial uses. Therefore, redevelopment contributes to the economic base of the urban area, which is a benefit to the public.

E. Parking, traffic safety, and connectivity of internal circulation to existing and proposed streets, bikeways and pedestrian facilities;

Findings: The proposed development will have direct access to Fifth Street to the south. The major streets are in place due to previous development.

On-site parking has been provided on the site.

The traffic generated from the site will be minor compared to the total volume of traffic in this area and will not have an impact on the surrounding neighborhoods.

F. Provision for adequate noise and/or visual buffering from non-compatible uses;

Findings: The subject property is surrounded by residential and commercial/industrial uses. Therefore, the proposed storage facility is compatible with adjacent uses.

G. Retention of existing natural features on site;

Findings: According to City maps there are no mapped wetlands or waterways on the subject property. In the event that a resource is identified, the City's applicable development standards will be applied at the time of development and will ensure compliance with Goal 5.

The applicant has taken the opportunity to consider existing conditions and influences that enables him to explore potential development. The City has standards in place to address access, internal circulation, topography, drainage, public facilities, overall site design and layout.

H. Problems that may arise due to development within potential hazard areas; and

Findings: The subject property is not within a hazard area. Therefore, this criteria is not applicable.

I. Provisions for preventing contamination of the city's water supply by chemicals and/or other hazardous materials.

Findings: The subject property is not within a hazard area. Therefore, this criteria is not applicable.

Section 17.144.070 – Access:

As part of the development review process, the city may impose the following conditions on a new or expanding development:

- A. Limit or prohibit access to local streets which principally serve residential uses;***
- B. Require a traffic impact analysis; and/or***
- C. Require the dedication of additional right-of-way and/or street improvements where necessary to meet city street standards.***

Findings: There are no internal streets proposed. The subject property will have direct access onto the existing street system as shown on the site plans. The City's adopted Code and Transportation requirements encourage a safe, convenient, and economic transportation system. The major streets are in place due to previous developments. Access onto the existing street system will be safe and efficient as required. The size of this development does not warrant a Traffic Impact Analysis.

C.O'Sullivan

6870

**PRELIMINARY DRAINAGE REPORT
FOR**

**5th Street Storage
Gervais, Oregon**

**Prepared For:
Pacific Homes & Properties
2995 Molalla Road
Woodburn, OR 97071**

August 3, 2022



1155 13th Street SE
Salem OR 97302
www.mtengineering.net

PHONE: (503) 363-9227
FAX: (503) 364-1260
EMAIL: mhendrick@mtengineering.net

Contents

Introduction	1
Existing Conditions	1
Soils	2
Infiltration	2
Water Quality Analysis	2
Stormwater Quantity Analysis	2
Stormwater Quality Analysis	4
Conclusion	5

Appendix A	Maps
Appendix B	Soils Report
Appendix C	Time of Concentration Data
Appendix D	Storm & Water Quality Analysis

INTRODUCTION

The 5th Street Storage development is a proposed 146-unit storage facility located at southwesterly end of 5th street. The parcel of land to be developed is located on Tax Lots 3200 of Marion County Assessor's Map 05 2W 26CA. A vicinity map and supporting maps are in Appendix A of this report.



Project Site

Stormwater treatment and flow control facilities will be constructed to meet the City of Woodburn's standards.

EXISTING CONDITIONS

The 0.57-acre site is in the shape of a rectangular. Surface conditions consists of pasture grass with minimal trees. There are no identified wetlands or sensitive areas located on the property. A topographical high point is located on the central westerly portion of the site. Drainage from this high point flows predominately easterly. The maximum relief is approximately 2.0-feet with a high point elevation of 185.3. The abutting properties are zoned Low-Density residential and Light Industrial with public improvements. Appendix A contains multiple maps of the site.

Soils

The Natural Resources Conservation Service (NRCS) Soil Resource Report for Marion County was used to determine a Hydrological Soil Group classification for runoff calculations. The report identifies the site soils to be Amity and Concord silt loam soils. These soils are in the hydrologic soil group C/D. The report is in Appendix B.

Infiltration

Infiltration testing will be performed at the site to determine percolation rates of the soil. It is anticipated that test results will indicate rates to be about 0.5 inches per hour based on the current soil conditions.

WATER QUALITY ANALYSIS

Water quality treatment for the proposed development will be via Underground Injection Control. These systems will allow for infiltration thru perforated pipes onsite. Adequate volume will be given to allow for the water quality volume to infiltrate without overflow. Flow rates will be calculated with HydroCAD 10.20. The SCS TR-20 Unit Hydrograph method will be used to generate the hydrographs. A Type 1A storm and a 24-hour rainfall depth of 1.25 inches per hour will be used to determine the water quality flow rate. This rate is half of the 2-year, 24-hour rainfall depth, a typical event used for water quality treatment. The anticipated water quality flow generated by the development is approximately 0.11 cfs.

STORMWATER QUANTITY ANALYSIS

Stormwater quantity within the site is proposed to be handled via swagage/infiltration trench. Runoff will be routed to the facility that stores and partially infiltrates runoff for storm events up to the 25-year event. An infiltration rate of 0.40 inches per hour was used in the analysis.

Per City of Woodburn's standards for a small development, the post development peak runoff rate of the 25-year storm event must be equal to or less than the peak runoff rate of the pre-developed 5-year, 24-hour storm event. The facility will have an overflow that outlets into a local conveyance system, located to the south westerly side of the site.

The pre-developed flow rates were calculated using HydroCAD 10.20. Table 1 below lists the 24-hour rainfall depths used for the analysis of each storm event. Please note that the 2-year event was halved and then analyzed for the water quality event. Rainfall depths were obtained from the City of Gervais Stormwater Master Plan.

Table 1

Storm Event	24-hour Rainfall Depth (in)
2-year	2.5
5-year	3.0
25-year	4.0

For the pre-developed conditions, a time of concentration of 17 minutes was calculated for the site. The time of concentration calculations can be seen in Appendix C. The entire developing area was classified as "City of Salem Predeveloped, HSG C" with a composite curve number of 72.

The SCS TR-20 Unit Hydrograph method was used to generate the hydrographs. A Type 1A rainfall distribution was used with the above rainfall depths. The post-developed flow rates were calculated using HydroCAD 10.20. A time of concentration of 5 minutes was assumed for the entire development. The calculations are incorporated in the HydroCAD output located in Appendix D. The site was classified as 90 % "Impervious, HSG C" with a CN of 98 and 10% percent "> 75% Grass cover, HSG C" with a CN of 74. Table 2 below lists the CN values for the developed areas that will contribute storm water runoff to the detention systems. A development map is in Appendix A.

Table 2

Basin	Impervious Area (Ac) CN = 98	Landscape Area (Ac) CN = 74	TOTAL Area (Ac)	Composite CN
Site	0.51	0.06	0.57	95

Table 3 below identifies the allowable developed release rate for the 25-year storm event using the pre-developed 5-year storm event. It should be noted that the facility has a capacity to detain 5,780 cubic feet of water. This exceeds the required detention volume of 3,037 cubic feet for the developed portion. This outflow will be detained to predeveloped flows and thus will be allowed to pass thru this facility at predeveloped rates.

Based on the above design parameters, runoff from the 25-year storm event will be controlled to or below the 5-year pre-developed release rate. The release rates and detention requirements were

generated from the HydroCAD software, which can be seen in Appendix D. Table 3 below summarizes the requirements for the storm events.

Table 3

Storm Event	Allowable Release Rate (cfs)	Release Rate (cfs)	Required Detention Volume (ft³)	Provided Detention Volume (ft³)
5-year	0.07	0.00	2,867	5,780
25-year	0.07	0.06	3,037	5,780

In summary, as noted above, the systems as designed will retain and dispose of the runoff up to the 5-year event and release the 25-year event at the 5-year pre-developed rate. The designed retention system meets the City of Gervais design standards.

It should be noted that the residential infiltration systems are considered a Class V Underground Injection Control (UIC) and an application for registration is required by DEQ. An application package will be sent to DEQ. The approval notice will be sent to the City upon DEQ approval.

STORMWATER QUALITY ANALYSIS

The water quality flow rates were calculated using HydroCAD 10.20. The SCS TR-20 Unit Hydrograph method was used to generate the hydrographs. A Type 1A rainfall distribution was used with a 1.25 rainfall depth. The calculated developed flow rate is approximately 0.11 cfs. Appendix B contains the analysis.

The proposed treatment facilities will be an Underground Injection Control (UIC) system using perforated pipes to allow infiltration of stormwater into the subsurface soils. This Stormwater Management Plan was prepared to meet the State of Oregon's requirements for authorization of a UIC by rule. Specifically, this plan meets Oregon's requirements for drywells located at facilities with small parking lots (i.e., less than 1,000 vehicle trips per day) and where hazardous substance are not used, stored, or handled [OAR 340-044-0018(3)(e) and (g)].

Best Management Practices (BMPs) for UIC are a sedimentation manhole with a 36-inch sump to capture sediments. The structure will be able to store up to 37 cubic feet of sedimentary material between cleanings. All structures will also have 6-inch turndowns to store hydrocarbons and any potential spillage material.



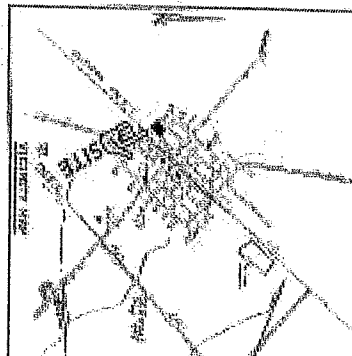
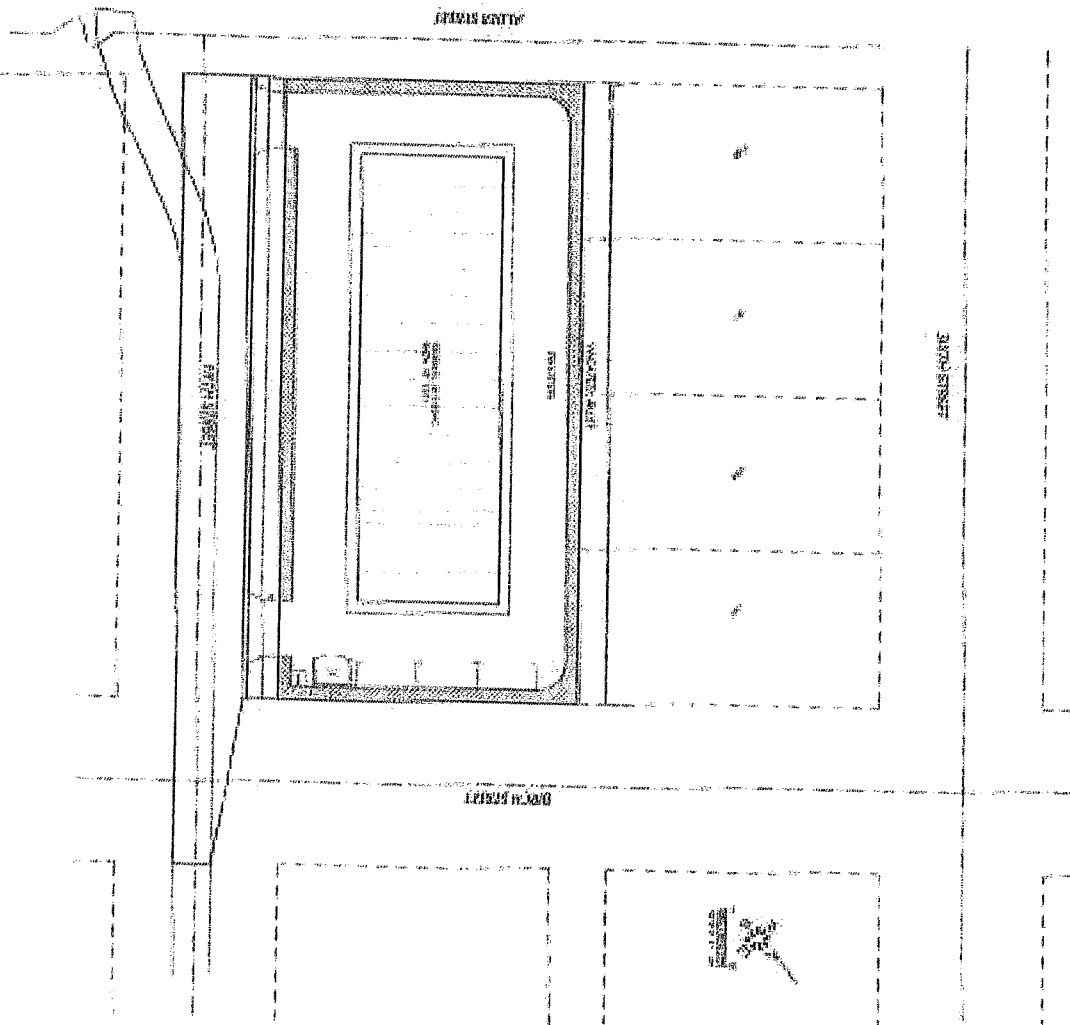
CONCLUSION

Based on the presented information, the proposed design will meet the City of Gervais' water quality and quantity standards. If there are any questions regarding this preliminary analysis or the design, please contact Matthew Hendrick at Multi/Tech Engineering by phone at (503) 363-9227 or via e-mail at mhendrick@mtengineering.net.



Appendix A

5TH STREET STORAGE
SEC. 26, T. 5 S., R. 2 W., W. 1/4
CITY OF CLEVELAND
MARION COUNTY, OHIO
TAX LOT 1300



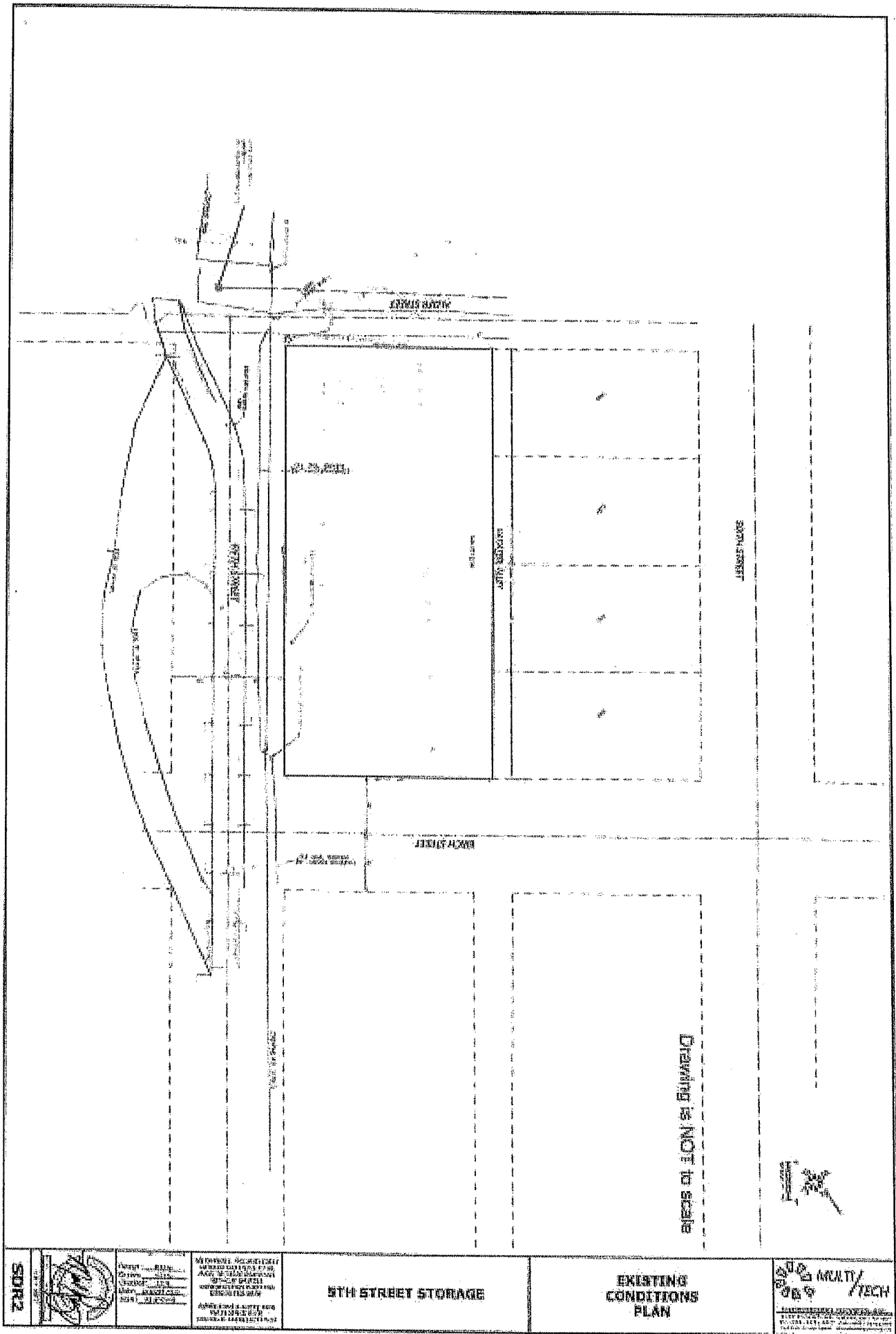
SECRET

[illegible]

