



THE PEARL OF TILLAMOOK BAY

City of Bay City

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

Bay City Council Meeting Agenda—*amended*
May 14, 2024, 6:00 pm
5525 B Street, Bay City
Ad Montgomery Community Hall

- A. Call to Order, Pledge of Allegiance, Roll Call
- B. 1st PUBLIC HEARING: Ordinance No. 706, an Ordinance Making Changes to the Bay City Municipal Code
- C. Visitor Propositions (Public Comment on Non-Agenda Items)
- D. Presentation: Dr. Tyler Reed, Superintendent, Neah-Kah-Nie School District
- E. Committee, Department, and Staff Reports
 - a. City Manager
 - b. Fire Department
 - c. Public Works
 - d. Emergency Preparedness,
 - 1. Next meeting Monday May 20, 2024, 5:30 pm
 - e. Planning Department,
 - 1. Next Planning Commission – May 15, 2024, 5:30 pm
- F. Minutes
 - a. Council Workshop – March 11, 2024
 - b. Regular Council Meeting – March 12, 2024
 - c. Council Workshop – April 8, 2024
 - d. Regular Council Meeting – April 9, 2024
- G. Treasurers Report
- H. Bills against the City
- I. Unfinished Business
- J. New Business – Action Items
 - a. Declaring a Vacancy on City Council
 - b. City Council Applications – Justin Howard, Ralph MacRae
 - c. Re-appointment of Jasper Lind to the Planning Commission
 - d. Petition against Ordinance #617 for improvement requirements at 9640 11th Street

This institution is an equal opportunity provider and employer. In accordance with Federal law and the U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the base of race, color, national origin, religion, sex, age, disability, or familial status.



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- e. Request from Sandy Kirkland (9820 6th Street) for an exemption to Chapter 10.11.140. Section C.2 (formerly Ordinance #617, Section 4.2) requiring the improvement of the street to City standards along the property
- f. Request from Maria & Darin Holm (10065 5th Street) to permit an ADU and waive SDC requirements for their development
- g. Firewise Presentation – Pat Vining & Gary Frey
- h. Approval of a Contract with Century West Engineering for a Personal Services Contract for the Patterson Creek Design and Lift Station Project (7th & 8th Streets portion)
- i. *IGA with Tillamook Fire District (added to agenda)*
- K. Mayor's Presentation
 - a. Coffee with Mayor & City Manager May 21st 9:30 am
- L. Council Presentation
- M. Attorney Presentation

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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NEAH·KAH·NIE SCHOOL DISTRICT

Strategic Planning 2024



In partnership with:



Who We Are: Neah-Kah-Nie School District

- 720 Student
- 63 Licensed Teachers
- 66 Classified Staff

- Robust Extracurriculars and Activities for students

- District ~400 sq. miles
 - North to Falcon Cove
 - South to Bay City
 - Includes timber lands between Hwy 26 and Hwy 6



Strategic Planning



SCHOOL
DISTRICT

- The Neah-Kah-Nie School District is engaging its community in a collaborative effort to build the district's next strategic plan.
- Through a robust community engagement process the district hopes to identify key strengths, challenges, and opportunities from which to develop strategies that will improve academic outcomes and experiences to better meet the needs of children and families in the Neah-Kah-Nie School District.
- The final board adopted strategic plan will outline key district priorities, goals, measurements of success, and a clear vision of a Neah-Kah-Nie graduate.

Strategic Planning Process



Explore

- Review of relevant strategic plan progress and engagement to date
- Informational interviews with organization leaders
- Facilitated Board session



Engage

- Implement community engagement plan
- Informal interviews
- Listening sessions
- Community presentations
- Digital survey
- Engagement summary



Emerge

- Strategic planning committee meetings to develop the vision of a graduate and strategic plan
- Present final plan to board for adoption
- Development of executive summary



Elevate

- Implementation of the strategic plan.

What is a Strategic Plan?



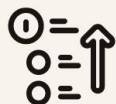
SCHOOL
DISTRICT



VISION OF A GRADUATE



STRATEGIC PLAN



PRIORITIES

What are we focusing on to achieve our mission?



GOALS

What is the long-term objective of this priority?



STRATEGIES

How do we plan to achieve the goal?



MEASUREMENTS OF SUCCESS

How will we measure success?

Engage: Goals

- **Broad and diverse participation** – hear from a wide range of Neah-Kah-Nie community members including staff, students, families, businesses, Board members and community partners.
- **Continued communication and transparency** – in alignment with current district goals, the engagement process will continue to prioritize communication and transparency throughout the process, including providing clear and accessible information to all interested partners.



Engage: Audiences

- Students
- Families
- Staff
- Board members
- Community partners
- Business partners
- Equity Priority Communities:
 - LGBTQ+ students
 - Spanish-speaking students and families
 - Special education parents and families



Engage: Activities

- Listening Sessions - facilitated by PointNorth
- Equity Priority Community Listening Sessions - facilitated by Tyler
- Community Presentations - facilitated by Tyler
- Meetings at each school - facilitated by Tyler
- Digital Survey
- Interviews with key partners - facilitated by PointNorth



Timeline



- **March 2024**
 - Soft launch survey
 - Community Presentations
- **April 2024**
 - Survey outreach
 - Listening Session #1 - April 9, 2024
 - Listening Session #2 - April 24, 2024
 - Community Presentations
- **May 2024**
 - Complete engagement
 - Develop Community Engagement Report
 - Convene Strategic Planning Advisory Committee
- **June 2024 - September 2024**
 - Strategic Planning Advisory Committee meets & develops strategic plan
- **October 2024**
 - Board adopts new Strategic Plan
 - Begin implementation



Opportunities for Involvement



- Take the Survey
- Attend a listening session
 - Tuesday, April 9th - Nehalem Elementary School
 - Wednesday, April 24th - Garibaldi City Hall
- Share the survey with your community
- Express Interest in serving on the Strategic Planning Advisory Committee



Questions?



Contact Info

Tyler Reed

503-355-2222

tylerr@nknsd.org





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City Manager Report – David McCall For April 2024

- Contract regarding firefighters driving ambulance when needed is still with Adventist awaiting their response.
- Constant oversight to ensure that delinquent customers continue to pay their outstanding utility bills.
- We now have the ability for customers to pay with **debit/credit cards** in the office. Online payments for the **RV Dump Station** and **Campground** are working.
- We have published a couple forms through the online submission format. We want to make sure these are working properly before we expand this format to additional forms. The forms currently available for online submission on our website are the **Citizen Comment Form** and the **Tree Removal Application**. Assuming these forms work correctly, we will feel confident adding additional forms for online submission. *We'd like to encourage you to try these forms with us and see whether they work, and how we can improve this for future rollout.*
- We submitted an application to the Congressional Appropriations committee for a new Fire Station/City Hall and Fire Engine, totaling \$4,834,845.
- Attended the League of Oregon Cities conference in Klamath Falls. Received quite a bit of information about wildfire protection, struggles various cities are having with funding.
- Working with our attorneys on a Purchase Agreement for an additional Juno Hill reservoir. Timing this to follow our Award Letter for the \$3.8 million transmission line project.
- Our attorneys filed a Quiet Title filing for some land along 14th Street.
- The landscaping along the mural on City Hall is now complete. Michael Cochran did most of the work, especially the dry creek, flagstone placement, and planting. Thank you to Dane Crossley for providing the bench, and BIG THANKS to Mike for the great work he did to complete this project!

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BAY CITY FIRE AND RESCUE

Fire Chief Alan Christensen
9390 4th St | PO Box 3309 | Bay City, OR 97107

Email: firedept@ci.bay-city.or.us
Phone: (503) 377-0233

Fire Department Report – April 2024

Administratively: April was a giving month. Fire Chief Christensen continues to keep in contact with the OSFM in regard to the staffing grants and upcoming grants. LT / Training Officer Evan Saindon is keeping track of successful grants. The transition to ESO reporting software continues to progress, staff have completed all recommended training. As of May 1st we have successfully went live with ESO. Chief Christensen continues to work with the other County Fire Chiefs on a county wide RIT plan, Bi Laws, and a new website as we are preparing for a busy summer. Chief Christensen has a preplan meeting with OSFM Office regarding Fire Wise and plans in June 2024.

Volunteers: Fire Department responded to 13 calls for service: 4 medical, 1 MVA, 1 fire investigation, 7 mutual aid (3 structure fires, 1 MVA, 1 vehicle fire, 1 CO2 alarm, 1 station coverage). Department members completed over 290 hours of training, consisting of both station drills, online training, and specialty classes. Members spent over 57 hours responding to calls for service in the month of April. The volunteer officers spent 48 hours total providing duty coverage for The City of Bay City.

In April, three of our firefighters continued their EMT training, facilitated by Rockaway Fire & Rescue. Their progress has been notable as they transition into clinical shifts, marking their advancement toward completion.

Additionally, three more of our firefighters participated in a Fire and Emergency Services Instructor I class hosted by DPSST. We would like to thank Josh Feller for his time teaching the class. This will add 3 additional firefighter instructors to our ranks.

Operations: Training Grounds update. The man door and ventilation window in the 40-foot shipping container were completed by Watt Welding this month and is ready to be put into service. Bay City Fire worked seamlessly with Tillamook Fire on three working fires. Chief Christensen was fire command on one of these incidents. During the incident Chief Christensen lead the fire investigation and assisted OSFM with information regarding the incident. We also assisted Law Enforcement with a pursuit taking place within The City of Bay City.

The Bay City Fire Chief provided 248.5 hours of employment, and 393 hours of Duty Officer Coverage and Response.

Alan Christensen, Fire Chief

Water

- The bulk of the electrical work is completed at the well #3 project. Well 3 pump should be functional the week of May 6th, so we can start flushing the well and pulling water tests for the State to approve putting the well online.
- We have entered into a small services contract with RH2 Engineering to assist in reviewing the design and equipment selection with the earthquake isolation valves for the reservoirs.

Parks

- Graffiti bandits hit the Al Griffin Park again the weekend of April 27th. Both bathrooms, gazebo, skate park and picnic tables were all tagged. Some too vulgar to share here. Our graffiti removal product has done a fair job of remedying the issue.
- New tennis nets and post were purchased to replace the old ones. The winch posts were broken, and the cables on the nets had been cut back due to frayed wire and didn't reach across the courts. The Pickleball players should appreciate the divider between the courts when they start back up.

Wastewater

- RV Dump site continues to get busier as summer approaches.
- Pump base at WWTP reported last month with a hole in it, has been replaced and spare pump base is on the shelf for future use as needed.
- The headworks operated with 3 main pumps, we have not had a backup for a while, the pumps are expensive, but we found somebody who will rebuild the last failed pump and has been sitting on a shelf for a couple years.

Streets

- Several ditches were cleaned, as well as a few culverts
- Some vegetation along a few roads were cut back

Other

- Century West Engineering scope of work and price for designing the 7th and 8th Street section of Patterson Creek has been received. This includes removing culverts from 7th and 8th Street, installing a bridge at 7th Street, redesigning the sewer system to a small sewer lift station for the houses South of Patterson Creek on 7th and 8th Street, redesigning the water system for houses South of Patterson Creek on 7th and 8th Street, designing Trade Street between 7th and 8th Street, and designing a small sewer lift station for this section of neighborhood.
- The City of Bay City Public Works Department on May 22nd which is National Public Works Week, will be hosting a luncheon for the following Public Works Departments: Tillamook, Netarts, Oceanside, Garibaldi, Rockaway, Wheeler, Nehalem, Manzanita, and Fairview Water District. There will be some competitions and prizes.
- The Bay City Water District approved the budget presented to it on May 6th.
- The sign shop consists of three 12'x 24' foot bays and is having an additional 12 foot bay added to the existing building. Chris Wilks Construction had the most competitive price.

Sign Shop Expansion





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BAY CITY PLANNING DEPARTMENT MONTHLY REPORT **FOR APRIL 2024**

1. Zoning Permits (8)

- a. Accessory Structure – 5470 High.
- b. Accessory Structure Addition – 7995 Vaughn Road.
- c. Single-Family Dwelling – 5250 Bay Circle.
- d. Single-Family Dwelling – 7945 19th Street.
- e. Special Use (Llamas) – 7900 Baseline Road.
- f. City Public Works Shop Building Addition – 8000 Elliot.
- g. Single-Family Dwelling – 7895 18th Street.
- h. Special Use (Garden Shed) – 9020 12th Street.

2. Public Works Permit (2)

- a. Driveway – 5250 Bay Circle.
- b. Driveway – 7895 18th.

3. Inspections (2)

- a. Single-Family Development – 7645 Hare Street;
- b. Single-Family Development – 6235 Portland Avenue.

4. Meetings involving Planning Department

- April 3rd – Meeting with Ethan Stuckmayer, DLCD, regarding OHNA Advisory Meeting;
- April 4th – State OHNA RAC (Oregon Housing Needs Assessment Rulemaking Advisory Committee) Meeting;
- April 8th – Meeting with Bunnell regarding development requirements for property at 16th and Sunnyside
- City Council Workshop;
- April 9th – City Council Meeting;
- April 11th – Meeting with David Olsen regarding upcoming PC hearing;
- April 15th – State DLCD Legislative Review Meeting;
- April 16th – State Natural Hazard Mitigation Meeting;
- April 17th – Planning Commission Hearing;
- April 20th – State of the City Opeh House;
- April 23rd – City-County Monthly Meeting;
- April 24th – FEMA BiOp Meeting;
- April 29th – Middle Housing Meeting (Tillamook County, communities and 3J Consulting);
- April 30th – State OHNA RAC Meeting.

5. Upcoming Planning Commission May 15th Meeting

- Training Session with DLCD.

6. Counterwork

- Permitting, Land Use and public facility questions at counter (11);
- Permits submittals at counter (8 Zoning Permits, 2 Public Works Permits);

- *Dog License Application submittals, reviews and sign-offs* +;
- *Burn Permit sign-offs* +;
- *Water Bill payment drop-offs* +

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

- Development and variance requirements discussion for property at 8100 16th Street;
- ADU requirements for property at 8100 16th Street;
- Development Requirements for property at Salmon and Elliot;
- Manufactured Home requirements for property at 8680 Doughty Road;
- Permit Process requirements for Bay Ridge property;
- Permit processing description for development of property at Hare and Salmon;
- Burn Permit questions and submission for brush burning at Hare and Salmon;
- Plan Amendment for permit at 5535 Hayes Oyster;
- UGB Expansion discussion;
- Service Provisions for property at 5970 Main;
- Forest land and Allowed Uses;
- OHNA RAC Mtg prep;
- Development Requirements for property at 7895 18th;
- Driveway Requirements in City;
- Permit Questions for property on McCoy;
- Questions on extension of city sewer and water lines;
- Questions on Utility Service Applications;
- Bay Ridge Development questions;
- Development Requirements for property at 7945 19th Street;
- Setback Requirements in City;
- Development Requirements in City;
- Development Requirements for property at 16th and Sunnyside;
- Notice of Development questions;
- Permit process questions;
- Development requirements for property at Salmon and Elliot;
- Firewise info questions;
- Snowload questions;
- Planning Commission SEI requirements;
- Notice of Development questions for property at Hobsonville Point Road;
- Opposition discussions for development on Hobsonville Point Road;
- Development requirements for building attachments;
- PC packet questions;
- Park use questions;
- Development requirements for property at Bay Ridge;
- Cost for new house;
- Development requirements for property at 7965 19th Street;
- Road improvement requirements;
- Permit costs for development at 9820 6th;
- RV placement on property at Sunnyside and 16th;
- Boundary adjustment recording questions for property at 3rd and Main;
- Garage plans and requirements in City;
- Development Requirements for property at 10095 4th Street;
- Development requirements for property at 14th and Seattle;
- Tree removal questions;
- Development requirements for property at Clam and Elliot;
- SDC fees;
- Sign Issues;
- Development Requirements for property at 6th & C;
- Fence requirements;
- in ADU and variance requirements for property at 7965 19th Street;
- Housing meeting correspondence;
- Board of Realtors Presentation discussion;
- Hendricks ROW vacation;
- for Development Option 5250 Bay C-2 Notice requirements;
- PW Permit requirements for property at 8000 Elliot;
- Remodel Requirements;
- Gravel clean-up for development at 3rd and Main.

BAY CITY COUNCIL WORKSHOP

March 11, 2024

5:30 P.M.

Members Present: Mayor Liane Welch, Council President Kathy Baker, Councilor Tom Imhoff, Councilor Melissa Rondeau, Councilor Anthony Boatman, Councilor Tim Josi

Staff Present: City Manager David McCall, Public Works Director Roy Markee, City Recorder Lindsey Gann, Fire Chief Alan Christensen, City Planner David Mattison

- A. PUBLIC HEARING (First Hearing): Ordinance #705 AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE CITY OF BAY CITY, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF CITY OF BAY CITY DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OR ORDINANCES**

City Manager McCall gave an overview of Ordinance #705, the first public hearing will be held tomorrow 3/12/24 during the council meeting.

- B. Visitor Propositions (Public Comment on Non-Agenda Items)**

None

Mayor Welch requested to move ahead on the agenda, New business items h, i and j for members of the public that are present at the meeting.

New business item i: Updates on Living-in-RV requests

- i. Krostag @ Pacific Ave (6 months approved on 6/13/23)

Steve Krostag addressed the council and requested an extension to living in his RV while repairs to his home continue. Requests extension through July 2024.

New business item h: Request to use Watt Family Park field(s)

Makenzie spoke on behalf of the Tillamook Softball Association. TSA is requesting to use Watt Family Park for the upcoming season. Discussion was held by the council and City Manager McCall was instructed to review whether other groups are planning/scheduled to use the field.

New business item j: Request for an exemption to Ordinance #700, Section 11.2. (limiting STRs to 200' in the MI Zone) for 10320 8th Street

Resident at 10320 8th St addressed the council and requested an exemption to Ordinance #700 which limits the number of STR's in an area. Tatiyana explained that they live onsite, and it is a low scale operation. City Manager McCall explained that the resident was registered with Tillamook County and was unaware that they also needed to register with the City. The Council

discussed the distance between the address in question and other STR's in the area.

C. Committee, Department, and Staff Reports

a. City Manager

City Manager McCall presented the staff report, copy is in the packet. Discussed the need to pass a resolution regarding recreational immunity if SB 1576 passes.

i. Adjusting income levels

City Manager McCall addressed the need to adjust the current low-income levels for fee waivers and suggested using an AMI percentage. Is looking for direction from the council.

b. Fire Department – Fire Chief Christensen presented the staff report, copy is in the packet.

c. Fire Committee – Pat Vining presented the Fire Committee report. The Committee is recommending moving forward with a bond on the 2025 ballot for the relocation of the Fire Station / City Hall building.

i. Recommendations to City Council

d. Public Works – Public Works Director Markee presented the report, copy is in the packet.

e. Emergency Preparedness,

i. Next meeting Monday March 18, 2024, 5:30 pm at Ad Montgomery Community Hall

Mayor Welch presented the BCEV report, copy of the report is in the packet.

f. Planning Department,

1. Next Planning Commission – March 20, 2024

City Planner Mattison presented the report, copy of report is in the packet.

D. Minutes

a. Council Workshop – February 12, 2024

b. Regular Council Meeting – February 13, 2024

No questions or comments

E. Treasurers Report – No questions or comments

F. Bills against the City - No questions or comments

G. Unfinished Business

a. Gettman Award 2024

Nominations for the Gettman Award have closed, a recipient has been selected and will be presented at the State of the City in April.

H. New Business – Action Items

a. Budget Committee Application

City Manager McCall presented the application to the council, no questions, or comments.

b. Resolution 24-001 authorizing application to Business Oregon for Bipartisan Infrastructure Law (BIL) General Supplemental funding for the Bay City Water Improvements Project, SD-23-388

City Manager McCall presented the resolution, requesting approval from the council to sign the application.

c. Campground fees 2024 – City Manager McCall addressed the council and suggested not raising campground fees for the next year but would like to implement a Hiker / Biker Rate for the Hiker/Biker sites.

d. Resolution 2024-002 Setting rates for all fees and charges relating to Water Service effective July 1, 2024

City Manager McCall presented the resolution to set water service rates for the FY 24-25 based on the CPI 3.9%.

e. Resolution 2024-003 establishing rates for all fees and charges relating to Sewer Service effective July 1, 2024

City Manager McCall presented the resolution to set sewer service rates for the FY 24-25 based on the CPI 3.9%.

f. Resolution 2024-004 establishing rates for Street Maintenance Fees effective July 1, 2024

City Manager McCall presented the resolution to set Street Maintenance fee rates for the FY 24-25 based on the CPI 3.9%.

g. Resolution 2024-005 providing an increase of employee wages to keep up with inflation.

City Manager McCall presented a resolution to increase employee wages 3.9% to keep up with inflation based on the CPI.

h. Request to use Watt Family Park field(s) – Moved ahead on agenda.

i. Updates on Living-in-RV requests

i. Krostag @ Pacific Ave (6 months approved on 6/13/23) – Moved ahead on the agenda.

ii. Ponder @ High Street (6 months approved on 8/8/23)

iii. Moore @ 6th (1 year approved on 6/13/23)

iv. Ostensen @ 4th Street (1 year approved on 8/8/23)

City planner David Mattison gave an update on the current requests and the status of residents living in RV's.

j. Request for an exemption to Ordinance #700, Section 11.2. (limiting STRs to 200' in the MI Zone) for 10320 8th Street - Moved ahead on the agenda.

k. Approval of paving contract with Jon M Thompson Excavation for the 2024 SCA Paving Project 2024-1 in the amount of \$142,500.00

City Manager McCall presented the contract for the 2024 SCA Paving project, requesting approval from the council.

l. TLT Committee recommendation for completed grants.

City Manager McCall gave an update on the completed grants and reporting. Unused funds have been returned.

m. Approval of a Sales Contract with Kittitas Valley Fire and Rescue

City Manager McCall informed the council that Kittitas Valley Fire and Rescue has made an offer to buy the previously advertised for bid fire truck. Requesting approval from council to move forward with the sales agreement.

I. Mayor's Presentation

a. Coffee with Mayor & City Manager March 26th 9:30 am

J. Council Presentation

K. Attorney Presentation

Adjourned at 7:16pm

Liane Welch, Mayor

Lindsey Gann, City Recorder

BAY CITY COUNCIL MEETING

March 12, 2024

6:00 P.M.

Members Present: Council President Kathy Baker, Councilor Tom Imhoff, Councilor Melissa Rondeau, Councilor Anthony Boatman, Councilor Tim Josi

Staff Present: City Manager David McCall, Public Works Director Roy Markee, City Recorder Lindsey Gann, Fire Chief Alan Christensen, City Planner David Mattison

Mayor Welch absent; Council President Baker chaired the meeting.

A. Call to Order, Pledge of Allegiance, Roll Call

B. PUBLIC HEARING (First Hearing): Ordinance #705 AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE CITY OF BAY CITY, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF CITY OF BAY CITY DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OR ORDINANCES

City Manager McCall gave an overview of Ordinance #705, this is the first reading for the ordinance, second reading will be held at the May City Council Meeting.

Council President Baker opened public comment at 6:03 pm

No public comments

Public comment closed at 6:04pm

City Recorder Gann gave the first reading of Ordinance 705, second reading is scheduled for 4/9/24 @ 6pm.

Motion by Councilor Josi to approve the first reading, seconded by Councilor Baker.

Motion passes 5-0

C. Visitor Propositions (Public Comment on Non-Agenda Items)

D. Introduction: Doug Olsen, County Commissioner

E. New Business – Action Items moved ahead on the agenda

New business item J: Request for an exemption to Ordinance #700, Section 11.2. (limiting STRs to 200' in the MI Zone) for 10320 8th Street

Resident at 10320 8th St addressed the council at the council workshop and requested an exemption to Ordinance #700 which limits the number of STR's in an area.

City Manager David McCall showed the council on the GIS map that the property is on a different block face than other STR's. Councilor Rondeau asked for clarification on Chapter 8 section 10 regarding required distance

between STR's. Councilor Baker suggested tabling the issue until the next meeting to allow staff time to review the Ordinance further.

Motion by Councilor Josi to table the request until the next council meeting, seconded by Councilor Rondeau.

Motion passes 5-0

New business item I: Updates on Living-in-RV requests

Krostag – Steve addressed the council at the workshop, requesting an extension to his RV living while home is under construction.

Motion by Councilor Josi to approve extension until September 1st, 2024. Seconded by Councilor Imhoff.

Motion passes 5-0

Ponder @ High Street (6 months approved on 8/8/23) – Mr Ponder addressed the council and requested an extension to his current RV living exception.

