



THE PEARL OF TILLAMOOK BAY

# City of Bay City

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PO Box 3309  
Bay City, OR 97107  
Phone (503) 377-2288  
Fax (503) 377-4044  
TDD 7-1-1

## **Bay City Council Meeting Agenda August 8, 2023, 6:00 pm 5525 B Street, Bay City Ad Montgomery Community Hall**

- A. Call to Order, Pledge of Allegiance, Roll Call
- B. Visitor Propositions (Public Comment on Non-Agenda Items)
- C. Committee, Department, and Staff Reports
  - a. City Manager
  - b. Finance Department
  - c. Fire Department
  - d. Fire Committee Report
  - e. Public Works
  - f. Emergency Preparedness,
    - 1. Next meeting Monday August 21, 2023, 5:30 pm at Ad Montgomery Community Hall
  - g. Planning Department,
    - 1. Mary Manley permit update
    - 2. Next Planning Commission – August 16, 2023
- D. Minutes
  - a. Council Workshop – July 10, 2023
  - b. Regular Council Meeting – July 11, 2023
- E. Treasurers Report
- F. Bills against the City
- G. Unfinished Business
  - a. Peter and Deborah Mullner request for reduced SDCs for tiny house development
- H. New Business
  - a. Approval of a 2023-2025 Grant Young Planning Assistance Grant
  - b. Ponder RV request
  - c. TLT Committee recommendations
  - d. Approval of appointment of David McCall to the Columbia Pacific Economic Development District (ColPac) Board (replacing Liane Welch)
  - e. RV request at 9365 4<sup>th</sup> Street



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- I. Mayor's Presentation
- J. Council Presentation
- K. Attorney Presentation
  - a. Executive Session pursuant to ORS 196.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. (This executive session will be held on Monday, August 7, 2023.)

The Council reserves the right to recess to executive session as may be required at any time during these meetings, pursuant to ORS 196.660(1).

To attend via phone Call-in number 518-992-1125, access code 389573

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## City Manager Report – David McCall For July 2023

- New City Manager started July 3, 2023 with some overlap with previous City Manager during July
- First days were spent trying to understand the logic of grant reporting for OPRD, County TLT, and completing the quarterly reports for the hiker/biker campground project, including the bioengineering component for Patterson Creek. Reports submitted, accepted, and reimbursements received!
- My main challenge has been attempting to decipher Liane's logic when searching through the wealth of information she has stored in her files.
- Working with the North Coast Fire & Rescue District Steering committee on the potential for a new Fire District.
- Preparing and submitting documents for the desk review for the Department of General Services for Agreement 8010, the ARPA funds for the sewer lift station and Well #3. Audit scheduled for August 10<sup>th</sup>
- Working with the design team for the Wayfinding program. Signs are scheduled to be installed this summer, beginning August 21<sup>st</sup>
- Working with the BCEV and the TC4 groups.
- Participation in the County Brownfield Assessment Committee. (One Bay City location on the short list.)
- Coordinating plans for the Pearl Oyster & Music Festival
- Brainstorming with Fire Depts for Fire Wise program and equipment use
- Consultation with Sheriff regarding traffic issues during detours through Bay City
- Discussions regarding firefighters driving ambulance when needed
- The new restrooms/showers for the Hiker/Biker Campground are scheduled to arrive mid-August.
- Began discussions about the forms and website for implementation of the Business License ordinance. We may need to look at rebuilding the website on a platform that more easily allows us to make changes. Researching and consulting on those possibilities.
- It has been interesting to see the difference in customer traffic flows during this past month. I was surprised to see how many people came in to pay water bills, especially annual payments, and also request sewer credits for summertime watering. By the last week of the month that number drops to near zero.



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For Immediate Release  
Bay City, OR -- August 1, 2023

Everyone traveling along Highway 101 by the north end of Bay City noticed a significant development last week. Following months of design work and preparation, artist Hope Montgomery (@hopedmont), joined by assisting artists Lexi Adams and Amy Montgomery, invested about 80 hours of time painting a 1,000 square foot wall with a vibrant mural.

The side of City Hall facing Highway 101 is now an attractive advertisement for the City of Bay City, depicting many of the elements we are proud of in our town.



The next step will be landscaping with flagstone and a bench so that more can enjoy the mural.

This project was made possible thanks to grants from Visit Tillamook Coast and the Bay City TLT program.

For more information, contact the City of Bay City 503-377-2288.





## Fire Department Report – July 2023

**Administratively** – July was a busy month. Staff are working hard completing their assigned tasks and starting on new tasks while responding to emergencies and attending training. There were several plan reviews and walk throughs completed.

**Volunteers** - The Fire Department responding to 31 Calls for Service: 13 Medical, 1 Trash Fire, 2 Structure Fires, 1 Unauthorized Burning, 14 Mutual aid (6 Brush Fires, 1 Structure Fire, 3 Medical, 4 Motor Vehicle Accidents). Department Members completed over 255 Hours of Training, consisting of both Station Drills, Online Training, and Specialty classes. In addition, Department Members provided over 15 hours of public education with Station tours and event coverage. Members spent numerous hours completing projects at the fire department.

Asst. Fire Chief Aaron Bentley had 60 hours of Duty Officer Coverage. Lt. David Stacey had 120 hours of Duty Officer Coverage.

The IGA with Garibaldi Fire and Rescue's Training Chief is still ongoing. The Training Chief has provided training and Duty Coverage over the month of July.

**Operations** – New decals have been installed to coincide with the new countywide 2-digit numbering system for fire apparatus and personnel.

Bay City Fire assisted Garibaldi Fire with added response, patrol, and public education on the 4<sup>th</sup> of July. We assisted with instruction and wildfire training at Camp Magruder and provided additional fire coverage for Garibaldi Fire Dept. during Garibaldi Days. New Holmatro extrication tools were added to E41 and Chief 41 Apparatus and were used three times in the month of July to extricate victims from motor vehicle collisions while providing mutual aid to Garibaldi.

The Bay City Fire Chief provided 273.5 hours of Employment, 274 hours Duty Officer Coverage and Response. Included in the above total is IGA assistance to Garibaldi Fire for 21.75 hours this doesn't include emergency responses.

Alan Christensen, Interim Fire Chief

## Water

- A broken water main on Alderbrook Road disrupted water flow to Bay City for about 10 hours on Saturday July 15th. A 10 inch pipe cracked full length leading to about 400,000 gallons of water being lost before the system could be shut down and repaired. Crews had the pipe replaced in about 10 hours.
- A caustic soda pump failed at the wells in the last month. We replaced with a new one.
- Tillamook's water system had its computer system fail and couldn't produce water for a week at their main Fawcett creek facility; the intertie was opened and Bay City provided water to Tillamook for a week. Some challenges were overcome with adjusting Bay City's reservoir elevation set points to maximize the amount of water we could send to them.
- A power outage up the Kilchis required the generator to run for a short time one day. The automatic transfer switch worked, switching power from land power to the generator, but 4 times that night the main circuit breaker tripped requiring crew to respond to keep water flowing. We have not determined what is going on with the electrical gremlins in this system.
- The balance of the work for Well 3 is out for bid. There is a pre-bid walk thru on August 8<sup>th</sup>, and the bid opening is August 16<sup>th</sup>.
- Met with Fairview Water District board of directors to discuss the intertie with Wilson Water District which has been incorporated into Fairview Water District. Fairview wished to keep the intertie in place, and have agreed to install a new water meter, backflow device and will probably replace the valve since it doesn't work well. Hopefully this work gets done in the next few months; they are still finding their way with Dave Pace retiring.

## Streets

- L&K Industries completed the paving on Main Street between 9<sup>th</sup> and 13<sup>th</sup> Street, 14<sup>th</sup> and 16<sup>th</sup> Street between Spruce and Williams. Work was completed and reimbursement request was sent in to ODOT prior to the August 1 deadline, allowing us to submit for another \$250,000 of paving next summer.
- Submitted next summer's grant request for paving both A and B street between 5<sup>th</sup> and 6<sup>th</sup> Street, 6<sup>th</sup> Street between A and B Street, Spruce Street between Hare and Elliot Street, Elliot Street from Spruce Street to the Public Works facility.

## Wastewater

- Work at the new sewer lift station has begun. The new sewer pipe from near the campground across Patterson Creek to the lift station has been drilled and pipe pulled into place. Excavation for the wet well has begun.
- Dredging of the pond to remove a small amount of sludge was attempted. Our delivery system of sludge from the pond could use some improvements. It will take several pumpings (not uncommon) to fill the bag, lots was learned on the original attempt. Bag is around 20% filled at this point.

## Parks

- The campground continues to see some guests.
- The electrical pedestal at campsite 9 has been repaired and works again. We installed a new wire from site 10 to 9 to remedy the broken electrical wire.
- Bank stabilization was done at Patterson Creek near the footbridge.
- Hiker biker bathroom is underway, sewer line and water lines have been installed as well as prepping the pad for the building arrival.

## Other

- New employee Chris Jepson has joined the Public Works team.













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Bay City, OR -- August 7, 2023

Construction has begun on the so-called Lift Station Upgrade project in Bay City. As part of this project, an old iron sewer line that runs over Patterson Creek is being replaced with a buried HDPE line under the creek, and run into the new lift station. The lift station will be upgraded with new, more efficient pumps. An RV dump station will also be installed on site, enabling traveling RVs to dump their tanks at a safe, secure location, conveniently located along Highway 101.



In preparation for construction work, the Recycle Shack was relocated to the corner of 2<sup>nd</sup> and B Streets, where there is also ADA access. This recycling facility is maintained by R-Sanitary Service.

This project was made possible thanks in part to funding from the American Rescue Plan Act, provided to the City of Bay City through the Oregon State Legislature, as well as local resources.

For more information, contact the City of Bay City 503-377-2288.



## Bay City Emergency Volunteers Monthly Report – August 2023

- BCEV continues to hold Wednesday 7 pm radio check-ins, several more members have radios and are participating. Radio operators should register for a GRMS license.
- The BCEV website is up and running: [BCEVOR.org](http://BCEVOR.org)
- The new 40 ft storage container has been delivered. Gary and Hilde Frey have been installing all of the insulation and coordinating the completion of the container. They currently await the cutting and installation of a door so that further work can proceed.
- We have a 2500 watt dual-fuel inverter generator as an emergency power source until we are able to get a grant to get a solar power system that we can store and then put up in an emergency. The generator runs on propane or gas, and we have propane bottles but will need to find a larger source of propane eventually.
- Bay City and BCEV's involvement in resurrecting TC4 and Bay City's leadership in the Great Shakeout event planning, and our involvement in the evac center out at the port. A subcommittee was formed to coordinate this event.
- We will have a presence at the Pearl on the Saturday.
- Don and David attended the MRC EVCNB event and gleaned some good ideas on solar power capabilities and also on the idea of an emergency only septic and drain field. (At least two of our local members were also part of the MRC event.)
- We have located a source for custom made cabin style emergency shelter tents. I'm waiting for an email from Dan Wetzels of NBF&R on contact info. Basically, they are oversized hunting wall tents. We'll need to find out costs and then work on sourcing funding.
- Our focus this year is on educating the community and on developing community captains (I like that better than block captains). We will continue to work on grants and outfitting our existing sheds and the container. Sydney is working with Aubrey our intern on building a communication network for the community. They are developing the messaging. Other county groups are extremely interested in this project and our intern and are watching closely. They might be able to connect with the AmeriCorps volunteer that works with Tillamook County Wellness as emergency readiness is part of their agenda.
- We are continuing work on developing a CERT program.
- Next Meeting is **Monday August 21<sup>st</sup>** at 5:30 pm.



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## **BAY CITY PLANNING DEPARTMENT MONTHLY REPORT** **FOR JULY 2023**

### **1. Zoning Permits (1)**

- a. Grading and Erosion Control – NW corner of 8<sup>th</sup> and D Street

### **2. Public Works Permit (1)**

- a. Driveway – 5940 Portland Avenue

### **3. Inspections**

- a. Setback inspection at 5<sup>th</sup> and A

### **4. Specific Tax Lot Questions/Inquiries/and Other Correspondences (counter, phone or email)**

- Development Requirements for property on Seattle Avenue in UGB;
- Permit questions for property at 10145 5<sup>th</sup>;
- Development Requirements for property at 4<sup>th</sup> and Main;
- Unpermitted Development and Cease and Desist Order for property at 8th and D;
- Progress Report for CU at 8140 Bewley;
- Council Meeting and Hearing regarding SDC credits for tiny homes on McCoy;
- Permit Coordination for property at 8th and D;
- Public Notice for Setback Variance for property at 6850 Seattle Avenue;
- Permit requirements for property at 8115 Warren;
- Property Review at 6780 McCoy;
- Development Requirements for property at Lot 55 Bay Ridge;
- Burn Permit questions;
- Notice Correction for variance at 6850 Seattle Avenue;
- Address Verification for property at 5915 D Street;
- Driveway Request and Requirements for property at 5940 Portland Avenue;
- Street ROW questions north from Doughty Rd
- Abandoned RV at 6th and B;
- Meeting Date for Development in City;
- Height Measurement Requirements for property at Lot 55 Bay Ridge;
- Garage Height Requirements at 5570 B Street;
- Consumer Confidence Report Questions;
- Development Requirements for property at 2nd and Salem;
- Development Requirements for property at 16th and Sunnyside;
- Driveway Requirements for property at 17th and Sunnyside;
- Definition of Yard Discussion with Laura Buhl;
- Fence standards for property at 9970 8th Place;
- Fence Requirements for property at 1st and Trade;
- Meeting Date for Development of property at 8th and Portland;
- Setbacks and Fence Standards for property at 9970 8th Place;
- Structure in Setback at 9th and D;
- Geo hazard Requirements for property at 8th and Portland;
- Address Verification at 5915 D Street;
- Development Requirements and Brush Clearing for property at 2nd and B Street;
- Review of Number of Structures at 6625 McCoy Avenue.

### **5. Planning Commission Meeting August 16<sup>th</sup> Meeting**

- a. Setback Variance Request, V-2023-03, for property at 6850 Seattle Avenue;
- b. Scheduled 12-month review of McRae Conditional Use Permit #CU-2022-02;
- c. Interpretation of Side Yard for Booth Property on Union Avenue.



## **6. Counterwork**

- 11 Permitting, Land Use and public facility questions at counter;
- 2 Permit submittals at counter.

## **7. Meetings involving Planning Department**

- July 26<sup>th</sup> – Final Land Use Legislative Update Meetings via Zoom;
- July 27<sup>th</sup> – LOC/OCPDA Housing Development Policy Coordination Meeting;
  - Staff meeting regarding Booth Case;
  - Retirement lunch for Liane;
- July 31<sup>st</sup> – Meeting with DLCD Laura Buhl re: 'Yard' definition and TGM Code Update
  - Pre-application meeting for Kurt and Karen Victor for development at 8<sup>th</sup> & Portland via Zoom.



## MEMORANDUM

August 1, 2023

To: Bay City Mayor and Council Members

From: David Mattison, City Planner *DRM*

Subject: History and Structures at 6625 McCoy Avenue (1S1002BD01500)

### History

- In 2016, a City Zoning Permit (ZP-2016-1226) was issued and approved for a number of accessory structures onsite. Below is an aerial of the property with the buildings denoted in **red** that were approved under the Zoning Permit.



2016 Google Earth Aerial

- In 2018, Ordinance #682 was approved by City Council to allow kennels and animal care in the M-I Zone District; this provided allowance for the use of the property at 6625 McCoy.
- In 2019, a Conditional Use Permit was approved by City Planning Commission for the current use of 6625 McCoy. The new uses are covered by the Conditional Use approval she received for the use of her property for kenneling and pet care.

## Structures

- In 2016, it appears that four (4) structures were added onsite (as shown on the aerial from page 1).
- There have been a couple new structures denoted in **red** that were constructed after approval of the 2019 conditional use permit (as shown on the aerial below).



2023 Aerial

These structures (as shown on the aerial above) are recognized as allowable uses under the approved conditional use permit.

A County permit for use of the developing Dog Washing Station is pending. However this new proposal has not been taken through the City Zoning Permit process yet. With the approval of a City Zoning Permit the City will be able to approve the Dog Washing Station and move forward and memorialize the uses onsite.

I am continuing to talk with Ms Manley to help her move forward towards compliance with City zoning requirements.



## **BAY CITY COUNCIL WORKSHOP**

**July 10, 2023**

**5:30 P.M.**

Members Present: Interim Mayor Kathy Baker, Councilor Tom Imhoff, Councilor Anthony Boatman, Councilor Melissa Rondeau, Councilor Jason Hovey

Staff Present: City Manager David McCall, City Manager Liane Welch, Division Chief Alan Christensen, Public Works Director Roy Markee, and City Recorder Lindsey Gann.

- A. Call to Order, Pledge of Allegiance, Roll Call
- B. Public Hearing: Ordinance 702 – An Ordinance for Licenses on Trades, Professionals, Persons and Businesses; Calling for the Purpose of communication and understanding who is Doing Business in Bay City; Establishing the Method of Issuing Licenses.  
Hearing will be held at the City Council Meeting, no further discussion at the Council Workshop
- C. Presentation: Pickleball Club will have a presentation at the pickleball court prior to the Council Meeting on 7/11/23
- D. Visitor Propositions (Public Comment on Non-Agenda Items) – None

City Manager McCall asked to move new business items A&G ahead on the agenda, approved by interim Mayor Baker.

- E. New Business
  - a. Peter and Deborah Mullner request for reduced SDCs for tiny house development.  
Peter and Deborah Mullner gave a presentation regarding their proposed tiny house development and are requesting reduced SDC fees bringing their SDC cost down to \$6,000. A discussion was held regarding the requested reduction as it is a significant amount. Discussion was held on where they are in the process with the planner. City Manager Welch explained that they have met with the planner several times. Land use has been determined. Mullner's need an answer regarding the SDC reduction to determine if their plan is feasible to be able to proceed and submit their plans to the City Planner.  
City Manager McCall suggested allowing the council more time to review the request from the Mullner's and to not decide at the council meeting. Would like to put them on the agenda again for a future council meeting after the council has had more time to review if the council agrees.
  - b. Request to Close Certain Portions of Certain Streets for the Pearl Oyster & Music Festival  
Pearl is requesting a closer of streets for vendor parking during the Pearl Festival, however the boosters are also having an event at city hall that weekend and will need the streets open for their event. City Manager McCall stated he has arranged for vendor parking to be in an empty lot near City Hall

and does not feel the closure of streets will be needed around city hall which will allow parking for the booster's event.

F. Committee, Department, and Staff Reports

- a. City Manager – Presented by City Manager Welch and City Manager McCall, copy of report is in the council packet.
- b. Finance Department – No report
- c. Fire Department – City Manager McCall presented the report, a copy is in council packet. Fire Division Chief Christensen gave an update on the volunteer training status.
- d. Fire Committee Report – Presented by Pat Vining, they are continuing to work on the formation of a district.
- e. Public Works – City Manager McCall presented the report, a copy is in council packet. Paving will begin July 17, 2023, a flyer is being sent to all residents to inform them of the project.
- f. Emergency Preparedness,
  1. Next meeting Monday July 17th, 2023, 5:30 pm at Ad Montgomery Community Hall  
City Manager Welch presented the report, a copy is in the council packet. Also wanted to thank Gary and Hilde Frey for all their help with the BCEV and ordering the storage container.
- g. Planning Department,
  1. Mary Manley permit update
  2. Next Planning Commission  
July meeting canceled, City Manager McCall presented, copy of report is in the council packet.

G. Minutes

- a. Council Workshop – June 12, 2023
- b. Regular Council Meeting – June 13, 2023  
No questions or comments

H. Treasurers Report

No questions or comments

I. Bills against the City

No questions or comments

J. Unfinished Business

K. New Business

- a. Peter and Deborah Mullner request for reduced SDCs for tiny house development. – **Moved ahead on the agenda**

- b. Resolution 2023-010 A Resolution establishing Fees for the Licenses on Trades, Professionals, Persons and Business.

City Manager Welch explained the resolution and emphasized that the reasoning for the resolution is to inform the city of what businesses are operating within the city limits. Staff will add the businesses information to a directory on the Bay City website. Councilor Imhoff stated that he felt the fee should be the same no matter the size of the business. Staff will discuss and come up with a reasonable fee for all businesses, no matter the employee size.

- c. Resolution 2023-016 A Resolution of the City of Bay City Authorizing an increase of a Partially forgivable Loan from the Oregon Department of Environmental Quality Clean Water State Revolving Fund for the Screens at the headworks at the City's Wastewater Treatment Plant (WWTP).

City Manager Welch explained the request to increase the forgivable loan for the WWTP. WWTP cost was higher than anticipated and the loan is partially forgivable. Increasing the loan will also increase the amount that is forgiven.

- d. Interim Fire Chief appointment – Alan Christensen

Interim Fire Chief Kamrath's contract has expired. City Manager Welch is recommending making Division Chief Christensen the Interim Fire Chief. The council will make a decision at the council meeting.

- e. Resolution 2023-017: A Resolution Recognizing Unanticipated Revenue for the OSFM Grant

Resolution was presented, no questions or discussion.

- f. Resolution 2023-018- A Resolution approving an Installment Payment Agreement for Assessed System Development Charges for Seagulls Rest LLC
- Resolution was presented, no questions or discussion.

- g. Request to Close Certain Portions of Certain Streets for the Pearl Oyster & Music Festival – **Moved ahead on the agenda**

- L. Mayor's Presentation – No presentation
- M. Council Presentation – No presentation
- N. Attorney Presentation – No presentation

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Kathleen Baker, Interim Mayor



Lindsey Gann, City Recorder

## **BAY CITY COUNCIL MEETING**

**July 11, 2023**

**6:00 P.M.**

Members Present: Mayor McCall, Councilor Kathy Baker, Councilor Tom Imhoff, Councilor Anthony Boatman, Councilor Melissa Rondeau, Councilor Tim Josi, Councilor Jason Hovey

Staff Present: City Manager Liane Welch, City Manager David McCall, Division Chief Alan Christensen, Public Works Director Roy Markee, and City Recorder Lindsey Gann

- A. Call to Order, Pledge of Allegiance, Roll Call
- B. Public Hearing: Ordinance 702 – An Ordinance for Licenses on Trades, Professionals, Persons and Businesses; Calling for the Purpose of communication and understanding who is Doing Business in Bay City; Establishing the Method of Issuing Licenses.

The public hearing opened at 6:01pm. City Manager McCall gave an overview of the ordinance. Opened for public comment at 6:03pm. No comments from the public, public comments and hearing closed at 6:04pm.

Motion to approve the second reading for Ordinance 702 by councilor Imhoff, seconded by Councilor Josi.

Roll called for vote by city Recorder.