COVER SHEET

ADULT / TECH

509



SDR2

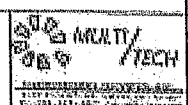


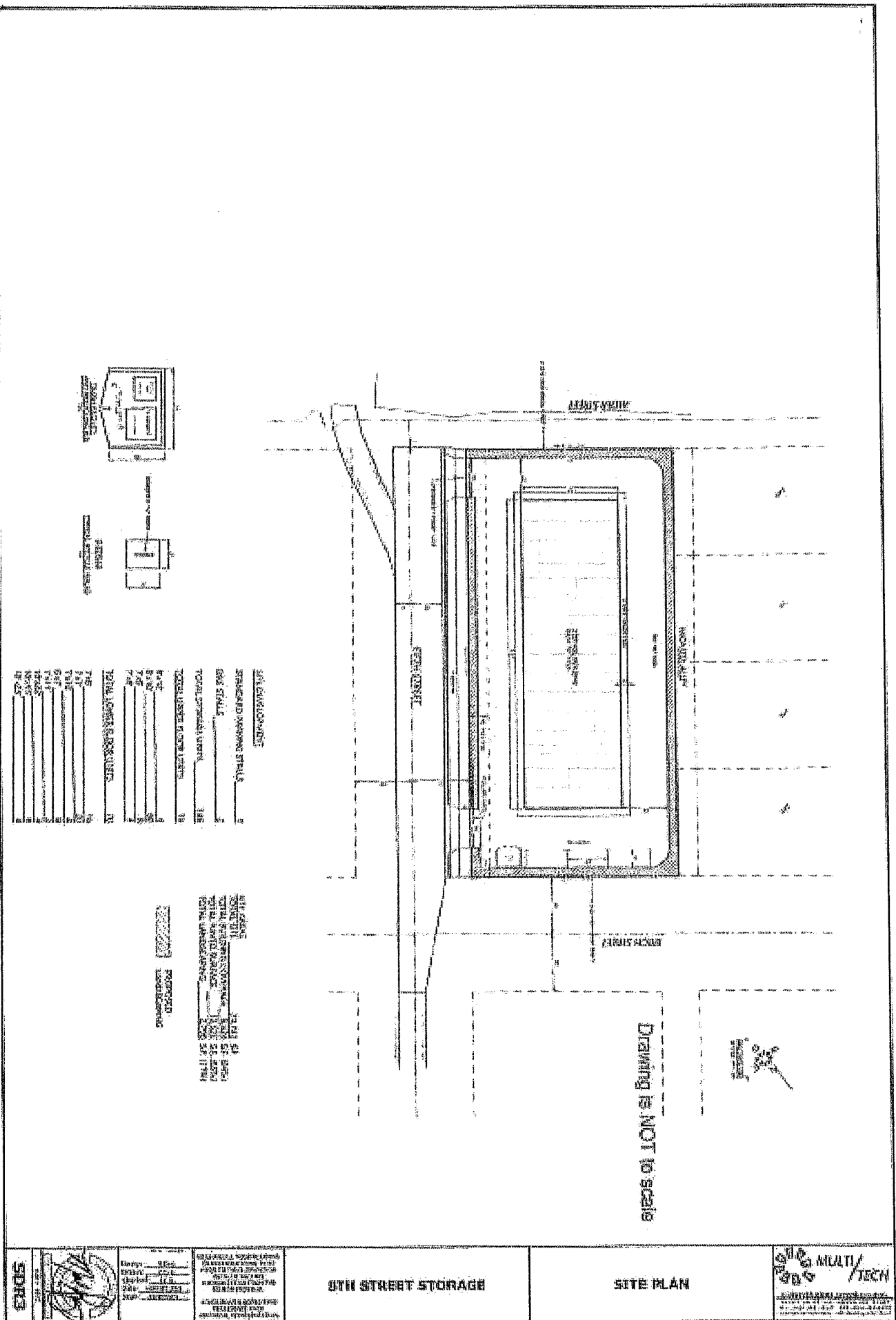
DATE: 10/1/2011
 DRAWN BY: J. L. BROWN
 CHECKED BY: J. L. BROWN
 DATE: 10/1/2011

MINIMUM REQUIREMENTS
 FOR THE SURVEYING
 OF THE STATE OF TEXAS
 AS REQUIRED BY THE
 SURVEYING BOARD
 OF THE STATE OF TEXAS
 AND THE SURVEYING
 BOARD OF THE STATE OF TEXAS

5TH STREET STORAGE

EXISTING
 CONDITIONS
 PLAN







Appendix B



United States
Department of
Agriculture

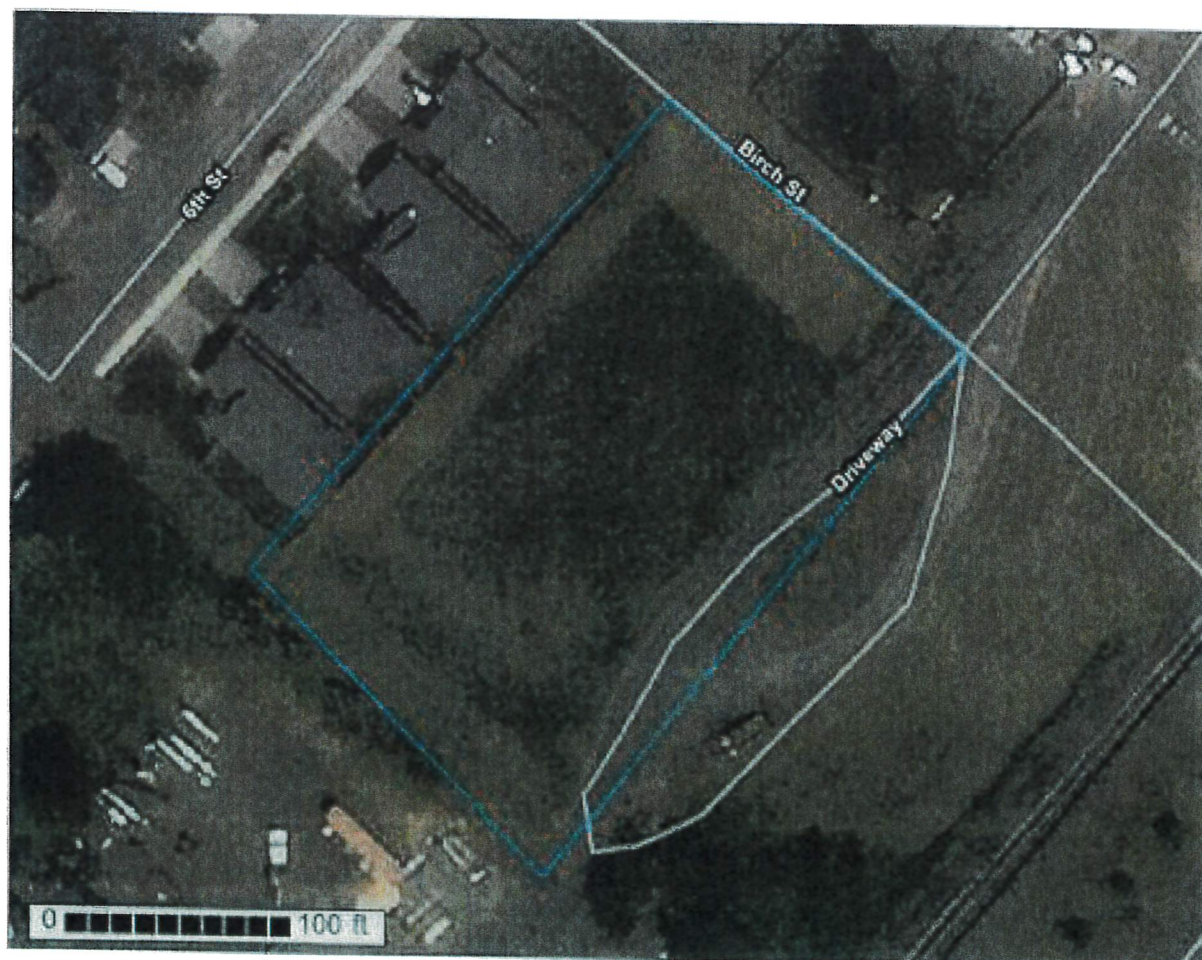
NRCS

Natural
Resources
Conservation
Service

A product of the National
Cooperative Soil Survey,
a joint effort of the United
States Department of
Agriculture and other
Federal agencies, State
agencies including the
Agricultural Experiment
Stations, and local
participants

Custom Soil Resource Report for **Marion County Area, Oregon**

5th Street Storage



July 19, 2022

Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, on-site investigation is needed to supplement this information in some cases. Examples include soil quality assessments (<http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/>) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (<http://sc.offices.sc.gov.usda.gov/locator/app?agency=nrcs>) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require

alternative means for communication of program information (Braille, large print, audiocassette, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and FDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

Contents

Preface	2
Soil Information for All Uses ..	3
Soil Properties and Qualities.....	3
Soil Qualities and Features.....	3
Hydrologic Soil Group.....	3

Soil Information for All Uses

Soil Properties and Qualities

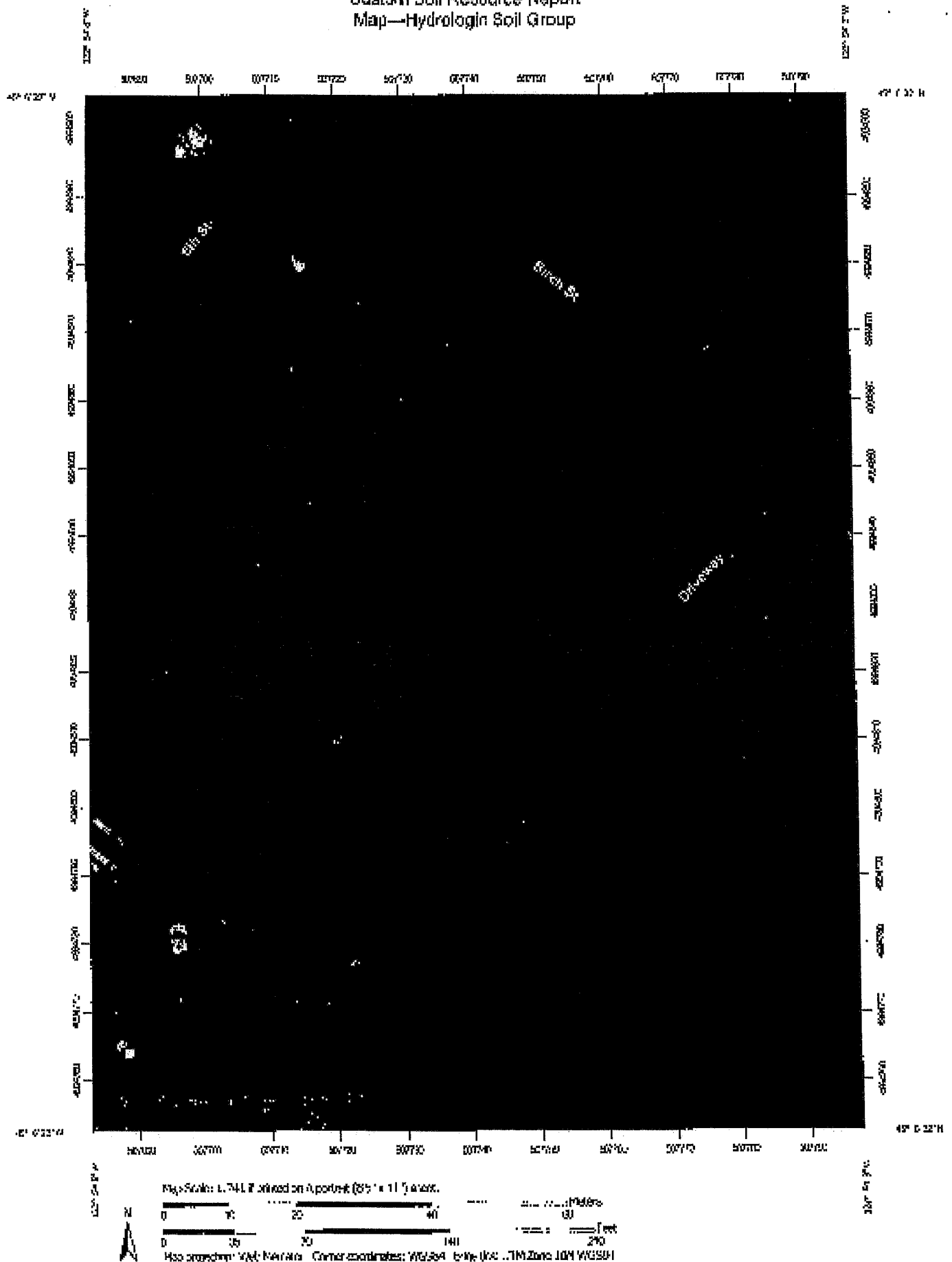
The Soil Properties and Qualities section includes various soil properties and qualities displayed as thematic maps with a summary table for the soil map units in the selected area of interest. A single value or rating for each map unit is generated by aggregating the interpretive ratings of individual map unit components. This aggregation process is defined for each property or quality.

Soil Qualities and Features

Soil qualities are behavior and performance attributes that are not directly measured, but are inferred from observations of dynamic conditions and from soil properties. Example soil qualities include natural drainage, and frost action. Soil features are attributes that are not directly part of the soil. Example soil features include slope and depth to restrictive layer. These features can greatly impact the use and management of the soil.

Hydrologic Soil Group

Custom Soil Resource Report Map—Hydrologin Soil Group



MAP LEGEND

Area of Interest (AOI)		Area of Interest (AOI)	
Soils		Soils	
Soil Rating Polygons		Soil Rating Polygons	
Water Features		Water Features	
Streams and Canals		Streams and Canals	
Transportation		Transportation	
Roads		Roads	
Interstate Highways		Interstate Highways	
US Routes		US Routes	
Major Roads		Major Roads	
Local Roads		Local Roads	
Background		Background	
Soil Rating Points		Soil Rating Points	

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Maps may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misinterpretation of the detail of mapping and accuracy of soil line placement. This map does not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the text scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Multnomah County Area, Oregon
Survey Area Date: Version 19, Oct 27, 2021

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Aug 19, 2015-Sep 13, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Table—Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Area in ADI	Percent of ADI
Aw	Amity silt loam	C-D	0.7	63.9%
Co	Concord silt loam	C-D	0.4	35.1%
Totals for Area of Interest			1.2	100.0%

Rating Options—Hydrologic Soil Group*Aggregation Method: Dominant Condition**Component Percent Cutoff: None Specified**Tie-break Rule: Higher*



Appendix C

Worksheet 3: Time of Concentration (T_C) or travel time (T_t)

Project: <u>5th Street Storage</u>	By: <u>C. O'Sullivan</u>	Date: <u>7/2022</u>
Location: <u>Gervais, Oregon</u>	Checked: _____	Date: _____

Check one: ☒ Present ☐ Developed

Check one: ☒ T_C ☒ T_t through subarea

Notes: Space for as many as two segments per flow type can be used for each worksheet.
Include a map, schematic, or description of flow segments.