Motion by Councilor Imhoff to approve extension to a final date of September 1st, 2024, with no further extensions. Seconded by Councilor Josi.

Motion passes 5-0

F. Committee, Department, and Staff Reports

a. City Manager

City Manager McCall presented the staff report, copy is in the packet. Discussed the need to pass a resolution regarding recreational immunity if SB 1576 passes.

a. Adjusting income levels

City Manager McCall addressed the need to adjust the current low-income levels for fee waivers and suggested using an AMI percentage. Directed by Council to move forward with 80% based on the AMI and to update Ordinances as needed.

b. Fire Department – Fire Chief Christensen presented the staff report, copy is in the packet.

c. Fire Committee

a. Recommendations to City Council

Pat Vining presented the Fire Committee report. The Committee is recommending moving forward with a bond on the 2025 ballot for the relocation of the Fire Station / City Hall building. Pat recommended the council create a sub-committee for further review. City Manager McCall directed to advertise to the public that the City is looking for volunteers to be on a sub-committee for the Fire Department.

- d. Public Works – Public Works Director Markee presented the report, copy is in the packet.
- e. Emergency Preparedness,
 - a. Next meeting Monday March 18, 2024, 5:30 pm at Ad Montgomery Community Hall
 Mayor Welch presented the BCEV report, copy of the report is in the packet.
- f. Planning Department,
 - 1. Next Planning Commission – March 20, 2024
 City Planner Mattison presented the report, copy of report is in the packet.

G. Minutes

- a. Council Workshop – February 12, 2024
- b. Regular Council Meeting – February 13, 2024

No questions or comments, motion by Councilor Josi to approve the minutes, seconded by Councilor Baker.

Motion passes 5-0

- H. Treasurers Report – No questions or comments, file for the auditors
- I. Bills against the City - No questions or comments

Motion by Councilor Rondeau to approve the bills, seconded by Councilor Josi.

Motion passes 5-0

J. Unfinished Business

- a. Gettman Award 2024

Nominations for the Gettman Award have closed, a recipient has been selected and will be presented at the State of the City in April.

K. New Business – Action Items

- a. Budget Committee Application

City Manager McCall presented the application to the council, no questions, or comments.

Motion by Councilor Josi to approve the application for Robert Pollock to be on the budget committee, seconded by Councilor Rondeau.

Motion passes 5-0

- b. Resolution 24-001 authorizing application to Business Oregon for Bipartisan Infrastructure Law (BIL) General Supplemental funding for the Bay City Water Improvements Project, SD-23-388

City Manager McCall presented the resolution, requesting approval from the council to sign the application.

Motion by Councilor Josi to approve, seconded by Councilor Rondeau.

Motion passes 5-0

- c. Campground fees 2024 – City Manager McCall addressed the council and suggested not raising campground fees for the next year but would like to implement a Hiker / Biker Rate for the Hiker/Biker sites.

Council agrees with the recommendations, staff directed to prepare a resolution for the next council meeting.

- d. Resolution 2024-002 Setting rates for all fees and charges relating to Water Service effective July 1, 2024

City Manager McCall presented the resolution to set water service rates for the FY 24-25 based on the CPI 3.9%.

Motion by Councilor Rondeau to approve, seconded by Councilor Boatman.

Motion passes 5-0

- e. Resolution 2024-003 establishing rates for all fees and charges relating to Sewer Service effective July 1, 2024

City Manager McCall presented the resolution to set sewer service rates for the FY 24-25 based on the CPI 3.9%.

Motion by Councilor Imhoff to approve, seconded by Councilor Baker.

Motion passes 5-0

- f. Resolution 2024-004 establishing rates for Street Maintenance Fees effective July 1, 2024

City Manager McCall presented the resolution to set Street Maintenance fee rates for the FY 24-25 based on the CPI 3.9%.

Motion by Councilor Baker to approve, seconded by Councilor Rondeau.

Motion passes 5-0

- g. Resolution 2024-005 providing an increase of employee wages to keep up with inflation.

City Manager McCall presented a resolution to increase employee wages 3.9% to keep up with inflation based on the CPI.

Motion by Councilor Josi to approve, seconded by Councilor Baker.

Motion passes 5-0

h. Request to use Watt Family Park field(s)

City Manager McCall explained that the Tillamook Softball Association would like to use the Watt Family Park field for the Softball season. He reached out to the YMCA, Neahkahnie School District, and the NCRD who have used the field in the past. None of them currently have plans to use the field. Staff directed to move forward with allowing the Tillamook Softball Association to use the field.

i. Updates on Living-in-RV requests

- a. Krostag @ Pacific Ave (6 months approved on 6/13/23) – Moved ahead on the agenda.
- b. Ponder @ High Street (6 months approved on 8/8/23) – Moved ahead on the agenda.
- c. Moore @ 6th (1 year approved on 6/13/23) – Update only.
- d. Ostensen @ 4th Street (1 year approved on 8/8/23) – Update only.

City planner David Mattison gave an update on the current requests and status of residents living in RV's.

j. Request for an exemption to Ordinance #700, Section 11.2. (limiting STRs to 200' in the MI Zone) for 10320 8th Street - **Moved ahead on the agenda.**

k. Approval of paving contract with Jon M Thompson Excavation for the 2024 SCA Paving Project 2024-1 in the amount of \$142,500.00

City Manager McCall presented the contract for the 2024 SCA Paving project, requesting approval from the council.

Motion from Councilor Josi to approve, seconded by Councilor Baker.

Motion passes 5-0

Kathy Manis asked if speed bumps could be included during paving due to speeding issues on the streets. Public Works Director Markee explained that speed bumps were not part of the project. Discussion was held on how to enforce speed limits on city streets. Staff were directed to contact the Sheriff's department regarding the speed trailer.

l. TLT Committee recommendation for completed grants.

City Manager McCall gave an update on the completed grants and reporting. Unused funds have been returned.

m. Approval of a Sales Contract with Kittitas Valley Fire and Rescue

City Manager McCall informed the council that Kittitas Valley Fire and Rescue has made an offer to buy the previously advertised for bid fire truck. Requesting approval from council to move forward with the sales agreement.

Motion by Councilor Baker to approve sale, seconded by Councilor Josi.

Motion passes 5-0

L. Mayor's Presentation

- a. Coffee with Mayor & City Manager March 26th 9:30 am**

M. Council Presentation

N. Attorney Presentation

Motion by Councilor Baker to adjourn, seconded by Councilor Rondeau.
Adjourned at 7:46pm

Kathy Baker, Council President

Lindsey Gann, City Recorder

BAY CITY COUNCIL WORKSHOP

April 08, 2024

5:30 P.M.

Members Present: Mayor Liane Welch, Council President Kathy Baker, Councilor Tom Imhoff, Councilor Anthony Boatman, Councilor Tim Josi

Staff Present: City Manager David McCall, Public Works Director Roy Markee, City Recorder Lindsey Gann, Fire Chief Alan Christensen, City Planner David Mattison

A. PUBLIC HEARING (Second Hearing): Ordinance #705 AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE CITY OF BAY CITY, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF CITY OF BAY CITY DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OR ORDINANCES

City Manager McCall gave an overview of the Ordinance, the second hearing will be held tomorrow at the Council Meeting. No questions or comments from the public.

B. Visitor Propositions (Public Comment on Non-Agenda Items)

Joel Baker addressed the council and thanked them for their support of the Bay City Pearl and Music Festival.

Mayor Welch requested to move ahead on the agenda, New Business item a:

a. Committee Applications

i. Budget Committee

Applicant Brett Nelson addressed the Council and requested to be approved for the Budget Committee.

ii. Ad hoc committee

Applicant Mark Lindorff addressed the Council and requested to be approved for the Ad Hoc Committee.

C. Committee, Department, and Staff Reports

a. City Manager - City Manager McCall gave the staff report, copy of the report is in the packet.

b. Fire Department – Fire Chief Christensen gave the staff report, copy of the report is in the packet.

c. Public Works – Public Works Director Markee gave the staff report, copy of the report is in the packet.

i. Discussion of bridging funding gaps for the water fund this fiscal year

Director Markee addressed the shortage of funds in the water budget for the upcoming FY. City Manager McCall addressed the council regarding the need for a water rate study and an updated master plan. Staff are looking for direction from the council on how to cover the deficit in the water fund for the upcoming FY budget.

- d. Emergency Preparedness,
 - i. Next meeting Monday April 15, 2024, 5:30 pm

- e. Planning Department,

- 1. Next Planning Commission – April 17, 2024

City Manager McCall gave the staff report, a copy of the report is in the packet.

D. Minutes

- a. Council Workshop – March 11, 2024 – not yet available
- b. Regular Council Meeting – March 12, 2024 – not yet available

E. Treasurers Report – No questions or comments

F. Bills against the City – No questions or comments

G. Unfinished Business

- a. Request for an exemption to Ordinance #700, Section 11.2. (limiting STRs to 200' in the MI Zone) for 10320 8th Street

H. New Business – Action Items – **Moved ahead on the agenda**

a. Committee Applications

- i. Budget Committee
- ii. Ad hoc committee

- b. Resolution 2024-006 supporting Resilience Hub/Network Application
City Manager McCall presented the resolution to the council.

- c. Resolution 2024-007 Setting Rates for Camping in the Al Griffin Memorial Park Campground Effective May 1, 2024
City Manager McCall presented the resolution to the council.

- d. Resolution 2024-008 Establishing Immunity from Certain Personal Injury or Property Damage Claims Described in ORS 105.668, as Amended by Senate Bill 1576
City Manager McCall presented the resolution to the council.

- e. Request from Bay City Arts Center to close A Street between 4th and 5th Streets between 5:00 pm and 10:00 pm on Saturday, April 13, 2024
City Manager McCall explained the request from Bay City Arts Center, a representative from the Arts Center will address the council tomorrow night.
- f. Resolution 2024-009 Correcting a Clerical Error in Resolution 2024-002
City Manger McCall presented the resolution to the council.
- g. Resolution 2024-010 Establishing a Policy for the Waiver of Sewer User Rates for Landscaping/Irrigation during Summer months.
City Manager McCall presented the resolution to the council.
- h. Resolution 2024-011 Adopting the 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan
City Manager McCall presented the resolution to the council.

City Manager McCall received a resignation letter from Councilor Hovey, requesting to add to the item to the agenda for tomorrow night's council meeting. The council approved the request.

I. Mayor's Presentation

- a. Coffee with Mayor & City Manager April 23rd 9:30 am

J. Council Presentation

K. Attorney Presentation

Meeting adjourned at 6:49pm

Liane Welch, Mayor

Lindsey Gann, City Recorder

BAY CITY COUNCIL MEETING

April 9, 2024

6:00 P.M.

Members Present: Mayor Welch, Council President Kathy Baker, Councilor Tom Imhoff, Councilor Anthony Boatman, Councilor Tim Josi

Staff Present: City Manager David McCall, Public Works Director Roy Markee, City Recorder Lindsey Gann, Fire Chief Alan Christensen

A. Call to Order, Pledge of Allegiance, Roll Call

B. PUBLIC HEARING (Second Hearing): Ordinance #705 AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE CITY OF BAY CITY, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF CITY OF BAY CITY DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OR ORDINANCES

Mayor Welch opened the public hearing at 6:03pm

City Manager McCall presented the Ordinance to the Council, this is the second hearing for Ordinance #705.

Public comment opened at 6:04pm

No questions or comments were received.

Public comment closed at 6:05pm

Motion from Councilor Baker to approve the second hearing of Ordinance #705, seconded by Councilor Imhoff.

Motion passes 4-0

City Recorder Gann gave a reading by title only of Ordinance #705

Motion from Councilor Boatman to approve the passing of Ordinance #705, seconded by Councilor Baker.

Motion passes 4-0

C. Visitor Propositions (Public Comment on Non-Agenda Items)

No public comments

Mayor Welch asked to move ahead on the Agenda New Business item e:

Request from Bay City Arts Center to close A Street between 4th and 5th Streets between 5:00 pm and 10:00 pm on Saturday, April 13, 2024 – Hope Montgomery addressed the council regarding the request. The center issued a

questionnaire to the surrounding neighbors regarding the concert, neighbors did not have any issues with the request to close the streets. If approved, Public Works Director Markee can provide signs for the road closure.

Motion by Councilor Josi to approve the closure, seconded by Councilor Imhoff.

Motion passes 4-0

D. Committee, Department, and Staff Reports

- a. City Manager – City Manager McCall gave the staff report, a copy of the report is in the packet.
- b. Fire Department – Fire Chief Christensen gave the staff report, a copy of the report is in the packet.
- c. Public Works – Public Works Director Markee gave the staff report, a copy of the report is in the packet.

- a. Discussion of bridging funding gaps for the water fund next fiscal year

Public Works Director Markee explained the shortfall in the budget for the upcoming fiscal year. Unable to balance the budget for the water fund at this time. Mayor Welch also reviewed the proposed budget and agreed that there are no further cuts that can be made to the current proposed budget. Water rates will need to be raised. The water fund will need to borrow money from another fund to bridge the gap for the FY 24-25.

Staff was directed to budget an interfund loan between funds and to put together data regarding the current water rates and surrounding area water rates.

- d. Emergency Preparedness, - Mayor Welch gave the report, copy of the report is in the packet.

- a. Next meeting Monday April 15, 2024, 5:30 pm

- b. *Letters to Federal Delegation (item added)*

City Manager McCall presented the letters for council to review and approve. Copies of the letters are in the packet.

Motion by Councilor Josi to approve, seconded by Councilor Boatman.

Motion passes 4-0

- e. Planning Department,

- 1. Next Planning Commission – April 17, 2024

City Manager McCall gave the staff report, copy of the report is in the packet.

E. Minutes

- a. Council Workshop – March 11, 2024 – not yet available
- b. Regular Council Meeting – March 12, 2024 – not yet available

F. Treasurers Report – Directed to file for the auditors

G. Bills against the City

Motion by Councilor Baker to approve the bills, seconded by Councilor Josi.

Motion passes 4-0

H. Unfinished Business

- a. Request for an exemption to Ordinance #700, Section 11.2. (limiting STRs to 200' in the MI Zone) for 10320 8th Street

Staff reviewed the Ordinance and found that the limitation allows for the physical distance between each STR to be limited by block face OR 200 feet. Since no other STR is on the same block face as 10320 8th Street, there is no need for an exemption and the STR request has been approved by staff.

I. New Business – Action Items

a. Committee Applications

- a. Budget Committee – Brett Nelson introduced himself to the council at the workshop.

Motion by Councilor Baker to approve the application, seconded by Councilor Josi.

Motion passes 4-0

- b. Ad hoc committee - Mark Harguth and Mark Lindorff submitted applications to be on the ad hoc committee.

Mark Lindorff introduced himself to the council at the workshop.

Motion by Councilor Imhoff to approve both applications, seconded by councilor Boatman.

Motion passes 4-0

Discussion was held on whether the ad hoc committee should be merged with the Fire Committee, the council agreed it would be best to add the new ad hoc committee members to the Fire Committee.

- b. Resolution 2024-006 supporting Resilience Hub/Network Application

City Manager McCall presented the resolution.

Motion by Councilor Josi to approve, seconded by Councilor Baker.

Motion passes 4-0

- c. Resolution 2024-007 Setting Rates for Camping in the Al Griffin Memorial Park Campground Effective May 1, 2024

City Manager McCall presented the resolution.

Motion by Councilor Baker to approve, seconded by Councilor Josi.

Motion passes 4-0

- d. Resolution 2024-008 Establishing Immunity from Certain Personal Injury or Property Damage Claims Described in ORS 105.668, as Amended by Senate Bill 1576

City Manager McCall presented the resolution.

Motion by Councilor Josi to approve, seconded by Councilor Baker.

Motion passes 4-0

- e. Request from Bay City Arts Center to close A Street between 4th and 5th Streets between 5:00 pm and 10:00 pm on Saturday, April 13, 2024 –
Moved ahead on the agenda

- f. Resolution 2024-009 Correcting a Clerical Error in Resolution 2024-002

City Manager McCall presented the resolution.

Motion to approve by Councilor Baker, seconded by Councilor Boatman.

Motion passes 4-0

- g. Resolution 2024-010 Establishing a Policy for the Waiver of Sewer User Rates for Landscaping/Irrigation during Summer months

City Manager McCall presented the resolution.

Motion to approve by Councilor Baker, seconded by Councilor Josi.

Motion passes 4-0

- h. Resolution 2024-011 Adopting the 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan

City Manager McCall presented the resolution.

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

Motion passes 4-0

i. *Declaring a Vacancy on City Council (item added)*

City Manager McCall received the resignation of Councilor Jason Hovey who has moved out of the Bay City area.

Motion by Councilor Josi to declare a vacancy to the council, seconded by Councilor Imhoff.

Motion passes 4-0

Staff directed to advertise the vacancy.

J. Mayor's Presentation

- a. Coffee with Mayor & City Manager April 23rd 9:30 am

K. Council Presentation

L. Attorney Presentation

Motion to adjourn, meeting adjourned at 7:01pm

Liane Welch, Mayor

Lindsey Gann, City Recorder

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

5/2/2024 11:26am

Page 1

Revised Budget
For General Fund (100)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Non-Departmental Revenues					
100-00-4005 Property Taxes - Current	\$ 0.00	\$ 0.00	\$ 249,337.00	\$ 243,717.53	\$ 5,619.47
100-00-4010 Property Taxes - Prior Years	0.00	0.00	7,000.00	3,119.19	\$ 3,880.81
100-00-4105 Liquor Tax	0.00	1,724.34	30,800.00	24,098.69	\$ 6,701.31
100-00-4110 Cigarette Tax	0.00	76.35	1,150.00	968.14	\$ 181.86
100-00-4205 Licenses	0.00	0.00	2,500.00	3,100.00	\$ (600.00)
100-00-4210 Dog Licenses/Fines	0.00	40.00	150.00	980.00	\$ (830.00)
100-00-4305 Franchise Fees	0.00	4,000.73	45,000.00	44,827.51	\$ 172.49
100-00-4510 State Revenue Sharing	0.00	0.00	20,000.00	17,348.69	\$ 2,651.31
100-00-4605 Hall Rental	0.00	0.00	1,000.00	1,450.00	\$ (450.00)
100-00-4650 Transient Lodging Tax	0.00	5,073.89	30,000.00	29,284.97	\$ 715.03
100-00-4800 Miscellaneous	0.00	143.16	32,303.00	35,365.46	\$ (3,062.46)
100-00-4805 Earnings on Investments	0.00	0.00	2,000.00	4,156.48	\$ (2,156.48)
100-00-4990 Beginning Fund Balance	0.00	0.00	115,000.00	113,605.15	\$ 1,394.85
Total Non-Departmental Revenues	0.00	11,058.47	536,240.00	522,021.81	14,218.19
Fire Revenues					
100-30-4005 Property Taxes - Current	0.00	0.00	291,900.00	286,862.71	\$ 5,037.29
100-30-4010 Property Taxes - Prior Years	0.00	0.00	1,500.00	1,694.79	\$ (194.79)
100-30-4420 State Grants	0.00	0.00	35,000.00	35,000.00	\$ 0.00
100-30-4800 Miscellaneous	0.00	0.00	50,426.89	95,568.65	\$ (45,141.76)
100-30-4805 Earnings on Investments	0.00	0.00	1,200.00	1,733.99	\$ (533.99)
100-30-4930 Transfers In	0.00	0.00	129,655.00	128,466.52	\$ 1,188.48
100-30-4990 Beginning Fund Balance	0.00	0.00	30,000.00	52,148.92	\$ (22,148.92)
Total Fire Revenues	0.00	0.00	539,681.89	601,475.58	(61,793.69)
Recreation Revenues					
100-50-4420 State Grants	0.00	0.00	318,000.00	284,619.21	\$ 33,380.79
100-50-4430 Local Grants	0.00	0.00	75,000.00	75,000.00	\$ 0.00
100-50-4630 Park Camping	0.00	470.00	6,500.00	7,054.00	\$ (554.00)
Total Recreation Revenues	0.00	470.00	399,500.00	366,673.21	32,826.79
Transient Lodging Tax Revenues					
100-60-4650 Transient Lodging Tax	0.00	11,839.10	65,000.00	79,697.89	\$ (14,697.89)
100-60-4990 Beginning Fund Balance	0.00	0.00	100,000.00	126,876.35	\$ (26,876.35)
Total Transient Lodging Tax Revenues	0.00	11,839.10	165,000.00	206,574.24	(41,574.24)
Planning Revenues					
100-70-4310 Planning Fees	0.00	475.00	7,500.00	57,127.00	\$ (49,627.00)
100-70-4315 Land Use Fees	0.00	1,100.00	4,000.00	4,225.00	\$ (225.00)
Total Planning Revenues	0.00	1,575.00	11,500.00	61,352.00	(49,852.00)
Total General Fund Revenues	\$ 0.00	\$ 24,942.57	\$ 1,651,921.89	\$ 1,758,096.84	\$ (106,174.95)

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

5/2/2024 11:26am

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Revised Budget
For General Fund (100)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Expenditures					
Administration Expenditures					
100-10-5105 Full-Time Employees - Regular	\$ 0.00	\$ 16,084.45	\$ 117,500.00	\$ 123,043.95	\$ (5,543.95)
100-10-5205 Employer FICA Taxes	0.00	1,225.57	9,000.00	6,971.14	2,028.86
100-10-5210 Unemployment Insurance	0.00	16.02	1,300.00	135.30	1,164.70
100-10-5215 Workers' Compensation Insurance	0.00	3.89	1,000.00	1,006.57	(6.57)
100-10-5305 Employer PERS Contributions	0.00	2,523.54	25,600.00	20,925.46	4,674.54
100-10-5405 Health Insurance	0.00	2,281.79	40,000.00	29,290.70	10,709.30
100-10-5415 Life Insurance	0.00	14.19	300.00	191.80	108.20
100-10-6105 Office Supplies & Equipment	0.00	403.82	6,000.00	9,912.22	(3,912.22)
100-10-6290 Other Professional Fees	0.00	0.00	22,775.00	11,019.59	11,755.41
100-10-6305 Building Repairs & Maintenance	0.00	0.00	5,000.00	5,150.94	(150.94)
100-10-6311 Contracted Ground Maintenance	0.00	0.00	6,000.00	3,741.68	2,258.32
100-10-6405 Dues & Subscriptions	0.00	85.99	5,000.00	5,842.17	(842.17)
100-10-6410 Training	0.00	0.00	6,000.00	3,478.96	2,521.04
100-10-6605 Electricity	0.00	494.13	5,000.00	3,555.50	1,444.50
100-10-6620 Telecommunications	0.00	412.28	3,500.00	3,994.15	(494.15)
100-10-6700 Insurance	0.00	0.00	10,000.00	11,774.79	(1,774.79)
100-10-6825 Advertising/Publishing	0.00	356.80	5,000.00	1,108.05	3,891.95
100-10-6830 Janitorial Services	0.00	500.00	6,000.00	5,015.50	984.50
100-10-6850 Dog Licenses/Catching	0.00	94.29	150.00	94.29	55.71
100-10-6860 Computers/Software/Services	0.00	1,023.25	21,500.00	18,114.97	3,385.03
100-10-6870 Pre-Hazard Preparedness	0.00	1,116.60	22,528.00	23,775.32	(1,247.32)
100-10-6880 Ordinance Enforcement	0.00	0.00	1,000.00	0.00	1,000.00
100-10-6990 Other Miscellaneous Expenses	0.00	134.03	22,775.00	2,855.79	19,919.21
Total Administration Expenditures	0.00	26,770.64	342,928.00	290,998.84	51,929.16
Fire Expenditures					
100-30-5105 Full-Time Employees - Regular	0.00	11,666.99	165,500.00	117,440.89	48,059.11
100-30-5115 Part-Time Employees	0.00	671.25	35,000.00	42,994.03	(7,994.03)
100-30-5118 Volunteer Stipends	0.00	2,425.00	30,000.00	24,687.50	5,312.50
100-30-5205 Employer FICA Taxes	0.00	1,124.98	16,500.00	14,221.75	2,278.25
100-30-5210 Unemployment Insurance	0.00	14.72	2,250.00	184.20	2,065.80
100-30-5215 Workers' Compensation Insurance	0.00	6.80	2,000.00	585.25	1,414.75
100-30-5305 Employer PERS Contributions	0.00	2,935.86	41,500.00	21,847.91	19,652.09
100-30-5405 Health Insurance	0.00	2,911.53	60,000.00	30,670.17	29,329.83
100-30-5415 Life Insurance	0.00	7.12	300.00	70.33	229.67
100-30-5420 Disability Insurance	0.00	0.00	3,500.00	1,500.00	2,000.00
100-30-6105 Office Supplies & Equipment	0.00	19.69	4,000.00	3,960.49	39.51
100-30-6115 First Aid Supplies	0.00	0.00	4,000.00	4,597.12	(597.12)
100-30-6140 Fuel/Lubes/Etc.	0.00	84.77	7,000.00	7,768.02	(768.02)
100-30-6205 Accounting & Auditing	0.00	0.00	500.00	500.00	0.00
100-30-6220 Legal Fees	0.00	0.00	2,000.00	4,615.50	(2,615.50)
100-30-6290 Other Professional Fees	0.00	290.00	2,000.00	10,793.50	(8,793.50)
100-30-6305 Building Repairs & Maintenance	0.00	22.10	1,000.00	4,013.48	(3,013.48)
100-30-6340 Radios & Radio Repair	0.00	0.00	2,500.00	16,556.93	(14,056.93)
100-30-6345 Operational Equipment & Repairs	0.00	1,383.79	20,000.00	35,339.16	(15,339.16)
100-30-6350 Personal Protective Equipment	0.00	129.95	17,176.89	42,889.20	(25,712.31)

