

CITY OF GERVAIS

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GERVAIS CITY COUNCIL AGENDA

The Gervais City Council will hold a Regular Council Meeting starting at 7:00 PM on Thursday, November 3, 2022. 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: November 3, 2022 City of Gervais Council Meeting

Time: November 3, 2022 07:00 PM Pacific Time (US and Canada)

TO JOIN THE MEETING VIA WEBSITE/TABLET/MOBILE:

<https://us06web.zoom.us/j/89524172707?pwd=QmhqdXlMNEVhM29zTHl0YzV1WTNqUT09>

Meeting ID: 895 2417 2707

Passcode: 770105

TO JOIN THE MEETING VIA TELEPHONE ONLY:

1-253-215-8782 US (Tacoma)

Meeting ID: 895 2417 2707

Passcode: 770105

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

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

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

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

6. Consent Calendar:

- a. Minutes of the September 15, 2022 Work Session (with GSD)
- b. Minutes of the October 6, 2022 Regular Session
- c. Bill list for September 28 – October 26, 2022
- d. Treasurers Report for period ending October 26, 2022

Requested Action: Motion to approve the November 3, 2022 consent calendar as presented.

7. Committee Reports

- a. Ad Hoc – Skate Park / 4th of July

8. Presentations

9. Public Hearing

- a. VAC 2021-03, a petition to vacate the public alley in Block 25 of the Gervais Plat, bound by 2nd Street, 3rd Street, Elm Avenue and Fir Avenue.
 - 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

10. Old Business

- a. See activity tracker
- b. Schedule worksession for discussing on ordinance revisions for yard parking, GMC Chapter 17.80.030.

11. Action Items

- a. Consideration to approve agreement with Love INC for utility billing assistance.
- b. Marion County Ballot Box Intergovernmental Agreement

12. New Business

- a. Consideration to support partnership to solve statewide homelessness emergency

13. Staff Reports:

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

14. Business from the Mayor or Council

15. Adjourn

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6a.

**MINUTES OF THE WORK SESSION OF THE GERVAIS CITY COUNCIL
COUNTY OF MARION, STATE OF OREGON
HELD AT THE GERVAIS SCHOOL DISTRICT AT 6:00 PM ON SEPTEMBER 15, 2022**

1. Call to Order

This was a joint worksession between the Gervais School Board and the Gervais City Council. School Board Vice-Chair Ana Contreras called the meeting to order at 6:00 the Gervais High School cafeteria.

2. Pledge of Allegiance

3. Roll Call

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

Staff Present: City Manager Susie Marston, City Recorder Denise Dahlberg, and Police Chief Mark Chase.

4. Announcements/Additions

a. Additions/deletions to the agenda

5. New Business

a. Facilities Tour

Superintendent of the Gervais School District, Dandy Stevens provided a visual tour of each of the schools in the district, explaining the details of the Pre-Bond Master Plans. The high school tour began in the cafeteria where Superintendent Stevens pointed out that windows were open for ventilation because there was no air conditioning, the ceiling is in need of repair and the kitchen is too small for both high school and middle school needs. Stevens pointed out safety and security issues when leaving windows open in the school. She spoke about the main office remodel and the need for security that would require people to get buzzed into the building. The need for upgrading the science classroom was discussed, the school's plumbing, HVAC costs, and roof repair. In the high school boys and girls locker room, a student from Gervais high school explained how crowded it was, and it was noted that one of the showers didn't work. There was a discussion about a new roof needed for the high school, and that patch work was done 4 years ago. There is no ventilation in the weight room and gym, the gym roof leaks and repairs are needed in the bathrooms. Title 9 was mentioned in the girls' locker room requiring same equipment facilities provided for women as for men. There was a discussion about seismic sheltering, requirements for seismic upgrades and grants that are available.

The Middle School tour encapsulated the need for new lockers, larger classrooms, and widening the hallways. The crowded hallways were a public safety issue because of bullying and assaults

taking place. The middle school gym still had a concrete floor, and it was noted there was no place for the kids to play because it was too dangerous. The eighth grade area was created in the 1990's and there was no bathroom. It was explained that middle school students' lunchtime of 30 minutes was limited because of the distance to the high school cafeteria.

During the elementary school tour, it was noted that attendance was low and there was currently blended classrooms. The need to prioritize students' wellbeing was emphasized. The elementary school identified upgrades and improvements throughout the school that were on the Pre-Bond Master Plan.

b. Discussion at District Office

At the conclusion of the tour, city council members and school board members met for a joint discussion at the district office board room.

Councilor Bartch asked what the next steps were for the School Bond. Ana Contreras confirmed they would be moving forward, and the bond would be back on the Ballot next May. Stevens noted they would be engaging community and gathering data during the November, December, and January meetings. There was a discussion about the seismic grant at \$2.5 million, the high school being the focus and the district having 1.3 million dollars in the budget.

There was a discussion about the heating and cooling needs, site for emergency shelter and open spaces needed to meet Covid requirements.

Ana Contreras suggested the Gervais City Council use this opportunity to ask questions because the architect was present. Contreras expressed her gratitude and gave Superintendent Dandy Stevens kudos for the work she had done on the budget. Contreras asserted the need to attract families, how good the Gervais teachers were, and how the kids are the future and they deserved better.

In response to Mayor Gilland's question, "What can you give the community to get people to vote yes? The need to be positive when talking to people about it, transparency and trusting the numbers, was specified. Dandy Stevens reported she was exploring ideas that could utilize proceeds from renting facilities to create an endowment fund that would allow people to apply for scholarships through an application process if the bond passed. They could have an opportunity to apply every year by providing copies of property taxes and income tax statements.

Council President Wagner suggested a quarterly tour of facilities. For community engagement, Dandy Stevens suggested the school board and city council commit to bringing 3 people to the tours. The discussion concluded with ideas on how to educate the community about the school bond. Some ideas shared were door knocking and information on the website and social media pages.

6. Adjourn

Dandy Steven's adjourned the meeting at 8:23 pm.

I, DENISE DAHLBERG, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON SEPTEMBER 15, 2022 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Denise Dahlberg, City Recorder

Annie Gilland, Mayor

**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 OCTOBER 6, 2022**

a. Call to Order

Mayor Annie Gilland called the meeting to order at 7:00 pm.

b. Pledge of Allegiance –

Mayor Gilland led the Pledge of Allegiance

c. Roll Call

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

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

Others Present: None

d. Announcements/Additions:

None

5. Public Comment

Teresa Diaz, 923 Mahan Loop reported she had a ticket in 2020 for a vehicle parked in her yard. Diaz explained she submitted a request to the city and was granted one parking spot out of the three she requested. She came back to city council and requested further additional parking on her property and after several council meetings, according to her understanding, the matter was to be sent to the city attorney to have an ordinance changed. Diaz stated she came to previous council meetings for a progress report and that she was told the results had already been sent to her. Diaz explained she then received a duplicate copy of what she received in 2021 with her original request; she understood that City Manager Marston had to speak with the city planner because this ordinance change required a different process. Diaz called the city planner to see if the city manager had talked with her. The legislative process for development codes was explained to Diaz by the city planner. Diaz requested the council move forward with the legislative process. She explained that she wanted to have permanent parking on her property so that she wouldn't be ticketed on the street.

In response to Councilor Harvey's question about the rules for parking on the street, Chief Chase responded by saying the vehicle should be moved after 72 hours. He added that a

warning is issued prior to citation, and the other option is to watch a vehicle that has not moved, then tag it for towing.

Harvey asked because he has noticed some cars parked in the same spot for more than 3 days and asked if the PD usually puts a sticker on them. Chief responded same as before.

Harvey recognized some sort of a problem. Harvey said, "It seems like there's a problem here, and I think we need to take care of this and get on it", and asked Chief "Do you guys agree?" Chief asked, "What do you mean by take care of it?" Harvey said we need to either change the ordinances and do what we say we're going to do or if we're not going to do that, then "council needs to take care of business and stand up to it."

Marston reminded the council that she explained previously in April that the yard parking is in the City's development code and to update it, it goes through a different process because it's a legislative amendment. She explained that a list of changes is made and when there's enough to justify the cost and the time, she works with Holly (city planner) to get it going.

Gilland asked Marston if she explained it to Ms. Diaz. Ms. Diaz stated that she came in last month and said that it was resolved, and that she had been notified that there was a resolution. Gilland suggested that the council talk about this at another time.

Gilland stated that Tess did try and come and do something correct, so obviously there's a discrepancy here. "I don't even know how to handle this." Harvey said we can have a "workshop or something".

Foreman directed a question to Susie, "It's on the list. Can you tell me how many you need on the list before she can take action?" Susie didn't know if there is a number that could be assigned to it. Foreman asked if Susie could give her an idea of a cost. Susie explained that to advertise in the paper could be anywhere between \$150-\$200, and then there's the cost of Holly's time, legal review (city attorneys) – it's hard to say because it would depend on the amount of time and how many changes would need to be made. Foreman asked if there are others on the lists that are pursuing parking or if there was only one. Susie said these are not tied to individuals; they are just changes to the city's code that would apply to anyone living in the City. Foreman was trying to establish the burden of cost vs. resolution so the council can decide if it's cost prohibitive to move forward on it.

Gilland recognized that the whole area where Tess lives is burdened with parking problems.

Gilland suggested putting this on the November agenda to decide a date for a worksession. She suggested looking for a solution and asked for a consensus. Harvey agreed. Wagner agreed to table it. Wagner suggested we look at all of the streets where there are parking issues.

Harvey said, "So in this case, we have a person that is being ticketed. Is there some way that we can stop the tickets until we can deal with this and take care of the problem, instead of just keep writing the tickets?" Foreman said, "That sounds like a Chief of Police question."

Gilland said, "For tonight, the council has given consensus that we're going to go ahead, table this to November, where we will make a date for it, and I know that's a long process, but then everybody can do their homework and what they want to look into and what their thoughts are and maybe we can talk to someone and maybe go out and talk to the neighbors or something, ok?"

Gilland asked Denise if she needs clarification. Denise responded "Just to paraphrase, you want to move the discussion to the November meeting to then discuss a workshop..." and Gilland said, "Correct, that is correct."

When Gilland was ready to move to the next person with public comment, Harvey stated that he "didn't get an answer to his question, and I'd like to get an answer to that." He turned to the Chief and asked, "What can we do Chief? Can we do something til then? Because we agree we have a problem." Chief responded, "What are you asking the police to do?" Harvey said, "I'm asking you if we can hold off on popping these tickets on there all the time until we can deal with this." Chief then asked, "Is that the consensus of the council, that you want to direct the operations of enforcement of codes to subside immediately at this meeting? I don't know if you'd want to get into that realm." Harvey responded, "Well, if it was anything else, I would say the same thing until the council can deal with it, because it seems to be a problem. I think that we should be able to allow that to take place." Chief responded, "Let me ponder that, talk to Susie about it..." Gilland said, "Ok, let's get a consensus from council on this as well. You did mention consensus that the council would like to maybe think about doing that? You asked for that Chief. Let's just take the consensus, Pam?"

- Foreman – No
- Bartch – "I'm fine with holding off for the time-being.
- Harvey – Yes
- Wagner – "I think we should, I mean as much as Ms. Diaz has gone through and such, I think we do need to talk about it a little bit more and go through some sort of a process before we just stop."

- Gilland – “Thank you, the consensus is they would like it to stop. Now, I would like to move on from this. Has everybody’s questions been answered?”

Marston asked for some clarification on “what that was”. Denise asked for clarification on what the consensus is. Gilland stated, “The consensus was, Ms. Diaz has approached the council for relief, and the council was granting that relief on giving her tickets until we can hear it, because she’s been through a lot waiting, and there’s been some discrepancies she’s pointed out, so the council is giving consensus that we will hold off on ticketing her.” Marston, asked, “So, does this just apply to her?” Gilland responded, “She’s come for relief. Susie, I...” Harvey interjected, “Mayor” and then said “Well, Micky go ahead, you got your hand up before me.” Micky said, “I’m sorry, just so I could clarify, I was with Pam in that we need to discuss this more before we make a decision to stop this ticket, because if this is happening to other people potentially...” Gilland said, “Ok, so then we have a tie on that, is that right? If we go back to that we had two yes’s and two no’s, is that right?” Harvey said, “That’s right.” Gilland said, “I’m going to say that unless it’s breaking a law, and you can show me that, I think we should hold off because she’s came before council to ask for relief. She has been here for over a year and a half, trying to do the right thing. So, yes.”

Marston responded, “Mayor, just because you stated that unless it’s against the law, I will run it by the city attorney just to double check.” Gilland said, “Oh please do, Susie, I wouldn’t want to be in the wrong on this. I’m trying to do the right thing. So yes, please do call them and find out what the legalities of it are and, if we are able to grant her relief because she’s asked for it, I’d like to.”

From the audience, Joe Ruiz said, “Does that mean everybody gets a free pass” Harvey said “Do you have a problem, Joe? What is your problem? Okay, we’ll take it up right now. If you have a problem, bring it up to us and we’ll take it up. No, but you’re trying to make this something...” Gilland called for a point of order and invited Mr. Ruiz to speak during public comment.

Jani Whitsett, 460 6th St., gave public comment regarding speeding and asked for speed bumps on Fifth and Sixth and more patrols. She personally had 2 cats killed and mentioned lots of children living on that street.

Tilda Flores, has lived in Gervais for 21 years. She is running for Mayor and acknowledged the need for change. Gervais needs to get fixed. Gervais needs an upgrade.