<p style="text-align: right; margin-right: 20px;">Segment ID</p> <p>1. Surface description (Table 4D-4)</p> <p>2. Manning's roughness coefficient, n (Table 4D-4)</p> <p>3. Flow length, L (total $L \leq 300$ ft) ft</p> <p>4. Two-year 24-hour rainfall, P_2 in</p> <p>5. Land slope, s ft/ft</p> <p>6. $T_1 = \frac{0.007 (\ln L)^{3.8}}{P_2^{0.5-0.4}}$ Compute T_1 hr</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;">A-B</td><td></td></tr> <tr><td style="text-align: center;">Pre-developed flood</td><td></td></tr> <tr><td style="text-align: center;">0.30</td><td></td></tr> <tr><td style="text-align: center;">90</td><td></td></tr> <tr><td style="text-align: center;">2.5</td><td></td></tr> <tr><td style="text-align: center;">0.022</td><td></td></tr> <tr> <td style="text-align: center;">0.28</td> <td style="text-align: center;">+ = 0.28</td> </tr> </table>	A-B		Pre-developed flood		0.30		90		2.5		0.022		0.28	+ = 0.28
A-B															
Pre-developed flood															
0.30															
90															
2.5															
0.022															
0.28	+ = 0.28														

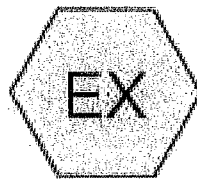
<p style="text-align: right; margin-right: 20px;">Segment ID</p> <p>7. Surface description (paved or Unpaved)</p> <p>8. Flow length, L ft</p> <p>9. Watercourse slope, s ft/ft</p> <p>10. Average velocity, V (Figure 3-1) ft/s</p> <p>11. $T_t = \frac{L}{3600 V}$ Compute T_t hr</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr> <td> </td> <td style="text-align: center;">+ = </td> </tr> </table>										+ =
	+ = 										

<p style="text-align: right; margin-right: 20px;">Segment ID</p> <p>12. Cross sectional flow area, a ft²</p> <p>13. Wetted perimeter, p_w ft</p> <p>14. Hydraulic radius, $r = \frac{a}{p_w}$ Compute r ft</p> <p>15. Channel slope, s ft/ft</p> <p>16. Manning's roughness coefficient, n</p> <p>17. $V = \frac{1.49 r^{2/3} s^{1/2}}{n}$ Compute V ft/s</p> <p>18. Flow length, L ft</p> <p>19. $T_t = \frac{L}{3600 V}$ Compute T_t hr</p> <p>20. Watershed or subarea T_C or T_t (add T_t in steps 8, 11, and 19) Hr</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr> <td> </td> <td style="text-align: center;">+ = </td> </tr> <tr> <td> </td> <td style="text-align: right; border: 1px solid black; padding: 2px 10px;">0.28</td> </tr> </table>																+ = 		0.28
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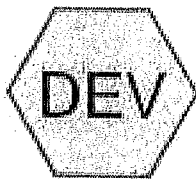
0.28 Hrs = 17 Minutes



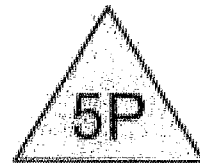
Appendix D



Existing Conditions



Developed Conditions



Infiltration Trench



Routing Diagram for 20220720 Prelim
Prepared by MultiTech Engineering Service, Printed 8/3/2022
HydroCAD® 10.20-21E SW00948 © 2021 HydroCAD Software Solutions LLC

Rainfall Events Listing (selected events)

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	5-year	Type IA 24-hr		Default	24.00	1	3.00	2
2	25-year	Type IA 24-hr		Default	24.00	1	4.00	2
3	WQ	Type IA 24-hr		Default	24.00	1	1.25	2

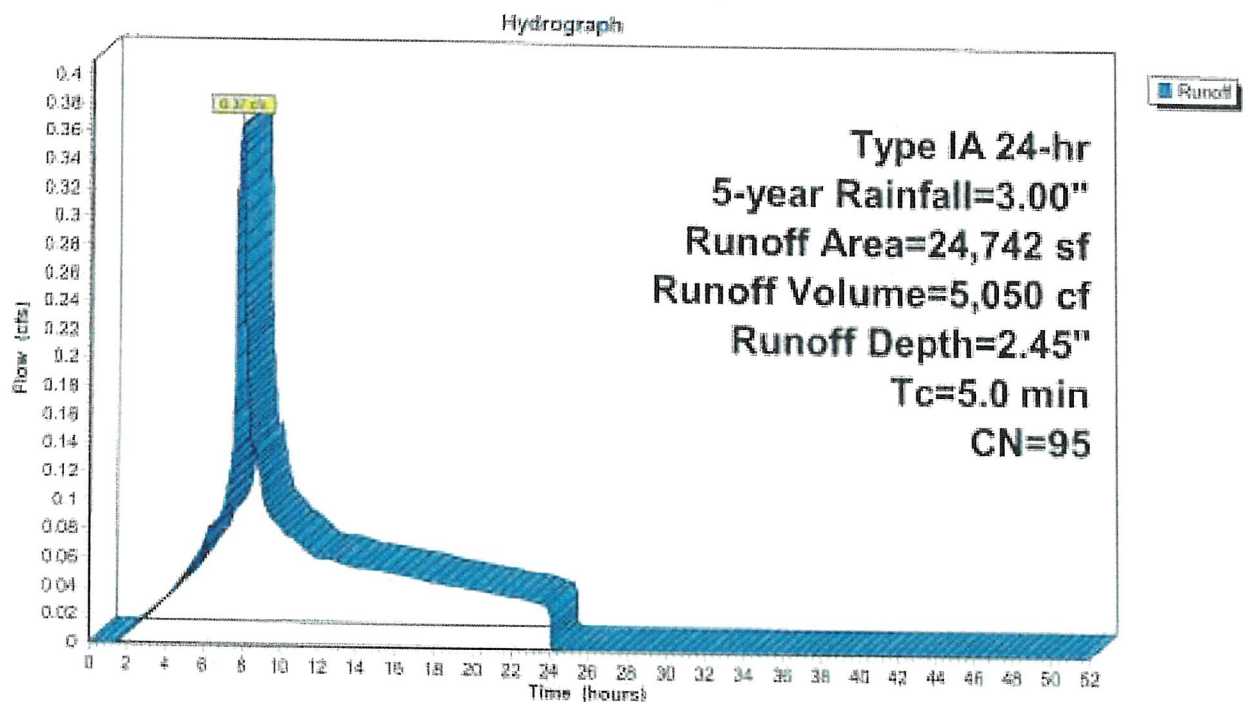
Summary for Subcatchment DEV: Developed Conditions

Runoff = 0.37 cfs @ 7.88 hrs, Volume= 5,050 cf, Depth= 2.45"
 Routed to Pond 5P : Infiltration Trench

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
 Type IA 24-hr 5-year Rainfall=3.00"

Area (sf)	CN	Description
21,944	98	Impervious
2,798	74	>75% Grass cover, Good, HSG C
24,742	95	Weighted Average
2,798		11.31% Pervious Area
21,944		88.69% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

Subcatchment DEV: Developed Conditions

Summary for Subcatchment EX: Existing Conditions

Runoff = 0.07 cfs @ 8.14 hrs, Volume= 1,666 cf, Depth= 0.81"

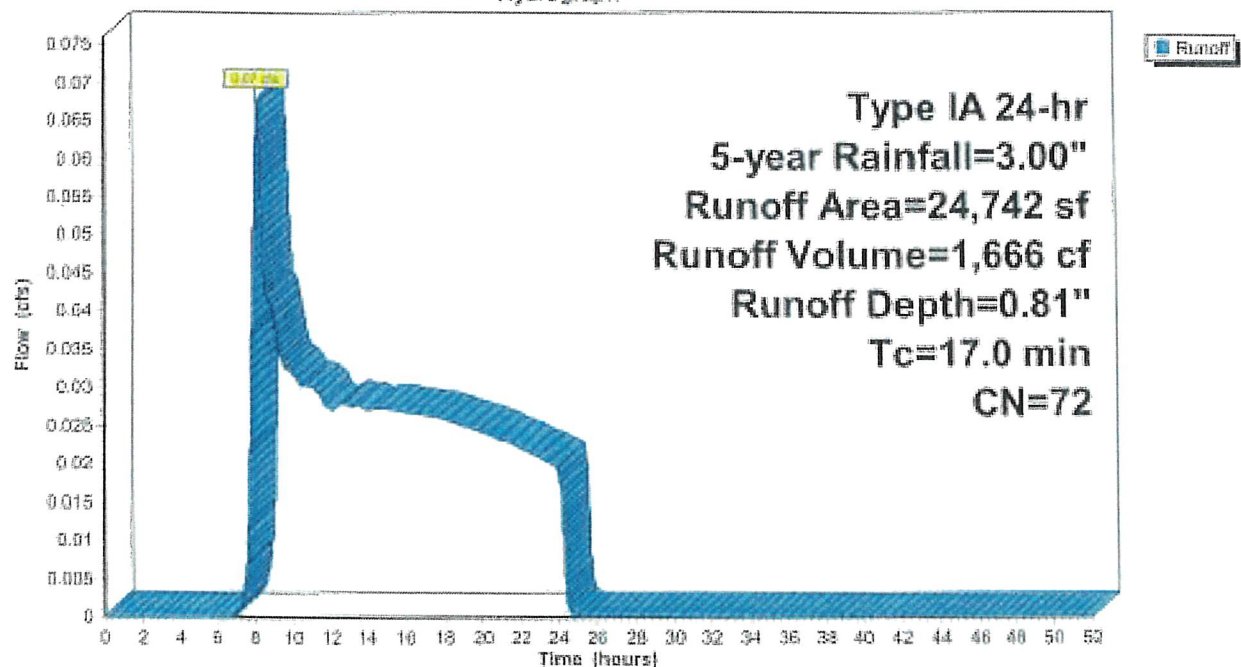
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
Type IA 24-hr 5-year Rainfall=3.00"

Area (sf)	CN	Description
* 24,742	72	Salem Pre-Developed, HSG-C
24,742		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
17.0					Direct Entry, TR-55 Worksheet

Subcatchment EX: Existing Conditions

Hydrograph



Summary for Pond 5P: Infiltration Trench

Inflow Area = 24,742 sf, 88.69% Impervious, Inflow Depth = 2.45" for 5-year event
 Inflow = 0.37 cfs @ 7.88 hrs Volume= 5,050 cf
 Outflow = 0.03 cfs @ 24.03 hrs. Volume= 5,038 cf, Atten= 92%, Lag= 968.8 min
 Discarded = 0.03 cfs @ 4.18 hrs. Volume= 5,032 cf
 Primary = 0.00 cfs @ 24.03 hrs. Volume= 6 cf

Routing by Stor-Ind method, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
 Peak Elev= 180.51' @ 24.03 hrs Surf.Area= 3,101 sf Storage= 2,867 cf

Plug-Flow detention time= 936.4 min calculated for 5,037 cf (100% of inflow)
 Center-of-Mass det. time= 936.8 min (1,640.6 - 703.8)

Volume	Invert	Avail. Storage	Storage Description
#1	179.50'	581 cf	24.00" Round Pipe Storage Inside #2 L= 185.0' S= 0.0010 '/
#2	178.50'	1,817 cf	7.00'W x 183.00'L x 4.00'H Prismatic 5,124 cf Overall - 581 cf Embedded = 4,543 cf x 40.0% Voids
#3	179.50'	236 cf	24.00" Round Pipe Storage Inside #4 L= 75.0' S= 0.0010 '/
#4	178.50'	746 cf	7.00'W x 75.00'L x 4.00'H Prismatic 2,100 cf Overall - 236 cf Embedded = 1,864 cf x 40.0% Voids
#5	179.50'	565 cf	24.00" Round Pipe Storage Inside #6 L= 180.0' S= 0.0010 '/
#6	178.50'	1,846 cf	7.00'W x 185.00'L x 4.00'H Prismatic 5,180 cf Overall - 565 cf Embedded = 4,615 cf x 40.0% Voids
		5,791 cf	Total Available Storage

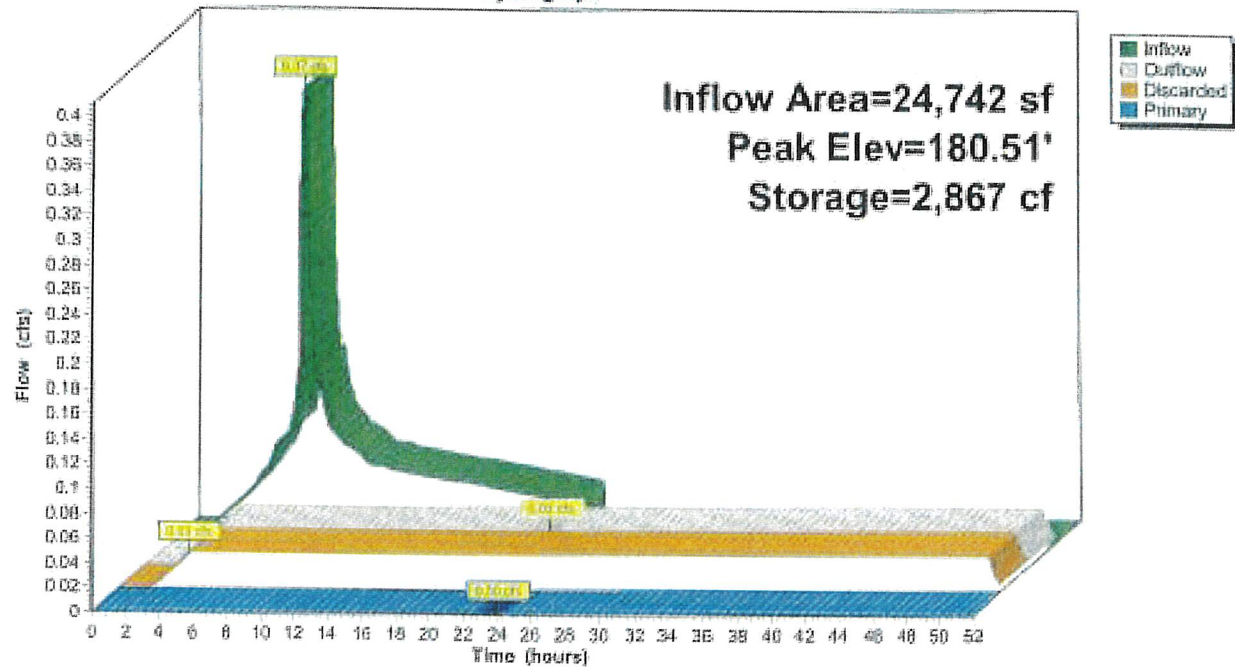
Device	Routing	Invert	Outlet Devices
#1	Discarded	178.50'	0.400 in/hr Exfiltration over Surface area
#2	Primary	180.50'	10.00" Round Culvert L= 27.5' RCP, rounded edge headwall, Ke= 0.100 Inlet / Outlet Invert= 180.50' / 178.75' S= 0.0636 '/ Cc= 0.900 n= 0.013, Flow Area= 0.55 sf