City of Bay City 503-377-2288

5/2/2024 11:26am

Statement of Revenue and Expenditures

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Revised Budget

For General Fund (100)

For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-30-6405 Dues & Subscriptions	0.00	132.97	6,000.00	7,315.11 \$	(1,315.11)
100-30-6410 Training	0.00	0.00	5,000.00	10,838.23 \$	(5,838.23)
100-30-6605 Electricity	0.00	505.00	5,000.00	3,617.67 \$	1,382.33
100-30-6620 Telecommunications	0.00	508.75	4,000.00	6,505.77 \$	(2,505.77)
100-30-6700 Insurance	0.00	0.00	18,000.00	19,000.00 \$	(1,000.00)
100-30-6830 Janitorial Services	0.00	0.00	0.00	359.95 \$	0.00
100-30-6840 Printing & Copying	0.00	0.00	300.00	44.85 \$	255.15
100-30-6860 Computers/Software/Services	0.00	2,665.60	6,000.00	5,265.42 \$	734.58
100-30-6990 Other Miscellaneous Expenses	0.00	402.47	9,405.00	14,748.95 \$	(5,343.95)
100-30-8400 Machinery & Equipment	0.00	0.00	44,250.00	45,090.76 \$	(840.76)
100-30-9400 Transfer to Capital Projects Funds	0.00	0.00	25,000.00	25,000.00 \$	0.00
Total Fire Expenditures	0.00	27,909.34	539,681.89	523,022.14	16,659.75
Recreation Expenditures					
100-50-5105 Full-Time Employees - Regular	0.00	1,991.34	25,500.00	19,701.44 \$	5,798.56
100-50-5205 Employer FICA Taxes	0.00	151.76	2,000.00	1,613.24 \$	386.76
100-50-5210 Unemployment Insurance	0.00	1.99	275.00	19.31 \$	255.69
100-50-5215 Workers' Compensation Insurance	0.00	0.62	700.00	701.02 \$	(1.02)
100-50-5305 Employer PERS Contributions	0.00	407.02	5,500.00	3,460.77 \$	2,039.23
100-50-5405 Health Insurance	0.00	612.78	7,700.00	5,749.09 \$	1,950.91
100-50-5415 Life Insurance	0.00	2.94	100.00	26.16 \$	73.84
100-50-6145 Tourism	0.00	20.12	650.00	179.89 \$	470.11
100-50-6190 Other Supplies	0.00	0.00	5,000.00	2,871.12 \$	2,128.88
100-50-6305 Building Repairs & Maintenance	0.00	9.03	3,000.00	1,347.86 \$	1,652.14
100-50-6310 Grounds Maintenance	0.00	245.00	40.00	746.63 \$	(706.63)
100-50-6311 Contracted Ground Maintenance	0.00	0.00	15,000.00	12,903.46 \$	2,096.54
100-50-6605 Electricity	0.00	270.01	2,000.00	1,882.60 \$	117.40
100-50-6995 Feasibility Studies / Projects	0.00	0.00	2,000.00	4,688.68 \$	(2,688.68)
100-50-8200 Buildings & Equipment	0.00	0.00	5,000.00	1,708.69 \$	3,291.31
100-50-8300 Improvements Other Than Buildings	0.00	0.00	393,000.00	295,572.92 \$	97,427.08
Total Recreation Expenditures	0.00	3,712.61	467,465.00	353,172.88	114,292.12
Transient Lodging Tax Expenditures					
100-60-6145 Tourism	0.00	0.00	165,000.00	93,811.00 \$	71,189.00
Total Transient Lodging Tax Expenditures	0.00	0.00	165,000.00	93,811.00	71,189.00
Planning Expenditures					
100-70-6215 Engineering Fees	0.00	0.00	2,000.00	0.00 \$	2,000.00
100-70-6220 Legal Fees	0.00	8.25	5,000.00	2,007.30 \$	2,992.70
100-70-6240 Comprehensive Planning	0.00	0.00	5,000.00	721.18 \$	4,278.82
100-70-6290 Other Professional Fees	0.00	0.00	5,000.00	226.30 \$	4,773.70
100-70-6410 Training	0.00	0.00	3,000.00	1,498.00 \$	1,502.00
100-70-6865 Building Inspector/Inspections	0.00	0.00	500.00	442.43 \$	57.57
Total Planning Expenditures	0.00	8.25	20,500.00	4,895.21	15,604.79
General Service Expenditures					
100-90-6205 Accounting & Auditing	0.00	0.00	5,000.00	5,362.50 \$	(362.50)
100-90-6220 Legal Fees	0.00	504.00	30,000.00	13,264.40 \$	16,735.60
100-90-6805 Mayor	0.00	0.00	3,500.00	923.50 \$	2,576.50

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For General Fund (100)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-90-6910 Fee Refunds	0.00	0.00	500.00	0.00	\$ 500.00
100-90-6990 Other Miscellaneous Expenses	0.00	13.80	1,000.00	483.80	\$ 516.20
100-90-9000 Transfers Out	0.00	0.00	129,655.00	128,466.52	\$ 1,188.48
100-90-9800 Contingency	0.00	0.00	36,467.00	0.00	\$ 36,467.00
Total General Service Expenditures	0.00	517.80	206,122.00	148,500.72	57,621.28
Total General Fund Expenditures	\$ 0.00	\$ 58,918.64	\$ 1,741,696.89	\$ 1,414,400.79	\$ 327,296.10
General Fund Excess of Revenues Over Expenditures	\$ 0.00	\$ (33,976.07)	\$ (89,775.00)	\$ 343,696.05	\$ (433,471.05)

City of Bay City 503-377-2288

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Statement of Revenue and Expenditures

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Revised Budget

For Street and Road Fund (200)

For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Non-Departmental Revenues					
200-00-4115 State Highway Tax	\$ 0.00	\$ 10,472.67	\$ 113,000.00	\$ 102,986.82	\$ 10,013.18
200-00-4420 State Grants	0.00	0.00	453,200.00	232,564.69	\$ 220,635.31
200-00-4800 Miscellaneous	0.00	0.00	0.00	8,626.17	\$ 0.00
200-00-4805 Earnings on Investments	0.00	0.00	0.00	3,475.60	\$ 0.00
200-00-4930 Transfers In	0.00	0.00	179,000.00	179,000.00	\$ 0.00
200-00-4990 Beginning Fund Balance	0.00	0.00	63,500.00	104,526.96	\$ (41,026.96)
Total Non-Departmental Revenues	0.00	10,472.67	808,700.00	631,180.24	177,519.76
Total Street and Road Fund Revenues	\$ 0.00	\$ 10,472.67	\$ 808,700.00	\$ 631,180.24	\$ 177,519.76

Expenditures

Non-Departmental Expenditures					
200-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 7,919.23	\$ 82,500.00	\$ 72,787.98	\$ 9,712.02
200-00-5205 Employer FICA Taxes	0.00	603.43	6,500.00	6,328.82	\$ 171.18
200-00-5210 Unemployment Insurance	0.00	7.92	1,000.00	70.21	\$ 929.79
200-00-5215 Workers' Compensation Insurance	0.00	2.47	2,500.00	1,487.86	\$ 1,012.14
200-00-5305 Employer PERS Contributions	0.00	1,475.92	18,000.00	12,340.43	\$ 5,659.57
200-00-5405 Health Insurance	0.00	2,058.40	28,000.00	21,373.75	\$ 6,626.25
200-00-5415 Life Insurance	0.00	9.36	150.00	93.50	\$ 56.50
200-00-6105 Office Supplies & Equipment	0.00	88.97	500.00	834.12	\$ (334.12)
200-00-6125 Shop Supplies & Small Tools	0.00	0.00	1,100.00	912.80	\$ 187.20
200-00-6140 Fuel/Lubes/Etc.	0.00	0.00	2,000.00	582.71	\$ 1,417.29
200-00-6205 Accounting & Auditing	0.00	0.00	1,000.00	500.00	\$ 500.00
200-00-6215 Engineering Fees	0.00	0.00	5,000.00	0.00	\$ 5,000.00
200-00-6220 Legal Fees	0.00	715.00	5,000.00	5,234.50	\$ (234.50)
200-00-6290 Other Professional Fees	0.00	0.00	5,000.00	0.00	\$ 5,000.00
200-00-6305 Building Repairs & Maintenance	0.00	0.00	5,000.00	586.12	\$ 4,413.88
200-00-6315 Street Repairs & Maintenance	0.00	843.82	30,000.00	6,720.76	\$ 23,279.24
200-00-6335 Vehicle Repairs & Maintenance	0.00	0.00	3,000.00	1,872.56	\$ 1,127.44
200-00-6350 Personal Protective Equipment	0.00	0.00	1,500.00	0.00	\$ 1,500.00
200-00-6390 Other Repairs & Maintenance	0.00	0.00	7,500.00	0.00	\$ 7,500.00
200-00-6405 Dues & Subscriptions	0.00	0.00	0.00	100.00	\$ 0.00
200-00-6410 Training	0.00	43.55	2,000.00	933.67	\$ 1,066.33
200-00-6605 Electricity	0.00	717.80	12,000.00	7,105.98	\$ 4,894.02
200-00-6700 Insurance	0.00	0.00	5,000.00	6,000.00	\$ (1,000.00)
200-00-6860 Computers/Software/Services	0.00	200.00	2,000.00	1,632.53	\$ 367.47
200-00-6990 Other Miscellaneous Expenses	0.00	0.00	3,500.00	13.30	\$ 3,486.70
200-00-6995 Feasibility Studies / Projects	0.00	425.00	213,200.00	2,472.50	\$ 210,727.50
200-00-8300 Improvements Other Than Buildings	0.00	0.00	338,000.00	337,999.85	\$ 0.15
200-00-8500 Buildings	0.00	2,875.00	27,750.00	2,875.00	\$ 24,875.00
Total Non-Departmental Expenditures	0.00	17,985.87	808,700.00	490,858.95	317,841.05
Total Street and Road Fund Expenditures	\$ 0.00	\$ 17,985.87	\$ 808,700.00	\$ 490,858.95	\$ 317,841.05

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Street and Road Fund (200)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Street and Road Fund Excess of Revenues Over Expen	\$ 0.00	\$ (7,513.20)	\$ 0.00	\$ 140,321.29	\$ 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 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Housing Rehabilitation Revenues					
201-18-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 500.00	\$ 4,758.71	\$ (4,258.71)
201-18-4825 Loan Payback	0.00	300.00	1,000.00	6,530.00	\$ (5,530.00)
201-18-4990 Beginning Fund Balance	0.00	0.00	140,100.00	143,116.21	\$ (3,016.21)
Total Housing Rehabilitation Revenues	0.00	300.00	141,600.00	154,404.92	(12,804.92)
Total Housing Rehabilitation Fund Revenues	\$ 0.00	\$ 300.00	\$ 141,600.00	\$ 154,404.92	\$ (12,804.92)
Expenditures					
Housing Rehabilitation Expenditures					
201-18-6920 Housing Rehab Loan Disbursements	\$ 0.00	\$ 0.00	\$ 141,600.00	\$ 0.00	\$ 141,600.00
Total Housing Rehabilitation Expenditures	0.00	0.00	141,600.00	0.00	141,600.00
Total Housing Rehabilitation Fund Expenditures	\$ 0.00	\$ 0.00	\$ 141,600.00	\$ 0.00	\$ 141,600.00
Housing Rehabilitation Fund Excess of Revenues Over	\$ 0.00	\$ 300.00	\$ 0.00	\$ 154,404.92	\$ 0.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Kilchis Water Bond Fund (300)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Bond Payment Revenues					
300-11-4010 Property Taxes - Prior Years	\$ 0.00	\$ 0.00	\$ 0.00	\$ 252.02	\$ 0.00
300-11-4990 Beginning Fund Balance	0.00	0.00	0.00	854.51	0.00
Total Bond Payment Revenues	0.00	0.00	0.00	1,106.53	0.00
Total Kilchis Water Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,106.53	\$ 0.00
Kilchis Water Bond Fund Excess of Revenues Over Exp	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,106.53	\$ 0.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Sewer Bond Fund (301)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Bond Payment Revenues					
301-11-4005 Property Taxes - Current	\$ 0.00	\$ 0.00	\$ 19,350.00	\$ 22,239.25	\$ (2,889.25)
301-11-4010 Property Taxes - Prior Years	0.00	0.00	300.00	392.72	\$ (92.72)
301-11-4805 Earnings on Investments	0.00	0.00	200.00	2,018.80	\$ (1,818.80)
301-11-4990 Beginning Fund Balance	0.00	0.00	46,500.00	59,860.03	\$ (13,360.03)
Total Bond Payment Revenues	0.00	0.00	66,350.00	84,510.80	(18,160.80)
Total Sewer Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 66,350.00	\$ 84,510.80	\$ (18,160.80)
Expenditures					
Bond Payment Expenditures					
301-11-7010 Principal Payments - General Obligatio	\$ 0.00	\$ 0.00	\$ 21,000.00	\$ 12,426.95	\$ 8,573.05
301-11-7015 Interest Payments - General Obligation	0.00	0.00	13,050.00	11,499.05	\$ 1,550.95
301-11-9900 Unappropriated Ending Fund Balance	0.00	0.00	32,300.00	0.00	\$ 32,300.00
Total Bond Payment Expenditures	0.00	0.00	66,350.00	23,926.00	42,424.00
Total Sewer Bond Fund Expenditures	\$ 0.00	\$ 0.00	\$ 66,350.00	\$ 23,926.00	\$ 42,424.00
Sewer Bond Fund Excess of Revenues Over Expenditur	\$ 0.00	\$ 0.00	\$ 0.00	\$ 60,584.80	\$ 0.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
 For DEQ Loan Repayment Fund (302)
 For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Loan Reserve Revenues					
302-21-4990 Beginning Fund Balance	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,944.50	\$ 0.00
Total Loan Reserve Revenues	0.00	0.00	0.00	2,944.50	0.00
Loan Revenues					
302-22-4620 Sewer User Charges	0.00	0.00	50,000.00	34,420.50	\$ 15,579.50
302-22-4990 Beginning Fund Balance	0.00	0.00	127,000.00	137,181.00	\$ (10,181.00)
Total Loan Revenues	0.00	0.00	177,000.00	171,601.50	5,398.50
Total DEQ Loan Repayment Fund Revenues	\$ 0.00	\$ 0.00	\$ 177,000.00	\$ 174,546.00	\$ 2,454.00
Expenditures					
Loan Expenditures					
302-22-7040 Principal Payments - Notes Payable	\$ 0.00	\$ 0.00	\$ 45,700.00	\$ 20,522.00	\$ 25,178.00
302-22-7045 Interest Payments - Notes Payable	0.00	0.00	3,350.00	661.00	\$ 2,689.00
302-22-9900 Unappropriated Ending Fund Balance	0.00	0.00	127,950.00	0.00	\$ 127,950.00
Total Loan Expenditures	0.00	0.00	177,000.00	21,183.00	155,817.00
Total DEQ Loan Repayment Fund Expenditures	\$ 0.00	\$ 0.00	\$ 177,000.00	\$ 21,183.00	\$ 155,817.00
DEQ Loan Repayment Fund Excess of Revenues Over E	\$ 0.00	\$ 0.00	\$ 0.00	\$ 153,363.00	\$ 0.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
 Revised Budget
 For Street Reserve Fund (400)
 For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
400-13-4305 Franchise Fees	\$ 0.00	\$ 2,927.14	\$ 6,000.00	\$ 10,588.95	\$ (4,588.95)
400-13-4805 Earnings on Investments	0.00	0.00	0.00	1,753.28	\$ 0.00
400-13-4990 Beginning Fund Balance	0.00	0.00	38,900.00	52,728.92	\$ (13,828.92)
Total Reserve Revenues	0.00	2,927.14	44,900.00	65,071.15	(20,171.15)
Street Trust Revenues					
400-17-4805 Earnings on Investments	0.00	0.00	1,000.00	2,585.35	\$ (1,585.35)
400-17-4990 Beginning Fund Balance	0.00	0.00	74,300.00	77,753.32	\$ (3,453.32)
Total Street Trust Revenues	0.00	0.00	75,300.00	80,338.67	(5,038.67)
Street Maintenance Fee Revenues					
400-24-4320 Street Maintenance Fees	0.00	6,424.83	95,000.00	90,289.48	\$ 4,710.52
400-24-4805 Earnings on Investments	0.00	0.00	0.00	7,082.44	\$ 0.00
400-24-4930 Transfers In	0.00	0.00	50,000.00	50,000.00	\$ 0.00
400-24-4990 Beginning Fund Balance	0.00	0.00	181,320.00	213,000.76	\$ (31,680.76)
Total Street Maintenance Fee Revenues	0.00	6,424.83	326,320.00	360,372.68	(34,052.68)
Total Street Reserve Fund Revenues	\$ 0.00	\$ 9,351.97	\$ 446,520.00	\$ 505,782.50	\$ (59,262.50)
Expenditures					
Reserve Expenditures					
400-13-6315 Street Repairs & Maintenance	\$ 0.00	\$ 0.00	\$ 44,900.00	\$ 0.00	\$ 44,900.00
Total Reserve Expenditures	0.00	0.00	44,900.00	0.00	44,900.00
Street Trust Expenditures					
400-17-9900 Unappropriated Ending Fund Balance	0.00	0.00	75,300.00	0.00	\$ 75,300.00
Total Street Trust Expenditures	0.00	0.00	75,300.00	0.00	75,300.00
Street Maintenance Fee Expenditures					
400-24-6314 Street Overlay	0.00	0.00	85,120.00	0.00	\$ 85,120.00
400-24-9400 Transfer to Capital Projects Funds	0.00	0.00	179,000.00	179,000.00	\$ 0.00
400-24-9800 Contingency	0.00	0.00	62,200.00	0.00	\$ 62,200.00
Total Street Maintenance Fee Expenditures	0.00	0.00	326,320.00	179,000.00	147,320.00
Total Street Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 446,520.00	\$ 179,000.00	\$ 267,520.00
Street Reserve Fund Excess of Revenues Over Expendi	\$ 0.00	\$ 9,351.97	\$ 0.00	\$ 326,782.50	\$ 0.00

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 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
401-13-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,275.75	\$ 0.00
401-13-4930 Transfers In	0.00	0.00	35,000.00	35,000.00	0.00
401-13-4990 Beginning Fund Balance	0.00	0.00	38,200.00	38,367.53	(167.53)
Total Reserve Revenues	0.00	0.00	73,200.00	74,643.28	(1,443.28)
Total Bay City Equipment Reserve Fund Revenues	\$ 0.00	\$ 0.00	\$ 73,200.00	\$ 74,643.28	\$ (1,443.28)
Expenditures					
Reserve Expenditures					
401-13-8400 Machinery & Equipment	\$ 0.00	\$ 0.00	\$ 73,200.00	\$ 0.00	\$ 73,200.00
Total Reserve Expenditures	0.00	0.00	73,200.00	0.00	73,200.00
Total Bay City Equipment Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 73,200.00	\$ 0.00	\$ 73,200.00
Bay City Equipment Reserve Fund Excess of Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 74,643.28	\$ 0.00

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 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
402-13-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,167.38	\$ 0.00
Total Reserve Revenues	0.00	0.00	0.00	3,167.38	0.00
Building Fund Revenues					
402-19-4805 Earnings on Investments	0.00	0.00	0.00	213.43	0.00
402-19-4890 Fire Department Relocation	0.00	3,782.33	0.00	15,199.54	0.00
Total Building Fund Revenues	0.00	3,782.33	0.00	15,412.97	0.00
Total Fire Apparatus Reserve & Building Reserve Fun	\$ 0.00	\$ 3,782.33	\$ 0.00	\$ 18,580.35	\$ 0.00
Fire Apparatus Reserve & Building Reserve Fund Exces	\$ 0.00	\$ 3,782.33	\$ 0.00	\$ 18,580.35	\$ 0.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Park & Recreation Reserve Fund (404)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
404-13-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 0.00	\$ 274.44	\$ 0.00
404-13-4990 Beginning Fund Balance	0.00	0.00	8,100.00	8,254.04	(154.04)
Total Reserve Revenues	0.00	0.00	8,100.00	8,528.48	(428.48)
Total Park & Recreation Reserve Fund Revenues	\$ 0.00	\$ 0.00	\$ 8,100.00	\$ 8,528.48	\$ (428.48)
Expenditures					
Reserve Expenditures					
404-13-8300 Improvements Other Than Buildings	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	\$ 4,000.00
404-13-8310 Buildings / Structures	0.00	0.00	4,100.00	0.00	4,100.00
Total Reserve Expenditures	0.00	0.00	8,100.00	0.00	8,100.00
Total Park & Recreation Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 8,100.00	\$ 0.00	\$ 8,100.00
Park & Recreation Reserve Fund Excess of Revenues O	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,528.48	\$ 0.00

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 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
405-13-4115 State Highway Tax	\$ 0.00	\$ 105.78	\$ 1,000.00	\$ 1,040.27	\$ (40.27)
405-13-4805 Earnings on Investments	0.00	0.00	0.00	385.89	0.00
405-13-4990 Beginning Fund Balance	0.00	0.00	11,150.00	11,605.47	(455.47)
Total Reserve Revenues	0.00	105.78	12,150.00	13,031.63	(881.63)
Total Footpaths and Bicycle Trails Reserve Revenues	\$ 0.00	\$ 105.78	\$ 12,150.00	\$ 13,031.63	\$ (881.63)
Expenditures					
Reserve Expenditures					
405-13-8300 Improvements Other Than Buildings	\$ 0.00	\$ 0.00	\$ 12,150.00	\$ 0.00	\$ 12,150.00
Total Reserve Expenditures	0.00	0.00	12,150.00	0.00	12,150.00
Total Footpaths and Bicycle Trails Reserve Expenditu	\$ 0.00	\$ 0.00	\$ 12,150.00	\$ 0.00	\$ 12,150.00
Footpaths and Bicycle Trails Reserve Excess of Revenu	\$ 0.00	\$ 105.78	\$ 0.00	\$ 13,031.63	\$ 0.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Fire Department Op/Maint/Relocate Reserve (406)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
406-13-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,688.97	\$ 0.00
406-13-4890 Other Revenue	0.00	0.00	25,000.00	16,738.78	8,261.22
406-13-4930 Transfers In	0.00	0.00	25,000.00	25,000.00	0.00
406-13-4990 Beginning Fund Balance	0.00	0.00	210,157.00	199,198.30	10,958.70
Total Reserve Revenues	0.00	0.00	260,157.00	244,626.05	15,530.95
Total Fire Department Op/Maint/Relocate Reserve Rev	\$ 0.00	\$ 0.00	\$ 260,157.00	\$ 244,626.05	\$ 15,530.95
Expenditures					
Reserve Expenditures					
406-13-7050 Capital Lease Payments	\$ 0.00	\$ 0.00	\$ 29,300.00	\$ 29,355.12	\$ (55.12)
406-13-8500 Buildings	0.00	0.00	40,000.00	20,100.00	19,900.00
406-13-9000 Transfers Out	0.00	0.00	50,000.00	50,000.00	0.00
406-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	140,857.00	0.00	140,857.00
Total Reserve Expenditures	0.00	0.00	260,157.00	99,455.12	160,701.88
Total Fire Department Op/Maint/Relocate Reserve Exp	\$ 0.00	\$ 0.00	\$ 260,157.00	\$ 99,455.12	\$ 160,701.88
Fire Department Op/Maint/Relocate Reserve Excess of	\$ 0.00	\$ 0.00	\$ 0.00	\$ 145,170.93	\$ 0.00