### **Motion Passed 6-0**

The title for Ordinance 702 was read by City Recorder Gann

Motion to adopt Ordinance 702 by Councilor Josi, seconded by Councilor Baker.

Roll called for the vote by City Recorder.

### **Motion passed 6-0**

- C. Presentation: Pickleball Club
  - Pickleball club presented the Bay City Fire Department with a \$500 donation for their assistance in cleaning up the pickleball courts.
- D. Visitor Propositions (Public Comment on Non-Agenda Items)
  - City Manager McCall requested to move New Business Items A and G ahead on the agenda, council agreed.
- E. New Business
  - a. Peter and Deborah Mullner request for reduced SDCs for tiny house development
    - The Mullner's gave a presentation at the city council workshop requesting a reduction in SDC fees to \$6,000 for their proposed tiny house development. City Manager McCall explained that staff discussed the proposal and would like to allow staff to do more research regarding

the proposal and to address it at the next council meeting. Staff was directed to move forward with research and discussion, no decision made at the council meeting.

- b. Request to Close Certain Portions of Certain Streets for the Pearl Oyster & Music Festival – as stated at the council workshop City Manager McCall was able to obtain approval to park vendors on an empty lot during the pearl festival. Will not need to close streets around city hall. Pearl is requesting the closure of A street between 4<sup>th</sup> and 5<sup>th</sup> Street, and 4<sup>th</sup> Street between Trade and B Street. Motion by Councilor Josi to approve, seconded by Councilor Imhoff.  
Motion passed 6-0

#### F. Committee, Department, and Staff Reports

- a. City Manager – City Manager report presented by City Manager Welch, copy of report in council packet.
- b. Finance Department – No report
- c. Fire Department - presented by City Manager McCall, copy of report is in the council packet. Division Chief Christensen announced the hiring of full time staff Evan Saindon and seasonal staff Jessica Motsinger and Holly Saindon.
- d. Fire Committee Report
- e. Public Works – Presented by City Manager McCall, copy of report is in the council packet.
- f. Emergency Preparedness,
  - 1. Next meeting Monday July 17th, 2023, 5:30 pm at Ad Montgomery Community Hall  
Presented by City Manager Welch, copy of the report is in the council packet.
- g. Planning Department,
  - 1. Mary Manley permit update
  - 2. Next Planning Commission – July meeting canceled.

Presented by City Manager McCall, copy of the report is in the council packet.

#### G. Minutes

- a. Council Workshop – June 12, 2023
- b. Regular Council Meeting – June 13, 2023  
Motion to approve minutes by Councilor Josi, seconded by Councilor Baker.

**Motion passes 6-0**



H. Treasurers Report

I. Bills against the City

Motion by Councilor Imhoff to approve bills, seconded by Councilor Boatman.

**Motion passes 6-0**

J. Unfinished Business

K. New Business

- a. Peter and Deborah Mullner request for reduced SDCs for tiny house development - **Moved ahead on the agenda**

- b. Resolution 2023-010 A Resolution establishing Fees for the Licenses on Trades, Professionals, Persons and Business.

City Manager McCall presented the resolution, and explained that the staff discussed the time necessary to process the license and decided a flat \$20 fee would suffice for all businesses no matter the employee count.

Motion by Councilor Josi to approve the resolution, Seconded by Councilor Baker.

**Motion passes 6-0**

- c. Resolution 2023-016 A Resolution of the City of Bay City Authorizing an increase of a Partially forgivable Loan from the Oregon Department of Environmental Quality Clean Water State Revolving Fund for the Screens at the headworks at the City's Wastewater Treatment Plant (WWTP).

City Manager McCall presented the resolution. Requesting approval to increase the loan amount which will then increase the forgivable portion of the loan.

Motion by Councilor Hovey to approve the resolution, seconded by Councilor Imhoff.

**Motion passed 6-0**

- d. Interim Fire Chief appointment – Alan Christensen

Contract with interim Fire Chief Kamrath has expired, City Manager Welch is recommending the appointment of Division Chief Christensen to Interim Fire Chief. Councilor Josi asked what the duration of the appointment would be. City Manager Welch suggested reassessing in 6 months. Motion by Councilor Josi to approve appointing Division Chief Christensen as Interim Fire Chief, seconded by Councilor Baker.

**Motion passes 6-0**

- e. Resolution 2023-017: A Resolution Recognizing Unanticipated Revenue for the OSFM Grant

Resolution was presented by City Manager McCall. Motion by Councilor Josi to approve the resolution, seconded by Councilor Imhoff.

**Motion passes 6-0**

- f. Resolution 2023-018- A Resolution approving an Installment Payment Agreement for Assessed System Development Charges for Seagulls Rest LLC

Resolution was presented by City Manager McCall. Motion by Councilor Imhoff to approve the resolution, seconded by Councilor Josi.

**Motion passes 6-0**

- g. Request to Close Certain Portions of Certain Streets for the Pearl Oyster & Music Festival – **Moved ahead on the agenda**

- L. Mayor's Presentation – Interim Mayor Baker thanked City Manager Welch for her work and all she has done for Bay City during her time as City Manager.

M. Council Presentation

N. Attorney Presentation

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Kathleen Baker, Interim Mayor

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Lindsey Gann, City Recorder

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**

7/31/2023 11:27am

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*Revised Budget*  
**For General Fund (100)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Non-Departmental Revenues</b>					
100-00-4005 Property Taxes - Current	\$ 249,337.00	\$ 0.00	\$ 249,337.00	\$ 0.00	\$ 249,337.00
100-00-4010 Property Taxes - Prior Years	7,000.00	0.00	7,000.00	0.00	7,000.00
100-00-4105 Liquor Tax	30,800.00	0.00	30,800.00	0.00	30,800.00
100-00-4110 Cigarette Tax	1,150.00	89.63	1,150.00	89.63	1,060.37
100-00-4205 Licenses	2,500.00	0.00	2,500.00	0.00	2,500.00
100-00-4210 Dog Licenses/Fines	150.00	10.00	150.00	10.00	140.00
100-00-4305 Franchise Fees	45,000.00	0.00	45,000.00	0.00	45,000.00
100-00-4510 State Revenue Sharing	20,000.00	0.00	20,000.00	0.00	20,000.00
100-00-4605 Hall Rental	1,000.00	0.00	1,000.00	0.00	1,000.00
100-00-4650 Transient Lodging Tax	30,000.00	0.00	30,000.00	0.00	30,000.00
100-00-4800 Miscellaneous	5,000.00	0.00	5,000.00	0.00	5,000.00
100-00-4805 Earnings on Investments	2,000.00	0.00	2,000.00	0.00	2,000.00
100-00-4990 Beginning Fund Balance	190,000.00	0.00	190,000.00	0.00	190,000.00
<b>Total Non-Departmental Revenues</b>	<b>583,937.00</b>	<b>99.63</b>	<b>583,937.00</b>	<b>99.63</b>	<b>583,837.37</b>
<b>Fire Revenues</b>					
100-30-4005 Property Taxes - Current	291,900.00	0.00	291,900.00	0.00	291,900.00
100-30-4010 Property Taxes - Prior Years	1,500.00	0.00	1,500.00	0.00	1,500.00
100-30-4420 State Grants	0.00	35,000.00	0.00	35,000.00	0.00
100-30-4800 Miscellaneous	2,000.00	0.00	2,000.00	0.00	2,000.00
100-30-4805 Earnings on Investments	1,200.00	0.00	1,200.00	0.00	1,200.00
100-30-4930 Transfers In	129,655.00	0.00	129,655.00	0.00	129,655.00
100-30-4990 Beginning Fund Balance	30,000.00	0.00	30,000.00	0.00	30,000.00
<b>Total Fire Revenues</b>	<b>456,255.00</b>	<b>35,000.00</b>	<b>456,255.00</b>	<b>35,000.00</b>	<b>421,255.00</b>
<b>Recreation Revenues</b>					
100-50-4420 State Grants	318,000.00	0.00	318,000.00	0.00	318,000.00
100-50-4630 Park Camping	6,500.00	1,411.00	6,500.00	1,411.00	5,089.00
<b>Total Recreation Revenues</b>	<b>324,500.00</b>	<b>1,411.00</b>	<b>324,500.00</b>	<b>1,411.00</b>	<b>323,089.00</b>
<b>Transient Lodging Tax Revenues</b>					
100-60-4650 Transient Lodging Tax	65,000.00	0.00	65,000.00	0.00	65,000.00
100-60-4990 Beginning Fund Balance	100,000.00	0.00	100,000.00	0.00	100,000.00
<b>Total Transient Lodging Tax Revenues</b>	<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>Planning Revenues</b>					
100-70-4310 Planning Fees	7,500.00	875.00	7,500.00	875.00	6,625.00
100-70-4315 Land Use Fees	4,000.00	250.00	4,000.00	250.00	3,750.00
<b>Total Planning Revenues</b>	<b>11,500.00</b>	<b>1,125.00</b>	<b>11,500.00</b>	<b>1,125.00</b>	<b>10,375.00</b>
<b>Total General Fund Revenues</b>	<b>\$ 1,541,192.00</b>	<b>\$ 37,635.63</b>	<b>\$ 1,541,192.00</b>	<b>\$ 37,635.63</b>	<b>\$ 1,503,556.37</b>

**Expenditures**

**Administration Expenditures**

100-10-5105 Full-Time Employees - Regular	\$ 117,500.00	\$ 21,171.96	\$ 117,500.00	\$ 21,171.96	\$ 96,328.04
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**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**

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*Revised Budget*  
**For General Fund (100)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-10-5205 Employer FICA Taxes	9,000.00	1,613.18	9,000.00	1,613.18	\$ 7,386.82
100-10-5210 Unemployment Insurance	1,300.00	21.07	1,300.00	21.07	\$ 1,278.93
100-10-5215 Workers' Compensation Insurance	1,000.00	5.68	1,000.00	5.68	\$ 994.32
100-10-5305 Employer PERS Contributions	25,600.00	2,693.18	25,600.00	2,693.18	\$ 22,906.82
100-10-5405 Health Insurance	40,000.00	3,327.24	40,000.00	3,327.24	\$ 36,672.76
100-10-5415 Life Insurance	300.00	24.46	300.00	24.46	\$ 275.54
100-10-6105 Office Supplies & Equipment	6,000.00	217.17	6,000.00	217.17	\$ 5,782.83
100-10-6290 Other Professional Fees	8,000.00	0.00	8,000.00	0.00	\$ 8,000.00
100-10-6305 Building Repairs & Maintenance	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-10-6311 Contracted Ground Maintenance	6,000.00	0.00	6,000.00	0.00	\$ 6,000.00
100-10-6405 Dues & Subscriptions	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-10-6410 Training	6,000.00	600.00	6,000.00	600.00	\$ 5,400.00
100-10-6605 Electricity	5,000.00	243.84	5,000.00	243.84	\$ 4,756.16
100-10-6620 Telecommunications	3,500.00	136.66	3,500.00	136.66	\$ 3,363.34
100-10-6700 Insurance	10,000.00	0.00	10,000.00	0.00	\$ 10,000.00
100-10-6825 Advertising/Publishing	5,000.00	506.85	5,000.00	506.85	\$ 4,493.15
100-10-6830 Janitorial Services	6,000.00	0.00	6,000.00	0.00	\$ 6,000.00
100-10-6850 Dog Licenses/Catching	150.00	0.00	150.00	0.00	\$ 150.00
100-10-6860 Computers/Software/Services	21,500.00	8,718.25	21,500.00	8,718.25	\$ 12,781.75
100-10-6870 Pre-Hazard Preparedness	10,000.00	1,108.99	10,000.00	1,108.99	\$ 8,891.01
100-10-6880 Ordinance Enforcement	1,000.00	0.00	1,000.00	0.00	\$ 1,000.00
100-10-6990 Other Miscellaneous Expenses	8,000.00	0.00	8,000.00	0.00	\$ 8,000.00
<b>Total Administration Expenditures</b>	<b>300,850.00</b>	<b>40,388.53</b>	<b>300,850.00</b>	<b>40,388.53</b>	<b>260,461.47</b>
<b>Fire Expenditures</b>					
100-30-5105 Full-Time Employees - Regular	165,500.00	12,249.02	165,500.00	12,249.02	\$ 153,250.98
100-30-5115 Part-Time Employees	0.00	9,098.24	0.00	9,098.24	\$ 0.00
100-30-5118 Volunteer Stipends	30,000.00	2,575.00	30,000.00	2,575.00	\$ 27,425.00
100-30-5205 Employer FICA Taxes	16,500.00	1,824.67	16,500.00	1,824.67	\$ 14,675.33
100-30-5210 Unemployment Insurance	2,250.00	23.84	2,250.00	23.84	\$ 2,226.16
100-30-5215 Workers' Compensation Insurance	2,000.00	11.99	2,000.00	11.99	\$ 1,988.01
100-30-5305 Employer PERS Contributions	41,500.00	1,926.10	41,500.00	1,926.10	\$ 39,573.90
100-30-5405 Health Insurance	60,000.00	2,783.88	60,000.00	2,783.88	\$ 57,216.12
100-30-5415 Life Insurance	300.00	7.16	300.00	7.16	\$ 292.84
100-30-5420 Disability Insurance	3,500.00	1,500.00	3,500.00	1,500.00	\$ 2,000.00
100-30-6105 Office Supplies & Equipment	4,000.00	0.00	4,000.00	0.00	\$ 4,000.00
100-30-6115 First Aid Supplies	4,000.00	0.00	4,000.00	0.00	\$ 4,000.00
100-30-6140 Fuel/Lubes/Etc.	7,000.00	173.52	7,000.00	173.52	\$ 6,826.48
100-30-6205 Accounting & Auditing	500.00	0.00	500.00	0.00	\$ 500.00
100-30-6220 Legal Fees	2,000.00	0.00	2,000.00	0.00	\$ 2,000.00
100-30-6290 Other Professional Fees	2,000.00	9,168.75	2,000.00	9,168.75	\$ (7,168.75)
100-30-6305 Building Repairs & Maintenance	1,000.00	0.00	1,000.00	0.00	\$ 1,000.00
100-30-6340 Radios & Radio Repair	2,500.00	0.00	2,500.00	0.00	\$ 2,500.00
100-30-6345 Operational Equipment & Repairs	20,000.00	1,887.05	20,000.00	1,887.05	\$ 18,112.95
100-30-6350 Personal Protective Equipment	13,000.00	340.86	13,000.00	340.86	\$ 12,659.14
100-30-6405 Dues & Subscriptions	6,000.00	0.00	6,000.00	0.00	\$ 6,000.00
100-30-6410 Training	5,000.00	500.00	5,000.00	500.00	\$ 4,500.00
100-30-6605 Electricity	5,000.00	239.42	5,000.00	239.42	\$ 4,760.58
100-30-6620 Telecommunications	4,000.00	91.12	4,000.00	91.12	\$ 3,908.88



**City of Bay City 503-377-2288**

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**Statement of Revenue and Expenditures**

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*Revised Budget*

*For General Fund (100)*

*For the Fiscal Period 2024-1 Ending July 31, 2023*

<b>Account Number</b>	<b>Current Budget</b>	<b>Current Actual</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>Remaining Budget Amount</b>
100-30-6700 Insurance	18,000.00	0.00	18,000.00	0.00	\$ 18,000.00
100-30-6840 Printing & Copying	300.00	0.00	300.00	0.00	\$ 300.00
100-30-6860 Computers/Software/Services	6,000.00	1,265.75	6,000.00	1,265.75	\$ 4,734.25
100-30-6990 Other Miscellaneous Expenses	9,405.00	0.00	9,405.00	0.00	\$ 9,405.00
100-30-9400 Transfer to Capital Projects Funds	25,000.00	0.00	25,000.00	0.00	\$ 25,000.00
<b>Total Fire Expenditures</b>	<b>456,255.00</b>	<b>45,666.37</b>	<b>456,255.00</b>	<b>45,666.37</b>	<b>410,588.63</b>
<b>Recreation Expenditures</b>					
100-50-5105 Full-Time Employees - Regular	25,500.00	1,635.47	25,500.00	1,635.47	\$ 23,864.53
100-50-5205 Employer FICA Taxes	2,000.00	124.63	2,000.00	124.63	\$ 1,875.37
100-50-5210 Unemployment Insurance	275.00	1.63	275.00	1.63	\$ 273.37
100-50-5215 Workers' Compensation Insurance	700.00	0.48	700.00	0.48	\$ 699.52
100-50-5305 Employer PERS Contributions	5,500.00	316.89	5,500.00	316.89	\$ 5,183.11
100-50-5405 Health Insurance	7,700.00	399.96	7,700.00	399.96	\$ 7,300.04
100-50-5415 Life Insurance	100.00	2.00	100.00	2.00	\$ 98.00
100-50-6145 Tourism	650.00	0.00	650.00	0.00	\$ 650.00
100-50-6190 Other Supplies	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-50-6305 Building Repairs & Maintenance	3,000.00	0.00	3,000.00	0.00	\$ 3,000.00
100-50-6310 Grounds Maintenance	40.00	9.23	40.00	9.23	\$ 30.77
100-50-6311 Contracted Ground Maintenance	15,000.00	0.00	15,000.00	0.00	\$ 15,000.00
100-50-6605 Electricity	2,000.00	153.55	2,000.00	153.55	\$ 1,846.45
100-50-6995 Feasibility Studies / Projects	2,000.00	1,599.00	2,000.00	1,599.00	\$ 401.00
100-50-8200 Buildings & Equipment	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-50-8300 Improvements Other Than Buildings	318,000.00	784.45	318,000.00	784.45	\$ 317,215.55
<b>Total Recreation Expenditures</b>	<b>392,465.00</b>	<b>5,027.29</b>	<b>392,465.00</b>	<b>5,027.29</b>	<b>387,437.71</b>
<b>Transient Lodging Tax Expenditures</b>					
100-60-6145 Tourism	165,000.00	0.00	165,000.00	0.00	\$ 165,000.00
<b>Total Transient Lodging Tax Expenditures</b>	<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>Planning Expenditures</b>					
100-70-6215 Engineering Fees	2,000.00	0.00	2,000.00	0.00	\$ 2,000.00
100-70-6220 Legal Fees	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-70-6240 Comprehensive Planning	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-70-6290 Other Professional Fees	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-70-6410 Training	3,000.00	0.00	3,000.00	0.00	\$ 3,000.00
100-70-6865 Building Inspector/Inspections	500.00	0.00	500.00	0.00	\$ 500.00
<b>Total Planning Expenditures</b>	<b>20,500.00</b>	<b>0.00</b>	<b>20,500.00</b>	<b>0.00</b>	<b>20,500.00</b>
<b>General Service Expenditures</b>					
100-90-6205 Accounting & Auditing	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
100-90-6220 Legal Fees	30,000.00	838.50	30,000.00	838.50	\$ 29,161.50
100-90-6805 Mayor	3,500.00	0.00	3,500.00	0.00	\$ 3,500.00
100-90-6910 Fee Refunds	500.00	0.00	500.00	0.00	\$ 500.00
100-90-6990 Other Miscellaneous Expenses	1,000.00	0.00	1,000.00	0.00	\$ 1,000.00
100-90-9000 Transfers Out	129,655.00	0.00	129,655.00	0.00	\$ 129,655.00
100-90-9800 Contingency	36,467.00	0.00	36,467.00	0.00	\$ 36,467.00
<b>Total General Service Expenditures</b>	<b>206,122.00</b>	<b>838.50</b>	<b>206,122.00</b>	<b>838.50</b>	<b>205,283.50</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
*For General Fund (100)*  
*For the Fiscal Period 2024-1 Ending July 31, 2023*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Total General Fund Expenditures</b>	\$ 1,541,192.00	\$ 91,920.69	\$ 1,541,192.00	\$ 91,920.69	\$ 1,449,271.31
<b>General Fund Excess of Revenues Over Expenditures</b>	\$ 0.00	\$ (54,285.06)	\$ 0.00	\$ (54,285.06)	0.00

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**

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*Revised Budget*  
**For Street and Road Fund (200)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Non-Departmental Revenues</b>					
200-00-4115 State Highway Tax	\$ 113,000.00	\$ 0.00	\$ 113,000.00	\$ 0.00	\$ 113,000.00
200-00-4420 State Grants	250,000.00	0.00	250,000.00	0.00	250,000.00
200-00-4930 Transfers In	179,000.00	0.00	179,000.00	0.00	179,000.00
200-00-4990 Beginning Fund Balance	63,500.00	0.00	63,500.00	0.00	63,500.00
<b>Total Non-Departmental Revenues</b>	<b>605,500.00</b>	<b>0.00</b>	<b>605,500.00</b>	<b>0.00</b>	<b>605,500.00</b>
<b>Total Street and Road Fund Revenues</b>	<b>\$ 605,500.00</b>	<b>\$ 0.00</b>	<b>\$ 605,500.00</b>	<b>\$ 0.00</b>	<b>\$ 605,500.00</b>

**Expenditures**

<b>Non-Departmental Expenditures</b>					
200-00-5105 Full-Time Employees - Regular	\$ 82,500.00	\$ 6,848.35	\$ 82,500.00	\$ 6,848.35	\$ 75,651.65
200-00-5205 Employer FICA Taxes	6,500.00	521.87	6,500.00	521.87	5,978.13
200-00-5210 Unemployment Insurance	1,000.00	6.83	1,000.00	6.83	993.17
200-00-5215 Workers' Compensation Insurance	2,500.00	2.10	2,500.00	2.10	2,497.90
200-00-5305 Employer PERS Contributions	18,000.00	1,410.35	18,000.00	1,410.35	16,589.65
200-00-5405 Health Insurance	28,000.00	1,576.62	28,000.00	1,576.62	26,423.38
200-00-5415 Life Insurance	150.00	8.98	150.00	8.98	141.02
200-00-6105 Office Supplies & Equipment	500.00	0.00	500.00	0.00	500.00
200-00-6125 Shop Supplies & Small Tools	1,100.00	0.00	1,100.00	0.00	1,100.00
200-00-6140 Fuel/Lubes/Etc.	2,000.00	0.00	2,000.00	0.00	2,000.00
200-00-6205 Accounting & Auditing	1,000.00	0.00	1,000.00	0.00	1,000.00
200-00-6215 Engineering Fees	5,000.00	0.00	5,000.00	0.00	5,000.00
200-00-6220 Legal Fees	5,000.00	0.00	5,000.00	0.00	5,000.00
200-00-6290 Other Professional Fees	5,000.00	0.00	5,000.00	0.00	5,000.00
200-00-6305 Building Repairs & Maintenance	5,000.00	0.00	5,000.00	0.00	5,000.00
200-00-6315 Street Repairs & Maintenance	30,000.00	0.00	30,000.00	0.00	30,000.00
200-00-6335 Vehicle Repairs & Maintenance	3,000.00	342.96	3,000.00	342.96	2,657.04
200-00-6350 Personal Protective Equipment	1,500.00	0.00	1,500.00	0.00	1,500.00
200-00-6390 Other Repairs & Maintenance	7,500.00	0.00	7,500.00	0.00	7,500.00
200-00-6410 Training	2,000.00	0.00	2,000.00	0.00	2,000.00
200-00-6605 Electricity	12,000.00	680.96	12,000.00	680.96	11,319.04
200-00-6700 Insurance	5,000.00	0.00	5,000.00	0.00	5,000.00
200-00-6860 Computers/Software/Services	2,000.00	500.00	2,000.00	500.00	1,500.00
200-00-6990 Other Miscellaneous Expenses	3,500.00	0.00	3,500.00	0.00	3,500.00
200-00-6995 Feasibility Studies / Projects	10,000.00	0.00	10,000.00	0.00	10,000.00
200-00-8300 Improvements Other Than Buildings	338,000.00	0.00	338,000.00	0.00	338,000.00
200-00-8500 Buildings	27,750.00	0.00	27,750.00	0.00	27,750.00
<b>Total Non-Departmental Expenditures</b>	<b>605,500.00</b>	<b>11,899.02</b>	<b>605,500.00</b>	<b>11,899.02</b>	<b>593,600.98</b>
<b>Total Street and Road Fund Expenditures</b>	<b>\$ 605,500.00</b>	<b>\$ 11,899.02</b>	<b>\$ 605,500.00</b>	<b>\$ 11,899.02</b>	<b>\$ 593,600.98</b>