Discarded OutFlow Max=0.03 cfs @ 4.18 hrs HW=178.54' (Free Discharge)
 ↳1=Exfiltration (Exfiltration Controls 0.03 cfs)

Primary OutFlow Max=0.00 cfs @ 24.03 hrs HW=180.51' (Free Discharge)
 ↳2=Culvert (Inlet Controls 0.00 cfs @ 0.42 fps)

Pond 5P: Infiltration Trench

Hydrograph



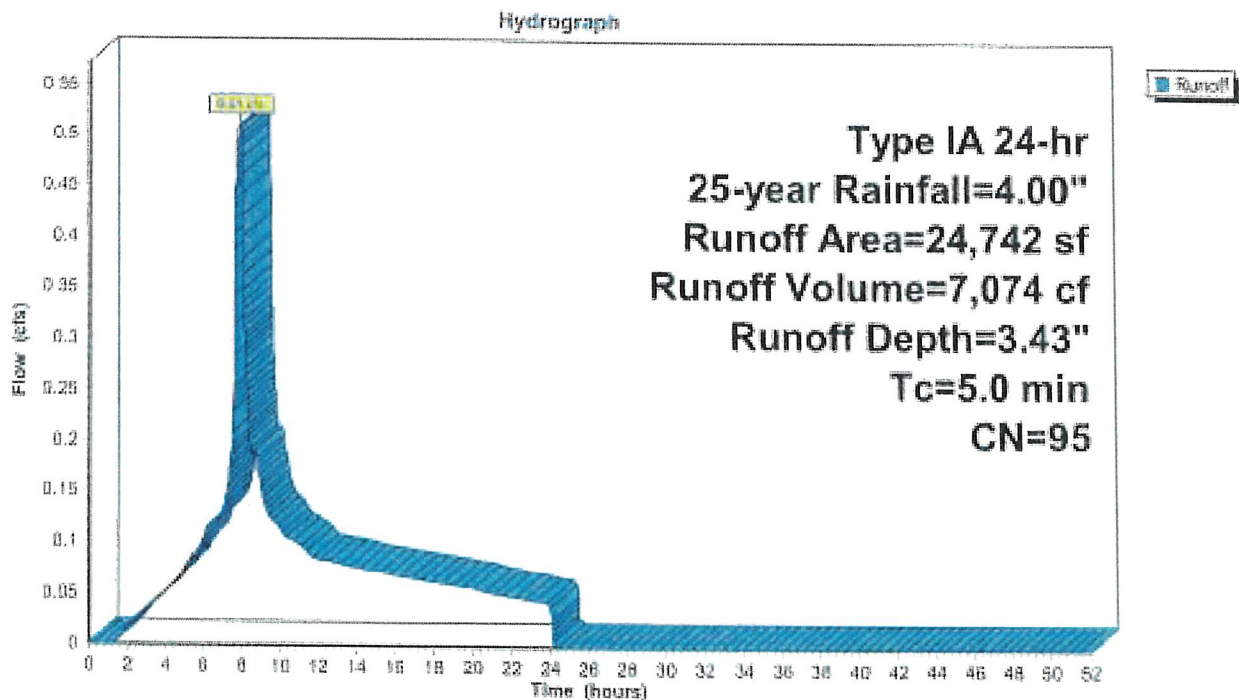
Summary for Subcatchment DEV: Developed Conditions

Runoff = 0.51 cfs @ 7.87 hrs, Volume= 7,074 cf, Depth= 3.43"
 Routed to Pond 5P : Infiltration Trench

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
 Type IA 24-hr 25-year Rainfall=4.00"

Area (sf)	CN	Description
21,944	98	Impervious
2,798	74	>75% Grass cover, Good, HSG C
24,742	95	Weighted Average
2,798		11.31% Pervious Area
21,944		88.69% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

Subcatchment DEV: Developed Conditions

Summary for Subcatchment EX: Existing Conditions

Runoff = 0.16 cfs @ 8.11 hrs, Volume= 3,010 cf, Depth= 1.46"

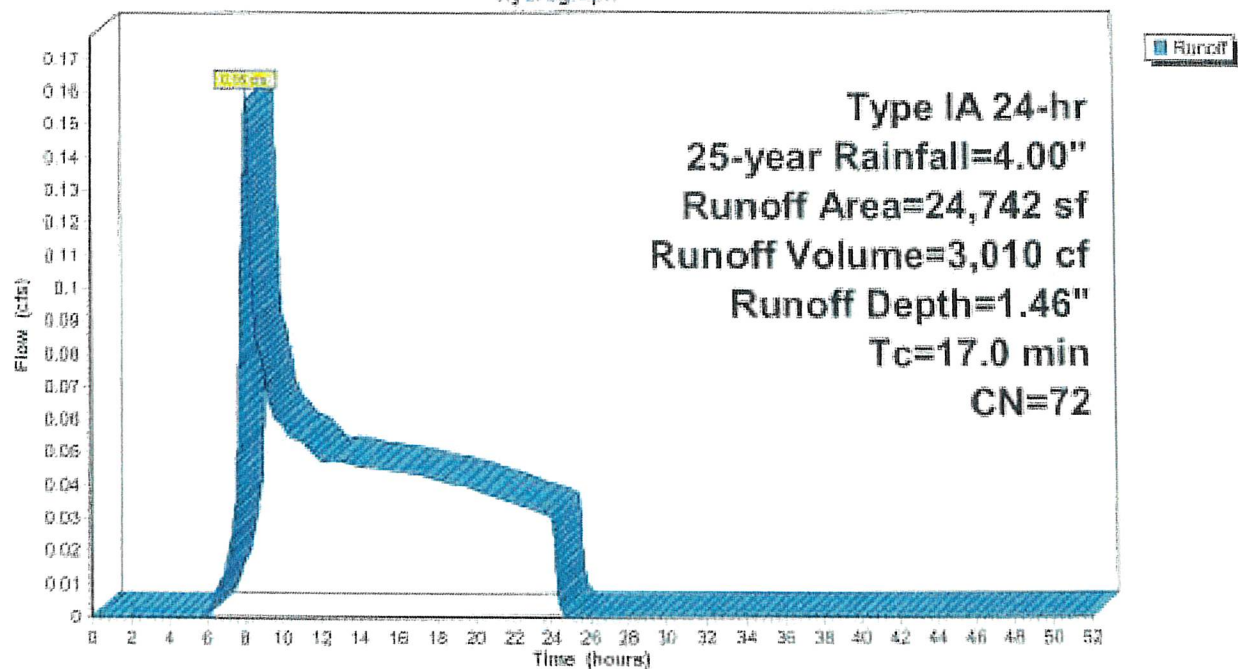
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
Type IA 24-hr 25-year Rainfall=4.00"

Area (sf)	CN	Description
* 24,742	72	Salem Pre-Developed, HSG-C
24,742		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
17.0					Direct Entry, TR-55 Worksheet

Subcatchment EX: Existing Conditions

Hydrograph



Summary for Pond 5P: Infiltration Trench

Inflow Area = 24,742 sf, 88.89% Impervious, Inflow Depth = 3.43" for 25-year event
 Inflow = 0.51 cfs @ 7.87 hrs, Volume= 7,074 cf
 Outflow = 0.09 cfs @ 11.52 hrs, Volume= 7,033 cf, Atten= 82%, Lag= 219.2 min
 Discarded = 0.03 cfs @ 3.03 hrs, Volume= 5,142 cf
 Primary = 0.06 cfs @ 11.52 hrs, Volume= 1,890 cf

Routing by Stor-Ind method, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
 Peak Elev= 180.60' @ 11.52 hrs Surf.Area= 3,101 sf Storage= 3,037 cf

Plug-Flow detention time= 763.7 min calculated for 7,031 cf (99% of inflow)
 Center-of-Mass det. time= 759.4 min (1,449.5 - 690.1)

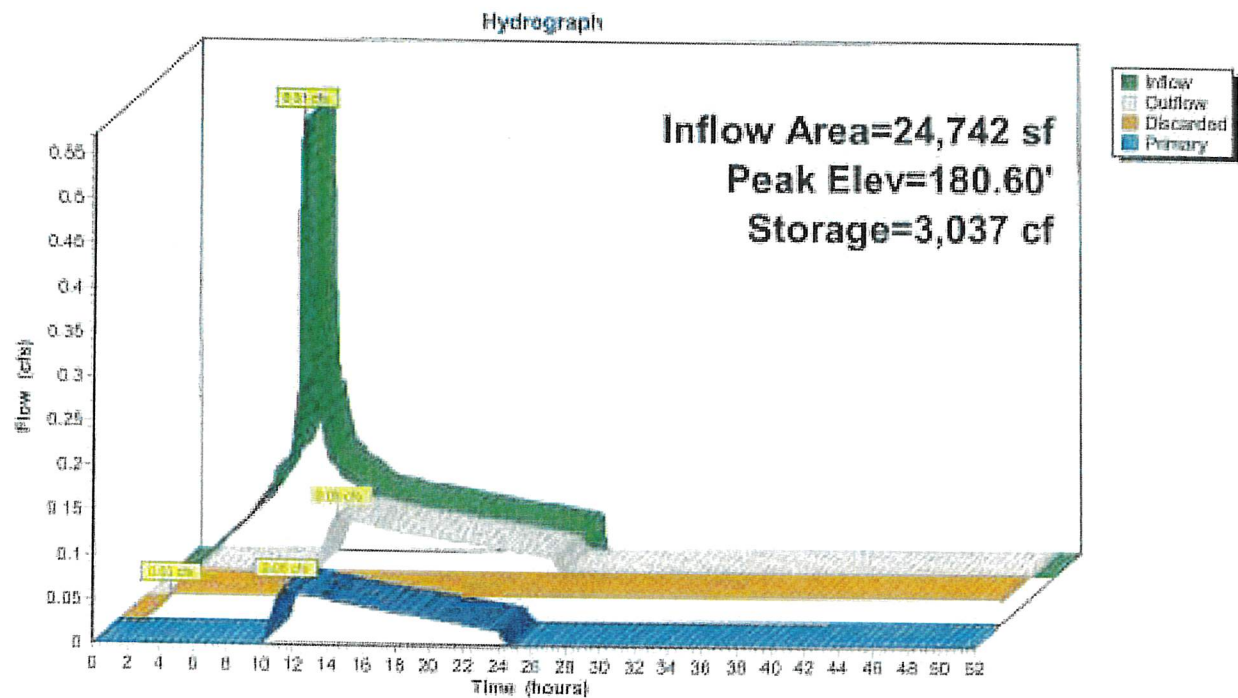
Volume	Invert	Avail. Storage	Storage Description
#1	179.50'	581 cf	24.00" Round Pipe Storage Inside #2 L= 185.0' S= 0.0010 'V'
#2	178.50'	1,817 cf	7.00'W x 183.00'L x 4.00'H Prismatic 5,124 cf Overall - 581 cf Embedded = 4,543 cf x 40.0% Voids
#3	179.50'	236 cf	24.00" Round Pipe Storage Inside #4 L= 75.0' S= 0.0010 'V'
#4	178.50'	746 cf	7.00'W x 75.00'L x 4.00'H Prismatic 2,100 cf Overall - 236 cf Embedded = 1,864 cf x 40.0% Voids
#5	179.50'	565 cf	24.00" Round Pipe Storage Inside #6 L= 180.0' S= 0.0010 'V'
#6	178.50'	1,848 cf	7.00'W x 185.00'L x 4.00'H Prismatic 5,180 cf Overall - 565 cf Embedded = 4,615 cf x 40.0% Voids
		5,791 cf	Total Available Storage

Device	Routing	Invert	Outlet Devices
#1	Discarded	178.50'	0.400 In/hr Exfiltration over Surface area
#2	Primary	180.50'	10.00" Round Culvert L= 27.5' RCP, rounded edge headwall, Ke= 0.100 Inlet / Outlet Invert= 180.50' / 178.75' S= 0.0636 'V' Cc= 0.900 n= 0.013, Flow Area= 0.55 sf

Discarded OutFlow Max=0.03 cfs @ 3.03 hrs HW=178.84' (Free Discharge)
 1=Exfiltration (Exfiltration Controls 0.03 cfs)

Primary OutFlow Max=0.06 cfs @ 11.52 hrs HW=180.60' (Free Discharge)
 2=Culvert (Inlet Controls 0.06 cfs @ 1.50 fps)

Pond 5P: Infiltration Trench



Summary for Subcatchment DEV: Developed Conditions

Runoff = 0.11 cfs @ 7.93 hrs, Volume= 1,617 cf, Depth= 0.78"
 Routed to Pond 5P : Infiltration Trench

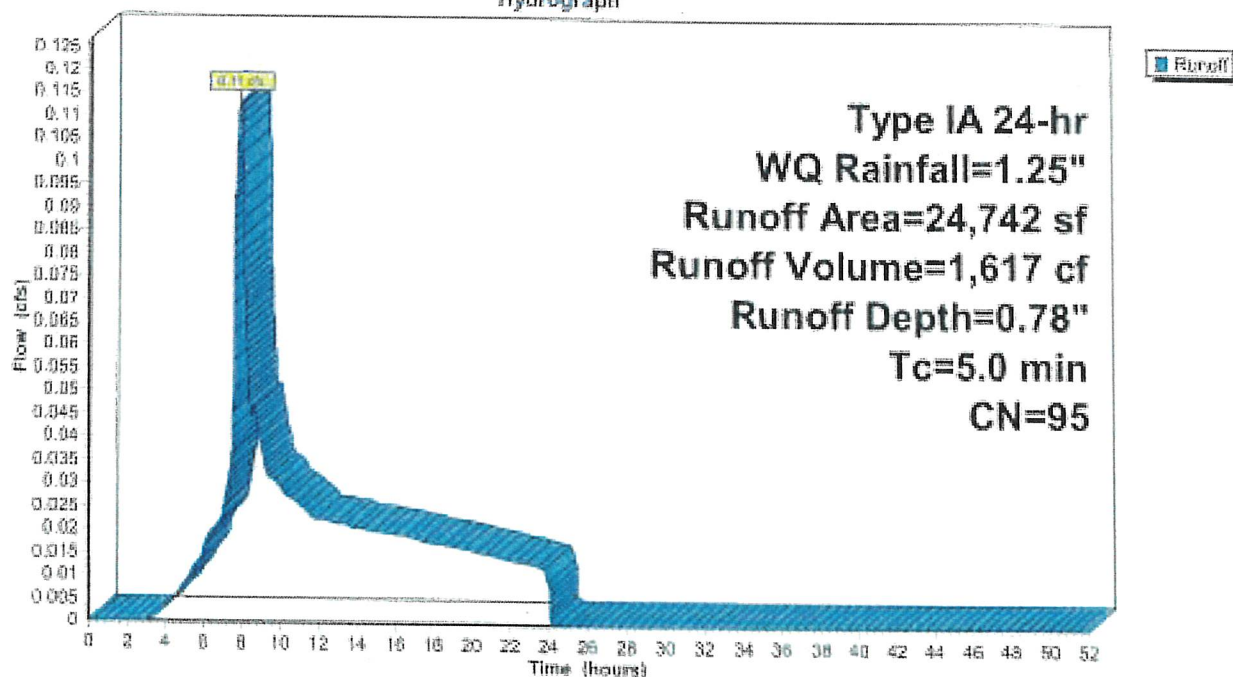
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
 Type IA 24-hr WQ Rainfall=1.25"

Area (sf)	CN	Description
21,944	98	Impervious
2,798	74	>75% Grass cover, Good, HSG C
24,742	95	Weighted Average
2,798		11.31% Pervious Area
21,944		88.69% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry,

Subcatchment DEV: Developed Conditions

Hydrograph



Summary for Subcatchment EX: Existing Conditions

Runoff = 0.00 cfs @ 21.25 hrs, Volume= 105 cf, Depth= 0.05"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs

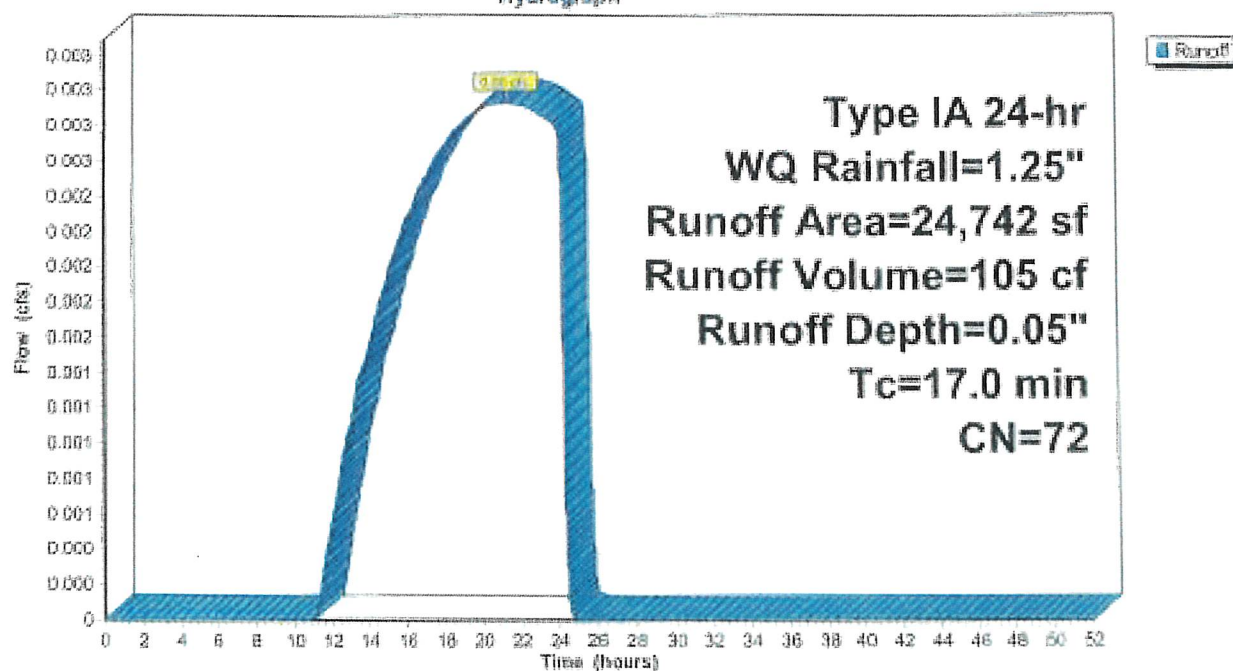
Type IA 24-hr WQ Rainfall=1.25"

Area (sf)	CN	Description
* 24,742	72	Salem Pre-Developed, HSG-C
24,742		100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
17.0					Direct Entry, TR-55 Worksheet

Subcatchment EX: Existing Conditions

Hydrograph



Summary for Pond 5P: Infiltration Trench

Inflow Area = 24,742 sf, 88.69% Impervious, Inflow Depth = 0.78" for WQ event
 Inflow = 0.11 cfs @ 7.93 hrs, Volume = 1,817 cf
 Outflow = 0.03 cfs @ 7.55 hrs, Volume = 1,817 cf, Atten= 75%, Lag= 0.0 min
 Discarded = 0.03 cfs @ 7.55 hrs, Volume = 1,817 cf
 Primary = 0.00 cfs @ 0.00 hrs, Volume = 0 cf

Routing by Stor-Ind method, Time Span= 0.00-52.00 hrs, dt= 0.01 hrs
 Peak Elev= 178.72' @ 10.06 hrs Surf.Area= 3,101 sf Storage= 274 cf

Plug-Flow detention time= 86.1 min calculated for 1,817 cf (100% of inflow)
 Center-of-Mass del. time= 86.2 min (847.5 - 761.3)

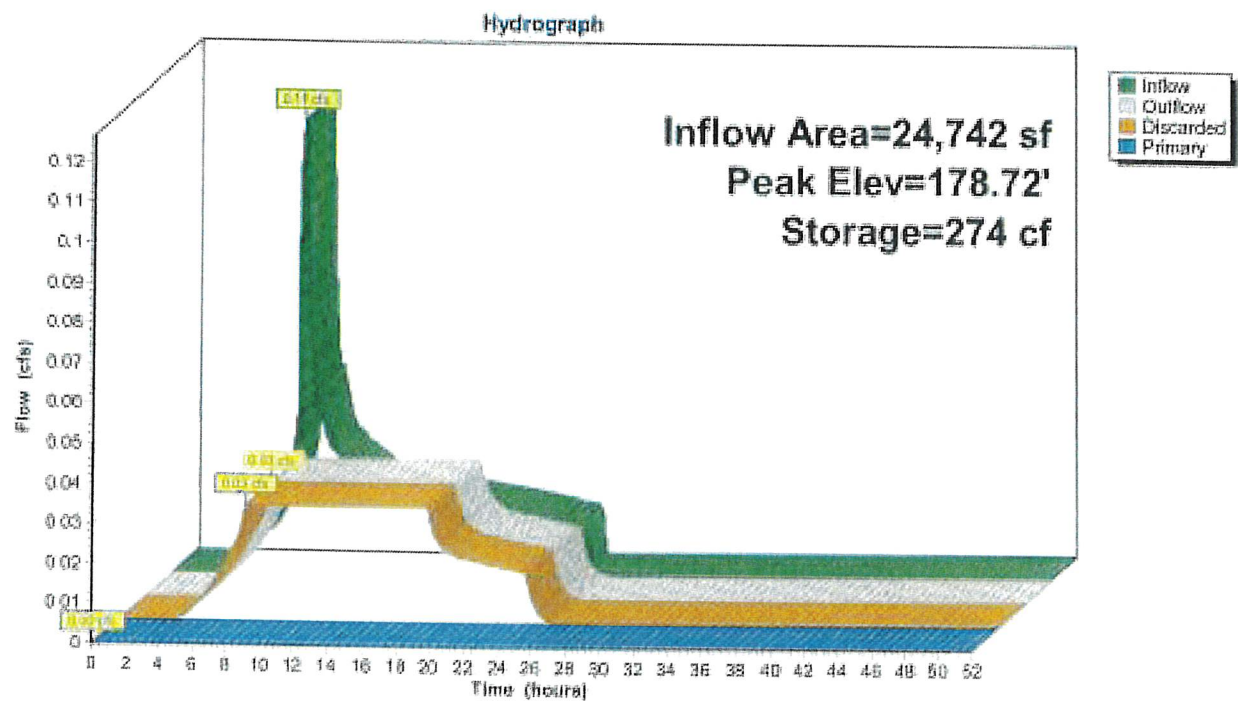
Volume	Invert	Avail. Storage	Storage Description
#1	179.50'	581 cf	24.00" Round Pipe Storage Inside #2 L= 185.0' S= 0.0010 '/*
#2	178.50'	1,817 cf	7.00'W x 183.00'L x 4.00'H Prismatic 5,124 cf Overall - 581 cf Embedded = 4,543 cf x 40.0% Voids
#3	179.50'	236 cf	24.00" Round Pipe Storage Inside #4 L= 75.0' S= 0.0010 '/*
#4	178.50'	746 cf	7.00'W x 75.00'L x 4.00'H Prismatic 2,100 cf Overall - 236 cf Embedded = 1,864 cf x 40.0% Voids
#5	179.50'	565 cf	24.00" Round Pipe Storage Inside #6 L= 180.0' S= 0.0010 '/*
#6	178.50'	1,846 cf	7.00'W x 185.00'L x 4.00'H Prismatic 5,180 cf Overall - 565 cf Embedded = 4,615 cf x 40.0% Voids
			5,791 cf Total Available Storage

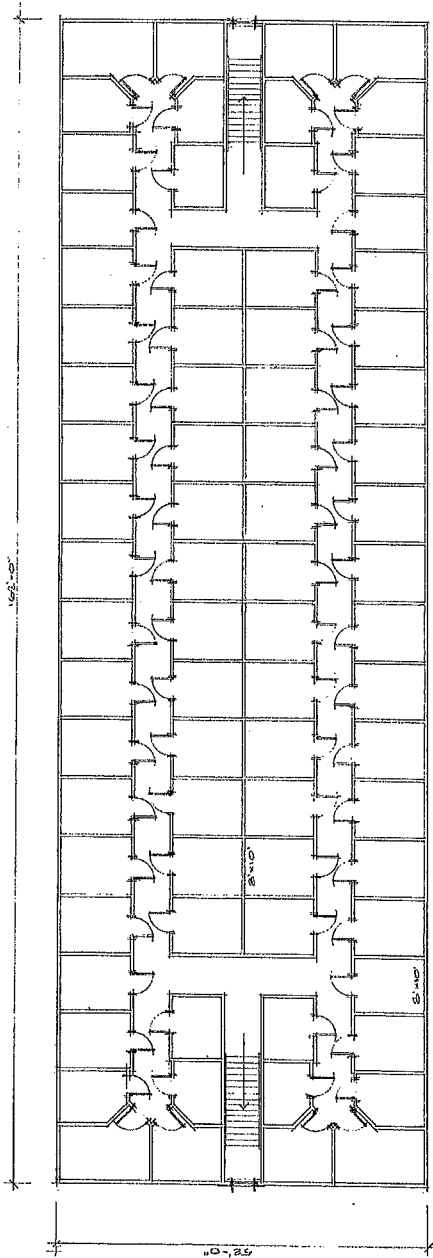
Device	Routing	Invert	Outlet Devices
#1	Discarded	178.50'	0.400 In/hr Exfiltration over Surface area
#2	Primary	180.50'	10.00" Round Culvert L= 27.5' RCP, rounded edge headwall, K _e = 0.100 Inlet / Outlet Invert= 180.50' / 178.75' S= 0.0636 '/* C _c = 0.900 n= 0.013, Flow Area= 0.55 sf

Discarded OutFlow Max=0.03 cfs @ 7.55 hrs HW=178.54' (Free Discharge)
 ↳1=Exfiltration (Exfiltration Controls 0.03 cfs)

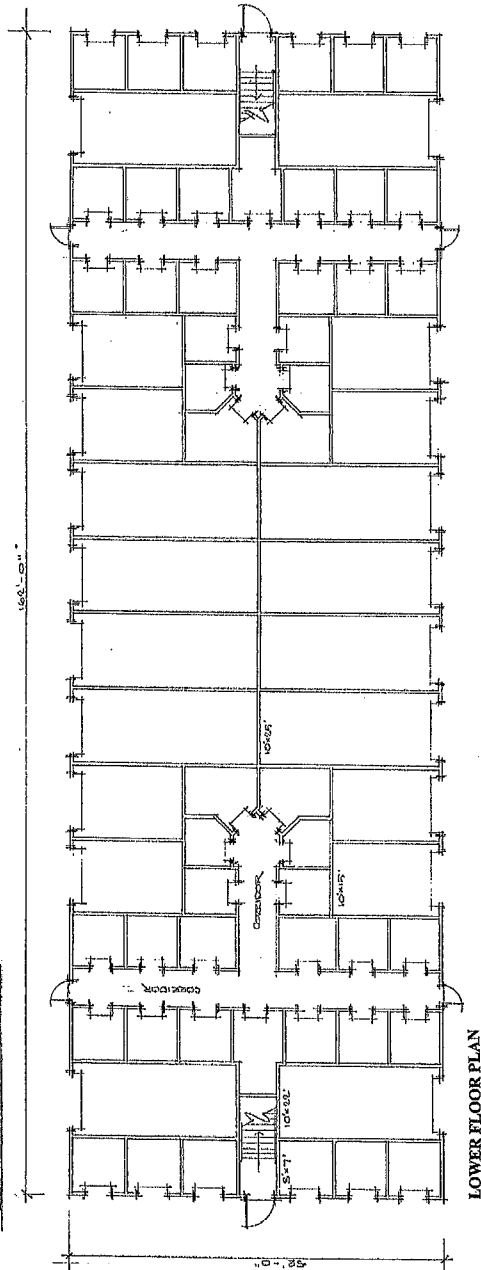
Primary OutFlow Max=0.00 cfs @ 0.00 hrs HW=178.50' (Free Discharge)
 ↳2=Culvert (Controls 0.00 cfs)

Pond 5P: Infiltration Trench

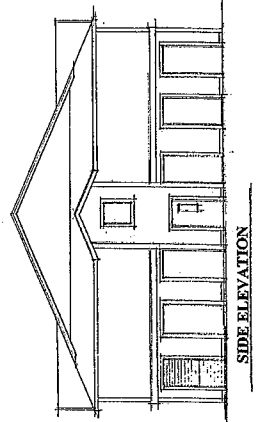
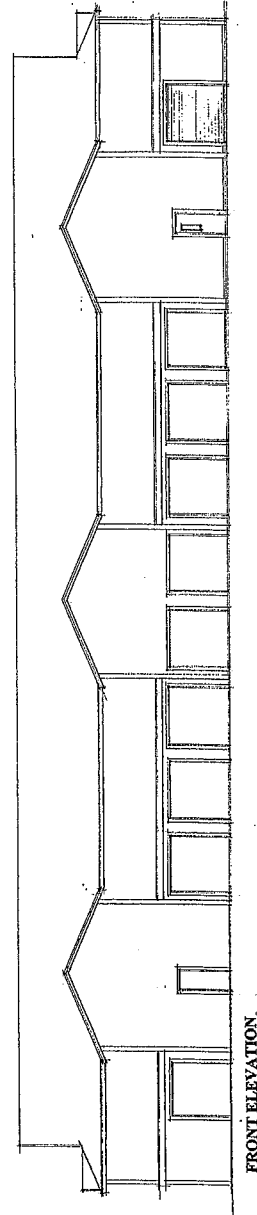




SIZE	NUMBER
8' X 12'	4
8' X 10'	60
8' X 8'	4
7' X 8'	4
Total Units	76 Rental Units



SIZE	NUMBER
6' X 7'	8
7' X 11'	2
7' X 10'	8
7' X 8'	16
7' X 7'	30
10' X 25'	8
10' X 22'	4
10' X 12'	8
Total Units	76 Rental Units



TRANSMITTAL



DATE: December 20, 2022

JOB #: 6870

TO: Susie Marston
City Manager
City of Gervais

PROJECT: 5th Street Storage site

FROM: Jeff Bolton

RE: PP 2021-052

<input checked="" type="checkbox"/> ENCLOSED	<input checked="" type="checkbox"/> PLANS	<input type="checkbox"/> FOR APPROVAL	<input type="checkbox"/> FOR VERIFICATION
<input type="checkbox"/> CHECKS INCLUDED	<input type="checkbox"/> DOCUMENTS	<input type="checkbox"/> FOR YOUR USE	<input type="checkbox"/> REVISE & RETURN
<input type="checkbox"/> PER YOUR REQUEST	<input type="checkbox"/> FOR SIGNATURE	<input checked="" type="checkbox"/> FOR FINAL DISTRIBUTION	<input type="checkbox"/> OTHER

COPIES	No.	DESCRIPTION
3		Updated SDR Plans

Susie,

Enclosed you will find three sets of updated civil site plans for the 5th Street Storage Development. This is based upon comments from the City Engineer and Fire Marshal.

Please note a few items.

1. Fire Flow analysis and service to the structure will be a requirement of Fire Marshal approval.
2. Based upon ITE manual for a building of 16,230 SF we used 1.45 trips per 1,000 SF, we would estimate a of total 24 trips per day.
3. Both Alder and Birch Streets are proposed to be constructed at ½ street improvement as opposed to ¾ improvement. This is due to the existing single-family homes along 6th Street no developing Alder or Birch. We feel this requirement should be discussed further as well.