City of Bay City 503-377-2288

Statement of Revenue and Expenditures

Revised Budget

For Bay City Water Fund (600)

For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues						
Non-Departmental Revenues						
600-00-4610	Water User Charges	\$ 0.00	\$ 27,456.96	\$ 405,000.00	\$ 334,346.87	\$ 70,653.13
600-00-4615	Water Deposits	0.00	108.55	1,000.00	108.55	\$ 891.45
600-00-4800	Miscellaneous	0.00	0.00	0.00	225.56	\$ 0.00
600-00-4805	Earnings on Investments	0.00	0.00	500.00	6,960.29	\$ (6,460.29)
600-00-4815	Sale of Pipe/Supplies	0.00	11,451.93	7,500.00	14,958.13	\$ (7,458.13)
600-00-4990	Beginning Fund Balance	0.00	0.00	170,000.00	209,327.47	\$ (39,327.47)
Total Non-Departmental Revenues		0.00	39,017.44	584,000.00	565,926.87	18,073.13
Reserve Revenues						
600-13-4710	SDC - Improvement Fees	0.00	6,077.65	80,000.00	48,039.99	\$ 31,960.01
600-13-4720	SDC - Reimbursement Fees	0.00	6,513.56	20,000.00	28,999.57	\$ (8,999.57)
600-13-4805	Earnings on Investments	0.00	0.00	2,000.00	11,776.71	\$ (9,776.71)
600-13-4990	Beginning Fund Balance	0.00	0.00	341,100.00	354,178.54	\$ (13,078.54)
Total Reserve Revenues		0.00	12,591.21	443,100.00	442,994.81	105.19
Total Bay City Water Fund Revenues		\$ 0.00	\$ 51,608.65	\$ 1,027,100.00	\$ 1,008,921.68	\$ 18,178.32

Expenditures

Non-Departmental Expenditures

600-00-5105	Full-Time Employees - Regular	\$ 0.00	\$ 17,721.86	\$ 191,000.00	\$ 155,826.51	\$ 35,173.49
600-00-5205	Employer FICA Taxes	0.00	1,350.24	15,500.00	12,711.65	\$ 2,788.35
600-00-5210	Unemployment Insurance	0.00	17.62	2,100.00	152.30	\$ 1,947.70
600-00-5215	Workers' Compensation Insurance	0.00	5.93	3,500.00	2,294.78	\$ 1,205.22
600-00-5305	Employer PERS Contributions	0.00	3,159.73	40,000.00	27,990.60	\$ 12,009.40
600-00-5405	Health Insurance	0.00	4,793.34	61,500.00	47,969.34	\$ 13,530.66
600-00-5415	Life Insurance	0.00	16.91	220.00	177.59	\$ 42.41
600-00-6105	Office Supplies & Equipment	0.00	97.93	1,500.00	2,447.34	\$ (947.34)
600-00-6125	Shop Supplies & Small Tools	0.00	20.40	3,000.00	1,544.98	\$ 1,455.02
600-00-6130	Customer Meters & Supplies	0.00	4,436.24	2,500.00	25,631.82	\$ (23,131.82)
600-00-6135	Chemical/Lab Supplies	0.00	0.00	500.00	15.07	\$ 484.93
600-00-6140	Fuel/Lubes/Etc.	0.00	0.00	7,000.00	6,204.16	\$ 795.84
600-00-6190	Other Supplies	0.00	0.00	250.00	15.98	\$ 234.02
600-00-6205	Accounting & Auditing	0.00	0.00	2,500.00	2,166.67	\$ 333.33
600-00-6215	Engineering Fees	0.00	0.00	5,000.00	1,260.00	\$ 3,740.00
600-00-6220	Legal Fees	0.00	0.00	2,500.00	562.58	\$ 1,937.42
600-00-6225	Laboratory Fees	0.00	0.00	1,500.00	0.00	\$ 1,500.00
600-00-6290	Other Professional Fees	0.00	0.00	5,000.00	0.00	\$ 5,000.00
600-00-6305	Building Repairs & Maintenance	0.00	2,875.00	5,000.00	5,296.03	\$ (296.03)
600-00-6311	Contracted Ground Maintenance	0.00	0.00	2,500.00	2,899.15	\$ (399.15)
600-00-6325	Utility System Repairs	0.00	0.00	10,000.00	4,397.05	\$ 5,602.95
600-00-6335	Vehicle Repairs & Maintenance	0.00	123.50	7,500.00	5,496.06	\$ 2,003.94
600-00-6345	Operational Equipment & Repairs	0.00	661.38	10,000.00	15,094.35	\$ (5,094.35)
600-00-6350	Personal Protective Equipment	0.00	0.00	2,000.00	250.98	\$ 1,749.02
600-00-6410	Training	0.00	113.17	3,000.00	1,112.35	\$ 1,887.65
600-00-6605	Electricity	0.00	366.63	4,000.00	3,155.86	\$ 844.14

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Bay City Water Fund (600)
For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
600-00-6620 Telecommunications	0.00	115.76	3,000.00	1,164.08	\$ 1,835.92
600-00-6700 Insurance	0.00	0.00	12,000.00	13,000.00	\$ (1,000.00)
600-00-6830 Janitorial Services	0.00	83.33	1,200.00	905.48	\$ 294.52
600-00-6860 Computers/Software/Services	0.00	1,510.99	10,000.00	7,184.15	\$ 2,815.85
600-00-6905 Deposit Refunds	0.00	0.00	2,500.00	629.31	\$ 1,870.69
600-00-6910 Fee Refunds	0.00	110.42	200.00	223.36	\$ (23.36)
600-00-6990 Other Miscellaneous Expenses	0.00	0.00	5,851.00	391.20	\$ 5,459.80
600-00-9400 Transfer to Capital Projects Funds	0.00	0.00	5,000.00	5,000.00	\$ 0.00
600-00-9500 Transfer to Enterprise Funds	0.00	0.00	155,179.00	155,179.00	\$ 0.00
Total Non-Departmental Expenditures	0.00	37,580.38	584,000.00	508,349.78	75,650.22
Reserve Expenditures					
600-13-6910 Fee Refunds	0.00	0.00	100,000.00	0.00	\$ 100,000.00
600-13-9500 Transfer to Enterprise Funds	0.00	0.00	25,920.00	25,920.00	\$ 0.00
600-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	317,180.00	0.00	\$ 317,180.00
Total Reserve Expenditures	0.00	0.00	443,100.00	25,920.00	417,180.00
Total Bay City Water Fund Expenditures	\$ 0.00	\$ 37,580.38	\$ 1,027,100.00	\$ 534,269.78	\$ 492,830.22
Bay City Water Fund Excess of Revenues Over Expenditures	\$ 0.00	\$ 14,028.27	\$ 0.00	\$ 474,651.90	\$ 0.00

City of Bay City 503-377-2288

Statement of Revenue and Expenditures

Revised Budget

For Kilchis Water Fund (601)

For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Non-Departmental Revenues					
601-00-4420 State Grants	\$ 0.00	\$ 0.00	\$ 225,000.00	\$ 0.00	\$ 225,000.00
601-00-4610 Water User Charges	0.00	26,989.25	323,871.00	245,876.67	\$ 77,994.33
601-00-4805 Earnings on Investments	0.00	0.00	2,000.00	28,049.35	\$ (26,049.35)
601-00-4930 Transfers In	0.00	0.00	155,179.00	155,179.00	\$ 0.00
601-00-4990 Beginning Fund Balance	0.00	0.00	328,000.00	843,569.92	\$ (515,569.92)
Total Non-Departmental Revenues	0.00	26,989.25	1,034,050.00	1,272,674.94	(238,624.94)
Reserve Revenues					
601-13-4440 Other Grants / Loans	0.00	0.00	20,000.00	0.00	\$ 20,000.00
601-13-4800 Miscellaneous	0.00	4,507.00	80,000.00	67,650.00	\$ 12,350.00
601-13-4805 Earnings on Investments	0.00	0.00	2,500.00	21,456.56	\$ (18,956.56)
601-13-4990 Beginning Fund Balance	0.00	0.00	638,500.00	654,295.51	\$ (15,795.51)
Total Reserve Revenues	0.00	4,507.00	741,000.00	743,402.07	(2,402.07)
Total Kilchis Water Fund Revenues	\$ 0.00	\$ 31,496.25	\$ 1,775,050.00	\$ 2,016,077.01	\$ (241,027.01)

Expenditures

Non-Departmental Expenditures

601-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 8,004.80	\$ 106,000.00	\$ 78,532.44	\$ 27,467.56
601-00-5205 Employer FICA Taxes	0.00	609.93	8,200.00	6,990.03	\$ 1,209.97
601-00-5210 Unemployment Insurance	0.00	7.94	1,200.00	74.75	\$ 1,125.25
601-00-5215 Workers' Compensation Insurance	0.00	2.31	3,000.00	1,329.26	\$ 1,670.74
601-00-5305 Employer PERS Contributions	0.00	1,560.19	23,000.00	13,885.22	\$ 9,114.78
601-00-5405 Health Insurance	0.00	1,867.69	31,500.00	19,440.63	\$ 12,059.37
601-00-5415 Life Insurance	0.00	9.74	150.00	84.65	\$ 65.35
601-00-6105 Office Supplies & Equipment	0.00	8.96	2,000.00	1,687.41	\$ 312.59
601-00-6125 Shop Supplies & Small Tools	0.00	79.81	4,000.00	1,431.40	\$ 2,568.60
601-00-6135 Chemical/Lab Supplies	0.00	1,328.49	23,000.00	17,281.05	\$ 5,718.95
601-00-6140 Fuel/Lubes/Etc.	0.00	0.00	7,000.00	3,685.33	\$ 3,314.67
601-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	2,166.67	\$ 333.33
601-00-6215 Engineering Fees	0.00	0.00	50,000.00	0.00	\$ 50,000.00
601-00-6220 Legal Fees	0.00	1,551.00	5,000.00	1,739.33	\$ 3,260.67
601-00-6225 Laboratory Fees	0.00	0.00	1,500.00	1,640.00	\$ (140.00)
601-00-6290 Other Professional Fees	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-6305 Building Repairs & Maintenance	0.00	0.00	30,000.00	3,644.63	\$ 26,355.37
601-00-6325 Utility System Repairs	0.00	0.00	40,000.00	1,394.15	\$ 38,605.85
601-00-6335 Vehicle Repairs & Maintenance	0.00	123.50	7,000.00	5,496.05	\$ 1,503.95
601-00-6345 Operational Equipment & Repairs	0.00	1,795.50	40,000.00	21,383.83	\$ 18,616.17
601-00-6350 Personal Protective Equipment	0.00	0.00	5,000.00	250.98	\$ 4,749.02
601-00-6410 Training	0.00	105.19	5,000.00	1,112.35	\$ 3,887.65
601-00-6605 Electricity	0.00	1,779.12	30,000.00	17,675.04	\$ 12,324.96
601-00-6620 Telecommunications	0.00	115.76	3,000.00	1,164.08	\$ 1,835.92
601-00-6700 Insurance	0.00	0.00	15,000.00	16,000.00	\$ (1,000.00)
601-00-6830 Janitorial Services	0.00	83.33	2,000.00	905.48	\$ 1,094.52
601-00-6860 Computers/Software/Services	0.00	310.99	19,000.00	8,954.96	\$ 10,045.04

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
 Revised Budget
 For Kilchis Water Fund (601)
 For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
601-00-6990 Other Miscellaneous Expenses	0.00	0.00	10,000.00	939.91	\$ 9,060.09
601-00-8200 Buildings & Structures	0.00	1,300.00	5,000.00	1,571.04	\$ 3,428.96
601-00-8400 Machinery & Equipment	0.00	0.00	375,000.00	17,019.25	\$ 357,980.75
601-00-8500 Buildings	0.00	2,875.00	5,000.00	2,875.00	\$ 2,125.00
601-00-8700 Office Equipment	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-8800 Utility System	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-9000 Transfers Out	0.00	0.00	15,000.00	15,000.00	\$ 0.00
601-00-9800 Contingency	0.00	0.00	50,000.00	0.00	\$ 50,000.00
601-00-9900 Unappropriated Ending Fund Balance	0.00	0.00	95,000.00	0.00	\$ 95,000.00
Total Non-Departmental Expenditures	0.00	23,519.25	1,034,050.00	265,354.92	768,695.08
Reserve Expenditures					
601-13-8000 Capital Outlay	0.00	0.00	25,000.00	0.00	\$ 25,000.00
601-13-8200 Equipment	0.00	0.00	300,000.00	299,955.02	\$ 44.98
601-13-8400 Machinery & Equipment	0.00	0.00	100,000.00	38,467.46	\$ 61,532.54
601-13-8800 Utility System	0.00	0.00	100,000.00	0.00	\$ 100,000.00
601-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	216,000.00	0.00	\$ 216,000.00
Total Reserve Expenditures	0.00	0.00	741,000.00	338,422.48	402,577.52
Total Kilchis Water Fund Expenditures	\$ 0.00	\$ 23,519.25	\$ 1,775,050.00	\$ 603,777.40	\$ 1,171,272.60
Kilchis Water Fund Excess of Revenues Over Expendit	\$ 0.00	\$ 7,977.00	\$ 0.00	\$ 1,412,299.61	\$ 0.00

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 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Non-Departmental Revenues					
602-00-4420 State Grants	\$ 0.00	\$ 0.00	\$ 275,000.00	\$ 385,874.00	\$ (110,874.00)
602-00-4421 Loans/ Special Projects	0.00	0.00	120,000.00	0.00	\$ 120,000.00
602-00-4620 Sewer User Charges	0.00	32,881.29	400,000.00	381,598.63	\$ 18,401.37
602-00-4625 Sewer Deposits	0.00	0.00	2,000.00	0.00	\$ 2,000.00
602-00-4800 Miscellaneous	0.00	230.00	1,500.00	610.00	\$ 890.00
602-00-4805 Earnings on Investments	0.00	0.00	5,000.00	14,120.54	\$ (9,120.54)
602-00-4930 Transfers In	0.00	0.00	594,200.00	594,200.00	\$ 0.00
602-00-4990 Beginning Fund Balance	0.00	0.00	330,000.00	424,668.24	\$ (94,668.24)
Total Non-Departmental Revenues	0.00	33,111.29	1,727,700.00	1,801,071.41	(73,371.41)
Reserve Revenues					
602-14-4710 SDC - Improvement Fees	0.00	16,224.36	75,000.00	64,183.17	\$ 10,816.83
602-14-4720 SDC - Reimbursement Fees	0.00	1,643.88	5,000.00	6,503.15	\$ (1,503.15)
602-14-4805 Earnings on Investments	0.00	0.00	0.00	40,853.77	\$ 0.00
602-14-4930 Transfers In	0.00	0.00	10,000.00	10,000.00	\$ 0.00
602-14-4990 Beginning Fund Balance	0.00	0.00	1,200,800.00	1,228,657.76	\$ (27,857.76)
Total Reserve Revenues	0.00	17,868.24	1,290,800.00	1,350,197.85	(59,397.85)
Reserve Revenues					
602-15-4805 Earnings on Investments	0.00	0.00	0.00	4,238.82	\$ 0.00
602-15-4930 Transfers In	0.00	0.00	10,000.00	10,000.00	\$ 0.00
602-15-4990 Beginning Fund Balance	0.00	0.00	125,800.00	127,481.19	\$ (1,681.19)
Total Reserve Revenues	0.00	0.00	135,800.00	141,720.01	(5,920.01)
Reserve Revenues					
602-16-4805 Earnings on Investments	0.00	0.00	0.00	2,974.78	\$ 0.00
602-16-4930 Transfers In	0.00	0.00	5,000.00	5,000.00	\$ 0.00
602-16-4990 Beginning Fund Balance	0.00	0.00	88,200.00	89,463.60	\$ (1,263.60)
Total Reserve Revenues	0.00	0.00	93,200.00	97,438.38	(4,238.38)
Total Bay City Sewer Fund Revenues	\$ 0.00	\$ 50,979.53	\$ 3,247,500.00	\$ 3,390,427.65	\$ (142,927.65)

Expenditures

Non-Departmental Expenditures

602-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 23,937.05	\$ 280,000.00	\$ 213,359.76	\$ 66,640.24
602-00-5205 Employer FICA Taxes	0.00	1,823.85	21,500.00	17,430.65	\$ 4,069.35
602-00-5210 Unemployment Insurance	0.00	23.88	3,000.00	209.17	\$ 2,790.83
602-00-5215 Workers' Compensation Insurance	0.00	7.02	3,500.00	1,565.65	\$ 1,934.35
602-00-5305 Employer PERS Contributions	0.00	4,404.73	58,500.00	40,426.93	\$ 18,073.07
602-00-5405 Health Insurance	0.00	5,756.61	93,000.00	58,150.66	\$ 34,849.34
602-00-5415 Life Insurance	0.00	21.57	300.00	220.79	\$ 79.21
602-00-6105 Office Supplies & Equipment	0.00	197.87	4,000.00	3,737.97	\$ 262.03
602-00-6125 Shop Supplies & Small Tools	0.00	151.79	4,000.00	2,784.28	\$ 1,215.72
602-00-6135 Chemical/Lab Supplies	0.00	4.15	18,000.00	6,519.09	\$ 11,480.91
602-00-6140 Fuel/Lubes/Etc.	0.00	0.00	8,000.00	3,913.98	\$ 4,086.02

City of Bay City 503-377-2288

Statement of Revenue and Expenditures

Revised Budget

For Bay City Sewer Fund (602)

For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
602-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	2,166.66 \$	333.34
602-00-6215 Engineering Fees	0.00	0.00	10,000.00	0.00 \$	10,000.00
602-00-6220 Legal Fees	0.00	0.00	4,000.00	129.59 \$	3,870.41
602-00-6225 Laboratory Fees	0.00	0.00	1,000.00	245.00 \$	755.00
602-00-6290 Other Professional Fees	0.00	0.00	2,500.00	731.25 \$	1,768.75
602-00-6305 Building Repairs & Maintenance	0.00	0.00	12,000.00	2,799.16 \$	9,200.84
602-00-6325 Utility System Repairs	0.00	0.00	50,000.00	53,040.97 \$	(3,040.97)
602-00-6335 Vehicle Repairs & Maintenance	0.00	130.43	30,000.00	5,563.33 \$	24,436.67
602-00-6345 Operational Equipment & Repairs	0.00	4,726.00	50,000.00	59,057.68 \$	(9,057.68)
602-00-6350 Personal Protective Equipment	0.00	0.00	3,000.00	250.97 \$	2,749.03
602-00-6410 Training	0.00	105.19	5,000.00	1,192.80 \$	3,807.20
602-00-6605 Electricity	0.00	2,158.25	32,000.00	19,038.82 \$	12,961.18
602-00-6620 Telecommunications	0.00	115.66	30,000.00	1,163.99 \$	28,836.01
602-00-6700 Insurance	0.00	0.00	2,000.00	3,000.00 \$	(1,000.00)
602-00-6830 Janitorial Services	0.00	83.34	1,300.00	905.49 \$	394.51
602-00-6855 Permit Fees	0.00	0.00	5,000.00	3,809.09 \$	1,190.91
602-00-6860 Computers/Software/Services	0.00	1,511.02	30,000.00	9,171.36 \$	20,828.64
602-00-6905 Deposit Refunds	0.00	0.00	1,500.00	999.56 \$	500.44
602-00-6910 Fee Refunds	0.00	325.49	100.00	406.34 \$	(306.34)
602-00-6990 Other Miscellaneous Expenses	0.00	0.00	5,000.00	70.55 \$	4,929.45
602-00-8300 Improvements Other Than Buildings	0.00	0.00	0.00	179.99 \$	0.00
602-00-8400 Machinery & Equipment	0.00	0.00	842,000.00	843,233.57 \$	(1,233.57)
602-00-8500 Buildings	0.00	2,875.00	5,000.00	2,875.00 \$	2,125.00
602-00-8800 Utility System	0.00	0.00	20,000.00	0.00 \$	20,000.00
602-00-9000 Transfers Out	0.00	0.00	30,000.00	30,000.00 \$	0.00
602-00-9400 Transfer to Capital Projects Funds	0.00	0.00	10,000.00	10,000.00 \$	0.00
602-00-9800 Contingency	0.00	0.00	50,000.00	0.00 \$	50,000.00
Total Non-Departmental Expenditures	0.00	48,358.90	1,727,700.00	1,398,350.10	329,349.90
Reserve Expenditures					
602-14-8800 Utility System	0.00	4,297.50	638,000.00	4,945.00 \$	633,055.00
602-14-9000 Transfers Out	0.00	0.00	594,200.00	594,200.00 \$	0.00
602-14-9900 Unappropriated Ending Fund Balance	0.00	0.00	58,600.00	0.00 \$	58,600.00
Total Reserve Expenditures	0.00	4,297.50	1,290,800.00	599,145.00	691,655.00
Reserve Expenditures					
602-15-6590 Other Equipment	0.00	0.00	50,000.00	20,987.75 \$	29,012.25
602-15-8800 Utility System	0.00	0.00	55,000.00	0.00 \$	55,000.00
602-15-9900 Unappropriated Ending Fund Balance	0.00	0.00	30,800.00	0.00 \$	30,800.00
Total Reserve Expenditures	0.00	0.00	135,800.00	20,987.75	114,812.25
Reserve Expenditures					
602-16-9900 Unappropriated Ending Fund Balance	0.00	0.00	93,200.00	0.00 \$	93,200.00
Total Reserve Expenditures	0.00	0.00	93,200.00	0.00	93,200.00
Total Bay City Sewer Fund Expenditures	\$ 0.00	\$ 52,656.40	\$ 3,247,500.00	\$ 2,018,482.85	\$ 1,229,017.15
Bay City Sewer Fund Excess of Revenues Over Expenditures	0.00	\$ (1,676.87)	0.00	\$ 1,371,944.80	0.00

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

For the Fiscal Period 2024-10 Ending April 30, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 0.00	\$ 183,039.75	\$ 9,695,348.89	\$ 10,084,463.96	\$ (389,115.07)
Total Expenditures	\$ 0.00	\$ 190,660.54	\$ 9,785,123.89	\$ 5,385,353.89	\$ 4,399,770.00
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (7,620.79)	\$ (89,775.00)	\$ 4,699,110.07	\$ (4,788,885.07)



THE PEARL OF TILLAMOOK BAY

City of Bay City

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

May 2, 2024

Bills to pay total for April 2024 = \$132,048.49

Summary of Bills to pay >\$5,000

US Department of Treasury	\$ 9,734.57
CIS – Insurance	\$ 11,620.12
Oregon Pers	\$ 10,590.36
Chris Wilks Construction	\$ 11,500.00
US Department of Treasury	\$ 12,381.48
CIS – Insurance	\$ 11,619.94
Oregon Pers	\$ 10,424.61