Gricel Malstrom, 960 Winfield St. Malstrom had an exchange with Ms. Diaz in the audience and expressed she was fighting for the same thing in reference to a disabled parking spot. She then

asked Councilor Foreman where she was at on the issue after talking with her 2 months ago. Malstrom expressed that, "If this lady's getting a pass, then I'd like a pass, this gentleman here looks like he's disabled and that if anyone who is disabled should get a pass if this lady is approved a pass to move the vehicles every 72 hours", as she has to do. She expressed her disapproval of tinted windows. Malstrom suggested dealing with current issues such as cats and rodents, not chickens. She communicated she is running for and she will be the Meet and Greet, On October 18, 2022. Malstrom redirected her question to Foreman and Foreman replied she hadn't heard anything different. Malstrom expressed her disappointment in not hearing back from Foreman.

JR Lopez, lives on 6th St. He sees cops on Sixth street at the stop sign in the morning and then another spot where they're putting in a new driveway in the afternoon. He opined that there has to be a way for the people to work with the city.

Susie stated "After giving it a little bit of thought, I think that the council should reconsider the action that you took in giving Ms. Diaz relief, and the reason is I think you're setting the precedence. Ms. Malstrom provided a great example. Tess Diaz was issued a ticket, and we're not going to talk about it now, it's not the proper time, but it's technically in the hands of the municipal court, and it's up to the judge to hear Tess's testimony and decide on if she wants to give her relief or not." Gilland responded, "Ok, Susie, I want to stop you there..." Susie continued, "Listen, can I finish please? But moving forward, what I was hearing Councilor Harvey say is to maybe not issue tickets until the council has had a chance to look at the parking situation and come up with a solution. But I do think the council should reconsider giving relief on a ticket that's already been issued."

Gilland said, "We never, Susie I'll address that. We did not state or take a consensus to remove any tickets; that is nothing we should ever touch. We were saying from here forward, just to clarify. So, I'm sorry for interrupting you, but no, you're right, we were not talking about tickets that are already issued, so..." Marston said, "Ok, that's not how I understood it ...and how it was understood by the audience" Gilland said, "Ok, so to clarify, well, how many in the audience understood it? (hands raised). Let's just clarify to how Susie articulated it, it was perfect. Thank you."

6. Consent Calendar:

- a. Minutes of the September 1, 2022 Regular Session
- b. Bill list for August 23 – September 27, 2022
- c. Treasurers Report for period ending September 27, 2022

Requested Action: Motion to approve the October 6, 2022 consent calendar as presented.

Council President Wagner made a motion to approve the October 6, 2022 consent calendar as presented. Seconded by Councilor Bartch. Mayor Gilland took a vote. Foreman-Aye, Wagner-Aye, Harvey-Aye, Bartch-Aye. Motion is carried and so moved.

7. Presentations

a. School Health Grant Initiative – Creighton Helms, Gervais School District

Dr. Creighton Helms, Gervais School District Director of Student Services and Federal Programs walked the council through the school based health grant received and what it means. In January of 2022 Gervais School District received a \$90,000 grant to assess the whole health needs of the community at large. Creighton explained the importance of hearing from the community and identifying what the health needs are for students. He shared that comprehensive ways to gather data would be through survey links, facebook pages, yielding data using incentives, like Starbucks gift cards, hosting information nights, and advertised participation of focus groups and interviews. The end results of the grant would be that community members that don't have kids in the district but have health needs would also benefit. Creighton encouraged Gervais to be incredibly transparent if there are concerns and noted they are doing everything they can to address the health needs of the community. In the GSD, 1 out of 5 students self-report not being in good or better health. 8% of students report they have physical self-care needs that are not met. 48% of Gervais students have reported feeling depressed, stressed, or anxious and that makes it hard to do their best at school. 12% of Gervais students self-reported considering or attempting suicide. 37.7% economically disadvantaged students are chronically absent. Creighton communicated that the child's academic, mental, physical and behavior health impacts their ability to achieve their very best. He wants the community to know the GSD is incredibly important and they would appreciate services that address these health needs to a greater degree.

Creighton noted from this process, there are school based health centers throughout the state. The goal is to amplify school nursing and add more counseling. They are considering using Sam Brown building to provide help and support for community. There is more information located on School Based Health Centers on the GSD website. Creighton believed the Gervais community would benefit deeply. He provided contact information that can be found on the School District website.

Council President Wagner asked about the potential use of Sam Brown House for nursing services. Bartch clarified that Creighton was referring to the Sam Brown School, not the Sam Brown House. Creighton talked about the different rooms in the Sam Brown School that would have a private shower and washer and dryer for students that haven't been able to do laundry or bathe regularly. This would be a place where they could directly go and address the child's whole self needs.

Wagner touched on the bullying that comes from not have basic needs met.

Creighton said the nurse practitioner could offer sports physicals, vision screenings, and health screenings.

From the audience, Grisel Malstrom suggested Creighton gather data from field workers and single parents.

Creighton relayed a message from the Superintendent of GSD, Dandy Stevens, notifying council that the District is hosting several community engagement nights, October 25th, 26th, and November 2nd (spanish only) to further explore ideas regarding the bond and how to move forward. Stevens asked each council member to invite 4 people to attend those evenings.

Mayor Gilland said that she wouldn't be at the Meet and Greet on October 18th due to a prior family event but is available to anyone who has questions or would like to know more about her.

Council President Wagner stated that she spoke with the school and that councilor candidates are able to attend, ask questions and speak.

8. Public Hearing

a. Site Development Review #SDR 2022-01

Holly Byram, City Planner stated the applicant requested extra time and asked the council to make a motion to continue the public hearing to a date and time of December 1, 2022.

Councilor Bartch made a motion to continue the public hearing to December 1, 2022. Seconded by Councilor Foreman. Motion is carried and so moved.

9. Action Items

a. Schedule public hearing for November 3, 2022 for File #VAC 2021-03, Petition to vacate the public alley in Block 25, bound by Elm, Fir, 2nd and 3rd submitted by Samuel Andrade, 560 3rd Street.

Councilor Bartch made a motion to schedule public hearing for November 3, 2022 for File #VAC 2021-03, Petition to vacate the public alley in Block 25, bound by Elm, Fir, 2nd and 3rd submitted by Samuel Andrade, 560 3rd Street. Seconded by Councilor Foreman. Motion is carried and so moved.

10. Old Business

a. See activity tracker

Mayor Gilland suggested prioritizing and cleaning up the activity tracker.

b. Discussion on LOVE, Inc. Water/Sewer Bill Assistance Program

City Manager Marston included a memo in the packet with a recommendation to the council of funding this program with \$5,000. Her thought was that it would be paid out of the water and sewer funds since it would be revenue coming back into those funds. She explained that if the \$5,000 was used, then it would cost the City \$750, which would be split between the water, sewer and maybe the storm drain funds. Bartch understood that this benefit would be offered

once a year and wondered how many of the 10-12 households are repeat default accounts. Marston replied that most of them are repeat households. Gilland asked if the council was okay with the amount.

Councilor Foreman acknowledged the amount was a good start and wanted to see what it would be like for the first year and then wanted to readdress whether there was potential to add more funding in the future.

Mayor Gilland stated she liked that idea and just wanted something because Gervais had nothing.

In her report, City Manager Marston recommended a motion for the council to consider.

Councilor Foreman moved to authorize the city manager to work with Love, Inc. on drafting a contract of \$5,000 for city council review and approval to provide utility billing assistance for Gervais residents. Seconded by Councilor Bartch. Motion is carried and so moved.

Mayor Gilland noted she took a suicide prevention class at the school and was asked if council would be interested in facilitating a suicide prevention workshop. She felt it was important for the community. Council was in agreement. Councilor Foreman suggested scheduling the workshop after work hours. Council President Wagner addressed the importance of reaching out to families, offering education, being mindful to look for changes and speaking up.

Mayor Gilland asked for a consensus to have City Manager Marston reach out to Rosetta about possible dates to facilitate a suicide prevention workshop. Marston acknowledged that she would notify her of the council's interest in the suicide prevention workshop and get some possible evening or Saturday dates.

c. Discussion on Speed Sign Data

Councilor Foreman reported the data was difficult to analyze and suggested reviewing time frames for higher incidences as an aggregate piece of information for officers to look into. Superintendent John Robinson suggested photo cameras being the solution. Foreman mentioned the value in photo enforcement. Chief Chase noted that speed cameras were not allowed in Gervais and suggested talking to the legislators. Council President Wagner understood the high number of speeders was from 2 pm – 8:30 pm and asked Chief Chase if that was a reasonable understanding. Chief Chase stated it was a reasonable assumption, which coincides with calls received and patrols being designated during those times.

d. Discussion on Window Tinting

Mayor Gilland reviewed the samples and is not for the tinting. She believed it should be put on the budget behind other priorities. Gilland stated kids are being chased at the park and suggested park lighting is more important. Gilland acknowledged the brightness and noted there were blinds available. She opined that it was a luxury and that there were more important things to be taken care of. Harvey was in agreement.

Councilor Foreman acknowledged the value in the tinting ask and noted equal value of blinds that open from the bottom up to still be able to let natural light in. Foreman stated that because it's currently functional that it didn't need to be done at this time. Bartch was in agreement. Wagner was in agreement, but it needed to be revisited. Since we were entering fall and winter, the discussion could be moved out to spring of next year. She felt the privacy would also provide extra security.

Gilland asked for a motion to put it off until budget time. Marston clarified that she received a second quote of \$1,539 and there was money in the budget under building improvements. Gilland asked for a council consensus.

The council consensus was to revisit it at a later date.

11. New Business

- a. Consideration to extend telecommunication franchise to Gervais Telephone Co./Datavision
City Manager Marston explained that the franchise expired in May, 2021 and when she was alerted to this, she forwarded it to the city attorney to help renew it. In August of this year, Marston was told by the city attorney that we would have to go with a third attorney at a rate that is about twice as much as the city's attorney. Marston met with Renee at Datavision, and they are recommending extending the franchise to November 1, 2023 to allow time to consider options on renewing franchise. When asked by Councilor Bartch, Marston explained that the extension would be subject to the terms of the original franchise.

Councilor Foreman made a motion recommending council extend telecommunication franchise to Gervais Telephone Co./Datavision to November 1, 2023. This will give staff ample time to look at options in renewing franchise agreement. Seconded by Councilor Bartch. Motion carried and so moved.

12. Staff Reports

- a. City Manager – Susie Marston

City Manager Marston noted the street projects were underway and items were addressed that resulted in extra costs of about \$28,000. She reported they would not be handled in the form of a change order because this is a quantity based contract. Yesterday she was also notified, while they were working on Grove and 7th, there was an issue on Grove that would result in \$15,000 of extra costs. Marston acknowledged that this was a lot of money, but she budgeted \$50,000 in contingency that can be used to cover the extra costs.

Mayor Gilland inquired about storm drain problem that was omitted and asked Marston if there would be SDC funds available to fix the storm drain problem while it was open, because people will be flooded out if not fixed. Marston explained that SDC money is restricted to certain projects that are identified in the master plan. Marston explained that one of the fixes was a storm line and that there will be a catch basin in the area of Ivy and 7th which would benefit that area. Marston explained that currently budgeted in the storm drain fund is

\$19,500 and that is what staff is trying to stay under to do the other project, which will be a separate project.

Marston communicated that LOC provided dates for elected official's trainings. She listed the ones in the area in her staff report.

Marston was in communication City Administrator Eric Underwood at Donald. She explained that pre-Covid, they would team up and offer ethics training and Government 101 trainings to newly elected officials and staff. She would like to start that back up and invite neighboring communities.

Marston acknowledged the new ballot box Marion County provided and shared the city would be reimbursed for the costs of installation.

b. Police Department – Chief Mark Chase

Chief Chase noted ordinance enforcement using a philosophical approach for review. Chase explained that depending on the situation a verbal agreement to abate may occur, and or a written warning or a citation issued (parking violations). Depending on the violation, they take pictures, complete an incident report and send a formal letter. Chase stated each violation takes an hour or more of the officer's time. Chase reported in 2021 they followed up on 154 ordinance violations, with 135 being incident reports. Between January 1, 2022 and September 26, 2022 they followed up on 90 ordinance violations, with 66 being incident reports. Chase pointed out there are currently 11 open cases and 8 people on probation with the court.

c. Public Works – Superintendent John Robinson

Superintendent Robinson explained he made contact with four contractors in regards to park lighting and one has responded with an estimate of \$7,000. Robinson noted his recommendation was not to go with solar because they are not dependable, there are supply issues, and he recommended a hard-wired system. Robinson communicated the price did not cover installation. Robinson explained there was \$5,000 currently budgeted and it end up being \$15,000. In response to Councilor Harvey's question, the cost would be for 5 to 6 lights. There is currently a roof light in the pavilion, a couple of outdoor lights on the restroom and street lights on Hemlock. Mayor Gilland told Robinson she would forward a bid from S and S.