These plans are for final comments for Conditions of Approval. Please do not hesitate to contact our office with any questions.

A handwritten signature in blue ink, appearing to read "Jeff Bolton", is written over the text.

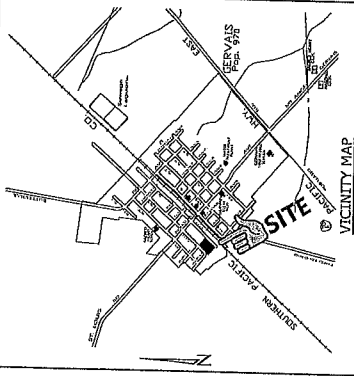
Multi/Tech Engineering Services, Inc.
1155 13th Street SE
Salem OR 97302

(503) 363-9227 PHONE
(503) 364-1260 FAX
office@multitech.ws

PACIFIC HOMES AND PROPERTIES LLC
2995 MOLALLA RD NE
WOODBURN, OREGON 97071

5TH STREET STORAGE

SEC. 26, T. 5 S., R. 2 W., W.M.
CITY OF GERVAIS
MARION COUNTY, OREGON
TAX LOT 3200



COVER SHEET

5TH STREET STORAGE

NO CHANGES, MODIFICATIONS
OR REPRODUCTIONS TO BE
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DESIGN ENGINEER.
DIMENSIONS & NOTES TAKE
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GRAPHICAL REPRESENTATION.

Design: M.D.G.
Drawn: C.D.S.
Checked: J.C.B.
Date: AUGUST 2021
Scale: AS SHOWN



SDR1

SHEET INDEX
SDR1 COVER SHEET

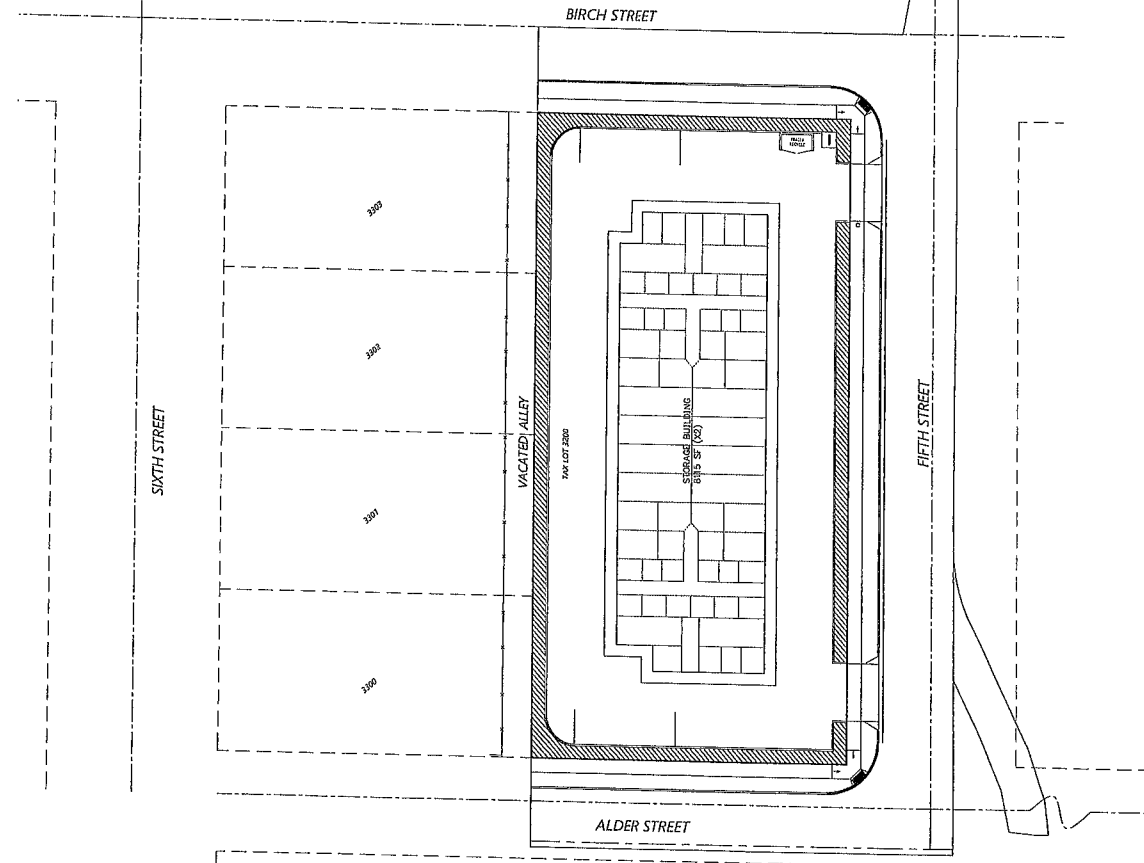
SDR2 EXISTING CONDITIONS PLAN
SDR3 SITE PLAN
SDR4 GRADING AND DRAINAGE PLAN
SDR5 PRIVATE DOMESTIC WATER AND FIRE SERVICE PLAN
SDR5.1 FIRE TRUCK TURNAROUND PLAN

A1.1.1 ARCHITECTURAL PLAN

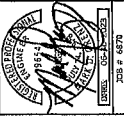
ABBREVIATIONS

[illegible]

SYMBOLS

[illegible]

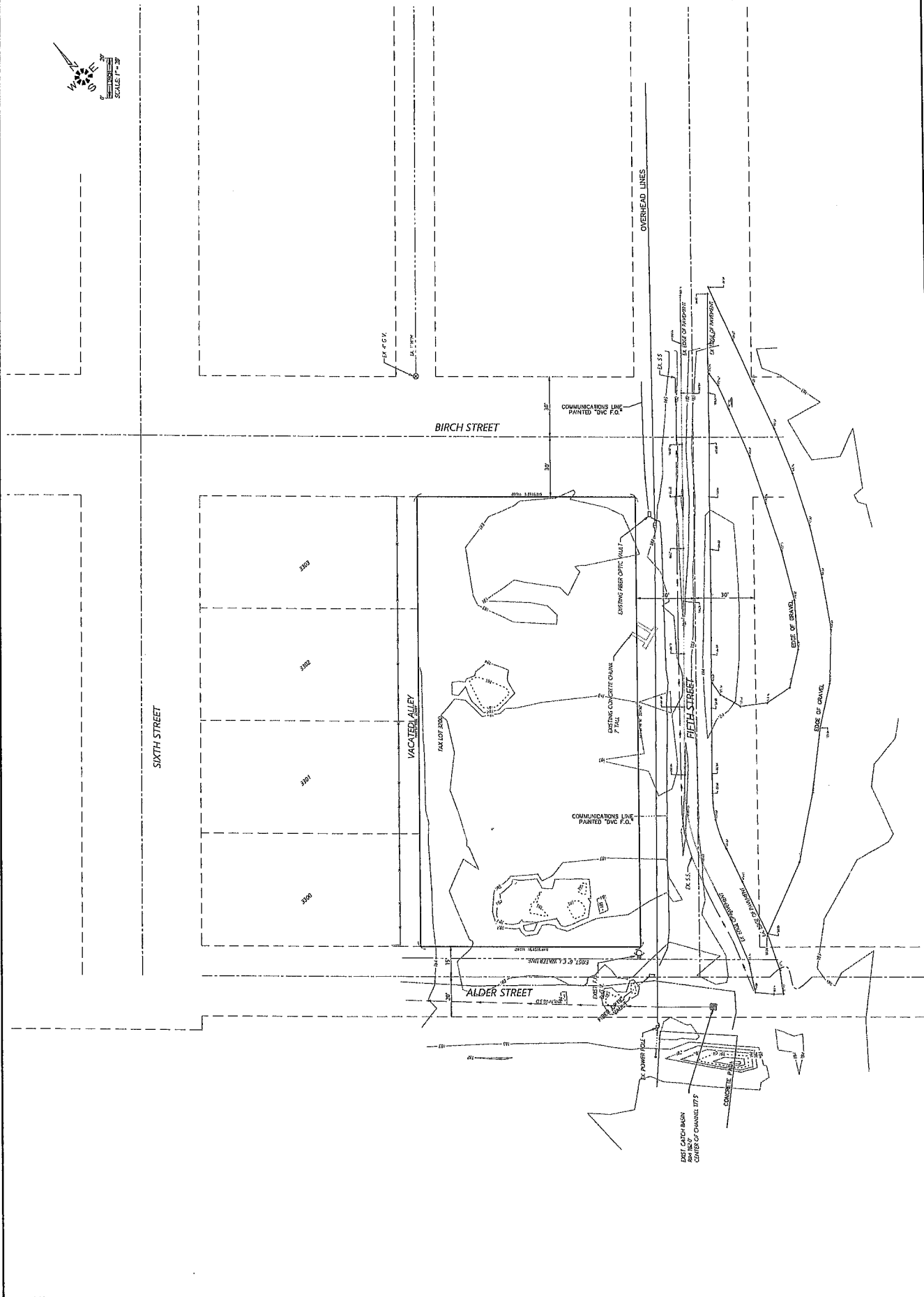
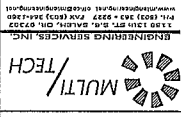
SDR2



Scale: AS SHOWN
Date: AUGUST 2021
Checked: M.B.
Design: C.S.
M.B.
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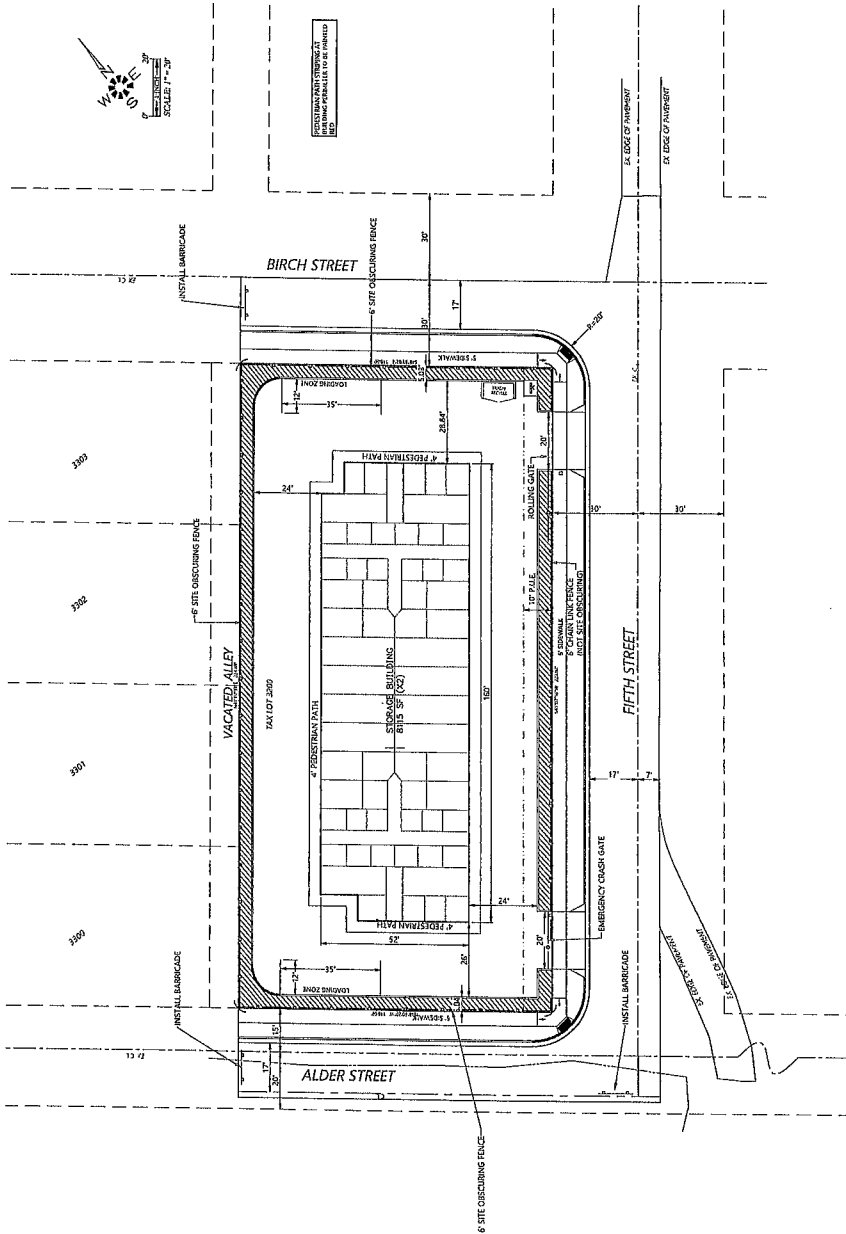
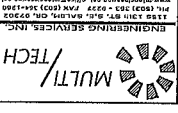
5TH STREET STORAGE

EXISTING
CONDITIONS
PLAN



5TH STREET STORAGE

SITE PLAN



SITE DEVELOPMENT

LOADING ZONE PARKING	2
BIKE STALLS	2

SITE AREAS

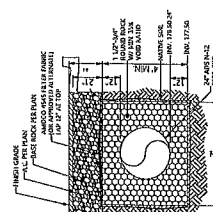
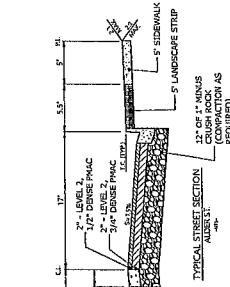
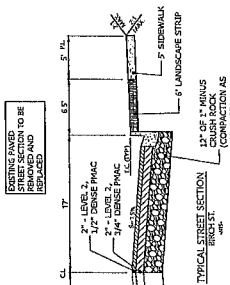
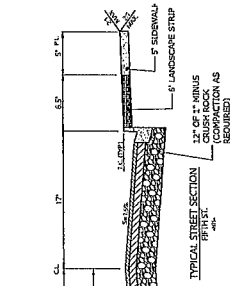
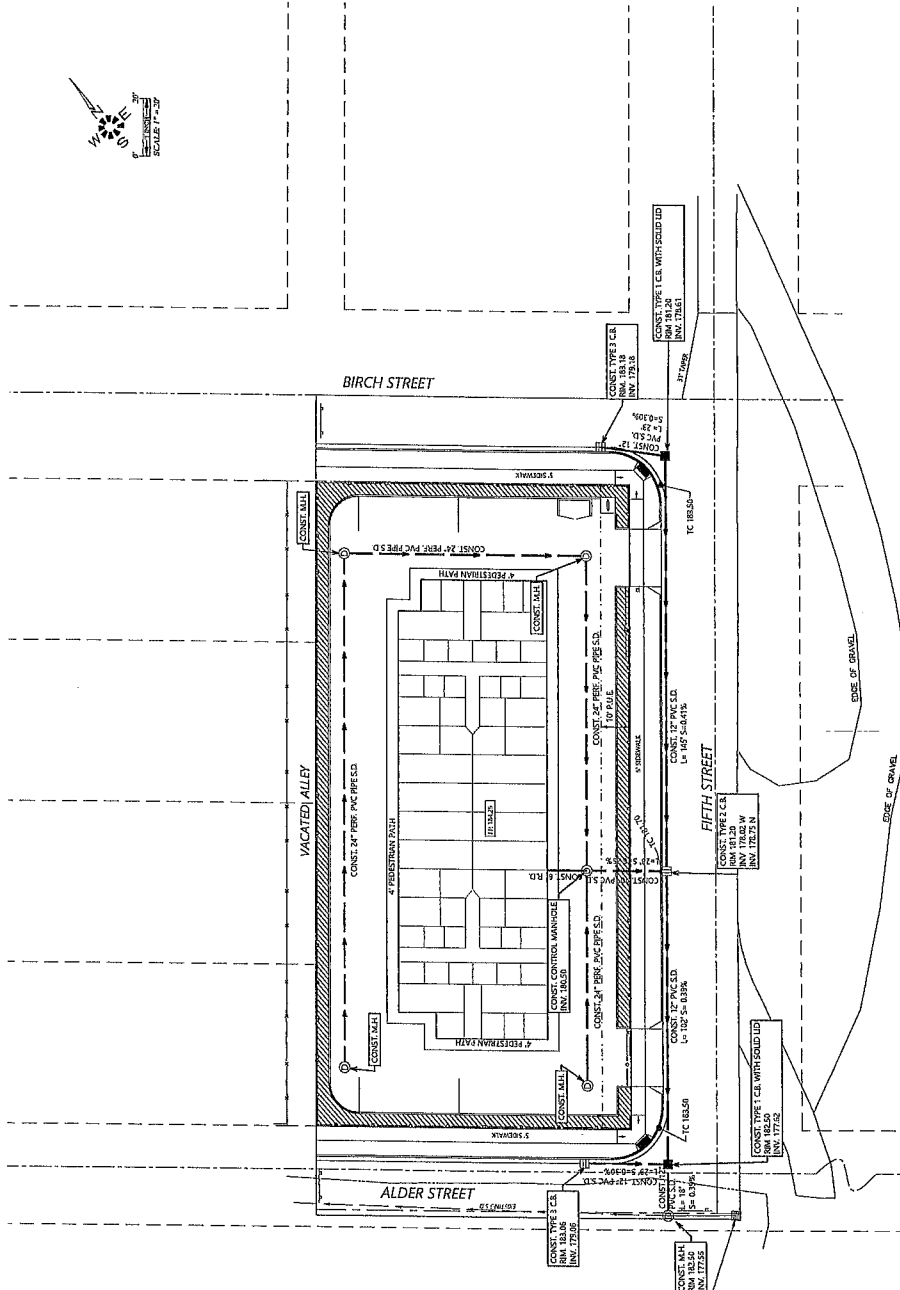
SITE AREAS		
TOTAL SITE	24,742	S.F.
TOTAL BUILDING COVERAGE	8,115	S.F. (33%)
TOTAL PAVED SURFACE	13,829	S.F. (56%)
TOTAL LANDSCAPING	2,798	S.F. (11%)