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
14622	562	Northstar Chemical	3	277714	Yes	2024 10		4/1/2024	4/5/2024		\$1,328.49
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	601-00-6135	Chemical/Lab Supplies		1,328.49	0.00	0			
		Desc: Chemical/Lab Supplies									
14623	37	Tillamook Farmers' Coope	3	476829	Yes	2024 10		4/1/2024	4/15/2024		\$6.09
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	601-00-6125	Shop Supplies & Small Tools		6.09	0.00	0			
		Desc: Shop Supplies & Small Tools									
14624	37	Tillamook Farmers' Coope	3	477495	Yes	2024 10		4/1/2024	4/15/2024		\$12.94
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	600-00-6105	Office Supplies & Equipment		4.31	0.00	0			
		Desc: Office Supplies & Equipment									
		2	601-00-6105	Office Supplies & Equipment		4.31	0.00	0			
		Desc: Office Supplies & Equipment									
		3	602-00-6105	Office Supplies & Equipment		4.32	0.00	0			
		Desc: Office Supplies & Equipment									
14625	37	Tillamook Farmers' Coope	3	477201	Yes	2024 10		4/1/2024	4/15/2024		\$131.38
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		131.38	0.00	0			
		Desc: Shop Supplies & Small Tools									
14626	37	Tillamook Farmers' Coope	3	478028	Yes	2024 10		4/1/2024	4/15/2024		\$53.32
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	601-00-6125	Shop Supplies & Small Tools		53.32	0.00	0			
		Desc: Shop Supplies & Small Tools									
14627	114	Rosenberg Builders Suppl	3	2403-69124	Yes	2024 10		4/1/2024	4/10/2024		\$68.89
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	200-00-6315	Street Repairs & Maintenanc		68.89	0.00	0			
		Desc: Street Repairs & Maintenance									
14628	114	Rosenberg Builders Suppl	3	2403-693521	Yes	2024 10		4/1/2024	4/10/2024		\$9.03
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-50-6305	Building Repairs & Maintenan		9.03	0.00	0			
		Desc: Building Repairs & Maintenance									
14629	855	AKS Engineering & Forest	3	8605-08-02	Yes	2024 10		4/1/2024	4/15/2024		\$4,297.50
		Desc: North pump station - Hobsonville									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-14-8800	Utility System		4,297.50	0.00	0			
		Desc: Utility System									
14630	855	AKS Engineering & Forest	3	8605-03-12	Yes	2024 10		4/1/2024	4/10/2024		\$425.00
		Desc: Patterson creek									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	200-00-6995	Feasibility Studies / Projects		425.00	0.00	14	1	EXP	
		Desc: Feasibility Studies / Projects									
		2	200-00-6995	Feasibility Studies / Projects		0.00	0.00	13	1	EXP	
		Desc: Feasibility Studies / Projects									
14631	44	Davison Auto Parts	3	939-643171	Yes	2024 10		4/1/2024	4/5/2024		\$3.81
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 602-00-6335		Vehicle Repairs & Maintenan			3.81		0.00	0	
		Desc: Vehicle Repairs & Maintenance									
14632	44	Davison Auto Parts	3	939-639911	Yes	2024 10		4/1/2024	4/10/2024		\$219.58
		Desc: Supplies									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	600-00-6335	Vehicle Repairs & Maintenan			73.19	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		2	601-00-6335	Vehicle Repairs & Maintenan			73.19	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		3	602-00-6335	Vehicle Repairs & Maintenan			73.20	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
14633	44	Davison Auto Parts	3	939-639308	Yes	2024 10		4/1/2024	4/15/2024		\$92.64
		Desc: Supplies									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	600-00-6335	Vehicle Repairs & Maintenan			30.88	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		2	601-00-6335	Vehicle Repairs & Maintenan			30.88	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		3	602-00-6335	Vehicle Repairs & Maintenan			30.88	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
14634	44	Davison Auto Parts	3	939-639290	Yes	2024 10		4/1/2024	4/10/2024		\$58.28
		Desc: Supplies									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	600-00-6335	Vehicle Repairs & Maintenan			19.43	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		2	601-00-6335	Vehicle Repairs & Maintenan			19.43	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
		3	602-00-6335	Vehicle Repairs & Maintenan			19.42	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
14635	44	Davison Auto Parts	3	939-638307	Yes	2024 10		4/1/2024	4/10/2024		\$3.12
		Desc: Supplies									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	602-00-6335	Vehicle Repairs & Maintenan			3.12	0.00	0		
		Desc: Vehicle Repairs & Maintenance									
14636	369	Ferguson Waterworks	3	1253351	Yes	2024 10		4/1/2024	4/10/2024		\$1,823.32
		Desc: Supplies									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	600-00-6345	Operational Equipment & Re			397.88	0.00	0		
		Desc: Operational Equipment & Repairs									
		2	600-00-6130	Customer Meters & Supplies			1,425.44	0.00	0		
		Desc: Customer Meters & Supplies									
14637	369	Ferguson Waterworks	3	SC61949	Yes	2024 10		4/1/2024	4/10/2024		\$2.16
		Desc: Supplies									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-10-6990	Other Miscellaneous Expens			2.16	0.00	0		
		Desc: Other Miscellaneous Expenses									
14638	122	Sheldon Oil	3	127715	Yes	2024 10		4/1/2024	4/15/2024		\$84.77
		Desc: Fuel									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-30-6140	Fuel/Lubes/Etc.			84.77	0.00	0		
		Desc: Fuel/Lubes/Etc.									
14639	154	Quill	3	37898447	Yes	2024 10		4/1/2024	4/10/2024		\$142.05
		Desc: Supplies									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 100-10-6105		Office Supplies & Equipment			142.05		0.00	0	
		Desc: Office Supplies & Equipment									
14640	154	Quill	3	37898292	Yes	2024 10		4/1/2024	4/10/2024		\$7.59
		Desc: Supplies									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6105		Office Supplies & Equipment			7.59	0.00	0		
		Desc: Office Supplies & Equipment									
14641	315	Tillamook Complete Janito	3	2074	Yes	2024 10		4/1/2024	4/10/2024		\$750.00
		Desc: Cleaning									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6830		Janitorial Services			500.00	0.00	0		
		Desc: Janitorial Services									1099
		2 600-00-6830		Janitorial Services			83.33	0.00	0		
		Desc: Janitorial Services									1099
		3 601-00-6830		Janitorial Services			83.33	0.00	0		
		Desc: Janitorial Services									1099
		4 602-00-6830		Janitorial Services			83.34	0.00	0		
		Desc: Janitorial Services									1099
14642	45	National Band & Tag Co.	3	260225	Yes	2024 10		4/1/2024	4/10/2024		\$94.29
		Desc: Dog tags									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6850		Dog Licenses/Catching			94.29	0.00	0		
		Desc: Dog Licenses/Catching									
14643	180	CenturyLink	3	314199659-4/1	Yes	2024 10		4/1/2024	4/10/2024		\$251.13
		Desc: Phone bill									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-30-6620		Telecommunications			100.45	0.00	0		
		Desc: Telecommunications									
		2 100-10-6620		Telecommunications			150.68	0.00	0		
		Desc: Telecommunications									
14644	97	Country Media	3	686514	Yes	2024 10		4/1/2024	4/10/2024		\$117.80
		Desc: Advertising									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6825		Advertising/Publishing			117.80	0.00	0		
		Desc: Advertising/Publishing									
14645	27	Tillamook People's Utility	3	20890-4/24	Yes	2024 10		4/2/2024	4/10/2024		\$1,894.61
		Desc: Power									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 602-00-6605		Electricity			1,894.61	0.00	0		
		Desc: Electricity									
14646	27	Tillamook People's Utility	3	21211-4/24	Yes	2024 10		4/2/2024	4/10/2024		\$41.45
		Desc: Power									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-50-6605		Electricity			41.45	0.00	0		
		Desc: Electricity									
14647	27	Tillamook People's Utility	3	21215-4/24	Yes	2024 10		4/2/2024	4/10/2024		\$647.00
		Desc: Power									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 200-00-6605		Electricity			647.00	0.00	0		
		Desc: Electricity									
14648	27	Tillamook People's Utility	3	21221-4/24	Yes	2024 10		4/2/2024	4/10/2024		\$505.00
		Desc: Power									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
14658	27	Tillamook People's Utility	3	96528-4/24	Yes	2024 10		4/2/2024	4/10/2024		\$43.28
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6605	Electricity		43.28		0.00	0		
		Desc: Electricity									
14659	27	Tillamook People's Utility	3	97001-4/24	Yes	2024 10		4/2/2024	4/10/2024		\$43.61
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6605	Electricity		43.61		0.00	0		
		Desc: Electricity									
14660	27	Tillamook People's Utility	3	116884-4/24	Yes	2024 10		4/2/2024	4/10/2024		\$57.26
		Desc: Power									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6605	Electricity		57.26		0.00	0		
		Desc: Electricity									
14661	184	Coast Printing & Stationer	3	2353	Yes	2024 10		4/8/2024	4/8/2024		\$7.00
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6105	Office Supplies & Equipment		7.00		0.00	0		
		Desc: Office Supplies & Equipment									
14663	831	Local Government Law Gr	3	69212 / 69213	Yes	2024 10		4/9/2024	4/9/2024		\$2,770.00
		Desc: Legal fees									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-90-6220	Legal Fees		504.00		0.00	0		
		Desc: Legal Fees									
		2	601-00-6220	Legal Fees		1,551.00		0.00	0		
		Desc: Legal Fees									
		3	200-00-6220	Legal Fees		715.00		0.00	0		
		Desc: Legal Fees									
14664	369	Ferguson Waterworks	3	1253107	Yes	2024 10		4/9/2024	4/10/2024		\$1,795.50
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	601-00-6345	Operational Equipment & Re		1,795.50		0.00	0		
		Desc: Operational Equipment & Repairs									
14665	369	Ferguson Waterworks	3	1253341	Yes	2024 10		4/9/2024	4/10/2024		\$263.50
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	600-00-6345	Operational Equipment & Re		263.50		0.00	0		
		Desc: Operational Equipment & Repairs									
14667	296	Tillamook County Clerk	3	1086-2024	Yes	2024 10		4/9/2024	4/9/2024		\$8.25
		Desc: Report									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-70-6220	Legal Fees		8.25		0.00	0		
		Desc: Legal Fees									
14668	544	Wave	3	106825901-0010	Yes	2024 10		4/9/2024	4/10/2024		\$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									

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	4	601-00-6860		Computers/Software/Service			127.66		0.00	0	
		Desc:		Computers/Software/Services							
	5	602-00-6860		Computers/Software/Service			127.68		0.00	0	
		Desc:		Computers/Software/Services							
14669	973	AmeriForms	3	62312	Yes	2024 10		4/9/2024	4/11/2024		\$266.90
		Desc:		Supplies							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		200-00-6105			88.97	0.00	0		
		Desc:		Office Supplies & Equipment							
		2		600-00-6105			88.97	0.00	0		
		Desc:		Office Supplies & Equipment							
		3		602-00-6105			88.96	0.00	0		
		Desc:		Office Supplies & Equipment							
14670	908	Tyler Brogden	3	Refund 000774	Yes	2024 10		4/9/2024	4/10/2024		\$90.00
		Desc:		Refund							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		602-00-6910			90.00	0.00	0		
		Desc:		Fee Refunds							
14672	1029	Kimberly Baertlein	3	Refund 001429-	Yes	2024 10		4/9/2024	4/9/2024		\$47.26
		Desc:		Refund							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		602-00-6910			47.26	0.00	0		
		Desc:		Fee Refunds							
14673	1030	Maxine Scovell	3	Refund 002702	Yes	2024 10		4/9/2024	4/10/2024		\$98.65
		Desc:		Refund							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		600-00-6910			36.17	0.00	0		
		Desc:		Fee Refunds							
		2		602-00-6910			11.49	0.00	0		
		Desc:		Fee Refunds							
		3		602-00-6910			50.99	0.00	0		
		Desc:		Fee Refunds							
14674	917	Gerald Wyatt	3	Refund 002853	Yes	2024 10		4/9/2024	4/10/2024		\$200.00
		Desc:		Refund							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		602-00-6910			125.75	0.00	0		
		Desc:		Fee Refunds							
		2		600-00-6910			74.25	0.00	0		
		Desc:		Fee Refunds							
14675	1031	Xpress Bill Pay	3	INV-XPR011346	Yes	2024 10		4/9/2024	4/10/2024		\$3,336.00
		Desc:		Software							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		100-10-6860			736.00	0.00	0		
		Desc:		Computers/Software/Services							
		2		200-00-6860			200.00	0.00	0		
		Desc:		Computers/Software/Services							
		3		600-00-6860			1,200.00	0.00	0		
		Desc:		Computers/Software/Services							
		4		602-00-6860			1,200.00	0.00	0		
		Desc:		Computers/Software/Services							
14676	39	Bay City Firefighters Asso	3	03312024	Yes	2024 10		4/9/2024	4/10/2024		\$100.00
		Desc:		Dues							
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 100-30-6405		Dues & Subscriptions			100.00		0.00	0	
		Desc: Dues & Subscriptions									
14677	920	ESO Solutions, Inc.	3	ESO-130114	Yes	2024 10		4/9/2024	4/10/2024		\$1,796.52
		Desc: Software									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-30-6860		Computers/Software/Service			1,796.52	0.00	0		
		Desc: Computers/Software/Services									
14679	27	Tillamook People's Utility	3	116884-4/2024	Yes	2024 10		4/9/2024	4/9/2024		\$57.26
		Desc: Power									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-50-6605		Electricity			57.26	0.00	0		
		Desc: Electricity									
14680	1	Oregon Department of Rev	3	PR1521	Yes	2024 10		4/15/2024	4/15/2024		\$106.04
		Desc: Payroll from 3/1/2024 to 3/31/2024									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-30-2030		Payroll Taxes Payable			106.04	0.00	0		
		Desc:									
14681	2	U.S. Department of the Tre	3	PR1521	Yes	2024 10		4/15/2024	4/15/2024		\$475.76
		Desc: Payroll from 3/1/2024 to 3/31/2024									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-30-2030		Payroll Taxes Payable			475.76	0.00	0		
		Desc:									
14682	189	Oregon PERS	3	PR1521	Yes	2024 10		4/15/2024	4/15/2024		\$28.18
		Desc: Payroll from 3/1/2024 to 3/31/2024									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-30-2040		Retirement Payable			28.18	0.00	0		
		Desc:									
14683	1023	Voya Financial	3	PR1521	Yes	2024 10		4/15/2024	4/15/2024		\$78.75
		Desc: Payroll from 3/1/2024 to 3/31/2024									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-30-2040		Retirement Payable			78.75	0.00	0		
		Desc:									
14684	1	Oregon Department of Rev	3	PR1520	Yes	2024 10		4/15/2024	4/15/2024		\$2,606.17
		Desc: Payroll from 4/1/2024 to 4/15/2024									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-00-2030		Payroll Taxes Payable			348.76	0.00	0		
		Desc:									
		2 100-10-2030		Payroll Taxes Payable			119.75	0.00	0		
		Desc:									
		3 100-30-2030		Payroll Taxes Payable			393.62	0.00	0		
		Desc:									
		4 100-50-2030		Payroll Taxes Payable			19.98	0.00	0		
		Desc:									
		5 200-00-2030		Payroll Taxes Payable			254.28	0.00	0		
		Desc:									
		6 600-00-2030		Payroll Taxes Payable			543.67	0.00	0		
		Desc:									
		7 601-00-2030		Payroll Taxes Payable			261.19	0.00	0		
		Desc:									
		8 602-00-2030		Payroll Taxes Payable			664.92	0.00	0		
		Desc:									
14685	2	U.S. Department of the Tre	3	PR1520	Yes	2024 10		4/15/2024	4/15/2024		\$9,734.57
		Desc: Payroll from 4/1/2024 to 4/15/2024									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	2	100-30-2040		Retirement Payable			18.03		0.00	0	
	Desc:										
	3	100-50-2040		Retirement Payable			18.03		0.00	0	
	Desc:										
	4	200-00-2040		Retirement Payable			126.20		0.00	0	
	Desc:										
	5	600-00-2040		Retirement Payable			135.21		0.00	0	
	Desc:										
	6	601-00-2040		Retirement Payable			162.25		0.00	0	
	Desc:										
	7	602-00-2040		Retirement Payable			189.29		0.00	0	
	Desc:										
14692	630	State of Oregon Dept of Re	3	Q1 2024 TLT	Yes	2024	10		4/22/2024	4/22/2024	\$12.07
	Desc: State TLT reporting										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-50-6145		Tourism			12.07	0.00	0		
	Desc: Tourism										
14694	139	Tillamook County Commu	3	Q1 2024 TLT	Yes	2024	10		4/22/2024	4/22/2024	\$8.05
	Desc: Q1 County tlt reporting										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-50-6145		Tourism			8.05	0.00	0		
	Desc: Tourism										
14695	100	Scott Motsinger	3	Reimb-Training	Yes	2024	10		4/22/2024	4/22/2024	\$43.55
	Desc: Training reimbursement										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	200-00-6410		Training			43.55	0.00	0		
	Desc: Training										
14696	369	Ferguson Waterworks	3	1243364	Yes	2024	10		4/22/2024	4/22/2024	\$3,010.80
	Desc: Supplies										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	600-00-6130		Customer Meters & Supplies			3,010.80	0.00	0		
	Desc: Customer Meters & Supplies										
14697	1032	PumpTech LLC	3	0203608-IN	Yes	2024	10		4/22/2024	4/22/2024	\$4,726.00
	Desc: Supplies										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	602-00-6345		Operational Equipment & Re			4,726.00	0.00	0		
	Desc: Operational Equipment & Repairs										
14698	114	Rosenberg Builders Suppl	3	2404-701481	Yes	2024	10		4/22/2024	4/22/2024	\$22.10
	Desc: Supplies										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-30-6305		Building Repairs & Maintenan			22.10	0.00	0		
	Desc: Building Repairs & Maintenance										
14699	44	Davison Auto Parts	3	939-6452523	Yes	2024	10		4/22/2024	4/22/2024	\$56.17
	Desc: Supplies										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-30-6345		Operational Equipment & Re			56.17	0.00	0		
	Desc: Operational Equipment & Repairs										
14700	907	Tillamook County EmERGE	3	2024-07	Yes	2024	10		4/22/2024	4/22/2024	\$773.33
	Desc: Software										
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-30-6860		Computers/Software/Service			773.33	0.00	0		
	Desc: Computers/Software/Services										

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
14702	485	Tillamook Estuaries Partn	3	2023-334	Yes	2024 10		4/22/2024	4/22/2024		\$245.00
		Desc: Plants									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6310		Grounds Maintenance	245.00		0.00	0		
		Desc:	Grounds Maintenance								
14703	97	Country Media	3	686242	Yes	2024 10		4/22/2024	4/22/2024		\$50.00
		Desc: Advertising									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6825		Advertising/Publishing	50.00		0.00	0		
		Desc:	Advertising/Publishing								
14704	97	Country Media	3	686515	Yes	2024 10		4/22/2024	4/22/2024		\$69.50
		Desc: advertising									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6825		Advertising/Publishing	69.50		0.00	0		
		Desc:	Advertising/Publishing								
14705	97	Country Media	3	687642	Yes	2024 10		4/22/2024	4/22/2024		\$119.50
		Desc: Advertising									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6825		Advertising/Publishing	119.50		0.00	0		
		Desc:	Advertising/Publishing								
14706	796	Pacific Office Automation	3	132645	Yes	2024 10		4/22/2024	4/22/2024		\$378.26
		Desc: Phone service									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6620		Telecommunications	178.70		0.00	0		
		Desc:	Telecommunications								
		2	100-30-6620		Telecommunications	119.13		0.00	0		
		Desc:	Telecommunications								
		3	600-00-6620		Telecommunications	26.81		0.00	0		
		Desc:	Telecommunications								
		4	601-00-6620		Telecommunications	26.81		0.00	0		
		Desc:	Telecommunications								
		5	602-00-6620		Telecommunications	26.81		0.00	0		
		Desc:	Telecommunications								
14707	245	Tillamook County Creamer	3	321292	Yes	2024 10		4/22/2024	4/22/2024		\$4.15
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	602-00-6135		Chemical/Lab Supplies	4.15		0.00	0		
		Desc:	Chemical/Lab Supplies								
14708	882	PSI	3	8787	Yes	2024 10		4/22/2024	4/22/2024		\$1,116.60
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6870		Pre-Hazard Preparedness	1,116.60		0.00	0		
		Desc:	Pre-Hazard Preparedness								
14712	1033	Chris Wilks Construction	3	2024-001	Yes	2024 10		4/23/2024	4/23/2024		\$11,500.00
		Desc: Shop expansion									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	200-00-8500		Buildings	2,875.00		0.00	0		
		Desc:	Buildings								
		2	600-00-6305		Building Repairs & Maintenan	2,875.00		0.00	0		
		Desc:	Building Repairs & Maintenance								
		3	601-00-8500		Buildings	2,875.00		0.00	0		
		Desc:	Buildings								
		4	602-00-8500		Buildings	2,875.00		0.00	0		
		Desc:	Buildings								

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
14718	4	Tillamook Co. Dept. of Co	3	AKS Well 3- Con	Yes	2024 10		4/23/2024	4/23/2024		\$1,300.00
		Desc: Well # 3 Cond use permit									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	601-00-8200	Buildings & Structures		1,300.00		0.00	0		
		Desc: Buildings & Structures									
14722	472	Verizon Wireless	3	9960968097	Yes	2024 10		4/23/2024	4/6/2024		\$638.82
		Desc: Cell phones									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6620	Telecommunications		82.90		0.00	0		
		Desc: Telecommunications									
		2	100-30-6620	Telecommunications		289.17		0.00	0		
		Desc: Telecommunications									
		3	600-00-6620	Telecommunications		88.95		0.00	0		
		Desc: Telecommunications									
		4	601-00-6620	Telecommunications		88.95		0.00	0		
		Desc: Telecommunications									
		5	602-00-6620	Telecommunications		88.85		0.00	0		
		Desc: Telecommunications									
14724	53	Michael Cochran	3	FM - Reimb 4/24	Yes	2024 10		4/24/2024	4/24/2024		\$131.87
		Desc: Plants for Mural area									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6990	Other Miscellaneous Expens		131.87		0.00	0		
		Desc: Other Miscellaneous Expenses									
14725	145	U.S. Bank	3	Visa 4/24	Yes	2024 10		4/24/2024	4/24/2024		\$4,373.25
		Desc: Visa bill receipts									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	600-00-6125	Shop Supplies & Small Tools		20.40		0.00	0		
		Desc: Shop Supplies & Small Tools									
		2	601-00-6125	Shop Supplies & Small Tools		20.40		0.00	0		
		Desc: Shop Supplies & Small Tools									
		3	602-00-6125	Shop Supplies & Small Tools		20.41		0.00	0		
		Desc: Shop Supplies & Small Tools									
		4	100-30-6990	Other Miscellaneous Expens		84.44		0.00	0		
		Desc: Other Miscellaneous Expenses									
		5	600-00-6410	Training		105.18		0.00	0		
		Desc: Training									
		6	601-00-6410	Training		105.19		0.00	0		
		Desc: Training									
		7	602-00-6410	Training		105.19		0.00	0		
		Desc: Training									
		8	200-00-6315	Street Repairs & Maintenanc		774.93		0.00	0		
		Desc: Street Repairs & Maintenance									
		9	600-00-6105	Office Supplies & Equipment		4.65		0.00	0		
		Desc: Office Supplies & Equipment									
		10	601-00-6105	Office Supplies & Equipment		4.65		0.00	0		
		Desc: Office Supplies & Equipment									
		11	602-00-6105	Office Supplies & Equipment		4.65		0.00	0		
		Desc: Office Supplies & Equipment									
		12	602-00-6105	Office Supplies & Equipment		99.94		0.00	0		
		Desc: Office Supplies & Equipment									
		13	100-10-6105	Office Supplies & Equipment		116.95		0.00	0		
		Desc: Office Supplies & Equipment									
		14	100-10-6405	Dues & Subscriptions		70.00		0.00	0		
		Desc: Dues & Subscriptions									

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for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	15	100-10-6105		Office Supplies & Equipment			14.97		0.00	0	
	Desc:	Office Supplies & Equipment									
	16	100-90-6990		Other Miscellaneous Expens			13.80		0.00	0	
	Desc:	Other Miscellaneous Expenses									
	17	600-00-6860		Computers/Software/Service			183.33		0.00	0	
	Desc:	Computers/Software/Services									
	18	601-00-6860		Computers/Software/Service			183.33		0.00	0	
	Desc:	Computers/Software/Services									
	19	602-00-6860		Computers/Software/Service			183.34		0.00	0	
	Desc:	Computers/Software/Services									
	20	100-30-6345		Operational Equipment & Re			1,327.62		0.00	0	
	Desc:	Operational Equipment & Repairs									
	21	100-10-6405		Dues & Subscriptions			15.99		0.00	0	
	Desc:	Dues & Subscriptions									
	22	100-10-6105		Office Supplies & Equipment			66.90		0.00	0	
	Desc:	Office Supplies & Equipment									
	23	100-10-6105		Office Supplies & Equipment			48.36		0.00	0	
	Desc:	Office Supplies & Equipment									
	24	100-30-6990		Other Miscellaneous Expens			306.95		0.00	0	
	Desc:	Other Miscellaneous Expenses									
	25	100-30-6290		Other Professional Fees			290.00		0.00	0	
	Desc:	Other Professional Fees									
	26	100-30-6350		Personal Protective Equipme			129.95		0.00	0	
	Desc:	Personal Protective Equipment									
	27	600-00-6410		Training			7.99		0.00	0	
	Desc:	Training									
	28	100-30-6405		Dues & Subscriptions			14.99		0.00	0	
	Desc:	Dues & Subscriptions									
	29	100-30-6405		Dues & Subscriptions			14.99		0.00	0	
	Desc:	Dues & Subscriptions									
	30	100-30-6405		Dues & Subscriptions			2.99		0.00	0	
	Desc:	Dues & Subscriptions									
	31	100-30-6105		Office Supplies & Equipment			19.69		0.00	0	
	Desc:	Office Supplies & Equipment									
	32	100-30-6990		Other Miscellaneous Expens			11.08		0.00	0	
	Desc:	Other Miscellaneous Expenses									
14728	1	Oregon Department of Rev	3	PR1531	Yes	2024	10	4/30/2024	4/30/2024		\$3,218.15
	Desc:	Payroll from 4/16/2024 to 4/30/2024									
	Line	Account Number			AP Amount	Liq Amount	Project	Task	Category		
	1	100-00-2030		Payroll Taxes Payable	539.56	0.00	0				
	Desc:										
	2	100-10-2030		Payroll Taxes Payable	139.20	0.00	0				
	Desc:										
	3	100-30-2030		Payroll Taxes Payable	437.02	0.00	0				
	Desc:										
	4	100-50-2030		Payroll Taxes Payable	19.98	0.00	0				
	Desc:										
	5	200-00-2030		Payroll Taxes Payable	292.38	0.00	0				
	Desc:										
	6	600-00-2030		Payroll Taxes Payable	687.30	0.00	0				
	Desc:										
	7	601-00-2030		Payroll Taxes Payable	290.19	0.00	0				
	Desc:										