**Street and Road Fund Excess of Revenues Over Expen \$ 0.00 \$ (11,899.02) \$ 0.00 \$ (11,899.02) \$ 0.00**

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Housing Rehabilitation Fund (201)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Housing Rehabilitation Revenues</b>					
201-18-4805 Earnings on Investments	\$ 500.00	\$ 0.00	\$ 500.00	\$ 0.00	\$ 500.00
201-18-4825 Loan Payback	1,000.00	0.00	1,000.00	0.00	1,000.00
201-18-4990 Beginning Fund Balance	140,100.00	0.00	140,100.00	0.00	140,100.00
<b>Total Housing Rehabilitation Revenues</b>	<b>141,600.00</b>	<b>0.00</b>	<b>141,600.00</b>	<b>0.00</b>	<b>141,600.00</b>
<b>Total Housing Rehabilitation Fund Revenues</b>	<b>\$ 141,600.00</b>	<b>\$ 0.00</b>	<b>\$ 141,600.00</b>	<b>\$ 0.00</b>	<b>\$ 141,600.00</b>
<b>Expenditures</b>					
<b>Housing Rehabilitation Expenditures</b>					
201-18-6920 Housing Rehab Loan Disbursements	\$ 141,600.00	\$ 0.00	\$ 141,600.00	\$ 0.00	\$ 141,600.00
<b>Total Housing Rehabilitation Expenditures</b>	<b>141,600.00</b>	<b>0.00</b>	<b>141,600.00</b>	<b>0.00</b>	<b>141,600.00</b>
<b>Total Housing Rehabilitation Fund Expenditures</b>	<b>\$ 141,600.00</b>	<b>\$ 0.00</b>	<b>\$ 141,600.00</b>	<b>\$ 0.00</b>	<b>\$ 141,600.00</b>
<b>Housing Rehabilitation Fund Excess of Revenues Over</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>0.00</b>



**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Sewer Bond Fund (301)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Bond Payment Revenues</b>					
301-11-4005 Property Taxes - Current	\$ 19,350.00	\$ 0.00	\$ 19,350.00	\$ 0.00	\$ 19,350.00
301-11-4010 Property Taxes - Prior Years	300.00	0.00	300.00	0.00	300.00
301-11-4805 Earnings on Investments	200.00	0.00	200.00	0.00	200.00
301-11-4990 Beginning Fund Balance	46,500.00	0.00	46,500.00	0.00	46,500.00
<b>Total Bond Payment Revenues</b>	<b>66,350.00</b>	<b>0.00</b>	<b>66,350.00</b>	<b>0.00</b>	<b>66,350.00</b>
<b>Total Sewer Bond Fund Revenues</b>	<b>\$ 66,350.00</b>	<b>\$ 0.00</b>	<b>\$ 66,350.00</b>	<b>\$ 0.00</b>	<b>\$ 66,350.00</b>
<b>Expenditures</b>					
<b>Bond Payment Expenditures</b>					
301-11-7010 Principal Payments - General Obligatio	\$ 21,000.00	\$ 0.00	\$ 21,000.00	\$ 0.00	\$ 21,000.00
301-11-7015 Interest Payments - General Obligation	13,050.00	0.00	13,050.00	0.00	13,050.00
301-11-9900 Unappropriated Ending Fund Balance	32,300.00	0.00	32,300.00	0.00	32,300.00
<b>Total Bond Payment Expenditures</b>	<b>66,350.00</b>	<b>0.00</b>	<b>66,350.00</b>	<b>0.00</b>	<b>66,350.00</b>
<b>Total Sewer Bond Fund Expenditures</b>	<b>\$ 66,350.00</b>	<b>\$ 0.00</b>	<b>\$ 66,350.00</b>	<b>\$ 0.00</b>	<b>\$ 66,350.00</b>
<b>Sewer Bond Fund Excess of Revenues Over Expenditur</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
 For DEQ Loan Repayment Fund (302)  
 For the Fiscal Period 2024-1 Ending July 31, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Loan Revenues</b>					
302-22-4620 Sewer User Charges	\$ 50,000.00	\$ 0.00	\$ 50,000.00	\$ 0.00	\$ 50,000.00
302-22-4990 Beginning Fund Balance	127,000.00	0.00	127,000.00	0.00	127,000.00
<b>Total Loan Revenues</b>	<b>177,000.00</b>	<b>0.00</b>	<b>177,000.00</b>	<b>0.00</b>	<b>177,000.00</b>
<b>Total DEQ Loan Repayment Fund Revenues</b>	<b>\$ 177,000.00</b>	<b>\$ 0.00</b>	<b>\$ 177,000.00</b>	<b>\$ 0.00</b>	<b>\$ 177,000.00</b>
<b>Expenditures</b>					
<b>Loan Expenditures</b>					
302-22-7040 Principal Payments - Notes Payable	\$ 45,700.00	\$ 0.00	\$ 45,700.00	\$ 0.00	\$ 45,700.00
302-22-7045 Interest Payments - Notes Payable	3,350.00	0.00	3,350.00	0.00	3,350.00
302-22-9900 Unappropriated Ending Fund Balance	127,950.00	0.00	127,950.00	0.00	127,950.00
<b>Total Loan Expenditures</b>	<b>177,000.00</b>	<b>0.00</b>	<b>177,000.00</b>	<b>0.00</b>	<b>177,000.00</b>
<b>Total DEQ Loan Repayment Fund Expenditures</b>	<b>\$ 177,000.00</b>	<b>\$ 0.00</b>	<b>\$ 177,000.00</b>	<b>\$ 0.00</b>	<b>\$ 177,000.00</b>
<b>DEQ Loan Repayment Fund Excess of Revenues Over E</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For Street Reserve Fund (400)  
 For the Fiscal Period 2024-1 Ending July 31, 2023

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Reserve Revenues</b>					
400-13-4305 Franchise Fees	\$ 6,000.00	\$ 0.00	\$ 6,000.00	\$ 0.00	\$ 6,000.00
400-13-4990 Beginning Fund Balance	38,900.00	0.00	38,900.00	0.00	38,900.00
<b>Total Reserve Revenues</b>	<b>44,900.00</b>	<b>0.00</b>	<b>44,900.00</b>	<b>0.00</b>	<b>44,900.00</b>
<b>Street Trust Revenues</b>					
400-17-4805 Earnings on Investments	1,000.00	0.00	1,000.00	0.00	\$ 1,000.00
400-17-4990 Beginning Fund Balance	74,300.00	0.00	74,300.00	0.00	\$ 74,300.00
<b>Total Street Trust Revenues</b>	<b>75,300.00</b>	<b>0.00</b>	<b>75,300.00</b>	<b>0.00</b>	<b>75,300.00</b>
<b>Street Maintenance Fee Revenues</b>					
400-24-4320 Street Maintenance Fees	95,000.00	3,401.47	95,000.00	3,401.47	\$ 91,598.53
400-24-4930 Transfers In	50,000.00	0.00	50,000.00	0.00	\$ 50,000.00
400-24-4990 Beginning Fund Balance	181,320.00	0.00	181,320.00	0.00	\$ 181,320.00
<b>Total Street Maintenance Fee Revenues</b>	<b>326,320.00</b>	<b>3,401.47</b>	<b>326,320.00</b>	<b>3,401.47</b>	<b>322,918.53</b>
<b>Total Street Reserve Fund Revenues</b>	<b>\$ 446,520.00</b>	<b>\$ 3,401.47</b>	<b>\$ 446,520.00</b>	<b>\$ 3,401.47</b>	<b>\$ 443,118.53</b>
<b>Expenditures</b>					
<b>Reserve Expenditures</b>					
400-13-6315 Street Repairs & Maintenance	\$ 44,900.00	\$ 0.00	\$ 44,900.00	\$ 0.00	\$ 44,900.00
<b>Total Reserve Expenditures</b>	<b>44,900.00</b>	<b>0.00</b>	<b>44,900.00</b>	<b>0.00</b>	<b>44,900.00</b>
<b>Street Trust Expenditures</b>					
400-17-9900 Unappropriated Ending Fund Balance	75,300.00	0.00	75,300.00	0.00	\$ 75,300.00
<b>Total Street Trust Expenditures</b>	<b>75,300.00</b>	<b>0.00</b>	<b>75,300.00</b>	<b>0.00</b>	<b>75,300.00</b>
<b>Street Maintenance Fee Expenditures</b>					
400-24-6314 Street Overlay	85,120.00	0.00	85,120.00	0.00	\$ 85,120.00
400-24-9400 Transfer to Capital Projects Funds	179,000.00	0.00	179,000.00	0.00	\$ 179,000.00
400-24-9800 Contingency	62,200.00	0.00	62,200.00	0.00	\$ 62,200.00
<b>Total Street Maintenance Fee Expenditures</b>	<b>326,320.00</b>	<b>0.00</b>	<b>326,320.00</b>	<b>0.00</b>	<b>326,320.00</b>
<b>Total Street Reserve Fund Expenditures</b>	<b>\$ 446,520.00</b>	<b>\$ 0.00</b>	<b>\$ 446,520.00</b>	<b>\$ 0.00</b>	<b>\$ 446,520.00</b>
<b>Street Reserve Fund Excess of Revenues Over Expendi</b>	<b>\$ 0.00</b>	<b>\$ 3,401.47</b>	<b>\$ 0.00</b>	<b>\$ 3,401.47</b>	<b>\$ 0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Bay City Equipment Reserve Fund (401)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Reserve Revenues</b>					
401-13-4930 Transfers In	\$ 35,000.00	\$ 0.00	\$ 35,000.00	\$ 0.00	\$ 35,000.00
401-13-4990 Beginning Fund Balance	38,200.00	0.00	38,200.00	0.00	38,200.00
<b>Total Reserve Revenues</b>	<b>73,200.00</b>	<b>0.00</b>	<b>73,200.00</b>	<b>0.00</b>	<b>73,200.00</b>
<b>Total Bay City Equipment Reserve Fund Revenues</b>	<b>\$ 73,200.00</b>	<b>\$ 0.00</b>	<b>\$ 73,200.00</b>	<b>\$ 0.00</b>	<b>\$ 73,200.00</b>
<b>Expenditures</b>					
<b>Reserve Expenditures</b>					
401-13-8400 Machinery & Equipment	\$ 73,200.00	\$ 0.00	\$ 73,200.00	\$ 0.00	\$ 73,200.00
<b>Total Reserve Expenditures</b>	<b>73,200.00</b>	<b>0.00</b>	<b>73,200.00</b>	<b>0.00</b>	<b>73,200.00</b>
<b>Total Bay City Equipment Reserve Fund Expenditures</b>	<b>\$ 73,200.00</b>	<b>\$ 0.00</b>	<b>\$ 73,200.00</b>	<b>\$ 0.00</b>	<b>\$ 73,200.00</b>
<b>Bay City Equipment Reserve Fund Excess of Revenues</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>0.00</b>



**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Fire Apparatus Reserve & Building Reserve Fund (402)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Reserve Revenues</b>					
402-13-4930 Transfers In	\$ 25,000.00	\$ 0.00	\$ 25,000.00	\$ 0.00	\$ 25,000.00
402-13-4990 Beginning Fund Balance	54,757.00	0.00	54,757.00	0.00	54,757.00
<b>Total Reserve Revenues</b>	<b>79,757.00</b>	<b>0.00</b>	<b>79,757.00</b>	<b>0.00</b>	<b>79,757.00</b>
<b>Building Fund Revenues</b>					
402-19-4890 Fire Department Relocation	25,000.00	0.00	25,000.00	0.00	\$ 25,000.00
402-19-4990 Beginning Fund Balance	155,400.00	0.00	155,400.00	0.00	\$ 155,400.00
<b>Total Building Fund Revenues</b>	<b>180,400.00</b>	<b>0.00</b>	<b>180,400.00</b>	<b>0.00</b>	<b>180,400.00</b>
<b>Total Fire Apparatus Reserve &amp; Building Reserve Fun</b>	<b>\$ 260,157.00</b>	<b>\$ 0.00</b>	<b>\$ 260,157.00</b>	<b>\$ 0.00</b>	<b>\$ 260,157.00</b>
<b>Expenditures</b>					
<b>Reserve Expenditures</b>					
402-13-7050 Capital Lease Payments	\$ 29,300.00	\$ 24,219.78	\$ 29,300.00	\$ 24,219.78	\$ 5,080.22
402-13-9000 Transfers Out	50,000.00	0.00	50,000.00	0.00	\$ 50,000.00
402-13-9900 Unappropriated Ending Fund Balance	457.00	0.00	457.00	0.00	\$ 457.00
<b>Total Reserve Expenditures</b>	<b>79,757.00</b>	<b>24,219.78</b>	<b>79,757.00</b>	<b>24,219.78</b>	<b>55,537.22</b>
<b>Building Fund Expenditures</b>					
402-19-8500 Buildings	40,000.00	0.00	40,000.00	0.00	\$ 40,000.00
402-19-9900 Unappropriated Ending Fund Balance	140,400.00	0.00	140,400.00	0.00	\$ 140,400.00
<b>Total Building Fund Expenditures</b>	<b>180,400.00</b>	<b>0.00</b>	<b>180,400.00</b>	<b>0.00</b>	<b>180,400.00</b>
<b>Total Fire Apparatus Reserve &amp; Building Reserve Fun</b>	<b>\$ 260,157.00</b>	<b>\$ 24,219.78</b>	<b>\$ 260,157.00</b>	<b>\$ 24,219.78</b>	<b>\$ 235,937.22</b>
<b>Fire Apparatus Reserve &amp; Building Reserve Fund Exces</b>	<b>\$ 0.00</b>	<b>\$ (24,219.78)</b>	<b>\$ 0.00</b>	<b>\$ (24,219.78)</b>	<b>\$ 0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Park & Recreation Reserve Fund (404)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Reserve Revenues</b>					
404-13-4990 Beginning Fund Balance	\$ 8,100.00	\$ 0.00	\$ 8,100.00	\$ 0.00	\$ 8,100.00
<b>Total Reserve Revenues</b>	<b>8,100.00</b>	<b>0.00</b>	<b>8,100.00</b>	<b>0.00</b>	<b>8,100.00</b>
<b>Total Park &amp; Recreation Reserve Fund Revenues</b>	<b>\$ 8,100.00</b>	<b>\$ 0.00</b>	<b>\$ 8,100.00</b>	<b>\$ 0.00</b>	<b>\$ 8,100.00</b>
<b>Expenditures</b>					
<b>Reserve Expenditures</b>					
404-13-8300 Improvements Other Than Buildings	\$ 4,000.00	\$ 0.00	\$ 4,000.00	\$ 0.00	\$ 4,000.00
404-13-8310 Buildings / Structures	4,100.00	0.00	4,100.00	0.00	4,100.00
<b>Total Reserve Expenditures</b>	<b>8,100.00</b>	<b>0.00</b>	<b>8,100.00</b>	<b>0.00</b>	<b>8,100.00</b>
<b>Total Park &amp; Recreation Reserve Fund Expenditures</b>	<b>\$ 8,100.00</b>	<b>\$ 0.00</b>	<b>\$ 8,100.00</b>	<b>\$ 0.00</b>	<b>\$ 8,100.00</b>
<b>Park &amp; Recreation Reserve Fund Excess of Revenues O</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Footpaths and Bicycle Trails Reserve (405)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Reserve Revenues</b>					
405-13-4115 State Highway Tax	\$ 1,000.00	\$ 0.00	\$ 1,000.00	\$ 0.00	\$ 1,000.00
405-13-4990 Beginning Fund Balance	11,150.00	0.00	11,150.00	0.00	11,150.00
<b>Total Reserve Revenues</b>	<b>12,150.00</b>	<b>0.00</b>	<b>12,150.00</b>	<b>0.00</b>	<b>12,150.00</b>
<b>Total Footpaths and Bicycle Trails Reserve Revenues</b>	<b>\$ 12,150.00</b>	<b>\$ 0.00</b>	<b>\$ 12,150.00</b>	<b>\$ 0.00</b>	<b>\$ 12,150.00</b>
<b>Expenditures</b>					
<b>Reserve Expenditures</b>					
405-13-8300 Improvements Other Than Buildings	\$ 12,150.00	\$ 0.00	\$ 12,150.00	\$ 0.00	\$ 12,150.00
<b>Total Reserve Expenditures</b>	<b>12,150.00</b>	<b>0.00</b>	<b>12,150.00</b>	<b>0.00</b>	<b>12,150.00</b>
<b>Total Footpaths and Bicycle Trails Reserve Expenditu</b>	<b>\$ 12,150.00</b>	<b>\$ 0.00</b>	<b>\$ 12,150.00</b>	<b>\$ 0.00</b>	<b>\$ 12,150.00</b>
<b>Footpaths and Bicycle Trails Reserve Excess of Revenu</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**

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*Revised Budget*  
**For Bay City Water Fund (600)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Non-Departmental Revenues</b>					
600-00-4610 Water User Charges	\$ 405,000.00	\$ 14,370.15	\$ 405,000.00	\$ 14,370.15	\$ 390,629.85
600-00-4615 Water Deposits	1,000.00	0.00	1,000.00	0.00	\$ 1,000.00
600-00-4805 Earnings on Investments	500.00	0.00	500.00	0.00	\$ 500.00
600-00-4815 Sale of Pipe/Supplies	7,500.00	0.00	7,500.00	0.00	\$ 7,500.00
600-00-4990 Beginning Fund Balance	170,000.00	0.00	170,000.00	0.00	\$ 170,000.00
<b>Total Non-Departmental Revenues</b>	<b>584,000.00</b>	<b>14,370.15</b>	<b>584,000.00</b>	<b>14,370.15</b>	<b>569,629.85</b>
<b>Reserve Revenues</b>					
600-13-4710 SDC - Improvement Fees	80,000.00	0.00	80,000.00	0.00	\$ 80,000.00
600-13-4720 SDC - Reimbursement Fees	20,000.00	0.00	20,000.00	0.00	\$ 20,000.00
600-13-4805 Earnings on Investments	2,000.00	0.00	2,000.00	0.00	\$ 2,000.00
600-13-4990 Beginning Fund Balance	341,100.00	0.00	341,100.00	0.00	\$ 341,100.00
<b>Total Reserve Revenues</b>	<b>443,100.00</b>	<b>0.00</b>	<b>443,100.00</b>	<b>0.00</b>	<b>443,100.00</b>
<b>Total Bay City Water Fund Revenues</b>	<b>\$ 1,027,100.00</b>	<b>\$ 14,370.15</b>	<b>\$ 1,027,100.00</b>	<b>\$ 14,370.15</b>	<b>\$ 1,012,729.85</b>

**Expenditures**

**Non-Departmental Expenditures**

600-00-5105 Full-Time Employees - Regular	\$ 191,000.00	\$ 14,908.78	\$ 191,000.00	\$ 14,908.78	\$ 176,091.22
600-00-5205 Employer FICA Taxes	15,500.00	1,136.23	15,500.00	1,136.23	\$ 14,363.77
600-00-5210 Unemployment Insurance	2,100.00	14.85	2,100.00	14.85	\$ 2,085.15
600-00-5215 Workers' Compensation Insurance	3,500.00	4.89	3,500.00	4.89	\$ 3,495.11
600-00-5305 Employer PERS Contributions	40,000.00	3,040.73	40,000.00	3,040.73	\$ 36,959.27
600-00-5405 Health Insurance	61,500.00	3,750.40	61,500.00	3,750.40	\$ 57,749.60
600-00-5415 Life Insurance	220.00	16.60	220.00	16.60	\$ 203.40
600-00-6105 Office Supplies & Equipment	1,500.00	0.00	1,500.00	0.00	\$ 1,500.00
600-00-6125 Shop Supplies & Small Tools	3,000.00	0.00	3,000.00	0.00	\$ 3,000.00
600-00-6130 Customer Meters & Supplies	2,500.00	0.00	2,500.00	0.00	\$ 2,500.00
600-00-6135 Chemical/Lab Supplies	500.00	0.00	500.00	0.00	\$ 500.00
600-00-6140 Fuel/Lubes/Etc.	7,000.00	0.00	7,000.00	0.00	\$ 7,000.00
600-00-6190 Other Supplies	250.00	0.00	250.00	0.00	\$ 250.00
600-00-6205 Accounting & Auditing	2,500.00	0.00	2,500.00	0.00	\$ 2,500.00
600-00-6215 Engineering Fees	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
600-00-6220 Legal Fees	2,500.00	433.00	2,500.00	433.00	\$ 2,067.00
600-00-6225 Laboratory Fees	1,500.00	0.00	1,500.00	0.00	\$ 1,500.00
600-00-6290 Other Professional Fees	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
600-00-6305 Building Repairs & Maintenance	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
600-00-6311 Contracted Ground Maintenance	2,500.00	0.00	2,500.00	0.00	\$ 2,500.00
600-00-6325 Utility System Repairs	10,000.00	0.00	10,000.00	0.00	\$ 10,000.00
600-00-6335 Vehicle Repairs & Maintenance	7,500.00	1,190.95	7,500.00	1,190.95	\$ 6,309.05
600-00-6345 Operational Equipment & Repairs	10,000.00	14.66	10,000.00	14.66	\$ 9,985.34
600-00-6350 Personal Protective Equipment	2,000.00	0.00	2,000.00	0.00	\$ 2,000.00
600-00-6410 Training	3,000.00	433.73	3,000.00	433.73	\$ 2,566.27
600-00-6605 Electricity	4,000.00	282.63	4,000.00	282.63	\$ 3,717.37
600-00-6620 Telecommunications	3,000.00	0.00	3,000.00	0.00	\$ 3,000.00



**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Bay City Water Fund (600)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
600-00-6700 Insurance	12,000.00	0.00	12,000.00	0.00	\$ 12,000.00
600-00-6830 Janitorial Services	1,200.00	0.00	1,200.00	0.00	\$ 1,200.00
600-00-6860 Computers/Software/Services	10,000.00	3,127.66	10,000.00	3,127.66	\$ 6,872.34
600-00-6905 Deposit Refunds	2,500.00	0.00	2,500.00	0.00	\$ 2,500.00
600-00-6910 Fee Refunds	200.00	0.00	200.00	0.00	\$ 200.00
600-00-6990 Other Miscellaneous Expenses	5,851.00	0.00	5,851.00	0.00	\$ 5,851.00
600-00-9400 Transfer to Capital Projects Funds	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
600-00-9500 Transfer to Enterprise Funds	155,179.00	0.00	155,179.00	0.00	\$ 155,179.00
<b>Total Non-Departmental Expenditures</b>	<b>584,000.00</b>	<b>28,355.11</b>	<b>584,000.00</b>	<b>28,355.11</b>	<b>555,644.89</b>
<b>Reserve Expenditures</b>					
600-13-6910 Fee Refunds	100,000.00	0.00	100,000.00	0.00	\$ 100,000.00
600-13-9500 Transfer to Enterprise Funds	25,920.00	0.00	25,920.00	0.00	\$ 25,920.00
600-13-9900 Unappropriated Ending Fund Balance	317,180.00	0.00	317,180.00	0.00	\$ 317,180.00
<b>Total Reserve Expenditures</b>	<b>443,100.00</b>	<b>0.00</b>	<b>443,100.00</b>	<b>0.00</b>	<b>443,100.00</b>
<b>Total Bay City Water Fund Expenditures</b>	<b>\$ 1,027,100.00</b>	<b>\$ 28,355.11</b>	<b>\$ 1,027,100.00</b>	<b>\$ 28,355.11</b>	<b>\$ 998,744.89</b>
<b>Bay City Water Fund Excess of Revenues Over Expendi</b>	<b>\$ 0.00</b>	<b>\$ (13,984.96)</b>	<b>\$ 0.00</b>	<b>\$ (13,984.96)</b>	<b>\$ 0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**

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*Revised Budget*  
**For Kilchis Water Fund (601)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Non-Departmental Revenues</b>					
601-00-4610 Water User Charges	\$ 323,871.00	\$ 0.00	\$ 323,871.00	\$ 0.00	\$ 323,871.00
601-00-4805 Earnings on Investments	2,000.00	0.00	2,000.00	0.00	2,000.00
601-00-4930 Transfers In	155,179.00	0.00	155,179.00	0.00	155,179.00
601-00-4990 Beginning Fund Balance	328,000.00	0.00	328,000.00	0.00	328,000.00
<b>Total Non-Departmental Revenues</b>	<b>809,050.00</b>	<b>0.00</b>	<b>809,050.00</b>	<b>0.00</b>	<b>809,050.00</b>
<b>Reserve Revenues</b>					
601-13-4440 Other Grants / Loans	20,000.00	0.00	20,000.00	0.00	20,000.00
601-13-4800 Miscellaneous	80,000.00	0.00	80,000.00	0.00	80,000.00
601-13-4805 Earnings on Investments	2,500.00	0.00	2,500.00	0.00	2,500.00
601-13-4990 Beginning Fund Balance	638,500.00	0.00	638,500.00	0.00	638,500.00
<b>Total Reserve Revenues</b>	<b>741,000.00</b>	<b>0.00</b>	<b>741,000.00</b>	<b>0.00</b>	<b>741,000.00</b>
<b>Total Kilchis Water Fund Revenues</b>	<b>\$ 1,550,050.00</b>	<b>\$ 0.00</b>	<b>\$ 1,550,050.00</b>	<b>\$ 0.00</b>	<b>\$ 1,550,050.00</b>

**Expenditures**

**Non-Departmental Expenditures**

601-00-5105 Full-Time Employees - Regular	\$ 106,000.00	\$ 8,110.33	\$ 106,000.00	\$ 8,110.33	\$ 97,889.67
601-00-5205 Employer FICA Taxes	8,200.00	618.09	8,200.00	618.09	7,581.91
601-00-5210 Unemployment Insurance	1,200.00	8.06	1,200.00	8.06	1,191.94
601-00-5215 Workers' Compensation Insurance	3,000.00	2.10	3,000.00	2.10	2,997.90
601-00-5305 Employer PERS Contributions	23,000.00	1,700.38	23,000.00	1,700.38	21,299.62
601-00-5405 Health Insurance	31,500.00	1,791.30	31,500.00	1,791.30	29,708.70
601-00-5415 Life Insurance	150.00	9.40	150.00	9.40	140.60
601-00-6105 Office Supplies & Equipment	2,000.00	0.00	2,000.00	0.00	2,000.00
601-00-6125 Shop Supplies & Small Tools	4,000.00	0.00	4,000.00	0.00	4,000.00
601-00-6135 Chemical/Lab Supplies	23,000.00	1,456.67	23,000.00	1,456.67	21,543.33
601-00-6140 Fuel/Lubes/Etc.	7,000.00	0.00	7,000.00	0.00	7,000.00
601-00-6205 Accounting & Auditing	2,500.00	0.00	2,500.00	0.00	2,500.00
601-00-6215 Engineering Fees	50,000.00	0.00	50,000.00	0.00	50,000.00
601-00-6220 Legal Fees	5,000.00	0.00	5,000.00	0.00	5,000.00
601-00-6225 Laboratory Fees	1,500.00	0.00	1,500.00	0.00	1,500.00
601-00-6290 Other Professional Fees	5,000.00	0.00	5,000.00	0.00	5,000.00
601-00-6305 Building Repairs & Maintenance	30,000.00	0.00	30,000.00	0.00	30,000.00
601-00-6325 Utility System Repairs	40,000.00	0.00	40,000.00	0.00	40,000.00
601-00-6335 Vehicle Repairs & Maintenance	7,000.00	1,190.94	7,000.00	1,190.94	5,809.06
601-00-6345 Operational Equipment & Repairs	40,000.00	14.66	40,000.00	14.66	39,985.34
601-00-6350 Personal Protective Equipment	5,000.00	0.00	5,000.00	0.00	5,000.00
601-00-6410 Training	5,000.00	433.73	5,000.00	433.73	4,566.27
601-00-6605 Electricity	30,000.00	1,778.55	30,000.00	1,778.55	28,221.45
601-00-6620 Telecommunications	3,000.00	0.00	3,000.00	0.00	3,000.00
601-00-6700 Insurance	15,000.00	0.00	15,000.00	0.00	15,000.00
601-00-6830 Janitorial Services	2,000.00	0.00	2,000.00	0.00	2,000.00
601-00-6860 Computers/Software/Services	19,000.00	6,127.67	19,000.00	6,127.67	12,872.33
601-00-6990 Other Miscellaneous Expenses	10,000.00	0.00	10,000.00	0.00	10,000.00

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Kilchis Water Fund (601)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
601-00-8200 Buildings & Structures	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-8400 Machinery & Equipment	150,000.00	0.00	150,000.00	0.00	\$ 150,000.00
601-00-8500 Buildings	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-8700 Office Equipment	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-8800 Utility System	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-9000 Transfers Out	15,000.00	0.00	15,000.00	0.00	\$ 15,000.00
601-00-9800 Contingency	50,000.00	0.00	50,000.00	0.00	\$ 50,000.00
601-00-9900 Unappropriated Ending Fund Balance	95,000.00	0.00	95,000.00	0.00	\$ 95,000.00
<b>Total Non-Departmental Expenditures</b>	<b>809,050.00</b>	<b>23,241.88</b>	<b>809,050.00</b>	<b>23,241.88</b>	<b>785,808.12</b>
<b>Reserve Expenditures</b>					
601-13-8000 Capital Outlay	25,000.00	0.00	25,000.00	0.00	\$ 25,000.00
601-13-8200 Equipment	300,000.00	0.00	300,000.00	0.00	\$ 300,000.00
601-13-8400 Machinery & Equipment	100,000.00	0.00	100,000.00	0.00	\$ 100,000.00
601-13-8800 Utility System	100,000.00	0.00	100,000.00	0.00	\$ 100,000.00
601-13-9900 Unappropriated Ending Fund Balance	216,000.00	0.00	216,000.00	0.00	\$ 216,000.00
<b>Total Reserve Expenditures</b>	<b>741,000.00</b>	<b>0.00</b>	<b>741,000.00</b>	<b>0.00</b>	<b>741,000.00</b>
<b>Total Kilchis Water Fund Expenditures</b>	<b>\$ 1,550,050.00</b>	<b>\$ 23,241.88</b>	<b>\$ 1,550,050.00</b>	<b>\$ 23,241.88</b>	<b>\$ 1,526,808.12</b>
<b>Kilchis Water Fund Excess of Revenues Over Expendit</b>	<b>\$ 0.00</b>	<b>\$ (23,241.88)</b>	<b>\$ 0.00</b>	<b>\$ (23,241.88)</b>	<b>\$ 0.00</b>

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**

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*Revised Budget*  
**For Bay City Sewer Fund (602)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
<b>Revenues</b>					
<b>Non-Departmental Revenues</b>					
602-00-4420 State Grants	\$ 275,000.00	\$ 0.00	\$ 275,000.00	\$ 0.00	\$ 275,000.00
602-00-4620 Sewer User Charges	400,000.00	18,601.99	400,000.00	18,601.99	\$ 381,398.01
602-00-4625 Sewer Deposits	2,000.00	0.00	2,000.00	0.00	\$ 2,000.00
602-00-4800 Miscellaneous	1,500.00	1.77	1,500.00	1.77	\$ 1,498.23
602-00-4805 Earnings on Investments	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
602-00-4930 Transfers In	594,200.00	0.00	594,200.00	0.00	\$ 594,200.00
602-00-4990 Beginning Fund Balance	330,000.00	0.00	330,000.00	0.00	\$ 330,000.00
<b>Total Non-Departmental Revenues</b>	<b>1,607,700.00</b>	<b>18,603.76</b>	<b>1,607,700.00</b>	<b>18,603.76</b>	<b>1,589,096.24</b>
<b>Reserve Revenues</b>					
602-14-4710 SDC - Improvement Fees	75,000.00	0.00	75,000.00	0.00	\$ 75,000.00
602-14-4720 SDC - Reimbursement Fees	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
602-14-4930 Transfers In	10,000.00	0.00	10,000.00	0.00	\$ 10,000.00
602-14-4990 Beginning Fund Balance	1,200,800.00	0.00	1,200,800.00	0.00	\$ 1,200,800.00
<b>Total Reserve Revenues</b>	<b>1,290,800.00</b>	<b>0.00</b>	<b>1,290,800.00</b>	<b>0.00</b>	<b>1,290,800.00</b>
<b>Reserve Revenues</b>					
602-15-4930 Transfers In	10,000.00	0.00	10,000.00	0.00	\$ 10,000.00
602-15-4990 Beginning Fund Balance	125,800.00	0.00	125,800.00	0.00	\$ 125,800.00
<b>Total Reserve Revenues</b>	<b>135,800.00</b>	<b>0.00</b>	<b>135,800.00</b>	<b>0.00</b>	<b>135,800.00</b>
<b>Reserve Revenues</b>					
602-16-4930 Transfers In	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
602-16-4990 Beginning Fund Balance	88,200.00	0.00	88,200.00	0.00	\$ 88,200.00
<b>Total Reserve Revenues</b>	<b>93,200.00</b>	<b>0.00</b>	<b>93,200.00</b>	<b>0.00</b>	<b>93,200.00</b>
<b>Total Bay City Sewer Fund Revenues</b>	<b>\$ 3,127,500.00</b>	<b>\$ 18,603.76</b>	<b>\$ 3,127,500.00</b>	<b>\$ 18,603.76</b>	<b>\$ 3,108,896.24</b>

**Expenditures**

**Non-Departmental Expenditures**

602-00-5105 Full-Time Employees - Regular	\$ 280,000.00	\$ 20,364.39	\$ 280,000.00	\$ 20,364.39	\$ 259,635.61
602-00-5205 Employer FICA Taxes	21,500.00	1,551.72	21,500.00	1,551.72	\$ 19,948.28
602-00-5210 Unemployment Insurance	3,000.00	20.32	3,000.00	20.32	\$ 2,979.68
602-00-5215 Workers' Compensation Insurance	3,500.00	6.20	3,500.00	6.20	\$ 3,493.80
602-00-5305 Employer PERS Contributions	58,500.00	4,234.98	58,500.00	4,234.98	\$ 54,265.02
602-00-5405 Health Insurance	93,000.00	5,332.60	93,000.00	5,332.60	\$ 87,667.40
602-00-5415 Life Insurance	300.00	22.34	300.00	22.34	\$ 277.66
602-00-6105 Office Supplies & Equipment	4,000.00	0.00	4,000.00	0.00	\$ 4,000.00
602-00-6125 Shop Supplies & Small Tools	4,000.00	0.00	4,000.00	0.00	\$ 4,000.00
602-00-6135 Chemical/Lab Supplies	18,000.00	125.00	18,000.00	125.00	\$ 17,875.00
602-00-6140 Fuel/Lubes/Etc.	8,000.00	0.00	8,000.00	0.00	\$ 8,000.00
602-00-6205 Accounting & Auditing	2,500.00	0.00	2,500.00	0.00	\$ 2,500.00
602-00-6215 Engineering Fees	10,000.00	0.00	10,000.00	0.00	\$ 10,000.00
602-00-6220 Legal Fees	4,000.00	0.00	4,000.00	0.00	\$ 4,000.00
602-00-6225 Laboratory Fees	1,000.00	0.00	1,000.00	0.00	\$ 1,000.00

**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Bay City Sewer Fund (602)**  
**For the Fiscal Period 2024-1 Ending July 31, 2023**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
602-00-6290 Other Professional Fees	2,500.00	0.00	2,500.00	0.00	\$ 2,500.00
602-00-6305 Building Repairs & Maintenance	12,000.00	0.00	12,000.00	0.00	\$ 12,000.00
602-00-6325 Utility System Repairs	50,000.00	1,054.53	50,000.00	1,054.53	\$ 48,945.47
602-00-6335 Vehicle Repairs & Maintenance	30,000.00	1,190.95	30,000.00	1,190.95	\$ 28,809.05
602-00-6345 Operational Equipment & Repairs	50,000.00	684.90	50,000.00	684.90	\$ 49,315.10
602-00-6350 Personal Protective Equipment	3,000.00	0.00	3,000.00	0.00	\$ 3,000.00
602-00-6410 Training	5,000.00	433.74	5,000.00	433.74	\$ 4,566.26
602-00-6605 Electricity	32,000.00	1,699.14	32,000.00	1,699.14	\$ 30,300.86
602-00-6620 Telecommunications	30,000.00	0.00	30,000.00	0.00	\$ 30,000.00
602-00-6700 Insurance	2,000.00	0.00	2,000.00	0.00	\$ 2,000.00
602-00-6830 Janitorial Services	1,300.00	0.00	1,300.00	0.00	\$ 1,300.00
602-00-6855 Permit Fees	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
602-00-6860 Computers/Software/Services	30,000.00	4,594.92	30,000.00	4,594.92	\$ 25,405.08
602-00-6905 Deposit Refunds	1,500.00	0.00	1,500.00	0.00	\$ 1,500.00
602-00-6910 Fee Refunds	100.00	0.00	100.00	0.00	\$ 100.00
602-00-6990 Other Miscellaneous Expenses	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
602-00-8400 Machinery & Equipment	722,000.00	0.00	722,000.00	0.00	\$ 722,000.00
602-00-8500 Buildings	5,000.00	0.00	5,000.00	0.00	\$ 5,000.00
602-00-8800 Utility System	20,000.00	0.00	20,000.00	0.00	\$ 20,000.00
602-00-9000 Transfers Out	30,000.00	0.00	30,000.00	0.00	\$ 30,000.00
602-00-9400 Transfer to Capital Projects Funds	10,000.00	0.00	10,000.00	0.00	\$ 10,000.00
602-00-9800 Contingency	50,000.00	0.00	50,000.00	0.00	\$ 50,000.00
<b>Total Non-Departmental Expenditures</b>	<b>1,607,700.00</b>	<b>41,315.73</b>	<b>1,607,700.00</b>	<b>41,315.73</b>	<b>1,566,384.27</b>
<b>Reserve Expenditures</b>					
602-14-8800 Utility System	638,000.00	0.00	638,000.00	0.00	\$ 638,000.00
602-14-9000 Transfers Out	594,200.00	0.00	594,200.00	0.00	\$ 594,200.00
602-14-9900 Unappropriated Ending Fund Balance	58,600.00	0.00	58,600.00	0.00	\$ 58,600.00
<b>Total Reserve Expenditures</b>	<b>1,290,800.00</b>	<b>0.00</b>	<b>1,290,800.00</b>	<b>0.00</b>	<b>1,290,800.00</b>
<b>Reserve Expenditures</b>					
602-15-6590 Other Equipment	50,000.00	0.00	50,000.00	0.00	\$ 50,000.00
602-15-8800 Utility System	55,000.00	0.00	55,000.00	0.00	\$ 55,000.00
602-15-9900 Unappropriated Ending Fund Balance	30,800.00	0.00	30,800.00	0.00	\$ 30,800.00
<b>Total Reserve Expenditures</b>	<b>135,800.00</b>	<b>0.00</b>	<b>135,800.00</b>	<b>0.00</b>	<b>135,800.00</b>
<b>Reserve Expenditures</b>					
602-16-9900 Unappropriated Ending Fund Balance	93,200.00	0.00	93,200.00	0.00	\$ 93,200.00
<b>Total Reserve Expenditures</b>	<b>93,200.00</b>	<b>0.00</b>	<b>93,200.00</b>	<b>0.00</b>	<b>93,200.00</b>
<b>Total Bay City Sewer Fund Expenditures</b>	<b>\$ 3,127,500.00</b>	<b>\$ 41,315.73</b>	<b>\$ 3,127,500.00</b>	<b>\$ 41,315.73</b>	<b>\$ 3,086,184.27</b>

**Bay City Sewer Fund Excess of Revenues Over Expenditures \$ 0.00 \$ (22,711.97) \$ 0.00 \$ (22,711.97) \$ 0.00**



**City of Bay City 503-377-2288**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2024-1 Ending July 31, 2023*

<b>Account Number</b>	<b>Current Budget</b>	<b>Current Actual</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>Remaining Budget Amount</b>
Total Revenues	\$ 9,036,419.00	\$ 74,011.01	\$ 9,036,419.00	\$ 74,011.01	\$ 8,962,407.99
Total Expenditures	\$ 9,036,419.00	\$ 220,952.21	\$ 9,036,419.00	\$ 220,952.21	\$ 8,815,466.79
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (146,941.20)	\$ 0.00	\$ (146,941.20)	\$ 0.00



# City of Bay City

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Phone (503) 377-2288  
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TDD 7-1-1  
[www.ci.bay-city.or.us](http://www.ci.bay-city.or.us)

August 1, 2023

**Bills to pay total for July 2023 = \$422,502.47**

Summary of Bills to pay >\$5,000

TLC - Fire Truck Loan	\$ 24,219.78
Springbrook – New software	\$ 19,967.25
Dale Kamrath – Interim Fire Chief	\$ 9,168.75
US Department of Treasury	\$ 11,587.52
CIS – Insurance	\$ 10,516.41
Oregon Pers	\$ 11,361.46
Tillamook PUD	\$ 6,927.13
Tillamook Co. Public Works- Striping	\$ 5,536.20
US Department of Treasury	\$ 13,310.54
CIS – Insurance	\$ 11,305.60
Oregon Pers	\$ 9,931.17
K&L Industries-Paving	\$227,940.00

**A/P Control Report**

for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13494	485	Tillamook Estuaries Partn	3	June 2023 - Par	Yes	2024 1		7/1/2023	7/10/2023		\$399.00
		Desc: Plants									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-50-6995	Feasibility Studies / Projects		399.00	0.00	0			
		Desc:	Feasibility Studies / Projects								
13495	180	CenturyLink	3	314199659/-Jun	Yes	2024 1		7/1/2023	7/11/2023		\$227.78
		Desc: Phone bill									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-10-6620	Telecommunications		136.66	0.00	0			
		Desc:	Telecommunications								
		2	100-30-6620	Telecommunications		91.12	0.00	0			
		Desc:	Telecommunications								
13496	3	TLC, A Divison of Fibre Fe	3	0210034668 - Ju	Yes	2024 1		7/1/2023	7/15/2023		\$24,219.78
		Desc: Truck loan									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	402-13-7050	Capital Lease Payments		24,219.78	0.00	0			
		Desc:	Capital Lease Payments								
13503	551	Hudson Insurance	3	110832	Yes	2024 1		7/1/2023	7/10/2023		\$1,500.00
		Desc: Volunteer ins									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-5420	Disability Insurance		1,500.00	0.00	0			
		Desc:	Disability Insurance								
13508	631	Oregon Volunteer Fighters	3	2023-3838	Yes	2024 1		7/5/2023	7/15/2023		\$350.00
		Desc: Conference									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6410	Training		350.00	0.00	0			
		Desc:	Training								
13509	122	Sheldon Oil	3	110376	Yes	2024 1		7/5/2023	7/15/2023		\$173.52
		Desc: Fuel									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6140	Fuel/Lubes/Etc.		173.52	0.00	0			
		Desc:	Fuel/Lubes/Etc.								
13510	894	Curtis Tools for Heroes	3	INV717169	Yes	2024 1		7/5/2023	7/15/2023		\$571.70
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6345	Operational Equipment & Re		571.70	0.00	0			
		Desc:	Operational Equipment & Repairs								
13511	983	Netarts-Oceanside Rural F	3	Saindon7/2023	Yes	2024 1		7/5/2023	7/15/2023		\$50.00
		Desc: EMT Course - Saindon									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6410	Training		50.00	0.00	0			
		Desc:	Training								
13512	114	Rosenberg Builders Suppl	3	2306-938997	Yes	2024 1		7/5/2023	7/10/2023		\$46.17
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6345	Operational Equipment & Re		46.17	0.00	0			
		Desc:	Operational Equipment & Repairs								
13513	114	Rosenberg Builders Suppl	3	2306-939171	Yes	2024 1		7/5/2023	7/10/2023		\$50.21
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6345	Operational Equipment & Re		50.21	0.00	0			
		Desc:	Operational Equipment & Repairs								

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13514	114	Rosenberg Builders Suppl	3	2306-943137	Yes	2024 1		7/5/2023	7/10/2023		\$5.01
		<b>Desc:</b> Supplies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-30-6345	Operational Equipment & Re		5.01	0.00	0			
		<b>Desc:</b> Operational Equipment & Repairs									
13515	114	Rosenberg Builders Suppl	3	2306-929466	Yes	2024 1		7/5/2023	7/10/2023		\$54.24
		<b>Desc:</b> Supplies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-30-6345	Operational Equipment & Re		54.24	0.00	0			
		<b>Desc:</b> Operational Equipment & Repairs									
13516	177	Cascade Fire Equipment C	3	INV5097	Yes	2024 1		7/5/2023	7/10/2023		\$340.86
		<b>Desc:</b> Supplies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-30-6350	Personal Protective Equipme		340.86	0.00	0			
		<b>Desc:</b> Personal Protective Equipment									
13517	177	Cascade Fire Equipment C	3	INV1605	Yes	2024 1		7/5/2023	7/10/2023		\$666.04
		<b>Desc:</b> Supplies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-30-6345	Operational Equipment & Re		666.04	0.00	0			
		<b>Desc:</b> Operational Equipment & Repairs									
13518	44	Davison Auto Parts	3	939-5999598	Yes	2024 1		7/5/2023	7/10/2023		\$23.72
		<b>Desc:</b> Supplies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-30-6345	Operational Equipment & Re		23.72	0.00	0			
		<b>Desc:</b> Operational Equipment & Repairs									
13520	994	Springbrook	3	INV-013030	Yes	2024 1		7/5/2023	7/5/2023		\$19,967.25
		<b>Desc:</b> Software									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	600-00-6860	Computers/Software/Service		3,000.00	0.00	0			
		<b>Desc:</b> Computers/Software/Services									
		2	601-00-6860	Computers/Software/Service		6,000.00	0.00	0			
		<b>Desc:</b> Computers/Software/Services									
		3	602-00-6860	Computers/Software/Service		4,467.25	0.00	0			
		<b>Desc:</b> Computers/Software/Services									
		4	200-00-6860	Computers/Software/Service		500.00	0.00	0			
		<b>Desc:</b> Computers/Software/Services									
		5	100-10-6860	Computers/Software/Service		5,000.00	0.00	0			
		<b>Desc:</b> Computers/Software/Services									
		6	100-30-6860	Computers/Software/Service		1,000.00	0.00	0			
		<b>Desc:</b> Computers/Software/Services									
13522	703	ArchiveSocial Inc.	3	28213	Yes	2024 1		7/6/2023	7/10/2023		\$3,141.00
		<b>Desc:</b> Social media achriving									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-10-6860	Computers/Software/Service		3,141.00	0.00	0			
		<b>Desc:</b> Computers/Software/Services									
13523	106	Pollardwater.com	3	0240227	Yes	2024 1		7/6/2023	7/10/2023		\$549.00
		<b>Desc:</b> Supplies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	602-00-6345	Operational Equipment & Re		549.00	0.00	0			
		<b>Desc:</b> Operational Equipment & Repairs									
13525	114	Rosenberg Builders Suppl	3	2306-945483	Yes	2024 1		7/6/2023	7/10/2023		\$22.19
		<b>Desc:</b> Supplies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 602-00-6325		Utility System Repairs			22.19		0.00	0	
		Desc: Utility System Repairs									
13526	114	Rosenberg Builders Suppl	3	2306-946889	Yes	2024	1	7/6/2023	7/10/2023		\$78.41
		Desc: Supplies									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	602-00-6345	Operational Equipment & Re			78.41	0.00	0		
		Desc: Operational Equipment & Repairs									
13527	562	Northstar Chemical	3	255924	Yes	2024	1	7/6/2023	7/10/2023		\$1,456.67
		Desc: Supplies									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	601-00-6135	Chemical/Lab Supplies			1,456.67	0.00	0		
		Desc: Chemical/Lab Supplies									
13528	114	Rosenberg Builders Suppl	3	2306-934225	Yes	2024	1	7/6/2023	7/10/2023		\$8.63
		Desc: Supplies									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	602-00-6345	Operational Equipment & Re			8.63	0.00	0		
		Desc: Operational Equipment & Repairs									
13529	44	Davison Auto Parts	3	939-595725	Yes	2024	1	7/6/2023	7/10/2023		\$50.97
		Desc: Supplies									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	600-00-6335	Vehicle Repairs & Maintenan			16.99	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		2	601-00-6335	Vehicle Repairs & Maintenan			16.99	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		3	602-00-6335	Vehicle Repairs & Maintenan			16.99	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
13531	30	S-C Paving	3	5992	Yes	2024	1	7/6/2023	7/10/2023		\$1,032.34
		Desc: Supplies									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	602-00-6325	Utility System Repairs			1,032.34	0.00	0		
		Desc: Utility System Repairs									
13532	263	Tillamook Diesel Repair	3	42935	Yes	2024	1	7/6/2023	7/10/2023		\$3,521.87
		Desc: Repairs									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	600-00-6335	Vehicle Repairs & Maintenan			1,173.96	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		2	601-00-6335	Vehicle Repairs & Maintenan			1,173.95	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		3	602-00-6335	Vehicle Repairs & Maintenan			1,173.96	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
13535	89	Les Schwab	3	22200622038	Yes	2024	1	7/6/2023	7/10/2023		\$43.98
		Desc: Repairs									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	600-00-6345	Operational Equipment & Re			14.66	0.00	0		
		Desc:									
		2	601-00-6345	Operational Equipment & Re			14.66	0.00	0		
		Desc: Operational Equipment & Repairs									
		3	602-00-6345	Operational Equipment & Re			14.66	0.00	0		
		Desc: Operational Equipment & Repairs									
13536	154	Quill	3	33251677	Yes	2024	1	7/6/2023	7/10/2023		\$8.99
		Desc: office supplies									
		<b>Line</b>	<b>Account Number</b>				<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	100-10-6105	Office Supplies & Equipment			8.99	0.00	0		
		Desc: Office Supplies & Equipment									

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13537	154	Quill	3	33232572	Yes	2024 1		7/6/2023	7/10/2023		\$118.74
		Desc: office supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6105		Office Supplies & Equipment	118.74		0.00	0		
		Desc: Office Supplies & Equipment									
13538	154	Quill	3	33204406	Yes	2024 1		7/6/2023	7/10/2023		\$89.44
		Desc: office supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6105		Office Supplies & Equipment	89.44		0.00	0		
		Desc: Office Supplies & Equipment									
13539	941	Habitat Concepts	3	7.23	Yes	2024 1		7/6/2023	7/10/2023		\$1,200.00
		Desc: Planning - Hiker Biker									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6995		Feasibility Studies / Projects	1,200.00		0.00	7	1	EXP
		Desc: Feasibility Studies / Projects									
13540	422	True North Emergency Eq	3	003763 page 2	Yes	2024 1		7/6/2023	7/10/2023		\$469.96
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6345		Operational Equipment & Re	469.96		0.00	0		
		Desc: Operational Equipment & Repairs									
13541	27	Tillamook People's Utility	3	20890-June 202	Yes	2024 1		7/6/2023	7/10/2023		\$1,513.01
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	602-00-6605		Electricity	1,513.01		0.00	0		
		Desc: Electricity									
13543	27	Tillamook People's Utility	3	21211 - June 20	Yes	2024 1		7/6/2023	7/10/2023		\$41.89
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6605		Electricity	41.89		0.00	0		
		Desc: Electricity									
13544	27	Tillamook People's Utility	3	21215-June 202	Yes	2024 1		7/6/2023	7/10/2023		\$655.00
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	200-00-6605		Electricity	655.00		0.00	0		
		Desc: Electricity									
13545	27	Tillamook People's Utility	3	21221-June 202	Yes	2024 1		7/6/2023	7/10/2023		\$239.42
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6605		Electricity	239.42		0.00	0		
		Desc: Electricity									
13546	27	Tillamook People's Utility	3	21223-June 202	Yes	2024 1		7/6/2023	7/10/2023		\$64.87
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6605		Electricity	64.87		0.00	0		
		Desc: Electricity									
13547	27	Tillamook People's Utility	3	21224-June 202	Yes	2024 1		7/6/2023	7/10/2023		\$141.93
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6605		Electricity	141.93		0.00	0		
		Desc: Electricity									
13548	27	Tillamook People's Utility	3	21231-June 202	Yes	2024 1		7/6/2023	7/10/2023		\$124.17
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category





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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	2	100-30-6410		Training			100.00		0.00	0	
	Desc:	Training									
	3	600-00-6410		Training			393.27		0.00	0	
	Desc:	Training									
	4	601-00-6410		Training			393.27		0.00	0	
	Desc:	Training									
	5	602-00-6410		Training			393.26		0.00	0	
	Desc:	Training									
13559	964	Dale Kamrath	3	June 2023 / Fina	Yes	2024	1		7/11/2023	7/15/2023	\$9,168.75
	Desc:	Final payroll for Dale Kamrath									
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	100-30-6290		Other Professional Fees		9,168.75	0.00	0			
	Desc:	Other Professional Fees									
13565	975	Gary Frey	3	Security Doors	Yes	2024	1		7/11/2023	7/11/2023	\$1,108.99
	Desc:	Supplies									
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	100-10-6870		Pre-Hazard Preparedness		1,108.99	0.00	0			
	Desc:	Pre-Hazard Preparedness									
13567	544	Wave	3	106825901-0010	Yes	2024	1		7/11/2023	7/25/2023	\$766.00
	Desc:	Internet									
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	100-10-6860		Computers/Software/Service		287.25	0.00	0			
	Desc:	Computers/Software/Services									
	2	100-30-6860		Computers/Software/Service		95.75	0.00	0			
	Desc:	Computers/Software/Services									
	3	600-00-6860		Computers/Software/Service		127.66	0.00	0			
	Desc:	Computers/Software/Services									
	4	601-00-6860		Computers/Software/Service		127.67	0.00	0			
	Desc:	Computers/Software/Services									
	5	602-00-6860		Computers/Software/Service		127.67	0.00	0			
	Desc:	Computers/Software/Services									
13568	97	Country Media	3	637342	Yes	2024	1		7/11/2023	7/15/2023	\$325.50
	Desc:	Advertising									
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	100-10-6825		Advertising/Publishing		325.50	0.00	0			
	Desc:	Advertising/Publishing									
13569	97	Country Media	3	637341	Yes	2024	1		7/11/2023	7/15/2023	\$181.35
	Desc:	Advertising									
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	100-10-6825		Advertising/Publishing		181.35	0.00	0			
	Desc:	Advertising/Publishing									
13570	97	Country Media	3	637343	Yes	2024	1		7/11/2023	7/15/2023	\$121.40
	Desc:	Advertising									
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	600-00-6410		Training		40.46	0.00	0			
	Desc:	Training									
	2	601-00-6410		Training		40.46	0.00	0			
	Desc:	Training									
	3	602-00-6410		Training		40.48	0.00	0			
	Desc:	Training									
13571	831	Local Government Law Gr	3	66488	Yes	2024	1		7/11/2023	7/15/2023	\$1,271.50
	Desc:	Legal									
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		





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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13583	98	CIS	3	PR1416	Yes	2024	1		7/15/2023	7/15/2023		\$10,516.41
		<b>Desc: Payroll from 7/1/2023 to 7/15/2023</b>										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-00-2030	Payroll Taxes Payable		214.46		0.00	0			
		Desc:										
		2	100-00-2055	Med/Life Insurance Payable		1,529.69		0.00	0			
		Desc:										
		3	100-10-2030	Payroll Taxes Payable		79.85		0.00	0			
		Desc:										
		4	100-10-2055	Med/Life Insurance Payable		347.14		0.00	0			
		Desc:										
		5	100-30-2030	Payroll Taxes Payable		202.14		0.00	0			
		Desc:										
		6	100-30-2055	Med/Life Insurance Payable		1,049.28		0.00	0			
		Desc:										
		7	200-00-2030	Payroll Taxes Payable		104.49		0.00	0			
		Desc:										
		8	200-00-2055	Med/Life Insurance Payable		792.80		0.00	0			
		Desc:										
		9	600-00-2030	Payroll Taxes Payable		246.12		0.00	0			
		Desc:										
		10	600-00-2055	Med/Life Insurance Payable		1,883.50		0.00	0			
		Desc:										
		11	601-00-2030	Payroll Taxes Payable		116.37		0.00	0			
		Desc:										
		12	601-00-2055	Med/Life Insurance Payable		900.35		0.00	0			
		Desc:										
		13	602-00-2030	Payroll Taxes Payable		372.75		0.00	0			
		Desc:										
		14	602-00-2055	Med/Life Insurance Payable		2,677.47		0.00	0			
		Desc:										
13584	189	Oregon PERS	3	PR1416	Yes	2024	1		7/15/2023	7/15/2023		\$11,361.46
		<b>Desc: Payroll from 7/1/2023 to 7/15/2023</b>										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-00-2040	Retirement Payable		1,895.93		0.00	0			
		Desc:										
		2	100-10-2040	Retirement Payable		1,195.26		0.00	0			
		Desc:										
		3	100-30-2040	Retirement Payable		1,808.86		0.00	0			
		Desc:										
		4	200-00-2040	Retirement Payable		863.43		0.00	0			
		Desc:										
		5	600-00-2040	Retirement Payable		1,848.80		0.00	0			
		Desc:										
		6	601-00-2040	Retirement Payable		1,050.59		0.00	0			
		Desc:										
		7	602-00-2040	Retirement Payable		2,698.59		0.00	0			
		Desc:										
13585	190	Oregon Department of Jus	3	PR1416	Yes	2024	1		7/15/2023	7/15/2023		\$92.50
		<b>Desc: Payroll from 7/1/2023 to 7/15/2023</b>										
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-00-2050	Garnishments Payable		0.93		0.00	0			
		Desc:										

**A/P Control Report**

for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	2	200-00-2050		Garnishments Payable			0.93	0.00	0		
	Desc:										
	3	600-00-2050		Garnishments Payable			9.25	0.00	0		
	Desc:										
	4	601-00-2050		Garnishments Payable			1.85	0.00	0		
	Desc:										
	5	602-00-2050		Garnishments Payable			79.54	0.00	0		
	Desc:										
13586	1	Oregon Department of Rev	3	PR1420	Yes	2024	1	7/15/2023	7/15/2023		\$63.62
	Desc:	Payroll from 6/1/2023 to 6/30/2023									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-30-2030		Payroll Taxes Payable			63.62	0.00	0		
	Desc:										
13587	2	U.S. Department of the Tre	3	PR1420	Yes	2024	1	7/15/2023	7/15/2023		\$483.33
	Desc:	Payroll from 6/1/2023 to 6/30/2023									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-30-2030		Payroll Taxes Payable			483.33	0.00	0		
	Desc:										
13588	189	Oregon PERS	3	PR1420	Yes	2024	1	7/15/2023	7/15/2023		\$93.93
	Desc:	Payroll from 6/1/2023 to 6/30/2023									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-30-2040		Retirement Payable			93.93	0.00	0		
	Desc:										
13591	414	Teninty & Son, Inc.	3	42404	Yes	2024	1	7/25/2023	7/25/2023		\$325.00
	Desc:	Restroom Rental - park									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-50-6190		Other Supplies			325.00	0.00	0		
	Desc:	Other Supplies									
13592	21	League of Oregon Cities	3	2023-200190	Yes	2024	1	7/25/2023	7/25/2023		\$1,539.00
	Desc:	Membership dues									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-10-6405		Dues & Subscriptions			1,539.00	0.00	0		
	Desc:	Dues & Subscriptions									
13593	37	Tillamook Farmers' Coope	3	452672	Yes	2024	1	7/25/2023	7/25/2023		\$159.48
	Desc:	Supplies									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	602-00-6345		Operational Equipment & Re			159.48	0.00	0		
	Desc:	Operational Equipment & Repairs									
13594	52	Coast Wide Ready Mix	3	28479	Yes	2024	1	7/25/2023	7/25/2023		\$35.00
	Desc:	Supplies									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	602-00-6345		Operational Equipment & Re			35.00	0.00	0		
	Desc:	Operational Equipment & Repairs									
13595	49	Oregon Association of Wa	3	35742	Yes	2024	1	7/25/2023	7/25/2023		\$670.00
	Desc:	Seaside training									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	602-00-6410		Training			223.33	0.00	0		
	Desc:	Training									
	2	601-00-6410		Training			223.33	0.00	0		
	Desc:	Training									
	3	600-00-6410		Training			223.34	0.00	0		
	Desc:	Training									



**A/P Control Report**

for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13596	806	Vadim Municipal Software	3	386931	Yes	2024 1		7/25/2023	7/25/2023		\$25.76
		<b>Desc: Ebilling subscription</b>									
		<b>Line</b>	<b>Account Number</b>		<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	600-00-6860		Computers/Software/Service		8.59	0.00	0		
		Desc: Computers/Software/Services									
		2	601-00-6860		Computers/Software/Service		8.59	0.00	0		
		Desc: Computers/Software/Services									
		3	602-00-6860		Computers/Software/Service		8.58	0.00	0		
		Desc: Computers/Software/Services									
13597	994	Springbrook	3	INV-013866	Yes	2024 1		7/25/2023	7/25/2023		\$620.00
		<b>Desc: Payment system / card readerr</b>									
		<b>Line</b>	<b>Account Number</b>		<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-10-6860		Computers/Software/Service		155.00	0.00	0		
		Desc: Computers/Software/Services									
		2	600-00-6860		Computers/Software/Service		155.00	0.00	0		
		Desc: Computers/Software/Services									
		3	601-00-6860		Computers/Software/Service		155.00	0.00	0		
		Desc: Computers/Software/Services									
		4	602-00-6860		Computers/Software/Service		155.00	0.00	0		
		Desc: Computers/Software/Services									
13598	326	Bureau of Labor and Indus	3	2023-1 - sewer li	Yes	2024 1		7/25/2023	7/25/2023		\$1,061.09
		<b>Desc: Sewer lift station Boli permit fees / notice</b>									
		<b>Line</b>	<b>Account Number</b>		<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	602-00-6855		Permit Fees		1,061.09	0.00	5	CSLFRF	EXP
		Desc: Permit Fees									
13599	326	Bureau of Labor and Indus	3	2023SCA paving	Yes	2024 1		7/25/2023	7/25/2023		\$259.85
		<b>Desc: Boli permit notice fee</b>									
		<b>Line</b>	<b>Account Number</b>		<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	200-00-8300		Improvements Other Than Bu		259.85	0.00	10	1	EXP
		Desc: Improvements Other Than Buildings									
13600	931	DJC Oregon	3	745625246	Yes	2024 1		7/25/2023	7/25/2023		\$271.04
		<b>Desc: BID advertising</b>									
		<b>Line</b>	<b>Account Number</b>		<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	601-00-8200		Buildings & Structures		271.04	0.00	6	1	EXP
		Desc: Buildings & Structures									
13601	472	Verizon Wireless	3	9938976427	Yes	2024 1		7/25/2023	7/29/2023		\$639.90
		<b>Desc: Cell phones</b>									
		<b>Line</b>	<b>Account Number</b>		<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-10-6620		Telecommunications		80.53	0.00	0		
		Desc: Telecommunications									
		2	600-00-6620		Telecommunications		90.14	0.00	0		
		Desc: Telecommunications									
		3	601-00-6620		Telecommunications		90.14	0.00	0		
		Desc: Telecommunications									
		4	602-00-6620		Telecommunications		90.14	0.00	0		
		Desc: Telecommunications									
		5	100-30-6620		Telecommunications		288.95	0.00	0		
		Desc: Telecommunications									
13603	796	Pacific Office Automation	3	244965	Yes	2024 1		7/25/2023	7/25/2023		\$321.79
		<b>Desc: phone bill</b>									
		<b>Line</b>	<b>Account Number</b>		<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-10-6620		Telecommunications		160.90	0.00	0		
		Desc: Telecommunications									

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for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	2	600-00-6620		Telecommunications			26.81		0.00	0	
	Desc:	Telecommunications									
	3	601-00-6620		Telecommunications			26.81		0.00	0	
	Desc:	Telecommunications									
	4	602-00-6620		Telecommunications			26.82		0.00	0	
	Desc:	Telecommunications									
	5	100-30-6620		Telecommunications			80.45		0.00	0	
	Desc:	Telecommunications									
13604	777	Richardson Wang LLP	3	3590	Yes	2024	1		7/25/2023	7/25/2023	\$2,110.00
	Desc:	Legal fees									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-90-6220		Legal Fees			1,000.00	0.00	0		1099
	Desc:	Legal Fees									
	2	200-00-6220		Legal Fees			1,110.00	0.00	0		1099
	Desc:	Legal Fees									
13605	93	One Call Concepts, Inc.	3	3060214	Yes	2024	1		7/25/2023	7/25/2023	\$11.20
	Desc:	Locate tickets									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	600-00-6990		Other Miscellaneous Expens			3.73	0.00	0		
	Desc:	Other Miscellaneous Expenses									
	2	601-00-6990		Other Miscellaneous Expens			3.74	0.00	0		
	Desc:	Other Miscellaneous Expenses									
	3	602-00-6990		Other Miscellaneous Expens			3.73	0.00	0		
	Desc:	Other Miscellaneous Expenses									
13606	70	EC Electric, Inc	3	247819	Yes	2024	1		7/25/2023	7/25/2023	\$1,289.63
	Desc:	Electric repair									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	601-00-6305		Building Repairs & Maintenanc			1,289.63	0.00	0		
	Desc:	Building Repairs & Maintenance									
13607	39	Bay City Firefighters Asso	3	23-7-1	Yes	2024	1		7/25/2023	7/25/2023	\$100.00
	Desc:	Admin reimb cost									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-30-6405		Dues & Subscriptions			100.00	0.00	0		
	Desc:	Dues & Subscriptions									
13608	941	Habitat Concepts	3	8.23	Yes	2024	1		7/25/2023	7/25/2023	\$3,815.46
	Desc:	Park project									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-50-8300		Improvements Other Than Bu			3,815.46	0.00	4	1	EXP
	Desc:	Improvements Other Than Buildings									
13610	27	Tillamook People's Utility	3	July 2023-Hiker	Yes	2024	1		7/25/2023	7/25/2023	\$6,927.13
	Desc:	Pud electrical estimate									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-50-8300		Improvements Other Than Bu			6,927.13	0.00	7	1	EXP
	Desc:	Improvements Other Than Buildings									
13611	855	AKS Engineering & Forest	3	8605-06-01	Yes	2024	1		7/25/2023	7/25/2023	\$3,550.00
	Desc:	Fire boundary lines									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-30-6990		Other Miscellaneous Expens			3,550.00	0.00	0		
	Desc:	Other Miscellaneous Expenses									
13612	414	Teninty & Son, Inc.	3	42427	Yes	2024	1		7/25/2023	7/25/2023	\$680.00
	Desc:	Restroom Rental - parks									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-50-6190		Other Supplies			680.00	0.00	0		
	Desc:	Other Supplies									

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for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13613	176	Carson Oil	3	IN-0882080	Yes	2024 1		7/25/2023	7/25/2023		\$1,709.98
		Desc: Fuel									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6140	Fuel/Lubes/Etc.		1,709.98		0.00	0		
		Desc: Fuel/Lubes/Etc.									
13614	683	Creative Product Source, I	3	CPI099903	Yes	2024 1		7/25/2023	7/25/2023		\$415.25
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6990	Other Miscellaneous Expens		415.25		0.00	0		
		Desc: Other Miscellaneous Expenses									
13615	110	Public Safety Center	3	6143195	Yes	2024 1		7/25/2023	7/25/2023		\$160.51
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6350	Personal Protective Equipme		160.51		0.00	0		
		Desc: Personal Protective Equipment									
13616	124	Suburban Propane	3	1568-047557 Jul	Yes	2024 1		7/25/2023	7/25/2023		\$232.42
		Desc: Propane									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6140	Fuel/Lubes/Etc.		232.42		0.00	0		
		Desc: Fuel/Lubes/Etc.									
13617	122	Sheldon Oil	3	INV-086599	Yes	2024 1		7/25/2023	7/25/2023		\$242.86
		Desc: Fuel									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6140	Fuel/Lubes/Etc.		242.86		0.00	0		
		Desc: Fuel/Lubes/Etc.									
13618	44	Davison Auto Parts	3	939-6018110	Yes	2024 1		7/25/2023	7/25/2023		\$23.59
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6345	Operational Equipment & Re		23.59		0.00	0		
		Desc: Operational Equipment & Repairs									
13619	414	Teninty & Son, Inc.	3	42242	Yes	2024 1		7/25/2023	7/25/2023		\$280.00
		Desc: Restroom rental - Fire Dept									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6410	Training		280.00		0.00	0		
		Desc: Training									
13620	972	Communications Northwe	3	78660	Yes	2024 1		7/25/2023	7/25/2023		\$1,037.75
		Desc: Repairs									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6340	Radios & Radio Repair		1,037.75		0.00	0		
		Desc: Radios & Radio Repair									
13621	562	Northstar Chemical	3	258240	Yes	2024 1		7/25/2023	7/25/2023		\$797.46
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	601-00-6135	Chemical/Lab Supplies		797.46		0.00	0		
		Desc: Chemical/Lab Supplies									
13622	122	Sheldon Oil	3	INV-088133	Yes	2024 1		7/25/2023	7/25/2023		\$254.24
		Desc: Fuel									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	600-00-6140	Fuel/Lubes/Etc.		84.75		0.00	0		
		Desc: Fuel/Lubes/Etc.									
		2	601-00-6140	Fuel/Lubes/Etc.		84.75		0.00	0		
		Desc: Fuel/Lubes/Etc.									
		3	602-00-6140	Fuel/Lubes/Etc.		84.74		0.00	0		
		Desc: Fuel/Lubes/Etc.									

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for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13623	523	North Coast Lawn	3	84907	Yes	2024 1		7/25/2023	7/25/2023		\$1,685.00
		Desc: Lawn maintenance									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	100-10-6311	Contracted Ground Maintena		217.50		0.00	0		
		Desc: Contracted Ground Maintenance									
		2	600-00-6311	Contracted Ground Maintena		217.50		0.00	0		1099
		Desc: Contracted Ground Maintenance									
		3	100-50-6311	Contracted Ground Maintena		1,250.00		0.00	0		1099
		Desc: Contracted Ground Maintenance									
13625	97	Country Media	3	May 2023 servc	Yes	2024 1		7/25/2023	7/25/2023		\$1.05
		Desc: Service charge									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	100-10-6825	Advertising/Publishing		1.05		0.00	0		
		Desc: Advertising/Publishing									
13626	727	Impact Office Systems	3	imp863-c286-1-i	Yes	2024 1		7/25/2023	7/25/2023		\$244.61
		Desc: copies									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	100-10-6105	Office Supplies & Equipment		244.61		0.00	0		1099
		Desc: Office Supplies & Equipment									
13627	260	Tillamook County	3	0614232740	Yes	2024 1		7/25/2023	7/25/2023		\$5,536.20
		Desc: Striping									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	200-00-6315	Street Repairs & Maintenanc		5,536.20		0.00	0		
		Desc: Street Repairs & Maintenance									
13628	882	PSI	3	8138	Yes	2024 1		7/26/2023	7/26/2023		\$312.00
		Desc: Signs									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	100-10-6870	Pre-Hazard Preparedness		312.00		0.00	0		
		Desc: Pre-Hazard Preparedness									
13629	882	PSI	3	8139	Yes	2024 1		7/26/2023	7/26/2023		\$518.56
		Desc: Signs									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	100-10-6870	Pre-Hazard Preparedness		518.56		0.00	0		
		Desc: Pre-Hazard Preparedness									
13630	1	Oregon Department of Rev	3	PR1434	Yes	2024 1		7/31/2023	7/31/2023		\$3,804.48
		Desc: Payroll from 7/16/2023 to 7/31/2023									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>		<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>
		1	100-00-2030	Payroll Taxes Payable		504.92		0.00	0		
		Desc:									
		2	100-10-2030	Payroll Taxes Payable		476.73		0.00	0		
		Desc:									
		3	100-30-2030	Payroll Taxes Payable		1,061.78		0.00	0		
		Desc:									
		4	100-50-2030	Payroll Taxes Payable		5.80		0.00	0		
		Desc:									
		5	200-00-2030	Payroll Taxes Payable		254.59		0.00	0		
		Desc:									
		6	600-00-2030	Payroll Taxes Payable		549.86		0.00	0		
		Desc:									
		7	601-00-2030	Payroll Taxes Payable		281.41		0.00	0		
		Desc:									
		8	602-00-2030	Payroll Taxes Payable		669.39		0.00	0		
		Desc:									

**A/P Control Report**

for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
13631	2	U.S. Department of the Tre	3	PR1434	Yes	2024 1		7/31/2023	7/31/2023		\$13,310.54
		<b>Desc: Payroll from 7/16/2023 to 7/31/2023</b>									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-00-2030 Payroll Taxes Payable			1,844.86	0.00	0			
		Desc:									
		2	100-10-2030 Payroll Taxes Payable			1,499.56	0.00	0			
		Desc:									
		3	100-30-2030 Payroll Taxes Payable			3,314.11	0.00	0			
		Desc:									
		4	100-50-2030 Payroll Taxes Payable			20.78	0.00	0			
		Desc:									
		5	200-00-2030 Payroll Taxes Payable			955.38	0.00	0			
		Desc:									
		6	600-00-2030 Payroll Taxes Payable			2,003.19	0.00	0			
		Desc:									
		7	601-00-2030 Payroll Taxes Payable			1,135.99	0.00	0			
		Desc:									
		8	602-00-2030 Payroll Taxes Payable			2,536.67	0.00	0			
		Desc:									
13632	5	Aflac	3	PR1434	Yes	2024 1		7/31/2023	7/31/2023		\$251.32
		<b>Desc: Payroll from 7/16/2023 to 7/31/2023</b>									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-00-2030 Payroll Taxes Payable			20.56	0.00	0			
		Desc:									
		2	100-00-2055 Med/Life Insurance Payable			38.46	0.00	0			
		Desc:									
		3	100-30-2055 Med/Life Insurance Payable			4.61	0.00	0			
		Desc:									
		4	200-00-2030 Payroll Taxes Payable			11.05	0.00	0			
		Desc:									
		5	200-00-2055 Med/Life Insurance Payable			6.72	0.00	0			
		Desc:									
		6	600-00-2030 Payroll Taxes Payable			28.91	0.00	0			
		Desc:									
		7	600-00-2055 Med/Life Insurance Payable			29.57	0.00	0			
		Desc:									
		8	601-00-2030 Payroll Taxes Payable			6.86	0.00	0			
		Desc:									
		9	601-00-2055 Med/Life Insurance Payable			23.66	0.00	0			
		Desc:									
		10	602-00-2030 Payroll Taxes Payable			29.94	0.00	0			
		Desc:									
		11	602-00-2055 Med/Life Insurance Payable			50.98	0.00	0			
		Desc:									
13633	98	CIS	3	PR1434	Yes	2024 1		7/31/2023	7/31/2023		\$11,305.60
		<b>Desc: Payroll from 7/16/2023 to 7/31/2023</b>									
		<b>Line</b>	<b>Account Number</b>			<b>AP Amount</b>	<b>Liq Amount</b>	<b>Project</b>	<b>Task</b>	<b>Category</b>	
		1	100-00-2030 Payroll Taxes Payable			214.46	0.00	0			
		Desc:									
		2	100-00-2055 Med/Life Insurance Payable			1,529.69	0.00	0			
		Desc:									
		3	100-10-2030 Payroll Taxes Payable			79.85	0.00	0			
		Desc:									



**A/P Control Report**

for user asystadmin from 2024-1 to 2024-1

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	4	601-00-2050		Garnishments Payable			1.85		0.00	0	
	Desc:										
	5	602-00-2050		Garnishments Payable			79.54		0.00	0	
	Desc:										
13637	997	K&L Industries	3	23-00220	Yes	2024	1	7/27/2023	7/27/2023		\$227,940.00
	Desc: Paving project										
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	200-00-8300		Improvements Other Than Bu		227,940.00	0.00	10	1	EXP	
	Desc: Improvements Other Than Buildings										
13638	4	Tillamook Co. Dept. of Co	3	2023-Q2 TLT	Yes	2024	1	7/27/2023	7/27/2023		\$7.70
	Desc: TLT Q2 payment										
	Line	Account Number		AP Amount		Liq Amount	Project	Task	Category		
	1	100-50-6145		Tourism		7.70	0.00	0			
	Desc: Tourism										

<b>Fund 100 Total</b>	85,853.70	0.00
<b>Fund 200 Total</b>	242,272.26	0.00
<b>Fund 402 Total</b>	24,219.78	0.00
<b>Fund 600 Total</b>	19,381.15	0.00
<b>Fund 601 Total</b>	20,978.83	0.00
<b>Fund 602 Total</b>	29,796.75	0.00
<b>Grand Total</b>	422,502.47	0.00





# City of Bay City

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PO Box 3309  
Bay City, OR 97107  
Phone (503) 377-2288  
Fax (503) 377-4044  
TDD 7-1-1  
[www.ci.bay-city.or.us](http://www.ci.bay-city.or.us)

July 31, 2023

This memo is prepared for the City Council as an aid in considering the request of Mr. & Mrs. Mullner for the reduction of SDC fees for tiny homes at their property on McCoy Avenue

## System Development Charge (SDC) fees

SDC fees are a one-time fee charged on new development and certain types of redevelopment to help pay for existing and planned infrastructure to serve the development. SDC payments must be held in reserve, and can only be used for capital improvement projects contained in a city-approved plan.

SDCs are established through Ordinance #577 and fees set/adjusted through Resolution. The City of Bay City currently has two types of SDCs, based on a basic Equivalent Dwelling Unit (EDU): Water and Sewer.

Water: \$9,334.43 per EDU (effective July 1, 2023)

Sewer: \$8,934.12 per EDU (effective July 1, 2023)

## Waiver/Reduction/Modification of SDCs

Ordinance #577 does not include any provisions for the waiver or modification of SDCs, with the following exceptions:

- Section 10 outlines a methodology for allowing for the payment of SDCs *in installments*;
- Section 12 outlines potential *credits*, such as when a developer constructs a *qualified public improvement* that is built larger or with greater capacity than necessary for the development.

If the Council chooses to explore alternative options, such as the requested reduction of SDCs for a Cluster Development, there may be an option to explore options based on EDUs.

## Equivalent Dwelling Units (EDUs)

Bay City's SDC fees are based on EDUs, which assume a monthly water usage of up to 6,000 gallons of water (and the associated sewer discharge). Hence, a single family dwelling would be charged SDC fees for one EDU, whereas a triplex would be charged for three EDUs. It is not based on number of residents in the EDU.

According to the water industry, an average person in the United States uses 2,400-3,000 gallons of water monthly for bathing, cooking, washing, recreation and watering. Roughly 70% of this use occurs indoors, and up to 30% of that indoor water consumption can be attributed to toilets.



# City of Bay City

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*(EPA, rwd3rogers.com, Quora.com, City of Philadelphia, Take Care of Texas)*

Various claims appear online that water use in a tiny house averages only 35 gallons/day. *(Tiny House Basics, ArcGIS Online, The Tiny Life)*

This appears to be in part due to the fact that tiny houses are new, and use new and efficient water infrastructure, such as low-usage toilets, washing machines, etc.

Several designs I saw also use a 1/2" water line, which provides different pressure and volume, often resulting in a net reduction in water usage for some functions.

Based on the size of tiny homes, it is reasonable to consider that fewer people will reside in the footprint of a tiny home than in traditional housing.

If, for example, the Council would take into consideration the outlined example of 8 tiny homes on a 100' x 200' lot, one could calculate with the proposed 12 people, or even with a calculation of 2 people per house, or a total of 16 people.

8 houses x 35 gallons/day = 8,400 gallons/month.

Under this scenario, a reduced SDC fee could be based on the lower impact on our infrastructure.

The above also assumes only one hookup, rather than individual hookups for each unit.

In any case, if Council chooses to explore alternative options that would include a different volume of usage per dwelling unit (or alternate EDU), a justification could be potentially found in the reduced impact on the City's infrastructure, compared to other developments, as mentioned above.

Staff awaits direction from City Council as to whether you would like to explore an option for reduction of SDCs based on lower impact on infrastructure.

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STATE OF OREGON  
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT



**2023-2025 GRANT YOUNG MEMORIAL  
PLANNING ASSISTANCE GRANT**

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<b>AGREEMENT COVER SHEET</b>	
<b>This cover sheet is informational and not a part of the agreement</b>	
<b>Offer Date:</b> July 21, 2023	<b>Grant No.</b> GY-25-014
<b>Grantee</b> City of Bay City PO Box 3309 Bay City, Oregon 97107	<b>DLCD Grant Manager</b> Angela Williamson, Grants Administrative Specialist 971-239-2901 <a href="mailto:DLCD.GFGrant@dlcd.oregon.gov">DLCD.GFGrant@dlcd.oregon.gov</a>
<b>GRANT AMOUNT:</b> \$2,000	<b>CLOSING DATE:</b> April 30, 2025

This grant is named in honor of Grant Young, DLCD's Eastern Oregon regional representative who passed away in 2017. Mr. Young was a strong advocate for smaller jurisdictions in the Eastern Oregon region and a proponent for creative use of these grants. He helped find productive uses of the grants by pooling or leveraging the funds or simply suggesting uses for the dollars in ways to advance the objectives of the jurisdiction. Mr. Young put a considerable amount of effort into helping small cities and counties in his region address local needs.

**INSTRUCTIONS – READ CAREFULLY**

In order to receive this grant, Grantee must sign this Agreement and scan it and e-mail it to DLCD at [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov) by **August 31, 2023**. Alternatively, the signed Agreement may be mailed to:

Angela Williamson, Grants Administrative Specialist  
Department of Land Conservation and Development  
635 Capitol St. NE, Suite 150  
Salem, OR 97301

If the Agreement is not signed and returned without modification by Grantee by the due date, DLCD may withdraw the grant offer. Upon receipt of the signed Agreement, the DLCD Grant Program Manager will countersign the Agreement and return an electronic file containing the executed Agreement to Grantee with a payment voucher for the grant amount as listed in the Grant Amount box above, to the address provided above.

STATE OF OREGON  
DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT

2023-2025 PLANNING ASSISTANCE GRANT  
AGREEMENT

**DLCD Grant Number:** GY-25-014

**City of Bay City**

This agreement (“Agreement”) is made and entered into by and between the **State of Oregon**, acting by and through its Department of Land Conservation and Development, hereinafter referred to as “DLCD,” and **City of Bay City**, hereinafter referred to as “Grantee,” and collectively referred to as the “Parties.”

1. **Effective Date and Availability of Grant Funds.** This Agreement is effective on the date on which every party has signed this Agreement and all required State approvals have been obtained (“Effective Date”). Grant Funds under this Agreement are available for eligible costs as defined in Section 8 incurred beginning on the Effective Date and ending on the earlier of the termination of this Agreement or **April 30, 2025** (“Closing Date”). DLCD’s obligation to disburse Grant Funds under this Agreement ends 60 days after the earlier of termination of this Agreement or the Closing Date.
2. **Agreement Documents.** The Agreement consists of this document and one attachment, all of which are attached hereto and incorporated by reference:
3. **Grant Funds.** The maximum, not-to-exceed, grant amount that the DLCD will pay to Grantee is **\$2,000**. Disbursements will be made only in accordance with the schedule and requirements contained in this Agreement.
4. **Closeout Report.** Grantee must submit a closeout report to DLCD within 30 days after the termination of the Agreement or the Closing Date, whichever is earlier to the DLCD Grant Manager in writing by personal delivery, e-mailing, or mailing at the address or number set forth in the attachment. The closeout report is attached to this Agreement.
5. **Subsequent funding:** Eligibility for subsequent funding to the Grantee is contingent upon receipt of the closeout report as referenced in Section 4.
6. **Acknowledgment.** All reports, studies, and other documents produced in whole or in part under this grant must indicate on the cover or title page an acknowledgment of the financial assistance provided by DLCD.
7. **Final Products.** Grantee shall provide copies of all final products produced under this grant to DLCD upon request. Grantee must describe final products in the Grant Closeout Report. DLCD may display products on its website.

8. **Acceptable use of grant funds.** Grant funds may be used by Grantee to accomplish and carry out one or more of the following:
  - a. Paying the salary of an employee or the fee of a contractor for day-to-day administration of the Grantee's planning program, including but not limited to: answering planning and zoning questions; providing planning and zoning information; carrying out administrative actions such as zone changes, permits, land divisions, and similar ministerial and quasi-judicial actions; updating application forms; and enforcing local zoning regulations.
  - b. Preparing for meetings such as planning commission, city council, and board of commissioners for planning and zoning related matters. Examples include postage, copying, paper, notices, and other documents.
  - c. Creating, updating, amending, or codifying all or a part of a comprehensive plan, land use regulations, or other planning studies or reports.
  - d. Collecting data and conducting inventories and studies related to comprehensive plan elements, land use regulations, development codes, zoning ordinances.
  - e. Updating and reprinting maps, inventory data, and plan documents.
  - f. Developing and implementing a public facility financing plan.
  - g. Supporting citizen involvement programs and activities.
  - h. Developing and conducting public workshops on planning and zoning.
  - i. Developing, amending, or implementing intergovernmental coordination programs or agreements.
  - j. Developing and implementing a dispute resolution program.
  - k. Training in land use planning for local elected and appointed officials, staff, and citizens on land use planning.
  - l. Purchasing maps, aerial photos, GIS products, or mapping software.
  - m. Other planning activities or products pre-approved by DLCD.
9. **Excluded uses of grant funds:** The grant funds may not be used for office equipment or other types of hardware such as desks, tables, chairs, cabinets, appliances, computers, printers, photo copiers, digital equipment, vehicles, outdoor supplies, beautification projects, and other business supplies. Grant funds may not be used by the grantee for legal or administrative costs associated with defending the grantee or other grantees from decisions made by the Land Conservation Development Commission or DLCD. Grant funds may not be used for legal or administrative costs associated with Measure 37 or Measure 49 costs incurred by Grantee.
10. **Subsequent funding.** Eligibility for subsequent funding is contingent upon timely receipt of the Closeout Report by DLCD.
11. **Unexpended Funds.** Grantee will return all unexpended grant funds to DLCD with submission of the Closeout Report.
12. **Payment.** All grant funds will be disbursed upon execution of this Agreement.
13. **DLCD Funds.** DLCD certifies that at the time this grant is written sufficient funds are available and authorized.

14. **Reporting.** At any time during the grant period, when requested by the DLCD grant manager, Grantee shall provide a written report on the status and progress of work performed under this grant.

15. **Indemnity.**

a. **GENERAL INDEMNITY.** SUBJECT TO THE LIMITS OF THE OREGON CONSTITUTION AND STATE OF OREGON TORT CLAIMS ACT, IF APPLICABLE TO GRANTEE, GRANTEE SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS DLCD, THE STATE OF OREGON AND THEIR AGENCIES, SUBDIVISIONS, OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS FROM AND AGAINST ALL CLAIMS, SUITS, ACTIONS, LOSSES, DAMAGES, LIABILITIES, COSTS AND EXPENSES OF ANY NATURE WHATSOEVER, INCLUDING ATTORNEY FEES, ARISING OUT OF, OR RELATING TO THE ACTS OR OMISSIONS OF GRANTEE OR ITS OFFICERS, EMPLOYEES, SUBCONTRACTORS, OR AGENTS UNDER THIS AGREEMENT.

b. **CONTROL OF DEFENSE AND SETTLEMENT.** GRANTEE SHALL HAVE CONTROL OF THE DEFENSE AND SETTLEMENT OF ANY CLAIM THAT IS SUBJECT TO SECTION 15.a; HOWEVER, NEITHER GRANTEE NOR ANY ATTORNEY ENGAGED BY GRANTEE SHALL DEFEND THE CLAIM IN THE NAME OF THE STATE OF OREGON OR ANY AGENCY OF THE STATE OF OREGON, NOR PURPORT TO ACT AS LEGAL REPRESENTATIVE OF THE STATE OF OREGON OR ANY OF ITS AGENCIES, WITHOUT FIRST RECEIVING FROM THE OREGON ATTORNEY GENERAL, IN A FORM AND MANNER DETERMINED APPROPRIATE BY THE ATTORNEY GENERAL, AUTHORITY TO ACT AS LEGAL COUNSEL FOR THE STATE OF OREGON. NOR SHALL GRANTEE SETTLE ANY CLAIM ON BEHALF OF THE STATE OF OREGON WITHOUT THE APPROVAL OF THE ATTORNEY GENERAL. THE STATE OF OREGON MAY, AT ITS ELECTION AND EXPENSE, ASSUME ITS OWN DEFENSE AND SETTLEMENT IN THE EVENT THAT THE STATE OF OREGON DETERMINES THAT GRANTEE IS PROHIBITED FROM DEFENDING THE STATE OF OREGON, OR IS NOT ADEQUATELY DEFENDING THE STATE OF OREGON'S INTERESTS, OR THAT AN IMPORTANT GOVERNMENTAL PRINCIPLE IS AT ISSUE AND THE STATE OF OREGON DESIRES TO ASSUME ITS OWN DEFENSE.

16. **Recovery of Grant Moneys.** Any Grant moneys disbursed to Grantee under this Agreement that are expended in violation or contravention of one or more of the provisions of this Agreement ("Misexpended Funds") or that remain unexpended on the earlier of termination or expiration of this Agreement must be returned to DLCD. Grantee shall return all Misexpended Funds to DLCD promptly after DLCD's written demand and no later than 15 days after DLCD's written demand. Grantee shall return all Unexpended Funds to DLCD within 14 days after the earlier of expiration or termination of this Agreement."

**17. Termination:**

- a. **DLCD's Right to Terminate at its Discretion.** At its sole discretion, DLCD may terminate this Agreement:
  - i. **For its convenience** upon thirty (30) days' prior written notice by DLCD to Grantee;
  - ii. **Immediately upon written notice** if DLCD fails to receive funding, appropriations, allotments or other expenditure authority at levels sufficient to allow DLCD, in the exercise of its reasonable administrative discretion, to continue to make disbursement under this Agreement; or
  - iii. **Immediately upon written notice** if federal or state laws, regulations, or guidelines are modified or interpreted in such a way that the Project is no longer allowable or no longer eligible for funding under this Agreement.
- b. **DLCD's Right to Terminate for Cause.** In addition to any other rights and remedies DLCD may have under this Agreement, DLCD may terminate this Agreement immediately upon written notice by DLCD to Grantee, or at such later date as DLCD may establish in such notice, after the occurrence of any of the following events:
  - i. **Grantee is in default** because Grantee institutes or has instituted against it insolvency, receivership or bankruptcy proceedings, makes an assignment for the benefit of creditors, or ceases doing business on a regular basis;
  - ii. **Grantee is in default** because Grantee commits any material breach or default of any covenant, warranty, obligation or agreement under this Agreement, fails to perform any of its obligations under this Agreement within the time specified herein or any extension thereof, or so fails to pursue its work hereunder as to endanger Grantee's performance under this Agreement in accordance with its terms, and such breach, default or failure is not cured within fourteen (14) calendar days after DLCD's notice, or such longer period as DLCD may specify in such notice.
- c. **Grantee's Right to Terminate for Cause.** Grantee may terminate this Agreement by written notice to DLCD if DLCD is in default because DLCD fails to pay Grantee any amount due pursuant to the terms of this Agreement, and DLCD fails to cure such failure within thirty (30) calendar days after Grantee's notice or such longer period as Grantee may specify in such notice; or
- d. **Termination** under Section 14 shall be without prejudice to any claims, obligations, or liabilities either party may have incurred prior to such termination.

**18. Failure to Comply:** If a party fails to comply with any of the requirements or conditions of this Agreement, the other may, without incurring liability, refuse to perform further pursuant to this Agreement. DLCD shall make no further reimbursement to Grantee and Grantee shall



upon demand by DLCD promptly repay DLCD all unexpended grant funds and grant funds expended in breach of this Agreement.

19. **Accounting and Fiscal Records:** Grantee shall maintain its fiscal records related to this Agreement in accordance with generally accepted accounting principles. The Grantee shall maintain records of the receipt and expenditure of all funds subject to this Agreement for a period of six (6) years after the Project End Date, or for such longer period as may be required by applicable law or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later. Accounting records related to this Agreement will be separately maintained from other accounting records.
20. **Governing Law, Consent to Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between DLCD (or any other agency or department of the State of Oregon) and Grantee that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County in the State of Oregon. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any Claim or from the jurisdiction of any court. Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum.
21. **Audit:** The Oregon Secretary of State, Attorney General of the State of Oregon and the Director of DLCD or any other duly authorized representative of DLCD shall have access to and the right to examine any records of transactions related to this Agreement for six (6) years after the final disbursement of Grant Funds under this Agreement is authorized by DLCD.
22. **Amendments:** Amendments must be facilitated by the DLCD Grant Manager. An amendment to this Agreement may be initiated at any time during the grant period, but must be received at the DLCD Salem Office at least ninety (90) days prior to the Closing Date and be signed by all parties on or before sixty (60) days prior to the Closing Date.
23. **Counterparts.** This Grant Agreement may be executed in any number of counterparts, and any single counterpart or set of counterparts signed, in either case, by all the parties hereto shall constitute a full and original instrument, but all of which shall together constitute one and the same instrument.
24. **Survival.** All agreements, representations, and warranties of Grantee shall survive the execution and delivery of this Agreement, any investigation at any time made by DLCD or on its behalf and the making of the Grant.
25. **Successors and Assigns.** Recipient may not assign this Agreement or any right hereunder or interest herein, in whole or in part, without the prior written consent of DLCD. This

Agreement shall be binding upon and shall inure to the benefit of the parties and their respective permitted successors and assigns.

26. **Validity and Severability.** If any provision of this Agreement is held to be invalid, such event shall not affect, in any respect whatsoever, the validity of the remainder of this Agreement and the remainder shall be construed without the invalid provision so as to carry out the intent of the parties to the extent possible without the invalid provision.

27. **Relationship of the Parties.** Nothing contained in this Agreement or any acts of the parties hereto shall be deemed or construed to create the relationship of principal and agent, or of partnership, or of joint venture or of any other association other than that of independent contracting parties.

28. **No Third Party Beneficiary Rights.** No person not a party to this Agreement is an intended beneficiary of this Agreement, and no person not a party to this Agreement shall have any right to enforce any term of this Agreement.

## DLCD Planning Assistance Grant Information and Signature Page

This grant, approved by the Director of DLCD, acting on behalf of the Land Conservation and Development Commission, constitutes an obligation of funds in return for the work described herein. By signing the document, Grantee agrees to comply with the provisions contained in and attached to this Agreement. Upon acceptance by Grantee, the signed Agreement shall be returned to DLCD.

By signing this Agreement the Parties each represents and warrants that it has the power and authority to enter into this Agreement and that the Agreement is executed by its duly authorized representative. By signing the document, Grantee agrees to comply with the terms of this Agreement.

Grantee Jurisdiction Name  <b>City of Bay City</b>	E-mail Address	
Mailing Address, City, State, Zip code		
Telephone Number	Fax Number	
Print Name of Authorized Official For the Grantee	Title	Date
Signature of Authorized Official For the Grantee		
Print Name of Authorized Official for DLCD  <b>Gordon Howard</b>	Title	Date
Signature of Authorized Official for DLCD	<b>Grant Program Manager</b>	

**Department of Land Conservation and Development *Attachment A***  
**2023-25 Grant Young Memorial Planning Assistance Grant Closeout Report**

<b>Grantee</b> City of Bay City	Grant No. Assigned by DLCD <b>GY-25-014</b>	<b>Grant Funds – Already Dispersed</b> <b>\$2,000.00*</b>	<b>Final Report</b>
Funding / Grant Period From: <b>Agreement Execution</b>	Funding / Grant Period To: <b>4/30/2025</b>	<b>Summary of Activities and Products</b> Provide a brief description of activities performed and/or products worked on using funds from this grant in the space provided below. Expenditure detail not needed for this section. In many cases a sentence or two is all that is required but we welcome as much information as you can provide.	
<b>Transactions</b>	<b>Do not write in this space</b>		
<b>DLCD Grant Funding Expenditures</b>	<b>Provide amounts in spaces below</b>		
1.Salaries and Benefits			
2.Supplies and Services			
3.Agreements (including consultants – provide name and contact information)			
4.Other (provide detailed list and explanation)			
<b>5. DLCD Total (add lines 1, 2, 3, 4)</b>			
<b>Local Contributions – not required</b>	<b>Provide amounts in spaces below</b>		
6 Salaries and Benefits			
7.Supplies and Services			
8.Agreements			
9.Other			
<b>10. Local Total (if any)</b>			
<b>11. Certification:</b> I certify to the best of my knowledge and belief that this report is correct, complete, and that all expenditure are for the purposes set forth in the award document. I further certify that all records are available upon request, and the financial records will be retained for SIX (6) YEARS after the Final Products and Payment are received.			
<b>12. * If the total grant expenditures are less than the grant funds already dispersed, enter the difference here and send a reimbursement check for that amount to: DLCD, ATTN: Fiscal. \$_____</b>			
13. Typed or Printed Name and Title (required)		14. Mailing Address: Include City, State and Zip Code (required)	
15. Authorized Certifying Official Signature (required)		16. Date (required)	
<b>PLEASE DO NOT WRITE BELOW THIS LINE</b>			
<b>DLCD CERTIFICATION</b> (for DLCD use only)			
I certify, as a representative of the Department of Land Conservation and Development, that the grantee:			
___ has met the terms and conditions of the grant and that all funds have been expended.			
___ has not met the terms and conditions of the grant for the reasons stated on the attached sheet, and reimbursement from the grantee in the amount of \$_____ is due.			
Signature of DLCD Grant Manager		Date Signed	
Signature of DLCD Program Manager		Date Signed	
BATCH #/DATE _____		VOUCHER#/DATE _____	
OBJ. CODE _____		PCA _____	
		AMOUNT _____	

## *Closeout Form Attachment - Instructions*

### **Instructions for Department of Land Conservation and Development 2023-25 Planning Assistance Grant Closeout Report**

If you have questions about the Closeout Report or what the grant can be used for, please contact Angela Williamson, Grants Administrative Specialist at 971-239-2901 or [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov).

The closeout report documents the allowable expenditures of previously distributed funds. Unexpended funds must be returned to DLCD.

- In the second row of the closeout report, please fill in the Starting Date (“Funding / Grant Period From”) for which the reimbursable expenditures were incurred. This will be the date the city or county signed the grant agreement.
- Under “Transactions,” complete items 1–5 for how the grant funds were used (required) and items 6–10 for local contributions (optional). Please do not include expenditures for projects or activities that the grant did not contribute to.
  1. **Salaries and Benefits** include the grantee’s staff time, including Other Personnel Expenses. Receipts are not required with this report submission.
  2. **Supplies and Services** include the grantee’s supplies used for the planning program and services not covered by an agreement or contract. Receipts are not required with this report submission.
  3. **Agreements** include consultants, attorneys, and any company or individual retained by the grantee to conduct work under the grant. This category does not include employees of the grantee, but rather an individual or entity that invoices the grantee for services rendered. Information required for the closeout report is: Name, address, and phone number of the payee. If there are multiple entities, please provide the amount of grant funds allocated for the reimbursement of each individually. If space in the Summary of Activities and Products box is insufficient to identify contractors, please attach an additional sheet.
  4. Please provide a brief explanation and dollar breakdown for amounts listed as “**Other.**” Receipts are not required.
  5. The **Total** listed in the “DLCD Grant Expenditures” section cannot exceed the total amount of the previously dispersed funds. If the total is less than the dispersed amount, the difference between the amount previously dispersed and the amount listed on the **Total** of the DLCD Grant Expenditures section is due and payable to DLCD upon submission of the closeout report. Please send a check with the report to: DLCD, Attn: Fiscal Department, 635 Capitol Street NE, Suite 150; Salem, OR 97301.

- Reporting of Local Contributions (boxes 6–10) is not required. DLCD asks for the information to receive accurate information regarding the cost of activities and/or products worked on in compliance with this grant. This category includes both in-kind and cash contributions.
- **Certification (box 11): Please read and understand the certification statement.** If you have questions please contact Angela Williamson, Grants Administrative Specialist at 971-239-2901 or [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov).
- **Returning funds (box 12):** When returning general grant funds that were awarded to the jurisdiction because expenditures were less than the grant funds award to the jurisdiction, please indicate the number of dollars being returned.

Boxes 13–16 are for documenting responsibility for the information being submitted and requesting payment. Please use dark blue or black ink so the information shows when copied or scanned.

13. Print Name and Title legibly.

14. Print the mailing address where payment should be sent.

15. Signature of Authorized Certifying Official: by signing this box this person takes responsibility of the information and accuracy of the information.

16. “Date” is the date the closeout form was signed. It must be sent by the closeout date.

- The “Summary of Activities and Products” box, located on the top right side of form, must be completed. Please provide a brief description of activities performed and/or products worked on in compliance of this grant. Use additional sheets as needed. The Planning Assistance Grant Awards Conditions describes in detail the projects and activities allowed. (If you have questions, please contact Angela Williamson, Grants Administrative Specialist at 971-239-2901 or [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov)).

The grant funds dispersed to you must be used after the date on which all parties have signed the agreement and not after the closing date of this agreement.

It is important that you retain documentation of expenditures in a grant file maintained in your jurisdiction for six (6) years from the closeout date.

**Two ways to submit the Closeout Report:**

1. E-mail a PDF file of the signed closeout form attachment and cover memo to [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov).
2. Send the hard copy of the signed closeout form and cover memo via US Mail to:

Grants Administrative Specialist  
 Department of Land Conservation and Development  
 635 Capitol Street NE, Suite 150  
 Salem, Oregon 97301-2540



# Oregon

Tina Kotek, Governor

Department of Land Conservation and Development

635 Capitol Street NE, Suite 150

Salem, Oregon 97301-2540

Phone: 503-373-0050

Fax: 503-378-5518

[www.oregon.gov/LCD](http://www.oregon.gov/LCD)

**DATE:** July 21, 2023

**TO:** Eligible Oregon cities and counties

**FROM:** Angela Williamson, Grants Administrative Specialist

**SUBJECT: 2023-2025 Grant Young Memorial Planning Assistance Grants**



Community partners:

The Department of Land Conservation and Development (DLCD) is pleased to offer Planning Assistance grants to help Oregon communities implement successful planning programs. Cities with a population under 2,500 are eligible to receive a \$2,000 grant. Coastal counties and counties with a population under 15,000 are eligible to receive a \$5,000 grant.

The funds are easy to secure (just sign and mail the attached agreement) and easy to account for (just complete and send the one-page summary of expenditures – the Closeout Report – as soon as possible after the funds have been used). **This offer is good through August 31, 2023.** If you have not responded by then, DLCD may withdraw this offer.

Please review the attached agreement. If you would like to accept the offer, provide the agreement information and printed name of authorized representative requested on page 7 of the agreement and have that authorized representative sign or digitally sign the agreement in the appropriate location.

Then do one of the following:

Option (1)

E-mail the completed, signed page 7 as an attachment in PDF format with the subject line: *jurisdiction name, grant no., Grant Young Memorial Planning Assistance Grant acceptance to* [DLCD.GFGGrant@dlcd.oregon.gov](mailto:DLCD.GFGGrant@dlcd.oregon.gov).

Option (2)

Mail the original completed, signed page 7 to:

Angela Williamson, Grants Administrative Specialist  
DLCD  
635 Capitol Street NE, Suite 150  
Salem, OR 97301

A signature under either option (1) or (2) above indicates acceptance of the terms and conditions in the grant agreement. Once DLCD receives the signed page of the agreement, we will return a counter signed copy and a check in the amount described above.

We are consistently amazed by the value Oregon communities demonstrate with these grants and we hope you will take advantage of this opportunity. The funds can be used for a wide variety of supplies and services that support your local planning program and *help your Oregon community prepare for the future*. If you have any questions about our grant programs or need help with submitting a TA-PR application, please contact me at 971-239-2901 or [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov).

Thank you for your interest in Oregon's statewide planning program. We look forward to working with you!

Sincerely,



Angela Williamson  
DLCD Grants Administrative Specialist



## David McCall

---

**From:** Liane Welch  
**Sent:** Monday, July 31, 2023 7:36 AM  
**To:** David McCall; David Mattison  
**Subject:** FW: Request for extension for temporary RV living

Liane Welch  
City Manager  
City of Bay City  
503-377-2288  
PO Box 3309  
Bay City, OR 97107  
lwelch@ci.bay-city.or.us



---

**From:** Gary Ponder <ponderlogging@hotmail.com>  
**Sent:** Sunday, July 30, 2023 12:23 PM  
**To:** Liane Welch <lwelch@ci.bay-city.or.us>  
**Subject:** Re: Request for extension for temporary RV living

Hello Liane,

I received a letter from Dave Mattison requesting a progress report on our current condition. I do not have his e-mail address and hoped you could forward it to him.

Progress has been very slow due to the health conditions I found myself in last June. We are currently searching for a document stating our easement through Stimson property. The county courthouse has been difficult to navigate, to say the least. On our end, we do have the property leveled off and ready for move in. Unfortunately, funding has become a real concern as to medical bills and no health insurance is taking it's toll! With the current fire season in effect, we are not able to work at full potential. We are hoping to be back on our feet by the end of the year. Meanwhile, work continues on our deed search and we are trying very hard not to be a nuisance to the city.

We have lived here for almost 30 years and raised two daughters in the city, one of which still lives in the city. We don't cause any trouble nor do we want any trouble. We just need the time to get our affairs in order to move forward. I would be happy to address the council in person if you feel it is necessary.

Thank You,  
Gary and Stacy Ponder

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**From:** Liane Welch <[lwelch@ci.bay-city.or.us](mailto:lwelch@ci.bay-city.or.us)>  
**Sent:** Wednesday, July 13, 2022 1:37 PM  
**To:** [ponderlogging@hotmail.com](mailto:ponderlogging@hotmail.com) <[ponderlogging@hotmail.com](mailto:ponderlogging@hotmail.com)>

Cc: Lindsey Gann <[lgann@ci.bay-city.or.us](mailto:lgann@ci.bay-city.or.us)>; David McCall <[dmccall@ci.bay-city.or.us](mailto:dmccall@ci.bay-city.or.us)>

Subject: Request for extension for temporary RV living

Hi Mr. Ponder: The City Council discussed, and a decision was made regarding your request for an extension of time for you to live in your RV on your property on High Street. The City Council approved an one-year extension to June 30, 2023. However, they require a 6-month progress report due December 1, 2022. Please submit a progress report to me by December 1, 2022, and I can include it in their City Council packet for the December 13, 2022 meeting. If you have any questions, please contact me. My contact information is below. **Please confirm you received this email.**

Thank you, Liane Welch

Liane Welch

[lwelch@ci.bay-city.or.us](mailto:lwelch@ci.bay-city.or.us)

City Manager

971-341-1098

PO Box 3309

Bay City, Oregon 97107

503-377-2288



## Liane Welch

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**From:** Lindsey Gann  
**Sent:** Tuesday, November 8, 2022 3:25 PM  
**To:** Liane Welch  
**Subject:** FW: Request for extension for temporary RV living

---

**From:** Gary Ponder <[ponderlogging@hotmail.com](mailto:ponderlogging@hotmail.com)>  
**Sent:** Tuesday, November 8, 2022 3:16 PM  
**To:** Lindsey Gann <[lgann@ci.bay-city.or.us](mailto:lgann@ci.bay-city.or.us)>  
**Subject:** Re: Request for extension for temporary RV living

HI LINDSEY,  
PLEASE CHECK WITH LIANE ABOUT THE RV STATUS. I SPOKE WITH DAVE AFTER MY RETURN FROM THE HOSPITAL, HE HAS THE INFORMATION YOU ARE LOOKING FOR. PROGRESS HAS BEEN MADE WITH THE DEVELOPMENT OF OUR NEW LOCATION, HOWEVER WE ARE STILL A WHILE OUT.  
THANKS GARY

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**From:** Lindsey Gann <[lgann@ci.bay-city.or.us](mailto:lgann@ci.bay-city.or.us)>  
**Sent:** Tuesday, November 8, 2022 10:00 AM  
**To:** [ponderlogging@hotmail.com](mailto:ponderlogging@hotmail.com) <[ponderlogging@hotmail.com](mailto:ponderlogging@hotmail.com)>  
**Cc:** Liane Welch <[lwelch@ci.bay-city.or.us](mailto:lwelch@ci.bay-city.or.us)>  
**Subject:** FW: Request for extension for temporary RV living

Hi Mr. Ponder,  
I wanted to check in with you and remind you that the council would like an update by December 1<sup>st</sup>, 2022, regarding your extension to live in your RV on the property on High Street. If you could please provide me a status update, I will present it to council.

Thank you,

Lindsey Gann  
City Recorder / Finance Director  
503-377-2288



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**From:** Liane Welch <[lwelch@ci.bay-city.or.us](mailto:lwelch@ci.bay-city.or.us)>  
**Sent:** Wednesday, July 13, 2022 1:37 PM  
**To:** [ponderlogging@hotmail.com](mailto:ponderlogging@hotmail.com)

Cc: Lindsey Gann <[lgann@ci.bay-city.or.us](mailto:lgann@ci.bay-city.or.us)>; David McCall <[dmccall@ci.bay-city.or.us](mailto:dmccall@ci.bay-city.or.us)>

Subject: Request for extension for temporary RV living

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Thank you, Liane Welch

Liane Welch

[lwelch@ci.bay-city.or.us](mailto:lwelch@ci.bay-city.or.us)

City Manager

971-341-1098

PO Box 3309

Bay City, Oregon 97107

503-377-2288



## Liane Welch

---

**From:** Liane Welch  
**Sent:** Wednesday, July 13, 2022 1:37 PM  
**To:** ponderlogging@hotmail.com  
**Cc:** Lindsey Gann; David McCall  
**Subject:** Request for extension for temporary RV living

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Thank you, Liane Welch

Liane Welch  
lwelch@ci.bay-city.or.us  
City Manager  
971-341-1098  
PO Box 3309  
Bay City, Oregon 97107  
503-377-2288



# Memorandum

**To:** Interim Mayor Kathy Baker and Bay City Council

**From:** Debbie Pohs TLT Committee Secretary

**Date:** 8/2/2023

**Re:** TLT Advisory Committee Recommendations

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The TLT Advisory Committee is recommending members of the City Council approve the following item:

TLT Grant Application for the Bay City Fire Department in the amount of \$44,250.00 for Holmatro Extrication Tools.

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**TLT GRANT APPLICATION**



**Date Submitted:** \_\_\_\_\_

**Name of Project:** Equip Bay City Volunteer Firefighters with Holmatro Extrication Tools

**Location of Project:** Bay City Fire Department

**Funding Amount Requested:** \$44,250.00      **Project Total Cost:** \$59,000.00

**Applicant Name (person):** Evan Saindon

**Name of Organization:** Bay City Volunteer Firefighters Association

**Relationship of Applicant to Organization:** President

**Phone Number:** (503) 812-2622

**Email Address:** Emsaindon223@yahoo.com      **Website:** \_\_\_\_\_

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**Describe your project (500 words or less using a size 12 font):**  
Question answered on an accompanying sheet of paper.

**Explain how your project will increase tourism/tourism activity in the City of Bay City, as described in the program overview and objective(500 words or less using a size 12 font):**  
Question answered on an accompanying sheet of paper.

# TLT Grant Application

## **Budget:**

The total cost of the Holmatro extrication tools is \$60,000. The breakdown of the budget is as follows:

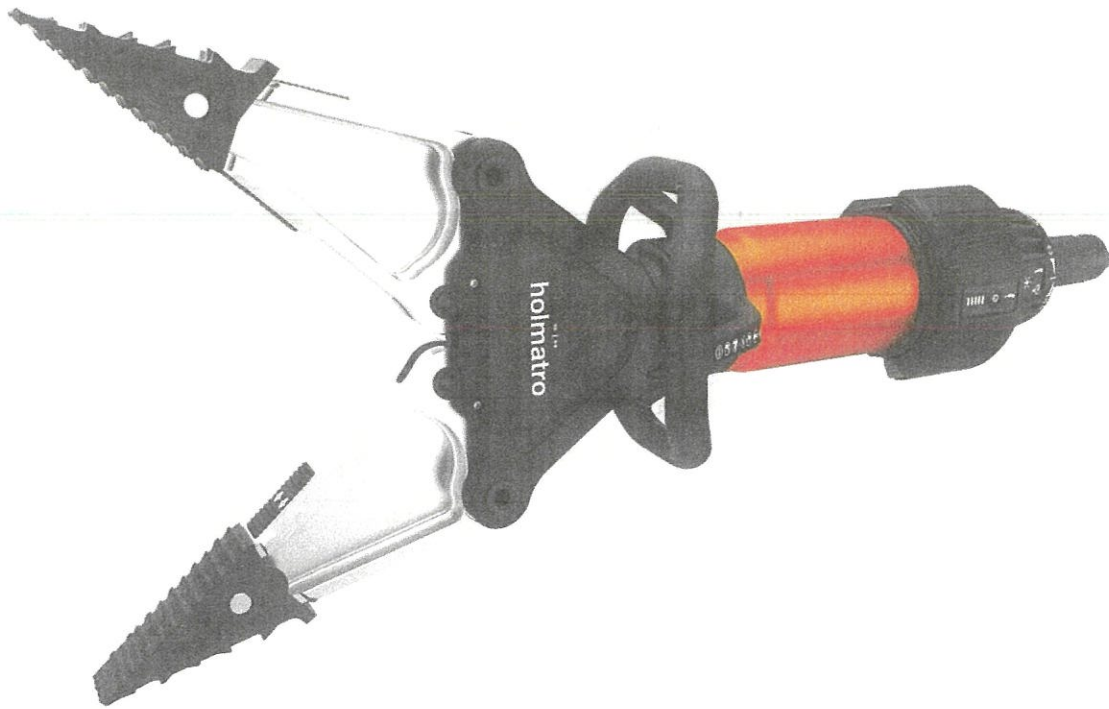
1. Spreader - \$20,000
2. Cutter - \$20,000
3. Ram - \$10,000
4. Combi Tool - \$10,000

## **Conclusion:**

The BCVFA is committed to supporting BCFD with their mission of saving life, property, and protecting the environment. The acquisition of Holmatro extrication tools will significantly enhance their capabilities in extrication operations, improving the speed, efficiency, and safety of their operations. We, therefore, request your kind consideration of this grant proposal to help us in acquiring the Holmatro extrication tools.



Spreader - This tool is used to create space between two objects, such as a car and a wall, to allow for the extraction of a trapped occupant.



Cutter - This tool is used to cut through metal objects, such as car doors or roofs, to allow access to a trapped occupant.



# TLT GRANT APPLICATION

## Question:

Explain how your project will increase tourism/tourism activity in the City of Bay City, as described in the program overview and objective(500 words or less using a size 12 font):

While the primary purpose of acquiring Holmatro extrications tools by the Bay City Volunteer Firefighters Association (BCVFA) is to assist in enhancing the capabilities of the Bay City Fire Department (BCFD) in extrication operations, it can indirectly benefit tourism in the city of Bay City.

Tourism is an essential economic activity in many cities, including Bay City. Visitors are drawn to the city's attractions, such as The Tillamook County Smoker, arts center, restaurants, parks, and festivals. However, tourists may also be concerned about their safety when visiting a city. They want to know that emergency services are available and capable of responding quickly and effectively in case of an emergency.

By equipping the BCVFA with Holmatro extrication tools for the Bay City Fire Department. The city can demonstrate its commitment to emergency preparedness and safety. Visitors can have peace of mind knowing that the city has well-equipped first responders who can handle emergencies effectively, including vehicle extrication operations. This can enhance the reputation of the city as a safe and secure destination for visitors, potentially attracting more tourists to visit and participate in tourism activities.

Furthermore, BCFD is often called upon to respond to emergencies involving tourists, such as motor vehicle accidents (MVA). In 2021 Bay Fire Department responded to 22 MVA's. Approximately 74% of the MVA's were caused by non-Tillamook County residents. In 2022 the fire department responded to 16 MVA's. 75% of the MVA's were caused by non-Tillamook County residents. The availability of Holmatro extrication tools can help the firefighters respond faster and more effectively, potentially saving lives. This can enhance the reputation of the city as a caring and responsive community that values the safety and well-being of all its residents and visitors.

**How do you propose measuring the increased tourism activity brought about by this project? (500 words or less using a size 12 font):**


Question answered on an accompanying sheet of paper.

**Please provide information as to the funding sources for the remaining 25% of the project and the amount of funds committed to the project from each funding source (500 words or less using a size 12 font):**

Question answered on an accompanying sheet of paper.

**Additional Comments (500 words or less using a size 12 font):**

Question answered on an accompanying sheet of paper.

**Applicant's Signature:**  \_\_\_\_\_

**Signature/Title/Organization of all Confirmed Partners:** \_\_\_\_\_

# TLT Grant Application

## Question:

**Please provide information as to the funding sources for the remaining 25% of the project and the amount of funds committed to the project from each funding source (500 words or less using a size 12 font):**

**1. Transient Lodging Tax (TLT): 75% (\$44,250.00)**

**The TLT funds will contribute 75% of the total project cost. This tax is typically imposed on temporary lodging, such as hotels or vacation rentals, and the revenue generated is often allocated to projects related to tourism, infrastructure, or public services.**

**2. Bay City Fire Department (BCFD): 20% (\$14,012.50)**

**The Bay City Fire Department will fund 20% of the remaining portion of the project. 20% will come from their equipment allocation portion of the budget.**

**3. Bay City Volunteer Firefighters association (BCVFA): 5% (\$737.50)**

**The Bay City Volunteer Firefighters Association, the BCVFA will fund the remaining 5% of the project. The BCVFA is a 501 © 3 nonprofit organization that augments the departments facilities and equipment needs. 5% will come from the association banking account.**

**REVIEW:** Your application/project will be evaluated and weighed by the Bay City TLT Committee against other proposals utilizing the below Review Sheet below and specified criteria. The Committee will also consider proposals within the context of the program's Overview, Objectives, and Eligibility requirements. All projects selected for funding must comply with the program's Terms & Conditions, Guidelines, and Dates & Timelines.

Reviewer:

Date:

Reviewer Instructions: Please evaluate each application using the outlined criteria and point distribution. Also, please consider them within the context of the program's Overview, Objectives, and Eligibility standards as provided. All projects selected for funding must comply with the Terms & Conditions, Guidelines, and Dates & Timelines of this program.

Applicant:

Project:

(circle one) Can this project reasonably be accomplished within the program's timeline (enter date)? Y / N  
 Does this project align with established tourism goals and/or plans? Y / N  
 Does this project fit within the program's Overview, Objectives, and Eligibility standards? Y / N

MAX POINTS	Evaluation Criteria	Evaluators		Notes	Post Discussion Revised Score	
		Initial Score				
20	Likelihood of attracting visitors from outside the City					
20	Compatible with City priorities and guidelines					
15	Includes/involves multiple community/tourism partners					
15	Leverages additional dollars and/or community resources					
15	Project is self-sustaining, has growth potential, or is capacity					
15	Project has measurable or attainable increased tourism for the City					
100	Evaluator's Initial Scoring Total: _____		Post Discussion Scoring Total: _____			

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**AGREEMENT:** If your project is approved for funding, you will be required to sign the following agreement before funds will be disbursed to you. Applicants who receive funds are solely responsible for them, as well as for the timely execution of the project as detailed in the application. Recipients of funds are required to submit Mid-Year Progress and Year-End Reports on their projects and for providing copies of invoices and receipts.

**Agreement to Receive/Use Bay City TLT Committee Grant Funds**

The undersigned agrees to all terms & conditions, guidelines, dates & timelines, and criteria as outlined and referenced in the **Application Packet**.

The undersigned assumes all responsibility for the funds they are to receive, and for completing the project in a timely manner as outlined in the application that was submitted.

The undersigned agrees to provide the reports as called for in the programs Terms & Conditions and to provide copies of receipts and invoices for work done on their project.

Name: Evan Saindon Title: President

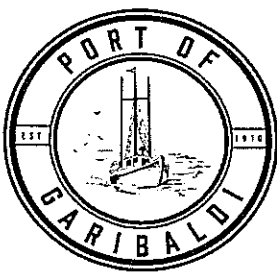
Organization: Bay City Volunteer Firefighters Association

Address: P.O. Box 3309

Project: Equip Bay City Volunteer Firefighters with Holmatro Extrication Tools

Signature: 

Email: Emsaindon223@yahoo.com Phone: 503-812-2622



P.O. Box 10  
Garibaldi, Oregon 97118  
Port Office (503) 322-3292  
FAX (503) 322-0029  
Email: [info@portofgaribaldi.org](mailto:info@portofgaribaldi.org)  
Web site: [www.portofgaribaldi.org](http://www.portofgaribaldi.org)

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26 June 2023

TLT Grant Review Committee  
Bay City, OR 97107

Dear Committee:

The Port of Garibaldi would like to share our support of the Bay City Volunteer Firefighter's Association grant request for the funding needed to replace Bay City Fire Department's 30+ year old, outdated vehicle extrication equipment.

The Department's current outdated hydraulic extrication tools that were bought in the 1990's and have reached the end of the safe service life. The current hydraulic tools and portable hydraulic power units are heavy, resulting in many firefighter having to carry the extreme weight to the MVA zone which creates time delays and added safety concerns for the responders.

The new modern electric, cordless hydraulic extrication tools are battery-powered which allows the hydraulic extrication tools to become lighter, quicker, more reliable, and safer to operate with more precise control. Furthermore, modern tools of this class are more compact, allowing for extra space within the apparatuses for additional lifesaving equipment.

With Bay City's population of approximately 1,400 (and growing), the 3.5 million tourists visiting the region annually, and the tens of millions of vehicles transiting Highway 101 year around, the growing demand on our local emergency services will continue to increase. To be better prepared to provide quality public safety response and lifesaving efforts to our citizens and visitors, it is imperative that our emergency responders are armed with modern and reliable tools.

Thank You for considering their request and please do not hesitate to contact me with any questions or requests for support, 503-322-3292.

Sincerely,

Michael Saindon, General Manager  
Port of Garibaldi



# Garibaldi Fire Department

Blake Paulsen, Division Chief

[blake.paulsen@garibaldi.gov](mailto:blake.paulsen@garibaldi.gov)

107 6<sup>th</sup> St Garibaldi, OR 97118

Bay City TLT Committee,

I would like to take this opportunity to express my support of the Bay City Volunteer Association application requesting new extrication tools. It is imperative that the fire department have the necessary tools to be efficient and productive at their unique skill sets. The current set of tools is nearly 30 years old. The current standard for car manufacturers metal tensile strength has surpassed the capabilities of these tools. Meaning, they will not cut some types of cars to dislodge trapped victims. Looking at history and current call volumes, tourist involved motor vehicle accidents account for the highest amount of use on these tools and continue to climb.

In 2022, there was a request for Bay City to respond to a mutual aid motor vehicle accident on the Idaville Flatts part of Highway 101. Arriving on scene the current tools operated for about 2 minutes then quit working for an unknown reason; leaving the entrapped victims waiting for additional tools to arrive. The hydraulic motor is worn out and needs to be replaced. It was repaired as a temporary fix due to lack of availability of parts. Costs of these tools continue to rise above sustainable funding by the general fund of the City of Bay City budget. With funding from your committee and commitment to public safety, the volunteers of Bay City will again be able to do what they do best, protect our citizens and community with the highest quality of service.

If you have any questions, please don't hesitate to contact me.


Respectfully,

Blake Paulsen  
Division Chief- Training  
Garibaldi Fire Department  
Bay City Fire Department  
[blake.paulsen@garibaldi.gov](mailto:blake.paulsen@garibaldi.gov)



Bay City TLT Committee

I strongly support this grant application for The Holmatro Extrication tools. With the increase of tourist traffic on highway 101, the increase of tourist's activities in Bay City, the historical fatalities in Bay City including a fatal Motor Vehicle Accident at the Tillamook County Smoker, and accidents that the fire department has had to extricate tourist out of their vehicles. This equipment is needed. The fire department is currently operating with extrication tools that are inadequate to handle the current needs of the community. It is imperative that we equip the fire department with the necessary tools to be able to efficiently handle any emergency that they respond to.

  
6-23-23

Edwin Pat Vining jr.

5120 Main ST, Bay City.

(503) 377-2257



**Randy B. Thorpe, Director**

Emergency Management Dept.  
201 Laurel Avenue  
Tillamook, Oregon 97141  
Phone (503) 842-3412 x3309  
Mobile (503) 812-8523

Bay City TLT Committee,

June 29, 2023

I am writing to express my formal support for the Bay City Volunteer Firefighter's Association and their commendable efforts to secure funding for Vehicle Extrication Tools through the City's Translate Lodging Tax (TLT). As not only a citizen of Bay City, but also as the Tillamook County Emergency Management Director, I firmly believe that allocating resources to Emergency services is of utmost importance for ensuring the well-being of our community and visitors.

Bay City Fire Department (BCFD) primary response area is home to approximately 1,400 residents and includes Highway 101, which sees millions of vehicles annually. . Considering that Tillamook County attracts an estimated annual influx of 3.5 million tourists, it is of paramount importance to prioritize the provision of appropriate resources to our local fire department. Equipping them with the necessary tools will enable them to effectively carry out their duties amidst the significant influx of tourism on emergency preparedness and response efforts.

The current extrication tools employed by the Bay City Fire Department have surpassed the three-decade mark, signifying their outdated nature. Furthermore, the advancements of modern vehicle construction techniques have introduced challenges in successfully extracting patients using these tools. Given the critical nature of swiftly and safely removing patients from life-threatening situations and facilitating their transfer to a higher level of medical care, it is paramount to ensure that the fire department is equipped with the essential tools to effectively perform their duties. The addition of these modern lifesaving tools will enable BCFD to deliver timely and efficient care to the patients in need.

Sincerely,

*Randy B. Thorpe*

Emergency Management Director

**REVIEW:** Your application/project will be evaluated and weighed by the Bay City TLT Committee against other proposals utilizing the below Review Sheet below and specified criteria. The Committee will also consider proposals within the context of the program's Overview, Objectives, and Eligibility requirements. All projects selected for funding must comply with the program's Terms & Conditions, Guidelines, and Dates & Timelines.

Reviewer: Janice Bentley

Date: Aug 1

Reviewer Instructions: Please evaluate each application using the outlined criteria and point distribution. Also, please consider them within the context of the program's Overview, Objectives, and Eligibility standards as provided. All projects selected for funding must comply with the Terms & Conditions, Guidelines, and Dates & Timelines of this program.

Applicant: Evan Saindon

Project: Holmatro Extinction Tods FOR Bay City Volunteer Fire Fighters

one) Can this project reasonably be accomplished within the program's timeline (enter date)? (circle Y / N)  
 Does this project align with established tourism goals and/or plans? Y / ~~N~~  
 Does this project fit within the program's Overview, Objectives, and Eligibility standards? Y / N

MAX POINTS	Evaluation Criteria	Evaluators		Notes	Post Discussion Revised Score	
		Initial Score				
20	Likelihood of attracting visitors from outside the City		/			
20	Compatible with City priorities and guidelines		20			20
15	Includes/involves multiple community/tourism partners		/			
15	Leverages additional dollars and/or community resources		15			15
15	Project is self-sustaining, has growth potential, or is capacity		15			15
15	Project has measurable or attainable increased tourism for the City		/			

100 Evaluator's Initial Scoring Total: 50, Post Discussion Scoring Total: 50

TOURIST will BENEFIT  
YES!

**REVIEW:** Your application/project will be evaluated and weighed by the Bay City TLT Committee against other proposals utilizing the below Review Sheet below and specified criteria. The Committee will also consider proposals within the context of the program's Overview, Objectives, and Eligibility requirements. All projects selected for funding must comply with the program's Terms & Conditions, Guidelines, and Dates & Timelines.

Reviewer: *Heidi Lee*  
 Date: *8-1-23*

Reviewer Instructions: Please evaluate each application using the outlined criteria and point distribution. Also, please consider them within the context of the program's Overview, Objectives, and Eligibility standards as provided. All projects selected for funding must comply with the Terms & Conditions, Guidelines, and Dates & Timelines of this program.

Applicant: *BCFA*  
 Project: *Holmatro Extrication Tools*

one) Can this project reasonably be accomplished within the program's timeline (enter date)? (circle Y / N  
 Does this project align with established tourism goals and/or plans? Y / N  
 Does this project fit within the program's Overview, Objectives, and Eligibility standards? Y / N

MAX POINTS	Evaluation Criteria	Evaluators		Notes	Post Discussion Revised Score	
		Initial Score				
20	Likelihood of attracting visitors from outside the City		<i>0</i>	<i>will not add to tourism, but does</i>		
20	Compatible with City priorities and guidelines		<i>20</i>	<i>help keep tourists safe in the event of a need</i>		
15	Includes/involves multiple community/tourism partners		<i>0</i>	<i>for this tool</i>		
15	Leverages additional dollars and/or community resources		<i>0</i>			
15	Project is self-sustaining, has growth potential, or is capacity		<i>0</i>			
15	Project has measurable or attainable increased tourism for the City		<i>0</i>			

100      Evaluator's Initial Scoring Total: *20*      Post Discussion Scoring Total: \_\_\_\_\_

*While I see the need for this tool, it does not meet the standard of bringing in, or adding to, tourism.*



**REVIEW:** Your application/project will be evaluated and weighed by the Bay City TLT Committee against other proposals utilizing the below Review Sheet below and specified criteria. The Committee will also consider proposals within the context of the program's Overview, Objectives, and Eligibility requirements. All projects selected for funding must comply with the program's Terms & Conditions, Guidelines, and Dates & Timelines.

Reviewer: *Greg Sweevey*

Date: *7/31/2023*

**Reviewer Instructions:** Please evaluate each application using the outlined criteria and point distribution. Also, please consider them within the context of the program's Overview, Objectives, and Eligibility standards as provided. All projects selected for funding must comply with the Terms & Conditions, Guidelines, and Dates & Timelines of this program.

Applicant: *Evad Saindon BCVFA*

Project: *Extrication Tools*

one) Can this project reasonably be accomplished within the program's timeline (enter date)? (circle Y / N)  
 Does this project align with established tourism goals and/or plans? Y / N  
 Does this project fit within the program's Overview, Objectives, and Eligibility standards? Y / N

MAX POINTS	Evaluation Criteria	Evaluators		Notes	Post Discussion Revised Score	
		Initial Score			Score	
20	Likelihood of attracting visitors from outside the City	5		N/A	5	
20	Compatible with City priorities and guidelines	15			15	
15	Includes/involves multiple community/tourism partners	5		Broad range of supporters.	5	
15	Leverages additional dollars and/or community resources	5		Should Assoc have contributed more?	5	
15	Project is self-sustaining, has growth potential, or is capacity	5		Purchase & Dave	5	
15	Project has measurable or attainable increased tourism for the City	5		N/A	5	
100	Evaluator's Initial Scoring Total:	<i>40</i>		Post Discussion Scoring Total:	<i>40</i>	

**REVIEW:** Your application/project will be evaluated and weighed by the Bay City TLT Committee against other proposals utilizing the below Review Sheet below and specified criteria. The Committee will also consider proposals within the context of the program's Overview, Objectives, and Eligibility requirements. All projects selected for funding must comply with the program's Terms & Conditions, Guidelines, and Dates & Timelines.

Reviewer: Mark Hargath

Date: 02/01/2023

Reviewer Instructions: Please evaluate each application using the outlined criteria and point distribution. Also, please consider them within the context of the program's Overview, Objectives, and Eligibility standards as provided. All projects selected for funding must comply with the Terms & Conditions, Guidelines, and Dates & Timelines of this program.

Applicant:

Project:

one) Can this project reasonably be accomplished within the program's timeline (enter date)? (circle Y / N)  
 Does this project align with established tourism goals and/or plans? Y / N  
 Does this project fit within the program's Overview, Objectives, and Eligibility standards? Y / N

MAX POINTS	Evaluation Criteria	Evaluators		Notes	Post Discussion Revised Score	
		Initial Score				
20	Likelihood of attracting visitors from outside the City		A		A	
20	Compatible with City priorities and guidelines		20		20	
15	Includes/involves multiple community/tourism partners		7		7	
15	Leverages additional dollars and/or community resources		5		5	
15	Project is self-sustaining, has growth potential, or is capacity		A		A	
15	Project has measurable or attainable increased tourism for the City		A		A	
100	Evaluator's Initial Scoring Total: <u>32</u>		Post Discussion Scoring Total: <u>32</u>			

**From:** [Andrea Ostensen](#)  
**To:** [David McCall](#)  
**Subject:** RV at 9365 Fourth Street  
**Date:** Tuesday, August 1, 2023 11:05:41 PM

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**Caution:** External (aostensen14@gmail.com)

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Dear Mr. McCall and Bay City Counsel Members,

Hello! My name is Andrea Ostensen and I, along with my husband, own the home located at 9365 Fourth Street in Bay City.

As you may know, on Wednesday, July 19th, 2023, we had a fire break out in our garage. Due to the smoke damage inside the house, my husband and his brother, Erik, have been temporarily displaced.

I would like to request special permission from the City Council that will allow Erin and Erik to reside at the property in a travel trailer that we purchased for them. The trailer will be placed on the north side of the house, fully on our property, and will only be lived in until the home is deemed safe for habitation by our insurance company and fire remediation company.

I understand that there will need to be some inspections done regarding the sewer and back flow, of which I am happy to allow.

Thank you for your consideration in this matter.

Andrea Ostensen  
aostensen14@gmail.com  
503-812-7402

Sent from my iPhone