PROPOSED
LANDSCAPING



The diagram on the left shows a top-down view of a rectangular bicycle rack. It is labeled 'INVERTED U' RACK' with an arrow pointing to the U-shaped opening. The overall width is labeled '3' and the depth is labeled '5'.

The diagram on the right shows a top-down view of a trash facility layout. It is a rectangular area with a width of '12' and a depth of '3'. Inside, there is a smaller rectangular area labeled '3 BUILT IN TRASH BINS' and a separate bin labeled 'TRASH BIN'. The bins are arranged in a row, with the '3 BUILT IN TRASH BINS' area being larger than the individual 'TRASH BIN'.



STORM DRAIN INFILTRATION
TRENCH DETAIL

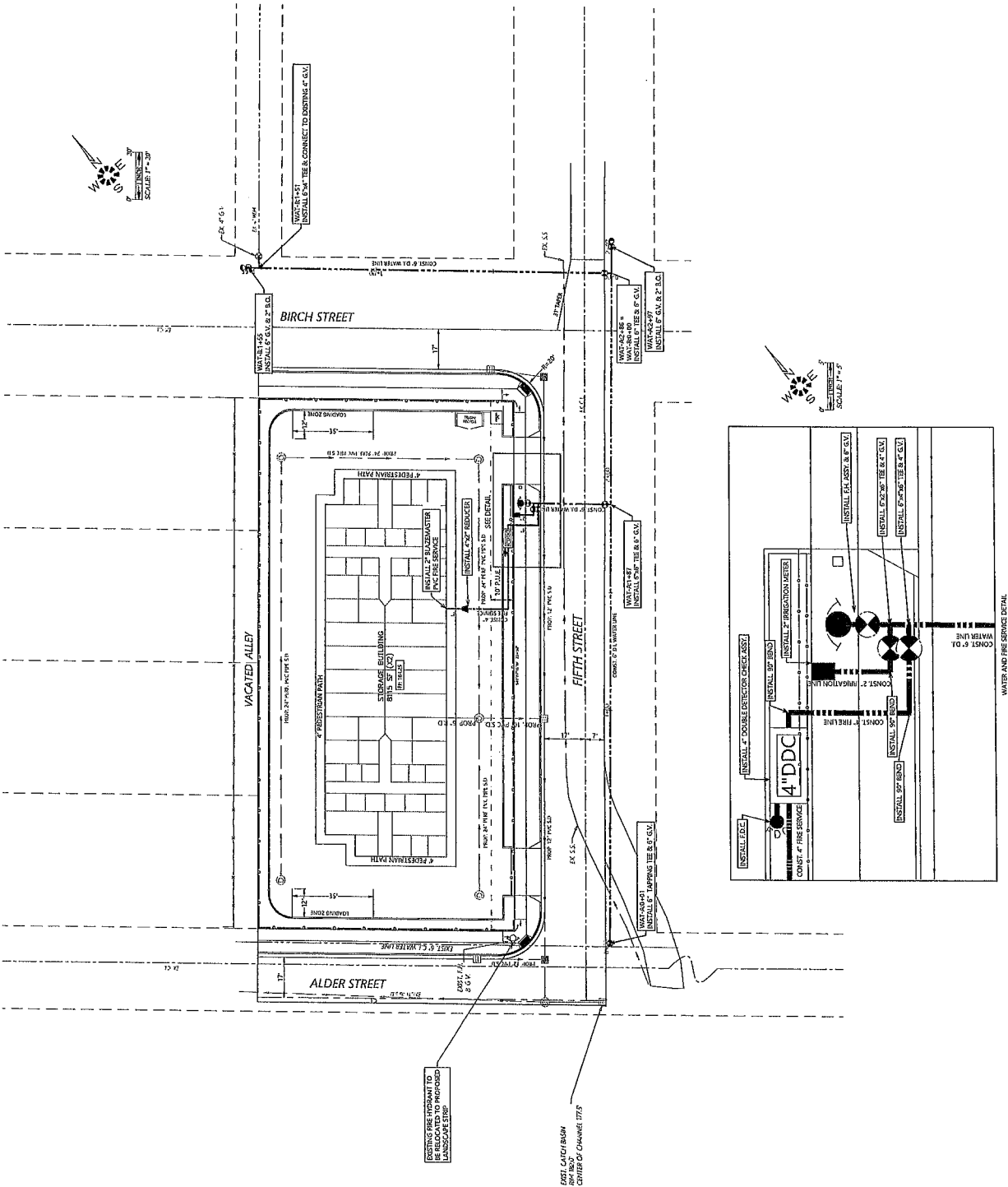
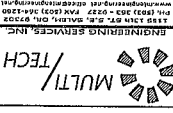


Design: M.D.G.
Drawn: C.D.S.
Checked: J.C.B.
Date: AUGUST 2021
Scale: AS SHOWN

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5TH STREET STORAGE

**PRIVATE DOMESTIC WATER AND
FIRE SERVICE PLAN**

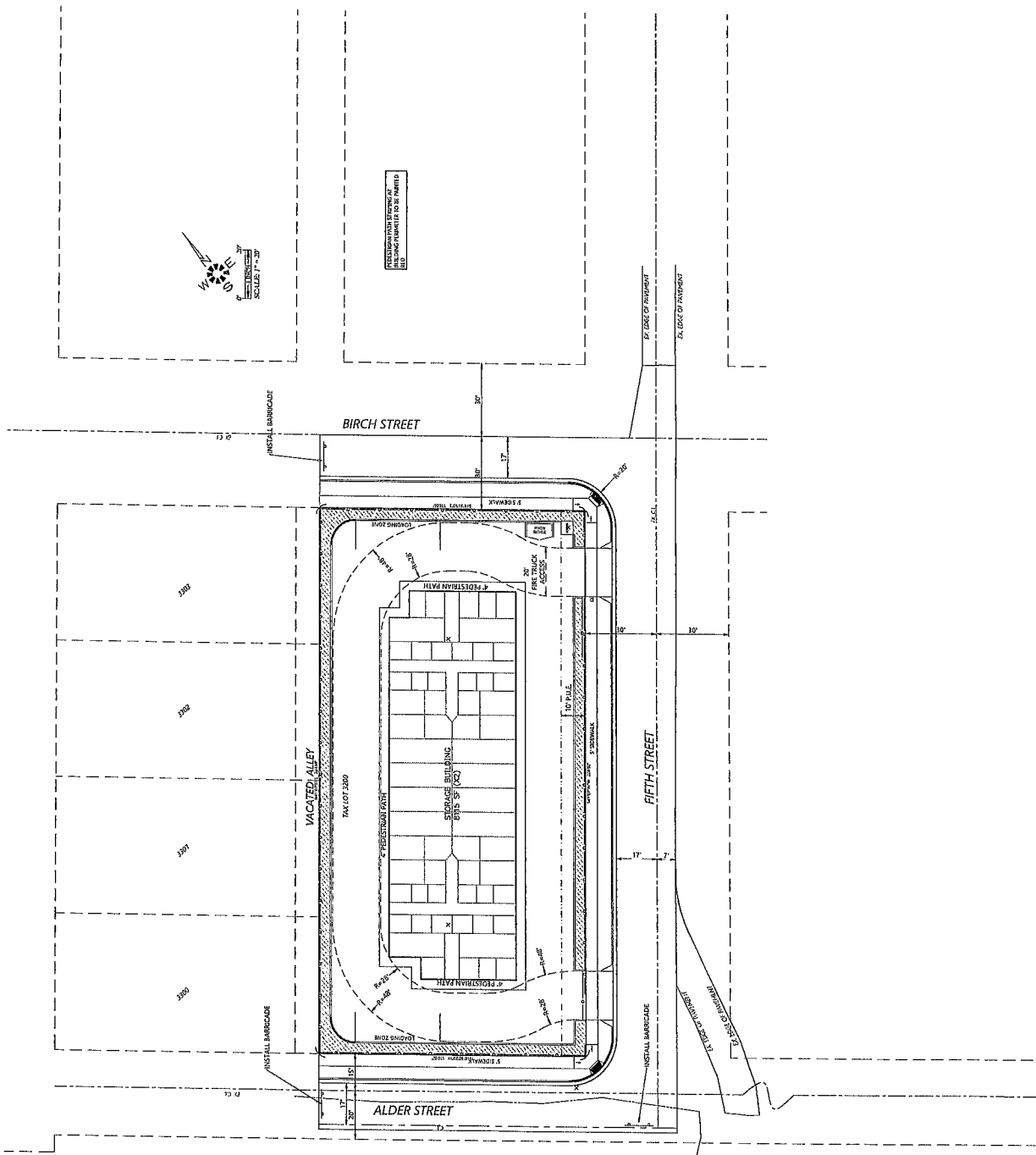
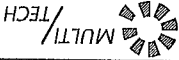


Design: M.D.G.
Drawn: C.D.S.
Checked: J.C.B.
Date: AUGUST 2023
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5TH STREET STORAGE

**FIRE TRUCK TURNAROUND
PLAN**



City of Gervais
Activity Tracker

Last Updated: December 28, 2022

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
1	10/07/21	Park Lighting	Need deterrent for vandalism.	John	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.
2	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.	John	Researching pricing and options. John R will report at 12/2/21 council meeting. Susie to look at budget once approximate costs are known. Not sufficient room to expand. Council asked for additional hoop. Cost estimate @ \$3,000 plus equipment rental to install. Budget for this in FY 2022-2023? In FY 2022-23 Budget.
3	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

City of Gervais
Activity Tracker

Last Updated: December 28, 2022

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
5	02/2021	WWTP Poplar Tree Crop Restoration (Part of City's natural infrastructure, integral to the wastewater treatment system)	February, 2021 ice storm damaged poplar tree farm at wastewater lagoons. Near complete loss.	Susie/John	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. 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.
6	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

City of Gervais
Activity Tracker
Last Updated: December 28, 2022

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
7	11/4/21	Grove/7 th Sidewalk and Street Improvements	Improve accessibility near Ivy Woods Subdivision	Susie/John	<p>services, Hilda researching T-Mobile grant for park lighting, lighting on SD walking trail, garbage cans, cameras, etc. T-Mobile grant deadline is June.</p> <p>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 4th. Intent to award will be given at August 4th council meeting. Contract awarded, Kodiak Construction will be mobilizing August 29th on 8th & Juniper. Project is in progress.</p>
8	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.
9	08/2020	Douglas Crosswalks/Elementary	Student safety	Susie/John	Marion County is currently reviewing the project as of 10/21/21. Final design is in progress. Bidding

City of Gervais
Activity Tracker

Last Updated: December 28, 2022

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
		Sidewalk (Safe Routes to School 2020)			anticipated in the spring. Final design wrapping up, 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.
10	12/2020	Juniper/7 th Street-Close 8th St entry/exit to Ivy (SCA 2020)	Traffic safety	Susie/John	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, 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. Project is in progress.
11	Summer 2020	Sam Brown House	Relocate house inside Gervais city limits	Susie/John	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.

City of Gervais
Activity Tracker
Last Updated: December 28, 2022

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
12	Ongoing	CERT Training	Emergency Preparedness	Council	In progress. Training TBD. At the 9/1/22 council meeting, Councilor Wagner provided training dates for September.
13	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 leasing the property on the corner of 5 th 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 7 th indicated a "no go" for skate park, but would be open to other ideas not involving permanent park implements.
14	05/2021	New city website	Update city's website	Denise/Susie	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.
15	04/2021	Discussion on using ARPA Funds	American Rescue Plan Act	Susie/Council	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
16	12/2/21	Veterans Memorial Wall	Honor Veterans	Council	Councilor Gonzalez researching. Mayor Gilland and Laura Clifton watched a webinar. There have been

City of Gervais
Activity Tracker

Last Updated: December 28, 2022

Item No.	Date	Issue/Task	Summary	Staff	Update/Completion Date
					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.
17	3/19/2022	Wastewater Transfer Pump, Forced Main and Aeration Upgrades	Upgrade wastewater treatment	Susie/John	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.
18	06/02/2022	Solids Collector @ Lagoons	Help to remove solids in lagoons to help preserve components in treatment system.	Susie/John	Council approved purchase of solids collector on June 2 nd . City Engineer is working on design. Cost will be covered with Wastewater SDC funds.
19	9/1/2022	Consider contracting with Love, Inc. for utility bill assistance	Offer help to citizens who have trouble paying utility bills	Susie/Council	Mayor Gilland and Susie met with Love, Inc officials to discuss opportunity on 8/9/22. Information was shared with city council on 9/1/22. Susie to report back on what City can afford and information on average bills at 10/6/22 council meeting. Council to consider agreement for Utility Assistance Program at 11/3 council meeting. The contract was signed with Love Inc and will start after 1st of the year.

City of Gervais
Activity Tracker
Last Updated: December 28, 2022

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
Ongoing	Railroad Crossing on Ivy	Crossing is hazardous and in disrepair.	John	John R. reported to council on October 7, 2021 that he contacted Marion County Public Works, who has been in contact with UPRR. UPRR has no date for repair. John contacted UPRR again on 1/11. UPRR has reissued a new report #2022-01-11-159BEH. UPRR repaired crossing on 3/24 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	Susie gave the council a copy of LOC's model rules and current rules for council to compare/contrast. Think about what should be added/deleted. City attorney can return in January during a worksession for assistance in drafting new rules. City council would like Bill Monahan from COG to assist. Mr. Monahan will be

City of Gervais
Activity Tracker

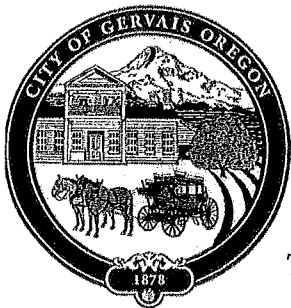
Last Updated: December 28, 2022

Date Initiated	Issue/Task	Summary	Staff	Completion Date
				here for January 20 th worksession to assist. Contract needs to be approved at 1/6 council meeting. Bill Monahan provided draft rules with his edits and suggestions for council to review at March council meeting. Susie, will provide the council with draft that went to Bill Monahan. Worksession 3/31/22 to continue work on updates. Resolution 22-003 to update council rules will be considered for adoption at May 5 th council meeting. Resolution was adopted May 5, 2022.
11/04/21	Circus	Community entertainment	Susie/Council	Tabled to December council meeting for discussion. Council approved to sponsor 12/2. Susie signed contract 12/7. Circus is May 22, shows at 2:00 pm and 4:30 pm behind Gervais Elementary. Confirmed with Dandy on 12/7. Need a decision on where to direct ticket sale proceeds – previous discussion was for DARE program or parks. Ticket proceeds will be split between parks and police community activities and DARE. Tickets are selling at city hall.
10/21/21	Ordinance updates: Parking, noise, livestock	Need updates for yard parking, noise and livestock.	Susie and Mark	Council reviewed relevant ordinances at 10/21/21 worksession. Suggested revisions will be sent to city attorney for review. Staff will bring back to council for approval by March. Draft sent to City Attorney's office. Will be delayed a couple of months due to extra workload with one attorney on extended leave. Ordinance to adopt updates will be 4/7 agenda. Yard parking updates take a different process because it's part of the development code. Will work with City planner. Ordinances 22-001 and 22-002 were adopted for updates to include livestock and cats and also updates for discarded vehicles.
12/3/2020	Shared use building with	Provide fire	Susie/John/Mark	Chief Joe Budge made multiple presentations to city

City of Gervais
Activity Tracker

Last Updated: December 28, 2022

Date Initiated	Issue/Task	Summary	Staff	Completion Date
	Woodburn Fire	apparatus in Gervais to decrease response times.		council. Bond was passed in May, 2021. Plans to use some of that bond renewal revenue to begin construction process after July, 2022. Chief Budge will work with city staff. On 3/3, Chief Budge provided an update to the city council letting them know the application to Marion County ARPA Program was not approved. Woodburn Fire is looking at other options. WFD Board approved \$3.1 million project cost to purchase land and construct fire station on Butteville north of town. Due to a change in circumstances, building will not be shared with public works.



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: December 29, 2022

To: Mayor and City Councilors

From: Susie Marston, City Manager

Re: Staff Report for January 5, 2023

Love INC Utility Billing Assistance

Love INC is now set up to assist Gervais residents with utility billing assistance. There are certain eligibility requirements, which Love INC will determine if they have been met per application.

LOC Elected Essentials Workshop/OMA Mayor Workshop

LOC is offering their annual Elected Essentials Workshops in person this year. There is just one last opportunity in our area to attend, which is in Keizer. New this year, the Oregon Mayors Association (OMA) is hosting a Mayors Workshop in conjunction with the Elected Essentials Workshops. You should have received an email(s) about this. Registration is open. If you'd like assistance in registering, please let Denise or I know. We can help! Here is the schedule for Keizer:

Keizer – Civic Center	Jan. 26, 2023, 7:30 am – 5:30 pm	Elected Essentials
	Jan. 26, 2023, 6-8 pm	OMA New Mayors Workshop

Community Needs Assessment on Recycling Meeting

We have agreed to host a meeting between Marion County and haulers, cities and communities to look at needs around recycling. This meeting will be held on February 1 at 1:00 pm. Anyone from the council is welcome to attend and give input if you know of needs that fit this discussion. Cities of Donald, Hubbard, Aurora, Woodburn and Brooks will be invited to this meeting. This meeting is in preparation of the Recycling and Modernization Act which will become active in 2025. I attached a flyer with information about this Act to my report.

Utility Rate Increases

In accordance with resolutions in place, the water, wastewater and storm drain rates will be increasing after January. We will prepare a notification to residents and make it available to them.

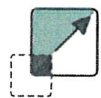
I've had something come up that does not allow me to be present at the council meeting. I do plan on Zooming in, but if that changes I will let the Mayor know.

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

Plastic Pollution and Recycling Modernization Act

The Plastic Pollution and Recycling Modernization Act updates Oregon's recycling system by building on local community programs and leveraging the resources of producers to create an innovative system that works for everyone. The law requires packaging producers to share responsibility for effective management of their products after use. **The new law goes into effect January 1, 2022 and program changes will start in July 2025.**

KEY BENEFITS



Shares and scales responsibility across the recycling system. Producers will be brought into the recycling system to fund improvements and expand recycling services. Cost to producers will be based on what materials they use and how much they sell into Oregon.



Creates one statewide list of what can be recycled. The uniform collection list will provide clarity to households and businesses about what can be recycled, and create efficiencies in recycling operations across the state.



Increases access to recycling. The new law will provide recycling services to people who didn't previously have it, such as those who live in apartments and rural areas.



Incentivizes sustainable products. Producer fees will be higher for non-recyclable products and those creating more environmental pollution.



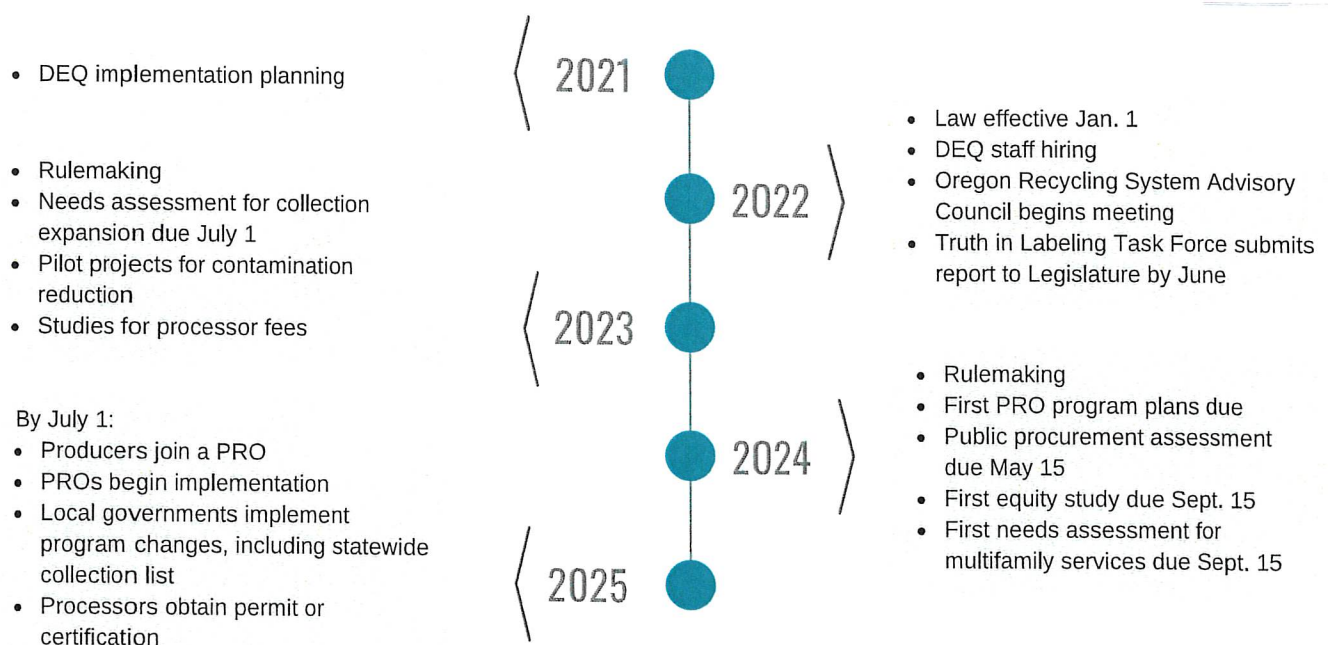
Prevents plastic pollution. Ensures collected materials are recycled responsibly and keeps plastic and other trash out of our waterways and communities — both domestically and overseas.



Creates accountability to outcomes. DEQ will permit and audit recycling processors, and a Governor-appointed advisory council will review producer program plans, the statewide collection list and educational resources.

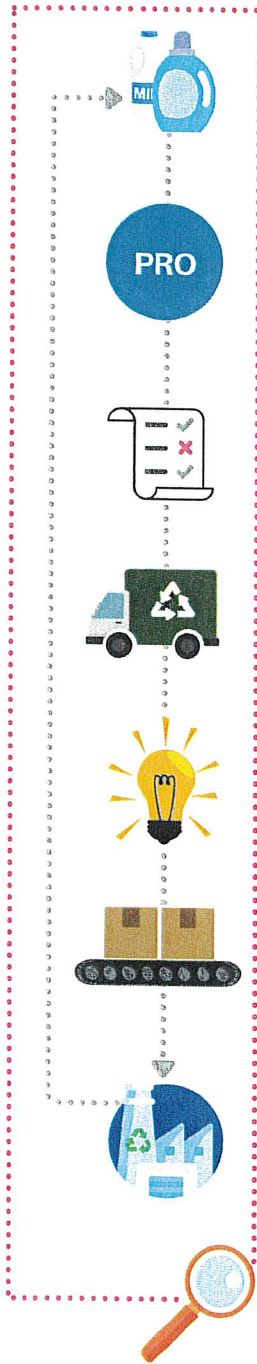
WHAT'S NEXT?

Below are key dates through 2025. Stakeholder engagement, project planning and research extend throughout implementation.



How the Recycling Modernization Act Works

The Recycling Modernization Act requires producers of packaging, paper products and food serviceware to share responsibility for effective management of their products after use. These producers will finance improvements to the recycling system and perform specific functions to make Oregon's recycling programs convenient, accessible and responsible. Local governments will maintain their role overseeing collection and education in their communities.



PRODUCERS will join and pay a membership fee to a nonprofit Producer Responsibility Organization (PRO) that will fund improvements and ensure that collected recyclables go to responsible end markets. Producers will also be required to meet new recycling goals for plastic packaging and food serviceware.

PRODUCER RESPONSIBILITY ORGANIZATIONS will collect producer membership fees and use them to ensure improved and expanded recycling services. Most collection will continue to be overseen by local governments, but PROs will provide services for certain hard-to-recycle materials. PROs will also fund waste prevention grants, and several studies to assess challenges and recommend improvements to improve multifamily recycling conditions, equity in the recycling system, and litter and marine debris.

ONE COLLECTION LIST will allow individuals and businesses to recycle the same items across the state, at home and at work. PRO funding will enable collection of the same items regardless of location or distance from recycling markets.

RECYCLING SERVICES will be expanded under the direction of local governments, with support from the PROs, especially for rural communities and people living in apartments. The same private collection companies will continue to provide recycling services.

EDUCATION about how to recycle will continue to be offered by local governments, along with new programs to reduce contamination (trash) in our recyclables. PROs will create accessible educational resources that local governments can use and that meet the needs of diverse communities.

PROCESSING of recyclables will be done in facilities that meet new performance standards, including for material quality, reporting, and paying living wages to workers. These facilities will be required to obtain a permit from DEQ or meet similar standards to receive material from Oregon communities. Local governments will make sure material collected in their communities goes to approved facilities.

END MARKETS that can handle the material appropriately — without creating plastic pollution or other harms — can purchase it after sorting and recycle it into something new. Producers and processors will be obligated to make sure materials collected in Oregon reach responsible end markets.

OVERSIGHT AND INTEGRATION will be provided by DEQ, with accountability from all participants. DEQ will plan and implement changes required by the new law, and oversee the recycling system and provide enforcement where necessary. A new Governor-appointed advisory council will provide feedback to DEQ and PROs about important elements of the new system. PROs, recycling processors and local governments will track and report more information about where our recyclables go and ensure that they are managed responsibly and used to make new products.



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

January 2022 Council Report

Reporting period between November 1, 2022 through November 30, 2022	
<u>Calls of service/CAD reports</u>	177
<u>Arrests</u>	0
<u>Traffic offenses</u>	25
<u>Traffic written warnings</u>	55
<u>Assist Agencies outside City limits</u>	9
<u>Assist Agencies inside City limits</u>	8

- Congratulations to Officer Rise-** Officer Zane Rise was awarded his Basic Police Officer Certification from the Oregon Department of Public Safety Standards and Training. Officers are required to obtain their certification within eighteen months of hire, complete the DPSST Basic Police Course, and DPSST Basic Police Field Training Manual. They are required to have a signed F11, Code of Ethic and a current First Aid and Adult/Child CPR Certification.
- Ordinance Enforcement-** The police department has the primary responsibility to abate/enforce the City of Gervais Ordinance violations. In the October Council report we shared that our philosophical approach has been to work in a cooperative manner with residents in hopes to gain voluntary compliance, and the process leading up to abatement or issuing a citation.

We would like to share with you the process once the citation is issued. We continue to monitor the progress up until the court date. We conduct a final inspection before court for the Judge. If the violation has been abated, and this is the first offense for the resident, we recommend the citation be dismissed. If the resident does abate, but there have been previous ordinance violations, we recommend six months court probation, with a \$75.00 probation fee. If the resident does not abate the offense we inform the Court of our inspection findings. The Judge asks questions, listens to the resident's situation, and converses with them to develop a plan and agreement for abatement, using a Restorative Justice process.

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

- Mark J. Chase, Chief of Police.



CITY OF GERVAIS

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Gervais Public Works Council Report January 2023

December was a busy month for Public Works. Joe and Hunter have done a great job of clearing and keeping clean stormwater catch basins around the city, preventing street flooding. That can be a challenge this time of year with the volume of rainfall that typically falls here and the leaves remaining in the streets.

Thankfully the ice storm we had on the 23rd through the 25th was relatively mild. Driving conditions were very challenging around town and there were a couple minor accidents. Power was not an issue during this period but we were prepared for any type of loss.

The wind storm following the ice storm proved more challenging. High voltage power at our water plant and sewer facilities was an issue and required the use of all five backup generators. Including the brand new generator the was wired in the week before. Constant power is an absolute must this time of year as the sewer system is operating near capacity in times of heavy rainfall. Our team anticipates storm systems like these this time of year and were prepared with additional volume in the lagoons and generators at the ready.

It appears that PGE has repaired the broken street lights along 4th Ave and around City Hall. The new fixtures are a bit different than the old ones but will hopefully be more reliable. We encourage anyone who sees a street light out to obtain the pole tag number and report it to us or Portland General Electric as they own the majority of light poles in Gervais.

The radar signs were inspected for function as it was reported that one of them was extremely dim. The sign near the High School was determined to have a faulty Solar Panel causing a discharged battery. I checked into any type of warranty but with the amount of time they have been operating it exceeded any warranty period. A new panel has been ordered and will be installed as soon as it arrives.

The basketball hoop for the park on 5th has arrived and will get installed when a weather window presents itself. We are in the process of restoring the bench that was removed and hope to have it done in a timely manor and installed at the same time. We are excited to bring this addition to everyone who uses the park.

There have been some issues at the water plant that have been ongoing for some time. The PLC is the unit that controls all of the functions around the water plant and it has been giving some problems with accurate readings causing loss of control of certain parts of the plant. I have contacted a company to come and look into the unit and asses anything that may need addressed or corrected, will report back.

I have been in touch with the contractors that have been doing the road improvements and construction of the solar crosswalk crossings near the schools. The parts needed to complete the crossings were on backorder and should arrive soon, they did not have an actual date. It will be nice to have that project complete.

Update on the tree farm, the contractor was able to spend some time repairing the damaged sections of chain link fencing surrounding the grounds. This was still lingering damage from the ice storm in February of 2021. Upon the one year inspection and replant of the dead trees this should conclude the operations required to restore the treatment facility.