Robinson reported that he had three bids for the storm drain project ranging from \$24,000-\$41,000. Mid is \$28,000 and there is only \$19,000 budgeted. Robinson spoke about the open ditch between 6th/7th storm drain project, catch basin, pipe, and tying storm drains. On 7th and Ivy they found an 8 inch storm drain line, the storm drain will be going in and noted that will be where paving stops. They reinstalled with new pipe, and new catch basins went in on 7th and Ivy. Robinson explained that new issues come up, which results in accruing costs after ground is dug up. Councilor Harvey asked what it would cost to put a catch basin where the pipe is and on 6th street where some of the complaints are coming in. Robinson explained it would be about \$5,000, but putting in a catch basin wouldn't fix the issues because water won't drain because pipes are almost flat. It drains, but not quickly. Robinson noted ballards going in on 8th

and Ivy and 8th street will be closed. Harvey requested Robinson install no parking signs on that street to avoid future parking issues. Robinson stated if the council wanted him to install no parking signs, he would do it.

Council President Wagner asked Robinson for a cost estimate for installation of poles and fixtures for next month's council meeting

13. Business from the Mayor or Council

Mayor Gilland voiced that Gervais was invited to the Hubbard Harvest Festival on Saturday October 15th at Barendse Park and that Gervais resident Isidor Reyes was playing Latino music from 2-5 pm. Gilland acknowledged other communities were invited and it would be a nice event for families.

Gilland mentioned she would be talking to the school about available dates for the staging area for Christmas drive-thru. She asked Chief Chase if he could escort, and Chase asked if it was a city parade. Gilland emphasized that it was not a parade, just an informal drive-thru. Chase said to keep him informed of when the event is happening. Gilland asked to put a flyer on the website.

Superintendent Robinson clarified that the speed bumps on Black Walnut were installed to slow people down for kids getting off the bus.

Council President Wagner asked Mayor Gilland if she needed help with the drive-thru. Gilland replied, "sure" and stated everyone was welcome. Wagner thanked Maria Paniagua, Laura Clifton and Brian Wagner for successfully completing CERT training. Wagner acknowledged Laura and Brian for doing an amazing job volunteering at the Woodburn Fire District open house.

14. Adjourn

Mayor Gilland adjourned meeting at 8:48 pm.

I, DENISE DAHLBERG, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID MEETING OF THE GERVAIS CITY COUNCIL HELD ON OCTOBER 6, 2022 ARE, TO THE BEST OF MY ABILITY, CORRECT AS RECORDED.

ATTESTED:

Denise Dahlberg, City Recorder

Annie Gilland, Mayor

6.c.

City of Gervais
Bill List
September 28, 2022 - October 26, 2022

911 Supply	10/6/2022	Traffic Laws- Pckt Press 2	General Fund	Police	9.99
				TOTAL:	9.99
Advance Land Management LLC	10/6/2022	WWTP-Site Clean Up	Sewer Fund	Sewer	29,850.00
				TOTAL:	29,850.00
Amazon Capital Services	10/20/2022	Grip Hndl Sctn Rchr, Ppr T	General Fund	Admin	33.49
	10/6/2022	pnt, spry btll, sht prtrs	General Fund	Admin	56.97
	10/20/2022	mltprps copy paper 1bx,10	General Fund	Admin	86.99
	10/20/2022	wall hks, adhesive	General Fund	Admin	10.99
	10/20/2022	orgnizr, 3 ring binders	General Fund	Admin	85.76
	10/20/2022	Logitch rcvr cble	General Fund	Admin	14.99
	10/20/2022	Copy ppr,ph hnd set,pdt it	General Fund	Admin	205.80
	10/20/2022	mch pcls,dsk nm plt,ersrs,	General Fund	Admin	75.23
	10/20/2022	20 amp fuse - pd	General Fund	Police	18.18
	10/20/2022	Grip Hndl Sctn Rchr, Ppr T	General Fund	Streets	18.12
	10/6/2022	pnt, spry btll, sht prtrs	General Fund	Streets	55.28
	10/20/2022	Gardening gloves -12 pairs	General Fund	Streets	29.99
	10/20/2022	mch pcls,dsk nm plt,ersrs,	General Fund	Streets	4.33
	10/20/2022	Grip Hndl Sctn Rchr, Ppr T	Water Fund	Water	18.12
	10/6/2022	pnt, spry btll, sht prtrs	Water Fund	Water	55.28
	10/20/2022	Gardening gloves -12 pairs	Water Fund	Water	29.99
	10/20/2022	mch pcls,dsk nm plt,ersrs,	Water Fund	Water	4.33
	10/20/2022	Grip Hndl Sctn Rchr, Ppr T	Sewer Fund	Sewer	18.12
	10/6/2022	pnt, spry btll, sht prtrs	Sewer Fund	Sewer	55.28
	10/20/2022	Gardening gloves -12 pairs	Sewer Fund	Sewer	29.98
	10/20/2022	mch pcls,dsk nm plt,ersrs,	Sewer Fund	Sewer	4.33
				TOTAL:	911.55
Annie Gilland	10/6/2022	Stipend-1st,2nd, 3rd-2022	General Fund	Council	140.00
				TOTAL:	140.00
Backflow Management	10/13/2022	Backflow Svcs	Water Fund	Backflow	600.00
	10/13/2022	Letters mailed 9.1.22	Water Fund	Backflow	39.00
	10/13/2022	Letters mailed 10.3.22	Water Fund	Backflow	4.50
				TOTAL:	643.50
Baltazar Gonzalez JR	10/6/2022	Stipend-1st,2nd, 3rd-2022	General Fund	Council	110.00
				TOTAL:	110.00
Bretthauer Oil Co.	10/12/2022	Sept 2022 Fuel Charges	General Fund	Police	1,563.70
	10/12/2022	Sept 2022 Fuel Charges	General Fund	Streets	124.86
	10/12/2022	Sept 2022 Fuel Charges	Water Fund	Water	124.86
	10/12/2022	Sept 2022 Fuel Charges	Sewer Fund	Sewer	124.86
				TOTAL:	1,938.28
CIS Trust	10/4/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Admin	147.42
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Admin	156.39
	10/4/2022	EMPLOYEE/FAMILY MED INS	General Fund	Admin	294.67
	10/4/2022	KAI/WILL/CH	General Fund	Admin	30.62
	10/4/2022	LIFE INSURANCE	General Fund	Admin	1.55
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Police	147.42
	10/4/2022	MEDICAL/DENTAL B/C COPAY B	General Fund	Police	4,000.66
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Police	152.89
	10/4/2022	MEDICAL/DENTAL B/C COPAY B	General Fund	Police	1,445.32
	10/4/2022	EMPLOYEE/FAMILY MED INS	General Fund	Police	2,044.84
	10/4/2022	EMPLOYEE MED INSURANCE	General Fund	Police	1,584.78
	10/4/2022	KAI/WILL/CH	General Fund	Police	30.62
	10/4/2022	LIFE INSURANCE	General Fund	Police	21.18

City of Gervais
Bill List
September 28, 2022 - October 26, 2022

	10/4/2022	EMPLOYEE MEDICAL INSURANCE	General Fund	Court	36.85
	10/4/2022	EMPLOYEE/FAMILY MED INS	General Fund	Court	196.45
	10/4/2022	KAI/WILL/CH	General Fund	Court	7.65
	10/4/2022	LIFE INSURANCE	General Fund	Court	0.31
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	State Tax Street	Street Improvement	73.71
	10/4/2022	EMPLOYEE/SP MEDICAL INS	State Tax Street	Street Improvement	372.81
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	State Tax Street	Street Improvement	422.01
	10/4/2022	EMPLOYEE/FAMILY MED INS	State Tax Street	Street Improvement	920.18
	10/4/2022	KAI/WILL/CH	State Tax Street	Street Improvement	15.31
	10/4/2022	LIFE INSURANCE	State Tax Street	Street Improvement	5.92
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	Water Fund	Water	147.42
	10/4/2022	EMPLOYEE/SP MEDICAL INS	Water Fund	Water	484.65
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	Water Fund	Water	344.80
	10/4/2022	EMPLOYEE/FAMILY MED INS	Water Fund	Water	460.09
	10/4/2022	EMPLOYEE/FAMILY MED INS	Water Fund	Water	687.56
	10/4/2022	KAI/WILL/CH	Water Fund	Water	30.62
	10/4/2022	LIFE INSURANCE	Water Fund	Water	7.65
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	Sewer Fund	Sewer	147.42
	10/4/2022	EMPLOYEE/SP MEDICAL INS	Sewer Fund	Sewer	484.65
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	Sewer Fund	Sewer	344.80
	10/4/2022	EMPLOYEE/FAMILY MED INS	Sewer Fund	Sewer	460.09
	10/4/2022	EMPLOYEE/FAMILY MED INS	Sewer Fund	Sewer	687.56
	10/4/2022	KAI/WILL/CH	Sewer Fund	Sewer	30.62
	10/4/2022	LIFE INSURANCE	Sewer Fund	Sewer	7.65
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	Storm Drainage	Storm Drainage	36.84
	10/4/2022	EMPLOYEE/SP MEDICAL INS	Storm Drainage	Storm Drainage	149.12
	10/4/2022	EMPLOYEE MEDICAL INSURANCE	Storm Drainage	Storm Drainage	115.03
	10/4/2022	EMPLOYEE/FAMILY MED INS	Storm Drainage	Storm Drainage	204.48
	10/4/2022	EMPLOYEE/FAMILY MED INS	Storm Drainage	Storm Drainage	98.23
	10/4/2022	KAI/WILL/CH	Storm Drainage	Storm Drainage	7.65
	10/4/2022	LIFE INSURANCE	Storm Drainage	Storm Drainage	2.28
				TOTAL:	17,048.77
City Sweepers, LLC	10/20/2022	Street Swpg- Reisdential	State Tax Street	Street Improvement	675.00
				TOTAL:	675.00
Columbia Bank Cardmember Services	10/13/2022	Smars.-OCCMA Conf. reimburse	General Fund	Admin	35.00
	10/13/2022	Smars.-OCCMA Conf. reimburse	General Fund	Admin	43.25
	10/13/2022	Smars.-OCCMA Conf. reimburse	General Fund	Admin	10.00
	10/13/2022	Smars.-OCCMA Conf. reimburse	General Fund	Admin	50.08
	10/13/2022	godaddy-website	General Fund	Admin	239.88
	10/13/2022	Smars.-OCCMA Conf. reimburse	General Fund	Admin	14.85
	10/13/2022	MChase-2022 OACP Fall Conf	General Fund	Police	225.00
	10/13/2022	CWsh- PD	General Fund	Police	12.00
	10/13/2022	Dropbox-PD Credit Adjustments	General Fund	Police	-119.88
	10/13/2022	Liftmaster-Gate at W/P	General Fund	Streets	50.00
	10/13/2022	Liftmaster-Gate at W/P	Water Fund	Water	50.00
	10/13/2022	Liftmaster-Gate at W/P	Sewer Fund	Sewer	50.00
				TOTAL:	660.18
Cummins Northwest	10/12/2022	WTP Svc Maintenance	Water Fund	Water	1,533.44
	10/12/2022	3rd lagoon Svc	Sewer Fund	Sewer	1,193.05
	10/12/2022	PMA-Gervais PS- Maintenance	Sewer Fund	Sewer	1,193.05
				TOTAL:	3,919.54
Dahlberg, Denise	10/6/2022	Dahlberg Reimburse-OAMR Co	General Fund	Admin	171.88
	10/6/2022	Dahlberg Reimburse-OAMR Co	General Fund	Admin	4.58
				TOTAL:	176.46
DataVision Cooperative	10/12/2022	Sept 2022 Telephone Chrgs	General Fund	Admin	503.38
	10/12/2022	Sept 2022 Telephone Chrgs	General Fund	Police	267.34
	10/12/2022	Sept 2022 Telephone Chrgs	General Fund	Streets	44.75
	10/12/2022	Sept 2022 Telephone Chrgs	Water Fund	Water	44.75

City of Gervais
Bill List
September 28, 2022 - October 26, 2022

	10/12/2022	Sept 2022 Telephone Chrgs	Sewer Fund	Sewer	44.75
				TOTAL:	904.97
Davison Auto Parts	10/20/2022	pistol grip gun, brake parts	General Fund	Streets	21.42
	10/20/2022	pistol grip gun, brake parts	Water Fund	Water	21.42
	10/20/2022	pistol grip gun, brake parts	Sewer Fund	Sewer	21.43
				TOTAL:	64.27
Diana Bartch	10/6/2022	Stipend-1st,2nd, 3rd-2022	General Fund	Council	140.00
				TOTAL:	140.00
Fernandez, Abby	10/12/2022	AFernandez-Mil Reimb. OACA	General Fund	Admin	193.13
				TOTAL:	193.13
G.W. Hardware	10/6/2022	wtrprf cnnctr, wasp killer	General Fund	Streets	49.96
	10/6/2022	wtrprf cnnctr	Sewer Fund	Sewer	6.49
				TOTAL:	56.45
Garten Services, Inc.	10/13/2022	65 Gal Shred- On Cll Svc	General Fund	Police	85.00
				TOTAL:	85.00
Grove, Mueller & Swank	10/12/2022	Interim Billing 2021-22 Au	General Fund	Admin	7,000.00
				TOTAL:	7,000.00
HRA VEBA Plan	10/4/2022	HRA VEBA Contribution	General Fund	Admin	19.38
	10/4/2022	HRA VEBA Contribution	General Fund	Police	83.97
	10/4/2022	HRA VEBA Contribution	General Fund	Court	5.25
	10/4/2022	HRA VEBA Contribution	State Tax Street	Street Improvement	47.23
	10/4/2022	HRA VEBA Contribution	Water Fund	Water	54.23
	10/4/2022	HRA VEBA Contribution	Sewer Fund	Sewer	54.23
	10/4/2022	HRA VEBA Contribution	Storm Drainage	Storm Drainage	15.71
				TOTAL:	280.00
Hubbard Cleaners	10/13/2022	09/01/22-09/30/22	General Fund	Police	80.00
				TOTAL:	80.00
Internal Revenue Service	10/4/2022	FICA	General Fund	Admin	211.26
	10/4/2022	MEDICARE	General Fund	Admin	49.40
	10/4/2022	FICA	General Fund	Police	2,862.78
	10/4/2022	MEDICARE	General Fund	Police	669.51
	10/4/2022	FICA	General Fund	Court	63.18
	10/4/2022	MEDICARE	General Fund	Court	14.78
	10/4/2022	FICA	State Tax Street	Street Improvement	449.47
	10/4/2022	MEDICARE	State Tax Street	Street Improvement	105.12
	10/4/2022	FICA	Water Fund	Water	525.51
	10/4/2022	MEDICARE	Water Fund	Water	122.91
	10/4/2022	FICA	Sewer Fund	Sewer	525.51
	10/4/2022	MEDICARE	Sewer Fund	Sewer	122.91
	10/4/2022	FICA	Storm Drainage	Storm Drainage	152.29
	10/4/2022	MEDICARE	Storm Drainage	Storm Drainage	35.61
				TOTAL:	5,910.24
John Harvey	10/6/2022	Stipend-1st,2nd, 3rd-2022	General Fund	Council	140.00
				TOTAL:	140.00

City of Gervais
Bill List
September 28, 2022 - October 26, 2022

Johnson Engine Service	10/20/2022	Oil fltr, lube 6 qts -Unit	General Fund	Police	79.95
				TOTAL:	79.95
Kathy Dryden	10/12/2022	KDryden- Reimb. -CrCam.BD	General Fund	Police	23.99
				TOTAL:	23.99
Keizer Outdoor Power	10/6/2022	Blade, F24.5" H-F	General Fund	Streets	48.90
				TOTAL:	48.90
Kodiak Pacific Construction	10/20/2022	Juniper/Douglas/7th St Imp	State Tax Street	Street Improvement	115,138.81
	10/20/2022	Juniper/Douglas/7th St Imp	State Tax Street	Street Improvement	92,469.20
				TOTAL:	207,608.01
Kyle Jentzsch	10/20/2022	KJentzsch- WW Cert Review	Sewer Fund	Sewer	421.73
				TOTAL:	421.73
League of Oregon Cities	10/6/2022	LOC Dues	General Fund	Admin	2,240.24
				TOTAL:	2,240.24
Long Bros. Building Supply	10/13/2022	60# Concrete Mix - CH Ball	General Fund	Admin	30.00
	10/20/2022	Caulk Hybrid Ratchet	General Fund	Streets	6.65
	10/20/2022	Caulk Hybrid Ratchet	Water Fund	Water	6.67
	10/20/2022	Caulk Hybrid Ratchet	Sewer Fund	Sewer	6.67
				TOTAL:	49.99
Micky Wagner	10/6/2022	Stipend-1st,2nd, 3rd-2022	General Fund	Council	100.00
				TOTAL:	100.00
Mid-Willamette Valley COG	10/20/2022	City Planning Svcs	General Fund	Admin	117.50
				TOTAL:	117.50
Moonlight Maintenance	10/12/2022	Sep 2022 Janitorial Servc	General Fund	Admin	528.00
				TOTAL:	528.00
NW Natural Gas	10/13/2022	25645078- Heating 09/02-10	General Fund	Admin	16.95
	10/13/2022	25532219-PD Heat 09/02-10/	General Fund	Police	15.76
				TOTAL:	32.71
Northstar Chemical	10/13/2022	Sodium Hypochlorite 12.5%	Water Fund	Water	1,189.50
	10/13/2022	Sodium hypochlorite 12.5%	Sewer Fund	Sewer	778.50
				TOTAL:	1,968.00
OCCMA	10/20/2022	NWWLA Cohort - Ddahlberg	General Fund	Admin	450.00
				TOTAL:	450.00
One Call Concepts	10/12/2022	Sept-2022 Locates	Water Fund	Water	7.20
	10/12/2022	Sept-2022 Locates	Sewer Fund	Sewer	7.20
				TOTAL:	14.40
Oregon Department of Revenue	10/4/2022	SUTA	General Fund	Admin	6.84
	10/4/2022	WORKERS COMP	General Fund	Admin	0.89
	10/4/2022	SUTA	General Fund	Police	127.79
	10/4/2022	WORKERS COMP	General Fund	Police	13.89
	10/4/2022	SUTA	General Fund	Court	7.13
	10/4/2022	WORKERS COMP	General Fund	Court	0.29

City of Gervais
Bill List
September 28, 2022 - October 26, 2022

	10/4/2022	SUTA	State Tax Street	Street Improvement	25.46
	10/4/2022	WORKERS COMP	State Tax Street	Street Improvement	1.87
	10/4/2022	SUTA	Water Fund	Water	26.13
	10/4/2022	WORKERS COMP	Water Fund	Water	2.34
	10/4/2022	SUTA	Sewer Fund	Sewer	26.13
	10/4/2022	WORKERS COMP	Sewer Fund	Sewer	2.34
	10/4/2022	SUTA	Storm Drainage	Storm Drainage	7.60
	10/4/2022	WORKERS COMP	Storm Drainage	Storm Drainage	0.66
				TOTAL:	249.36
PGE	10/6/2022	PGE-Multiple Meters	General Fund	Admin	551.77
	10/6/2022	PGE-Multiple Meters	General Fund	Streets	23.19
	10/6/2022	PGE-Multiple Meters	General Fund	Parks Department	11.64
	10/6/2022	PGE-Multiple Meters	State Tax Street	Street Improvement	38.43
	10/6/2022	PGE-Multiple Meters	State Tax Street	Street Improvement	25.40
	10/6/2022	PGE-Multiple Meters	State Tax Street	Street Improvement	1,715.78
	10/6/2022	PGE-Multiple Meters	Water Fund	Water	1,458.45
	10/6/2022	PGE-Multiple Meters	Water Fund	Water	573.01
	10/6/2022	PGE-Multiple Meters	Sewer Fund	Sewer	1,108.15
	10/6/2022	PGE-Multiple Meters	Sewer Fund	Sewer	104.79
	10/6/2022	PGE-Multiple Meters	Sewer Fund	Sewer	1,743.89
	10/6/2022	PGE-Multiple Meters	Sewer Fund	Sewer	149.95
				TOTAL:	7,504.45
Pittsburgh Spray Equipment	10/20/2022	Newstripe 4400 Striping Ma	State Tax Street	Street Improvement	2,892.00
				TOTAL:	2,892.00
Saif Corporation	10/12/2022	WC Policy#100034526	General Fund	Admin	670.70
	10/12/2022	WC Policy#100034526	General Fund	Police	1,330.88
	10/12/2022	WC Policy#100034526	General Fund	Parks Department	14.55
	10/12/2022	WC Policy#100034526	General Fund	Court	12.51
	10/12/2022	WC Policy#100034526	General Fund	Council	7.25
	10/12/2022	WC Policy#100034526	State Tax Street	Street Improvement	398.83
	10/12/2022	WC Policy#100034526	Water Fund	Water	85.02
	10/12/2022	WC Policy#100034526	Sewer Fund	Sewer	115.64
				TOTAL:	2,635.38
Susie Marston	10/13/2022	Smars-Mlg.Reim 2022 LOC Co	General Fund	Admin	274.88
	10/13/2022	SMars-Mlg Reim. 2022 ICMA	General Fund	Admin	70.15
				TOTAL:	345.03
Tetra Tech, Inc.	10/20/2022	City Engineering Svcs	General Fund	Streets	963.17
	10/20/2022	City Engineering Svcs	State Tax Street	Street Improvement	4,299.06
				TOTAL:	5,262.23
V&V Manufacturing	10/13/2022	Gervais Police Badges	General Fund	Police	475.80
				TOTAL:	475.80
Vantagepoint Transfer Agents - 3030671	10/4/2022	457B Contribution	General Fund	Police	500.02
				TOTAL:	500.02
Verizon Wireless	10/13/2022	09/02-10/01- Phone Charges	General Fund	Police	447.52
	10/13/2022	09/02-10/01- Phone Charges	General Fund	Streets	58.75
	10/13/2022	09/02-10/01- Phone Charges	Water Fund	Water	58.75
	10/13/2022	09/02-10/01- Phone Charges	Sewer Fund	Sewer	58.75
				TOTAL:	623.77
Waterlab Corp.	10/12/2022	Water/WasteWater Testing	Water Fund	Water	110.00
	10/13/2022	Water/Wastewater Testing	Water Fund	Water	180.00

City of Gervais
Bill List
September 28, 2022 - October 26, 2022

	10/12/2022	Water/WasteWater Testing	Sewer Fund	Sewer	727.50
	10/13/2022	Water/Wastewater Testing	Sewer Fund	Sewer	417.50
				TOTAL:	1,435.00
Wilbur-Ellis	10/13/2022	Casoron 4G- 50 lb BG	General Fund	Streets	216.71
				TOTAL:	216.71
				GRAND TOTAL	306,760.50
		FUND TOTALS			
	100	General Fund	35,629.68		
	110	State Tax Street Fund	220,091.60		
	200	Water Fund	9,088.20		
	210	Sewer Fund	41,125.52		
	215	Storm Drainage	825.50		
		GRAND TOTAL	306,760.50		

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

led.

100-General Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	1,018,435.00	2,397.88	32,541.87	3.20	985,893.13
Fees for Services	35,000.00	729.30	8,631.43	24.66	26,368.57
Fines & Forfeitures	60,000.00	4,624.37	13,760.73	22.93	46,239.27
Licenses & Permits	9,250.00	0.00	3,220.40	34.82	6,029.60
Intergovernmental Rev	179,615.00	192.07	15,157.53	8.44	164,457.47
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	245,766.00	0.00	0.00	0.00	245,766.00
TOTAL REVENUES	1,548,066.00	7,943.62	73,311.96	4.74	1,474,754.04
<u>EXPENDITURE SUMMARY</u>					
General Government	434,087.00	5,377.84	73,583.49	16.95	360,503.51
Police Department	1,024,238.00	14,538.46	318,266.96	31.07	705,971.04
Street Department	34,778.00	207.20	9,899.85	28.47	24,878.15
Parks Department	25,414.00	11.64	2,992.13	11.77	22,421.87
Municipal Court	26,321.00	331.89	7,447.88	28.30	18,873.12
Mayor & City Council	3,228.00	630.00	1,049.41	32.51	2,178.59
TOTAL EXPENDITURES	1,548,066.00	21,097.03	413,239.72	26.69	1,134,826.28
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (13,153.41)(339,927.76)		339,927.76

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

110-State Tax Street Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	254,500.00	19,536.76	134,448.48	52.83	120,051.52
Fees for Services	0.00	0.00	0.00	0.00	0.00
Intergovernmental Rev	383,000.00	0.00	0.00	0.00	383,000.00
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	1,447,355.00	19,536.76	134,448.48	9.29	1,312,906.52
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Street Improvement	<u>1,447,355.00</u>	<u>212,501.71</u>	<u>293,416.51</u>	<u>20.27</u>	<u>1,153,938.49</u>
TOTAL EXPENDITURES	1,447,355.00	212,501.71	293,416.51	20.27	1,153,938.49
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (192,964.95)(158,968.03)		158,968.03

CITY OF GERRAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

200-Water Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	900.00	0.00	1,007.31	111.92 (107.31)
Fees for Services	401,850.00	34,141.82	145,053.77	36.10	256,796.23
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	34,141.82	146,061.08	22.98	489,652.92
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Water	527,914.00	5,289.40	84,224.80	15.95	443,689.20
Water System Improvement	100,000.00	0.00	2,298.60	2.30	97,701.40
Water BackFlow	<u>7,800.00</u>	<u>4.50</u>	<u>2,537.50</u>	<u>32.53</u>	<u>5,262.50</u>
TOTAL EXPENDITURES	635,714.00	5,293.90	89,060.90	14.01	546,653.10
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	28,847.92	57,000.18	(57,000.18)

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

210-Sewer Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	650.00	0.00	658.41	101.29 (8.41)
Fees for Services	526,510.00	31,149.06	138,825.03	26.37	387,684.97
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>31,149.06</u>	<u>139,483.44</u>	<u>8.26</u>	<u>1,548,789.56</u>
<u>EXPENDITURE SUMMARY</u>					
Sewer	<u>1,688,273.00</u>	<u>7,023.95</u>	<u>144,080.77</u>	<u>8.53</u>	<u>1,544,192.23</u>
TOTAL EXPENDITURES	<u>1,688,273.00</u>	<u>7,023.95</u>	<u>144,080.77</u>	<u>8.53</u>	<u>1,544,192.23</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	24,125.11 (4,597.33)		4,597.33

CITY OF GERRAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

215-Storm Drainage
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	100.00	0.00	124.94	124.94 (24.94)
Fees for Services	65,960.00	5,287.87	22,531.94	34.16	43,428.06
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>5,287.87</u>	<u>22,656.88</u>	<u>23.94</u>	<u>71,985.12</u>
<u>EXPENDITURE SUMMARY</u>					
Storm Drainage	<u>94,642.00</u>	<u>825.50</u>	<u>15,378.27</u>	<u>16.25</u>	<u>79,263.73</u>
TOTAL EXPENDITURES	<u>94,642.00</u>	<u>825.50</u>	<u>15,378.27</u>	<u>16.25</u>	<u>79,263.73</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	4,462.37	7,278.61	(7,278.61)

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

300-Water Reserve
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

CITY OF GERVASIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

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

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	70.00	0.00	39.88	56.97	30.12
Fees for Services	0.00	0.00	0.00	0.00	0.00
Fines & Forfeitures	12,500.00	0.00	0.00	0.00	12,500.00
Other	1,500.00	0.00	1,520.00	101.33 (20.00)
Fund Balance	<u>7,805.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,805.00</u>
TOTAL REVENUES	<u>21,875.00</u>	<u>0.00</u>	<u>1,559.88</u>	<u>7.13</u>	<u>20,315.12</u>
<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	<u>21,875.00</u>	<u>0.00</u>	<u>372.20</u>	<u>1.70</u>	<u>21,502.80</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	1,187.68	(1,187.68)

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

310-PD Vehicle Replacement
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	120.00	0.00	143.04	119.20 (23.04)
Fees for Services	650.00	120.00	230.00	35.38	420.00
Intergovernmental Rev	0.00	0.00	0.00	0.00	0.00
Other	15,000.00	0.00	0.00	0.00	15,000.00
Fund Balance	<u>35,945.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>35,945.00</u>
TOTAL REVENUES	<u>51,715.00</u>	<u>120.00</u>	<u>373.04</u>	<u>0.72</u>	<u>51,341.96</u>
<u>EXPENDITURE SUMMARY</u>					
PD Vehicle Repacement	<u>51,715.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,715.00</u>
TOTAL EXPENDITURES	<u>51,715.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,715.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	120.00	373.04	(373.04)

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

312-Capital Reserve Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	350.00	0.00	287.98	82.28	62.02
Fees for Services	15,615.00	1,300.00	5,200.00	33.30	10,415.00
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>5,487.98</u>	<u>6.37</u>	<u>80,626.02</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	5,487.98	(5,487.98)

CITY OF GERSAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

314-PW Vehicle Replacement
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

315-Bike Path Construction
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

CITY OF GERSAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

320-Parks Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	300.00	0.00	295.88	98.63	4.12
Fees for Services	2,500.00	0.00	254.75	10.19	2,245.25
Fines & Forfeitures	0.00	0.00	0.00	0.00	0.00
Licenses & Permits	0.00	0.00	0.00	0.00	0.00
Intergovernmental Rev	15,000.00	0.00	0.00	0.00	15,000.00
Other	50,000.00	0.00	0.00	0.00	50,000.00
Fund Balance	<u>71,950.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>71,950.00</u>
TOTAL REVENUES	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)

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

325-City Hall Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	0.00	0.00	0.00	0.00	0.00
Fees for Services	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	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

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

330-Water SDC Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

335-Sewer SDC Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	3,000.00	0.00	3,274.09	109.14 (274.09)
Fees for Services	63,569.00	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	880,668.00	0.00	19,669.09	2.23	860,998.91
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Sewer SDC	<u>880,668.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>880,668.00</u>
TOTAL EXPENDITURES	<u>880,668.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>880,668.00</u>
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	19,669.09	(19,669.09)

CITY OF GERSAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

340-Storm Water SDC
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

342-Parks SDC
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

345-4th of July
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	20.00	0.00	0.00	0.00	20.00
Fees for Services	300.00	0.00	60.00	20.00	240.00
Other	4,350.00	0.00	993.47	22.84	3,356.53
Fund Balance	<u>394.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>394.00</u>
TOTAL REVENUES	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

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

350-Special Events
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	20.00	0.00	5.94	29.70	14.06
Fees for Services	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>919.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>919.00</u>
TOTAL REVENUES	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

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

360-American Rescue Fund
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
General Gov't Tax Rev	307,768.00	0.00	308,419.14	100.21 (651.14)
Other	0.00	0.00	0.00	0.00	0.00
Fund Balance	<u>307,923.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>307,923.00</u>
TOTAL REVENUES	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)

CITY OF GERVAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

PAGE: 1

500-Debt - Water
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

CITY OF GERSAIS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2022

510-Debt - Sewer
FINANCIAL SUMMARY

33.33% OF FISCAL YEAR

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

7a.

Ad-hoc Committee Meeting Minutes

DATE: October 11, 2022

TIME: 6:30 - 7:00

Attendance: Keith, Annie, Manual, Laura

Meeting recording was started by Annie & her personal camera but there was technical difficulties and did not record the whole meeting.

Discussion on member's not being able to make it to the meetings & how we need so many "voting" members to attend per Oregon Public Meeting Law to even have a meeting.

Laura had heard from 2 member's who will not be able to make it to the meetings from other / school obligations.

Laura suggested that we remove their "voting" seats so we would be able to hold a meeting. Suggestion was accepted & passed.

Voting seats will be Laura, Keith, Manual, Erica & Cesar.

Was discussion about reaching out to the National Guard on any resources to help us.

Discussion on any grants that may be looked at to help? Laura will check at the next City Council meeting

Also was suggested that we might consider a bigger version of the skateboard "rail" that was take down.

Was also suggested that maybe the easiest thing for council to consider would be an addition at Black Walnut park because of the other uses that may be considered for the property on Douglas Street.

STAFF REPORT TO THE GERVAIS CITY COUNCIL

REPORT DATE: October 28, 2022

HEARING DATE: November 3, 2022

FILE: Public Alley Vacation, file #VAC 2021-03

APPLICANT: Samuel Andrade, 560 3rd Street, Gervais

REQUEST: **Applicant has submitted a petition, along with all required signatures, to vacate the 20-foot by 200-foot public alley within Block 25 of the Gervais Plat, bound by 2nd Street, 3rd Street, Elm Avenue, and Fir Avenue.**

ATTACHMENT: 1) Petition with signatures and map of affected area

CRITERIA: Oregon Revised Statutes (ORS) 271.010 - 271.230, and the Gervais Development Code Sections 17.132.030, 17.176.020, 17.180.020.

I. BACKGROUND

A. VICINITY MAP (Source: Marion County Tax Assessor Map, 2022)



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



C. WHAT IS AN ALLEY VACATION?

An alley vacation is a process through which the City abandons public jurisdiction of a right-of-way. If approved by the City Council, the former alley is divided down the center and the land is attached to the abutting private properties. In the case of this 20-foot wide alley, if approved, neighboring properties would receive 10 feet each along the property boundary abutting the former alley (rear yards). The City may reserve public utilities easements through the former alley.

II. PROCEDURE

Procedures for vacations are provided in Oregon Revised Statutes (ORS) 271.010 through 271.230.

Pursuant to ORS 271.100, the City Council conducts a public hearing to consider the petition. Under ORS 271.120, the Council shall hear the petition and objections and shall determine the following:

- A. Whether the consent of the owners of the requisite area has been obtained,
- B. Whether the notice was duly given, and
- C. Whether the public interest will be prejudiced by the vacation.

If such matters are determined in favor of the petition, the Council by ordinance shall make such determination and vacate the affected alley. The Council may, upon hearing, grant the petition in part or deny in part, and make such reservations as appear to be for the public interest. A certified copy of an ordinance vacating the alley shall be filed for the record with the Marion County Clerk, Assessor, and Surveyor.

A City Council decision on the vacation of a street, or other areas listed in ORS 271.080(1), includes elements of a land use decision and those land use elements are appealable to the Oregon Land Use Board of Appeals (LUBA). Additionally, a City Council decision on a vacation is appealable in accordance with ORS 271.130(4) by, "Any property owner affected by the order of vacation or the order awarding damages or benefits in such vacation proceedings may appeal to the circuit court of the county where such city is situated in the manner provided by the city charter. If the charter does not provide for such appeal, the appeal shall be taken within the time and in substantially the manner provided for taking an appeal from justice court in civil cases."

III. CRITERIA AND FINDINGS OF FACT

Pursuant to ORS 271.120 'Hearing; determination,' the governing body shall hear the petition and objections and shall determine:

A. Whether the consent of the owners of the requisite area has been obtained;

FINDINGS: Vacation petitions initiated by private property owners require "the consent of the owners of all abutting property and of not less than two-thirds in area of the real property affected thereby. The real property affected thereby shall be deemed to be the land lying on either side of the street or portion thereof proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated."

The applicant's original petition did not include all affected property owner signatures described in ORS 271.120(A) above. The applicant gathered and submitted additional neighbor signatures. The attached petition signatures now represent 100% of the abutting property owners and two-thirds of the affected area property owners. This criterion is met.

B. Whether notice has been duly given; and

FINDINGS: Pursuant to ORS 271.110 'Notice of Public Hearing,' the city shall give notice of the petition and hearing by publishing a notice in the newspaper once each week for two consecutive weeks prior to the hearing. The city shall also post at least two notices at the physical location of the proposed vacation at least 14 days prior to the first public hearing. Additionally, the Gervais Development Code (GDC) lists a vacation as a Type III land use action which requires a mailed notice at least 20 days prior to the first public hearing to property owners within one hundred (100) feet of the boundaries of the subject property (right-of-way).

A notice of public hearing was mailed to property owners within 100 feet of the subject properties at least 20 days prior to the first public hearing. A notice of public hearing was published in the Woodburn Independent Newspaper on October 19th and 26th. The physical notices of public hearing were posted

on the site of the proposed vacations by City staff at least 14 days prior to the public hearing. Requirements for public notice found in both the ORS and GDC have been satisfied. This criterion is met.

C. Whether the public interest will be prejudiced by the vacation.

FINDINGS: The aerial photo provided above shows the subject public alley is currently an unimproved grass strip abutting eight single-family homes. No comments or concerns were received from any property owner or member of the public. A request for comments (RFC) was sent to City Public Works, City Engineer, DataVision (Gervais Telephone), Marion County Public Works, Portland General Electric (PGE), and NW Natural Gas Company. From these responses, it was determined that there are currently no main line or service line utilities, including water, sewer, storm, telephone, or natural gas in the public alley. City Engineer Gordon Munro confirmed that the utilities are built out in this area, so no additional lines would be required through the alley. Further, there is no reason for the City to retain the alley right-of-way for the purpose of street connectivity within the local transportation system.

Laurie Howell, Property Services Specialist with Portland General Electric commented: “PGE has no concerns with the requested vacation, but would ask that a reservation of rights for any of our equipment already in the vacated area be included in the vacation. There is currently a pole on the Fir Avenue side that has overhead lines serving 220 and 280 Fir Avenue and it’s possible that a portion of the overhead lines may cross over the alleyway.” PGE is requesting a 20-foot easement be reserved on the northeast end of the alley (abutting Fir Avenue).

The requested 20-foot PGE overhead powerline easement is included as a recommended condition of approval. This criterion can be met through the applicant’s compliance with the associated condition of approval.

IV. SUMMARY & RECOMMENDED CONDITIONS OF APPROVAL

The applicable state and local procedure and criteria have been satisfied for the requested alley vacation. Staff recommends that the Gervais City Council approve the vacation of the Block 25 public alley, subject to the following conditions of approval:

1. The City's enacting vacation ordinance shall reserve a 20-foot utility easement for the existing PGE overhead power line at the northeast end of the alley in Block 25, abutting Fir Avenue.
2. The petitioner shall be responsible for the cost of a legal description and exhibit map for the alley vacation and associated power line easement, provided by a licensed surveyor.
3. A certified copy of the enacting City Ordinance and its Exhibits vacating the public right-of-way shall be recorded with the Marion County Clerk, Assessor, and Surveyor.
4. The petitioner shall bear the full cost of preparing, recording, and filing the certified copy of the City Ordinance and Exhibits.
5. The recorded City Ordinance and Exhibits shall be returned to the City.

V. CITY COUNCIL ACTION OPTIONS

The City Council has the following options:

- A. APPROVE the alley vacation, adopt the findings and recommended conditions of approval presented in the staff report to the City Council, and direct staff to present an enacting ordinance.
- B. APPROVE the alley vacation, adopt the findings and recommended conditions of approval presented in the staff report to the City Council AS MODIFIED BY THE CITY COUNCIL (stating those changes), and direct staff to present an enacting ordinance.
- C. DENY the alley vacation, stating how the statute is not met, and the basis for denial.
- D. CONTINUE the public hearing to a date and time certain, stating what additional information is needed to make a final decision on the matter.

VI. RECOMMENDED MOTION

I move to approve vacation of the 20-foot wide by 200-foot long public alley located within block 25 of the Gervais Town Plat, adopt the findings and recommended conditions of approval presented in the staff report, and direct staff to present an enacting ordinance.

ATTACHMENT 1

COMPLETE ALLEY VACATION PETITION SUBMITTED BY APPLICANT

CITY OF GERVAIS

Docket No
Date Filed:
Fee Paid \$1400.-
Receipt No. 96921 9/3/2021

VACATION PETITION

☐ Street ☒ Alley

Name of the Petitioner: Samuel Andrade

Mailing Address of the Petitioner: 560 3rd St. Gervais Or, 97026

Physical Address of the Petitioner: 560 3rd St. Gervais Or, 97026

Telephone No. of the Petitioner: 503-707-7217

Description of the ground to be vacated: Alley behind 6 properties

Purpose of which the ground is to be used: Build

Reason for the vacation: _____

Explain how the vacation will or will not affect the general vehicular traffic in the area: Accessible from all four side streets.

List surrounding land uses (such as residential, vacant...): Residential

Explain how the vacation will or will not affect public facilities (water, sewer, power, telephone...): Accessible from all four side streets.

List any utilities that have current easements through the area petitioned to be vacated: N/A

List any structures (fences, buildings, . .) that are currently in the petitioned vacated area: Property line fencing only

ATTACH THE FOLLOWING TO THIS PETITION:

- Map of the petitioned area

- ▶ Written consent of all abutting property owners and
- ▶ Written consent of not less than two-thirds of property owners in the affected area

Affected area is:

- Land lying on either side of the street to be vacated and*
- Extending laterally to the next parallel street, but not more than 200 feet*
- Land for 400 feet on either end of the portion to be vacated*

CERTIFICATION:

I hereby certify that all information, maps and supplement information submitted are in all respects true and correct to the best of my knowledge and belief. I also, understand and agree to reimburse the City of Gervais for costs incurred on my behalf for planning, engineering, legal services or others as they may relate to my petition.

Dated this 23 day of August, 2021

Petitioner's Signature: Samuel Andrade

Surrounding Areas

By signing below, I have no opposition to an alley vacation on Block 25, located between Fir Ave and Elm Ave and 3rd St. and 2nd St.

Name (print)	Signature	Gervais Address
Jenelle Cooke	J Cooke	280 Fir Ave. Gervais, OR 97026
Brigh Richardson	Brigh Richardson	545 2nd Gervais, OR 97026
Tim	Tim	
Michael Garmon	Michael D Garmon	565 2nd St. Gervais
Antonia Cruz B.	Antonia Cruz B.	920 Fir Ave Gerv. 97026
David Lopez	David Lopez	225 Elm Ave. 97026
Mercury Nightstone	Mercury Nightstone	540 3rd St Gervais OR 97026
Callie Watts	Callie Watts	" "
Robin Woodraska	R Woodraska	520 3rd 97026



100 HIGH STREET S.E., Suite 200 | SALEM, OREGON 97301 | www.mwvcog.org
An equal opportunity lender, provider, and employer

November 2, 2021

Samuel Andrade
560 3rd Street
Gervais, OR 97026

RE: Petition to vacate public alley in Block 25 – missing signatures

Mr. Andrade,

The purpose of this letter is to confirm that the City of Gervais received an alley vacation petition from you, along with the required fee. Please note that the vacation petition did not include the signatures required for the City to proceed with scheduling this petition for a public hearing before the Gervais City Council.

Vacations of public rights-of-way are subject to the procedures and criteria found in the Oregon Revised Statutes:

ORS 271.080 Vacation in incorporated cities; petition; consent of property owners.

(1) Whenever any person interested in any real property in an incorporated city in this state desires to vacate all or part of any street, avenue, boulevard, alley, plat, public square or other public place, such person may file a petition therefor setting forth a description of the ground proposed to be vacated, the purpose for which the ground is proposed to be used and the reason for such vacation.

(2) There shall be appended to such petition, as a part thereof and as a basis for granting the same, the consent of the owners of all abutting property and of not less than two-thirds in area of the real property affected thereby. The real property affected thereby shall be deemed to be the land lying on either side of the street or portion thereof proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated. ... The consent of the owners of the required amount of property shall be in writing.

On the attached document, you will find a spreadsheet of all required signatures with the property addresses and owner names for reference. You may use this form to collect the remaining signatures. To summarize the ORS, signatures of 100% of the abutting property owners are required, plus the signatures of property owners representing a minimum of 2/3 of the “affected area.” A map of the affected area is attached to the lists.

Thank you,

Holly C. Byram
City of Gervais Contract City Planner, MWVCOG
hbyram@mwvcog.org




Cc: Gervais City Hall

ALLEY VACATION PETITION, FILE #VAC 2021-03

BLOCK 25 – 2nd St / 3rd St / Elm Ave / Fir Ave

OWNERSHIP & SIGNATURES

100% of these signatures are required:

Tax Lot	Lot	Address	Owner(s)	Signature
052W26DB02100	1	220 Fir Ave	BAUTISTA, ANTONIA CRUZ C/O HABITAT FOR HUMANITY PO BOX 852 MOUNT ANGEL, OR 97362	X SIGNATURE RECEIVED WITH PETITION.
052W26DB02101	2	565 2ND ST	GARMON, MICHAEL D & GARMON, JENNIE PO BOX 492 GERVAIS, OR 97026	X SIGNATURE RECEIVED WITH PETITION. 
052W26DB02102	3	545 2ND ST	RICHARDSON, BRIAN G & RICHARDSON, KRISTIE K 545 2ND ST GERVAIS, OR 97026	X SIGNATURE RECEIVED WITH PETITION. 
052W26DB02103	4	225 Elm Ave	LOPEZ, DAVID HERRERA, GRECIA ISABEL CERVANTES 1025 PARK AVE #704 WOODBURN, OR 97071	X SIGNATURE RECEIVED WITH PETITION. 

052W26DB02300	5	520 3RD ST	WOODRASKA, ROBIN L PO BOX 430 GERVAIS, OR 97026	X SIGNATURE RECEIVED WITH PETITION.
052W26DB02400	6	540 3RD ST	NIGHTSTONE, MERCURY A & WATTS, CALLIE J 540 3RD ST GERVAIS, OR 97026	X SIGNATURE RECEIVED WITH PETITION. X SIGNATURE RECEIVED WITH PETITION.
052W26DB02500	7	560 3RD ST	ANDRADE, SAMUEL & CASTRO, ANA LAURA 560 3RD ST GERVAIS, OR 97026	X APPLICANT. SIGNATURE RECEIVED WITH PETITION. X <i>Ana Castro</i>
052W26DB02501	8	280 FIR AVE	COOKE, JENELLE 280 FIR AV GERVAIS, OR 97026	X SIGNATURE RECEIVED WITH PETITION.

Signatures of property owners of 2/3 the area of the "Affected Area" are required:

By signing below, the following property owners consent to the city vacating the unimproved public alley located in Block 25, which is bound by 2nd Street, 3rd Street, Elm Avenue, and Fir Avenue. Pursuant to the Oregon Revised Statutes (ORS) 271.140, the vacated alley will be split down the middle, and the title to those lands will be attached to the bordering private properties. The public alley is currently 20 feet wide by 200 feet long. If approved by the City Council following a public hearing, each abutting property owner would gain 10-foot wide portions.

The following property owner information was provided by Marion County Tax Assessor records in August of 2021.

Tax Lot	Lot	Address	Owner(s)	Size	Signatures
Block 23				16,000	
052W26DB05200	1 + 2	150 DOUGLAS AVE	GERVAIS SCHOOL DISTRICT 1 GERVAIS MIDDLE SCHOOL & PO BOX 100 GERVAIS, OR 97026	8,000 (of larger)	X
052W26DB05400	7	360 3RD ST	LADD, ROBERT W PO BOX 3 GERVAIS, OR 97026	3,000 (of larger)	X
052W26DB05300	8	380 3RD ST	LADD, ROBERT W PO BOX 3 GERVAIS, OR 97026	5,000	X
Block 24				40,000	
052W26DB03800	1	220 ELM AVE	KOSTIC, FRED T & KOSTIC, VICKY L 1954 BUCK ST WEST LINN, OR 97068	5,000	X X X
052W26DB03700	2	N/A	KOSTIC, FRED T & KOSTIC, VICKY L 1954 BUCK ST WEST LINN, OR 97068	5,000	X X
052W26DB03600	3 + 4	445 2ND ST	WEIDEMANN, CLIFFORD H & WEIDEMANN, LESLIE A	10,000	X X

			PO BOX 83 GERVAIS, OR 97026			
052W26DB03500	5 + 6	265 DOUGLAS AVE	ESCOBAR, JULIO C & ESCOBAR, DELMY M PO BOX 283 HUBBARD, OR 97032	10,000	X	Julio Escobar X Delmy M Escobar
052W26DB03400	7	460 3RD ST	BROOKS, CHRISTOPHER J & BOUSQUET, JEAN LOUISE 460 3RD ST GERVAIS, OR 97026	5,000	X	X Jean L. Bousquet X Christopher Brooks
052W26DB03401	8	280 ELM AVE	PANIAGUA, JOSE A & PANIAGUA, BERTHA C PO BOX 211 GERVAIS, OR 97026	5,000	X	X Jose A Paniagua X Bertha Paniagua

Tax Lot	Lot	Address	Owner(s)	Size	Signatures
Block 26				44,000	
052W26AC07000	1 & 2	685 2ND ST	MORALES M, FERNANDO & MORALES, FRANCISCA PO BOX 88 GERVAIS, OR 97026	11,000	X FERNANDO MORALES X FRANCISCA MORALES
052W26AC07100	3	645 2ND ST	KRIVOSHEIN, MALOFY 50% & KRIVOSHEIN, PEDRO 50% PO BOX 256 SCOTTS MILLS, OR 97375 <i>Send to the bank</i>	5,500	X X
052W26AC07101	4	225 FIR AVE	AGUILAR, CELEDONIO A PO BOX 611 GERVAIS, OR 97026	5,500	X Celedonio A. Aguilar
052W26AC07201	5	285 FIR AVE	GONZALEZ, BENJAMIN LOPEZ PO BOX 1116 WOODBURN, OR 97071	5,500	X Benjamin Lopez

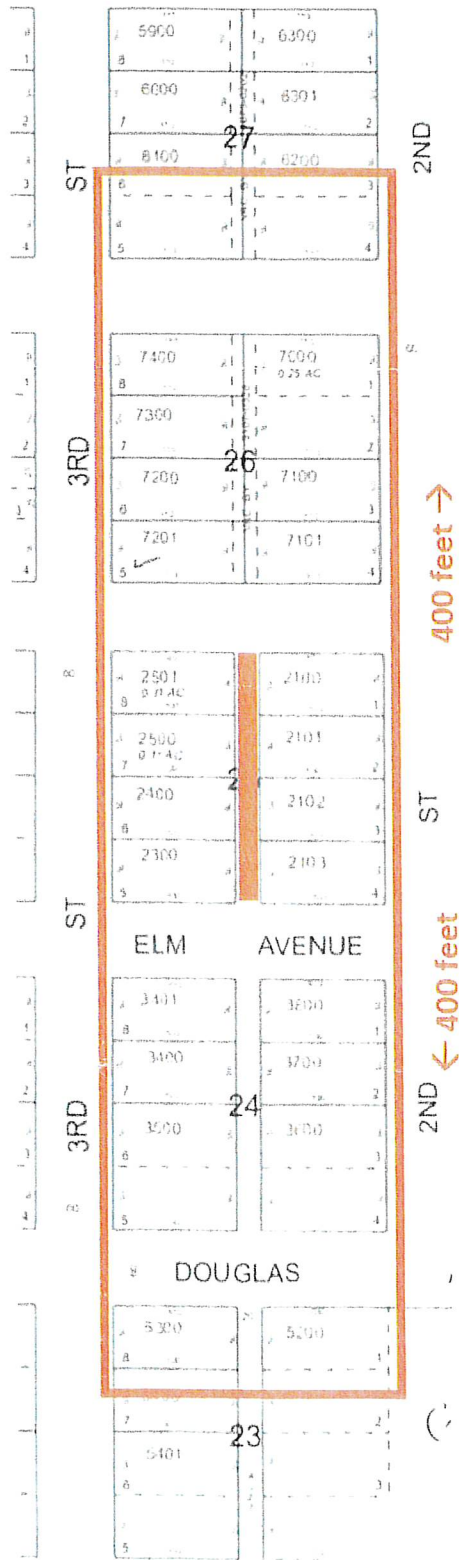
2-3-21

NOONE NAME

052W26AC07200	6	620 3RD ST	ROSA, ISMAEL RAMOS DE LA & RAMOS, TERESA DE JESUS PO BOX 61 MOLALLA, OR 97038	5,500	X Ismael Ramos (disseminated)
052W26AC07300	7	660 3RD ST	LOPEZ, GUILLERMO TAPIA & HERNANDEZ, EVA LOPEZ PO BOX 72 GERVAIS, OR 97026	5,500	X Teresade Jesus Ramos X Guillermo Tapia L X Eva Lopez
052W26AC07400	8	260 GROVE ST	HERNANDEZ, BELEM ESTRADA & HERNANDEZ, ATENODORA ESTRADA PO BOX 65 GERVAIS, OR 97026	5,500	X BELEM Estrada X Atenodora Estrada
Block 27				17,600	
052W26AC06200	3 & 4	747 2ND ST	BOTELLO, FRANCISCO O PO BOX 128 GERVAIS, OR 97026	8,800 (of larger)	X Francisco Botello
052W26AC06100	5 & 6	740 3RD ST	SANCHEZ, ALFREDO PO BOX 326 GERVAIS, OR 97026	8,800 (of larger)	X Alfredo Sanchez A.

				TOTAL	
				NOTE: Signatures representing 2/3 of the total "Affected Area" 16,000 + 40,000 + 44,000 + 17,600 = 117,600 SF * (2/3) = minimum 78,400 SF required	





ORS 271.080 Vacation in incorporated cities; petition; consent of property owners.

- (1) Whenever any person interested in any real property in an incorporated city in this state desires to vacate all or part of any street, avenue, boulevard, alley, plat, public square or other public place, such person may file a petition therefor setting forth a description of the ground proposed to be vacated, the purpose for which the ground is proposed to be used and the reason for such vacation.
- (2) There shall be appended to such petition, as a part thereof and as a basis for granting the same, the consent of the owners of all abutting property and of not less than two-thirds in area of the real property affected thereby. The real property affected thereby shall be deemed to be the land lying on either side of the street or portion thereof proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated. Where a street is proposed to be vacated to its termini, the land embraced in an extension of the street for a distance of 400 feet beyond each terminus shall also be counted. In the vacation of any plat or part thereof the consent of the owner or owners of two-thirds in area of the property embraced within such plat or part thereof proposed to be vacated shall be sufficient, except where such vacation embraces street area, when, as to such street area the above requirements shall also apply. The consent of the owners of the required amount of property shall be in writing. [Amended by 1999 c.866 §2]

Attn: Susie Marston,
City Manager
Gervais City Hall
PO BOX 329 / 592 4th Street
Gervais, OR 97026

By signing below, I am indicating support for the alley vacation request in Block 25, which is bound by 3rd Street,
2nd Street, Fir Street, and Elm Street in Gervais.

My affected property address in Gervais: Gervais School District
290 First St., 150 Douglas Ave. NE, 300 Douglas Ave.

Owner 1 Signature:

Ana Contreras

Owner 1 Printed Name:

Ana Contreras, Board Vice Chair

Owner 2 Signature:

Dandy Stevens

Owner 2 Printed Name:

Dandy Stevens, Superintendent

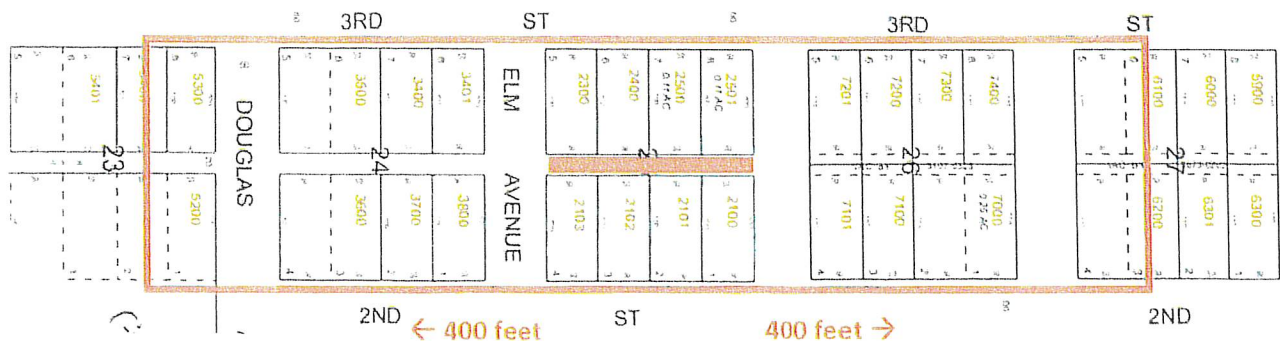
Owner 3 Signature:

Caryn E Davis

Owner 3 Printed Name:

Caryn Davis, Business Manager

Note: All property owners on a deed must sign for each property for it to be considered in the vacation petition.



City of Gervais
Activity Tracker
Last Updated: October 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: October 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	for generator. Delivery delayed to March, 2023. 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 a 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: October 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: October 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: October 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: October 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.

City of Gervais
Activity Tracker
Last Updated: October 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 here for January 20 th worksession to assist. Contract needs to be approved at 1/6 council meeting. Bill

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

Date Initiated	Issue/Task	Summary	Staff	Completion Date
				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 Monohan. 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 Woodburn Fire	Provide fire apparatus in Gervais to	Susie/John/Mark	Chief Joe Budge made multiple presentations to city council. Bond was passed in May, 2021. Plans to use some of that bond renewal revenue to begin

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

Date Initiated	Issue/Task	Summary	Staff	Completion Date
		decrease response times.		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.

**Love INC of North Marion County
Utility Assistance Program Services Agreement**

This UTILITY ASSISTANCE PROGRAM SERVICES AGREEMENT ("Agreement"), is made as of the last date of signatures indicated below ("Effective Date"), by and between the City of Gervais, an Oregon municipal corporation (the "City"), and Love INC of North Marion County, an Oregon domestic nonprofit corporation ("Love INC").

WHEREAS, the City desires to provide emergency utility assistance to its residents, and Love INC has experience providing, and desires to provide the services necessary to administer such an assistance program;

The parties agree as follows:

AGREEMENT

1. Services

1.1 Utility Assistance Program. The "Services" to be provided under this Agreement are for the administration of a Utility Assistance Program ("Program"). The Program's purpose is to assist in settling the delinquent City of Gervais utility accounts of customers that are in jeopardy of having their utility services shut off due to lack of payment.

1.2 Administration of Services. Subject to the provision of this Agreement, Love INC shall administer a Program for the benefit of City residents that meet the selection criteria set out under Section 4.2.

2. Payment

The City shall pay Five Thousand Dollars (\$5,000) to Love INC upon the Effective Date of this Agreement. Love INC shall allocate this Payment(s) as follows:

2.1 Custody and Safekeeping. Love INC shall open and maintain a dedicated checking account in its name at a local financial institution qualified by the Oregon Public Funds Collateralization Program (PFCP) for the sole purpose of administering the Program and shall deposit the Payment into this account. Authorized Love INC representatives shall be the sole signers on the account. Love INC shall notify the City at least five (5) business days in advance of changing financial institutions.

2.2 Fees and Expenses. Banking fees necessary to open and operate the bank account, and supplies necessary to provide the Services under this Agreement, such as check stock, shall be an allowable expenditure from this bank account. Additionally, Love INC may retain 15% of actual financial utility assistance provided under this agreement as a reimbursement for program administration expenses.

2.3 Utility Assistance. Over the life of this Agreement, Love INC may write checks against this account in accordance with providing services under this Agreement.

3. **Additional Funding**

Subject to the availability of sufficient appropriations, the City may provide Love INC with additional funding under this Agreement. In such circumstances, Love INC shall deposit the funds into the dedicated bank account and administer the funds in the same manner as set out in Section 2.

4. **Provision of Services**

4.1 Scope. In servicing this Program, Love INC has the discretionary authority to pay utility bills and fees on behalf of Eligible Customers (defined in Section 4.2) for all City provided water and sewer utility services. Payment assistance shall be provided at a maximum of \$250.00 per account per 12-month period. Love INC shall ensure that all utility bill payments are made directly to the City and shall not make any direct financial allocations to eligible customers.

4.2 Selection of Eligible Customers. Love INC shall only provide financial assistance to those customers that meet the following general eligibility criteria, or modified Love INC criteria established with the City of Gervais's approval:

4.2.1 Applicant resides in the City of Gervais;

4.2.2 Applicant is the City of Gervais utility account holder for which assistance is requested or an individual who has demonstrated financial responsibility for the delinquent account;

4.2.3 Applicant and/or Applicant's household has not received more than \$250.00 in utility assistance from this Program during the previous 12 months;

4.2.4 Applicant demonstrates an emergency need;

4.2.5 Applicant has received and can show a past due notice and/or shut-off notice due to utility-related fees;

- 4.2.6 Applicant can show that Applicant or Applicant's demonstrated financial need meets Love INC's established criteria.

An applicant that meets the selection criteria outlined above, and who can readily be assisted by Love INC, meaning Love INC can pay an amount needed to avoid shut-off or pay past-due amounts, will be designated as an "Eligible Customer."

In executing and providing Services under this Agreement, Love INC is prohibited from discriminating against applicants on the basis of race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, military status, or other classes protected under Oregon or federal statutes.

- 4.3 Quality of Services. Love INC shall perform the Services in a competent manner by staff/volunteers who have been trained in the Program's eligibility requirements, Love INC's screening criteria, and reporting procedures.

- 4.4 Accounting Reports. Love INC shall keep accurate and complete financial records which reflect Services delivered and banking fees paid under this Agreement.

- 4.4.1 Checking account statement. Love INC shall provide, or cause to be provided, a copy of the monthly bank statement to the City no later than thirty (30) days following each calendar month end or termination of this Agreement.

- 4.4.2 Program activity. Love INC shall provide a report of assistance provided, denied requests, and expenses charged to the checking account in administration of the Program within thirty (30) days following each calendar month, or termination of this Agreement.

5. **Term, Renewal, and Termination**

- 5.1 Initial Term. The initial term of this Agreement is December 1, 2022 – December 31, 2023.

- 5.2 Renewal. This Agreement may be renewed upon the mutual written agreement of both parties for succeeding one (1) year periods.

- 5.3 Termination. This agreement terminates as follows:

5.3.1 Upon nonrenewal at the end of the initial term or a successive renewal term;

5.3.2 By mutual consent of both parties; or

5.3.3 By either party unilaterally by giving at least thirty (30) days prior written notice to the other party.

5.4 Effect of Termination. Upon termination, Love INC shall return to the City any unexpended funds remaining in the dedicated bank account (under Section 2.2).

6. Point of Contact

The City shall designate and identify a point person to work with the Love INC under the terms of this Agreement. Love INC shall submit all documents and reports identified in Section 4 to the City's point of contact. The City Recorder will serve as the City's point of contact until or unless another individual is designated.

7. Notice

Any Notice provided for or concerning this Agreement shall be in writing and be deemed sufficiently given when personally delivered or mailed by Certified mail, or emailed to the respective address of each party as follows:

a) Love INC

Attn: Curt Jones, Executive co-Director
1560 Hardcastle Ave.
Woodburn, OR 97071

b) City of Gervais

Attn: Denise Dahlberg, City Recorder
PO Box 329 (if by mail) or 592 4th Street (if by hand delivery)
Gervais, OR 97026
ddahlberg@cityofgervais.com

8. Relationship of the Parties

Love INC shall at no time hold itself out as an agent, subsidiary, or affiliate of the City. This Agreement will not be construed so as to create a partnership between the parties or a relationship between the City and any suppliers, employees, contractors or subcontractors used by Love INC to carry out functions or Services under this Agreement. Additionally, each party shall obtain prior written approval from the other party prior to using the other party's trademarks, trade names, logos, or images (collectively, "Proprietary Marks") in connection with carrying out projects or activities

under this Agreement. This applies to all uses regardless of whether on the web, in print, or in any other media. Once approved, similar uses in the same context and format will not require additional approval. In the event this agreement expires or terminates for any reason, each party shall immediately discontinue using the other Party's Proprietary Marks.

9. No Third Party Beneficiaries

No provision of this Agreement is intended or will be construed to confer upon or give to any person or entity other than the signatories to this Agreement any rights, remedies or other benefits under or by reason of this Agreement.

10. Governing Law

Oregon law governs this agreement without respect to conflict of law principles.

11. Merger This Agreement is the final, complete, and exclusive statement of the parties' agreement on the matters contained in this Agreement. It supersedes all previous negotiations and agreements.

The parties have executed this Agreement effective as of the last date of signature specified below.

City of Gervais
An Oregon Municipal Corporation

Love INC
An Oregon Domestic Nonprofit Corporation

Annie Gilland, Mayor

Curt Jones, Executive Co-Director

Date

Date

INTERGOVERNMENTAL AGREEMENT
Between
MARION COUNTY and CITY OF GERVAIS
CO-5088-22

1. PARTIES TO AGREEMENT

This Agreement between City of Gervais, hereafter called Agency, and Marion County, a political subdivision of the state of Oregon, hereafter called County, is made pursuant to ORS 190.010 (Cooperative Agreements).

2. PURPOSE/STATEMENT OF WORK

The purpose of this Agreement is to establish the terms and conditions under which the Agency will provide property which shall be used for the installation of a ballot box and metal posts for use by the public to deposit ballots. These services are further described in Section 5.

3. TERM AND TERMINATION

- 3.1 This Agreement shall be effective for the period beginning upon Execution, through November 30, 2032 unless sooner terminated or extended as provided herein.
- 3.2 This Agreement may be extended for an additional period of one year by agreement of the parties. Any modifications in the terms of such amendment shall be in writing.
- 3.3 This agreement may be terminated by mutual consent of both parties at any time or by either party upon 30 days' notice in writing and delivered by mail or in person. Any such termination of this agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.
- 3.4 County may terminate this agreement effective upon delivery of written notice to Agency or at such later date as may be established under any of the following conditions:
 - a. If funding from federal, state, or other sources is not obtained or continued at levels sufficient to allow for the purchase of the indicated quantity of services. This agreement may be modified to accommodate a reduction in funds.
 - b. If federal or state regulations or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this agreement or are no longer eligible for the funding proposed for payments authorized by this agreement.
 - c. If any license, certificate, or insurance required by law or regulation to be held by Agency to provide the services required by this agreement is for any reason denied, revoked, or not renewed.
 - d. If Agency fails to provide services called for by this agreement within the time specified herein or any extension thereof.

- e. If Agency fails to perform any of the provisions of this agreement or so fails to pursue the work as to endanger the performance of this agreement in accordance with its terms and after written notice from County, fails to correct such failure(s) within ten (10) days or such longer period as the County may authorize.

3.5 Any such termination of this agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

4. OBLIGATIONS UNDER THE TERMS OF THIS AGREEMENT

4.1 UNDER THE TERMS OF THIS AGREEMENT, AGENCY SHALL:

- a. Agency shall permit reasonable access over County's remaining property to and from the ballot box on the Property by the general public and by County at each election for a period beginning 45 days prior to the election through the day of the election. County shall retain ownership of and access to the Ballot Box. Agency shall guarantee voter access 24/7 from the date of installation until 8pm on Election Day. Agency shall further permit reasonable access to the Property by County at any time for the purpose of installation, maintenance, repair, and replacement of the ballot box and metal posts. Agency shall move neither the ballot box nor the metal posts from their fixed location on the Property during the term of the permit, unless required to do so by law or if a failure to move the ballot box or posts would result in the substantial likelihood of a public safety or health threat. The parties agree that Agency can move the ballot box and posts at any time if County consents in writing and if Agency provides at least fifteen (15) days written notice.

5. COMPLIANCE WITH APPLICABLE LAWS

The parties agree that both shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this agreement. The parties agree that this agreement shall be administered and construed under the laws of the state of Oregon.

6. NONDISCRIMINATION

The parties agree to comply with all applicable requirements of Federal and State civil rights and rehabilitation statutes, rules and regulations in the performance of this agreement.

7. HOLD HARMLESS

To the extent permitted by Article XI, Section 7 of the Oregon Constitution and by the Oregon Tort Claims Act, each party agrees to waive, forgive, and acquit any and all claims it may otherwise have against the other and the officers, employees, and agents of the other, for or resulting from damage or loss, provided that this discharge and waiver shall not apply to claims by one party against any officer, employee, or agent of the other arising from such person's malfeasance in office, willful or wanton neglect of duty, or actions outside the course and scope of his or her official duties.

8. INSURANCE

Each party shall insure or self-insure and be independently responsible for the risk of its own liability for claims within the scope of the Oregon tort claims act (ORS 30.260 TO 30.300).

9. MERGER CLAUSE

Parties concur and agree that this agreement constitutes the entire agreement between the parties. No waiver, consent, modification or change to the terms of this agreement shall bind either party unless in writing and signed by both parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this agreement. Parties, by the signatures below of their authorized representatives, hereby agree to be bound by its term and conditions.

10. NOTICES

Any notice required to be given the Agency or County under this Agreement shall be sufficient if given, in writing, by first class mail or in person as follows:

For Agency:
City of Gervais
PO Box 329
Gervais, OR 97026

For County:
Clerk's Office
PO BOX 14500
Salem, OR 97309
cgraham@co.marion.or.us

11. SIGNATURES

This agreement and any changes, alterations, modifications, or amendments will be effective when approved in writing by the authorized representative of the parties hereto as of the effective date set forth herein.

In witness whereof, the parties hereto have caused this agreement to be executed on the date set forth below.

MARION COUNTY SIGNATURE

Authorized Signature:	<div>DocuSigned by: <i>Bill Burgess</i> 7391562EA8AF448...</div>	10/21/2022
	County Clerk	Date
Reviewed by Signature:	<div>DocuSigned by: <i>Camber Schlag</i> C5B2F3DF257F444...</div>	10/21/2022
	Marion County Contracts & Procurement	Date

CITY OF GERVAIS

Authorized Signature: _____ Date: _____

Title: _____



To convene, network, train, and empower Mayors

MEMORANDUM

To: Mayors and Chief Executive Officers of Region 3
From: The Oregon Mayors Association
Date: October 18, 2022
Re: Partnership Needed to Solve Statewide Homelessness Emergency

This past May, the Oregon Mayors Association (OMA) formed a Taskforce on Homelessness. Twenty-five mayors, representing cities of all sizes from around the state, studied Oregon's homelessness crisis. And while the crisis may seem insurmountable, given that the symptoms and solutions look different between urban and rural communities and vary based on a city's size, geography and available service providers, local government leaders have developed a solution to Oregon's crisis of the unhoused.

The OMA Homelessness Taskforce's plan to humanely and timely address the homelessness crisis in Oregon is a partnership between the State of Oregon and its 241 cities. This partnership will allow for the establishment and expansion of local, community-based responses that provide immediate shelter, needed services, and secure safety for unhoused Oregonians. During the 2023 Legislative session, the OMA will *propose* two separate, yet parallel, budget proposals: (1) a budget package which provides direct allocation to cities for homelessness response and prevention services; and (2) a budget package that provides capital improvement funding for cities.

Direct Allocation

A direct allocation of funding from the state to each incorporated city in Oregon for cities to use in their homelessness response and prevention services is being proposed by the OMA.

- It is proposed that each city will be allocated funds in an amount equal to \$40 per resident, in accordance with the latest official population estimates from Portland State University.
- The proposal requires that in no instance will an incorporated city receive less than \$50,000 in direct funding.
- OMA's proposal provides cities the ability to elect to use the funds for their own homelessness response and prevention services, or to redirect their funds to community partners who are required to use the funds for homelessness response and prevention services.

OMA's proposal states that funds must be used for homelessness response and prevention services, which may include:

- Abatement/clean-up
- Environmental mitigation
- Affordable housing
- Capital construction or improvement costs related to homelessness or affordable housing measures
- Community resource officers
- Education and outreach
- Food bank assistance
- Shelter and/or transitional housing
- Hygiene stations
- Operation costs
- Outreach workers
- Prevention

With a \$50,000 guarantee for all cities, and a \$40.00 per resident multiplier in place, based on the April 19, 2022, PSU population estimates, the total amount requested would equal \$123,575,800.00 annually.

For cities located in Region 3, a \$40 per resident allocation equates to an annual allocation of the dollar amounts denoted below:

- Amity - \$72,360
- Aumsville - \$169,480
- Aurora - \$50,000
- Carlton - \$90,800
- Dallas - \$692,800
- Dayton - \$107,920
- Detroit - \$50,000
- Donald - \$50,000
- Dundee - \$129,720
- Falls City - \$50,000
- Gates - \$50,000
- Gervais - \$103,840
- Hubbard - \$139,120
- Idanha - \$50,000
- Independence - \$403,240
- Jefferson - \$133,560
- Keizer - \$1,578,320
- Lafayette - \$177,840
- Lyons - \$50,000
- McMinnville - \$1,370,040
- Molalla - \$408,280
- Monmouth - \$445,680
- Mt. Angel - \$136,720
- Newberg - \$1,015,040
- Salem - \$7,107,760
- Scotts Mills - \$50,000
- Sheridan - \$255,080
- Silverton - \$423,620
- St. Paul - \$50,000
- Stayton - \$330,600
- Sublimity - \$124,240
- Turner - \$114,640
- Willamina - \$89,920
- Woodburn - \$1,050,000
- Yamhill - \$50,000

Capital Allocation

In addition to the direct allocations, the Taskforce's proposal requires a meaningful allocation from the State for coordinated capital construction investments for specific shelter and transitional housing projects, statewide. It is expected that a final dollar amount for needed capital construction investments will equal between \$125 to \$175 million. The OMA is seeking information from Oregon cities about any needs they may have for capital construction investments from the state in their local responses to addressing the homelessness crisis.

Request for Support

The OMA Homelessness Taskforce and the OMA Board of Directors seek the support of Oregon's 241 cities for the above-described proposal. In an effort to present the legislature and Oregon's next governor with a truly coordinated and collaborative proposal, the OMA hopes to submit its legislative request with as many city partners as possible.

To explain the statewide nature of this crisis, the League of Oregon Cities (LOC), in partnership with the OMA, has secured the services of a communications specialist to work directly with cities interested in supporting the OMA proposal. The communications specialist will work directly with interested cities to develop a one-page document that outlines a city's unique experience with homelessness, and how the funding proposed by the OMA would help the city respond to, or even prevent, homelessness in their community. Work performed by the consultant in support of the OMA proposal will be paid for by the LOC.

Oregon's mayors are leading the on-the-ground response on homelessness, and the prevention thereof, but cities cannot do so alone and need joint leadership from state government to support cities and our county partners. The OMA Taskforce has called on Oregon's next governor and legislature to fund the services and housing needed to make an impact on Oregon's homelessness crisis; the support of Region 3 cities will go a long way to expressing the importance and impact of this proposal.

If your city is interested in supporting the proposal, please contact any of the LOC staff persons listed below as soon as possible, ideally cities wishing to provide support to the proposal should make contact no later than November 4th.

- Patty Mulvihill, LOC Interim Executive Director – pmulvihill@orcities.org
- Ariel Nelson, LOC Housing & Land Use Lobbyist – anelson@orcities.org
- Angela Speier, Projects & Affiliates Manager – aspeier@orcities.org



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: October 28, 2022

To: Mayor and City Councilors

From: Susie Marston, City Manager

Re: Staff Report for November 3, 2022

USDA Compliance Review Questionnaire

The Mayor and Council Members should have received a questionnaire this week from Susan Sauer with USDA. This has to do with the loan the City took out back when the Water Treatment Plant was established. The City is on a regular schedule where USDA conducts a Safety/Security inspection every three years and a Compliance Review every six years. The compliance review is to ensure the City's compliance with anti-discrimination and accessibility laws. If you could please answer the questions as best you can and return to Susan with USDA, that would be great.

Suicide Prevention Workshop

I am still trying to connect with Rosetta Wangerin with Love INC on getting some possible dates for the suicide prevention workshop the council is interested in hosting. I hope to have possible dates to share at the council meeting.

Tree Farm - FEMA Funding

I anticipate submitting for reimbursements soon for costs associated with debris removal from the 2021 Ice Storm event and for restoring the tree farm. The estimated amount coming back to the City is at least \$265,000. I was contacted by the contractor who is working on the tree farm, and due to the rise in operating costs, he may be submitting a change order for the project. FEMA has authorized an amount that will cover the change order, and it has been obligated to the State, meaning the funds are there for reimbursement upon request.

Storm Drain Follow-up

In response to the inquiry about storm drain work in the area of 6th Street, north of Ivy, the master plan identifies storm drain improvements on Juniper between 6th and 7th Streets, but none of the cost is allocated toward new growth, which makes it ineligible for SDC funds to be used. The estimated cost of this project in 2019 was \$150,000, which includes construction, engineering, contingencies and admin costs.

Transition in Public Works

You may or may not have heard rumblings about change coming in the Public Works Department. John Robinson has announced his retirement on November 4th. I will be promoting Kyle Jentzsch to the position of Public Works Superintendent effective November 7th. This is part of our succession

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

plan for Public Works. The Utility Worker position is currently open, and the first review of applications will be November 4th. Depending on how this recruitment process goes, we hope to have this position filled by the end of November. I will be talking about this more at the council meeting.

LOC Elected Essentials Workshop/OMA Mayor Workshop

LOC is offering their annual Elected Essentials Workshops in person this year. 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 now open. If you'd like assistance in registering, please let Denise or I know. We can help! Here is the schedule for workshops in our area:

McMinnville – Community Center	Nov. 29, 2022, 6-8 pm	OMA New Mayors Workshop
	Nov. 30, 2022, 7:30 am – 5:30 pm	Elected Essentials
Albany – City Hall Council Chambers	Dec. 5, 2022, 6-8 pm	OMA New Mayors Workshop
	Dec. 6, 2022, 7:30 am – 5:30 pm	Elected Essentials
Keizer – Civic Center	Jan. 26, 2023, 7:30 am – 5:30 pm	Elected Essentials
	Jan. 26, 2023, 6-8 pm	OMA New Mayors Workshop

For the full schedule of where these workshops will be offered, please visit the LOC website.

Coffee/Tea with the Community

Chief Chase and I are looking forward to our first coffee with the community Tuesday morning, November 1st. Coffee and donuts have been donated for this. It would be great to have council members join us if you're able.



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

November 2022 Council Report

Reporting period between September 1, 2022 through September 30, 2022	
<u>Calls of service/CAD reports</u>	380
<u>Arrests</u>	3
<u>Traffic offenses</u>	55
<u>Traffic written warnings</u>	96
<u>Assist Agencies outside City limits</u>	23
<u>Assist Agencies inside City limits</u>	20

- **D.A.R.E. Lessons** - The police department has begun this school year's **D.A.R.E.** lessons at the Gervais Elementary School to our 5th grade students on October 26th. Lt. West will be teaching two lessons on Wednesday mornings, through to the end of January. Two classes have been combined into one this year. We again want to thank the Gervais School District for our partnership and to teacher Kerry Broadhurst whose energy, enthusiasm and assistance to us is greatly appreciated.
- **D.A.R.E. America Strategic planning process**- I was honored to be asked to participate in **D.A.R.E.**'s strategic planning process in October. **D.A.R.E.** used the process known as the "SWOT Analysis" that stands for: strengths, weaknesses, opportunities, and threats. **D.A.R.E.** remains the preeminent evidence based drug prevention program in the world that is law enforcement led. With the use of a Scientific and Youth Advisory Board, as well as conducting research of the curricula **D.A.R.E.** is posed to continue it's effectiveness into the future.
- **Generator update** - Supply chain issues still continue to delay the delivery of our emergency generator. We recently received an update that we can expect the generator to be delivered around March 23, 2023.

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 For The Month of October 2022

The SCA projects on 7th and Juniper are complete except for the ballards on 8th St. need to be installed. The project on Douglas St is 50% complete.

Repairs have been made on the street light on Douglas. A new power line had to be pulled.

Public Works met with another lighting contractor for the park but have yet to receive quote.

The contractor at the tree farm has been burning slash piles and is still working on cleanup.

The water plant is operating on the 15hp and the 50hp. A failed check valve and gate valve have to be replaced. Also the 7.5hp motor is on order and also needs to be replaced.

The sewer lift stations were serviced this month and one of the check valves is bad and will have to be replaced. Also a flush valve will have to be replaced.

This will be my final report to the council. This is to inform you that I am retiring and that my last day with the city is November

4th 2022. These past 14 years it has been a pleasure working for the city. I would like to thank the city staff and council for their support.

John Robinson

Public Works Superintendent