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	8	602-00-2030		Payroll Taxes Payable			812.52		0.00	0	
	Desc:										
14729	2	U.S. Department of the Tre	3	PR1531	Yes	2024	10	4/30/2024	4/30/2024		\$12,381.48
	Desc: Payroll from 4/16/2024 to 4/30/2024										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-00-2030		Payroll Taxes Payable		2,362.20	0.00	0			
	Desc:										
	2	100-10-2030		Payroll Taxes Payable		433.69	0.00	0			
	Desc:										
	3	100-30-2030		Payroll Taxes Payable		1,699.77	0.00	0			
	Desc:										
	4	100-50-2030		Payroll Taxes Payable		66.76	0.00	0			
	Desc:										
	5	200-00-2030		Payroll Taxes Payable		1,105.07	0.00	0			
	Desc:										
	6	600-00-2030		Payroll Taxes Payable		2,462.66	0.00	0			
	Desc:										
	7	601-00-2030		Payroll Taxes Payable		1,080.53	0.00	0			
	Desc:										
	8	602-00-2030		Payroll Taxes Payable		3,170.80	0.00	0			
	Desc:										
14730	5	Aflac	3	PR1531	Yes	2024	10	4/30/2024	4/30/2024		\$283.37
	Desc: Payroll from 4/16/2024 to 4/30/2024										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-00-2055		Med/Life Insurance Payable		59.02	0.00	0			
	Desc:										
	2	100-10-2055		Med/Life Insurance Payable		8.97	0.00	0			
	Desc:										
	3	100-30-2055		Med/Life Insurance Payable		5.25	0.00	0			
	Desc:										
	4	100-50-2055		Med/Life Insurance Payable		0.64	0.00	0			
	Desc:										
	5	200-00-2055		Med/Life Insurance Payable		22.27	0.00	0			
	Desc:										
	6	600-00-2055		Med/Life Insurance Payable		61.44	0.00	0			
	Desc:										
	7	601-00-2055		Med/Life Insurance Payable		36.29	0.00	0			
	Desc:										
	8	602-00-2055		Med/Life Insurance Payable		89.49	0.00	0			
	Desc:										
14731	98	CIS	3	PR1531	Yes	2024	10	4/30/2024	4/30/2024		\$11,619.94
	Desc: Payroll from 4/16/2024 to 4/30/2024										
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-00-2030		Payroll Taxes Payable		176.65	0.00	0			
	Desc:										
	2	100-00-2055		Med/Life Insurance Payable		1,261.91	0.00	0			
	Desc:										
	3	100-10-2030		Payroll Taxes Payable		24.71	0.00	0			
	Desc:										
	4	100-10-2055		Med/Life Insurance Payable		103.49	0.00	0			
	Desc:										
	5	100-30-2030		Payroll Taxes Payable		253.77	0.00	0			
	Desc:										

A/P Control Report

for user asystadmin from 2024-10 to 2024-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Discount Date	Amount
14734	1023	Voya Financial	3	PR1531	Yes	2024	10		4/30/2024	4/30/2024		\$901.40
		Desc: Payroll from 4/16/2024 to 4/30/2024										
		Line	Account Number		AP Amount		Liq Amount		Project	Task	Category	
		1	100-10-2040	Retirement Payable		252.39		0.00		0		
		Desc:										
		2	100-30-2040	Retirement Payable		18.03		0.00		0		
		Desc:										
		3	100-50-2040	Retirement Payable		18.03		0.00		0		
		Desc:										
		4	200-00-2040	Retirement Payable		126.20		0.00		0		
		Desc:										
		5	600-00-2040	Retirement Payable		135.21		0.00		0		
		Desc:										
		6	601-00-2040	Retirement Payable		162.25		0.00		0		
		Desc:										
		7	602-00-2040	Retirement Payable		189.29		0.00		0		
		Desc:										
14735	98	CIS	3	Adj to invoice	Yes	2024	10		4/30/2024	4/30/2024		\$0.03
		Desc: Adj to invoice										
		Line	Account Number		AP Amount		Liq Amount		Project	Task	Category	
		1	100-10-2055	Med/Life Insurance Payable		-0.03		0.00		0		
		Desc: Med/Life Insurance Payable										
14750	154	Quill	3	38361558	Yes	2024	10		4/15/2024	4/15/2024		\$211.13
		Desc: Supplies										
		Line	Account Number		AP Amount		Liq Amount		Project	Task	Category	
		1	100-10-6105	Office Supplies & Equipment		211.13		0.00		0		
		Desc: Office Supplies & Equipment										

Fund 100 Total	37,528.62	0.00
Fund 200 Total	13,001.91	0.00
Fund 600 Total	25,986.43	0.00
Fund 601 Total	18,619.32	0.00
Fund 602 Total	36,912.21	0.00
Grand Total	132,048.49	0.00

Melissa Rondeau
m.feeney.rondeau@gmail.com
5545 Main Street, Bay City, OR 97107

April 14, 2024

City Council
City of Bay City
5525 B Street
PO Box 3309
Bay City, OR 97107

Dear City Council:

Please accept this notice of intent to resign my position from City Council effective today, April 14, 2024.

It has been one of the great honors and joys of my life to have been a member of such an outstanding governing body for almost seven years. I have spent many of those years getting to know the people who reside in Bay City; and I have greatly enjoyed sharing stories, concerns, and laughter around many dining tables, during impromptu meetings on the roadside while out walking or running, or while patronizing one of our local businesses.

I wish each of you the very best in life, and I look forward to seeing the decisions that you make on behalf of the citizens of Bay City as our beautiful city grows.

Be well,



Melissa Rondeau



City of Bay City

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

APR 23 2024

BOARD/COMMITTEE APPLICATION

Position Applying For City Council

Name Justin William Howard

Street Address [REDACTED]

Mailing Address _____

Phone Number [REDACTED] Current Occupation Landscape designer
Contractor

Number of Years as a Bay City Resident: 42

Registered Voter of Bay City: Yes No

Qualifications and reasons why you would like to serve the City of Bay City: As a father of 3 kids I would like to help make our home town a better place for them. As well as all the kids now and in the future. Actual qualifications I have owned and operated a landscape design/install company for 18 years. My education background is 10 years of teaching design in person and online. Managing projects and a crew 5 days a week give me a good understanding of how to work together.

Thank you for the opportunity,
Justin Howard



THE PEARL OF TILLAMOOK BAY

City of Bay City

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BOARD/COMMITTEE/COUNCIL APPLICATION

Position Applying for City Council

Date 5/3/24

Name Ralph McRae

Street Address [REDACTED]

Mailing Address [REDACTED]

Phone Number [REDACTED]

Email [REDACTED]

Current Occupation Small Business owner/ woodworker

Number of Years as a Bay City Resident 1 (+/- 57)

Registered Voter of Bay City Yes No

Qualifications and reasons why you would like to serve the City of Bay City:

As a lifetime resident of Bay City, I have seen and experienced many changes, in our city government, our citizens, and the services provided for the community. I have spent the last couple of years watching and learning how the city government can make positive changes, or not so positive changes; and I would like to bring my skill set of communication, a problem-solving mindset, commitment and focus to the City Council. I have had the opportunity to have conversations with a number of neighbors and feel I have the right skill set to ensure those who need to be heard, are; and to work with the other council members to find solutions that will continue to move our community forward.

In addition to my experience working in a family owned wood products manufacturing business, I have volunteered as a board member for the Oregon Manufacturing Extension Partnership(OMEP), the Oregon Coast Artisan & Trade Education Collective (OCATEC), and as a reserve deputy sheriff.

March 21, 2024

City of Bay City
Mayor Liane Welch & City Council of Bay City
PO Box 3309
Bay City, OR 97107

APR 08 2024

RE: Petition Against Ordinance #617

Dear Mayor Liane Welch & City Council of Bay City:

The recent new construction on Lots 3 & 4, Block Jacoby Theodore, commonly known as 9640 11th Street, Bay City, Oregon, required the current substandard street to be improved to a standard/paved street. We kindly request that you take into consideration the following points, in favor of not paving 11th Street:

1. The expense of asphaltting 11th Street does not benefit the City or its residents. While 11th Street is legally a street in Bay City, it is primarily used as a driveway for six residents. This street has two homes with addresses attached (both Baertlein families). Nicola and Randy Meeks use it as their driveway to their home, but their physical address is 6275 Main Street.
2. In the event that 11th Street is paved, residents Kimberly and Lynnelee Baertlein, and Nicola and Randy Meeks, share valid concerns about water runoff and accumulation. Natural runoff runs down onto 9460 11th Street, in-between both 9460 11th Street and 6275 Main Street properties, and also frequently accumulates in the driveway of 6275 Main Street. Asphaltting 11th Street would exacerbate the water runoff as asphalt is not permeable and would worsen the flooding between these two properties.
3. There is no through traffic on 11th Street. The cost of prepping, ditching, and paving is an estimated \$40,000 for the small piece of road. Steve and Marcia Baertlein have lived in their residence for 36 years. Furthermore, 11th Street has very rarely been maintained by the City, with the residents on 11th Street mowing the edges, filling in potholes, as well as doing their best to prevent blockage of the culvert.

In conclusion, we respectfully request that the City of Bay City approve the petition not to pave 11th Street, allowing its residents to continue to maintain the road with gravel, which will alleviate excessive rain water runoff, mowing the edges and keeping the culvert clear of debris. In the event that the City of Bay City does not approve this petition, all residents signed below would move to petition to vacate 11th Street.

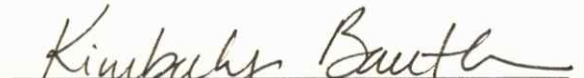
Please feel free to reach out to us. We look forward to hearing from you at your best convenience.

Respectfully,


Lynnelee Baertlein


Steven Baertlein


Randy Meeks


Kimberly Baertlein


Marcia Baertlein


Nicola Meeks



City of Bay City

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Staff Report for Agenda Item re Petition Against Ordinance #617

When permits were issued for the development of a single-family dwelling at 9640 11th Street in 2022, the requirement to improve 11th Street from Main Street per City standards was included as a condition. (See attached drawing)

The requirement for said improvement was a condition of development, and is consistent with Ordinance 617. Section 4.0. (now Code Section 10.11.140):

10.11.140 Substandard Streets [Edit](#)

1. **New Street Construction.** All newly constructed streets within the City shall be constructed to full City standard street requirements as set forth in the City's Public Works Standards unless otherwise provided by this Chapter.
2. **Building Permits.** Any person or entity applying for a building permit within the City shall comply with the provisions of this Section prior to issuance of the building permit.
3. **Substandard Streets.**
 1. Only standard City streets shall be allowed in subdivisions, cluster, and planned developments.
 2. Substandard street construction may be allowed outside of subdivisions, cluster, and planned developments, upon prior Council approval, under the following conditions:
 1. Construction on existing substandard street or on a pre-existing street. Any person or entity applying for a building permit for construction on property abutting an existing substandard or pre-existing street shall, as a condition of obtaining a building permit, either:
 1. Improve the street from the nearest pre-existing publicly maintained street for the entire street frontage of the property to be served to standard street requirements, or
 2. Sign a non-remonstrance agreement that would allow the City to create a Local Improvement District or other legal entity for construction of the street to a standard street.
 2. Construction of a new, but platted street. Any person or entity applying for a building permit for construction on property abutting a platted, but non-existent street shall, as a condition of obtaining a building permit:

This institution is an equal opportunity provider and employer. In accordance with Federal law and the U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the base of race, color, national origin, religion, sex, age, disability, or familial status.



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1. Improve the street to standard street requirements, or
 2. Obtain prior written approval of the City Council to construct a substandard street, and
 3. Sign a non-remonstrance agreement that would allow the City to create a Local Improvement District or other legal entity for the development of the street to City standards.
3. Extension of a pre-existing street. Any person or entity applying for a building permit for construction on property abutting a platted, but non-existent street which is in part served by a pre-existing street shall as a condition to obtaining a building permit:
1. Improve the street to standard street requirements from the nearest pre-existing publicly maintained street for the entire street frontage of the property to be served, or
 2. Obtain prior written approval of the City Council to construct a substandard street from the end terminus of the pre-existing street to the entire street frontage of the property to be served, and
 3. Sign a non-remonstrance agreement that would allow the City to create a Local Improvement District or other legal entity for the construction of the street to a standard street.
4. Property served. All street construction or improvements shall be completed to the entire street frontage of the property to be served.
4. Maintenance of Pre-existing or Substandard Streets. Any pre-existing or substandard street may be maintained by the City to the extent that money and staff time allow. At any time that a street is improved and has been formally accepted by the City as a City Street, the City shall be responsible for maintenance of the street.
5. Prohibition Against Less Than Substandard Streets. No street constructed in the City shall be less than substandard street construction standards unless the City Council finds that due to topographical or geological concerns, it would be impossible or impracticable to construct a street to substandard street conditions. Any request under this section shall be accompanied by an Oregon licensed engineer's report explaining why a standard or substandard street cannot be constructed. The City Council shall determine what standards shall apply to any such street.

This institution is an equal opportunity provider and employer. In accordance with Federal law and the U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the base of race, color, national origin, religion, sex, age, disability, or familial status.



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6. **Street Standards.** The City adopts as standard street requirements those standards set forth in the City's Public Works Standards, as may be amended from time to time.
7. **Engineered Streets.** Any street constructed or extended under this section shall be engineered by an engineer licensed with the State of Oregon. Engineering plans or reports shall be submitted to the City as a prerequisite to obtaining a building permit.
8. **Sewer and Water Service.** No sewer or water shall service the landowner's property until such time as there has been full compliance with this Chapter. In the event that there has been violation of this Chapter after sewer and water has been provided to a property, the City shall have the right to disconnect such service until there has been full compliance with this Chapter.
9. **Non-remonstrance Agreement.** All persons who have a recorded interest in the real property for which a building permit is applied shall be required to sign the non-remonstrance agreement. In the case of a land sales contract purchase, both the Sellers and the Buyers shall be required to sign the non-remonstrance agreement. The burden is on the applicant to provide the information necessary for the City to determine whether all necessary parties have signed the non-remonstrance agreement. In addition to any other fee charged, the City shall collect the recording fee for the recording of the non-remonstrance agreement with the Tillamook County Clerk at the time the City accepts the non-remonstrance agreement.
10. **Recording Required.** All non-remonstrance agreements shall be recorded with the Tillamook County Clerk.

During the course of the development, the City agreed to the removal of several trees, as requested by the new homeowners.

In October 2023 the City agreed to sign off on the Certificate of Occupancy, and concluded a Deferred Improvement Agreement with the owners of the new house at 9640 11th Street, allowing them to defer the agreed upon improvement until no later than September 1, 2024. At the time the agreement was signed, the owners deposited \$30,000 with the City.

This institution is an equal opportunity provider and employer. In accordance with Federal law and the U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the base of race, color, national origin, religion, sex, age, disability, or familial status.

CITY OF BAY CITY
LAND PLANNING REVIEW

PERMIT # 2P-22-1384
DATE 8-31-2022
APPROVAL [Signature]

MAIN STREET

STREET

STREET

CONSTRUCTION NOTES:

- ① EXCAVATE FOR GRASSY SWALE, 50 LIN.FT., 8'-10' WIDE PER DETAIL ON SHEET 5
- ② CONST. 20' WIDE PAVED A/C ROAD PER CITY OF BAY CITY STREET STANDARDS
- ③ CONST. PAVED A/C DRIVEWAYS AS DIRECTED
- ④ CONNECT DOWNSPOUTS TO 4" HDPE COLLECTOR - COLLECTOR TO BE SEPARATE FROM FOOTING DRAINS TO START OF GRASSY SWALE
- ⑤ RELOCATE STREET SIGN AS DIRECTED
- ⑥ TAPER A/C PAVING & SHOULDERS TO MEET EXISING

Client: **Tyler Brogden/Coastal Homes**
P.O.Box 3334
Bay City, Ore. 97107
Ph: 503-300-9193

No.	Revision	Date:

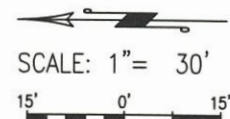
NCES
North Coast Engineering
508 McCormick Loop
Tillamook, Ore. 97141
Ph: (503) 801-1502

Overall Site Plan & Road Const.
Baertlein Residence
Map 1N 10 35CB
T.L. 1200
City of Bay City

Sheet: **1 of 5**
Project No: 0451
Date: July 15, 2022

Zoning: Bay City Moderate Intensity (Resid.)
Lot Area: 13,900 S.F.
Bldg Area: 2,580 SF (At Foundation)
Bldg Area: 3,002 SF (Over Eaves & Deck)
Lot Coverage: 21.6%

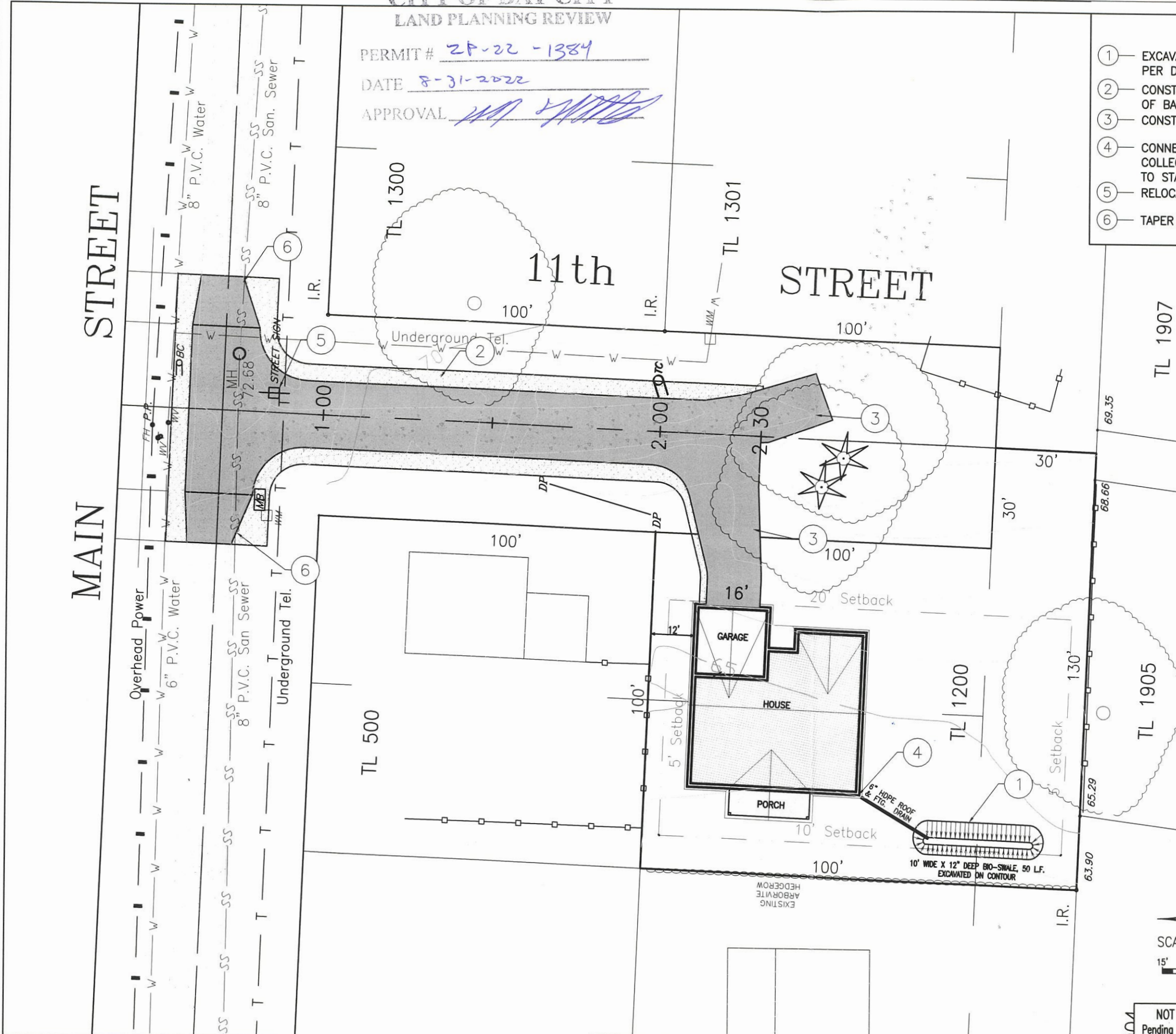
Ave. Lot Slope: 5.13%
Ave. Bldg. Footprint Ground Elev: 65.41
Max. Roof Elev. (per Code) 100.41
Low Floor Elev: 67.25
Garage Slab Elev: 66.5



NOT FOR CONSTRUCTION
Pending Agency Review & Approval



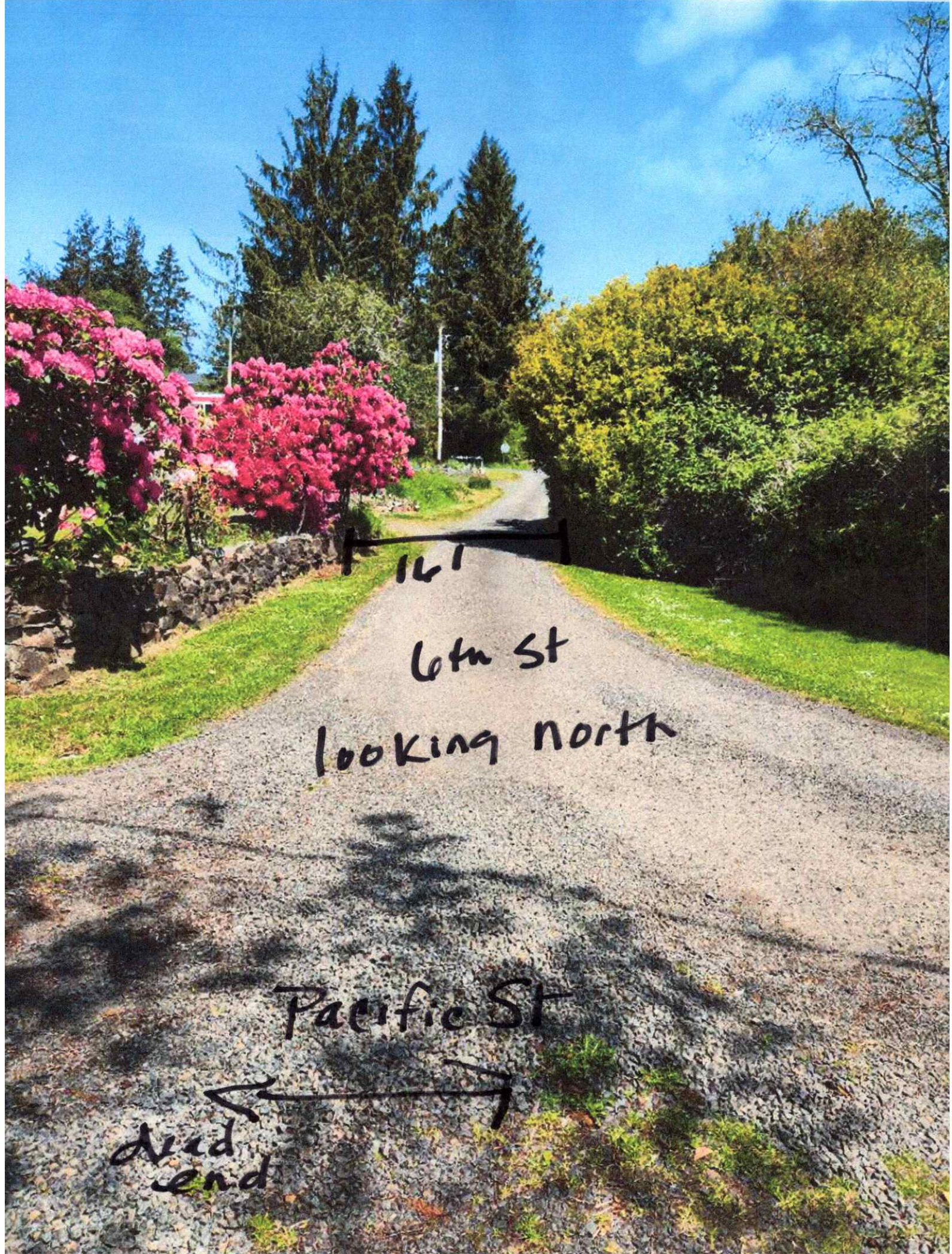
Expires: June 30, 2023





9820 6th ST

(my house)



161

6th St

looking north

Pacific St

← →
dead end

6th ST
looking South

Ocean ST



MAY 01 2024

May 1, 2024

Council Members and to whom it may concern:

My wife and I have a wonderful prospect for an ADU that is 588 sq foot. It meets all of the requirements of an ADU with the exception of a separate water meter.

We know the community, county, and state are in an affordable housing crisis. We both have aging parents and this would quite possibly be a place for one or the other of them to live and be close to family and remain independent for as long as possible or for a community member or small family.

In talking with the city, they are saying we would need a separate water meter at the cost of 18,000.00 dollars. Then the installation and hookup quite possibly raising the price to around 25,000.00 dollars.

Oregon Senate Bill 1051, updated to include "HB 2001" in 2019, says "requirements that accessory dwellings have separate connections to and pay system development charges for water and sewer services can pose barriers to development." The Bill clearly defined the guidelines to help City's and County's implement the ADU requirement in a manor that meets the letter and spirit of the Bill to create more housing in Oregon by removing barriers to development such as system development costs and separate water and sewer connections. By imposing system development fee's of \$18 000.00 for a water meter plus installation poses a definite barrier which is a financial hardship we and most others cannot afford and is not the intent of the Bill. It is to provide affordable housing!

On July 14, 2020, the city council adopted the ADU Amendment, allowing them.

From the time we applied for building permits in July of 2020, we were told there are no ADU's in Bay City and we couldn't have one.

When we applied for our house permit we were told again, NO ADU's and we would have to decommission the living quarters in our existing dwelling prior to receiving our final on our new house. This was in March of 2022.

After all site utilities were installed many months later, Darin was talking with Dave and he said that they found the ADU Amendment from 2020. Dave said he thinks it was misfiled or something and that he wasn't around when it was passed so he didn't know about it. Had we known we could have had an ADU at the time, we could have made provisions for such with our build.

We already have a water meter that supply's both our house and shop and if we use more water than is allotted then we pay more.

Salem requires the primary home and ADU to be on a single service. Portland allows applicants to choose shared or separate services.

Thank you for your time and we hope you will consider allowing us to have an ADU with our current services.

Maria and Darin Holm

Maria Holm
Darin Holm

MAY 01 2024

**GUIDANCE ON IMPLEMENTING
THE ACCESSORY DWELLING UNITS (ADU) REQUIREMENT
UNDER OREGON SENATE BILL 1051
UPDATED TO INCLUDE HB 2001 (2019)**



*M. Klepinger's backyard detached ADU, Richmond neighborhood, Portland, OR.
(Photo courtesy of Ellen Bassett and accessorydwellings.org.)*

OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT

MARCH 2018, updated SEPTEMBER 2019



Introduction

As housing prices in Oregon go up, outpacing employment and wage growth, the availability of affordable housing is decreasing in cities throughout the state. While Oregon's population continues to expand, the supply of housing, already impacted by less building during the recession, has not kept up. To address the lack of housing supply, House Speaker Tina Kotek introduced House Bill (HB) 2007 during the 2017 legislative session to, as she stated, "remove barriers to development." Through the legislative process, legislators placed much of the content of HB 2007 into Senate Bill (SB) 1051, which then passed, and was signed into law by Governor Brown on August 15, 2017 (codified in amendments to Oregon Revised Statute 197.312). In addition, a scrivener's error¹ was corrected through the passage of HB 4031 in 2018.

Among the provisions of SB 1051 and HB 4031 is the requirement that cities and counties of a certain population allow accessory dwelling units (ADUs) as described below:

- a) *A city with a population greater than 2,500 or a county with a population greater than 15,000 shall allow in areas within the urban growth boundary that are zoned for detached single-family dwellings the development of at least one accessory dwelling unit for each detached single-family dwelling, subject to reasonable local regulations relating to siting and design.*
- b) *As used in this subsection, "accessory dwelling unit" means an interior, attached or detached residential structure that is used in connection with or that is accessory to a single-family dwelling.*

This requirement became effective on July 1, 2018 and subject cities and counties must now accept applications for ADUs inside urban growth boundaries (UGBs).

On August 8, 2019, Governor Brown signed HB 2001, which established that off-street parking and owner-occupancy requirements are not "reasonable local regulations relating to siting and design." This means that, even if a local development code requires off-street parking and owner-occupancy, as of January 1, 2020, local jurisdictions may not mandate off-street parking spaces for ADUs nor require a property owner to live in either a primary or

¹ *The scrivener's error in SB 1051 removed the words "within the urban growth boundary." HB 4031 added the words into statute and thus limited the siting of ADUs to within UGBs. As a result, land within a city with a population greater than 2,500 but that is not within a UGB is not required by this law to be zoned to allow accessory dwelling units. For counties with a population greater than 15,000, only those unincorporated areas within a UGB are required by this law to be zoned to allow accessory dwelling units.*

accessory dwelling. The law provides an exception for ADUs that are used as vacation rentals, which may be mandated to provide off-street parking or have owner-occupancy requirements.

Some local governments in Oregon already have ADU regulations that meet the requirements of SB 1051 and HB 2001, however, many do not. Still others have regulations that, given the overall legislative direction to encourage the construction of ADUs to meet the housing needs of Oregon's cities, are not "reasonable." The Oregon Department of Land Conservation and Development (DLCD) is issuing this guidance and model code language to help local governments comply with the legislation. The model code language is included at the end of this document.

Guidance by Topic

The purpose of the following guidance is to help cities and counties implement the ADU requirement in a manner that meets the letter and spirit of the law: to create more housing in Oregon by removing barriers to development.

Number of Units

The law requires subject cities and counties to allow "at least one accessory dwelling unit for each detached single-family dwelling." While local governments must allow one ADU where required, DLCD encourages them to consider allowing two units. For example, a city or county could allow one detached ADU and allow another as an attached or interior unit (such as a basement conversion). Because ADUs blend in well with single-family neighborhoods, allowing two units can help increase housing supply while not having a significant visual impact. Vancouver, BC is a successful example of such an approach.

Siting Standards

In order to simplify standards and not create barriers to development of ADUs, DLCD recommends applying the same or less restrictive development standards to ADUs as those for other accessory buildings. Typically that would mean that an ADU could be developed on any legal lot or parcel as long as it met the required setbacks and lot coverage limits; local governments should not mandate a minimum lot size for ADUs. So that lot coverage requirements do not preclude ADUs from being built on smaller lots, local governments should review their lot coverage standards to make sure they don't create a barrier to development. Additionally, some jurisdictions allow greater lot coverage for two ADUs. To address storm water concerns, consider limits to impermeable surfaces rather than simply coverage by structures.

Any legal nonconforming structure (such as a house or outbuilding

that doesn't meet current setback requirements) should be allowed to contain, or be converted to, an ADU as long as the development does not increase the nonconformity and it meets building and fire code.

Design Standards

Any design standards required of ADUs must be clear and objective (ORS 197.307[4]). Clear and objective standards do not contain words like "compatible" or "character." With the exception of ADUs that are in historic districts and must follow the historic district regulations, DLCD does not recommend any special design standards for ADUs. Requirements that ADUs match the materials, roof pitch, windows, etc. of the primary dwelling can create additional barriers to development and sometimes backfire if the design and materials of the proposed ADU would have been of superior quality to those of the primary dwelling, had they been allowed. Other standards, such as those that regulate where entrances can be located or require porches and covered entrances, can impose logistical and financial barriers to ADU construction.

Public Utilities

Development codes that require ADUs to have separate sewer and water connections create barriers to building ADUs. In some cases, a property owner may want to provide separate connections, but in other cases doing so may be prohibitively expensive.

System Development Charges (SDCs)

Local governments should consider revising their SDC ordinances to match the true impact of ADUs in order to remove barriers to their development. In fact, HB 2001, passed by the Oregon Legislature in 2019, requires local governments to consider ways to increase the affordability of middle housing types through ordinances and policies, including waiving or deferring system development charges. ADUs are not a middle housing type, but if a local government is reviewing its SDCs for middle housing, that would be a good time to review ADU SDCs as well. ADUs are generally able to house fewer people than average single-family dwellings, so their fiscal impact would be expected to be less than a single-family dwelling. Accordingly, it makes sense that they should be charged lower SDCs than primary detached single-family dwellings. Waiving SDCs for ADUs has been used by some jurisdictions to stimulate the production of more housing units.

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Accessory Dwellings (model code)

Note: ORS 197.312 requires that at least one accessory dwelling be allowed per detached single-family dwelling in every zone within an urban growth boundary that allows detached single-family dwellings. The statute does not allow local jurisdictions to include off-street parking nor owner-occupancy requirements. Accessory dwellings are an economical way to provide additional housing choices, particularly in communities with high land prices or a lack of investment in affordable housing. They provide an opportunity to increase housing supply in developed neighborhoods and can blend in well with single-family detached dwellings. Requirements that accessory dwellings have separate connections to and pay system development charges for water and sewer services can pose barriers to development. Concerns about neighborhood compatibility and other factors should be considered and balanced against the need to address Oregon's housing shortage by removing barriers to development.

The model development code language below provides recommended language for accessory dwellings. The italicized sections in brackets indicate options to be selected or suggested numerical standards that communities can adjust to meet their needs. Local housing providers should be consulted when drafting standards for accessory dwellings, and the following standards should be tailored to fit the needs of your community.

Accessory dwellings, where allowed, are subject to review and approval through a Type I procedure[, pursuant to Section _____,] and shall conform to all of the following standards:

[A. One Unit. *A maximum of one Accessory Dwelling is allowed per legal single-family dwelling. The unit may be a detached building, in a portion of a detached accessory building (e.g., above a garage or workshop), or a unit attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor).*

A. Two Units. *A maximum of two Accessory Dwellings are allowed per legal single-family dwelling. One unit must be a detached Accessory Dwelling, or in a portion of a detached accessory building (e.g., above a garage or workshop), and one unit must be attached or interior to the primary dwelling (e.g., an addition or the conversion of an existing floor).]*

B. Floor Area.

1. A detached Accessory Dwelling shall not exceed [800-900] square feet of floor area, or [75-85] percent of the primary dwelling's floor area, whichever is smaller.
2. An attached or interior Accessory Dwelling shall not exceed [800-900] square feet of floor area, or [75-85] percent of the primary dwelling's floor area, whichever is smaller. However, Accessory Dwellings that result from the conversion of a level or floor (e.g., basement, attic, or second story) of the primary dwelling may occupy the entire level or floor, even if the floor area of the Accessory Dwelling would be more than [800-900] square feet.

C. Other Development Standards. Accessory Dwellings shall meet all other development standards (e.g., height, setbacks, lot coverage, etc.) for buildings in the zoning district, except that:

1. Conversion of an existing legal non-conforming structure to an Accessory Dwelling is allowed, provided that the conversion does not increase the non-conformity;

2. No off-street parking is required for an Accessory Dwelling;
3. Properties with two Accessory Dwellings are allowed [10-20%] greater lot coverage than that allowed by the zone in which they are located; and
4. Accessory dwellings are not included in density calculations.

Definition (This should be included in the “definitions” section of the zoning ordinance. It matches the definition for Accessory Dwelling found in ORS 197.312)

Accessory Dwelling – An interior, attached, or detached residential structure that is used in connection with, or that is accessory to, a single-family dwelling.



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Staff Report for Agenda Item re: Holm Request

Request:

The applicant is requesting the City allow an ADU with current services (1 meter and hook-up) and the exception of a separate water meter.

Applicable Ordinances and fees:

City Ordinance 577 which established the SDC for the City, and **City Ordinance 693** which established the ADU in the City. Both are applicable towards this request.

SDC Fees

- The current City SDC fee is \$18,268.55.
- The fees will be increased on July 1st to \$18,981.02.
- From July 1, 2022 to June 30, 2023 the fee was \$16,931.00.
- From July 1, 2021 to June 30, 2022 the fee was \$16,140.00.

Brief History of Accessory Structure at 10065 5th Street and request for SDC payment Requirements

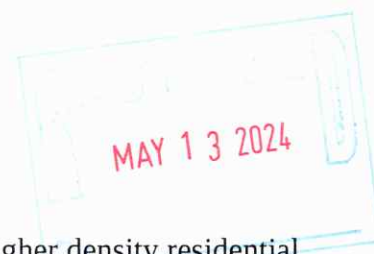
- **March 14, 2000** – Ordinance 577 Establishing a Systems Development Charge
- **July 20, 2020** – Ordinance 693 Establishing standards for Accessory Dwelling Units.
Note: SDC applied to all accessory dwellings.
Note: Ordinance 693 was misplaced in office unavailable for reference.
- **July 28, 2020** – City Zoning Permit for new shop and ‘accessory home’ issued – #ZP-20-1313.
Note: the SDC payments were recognized as already paid.
- **April 14 – April 22, 2021** – Email Correspondence between the Holms and Jenny Kettner, City Planning Technician, regarding new home and options available for either:
 - ✓ Partitioning of property and retention of existing accessory home and payment of SDC fee for the new home, or
 - ✓ Applying for a variance to allow the occupancy of the accessory home while construction of the new home takes place and then ‘removal’ of the accessory home when final occupancy is granted.



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- **January 26, 2022** – City Zoning Permit for new house issued - #ZP-2022-1361, with condition that existing dwelling in shop must be removed at time of occupancy of new home on property.
Note: Both the house and accessory dwelling are currently being served by one meter and the same lines.
- **January 2023** – Recovery of Ordinance 693.
- **December 6, 2023** – Email correspondence between the Holms and David Mattison, City Planner, discussing due payment of SDC fees for 10065 5th Street for the dwelling.



City Council- Honorable Members

The Planning Commission recently approved CU-2024-01 allowing higher density residential development, Hobsonville Hideaway with 29 units. Basically an apartment complex in the woods, next to the forest.

The conditional use was passed with several conditions and a suggestion. The suggestion was to build with home hardening standards and defensible space criteria. Since neither of these items are in our ordinances or Comp plan, they can only be suggestions.

Attached is some information on Defensible Space and Home Hardening for your information. We are asking that the council begin the process to have the planning department incorporate these items into our ordinances so that all building that is done in the future, performed on lands in the WUI, would be built to these standards.

Much of our city's remaining build-able lands lie in the Wild-land Urban Interface. It is easy to determine which properties are in the WUI, as they pay taxes to the NW Fire Protection on their property tax statement.

WUI - A zone of transition between wilderness and land developed by human activity - Human settlements in the WUI are at greater risk of catastrophic wildfire.

Defensible Space - A natural and/or landscaped area around a structure that has been maintained and designed to reduce fire danger.

Home Hardening - Describes the process of reducing a home's risk to wildfire by using non-combustible building materials, keeping the area around your home free of debris and taking steps to prevent embers from entering the home.

Firewise Communities/USA is designed to enable communities to achieve a high level of protection against WUI fire loss, even as sustainable ecosystem balance is maintained.

Bay City is a Firewise community, but it is time for the city to take it to the next level, it's not that hard!

Gary Frey and Pat Vining

January 2019. The Oregon State Board of Fire Marshal has adopted an amendment to the Oregon Residential Specialty Code that allows local jurisdictions to adopt wildfire hazard mitigation provisions for residential structures. The provisions are based on the International Code Council's Wildland-Urban Interface (WUI) Code. The amendment gives cities and counties a new, effective tool for improving wildfire resiliency.

The CPAW program has worked with four Oregon communities—Astoria, Bend, Sisters, and Waco. CPAW's recommendations for Bend, Sisters, and Waco county included adopting a wildland-urban interface code for structures.

A report by Headwaters Economics through the CPAW program found the cost of constructing a home compliant with the International WUI Code to be rough the same as the cost of constructing a typical home.

June 26, 2022

Property Owners in the Wildland Urban Interface

Good Day, you are receiving this mailing as your property in Bay City or the UGB has been identified as being located within the Wild Land Urban Interface (WUI). Volunteers within the city and Urban Growth Boundary are interested in recruiting your help in making our community a safer place. Please join these volunteers by reading the enclosed brochure and exploring the numerous websites dedicated to education regarding the WUI and the FIREWISE program. Bay City Emergency Volunteers (BCEV) are being assisted by Oregon Department of Forestry, Oregon State Fire Marshals Office and Bay City Fire Department.

Bay City faces obstacles creating defensible space around your property or home, since the road Right of Ways and vacant property's have been overgrown with blackberry and brush. However, defensible space begins within five feet of your home.

Wildfires in Tillamook county; who would have thought it possible, unless you remember the Tillamook burn during the 1930's-1950's? You need not be a climate change zealot but only had to pack your suitcase and prepare for evacuation as was the case recently with the Pike Road fire.

If you are interested in helping make our community a safer place, please respond to bcev@ci.bay-city.or.us. If you do not use email, please respond by mail to PO Box 3306 Bay City Or. 97107.

Sincerely,
Gary Frey, Resident



Oregon Forestland – Urban Interface Fire Protection Act (Senate Bill 360)

(Oregon Department of Forestry) – The Oregon Forestland-Urban Interface Fire Protection Act, often referred to as Senate Bill 360, enlists the aid of property owners toward the goal of turning fire-vulnerable urban and suburban properties into less-volatile zones where firefighters may more safely and effectively defend homes from wildfires. Basically, the law requires property owners in identified forestland-urban interface areas to reduce excess vegetation, which may fuel a fire, around structures and along driveways. In some cases, it is also necessary to create fuel breaks along property lines and roadsides. The act, passed in 1997, applies to all Oregon counties. However, the act has not yet been implemented statewide. Forestland-urban interface areas are identified in each county by a classification committee. A committee is composed of five members — three appointed by the county, one by the state fire marshal and one by the state forester. The process of identifying forestland-urban interface areas follows steps and definitions described in Oregon Administrative Rules 629-044-1005 through 629-044-0145.

By creating a defensible space around your property you can significantly reduce your chances of destruction should a wildfire occur around the property.

Defensible Space is creating a green landscape, with minimal fuels, creating a low fire danger circumference around your home and other outbuildings for the prevention of wildfire and the slowing of the spread of wildfire. By following a few guidelines for maintaining property such as trimming the trees, picking up forest litter, clearing gutters, building an open driveway, moving burnable materials like firewood, just to name a few, have helped save many property owners from devastation.

Many years of research has gone into compiling a list of guidelines to assist with assessing, determining, and maintaining methods that can be implemented by all property owners. These guidelines have been introduced into a program called Defensible Space.

Firewise

Firewise communities are those that have taken appropriate measures to become more resistant to wildfire structural damage. An online Firewise Toolkit, including a Firewise tips checklist for homeowners, is available on the Firewise website. www.firewise.greenoregon.org

Commissioners poised to approve rural ADUs

WILL CHAPPELL
Headlight Editor

The Tillamook Board of County Commissioners held a public hearing about an ordinance update to allow accessory dwelling units in the county's rural residential zones on May 1. Commissioners signaled their preparedness to pass the ordinance at a meeting the following week, with minor updates to its language.

A proposed ordinance update to allow the siting of recreational vehicles on properties in the same zone was continued, with commissioners asking for more regulations before further consideration.

Both proposals were made possible by Oregon Senate Bill 644, which removed certain wildfire requirements for accessory dwelling units (ADU) built in the rural residential zone. The revised requirements paved the way for counties across the state to amend their land use ordinance to allow ADU construction on two-to-ten-acre properties in the zone.

Tillamook County's planning commission began working to update the land use ordinance shortly after the bill passed in 2023's legislative session and recommended the proposed ordinance update at their April meeting.

If approved, property owners in the rural residential zone will be allowed to build ADUs within 100 feet of the primary dwelling unit on their property with a footprint of up to 900 square

feet. No conditional use approval will be required, though plans will have to include wildfire mitigation elements and use fire hardening materials. ADUs will also be required to be attached to the same septic system as the main dwelling on the property.

Properties with ADUs will not be eligible for participation in the county's short-term rental license program, although either or both dwellings on the property can be rented on a long-term basis.

Community Development Director Sarah Absher detailed the proposed ordinance for the commissioners, who voiced their support for the update. Absher asked the commissioners for clarification on how to measure the distance between the primary dwelling and ADU and will bring the ordinance before commissioners for another public hearing and vote on May 8.

Absher then discussed the possibility of allowing recreational vehicles (RV) to be sited on properties as dwelling units. Absher said that the same senate bill that had opened the way for ADUs had created the possibility but that Deschutes County was the only other government in the state considering it.

The planning commission approved a proposal in April that would allow for RVs to be sited a minimum of ten feet away from a property's main dwelling on a dedicated concrete or gravel pad. The proposed ordinance would require RVs be attached to

the same power and water utilities as the primary dwelling on the property and contain a toilet and sink.


Permits would be issued on a two-year basis and the primary dwelling on the property would need to be occupied by the property owner.

This proposal raised questions and concerns for the commissioners, with the main theme being the need to prevent a proliferation of dilapidated vehicles.

Commissioner Doug Olson asked if there was a requirement for a refrigerator or cooking facilities in the ordinance and Absher said that they had not been included to allow flexibility. Olson also pointed out a lack of age restrictions for RVs and said he was concerned about having "junkers" create issues.

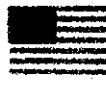
Commissioner Erin Skaar said that these types of issues were probably the reason why other counties had not pursued a similar ordinance update. Skaar mentioned that there were federal guidelines relating to structures' habitability that could potentially be used in the ordinance to prevent unsafe RVs from being inhabited.

All three commissioners indicated that they weren't ready to vote on the RV proposal and asked Absher to separate it from the ADU proposal so that they could move the ADU approval forward posthaste. Absher said that she would work on updating the RV proposal's requirements and bring an update before the board sometime in the summer.




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- ✓ Opposition
- ✓ Refinement
- ✓ Increase
- ✓ Representation



"One particular skill set I have long admired in Jeff are his "street smarts". Jeff understands human nature and has proven his ability to effectively maneuver through difficult situations with common sense solutions".
Todd Blickenstaff, CEO BCM Ventures & Consulting

"Jeff is a true team player and always fosters positive discussions and brings the best out of other employees".



What homeowners need to know about home hardening

Senate Bill 762 (2021) and SB 80 (2023) created a statewide approach to a wide range of wildfire mitigation measures. The Building Codes Division is implementing those bills by applying fire hardening building code standards to the high hazard areas within the wildland urban interface on the state map. Fire hardening refers to building materials and practices that can reduce the risk of ignition of a home by embers from wildfires.

What you need to know

If you are in a high hazard area and in the wildland urban interface:

- **No action is required related to home hardening.** Building code standards do not apply retroactively. They apply only if you are replacing a covered item (roof or siding) or doing an addition to your home.
- If you are replacing your roof or siding, or if you are doing an addition to your home, you will need to use fire hardening materials after the effective date of the code.

- You are not required to change materials for partial repairs of your roof or siding.

If you are not in a high hazard area or are outside of the wildland urban interface:

- No action is required related to home hardening. If you want to make your home more fire resilient, this document provides guidance on things you can do to improve your home's resistance to wildfire.

How home fire hardening works

Fire hardened means your home is prepared for a wildfire and an ember storm. It does not mean fireproof. Home hardening addresses the most vulnerable parts of your home with building materials and installation methods that increase resistance to heat, flames, and embers that come with most wildfires.

Fire hardening means taking steps to make a home or business more resistant to damage from a wildfire, including:

- Using materials for siding and roofing that resist ignition during a wildfire
- Installing fire-resistant windows to protect openings

- Using attic ventilation devices that help reduce ember intrusion

Embers – the hot glowing fragments of wood – are responsible for most damage during wildfires. They can collect on your home, deck, or porch and ignite combustible materials (those that catch fire and burn easily). Embers can also be forced into gaps in the home (attic vents or windows) and burn the home from the inside out. When this happens, there can be little damage to the nearby plants and trees, leaving people puzzled as to what caused their home to burn.

Fire hardening and creating defensible space reduce the possibility a nearby fire will ignite your structure and the potential for damage.

Fire hardening makes the community more resistant to the spread of wildfire. Slowing down a fire, may create more time and opportunity for emergency responders to protect life and property from a fire. Part of learning to live with wildfire is understanding that we have some control in how we prepare for and address this hazard, and how we manage fire in our own homes and communities.



Fire hardening tips to protect your home from wildfire

Roofing: Making a roof “fire-safe” is a big step to reduce how vulnerable your home is to wildfire. Install Class A or Class B roof covering.

Exterior wall covering: Combustible siding can ignite from direct flame contact or radiant heat and spread fire into walls, attics, and openings. Install noncombustible or ignition-resistant siding and trim.

Ventilation: Roof and eave vents create openings for flying embers that can ignite combustible materials inside the home. Install ember- and flame-resistant vents or 1/8-inch maximum wire mesh.

Soffits and eaves: Soffits and eaves may be ignited by embers and hot gases. Enclose soffits and eaves with noncombustible or ignition-resistant materials.

Windows and skylights: Glass exposed to heat or flames may break after only one to three minutes, allowing flames and embers inside. Install tempered, multi-layered, or fire-resistant rated glass.

Walking surfaces: Decks, porches, and balconies are vulnerable to embers and other wildfire exposures. Enclose the underside of walking surfaces and construct with noncombustible, ignition-resistant, or fire-retardant-treated materials.

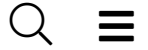
Gutters: Combustible gutters can ignite when exposed to embers and flames. Install noncombustible gutters and guards or covers to prevent accumulation of leaves and debris.

Manufactured home skirting: Combustible skirting installed to enclose the space under a manufactured home is a vulnerable point for wildfires. Install noncombustible or ignition-resistant skirting.



[BCD wildfire hazard mitigation webpage](#)

For more information about home fire hardening, contact the **Oregon Building Codes Division** at bcd.firehardening@dcbs.oregon.gov



Codes and standards

(/bcd/codes-stand)

(/bcd/)

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Wildfire hazard mitigation


Senate Bill 762 (2021) (<https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/SB762/Enrolled>), updated by **Senate Bill 80 (2023)** (<https://olis.oregonlegislature.gov/liz/2023R1/Downloads/MeasureDocument/SB80/Enrolled>), created a statewide approach to a wide range of wildfire mitigation measures. The legislature directed the Building Codes Division to adopt fire hardening building code standards, based on existing wildfire mitigation provisions, that could be applied to new dwellings and the accessory structures of dwellings in areas of the state mapped as high hazard zones and that are in the wildland urban interface.

About the changes

Fire hardening building code standards

- Fire hardening refers to using building materials and practices that can reduce the hazard of ignition of a home by embers from wildfires.
- The fire hazard mitigation (fire hardening) standards that the division is in the process of adopting will be based on the wildfire mitigation provisions in Section R327 of the 2021 Oregon Residential Specialty Code (ORSC).
- The high hazard zones of the state in the wildland urban interface will be mapped out on the Oregon Wildfire Hazard Map. **See more information about the map below.**


What homeowners need to know

- If you **are** in the high hazard zone **and** in the wildland urban interface:
 - **No action is required at this time.**
 - Building code standards do not apply retroactively. They only apply to an existing home if you are replacing a covered item.
 - **The effective date of the new code requirements will be based on when the wildfire hazard map is available.** If you are replacing your roof or siding, doing an addition to your home, or constructing a new home, you would need to use fire hardening materials for any permit application submitted after the effective date of the new code requirements.
 - You are not required to change materials for partial repairs of your roof or siding.
- If you **are not** in the high hazard zone or **are outside** of the wildland urban interface:
 - Nothing is required related to home hardening, even after the effective date of the new code amendments.
 - If you want to make your home more fire resilient, view this **How Fire Hardening Works guide**  (/bcd/codes-stand/Documents/5785-howfirehardeningworks.pdf) to learn more about the things you can do to improve your homes resistance to wildfire.

Estimated cost of home hardening

A wide array of variables impact the cost of hardening a home and estimating a cost increase from standard prescriptive construction, including but not limited to; initial materials selected, size and shape of dwelling, size and number of projections and decks, eave heights, number and type of vents, number and type of windows, and similar customer design considerations.

View this **Estimated cost of hardening your home guide**  (/bcd/codes-stand/Documents/wildfire-resources/R327-firehardening-cost-est.pdf) to learn more about estimated costs.

 [An official website of the State of Oregon »](#)

(<http://www.oregon.gov>)

New Wildfire Hazard Mitigation training video



This training video covers construction standards and material compliance requirements from the 2023 ORSC for wildfire hazard mitigation or home-hardening. This training is intended to identify the appropriate construction standards required in areas of our state where the wildfire hazard mitigation provisions of the 2023 ORSC are applicable.

View the new wildfire hazard mitigation training video.  (<https://youtu.be/JJNzDiywwy8>)

Wildfire hazard mitigation standards

To implement Senate Bill (SB) 762 (2021) and SB 80 (2023), the division is developing rules that will amend the ORSC Section R327 to apply to all new dwellings and the accessory structures of dwellings in high wildfire hazard zones in the wildland-urban interface and to extend the standards to apply to existing dwellings that are replacing exterior elements of the structure.

Timeline for adopting amendments

Date	Notice/agenda/video
TBD	<p>Anticipated adoption of statewide requirements</p> <ul style="list-style-type: none"> The adoption date of the ORSC Section R327 provisions requiring fire-hardening in areas of the state mapped as a high hazard zone and in the wildland urban interface will be based on the availability of the wildfire hazard map. The adoption process will include an additional opportunity for public input on the proposed code amendments
Oct. 1, 2023	<p>2023 Oregon Residential Specialty Code (ORSC) adoption</p> <ul style="list-style-type: none"> Wildfire Hazard Mitigation - Training Video  (https://youtu.be/JJNzDiywwy8) Approved Section R327, Wildfire Hazard Mitigation, provisions (/bcd/codes-stand/Documents/23orsc/23orsc-wildfire-amendments.pdf) Effective Oct. 1, 2023 Continues allowing for the local adoption of Section R327 provisions during the wildfire hazard mapping process. Includes a textbox indicating that the local adoption provisions of Section R327 may be impacted by Senate Bill 762 (2021) and SB 80 (2023). <p>Get more information about the 2023 ORSC adoption process  (/bcd/codes-stand/Pages/orsc-adoption.aspx)</p>
June 2023	<p>Senate Bill (SB) 80 - During the 2023 Legislative Session the legislature passed SB 80, updating the provisions of SB 762. SB 80 overview (https://olis.oregonlegislature.gov/liz/2023R1/Measures/Overview/SB80)</p>
Aug. 16, 2022	<p>Public Rulemaking Hearing Notice with proposed rules and code language (/bcd/laws-rules/Documents/20220816-sb762-firehazardmitigation-ph.pdf) Meeting video (https://youtu.be/rnlTQffCDt4)</p>
July 13, 2022	<p>Residential and Manufactured Structures Board meeting</p> <ul style="list-style-type: none"> Review the proposed amendments to the ORSC and provide a recommendation for adoption. Board agenda and packet (/bcd/boards/Documents/rmsb-20220713-agenda.pdf) Meeting video (https://youtu.be/OAN8TwTn6n4)
June 9, 2022	<p>Rulemaking advisory committee meeting</p> <ul style="list-style-type: none"> Agenda and proposed amendments to ORSC Section R327 (/bcd/laws-rules/Documents/20220609-sb762-wildfire-mitigation-rac.pdf) Meeting video (https://youtu.be/hfrPdvdlU8) Senate Bill 762 (2021) (https://olis.oregonlegislature.gov/liz/2021R1/Downloads/MeasureDocument/SB762/Enrolled) Existing code language - 2021 ORSC, Section R327, Wildfire Hazard Mitigation (https://codes.iccsafe.org/content/ORRSC2021P1/chapter-3-building-planning#ORRSC2021P1_ChPanel_SecR327)

Wildfire hazard map questions?

The wildfire map created in 2022 was withdrawn. The Oregon Department of Forestry (ODF) will be creating a new wildfire hazard map consistent with SB 80 (2023). For more information about the map or the hazard classification of a property visit the ODF website.

Oregon Department of Forestry
Oregon Wildfire Hazard Map



(/odf/pages/sb762.aspx)

Defensible space code questions?

If you have questions about the rules for trees, bushes, and other vegetation around your building, also known as "defensible space" you can visit the Oregon State Fire Marshal's website.

Oregon State Fire Marshal
Oregon Defensible Space Code

(/osp/programs/sfm/pages/oregon-defensible-space-code.aspx)

Land use questions?

If you have questions about the implementation of SB 762 as it pertains to land use laws and rules visit the Oregon Department of Land Conservation and Development website.

Oregon Department of Land Conservation and Development
Land-use updates



Wildfire hazard mitigation mapping tool

As the Oregon Department of Forestry is overseeing the development and maintenance of a comprehensive statewide map of wildfire hazard that will display the three wildfire hazard zones: high, moderate, and low hazard; the division is working on an interactive tool to work in conjunction with the Oregon Wildfire Risk Explorer, that will display wildfire hazard mitigation standards covered in Section R327 of the ORSC. This tool will also support the future listing of snow, seismic, and wind design criteria at the property level.

Developments in the process will be posted here as they become available.

Help us improve! Was this page helpful?

Address

Office location

1535 Edgewater Street NW
Salem, OR 97304

Mailing address

P.O. Box 14470
Salem, OR 97309-0404

Hours: 8 a.m. to 5 p.m.
Monday through Friday


Links

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Job openings (</DCBS/jobs/Pages/jobs.aspx>)

News and updates (</BCD/Pages/news-updates.aspx>)

BCD public meetings  (https://www.youtube.com/channel/UCR2faddJs3xguL3gj_oYaUQ)

 [An official website of the State of Oregon »](#)





(<http://www.oregon.gov>)

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(https://www.instagram.com/oregon_dcbs/)  (<https://www.linkedin.com/company/oregon-department-of-consumer-and-business-services/>)

Contact us

503-378-4133 (**main**)
800-442-7457 (**toll-free**)
503-378-2322 (**fax**)

Division program contacts (</bcd/Pages/contact-us.aspx>)

About Oregon

[Oregon.gov](https://www.oregon.gov) (<https://www.oregon.gov>)

[State Employee Search](https://employeeesearch.dasapp.oregon.gov) (<https://employeeesearch.dasapp.oregon.gov>)

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CITY OF BAY CITY, OREGON

PERSONAL SERVICES CONTRACT

for

Patterson Creek Design and Lift Station

This Contract is between the CITY OF BAY CITY, a municipal corporation of the State of Oregon (City) and Century West Engineering (Contractor). The City's Project Manager for this Contract is Roy Markee, Public Works Director.

The parties mutually covenant and agree as follows:

- 1. Effective Date and Duration.** This contract is effective on the date at which every party has signed the contract and will expire, unless otherwise terminated or extended, on April 1, 2025.
- 2. Statement of Work.** The work to be performed under this contract consists of providing engineering services for the preparation of construction plans, specifications and estimates for removal of an existing 48" culvert at Patterson Creek (7th Street and Main Street) and replacement with a box culvert, removal of an existing 56" culvert (8th Street and Main Street), bank stabilization and regrading between 5th and 8th Street, design of new roadway at Trade Street (between 7th and 8th Street), design of a sanitary lift station and collection system for 8 houses, design of a water main extension for houses on 7th and 8th Street, and support for permitting as it relates to work within Patterson Creek in Bay City, OR., as described in exhibit A attached. The Statement of the Work reflects both the work anticipated and the fees the Contractor will charge for each component of that work. The work provided will be guided by the Statement of the Work, but the Contractor will, with the approval and direction of the City, perform services in such a way as to ensure constant progress is being made to achieve the City's end goals in the most efficient manner possible.
- 3. Consideration.**
 - a. City agrees to pay Contractor for actual hours worked, and allowable expenses incurred for accomplishing the work required by this contract, with a total sum not to exceed \$168,849.00.
 - b. Contractor will furnish with each invoice for services an itemized statement showing both the work performed and the number of hours devoted to the project by the Contractor and its agents. City will pay the Contractor for services within 30 days of receiving an itemized bill that has been approved by the Project Manager.
 - c. City certifies that sufficient funds are available and authorized for expenditure to finance the cost of this contract.
- 4. Additional Services.** Additional services, described in Contingencies of Exhibit A, will be provided if mutually agreed upon by the parties and authorized or confirmed in writing by the City, and will be paid for by the City as provided in this Contract in addition to the compensation authorized in subsection 3. If authorized by the City, the additional services will be performed under a series of Task Orders defining the services to be performed, time of performance, and cost for each phase of services.

CONTRACTOR DATA, CERTIFICATION, AND SIGNATURE

Name (please print):

Century West Engineering Corp.

Address:

5500 Meadows Rd.

Lake Oswego, OR 97035

Social Security #:

Federal Tax ID #: 93-0584951

State Tax ID #: 007243-2

Citizenship: Nonresident alien Yes No

Business Designation (check one): Individual Sole Proprietorship Partnership
 Corporation Government/Nonprofit

The above information must be provided prior to contract approval. Payment information will be reported to the Internal Revenue Service (IRS) under the name and taxpayer I.D. number provided above. (See IRS 1099 for additional instructions regarding taxpayer ID numbers.) Information not matching IRS records could subject you to 31 percent backup withholding.

I, the undersigned, understand that the Standard Terms and Conditions for Personal Services Contracts and Exhibits A, B, C, and D are an integral part of this contract and agree to perform the work described in Exhibit A in accordance with the terms and conditions of this contract; certify under penalty of perjury that I/my business am not/is not in violation of any Oregon tax laws; and certify I am an independent contractor as defined in ORS 670.600.

Signed by Contractor:



Executive Vice President

5/7/2024

Signature/Title

Date

NOTICE TO CONTRACTOR: This contract does not bind the City of Bay City unless and until it has been fully executed by the appropriate parties.

CITY OF BAY CITY SIGNATURE

Approved:

City Manager

Date

CITY OF BAY CITY
STANDARD TERMS AND CONDITIONS FOR PERSONAL SERVICES CONTRACTS

1. Contractor is Independent Contractor.

a. Contractor will perform the work required by this contract as an independent contractor. Although the City reserves the right (i) to determine (and modify) the delivery schedule for the work to be performed and (ii) to evaluate the quality of the completed performance, the City cannot and will not control the means or manner of the Contractor's performance. The Contractor is responsible for determining the appropriate means and manner of performing the work.

b. The Contractor represents and warrants that Contractor (i) is not currently an employee of the federal government or the State of Oregon, and (ii) meets the specific independent contractor standards of ORS 670.600, as certified on the Independent Contractor Certification Statement attached as Exhibit D.

c. Contractor will be responsible for any federal or state taxes applicable to any compensation or payment paid to Contractor under this contract.

d. If Contractor is a contributing member of the Public Employees' Retirement System, City will withhold Contractor's contribution to the retirement system from Contractor's compensation or payments under this contract and make a corresponding City contribution. Contractor is not eligible for any federal Social Security, unemployment insurance, or workers' compensation benefits from compensation or payments to Contractor under this contract, except as a self-employed individual.

2. Subcontracts and Assignment. Contractor will not subcontract any of the work required by this contract, or assign or transfer any of its interest in this contract, without the prior written consent of the City. Contractor agrees that if subcontractors are employed in the performance of this contract, the Contractor and its subcontractors are subject to the requirements and sanctions of ORS Chapter 656, Workers' Compensation.

3. No Third Party Beneficiaries. City and Contractor are the only parties to this contract and are the only parties entitled to enforce its terms. Nothing in this contract gives or provides any benefit or right, whether directly, indirectly, or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this contract.

4. Successors in Interest. The provisions of this contract will be binding upon and will inure to the benefit of the parties, and their respective successors and approved assigns, if any.

5. Early Termination

a. The City and the Contractor, by mutual written agreement, may terminate this Contract at any time.

b. The City, on 30 days written notice to the Contractor, may terminate this Contract for any reason deemed appropriate in its sole discretion.

c. Either the City or the Contractor may terminate this Contract in the event of a breach of the Contract by the other party. Prior to termination, however, the party seeking the termination will give to the other party written notice of the breach and of the party's intent to terminate. If the Party has not entirely cured the breach within 15 days of the notice, then the party giving the notice may terminate the Contract at any time thereafter by giving a written notice of termination.

6. Payment on Early Termination

a. If this contract is terminated under 5(a) or 5(b), the City will pay the Contractor for work performed in accordance with the Contract prior to the termination date. Payment may be pro-rated as necessary.

b. If this contract is terminated under 5(c) by the Contractor due to a breach by the City, then the City will pay the Contractor as provided in subsection (a) of this section.

c. If this contract is terminated under 5(c) by the City due to a breach by the Contractor, then the City will pay the Contractor as provided in subsection (a) of this section, subject to set off of excess costs, as provided for in section 7, Remedies.

7. Remedies

a. In the event of termination under 5(c) by the City due to a breach by the Contractor, the City may complete the work either itself, by agreement with another contractor, or by a combination thereof. In the event the cost of completing the work exceeds the remaining unpaid balance of the total compensation provided under this contract, the Contractor will pay to the City the amount of the reasonable excess.

b. The remedies provided to the City under section 5 and section 7 for a breach by the Contractor are not exclusive. The City will also be entitled to any other equitable and legal remedies that are available.

c. In the event of breach of this Contract by the City, the Contractor's remedy will be limited to termination of the Contract and receipt of payment as provided in section 5(c) and 6(b).

8. Access to Records. Contractor will maintain, and the City and its authorized representatives will have access to, all books, documents, papers and records of Contractor which relate to this contract for the purpose of making audit, examination, excerpts, and transcripts for a period of three years after final payment. Copies of applicable records will be made available upon request. Payment for the cost of copies is reimbursable by the City.

9. Ownership of Work. All work products of the Contractor, including background data, documentation, and staff work that is preliminary to final reports, and which result from this contract, are the property of the City. Contractor will retain no ownership interests or rights in the work product. Use of any work product of the Contractor for any purpose other than the use intended by this contract is at the risk of the City.

10. Compliance with Applicable Law. Contractor will comply with all federal, state, and local laws and ordinances applicable to the work under this contract, including, without limitation, the provisions of ORS 279B.220, 279B.230, and 279B.235, as set forth on Exhibit B. Without limiting the foregoing, Contractor expressly agrees to comply with: (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 (Pub L No. 101-336), ORS 659A.142, and all regulations and administrative rules established pursuant to those laws; and (iv) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations.

11. Indemnity and Hold Harmless

Contractor will defend, save, hold harmless, and indemnify the City, its officers, agents, and employees from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of Contractor or its officers, employees, subcontractors, or agents under this contract.

- 12. Insurance.** Contractor will provide insurance in accordance with Exhibit C.
- 13. Waiver.** The failure of the City to enforce any provision of this contract will not constitute a waiver by the City of that or any other provision.
- 14. Errors.** The Contractor will perform such additional work as may be necessary to correct errors in the work required under this contract without undue delays and without additional cost.
- 15. Governing Law.** The provisions of this contract will be construed in accordance with the laws of the State of Oregon and ordinances of the City of Bay City, Oregon. Any action or suits involving any question arising under this contract must be brought in the appropriate court in Tillamook County, Oregon. Provided, however, if the claim must be brought in a federal forum, then it will be brought and conducted in the United States District Court for the District of Oregon.
- 16. Severability.** If any term or provision of this contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular term or provision held invalid.
- 17. Merger Clause.** THIS CONTRACT AND ATTACHED EXHIBITS CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE PARTIES. NO WAIVER, CONSENT, MODIFICATION, OR CHANGE OF TERMS OF THIS CONTRACT WILL BIND EITHER PARTY UNLESS IN WRITING, SIGNED BY BOTH PARTIES. ANY WAIVER, CONSENT, MODIFICATION, OR CHANGE, IF MADE, WILL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS CONTRACT. BY ITS SIGNATURE, CONTRACTOR ACKNOWLEDGES IT HAS READ AND UNDERSTANDS THIS CONTRACT AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

EXHIBIT A
STATEMENT OF THE WORK



EXHIBIT A

SCOPE OF WORK

This document summarizes the scope of project background, scope of work and assumptions required to provide engineering services for the preparation of construction plans, specifications and estimates for removal of an existing 48” culvert at Patterson Creek (7th Street and Main Street) and replacement with a box culvert, removal of an existing 56” culvert (8th Street and Main Street), bank stabilization and regrading between 5th and 8th Street, design of new roadway at Trade Street (between 7th and 8th Street), design of a sanitary lift station and collection system for 8 houses, design of a water main extension for houses on 7th and 8th Street, and support for permitting as it relates to work within Patterson Creek in Bay City, OR.

Project Background

Roughly 8 years ago, an existing 48” culvert on Patterson Creek at 7th Street (near Main Street) failed and was allowed an emergency replacement for 18 months. The emergency culvert is still in place.

The City has received a grant that can be utilized towards reconstructing the 48” culvert at 7th. Additionally, the existing culvert at 8th Street will be removed and the creek restored to open condition at that location. As such, vehicular access to 8th Street via Main Street will be removed and a new roadway will be constructed from 7th Street to allow for residential access to the homes fronting 8th Street. Due to the removal of the existing culvert on 8th Street, a new sanitary and water extension will be required along 7th Street including a sanitary lift station.

Task 1 - Project Management

This task includes the overall planning, monitoring, and control of the Patterson Creek Design and Lift Station project to meet the technical work efforts, quality control, project deliverables, cost, schedule, and communication objectives. The work will be accomplished under the following subtasks:

100 Administration

- Prepare and provide a project design schedule to the City for review and approval. The schedule shall include project delivery process and significant project milestones, for City approval.
- Maintain project records, budgets, and communications for the duration of the project.
- Brief biweekly call or meeting between the Consultant’s Project Manager and the City’s designated Project Manager to review status of tasks, schedule and budget (assumed 30 minutes).
- Process and submit monthly billing with a summary of project status by task and subtask based upon previously submitted weekly reports.

101 Meetings

- Team Meeting – Virtual meeting with City Project Manager as needed. This budget will not be utilized unless directed by the City Project Manager. This meeting can be utilized for a kickoff, to review design alternatives and/or permitting, discuss grant funding support/requirements, etc.
- Progress Meetings: Two (2) – 1-hour virtual meetings held with City Staff to discuss the 60% and 90% milestone submittal review, including preparation of an agenda and summary of items discussed.
 - This does not include miscellaneous phone calls to/from Century West staff, which is part of the normal design process and included in other tasks.
- Facilitate a meeting with the regulatory agencies to introduce them to the project and allow them to communicate the permitting process.

Task 2 – Data Collection/Preliminary Engineering

200 Data Collection

Beyond the information provided in the Request for Proposal, the City to provide any additional relevant



background design information and/or record drawings for existing sanitary sewer, waterlines and storm drains in the project vicinity. The Consultant will review available background information, record drawings, GIS, franchise utility maps and other information to include in the project base files and supplement the survey as needed.

The Consultant Project Manager and Engineer will visit the site, with City staff if available, to photo/video document the existing conditions, perform a field check of the survey and review in detail the project area. Assumed to happen in conjunction with kickoff meeting or survey field check.

210 Topographic Survey

A previously completed survey was provided by the city. The survey information provided a portion of the necessary information needed to complete design but needs to be supplemented with additional topographic survey.

The supplemental topographic survey will generally encompass City owned property (including Patterson Creek) at the intersection of Main Street and 7th Street/8th Street, the right-of-way at 7th Street and 8th Street from Main Street to Trade Avenue, and the right-of-way at Trade Avenue between 7th Street and 8th Street. See Figure 1 for survey limits. The survey will specifically include the following:

- Full topographic survey for design improvements, all planimetric features, and surface data to create contours at 1' intervals.
- Underground utilities within adjacent right-of-way per Utility Notification Center (one-call) markings. Surveyor will submit request 10 business days prior to fieldwork.
- Structures (manholes and catch basins) with pipe inverts, size, direction, and material.
- