CITY OF AMITY
AGENDA OF THE CITY COUNCIL
March 6, 2024 @ 7 pm
City Hall
109 Maddox Avenue
Amity, Oregon

Zoom Meeting:
Meeting ID: 815 9322 3516
Passcode: 041853

REGULAR SESSION

CALL TO ORDER/FLAG SALUTE 7:00 pm

COUNCIL ROLL CALL: Melissa Bojorquez, April Dyche, Sandy McArthur, Caleb Shields, Alice Thompson and Mayor Rachel King

1. CONSENT AGENDA: In order to make more efficient use of meeting time, resolutions, minutes, bills and other items which are routine in nature and for which no debate is anticipated, shall be placed on the Consent Agenda. Any item placed on the Consent Agenda may be removed at the request of any council member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion to adopt the Consent Agenda. This motion is not debatable. The secretary to the council will then call the vote. If there are any dissenting votes, each item on the Consent Agenda is then voted on individually by a roll call vote.
   a. Budget Vs. Actual
   b. Minutes – Goal setting 2-3-24
      Regular 02-07-24
      Work Session 02-21-24

2. CITIZEN COMMENTS/QUESTIONS An opportunity to present items not on the regular agenda. Please state your name and address and limit your comments to three (3) minutes.
   a. Yamhill County Sheriff Office Report
   b. DIG Report

3. OLD BUSINESS:
   a. None

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Administrator’s office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please contact Natasha Johnson, City Recorder, at 503-835-3711
4. **NEW BUSINESS:**
   In order to make more efficient use of meeting time, all presentations must be 15 minutes or less. Exceptions may be granted on a case-by-case basis by the Mayor.
   a. Council Goal Adoption
   b. OLCC Liquor License Application
   c. Historic Preservation Application
   d. Temporary RV Camping Permit

5. **DEPARTMENT REPORTS:**
   a. City Administrator Report by Nathan Frarck
   b. City Recorder Report by Natasha Johnson
   c. Public Works Report by Greg Binks
   d. Library Report by Anne Jenkins
   e. City Engineer Billing Report
   f. City Attorney and Planner Billing Report by COG

6. **BUSINESS FROM THE MAYOR & CITY COUNCILORS**
   a. Comments for the Good of the Order – Council President Dyche
   b. Comments for the Good of the Order – Councilor Bojorquez
   c. Comments for the Good of the Order – Councilor McArthur
   d. Comments for the Good of the Order – Councilor Shields
   e. Comments for the Good of the Order – Councilor Thompson
   f. Comments for the Good of the Order – Vacant
   g. Mayor’s Report and Final Comments Rachel King

*ADJOURNMENT*
## CITY OF AMITY

Budget vs. Actuals: Budget_FY24 - FY24 P&L

July 2023 - June 2024

<table>
<thead>
<tr>
<th>Income</th>
<th>ACTUAL</th>
<th>BUDGET</th>
<th>OVER BUDGET</th>
<th>REMAINING</th>
<th>% OF BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 4000 General Fund Revenue</td>
<td>641,521.40</td>
<td>891,150.00</td>
<td>-249,628.60</td>
<td>249,628.60</td>
<td>71.99 %</td>
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<tr>
<td>30 4300 Street Fund Revenue</td>
<td>96,609.58</td>
<td>505,000.00</td>
<td>-408,390.42</td>
<td>408,390.42</td>
<td>19.13 %</td>
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<td>40 4401 Water Fund Revenue</td>
<td>2,347,266.93</td>
<td>10,316,500.00</td>
<td>-7,969,233.07</td>
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<td>22.75 %</td>
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<tr>
<td>50 4500 Sewer Revenue</td>
<td>457,979.27</td>
<td>594,500.00</td>
<td>-136,520.73</td>
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<td>72.04 %</td>
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<tr>
<td>75 4000 Governmental SDC Revenue</td>
<td>107,702.91</td>
<td>41,355.00</td>
<td>66,347.91</td>
<td>-66,347.91</td>
<td>260.44 %</td>
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<tr>
<td>76 4100 Enterprise SDC Revenue</td>
<td></td>
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</table>

Total Income: $3,651,080.09 - $12,413,300.00 = $ -8,762,219.91

GROSS PROFIT: $3,651,080.09 - $8,762,219.91 = $8,762,219.91

<table>
<thead>
<tr>
<th>Expenses</th>
<th>ACTUAL</th>
<th>BUDGET</th>
<th>OVER BUDGET</th>
<th>REMAINING</th>
<th>% OF BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 5000 General Fund Expense</td>
<td>501,078.32</td>
<td>848,135.00</td>
<td>-347,056.68</td>
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<td>59.08 %</td>
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<tr>
<td>29 5000 Payroll &amp; Admin Expense</td>
<td>12,019.88</td>
<td>0.00</td>
<td>12,019.88</td>
<td>-12,019.88</td>
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<tr>
<td>30 5000 Street Expense</td>
<td>97,557.51</td>
<td>504,943.00</td>
<td>-407,385.49</td>
<td>407,385.49</td>
<td>19.32 %</td>
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<tr>
<td>40 5000 Water Expense</td>
<td>5,242,707.26</td>
<td>15,532,405.00</td>
<td>-10,289,697.74</td>
<td>10,289,697.74</td>
<td>33.75 %</td>
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<tr>
<td>50 5000 Sewer Expense</td>
<td>362,349.06</td>
<td>598,214.00</td>
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<td>60.57 %</td>
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Payroll Expenses: $50.00 - $50.00 = $0.00

Total Expenses: $6,215,762.03 - $17,602,497.00 = $ -11,386,734.97

NET OPERATING INCOME: $3,651,080.09 - $ -8,762,219.91 = $8,762,219.91

Other Income: $0.00 - $7,646,783.00 = $-7,646,783.00

Other Expenses: $0.00 - $2,457,586.00 = $-2,457,586.00

NET OTHER INCOME: $0.00 - $5,189,197.00 = $-5,189,197.00

NET INCOME: $3,651,080.09 - $8,762,219.91 = $2,564,681.94

Accrual Basis  Thursday, February 22, 2024 04:10 PM GMT-08:00
WORK SESSION OF THE COUNCIL  
CITY OF AMITY, OR  
Minutes  

The Work Session of the City of Amity City Council was held at 8:30 a.m. on Saturday, February 3, 2024 at Amity High School, 503 Oak Ave, Amity, Oregon.

Councilors Present  
Councilor Melissa Bojorquez, Councilor April Dyche, Councilor Sandy McArthur, Councilor Caleb Shields, Councilor Alice Thompson and Mayor Rachel King.

Councilors Absent  
None

Staff Present  
City Administrator Nathan Frarck and City Treasurer/Recorder Natasha Johnson

SURVEY RESULTS:  
The City Council and City Staff reviewed the results from the 2024 Resident Survey. Overall, the Mayor and Council were impressed with the survey results this year.

The Mayor and Council went over all the comments submitted. They discussed the main topics of discussion which were street repairs and code enforcement. They discussed ways to get information out to more citizens.

POINT OF CONTACT ASSIGNMENTS:  
Mayor King kept the Point of Contacts the same. The list of Point of Contact assignments as of February 3, 2024:

- **Finance**: Main contact is April Dyche, and second contact is Melissa Bojorquez.
- **Infrastructure**: Main contact is Sandy McArthur, and second contact is Caleb Shields.
- **Community Engagement**: Main contact is Melissa Bojorquez, and second contact is Alice Thompson.
- **Public Safety**: Main contact is April Dyche.
- **Parks**: Main contact is Alice Thompson.
- **City Services**: Main contact is Caleb Shields, and second contact is Sandy McArthur.

Administrator Frarck asked for clarification on what he should be doing in regard to meetings or communication with assigned point of contacts. Mayor King went over what the Council would like to see and be done with point of contact.

Facilitator Beth Wytoski went over strategic goal setting. She went over current goals and where they are as far as being completed. She explained how the goal list should look like.

The council went over goals and objectives for goals. Mayor King asked if we need to adopt the strategic plan every year. The facilitator explained yes, every year you will need to update it and get it adopted. You could also do it every other year but up to council discretion.
The council all agreed to continue goal prioritizing until February 21 work session. Mayor King adjourned the work session at 4:15 pm.

Approved by City Council March 6, 2024

__________________________________
Rachel King, Mayor

Attest:

__________________________________
Natasha Johnson, City Recorder
REGULAR MEETING OF THE COUNCIL
CITY OF AMITY, OR
Minutes

The Regular Meeting of the City of Amity City Council was held at 7:00 p.m. on Wednesday, February 7, 2024, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present
Councilor Melissa Bojorquez, Councilor Sandy McArthur, Councilor Caleb Shields, Councilor Alice Thompson and Mayor Rachel King

Councilors Present via Zoom
Councilor April Dyche

Councilors Absent
None

Staff Present
City Administrator Nathan Frarck and City Recorder Natasha Johnson

CONSENT AGENDA:
Councilor Bojorquez moved to approve the Consent Agenda. Councilor Thompson seconded and with no discussion motion passed 5-0.

CITIZEN COMMENTS:
A. Yamhill County Sheriff’s Report: YCSO deputy Samerdyke was present at the meeting. He went over the calls over the month. Mayor King relayed a concern regarding speeding on Getchell St. He let Council know they will spend some time over there. There were no further comments or questions for YCSO.

B. DIG Report: There was no one from DIG. Mayor King reminded everyone of the upcoming meetings and that they are looking for volunteers. She asked for consensus for the city to host a craft table at the Daffodil Festival. There were no comments or questions for DIG.

c. Citizen Comments: There were none.

OLD BUSINESS:
A. None

NEW BUSINESS:
A. DLCD Technical Assistance Grant Award: Administrator Frarck went over background regarding the grant award and grant agreement and what that all entails. Mayor King asked if he feels that the city can meet all the requirements. He explained yes and that the city has great support.
Councilor Bojorquez made a motion to approve the proposed grant agreement from DLCD for the review and update of Amity’s Comprehensive Plan. Councilor McArthur seconded the motion and with no discussion motion passed 5-0.

B. **Amity Water Revenue Bond:** Administrator Frarck went over background regarding Resolution 2024-1 Amity Water Revenue Bond, and he updated council on the change in the resolution. Councilor Bojorquez made motion to pass Resolution 2024-1, including the entirety paragraph concerning short term asset account, a resolution providing for the issuance and sale of the installment water revenue bond in the principal sum of $4,838,000.00. Councilor McArthur seconded and with no discussion the motion passed 5-0.

C. **WMCP Agreement:** Administrator Frarck went over background regarding WMCP agreement. Mayor King asked regarding the timeline of completion. He explained would be close to 18 months. She also asked how much it would roughly cost. He explained would be around 25k. Councilor Shields asked if the meters right now flow meters are and would give us the information we need. Mayor King explained the new upgrades would allow us to collect the data. Administrator Frarck explained further. Councilor Shields just wants to make sure we are getting the data we need. Administrator Frarck will look further into making sure we will get the data. He explained the reason for it taking a while is the process steps that are required. Mayor King explained if the city goes out for grants or loans, they require an updated WMCP. Councilor Bojorquez made a motion to approve city staff to begin work and initiate an agreement for a Water Management and Conservation Plan. Councilor Thompson seconded and with no discussion the motion passed 5-0.

D. **Summer Slurry Seal Project:** Administrator Frarck went over background regarding summer slurry seal project. He explained would cost around 80k and would most likely need to do a supplemental budget. Mayor King asked if this would eat up most of the budget to where public works wouldn’t be able have funds for repair and maintenance. Mayor King explained the maintenance usually happens in the spring and she understands its better to do one big project but is concerned that it won’t leave anything else in the budget. Administrator Frarck went over the street budget. Councilor Dyche is torn with putting all funds into the project and not having any left for maintenance. Councilor Bojorquez asked regarding the cracked seal that happened. Administrator Frarck explained that is the prep work that needs to be done for slurry seal. Councilor Bojorquez asked how much of the streets will get fixed with this project. Administrator Frarck explained that he doesn’t have an answer as that will be included in the bid. Councilor McArthur thinks the city needs to be aggressive with fixing our streets but doesn’t want to blow the budget. Fix the ones that need maintenance. This is the number one complaint with citizens. Councilor Shields asked if public works still has the supply and using up the supply and he also agrees with Councilor McArthur. Councilor Thompson agrees as well and that is what the contingency is there for. She asked roughly if the budget line item will be used. Administrator Frarck explained that based on past budgets the line item gets used but he is not positive on whether it will be spent this year. He explained there is still some supply of cold patch they could use. Councilor Dyche explained that there is going to have to be public education on why fixing the roads that aren’t bad and not fixing the bad roads. Mayor King explained it is important that maintenance still continues. The council all agreed to start getting bids. Mayor King asked if he would be able to get educational information out to the public regarding this as well. He explained he will try, and Councilor McArthur explained she can help as well. Councilor Thompson made a motion to approve city staff to issue a request for bids for an anticipated slurry seal project. Councilor McArthur seconded the motion and with no discussion the motion passed 5-0.
E. **Approval of Letter of Support Submission:** Mayor King went over background regarding letter of support submission. Councilor Bojorquez asked who oversees the project. Mayor King explained the city. She explained further what it would entail and the steps. Councilor Bojorquez asked if this will be the cost or is there a possibility of the project costing more. Councilor Shields concern is the cost seems low. Mayor King explained how the price was determined. She will be attending a work session regarding the house bill. Councilor Bojorquez made a motion to approve the submission of a letter to the Oregon State legislature in support of House Bill 4134: Housing Oregon’s Workforce. Councilor Shields seconded the motion and with no discussion the motion passed 5-0.

F. **Approve Temporary OLCC License:** Mayor King went over background regarding temporary OLCC license. Councilor Thompson made a motion to approve temporary liquor license application for The Common Cup located at 516 S. Trade Street, Suite 103. Councilor Bojorquez seconded the motion and with no discussion the motion passed 5-0.

**DEPARTMENT REPORTS:**

- **City Administrator Report:** Administrator Frarck submitted his report and updated council regarding annual survey and had a total of 81 responses. He updated the council regarding the challenges public work faced with the weather. He updated the council regarding the tree in the park and having it removed and Yamhill Valley Historical Society will come and get the tree when the weather improves. He updated the council that city hall closed for a few days due to the weather. He let the council know that COG will help with RFB for the consultant side for the grant.

  Councilor Bojorquez asked regarding the website. He explained staff need to train and still need to work on adding more to the website. Mayor King has a list of ideas to add to the new website. There were no further comments or questions for the City Administrator.

- **City Recorder/Treasurer Report:** Recorder Johnson submitted her report and reminded council of upcoming county dinner next week. There were no comments or questions for City Recorder.

- **Public Works Report:** Public Work Superintendent submitted his report and was not present at the meeting. There were no comments or questions for Public Works.

- **Library Report:** Librarian Jenkins submitted her report and was not present at the meeting. There were no comments or questions for the library.

- **City Engineer Billing Report:** Billing report submitted. There were no comments or questions regarding billing.

- **City Attorney/Planner Billing Report:** Billing report submitted. Mayor King asked Administrator Frarck to look into the attorney billing hours. There were no further comments or questions regarding billing.
BUSINESS FROM THE MAYOR & CITY COUNCILORS:

Councilor President April Dyche Comments: Councilor Dyche updated regarding Amity Day Committee meeting. They have picked the weekend for the event and is planning on it being the weekend of the pancake breakfast and more details to follow. She reminded the council that the upcoming meeting is on Tuesday. There were no comments for Councilor Dyche.

Councilor Sandy McArthur Comments: Councilor McArthur had nothing to report. There were no comments for Councilor McArthur.

Councilor Bojorquez Comments: Councilor Bojorquez had nothing to report. There were no comments for Councilor Bojorquez.

Councilor Shields Comments: Councilor Shields had nothing to report. There were no comments for Councilor Shields.

Councilor Thompson Comments: Councilor Thompson updated regarding the tourism committee meeting and the next meeting is February 20th. had nothing to report. There were no comments for Councilor Thompson.

Mayor King Comments: Mayor King will be attending the small cities LOC meeting in Lafayette tomorrow. She reminded the council of the dinner next week and if the council will be able to attend.

She read in a comment to record from citizen M. Jackson thanking city staff for working with Recology regarding their concern. There were no comments for Mayor King.

Councilor Bojorquez made a motion to adjourn the meeting at 8:10pm. Councilor McArthur seconded and with no discussion motion passed 5-0.

Approved by the City March 6, 2024

_________________________________________
Rachel King, Mayor

Attest:

_________________________________________
Natasha Johnson, City Recorder
A Work Session Meeting was held at 5:30 p.m. on Wednesday February 21, 2024, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present
Melissa Bojorquez, April Dyche, Alice Thompson and Mayor Rachel King.

Councilors Present via Zoom
None

Councilors Absent
Caleb Shields & Sandy McArthur

Staff Present
Administrator Nathan Frarck and City Recorder Natasha Johnson

1. **CITIZEN COMMENTS/QUESTIONS:**
   There were none.

2. **CITY ADMINISTRATOR COMMENTS:**
   He updated the council regarding being reached out by Alyrica Internet and that they have interest in coming to the area. They would like a letter of support from City of Amity to bring their services to Amity for a grant. He read what the letter of support would entail. The council all agreed to have Administrator Frarck submit a letter of support. He will send Mayor King a template letter for review before sending it out.

   He brought up to have on Council radar to schedule joint work session meeting with Planning Commission and date looking at is March 11. The council are all fine with the date. He will check with the Planning Commission and Planner Byram and confirm.

   He brought up to council regarding a house going up for sale on corner of the same block as city hall and what are council thoughts about possibility of purchasing the property. The council gave Administrator consensus to explore options.

3. **TOPICS OF DISCUSSION:**
   a. **Goal Setting Priorities:** Mayor King and the council went over the goal objectives and prioritized them. Administrator Frarck explained how the priority scoring works. The council discussed work schedule timeline, works sessions to hold and work
plan for goals. Mayor King and Administrator Frarck will go through work session topics based on goals and bring back to council meeting.

4. OPEN FORUM & DISCUSSION FROM THE MAYOR & CITY COUNCILORS:
   a. Mayor Comments – Rachel King apologized to council for canceling the dinner and thanked everyone for their support.
   
   b. Finance – Councilor Dyche had nothing to report. There were no comments.
   
   c. Infrastructure – Councilors McArthur & Shields were both not present at the meeting. There were no comments.
   
   d. Community Engagement – Councilors Bojorquez reminded council March 30th for Daffodil Festival and looking for Volunteers. Councilor Thompson asked for specific time frames and she could check with her students. There were no further comments.
   
   e. Public Safety – Councilor Dyche had nothing to report. There were no comments.
   
   f. Parks – Councilor Thompson asked for update regarding park host. Administrator Frarck updated regarding hiring new park host. Mayor King asked Administrator Frarck to invite the new park host to meet the council. There were no further comments.
   
   g. City Services – Councilors Shields & McArthur were not present at the meeting. There were no comments.

Mayor King adjourned the meeting at 7:47 p.m.

Approved by City Council March 6, 2024

___________________________________
Rachel King, Mayor

Attest:

___________________________________
Natasha Johnson, City Recorder
AGENDA ITEM

Subject: Amity City Council Goals (2024)
Date: March 6, 2024
Origin: Nathan Frarck, City Administrator
Action Requested: Adopt the Amity Council Goals for 2024

Background:
On February 3rd, 2024 the Amity City Council held a goal setting session to review the annual citizen survey and then set goals for the upcoming year. The attached exhibit is the culmination of that work session, facilitation from Beth Wytoski from the regional solutions office, and a second work session on February 21st to finalize and prioritize the various objectives. The City Council can now choose to adopt the given goals or make further edits if needed.

Exhibits:
- Exhibit A – Amity City Council Goals (2024)

Recommendation:
Motion to adopt the stated goals for the City of Amity.
Amity City Council’s Goals (2024)

A. Create a community that is safe, welcoming, and friendly through inclusive strategies
   1. Make City Communications multilingual
   2. Direct contact with multifamily housing units without direct service to establish communication channels
   3. Explore needs and options for childcare during civic meetings
   4. Highlight no-cost and family friendly community events
   5. Facilitate Law Enforcement presence at community events
   6. Install Rapid Flashing Beacon at intersection of Trade and Nursery
   7. Build a trailer to better utilize the City's flashing speed radar sign
   8. Distribute Community education and information on responsibilities, city services, resources
   9. Host town hall meetings
   10. Evaluate options for a city app
   11. Develop a beautification incentive program
   12. Share Law Enforcement statistics
   13. Set event budget for Amity Day Committee

B. Develop public facilities that meet the current and future needs of the community
   1. Replace City Hall with a Civic Center
   2. Construct a new library
   3. Apply for congressionally directed spending
   4. Identify a location for a second park space
   5. Identify sites to install additional dog waste stations
   6. Install additional public trash receptacles
   7. Install regulatory signs for keeping dogs on leash and cleaning up poop
   8. Establish Amity City Hall as a "Heating and Cooling Center"
   9. Preserve Permanent Records
   10. Secure Council Storage and Equipment
   11. Ensure Electrical is safe and efficient
   12. Establish a budget and schedule for professional cleaning of public spaces (community center, library, and public works bathrooms/offices)
C. Leverage the downtown design to promote locally owned businesses that meet the needs of the community and visitors

1. Host a joint Council and Planning Commission work session on the Central Business Zone
2. Increase Public Parking in the downtown area
3. Hold a conversation with business owners and community members about time limits on parking
4. Assess garbage receptacles in the downtown area
5. Improve street lighting in the downtown area
6. Investigate a public mural code
7. Explore grant opportunities for beautification projects

D. Build and maintain resilient systems of infrastructure to support current and future residents

1. Install 8” loop on Goucher
2. Continue pothole repair
3. Implement Wastewater Facilities Plan
4. Install 8” transmission line to reservoir
5. Inventory existing sidewalk facilities
6. Adopt priority list of needed sidewalk installations/upgrades
7. Explore a bond for street and sidewalk improvements
8. Reconstruct failed streets
9. Develop a resilient and cybersecure IT infrastructure for the City of Amity to include necessary hardware, licensing, and security tools.
10. Repair existing sidewalks along Trade Street (99W)
11. Install continuous sidewalks for the entirety of Trade Street (99W); may be able to leverage ODOT’s ADA work in 2027
12. Fix sidewalk on the East side of Trade Street, next to 1st Street
13. Replace street trees that are tearing up sidewalks with listed street trees
14. Replace square water reservoir with larger, improved reservoir
15. Inventory all water service lines in the City of Amity for the Lead and Copper Rule
16. Explore funding options for Wastewater infrastructure improvements through the One Stop service
17. Reduce Inflow and Infiltration by following up on needs identified by the Wastewater Facility Planning Study
18. Restore functionality for the wastewater filtration building
19. Host Community Education/Facility Tour of the new Water Treatment Plant and the Wastewater Treatment Plant

E. Utilize best practices for administrative functions
   1. Update code on Accessory Dwelling Units
   2. Update code on Short-term rentals
   3. Update code on marijuana
   4. Update code on psilocybin
   5. Improve Park maintenance and care
   6. Prioritize FEMA training and ICS classes for City Administrator, Public Works Superintendent, and City Council
   7. Host (one?) table-top emergency exercise with Amity Fire Department and Yamhill County Emergency Management
   8. Develop Community education on emergencies and emergency management for the City of Amity
   9. Establish Cybersecurity policies and evaluate training needs
   10. Explore a sidewalk cost share program (% coverage, ability to make payments, etc.)
   11. Explore a tree maintenance cost share program
   12. Ensure reserve funding for vehicles, equipment, and building upgrades
   13. Develop online form for code complaints
AGENDA ITEM

Subject: OLCC Liquor License Application
Date: 03-06-2024
Origin: Natasha Johnson, City Recorder
Action Requested: Application Approval

Background:

Exhibits: The Common Cup Liquor License Application

Recommendation:

Approve Liquor License Application for The Common Cup located at 516 S Trade St.
OREGON LIQUOR & CANNABIS COMMISSION
LIQUOR LICENSE APPLICATION

Instructions

1. Complete and sign this application.
2. Prior to submitting this application to the OLCC, send the completed application to the local government for the premises address to obtain a recommendation.
   - If the premises street address is within a city's limits, the local government is the city.
   - If the premises street address is not within a city's limits, the local government is the county.
3. You can submit the application to the OLCC if:
   1. You have WRITTEN documentation showing the date the local government received the application or;
   2. The local government has provided you their recommendation.

   ALL forms and documents must be a PDF attachment

4. Email the PDF application that contains the local government recommendation or proof of submission to: OLCC.LiquorLicenseApplication@oregon.gov.
5. Do not include any license fees with your application packet (fees will be collected at a later time). When it's time to pay the license fee you must pay the full yearly fee for the current license year (the license fee will not be prorated). If you pay in the last quarter of your license year you must also pay the yearly fee for the next license year.

License Request Options - Please see the general definitions of the license request options below:

- **New Outlet**: The licensing of a business that does not currently hold an active liquor license.
- **Change of Ownership**: The request to completely change the licensee of record at a licensed business.
- **Greater Privilege**: The request to change from an Off-Premises to a Limited or Full On-Premises Sales license OR from a Limited to Full On-Premises Sales license.
- **Additional Privilege**: The licensee currently holds an active liquor license at the premises and that same licensee would like to request to add an additional different liquor license type at that same premises location.

Additional Information

**Applicant Identification**: Please review OAR 845-006-0301 for the definitions of “applicant” and “licensee” and OAR 845-005-0311 to confirm that all individuals or entities with an ownership interest (other than a waivable ownership interest, per OAR 845-005-0311[6]) in the business have been identified as license applicants on this document. If you have a question about whether an individual or entity needs to be listed as an applicant for the license, discuss this with the OLCC staff person assigned to your application.

**Premises Address**: This is the physical location of the business and where the liquor license will be posted.

**Applicant Signature(s)**: Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

**Applicant/Licensee Representative(s)**: In order to make changes to a license or application or to receive information about a license or application by someone other than the applicant/licensee you must:

- Complete the Authorized Representative Form designating a person/entity to act on your behalf and submit with the application.

For help with this application or any related documents or processes, email olcc.alcohollicensing@oregon.gov.
LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

☒ New Outlet  ☐ Change of Ownership  ☐ Greater Privilege  ☐ Additional Privilege

Select the license type you are applying for.

More information about all license types is available online.

Full On-Premises

☒ Commercial

☐ Caterer

☐ Public Passenger Carrier

☐ Other Public Location

☐ For Profit Private Club

☐ Nonprofit Private Club

Winery

☐ Primary location

Additional locations: ☐ 2nd  ☐ 3rd  ☐ 4th  ☐ 5th

Brewery

☐ Primary location

Additional locations: ☐ 2nd  ☐ 3rd

Brewery-Public House

☐ Primary location

Additional locations: ☐ 2nd  ☐ 3rd

Grower Sales Privilege

☐ Primary location

Additional locations: ☐ 2nd  ☐ 3rd

Distillery

☐ Primary location

Additional tasting locations: (Use the DISTT form HERE)

☐ Limited On-Premises

☐ Off Premises

☐ Warehouse

☐ Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT
After providing your recommendation, return this form to the applicant WITH the recommendation marked below

Name of City  OR  County (not both)

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received:

Optional: Date Stamp Received Below

☐ Recommend this license be granted

☐ Recommend this license be denied

☐ No Recommendation/Neutral

Printed Name  Date

Signature

Trade Name
## Applicant Information

**Identify** the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

<table>
<thead>
<tr>
<th>Name of entity or individual applicant #1:</th>
<th>Name of entity or individual applicant #2:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Common Cup, LLC.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of entity or individual applicant #3:</th>
<th>Name of entity or individual applicant #4:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Business Information

**Trade Name** of the Business (name customers will see):

- The Common Cup

**Premises street address** (The physical location of the business and where the liquor license will be posted):

- 514 S. Trade Street

<table>
<thead>
<tr>
<th>City:</th>
<th>Zip Code:</th>
<th>County:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amity</td>
<td>97101</td>
<td>Yamhill</td>
</tr>
</tbody>
</table>

**Business phone number:**

- 971-241-9592

**Business email:**

- thecommoncup.amity@gmail.com

**Business mailing address** (where we will send any items by mail as described in OAR 845-004-0065(11)):

- P.O. Box 474

<table>
<thead>
<tr>
<th>City:</th>
<th>State:</th>
<th>Zip Code:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amity</td>
<td>OR</td>
<td>97101</td>
</tr>
</tbody>
</table>

**Does the business address currently have an OLCC liquor license?** [ ] Yes [ ] No

**Does the business address currently have an OLCC marijuana license?** [ ] Yes [ ] No

## Application Contact Information

Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

**Application Contact Name:**

- Jeanne Welho

<table>
<thead>
<tr>
<th>Phone number:</th>
<th>Email:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
LIQUOR LICENSE APPLICATION
Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:

1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.

2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.

3. The licensed premises at the premises street address proposed to be licensed either:
   a. Does not include any common areas; or
   b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
      - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.

4. The licensed premises at the premises street address either:
   a. Has no area on property controlled by a public entity (like a city, county, or state); or
   b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.
Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-006-0362 and attests that:
  1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
  2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

(The Common C.D., Inc.)

Jeannie Coteho
Applicant name
Signature
Date 2/7/2026

Applicant name
Signature
Date

Applicant name
Signature
Date

Applicant name
Signature
Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the Authorized Representative Form. You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.
AGENDA ITEM

Subject: Historic Landmark Committee Appointment  
Date: March 6, 2024  
Origin: Natasha Johnson, City Recorder/Treasurer  
Action Requested: Appoint Amity Historic Landmarks Committee Member

Background:
The City currently has three (2) vacancies on the Historic Landmarks Committee. The Historic Landmarks Committee shall consist of five members selected at large. Each member shall be entitled to one vote. The mayor, subject to Council approval, shall appoint a Historic Landmarks Committee of five members with a demonstrated competence, knowledge, or interest in historic preservation with preference given to those with professional experience in the fields of:

- Preservation  
- Architecture  
- Archaeology  
- Community History  
- Building trades  
- Real estate or  
- Related specialties

Exhibits: S. Buchanan Historic Landmarks Committee Application

Recommendation: Move to appoint Sabine Buchanan to the Historic Landmarks Committee with a term expiring on December 31, 2025.
CITY OF AMITY
109 Maddox Avenue
P.O. Box 159
Amity, OR 97101
Ph: (503) 835-3711

AMITY DAY COMMITTEE
APPLICATION FOR APPOINTMENT

Amity is currently building an Amity Day Committee with the goal of putting together a large community event sometime during the summer of 2024. Based on the interest survey responses, there will be a significant amount of interest and opinions regarding this event. Ideal committee applicants will be committed to gathering input from a variety of community members, and then planning and executing the shared vision for Amity Day!

Name: Sabine Buchanan
Date: 2-9-24

Telephone No.: 

E-Mail Address:

Present Occupation: Direct Support Professional

Home Address: 

City/State/Zip: Amity OR 97101

Is this address within city limits? No on a city street

Amity Resident: Yes – since year 44 years

Are you a registered Voter in the State of Oregon? Yes

1. Employment, professional, and volunteer background:

WESD, Peggiit, Express pro, & General pro

Amity Library, Dig Amity, Amity Auxiliary Fire
2. Previous City appointments, offices, or activities:

Amity Library Volunteer

3. What experience/training/qualifications do you bring to this Committee? You may attach a resume.

I have local knowledge

4. What specific contributions do you hope to make?

to help my community make Amity a better place to live.

Signature: [Signature] Date: 2-9-24

The Amity Day Committee meets at such times as the Committee may determine are appropriate and necessary.

For office use only

Date Received: [Date]
Date Considered: [Date]
Action by Council: [Action]
Term Expires: [Expiration Date]

Please return this form to:
City of Amity
109 Maddox Avenue
P.O. Box 159
Amity Or, 97101
Ph: 503-835-3711
Fax: 503-835-3780
njohnson@ci.amity.or.us
Subject: Temporary RV Permit  
Date: March 6, 2024  
Origin: City Recorder, Natasha Johnson  
Action Requested: Temporary RV Permit Request

Background:  
Citizen Shirley Calhoun at 313 SE Nursery, is asking for a third temporary RV permit. Staff asked her to come to council, as the city only allows one, with one extension approved by the City Administrator. This is the third request; therefore, this is why it has been brought to council.

There have been several complaints and phone calls from citizens regarding this and multiple encounters with law enforcement for ordinance violations.

Exhibits: Exhibit A Temporary RV Permit Request, Exhibit C Previous Temporary RV Permits and Exhibit C citizen complaint

Staff recommends the following options:  
1. Do not approve the temporary 6-month RV permit request  
2. Approve the temporary RV permit request with an expiration date of September 6, 2024.
City of Amity

6-month Temporary Camping Authorization

Requested Shelter(s) Type ________________________  Valid Thru* ________________________

Property Owner  ________________________________  ________________________________
Print  Shirley Calhoun  Signature  Shirley Calhoun

Property Owner’s Utility Account # ________________________________

Physical Address  313 S. DEER NURSERY AVE  AMY, OR

________________________  _______________________
Signature of City Official  Date

*Failure to either abide by the terms of Amity Municipal Code (AMC) § 95.02 “Temporary Camping Program” or to renew this authorization by the date stated shall result in fines and penalties being applied per AMC § 95.99 “Penalty.” AMC may be found at https://codelibrary.amlegal.com/codes/amityor/latest/amity_or/0-0-0-1
City of Amity

6-month Temporary Camping Authorization

Requested Shelter(s) Type: RV temp parking
Valic Thru*: 12-8-2023

Property Owner: Shirley Calhoun
Property Owner’s Utility Account #: 100380
Physical Address: 313 SE Nursery Ave, Amity OR 97101

Signature of City Official: [Signature]
Date: 5/24/23

*Failure to either abide by the terms of Amity Municipal Code (AMC) § 95.02 “Temporary Camping Program” or to renew this authorization by the date stated shall result in fines and penalties being applied per AMC § 95.99 “Penalty.” AMC may be found at https://codelibrary.amlegal.com/codes/amityor/latest/amity_or/0-0-0-1
To Whom It May Concern

I Theresa L. Knoke have been looking for a place to live the entire time I have been staying at 313 SE Nursey Ave. And have been unable to either find or get into a place as its been already rented or there is a waiting list for the house / unit I would like to get into. I have myself and husband on the waiting list for YCAP have been on it since I believe March 2019 which I have been keeping in contact and updating with them as they require. We drive around and look for empty places and try to get numbers to find out if we could rent the home or ask questions about any places they may know of that is available to rent or willing to rent. We look online in the paper have friends, family keeping a eye out and also looking for a place we can get into. It's not that we don't want our own space but with the way of expenses going up and the economy is right now the people who have next to nothing in income can't get into a place on there own or have to have a roommate it's hard to find someone who you can honestly trust to move in with you when there's been trust issues your entire life. Of people doing things/ saying things about you that you have no idea until you are confronted by a total stranger asking is this really true what's being said about you. You look at them like there crazy and say what are you talking about an then you find out what's being said about you that's been going around town who knows how long. Have been on housing come up on the list but voucher expired before we found a place to live.

THANK YOU

Theresa L Knoke

[Signature]
City of Amity
6-month Temporary Camping Authorization

Shelter(s) Type: RV Temporary Parking  Valid Thru: 6/8/2023

Owner: Shirley Calhoun  Signature: 

Owner's Utility Account #: 

Address: 313 S.E. Nursery Ave Amity 97101  Date: 6/8/2023

her abide by the terms of Amity Municipal Code (AMC) § 95.02 "Temporary Camping Program" or to renew this
by the date stated shall result in fines and penalties being applied per AMC § 95.99 "Penalty." AMC may be found at
brary.amlegal.com/codes/amityor/latest/amity_or/0-0-0-1
Date: 02/21/2024

I, ______________________ wish to make the following complaint:

☐ Public Nuisance at 313 SE Nursery St, Amity, OR 97101

☐ Discourteous or unresponsive city employee ____________________

☐ Obstruction of a city street or sidewalk at ____________________

☐ Illegal parking ____________________

☐ Trailer or RV being used as a residence at 313 SE Nursery St, Amity, OR 97101

☐ Possible unpermitted construction activity at ____________________

☐ Other ____________________

Please give a detailed description of your complaint: (use an additional sheet of paper if necessary)

Billy has been asked to leave before due to his RV being used as a primary residence, overabundance of garbage, vehicles, trailers, etc. It is his mother’s property however him and his wife live in the trailer in the driveway. He is up at all hours of the night, working on his truck/rv, yelling at his mom and wife, countless law enforcement contacts. I don’t feel safe with him being there. I don’t feel like my home is safe with him residing in his RV there. I don’t like my son or animals out when he is home. It needs to END.

The complaint location is critical. If an address is not visible, give clear directions, like, “The vacant lot just north of 123 2nd Street”. If the complaint is not visible from the street, please describe where it can be seen. If you are unable to give clear directions, be sure to put your contact phone number on the form so we can call to clarify.

Your name and contact info is not required, but can be very helpful. If the complaint is only visible from private property, we will have to contact you directly to get permission to enter your property to observe the problem. If we are unable to locate the complaint, and are unable to contact you for clarification, the complaint may be closed with no action taken.

I understand that city staff will investigate and take appropriate action.

_________________________ Complainant Signature

Address: Phone:

☐ I wish to be contacted by staff as a follow-up
Shirley Calhoun was warned for parking permit & excessive vehicles. She was told there is a $100 fee starting today for non-compliance if she did not get permit. [Name/Title]

Date & Time

Written By: Name/Title

Date & Time

□ Additional Documents Attached
1. We’ve experienced a few email scam attempts, some of which have been decently convincing. Please know that Mayor King, or any staff member will not ask you to purchase gift cards, especially not via email. If you ever have any doubts, feel free to reach out to me directly. I’ll try to work to limit these scam attempts but the first step is making sure that everyone can recognize the fraud and the quickest way to do that is to simply call me if you’re unsure. Call my cell phone or the City Hall directly.

2. I met with Joel Conder to prepare a slurry seal project for this coming June/July. We selected several streets and put together a solid work package. There’s certainly a lot to do when it comes to street maintenance and hopefully this will move the road system in the right direction. This project just went to bid and has a bid closing date of March 22, 2024.

3. We currently have an RFP out for the consultant work associated with the Comprehensive Plan Update. That is also set to close on the date of March 22, 2024. I’m going to start addressing this in earnest in the month of March. We’ll need to choose our advisory committee and identify the key stakeholders to be most involved in this process. If you know or have connections to citizens in Amity that may be interested in being involved in budgeting, or the comprehensive plan update process, please reach out to them and invite them to get involved.

4. Engineering is beginning to work on securing the necessary easements for the Reservoir and Goucher Street Waterlines so some citizens may be approached about securing a Public Utility Easement across their property.
Monthly Report from City Recorder/Treasurer
February 2024 for March 2024
Respectfully Submitted by: Natasha Johnson

Regular Tasks:

- Payroll- 2X (Prepared and paid liabilities, PERS Reports, per pay period, print checks, get signed, and distribute OR send to payroll center for direct deposit)
- Reconciliations (LGIP Account, First Federal Account), Deposit Entries
- Paid city bills
- Minutes for City Council Meetings
- Council Packets, Council Meeting Follow-up ~ completed tasks as requested
- Miscellaneous walk-in customers, response letters, etc.
- Human Resource Items (set up new employees, update employee files, close out former employees, insurance claims, etc.)
- Completed February billing for water/sewer and March newsletter

Other Items

- Worked on new building files
- Completed 48’s & Shutoffs
- Court
- Planning county dinner

***NEW*** Complaints Received

<table>
<thead>
<tr>
<th>Subject</th>
<th>Resolution/Outcome</th>
<th>Copy to</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-31-24</td>
<td>Other</td>
<td>PW/Admin</td>
</tr>
<tr>
<td>02-06-24</td>
<td>Illegal Parking</td>
<td>Spoke with owner</td>
</tr>
</tbody>
</table>


Date: 11/31/24  

I, Cheryl Caller, wish to make the following complaint:

☐ Public Nuisance at ___________________________

☐ Discourteous or unresponsive city employee ___________________________

☐ Obstruction of a city street or sidewalk at ___________________________

☐ Illegal parking ___________________________

☐ Trailer or RV being used as a residence at ___________________________

☐ Possible unpermitted construction activity at ___________________________

☐ Other ___________________________________________________________________

Please give a detailed description of your complaint: (use an additional sheet a paper if necessary)

Please fix pot hole at Oak & Roths

The complaint location is critical. If an address is not visible, give clear directions, like, “The vacant lot just north of 123 2nd Street”. If the complaint is not visible from the street, please describe where it can be seen. If you are unable to give clear directions, be sure to put your contact phone number on the form so we can call to clarify.

Your name and contact info is not required, but can be very helpful. If the complaint is only visible from private property, we will have to contact you directly to get permission to enter your property to observe the problem. If we are unable to locate the complaint, and are unable to contact you for clarification, the complaint may be closed with no action taken.

I understand that city staff will investigate and take appropriate action.

Complainant Signature

☐ I wish to be contacted by staff as a follow-up

Address: ____________________________________________

Phone: _____________________________________________
Name of supervisor receiving complaint: Greg Binks

Date complaint was given to supervisor:

Supervisor Comments:

Completed on 2/2/24

Written By: Name/Title
2/2/24

Date & Time

Additional Info:

Written By: Name/Title

Date & Time

☐ Additional Documents Attached

Copy given to (original on file with recorder):

☐ Mayor  ☐ City Administrator  ☐ Police Chief  Date:___________  Emp. Int.______
Date: 2-6-2024

I, __________________________________________ wish to make the following complaint:

☐ Public Nuisance at ____________________________________________________________

☐ Discourteous or unresponsive city employee ____________________________________________

☐ Obstruction of a city street or sidewalk at ________________________________________________

☐ Illegal parking _____________________________

☐ Trailer or RV being used as a residence at ________________________________________________

☐ Possible unpermitted construction activity at ________________________________________________

☐ Other __________________________________________________________

Please give a detailed description of your complaint: (use an additional sheet a paper if necessary)

Neighbor operating a business out of home & parking illegally, blocking fire hydrant.

The complaint location is critical. If an address is not visible, give clear directions, like, “The vacant lot just north of 123 2nd Street”. If the complaint is not visible from the street, please describe where it can be seen. If you are unable to give clear directions, be sure to put your contact phone number on the form so we can call to clarify.

Your name and contact info is not required, but can be very helpful. If the complaint is only visible from private property, we will have to contact you directly to get permission to enter your property to observe the problem. If we are unable to locate the complaint, and are unable to contact you for clarification, the complaint may be closed with no action taken.

I understand that city staff will investigate and take appropriate action.

Complainant Signature: ____________________________

Address: ____________________________

Phone: ____________________________

☐ I wish to be contacted by staff as a follow-up
Name of supervisor receiving complaint: ________________________________

Date complaint was given to supervisor: 2/7/24

Supervisor Comments:

Spoke with Sergio @ 7:07 a.m. regarding home occupation & biz license. Spoke about parking in hammerhead.

S. Navarro
Written By: Name/Title 2/18/24
Date & Time

Additional Info:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Written By: Name/Title
Date & Time

☐ Additional Documents Attached

Copy given to (original on file with recorder):

☐ Mayor ☐ City Administrator ☐ Police Chief Date: ___________ Emp. Int. ________
Public Works Report to Council  
February 2024

Water:
- Meeting with Keller about additions to waterplant
- Repair water leak at treatment plant
- Clean intake lines twice weekly

Wastewater
- Calibrate flow meters
- Relocate check valves on effluent pipes
- Repair water line
- Maintenance filter
- Fill fuel tanks on lift station generators
- Starting list of wastewater lines to camera for I&I

Streets:
- Fill potholes
- Repair 3 stop signs
- Cleaning of culverts
- Making list of damaged street signs

Parks:
- Moved in new Park host
- Trash and maintenance to park
- Pick up tree trimmings

Other:

Respectfully Submitted,
Greg Binks
Amity Public Works
We are launching a story time on Friday, March 15 at 3:00 pm. This is a two-month trial program; if interest and attendance continues, we’ll make it permanent, each Friday afternoon. From March 1 to 29 we’ll have a guessing game—how many “bookworms” in the jar—and the winner will receive a book and the gummy worms. We’ve had no volunteers in the past two months, but at least two people are willing to be readers for story time.
<table>
<thead>
<tr>
<th>PROJECT NO</th>
<th>DESCRIPTION</th>
<th>INVOICE</th>
<th>CURRENT AMOUNT</th>
<th>PRIOR BILLED</th>
<th>PROJECT TOTAL</th>
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</thead>
<tbody>
<tr>
<td>215108-001</td>
<td>WATER SYSTEM SERVICES</td>
<td>240314</td>
<td>215.00</td>
<td>202,336.36</td>
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<tr>
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<tr>
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<td>AMITY SALT CREEK RELOCATION PROJ</td>
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<td>215108-021</td>
<td>ARPA WATER LINE FINAL DESIGN</td>
<td>240126</td>
<td>10,662.00</td>
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<tr>
<td>215108-020</td>
<td>AMITY RICE LANE SIDEWALKS SCA</td>
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<td>38,050.00</td>
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<td>215108-017</td>
<td>ROAD REHAB PROJECT SCA</td>
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<td>215108-008</td>
<td>GIS GRANT SUPPORT</td>
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<td>3,832.50</td>
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</tr>
</tbody>
</table>

$ 33,355.14 $ 2,154,435.11 $ 2,187,790.25
February 16, 2024

City of Amity
Attn: Tasha Johnson/Nathan Frarck
Email: njohnson@ci.amity.or.us
nfrarck@ci.amity.or.us
P.O. Box 159
Amity, OR 97101

**Transmitting Invoice No. 0240314 – Amity - Water System Services**

Dear Ms. Johnson and Mr. Frarck:

Please find attached invoice in the amount of $215.00 for project number 215108-001. During the month of January, Keller Associates completed the following engineering services:

- Project administration and management
- Coordination of 5th & Stanley Waterline

If you have any questions, please do not hesitate to contact me at 503.364.2002.

Sincerely,

**KELLER ASSOCIATES, INC.**

Peter Olsen, PE
Project Manager
February 15, 2024  

City of Amity  
Attn: Tasha Johnson  
Email: njohnson@ci.amity.or.us  
Email: nfrarck@ci.amity.or.us  

Project No: 215108-001  
Invoice No: 0240314  

Project 215108-001  
Amity - Water System Services  

Professional Services from December 3, 2023 to January 27, 2024  

<table>
<thead>
<tr>
<th>Professional Personnel</th>
<th>Hours</th>
<th>Rate</th>
<th>Amount</th>
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<tbody>
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<tr>
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<td>215.00</td>
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</table>

Total Labor 215.00

Total this Invoice $215.00

Billings to Date

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Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770  
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
Billing Backup

Amity - Water System Services

Friday, February 16, 2024

Keller Associates, Inc.

Invoice 0240314 Dated 2/15/2024

9:55:03 AM

<table>
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<tr>
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<th>Hours</th>
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<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>00031</td>
<td>.50</td>
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<tr>
<td>00031</td>
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<td><strong>Totals</strong></td>
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<td>215.00</td>
<td><strong>215.00</strong></td>
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</table>

**Total this Project** $215.00
**Total this Report** $215.00

Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
February 16, 2024

City of Amity
Attn: Tasha Johnson/Nathan Frarck
Email: njohnson@ci.amity.or.us
       nfrarck@ci.amity.or.us
P.O. Box 159
Amity, OR 97101

Transmitting Invoice No. 0240315 – Amity - Sewer System Services

Dear Ms. Johnson and Mr. Frarck:

Please find attached invoice in the amount of $205.00 for project number 215108-002. During the month of January, Keller Associates completed the following engineering services:

• Project administration and management
• Wastewater system coordination

If you have any questions, please do not hesitate to contact me at 503.364.2002.

Sincerely,

KELLER ASSOCIATES, INC.

Peter Olsen, PE
Project Manager
February 15, 2024

City of Amity
Attn: Tasha Johnson
Email: njohnson@ci.amity.or.us
Email: nfrarck@ci.amity.or.us

Project No: 215108-002
Invoice No: 0240315

Project 215108-002  Amity - Sewer System Services
Project Manager: ______________________________________

Professional Services from December 31, 2023 to January 27, 2024

Professional Personnel

<table>
<thead>
<tr>
<th>Name</th>
<th>Hours</th>
<th>Rate</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Hastings, Krista</td>
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<td>Marquez, Ashley</td>
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<tr>
<td>Olsen, Peter</td>
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Totals 1.50

Total Labor 205.00

Total this Invoice $205.00

Outstanding Invoices

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</thead>
<tbody>
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596.25

Billings to Date

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<td>Totals</td>
<td>205.00</td>
<td>20,352.50</td>
<td>20,557.50</td>
</tr>
</tbody>
</table>

Keller Associates accepts ACH payments. Transit/Routing No. 021052053  Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com

KELLER ASSOCIATES
City of Amity
245 Commercial St SE, Suite 210
Salem, OR 97301
(503) 364-2002
# Billing Backup

Keller Associates, Inc.  
Invoice 0240315 Dated 2/15/2024  
9:58:28 AM

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<tr>
<td>00031</td>
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</table>

**Total Labor**  
**205.00**

**Total this Project**  
$205.00

**Total this Report**  
$205.00
February 16, 2024

City of Amity
Attn: Tasha Johnson/Nathan Frarck
Email: njohnson@ci.amity.or.us
       nfrarck@ci.amity.or.us
P.O. Box 159
Amity, OR 97101

Transmitting Invoice No. 0240316 – Amity - Municipal Planning Services

Dear Ms. Johnson & Mr. Frarck:

Please find attached invoice in the amount of $606.25 for project number 215108-003. During the month of January, Keller Associates completed the following engineering services:

- Project administration and management
- Meetings, correspondence, and coordination
- 16700 Hwy 99 land use review from county ($53.75)
- 9155 Laughter Ln review ($107.50)

If you have any questions, please do not hesitate to contact me at 503.364.2002.

Sincerely,

KELLER ASSOCIATES, INC.

Peter Olsen, PE
Project Manager
City of Amity
Attn: Tasha Johnson
Email: njohnson@ci.amity.or.us
Email: nfrarck@ci.amity.or.us

February 15, 2024
Project No: 215108-003
Invoice No: 0240316

Project 215108-003 Amity - Municipal Planning Services
Project Manager:____________________________________

Professional Services from December 31, 2023 to January 27, 2024

<table>
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<tr>
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<tr>
<td>Hastings, Krista</td>
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<tr>
<td>Marquez, Ashley</td>
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<td>90.00</td>
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<td>Olsen, Peter</td>
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Total

Total Labor 606.25

Total this Invoice $606.25

Outstanding Invoices

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Billings to Date

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Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
## Billing Backup

### Keller Associates, Inc.

**Invoice 0240316 Dated 2/15/2024**

**Friday, February 16, 2024**

**9:59:44 AM**

### Project 215108-003

**Amity - Municipal Planning Services**

### Professional Personnel

<table>
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<tr>
<th>Code</th>
<th>Name</th>
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<th>Hours</th>
<th>Rate</th>
<th>Amount</th>
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<td>Olsen, Peter</td>
<td>1/22/2024</td>
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<td>1/25/2024</td>
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**SDC calc review and CCI lookup**

**SDC CCI coordination with Nathan**

**weekly coordination mtg with Holly**

**9155 Laughter Ln review**

**16700 Hwy 99 land use review from County**

**PM**

**PM**

**Total Labor**

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**Total this Project**

$606.25

**Total this Report**

$606.25

---

Keller Associates accepts ACH payments. Transit/Routing No. 021052053    Account No. 72589770

Remittance Advice should be emailed to: bballantyne@kellerassociates.com
February 16, 2024

City of Amity  
Attn: Tasha Johnson/Nathan Frarck  
Email: njohnson@ci.amity.or.us  
nfrarck@ci.amity.or.us  
P.O. Box 159  
Amity, OR 97101

Transmitting Invoice No. 0240317 - Amity - Streets Infrastructure Services

Dear Ms. Johnson & Mr. Frarck:

Please find attached invoice in the amount of $311.25 for project number 215108-004. During the month of January, Keller Associates completed the following engineering services:

- Project management and administration
- Correspondence, meetings and coordination
- Rice Ln contractor coordination/communication as city engineer

If you have any questions, please do not hesitate to contact me at 503.364.2002.

Sincerely,

KELLER ASSOCIATES, INC.

Peter Olsen, PE  
Project Manager
February 15, 2024

City of Amity
Attn: Tasha Johnson
Email: njohnson@ci.amity.or.us
Email: nfrarck@ci.amity.or.us

Project No: 215108-004
Invoice No: 0240317

Project: 215108-004  Amity - Streets Infrastructure Services

Professional Personnel

<table>
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<tr>
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Total Labor $311.25

Total this Invoice $311.25

Outstanding Invoices

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Billings to Date

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</table>

Keller Associates accepts ACH payments. Transit/Routing No. 021052053  Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
### Billing Backup

**Keller Associates, Inc.**

**Invoice 0240317 Dated 2/15/2024**

**Friday, February 16, 2024**

**10:01:01 AM**

---

**Project 215108-004**

**Amity - Streets Infrastructure Services**

---

#### Professional Personnel

<table>
<thead>
<tr>
<th>ID</th>
<th>Name</th>
<th>Date</th>
<th>Hours</th>
<th>Rate</th>
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<tbody>
<tr>
<td>00298</td>
<td>Hastings, Krista</td>
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<td>20.00</td>
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<tr>
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<td>Marquez, Ashley</td>
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<td>00031</td>
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<td>1/24/2024</td>
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</table>

*Project Administration*

*rice lane contractor communication*

*phone call with Pacific, Dave Olson, about contract*

**Totals**

<table>
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<tr>
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<tbody>
<tr>
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**Total Labor**

$311.25

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**Total this Project**

$311.25

**Total this Report**

$311.25

---

Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770

Remittance Advice should be emailed to: bballantyne@kellerassociates.com
February 21, 2024

City of Amity
Attn: Tasha Johnson/Nathan Frarck
Email: njohnson@ci.amity.or.us
      nfrarck@ci.amity.or.us
P.O. Box 159
Amity, OR 97101

Transmitting Invoice No. 0240318 – Aurora-Water System Improvements (USDA)

City of Aurora:

Please find attached invoice in the amount of $19,419.64 for project number 215108-011. During the month of January, Keller Associates completed the following engineering services:

- Project management and administration
- Correspondence, Meetings and Coordination
- Submittal of Change Order
- RFI calls with contractors – follow up questions
- Site Visits
- Discussion of intake vault drain
- Cellular change order coordination
- Pay App 16
- O&M manual coordination

If you have any questions, please do not hesitate to contact me at 503.364.2002.

Sincerely,

KELLER ASSOCIATES, INC.

Peter Olsen, PE
Project Manager
City of Amity  
Attn: Tasha Johnson  
Email: njohnson@ci.amity.or.us  
Email: nfrarck@ci.amity.or.us

February 15, 2024  
Project No: 215108-011  
Invoice No: 0240318

Project 215108-011 Amity - Water System Improvements (USDA)

Project Manager:______________________________

**Professional Services from December 31, 2023 to January 27, 2024**

<table>
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<th>Description</th>
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<tbody>
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<td>65,900.00</td>
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<tr>
<td>2</td>
<td>Basic Services - Construction Phase</td>
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<td>3</td>
<td>Resident Project Representative</td>
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**Professional Personnel**

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**Billing Limits**

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Keller Associates accepts ACH payments. Transit/Routing No. 021052053  
Account No. 72589770  
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
<table>
<thead>
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Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
## Fee

<table>
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**Subtask 6-5: Manuals, As-Built Documentation, and Training**

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**Outstanding Invoices**

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Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com

Credit Applied - $7.00
Total Now Due $19,419.64
**Billing Backup**

Keller Associates, Inc.

**Project:** 215108-011  
**Amity - Water System Improvements (USDA)**

### Professional Personnel

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**Total Labor:** 2,862.50

**Total this Task:** $2,862.50

**Total this Task:** $2,862.50

**Total this Task:** $2,862.50

**Total this Task:** $2,862.50
February 14, 2024

City of Amity  
Attn: Nathan Frarck, City Manager  
E-Mail: nfrarck@ci.amity.or.us

Transmitting Invoice – 215108-020 – Amity Rice Lane Sidewalks SCA Project

Dear Mr. Frarck:

Please find attached Keller Associates’ (Keller) invoice for project number 215108-020. During the month of January, Keller completed the following engineering services:

- Project management and administration
- Preparation for Bid opening
- Contract Negotiations

Outstanding Invoices:

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<td>$1,665.00</td>
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Total $51,300.00 | $1,929.00 | $38,050.00 | $13,250.00 |

If you have any questions, please do not hesitate to contact me or Abby McFetridge at 503.364.2002.

KELLER ASSOCIATES, INC.

Shannon Williams, PE  
Project Manager
February 15, 2024
Project No: 215108-020
Invoice No: 0240165

Project 215108-020: Amity - Rice Lane Sidewalks SCA Projects

Professional Services from December 31, 2023 to January 27, 2024

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**Total this Invoice** **$1,929.00**

**Billings to Date**

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Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
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<thead>
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Total Labor: $470.00

Total this Task: $470.00

Total this Project: $470.00

Total this Report: $470.00
City of Amity  
Attn: Nathan Frarck  
E-Mail: nfrarck@ci.amity.or.us  
E-Mail: njohnson@ci.amity.or.us  

February 9, 2024  
Project No: 215108-021  
Invoice No: 0240126  

Project: 215108-021  
ARPA Waterlines Final Design  

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Keller Associates accepts ACH payments. Transit/Routing No. 021052053 Account No. 72589770  
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
<table>
<thead>
<tr>
<th>Project</th>
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**Billings to Date**

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<th>Current</th>
<th>Prior</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee</td>
<td>10,662.00</td>
<td>2,640.00</td>
<td>13,302.00</td>
</tr>
<tr>
<td>Totals</td>
<td>10,662.00</td>
<td>2,640.00</td>
<td>13,302.00</td>
</tr>
</tbody>
</table>

Keller Associates accepts ACH payments. Transit/Routing No. 021052053     Account No. 72589770
Remittance Advice should be emailed to: bballantyne@kellerassociates.com
City of Amity
199 Maddox Ave
PO Box 159
Amity, OR 97101

Regarding: Amity, City of - General
Matter No: 23-2819-001
Invoice No: 68588

Date: 1/31/2024

Services Rendered

<table>
<thead>
<tr>
<th>Date</th>
<th>Staff</th>
<th>Description</th>
<th>Hours</th>
<th>Charges</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/05/2024</td>
<td>TAS</td>
<td>Send email to Court Clerk regarding trial schedule.</td>
<td>0.10</td>
<td>$23.50</td>
</tr>
<tr>
<td>1/08/2024</td>
<td>CHC</td>
<td>Office conference with Attorney Stone regarding non-responsive low bid.</td>
<td>0.30</td>
<td>$70.50</td>
</tr>
<tr>
<td>1/08/2024</td>
<td>TAS</td>
<td>Review email from City Manager regarding bid opening and evaluation of bid error; Send email to same regarding code provisions; review email from City Manager with purchasing rules; review purchasing rules, invitation to bid, and bid submitted; Send email regarding non-responsiveness of bid for failure to provide bond; Review email from engineer regarding deposit included with bid; Review email from City Manager regarding no deposit.</td>
<td>0.80</td>
<td>$188.00</td>
</tr>
<tr>
<td>1/09/2024</td>
<td>TAS</td>
<td>Review email from City Manager regarding construction easement form.</td>
<td>0.10</td>
<td>$23.50</td>
</tr>
<tr>
<td>1/11/2024</td>
<td>TAS</td>
<td>Edit and adapt forms for Deed of Dedication of ROW and Temporary Construction Easement; Send email to City Manager with forms and instruction.</td>
<td>0.50</td>
<td>$117.50</td>
</tr>
<tr>
<td>1/12/2024</td>
<td>TAS</td>
<td>Review and reply to email from City Manager regarding easements and dedication.</td>
<td>0.10</td>
<td>$23.50</td>
</tr>
<tr>
<td>1/25/2024</td>
<td>TAS</td>
<td>Check status of traffic trial matter; Send email to Court Clerk regarding deputy email; Send email to Deputy Navarro regarding representation of the City and questions about what evidence may exist.</td>
<td>0.40</td>
<td>$94.00</td>
</tr>
</tbody>
</table>

Total Fees $540.50

Total New Charges $540.50

We appreciate the opportunity to do legal work for you. Our billing system is programmed to assess a late charge of 1.5% per month on all balances not paid within 30 days of the statement date. This statement may not include payments received after the 30th of the month or expense items for which we have not yet billed. Our federal tax ID number is 26-3044932.
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/23/2024</td>
<td>Payment</td>
<td>$-117.50</td>
</tr>
</tbody>
</table>

**Total Payments and Credits**

$-117.50

**Balance Due**

$540.50

---

*We appreciate the opportunity to do legal work for you. Our billing system is programmed to assess a late charge of 1.5% per month on all balances not paid within 30 days of the statement date. This statement may not include payments received after the 30th of the month or expense items for which we have not yet billed. Our federal tax ID number is 26-3044932.*
INVOICE

BILL TO
City of Amity
PO Box 159
Amity, OR  97101 United States

INVOICE #  3029  DATE  01/31/2024  TERMS  Real 45 days  DUE DATE  03/16/2024

PROJECT MANAGER
Conroy, Laura

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Counsel Review and respond email to Frarck re driveway - Laura Conroy</td>
<td>0:30</td>
<td>188.00</td>
<td>94.00</td>
</tr>
</tbody>
</table>

Contact Mid-Willamette Valley Council of Governments to pay.  

BALANCE DUE  

$94.00
<table>
<thead>
<tr>
<th>Activity Date</th>
<th>Employee</th>
<th>Product/Service</th>
<th>Memo/Description</th>
<th>Rate</th>
<th>Duration</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/19/2024</td>
<td>Laura Conroy</td>
<td>General Counsel Services</td>
<td>Review and respond email to Franck re driveway</td>
<td>188.00</td>
<td>0.5</td>
<td>94.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.5</td>
<td>$</td>
<td>94.00</td>
</tr>
</tbody>
</table>
### INVOICE

**BILL TO**  
City of Amity  
PO Box 159  
Amity, OR 97101 United States

<table>
<thead>
<tr>
<th>INVOICE #</th>
<th>DATE</th>
<th>TERMS</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>3069</td>
<td>01/31/2024</td>
<td>Real 45 days</td>
<td>03/16/2024</td>
</tr>
</tbody>
</table>

**PROJECT MANAGER**  
Conroy, Laura

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultation and Navigation Legal Services</td>
<td>1</td>
<td>1,000.00</td>
<td>1,000.00</td>
</tr>
</tbody>
</table>

Contact Mid-Willamette Valley Council of Governments to pay.  

**BALANCE DUE**  
$1,000.00
INVOICE

BILL TO
City of Amity
PO Box 159
Amity, OR 97101 United States

INVOICE # 3028
DATE 01/31/2024
TERMS Real 45 days
DUE DATE 03/16/2024

PROJECT MANAGER
Byram, Holly

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Planner [Jan 9 – Jan 31] - Holly Byram - Local</td>
<td>5:00</td>
<td>99.00</td>
<td>495.00</td>
</tr>
</tbody>
</table>

Contact Mid-Willamette Valley Council of Governments to pay.

BALANCE DUE $495.00
# Mid-Willamette Valley Council of Governments
## Type 1 Projects - Billable
### Activity: January 2024

<table>
<thead>
<tr>
<th>Activity Date</th>
<th>Employee Name</th>
<th>Product/Service</th>
<th>Memo/Description</th>
<th>Rate</th>
<th>Duration</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/09/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/11/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/12/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning, and Two RFCs from Yamhill County</td>
<td>99.00</td>
<td>0.75</td>
<td>74.25</td>
</tr>
<tr>
<td>01/18/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>BCA - 309 N Trade solar panels &amp; file history</td>
<td>99.00</td>
<td>0.75</td>
<td>74.25</td>
</tr>
<tr>
<td>01/19/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/22/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.5</td>
<td>49.50</td>
</tr>
<tr>
<td>01/22/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>Amity High School/Middle School SDR/CUP</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/23/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/25/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/26/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>Amity High School/Middle School SDR/CUP</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/29/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/30/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>Amity Oaks PUD - Grading procedures and conditions</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/31/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>General Planning</td>
<td>99.00</td>
<td>0.25</td>
<td>24.75</td>
</tr>
<tr>
<td>01/31/2024</td>
<td>Holly C Byram</td>
<td>Associate Planner - Local</td>
<td>BCA - School District storage accessory building</td>
<td>99.00</td>
<td>0.5</td>
<td>49.50</td>
</tr>
</tbody>
</table>

**Total:** 5 $495.00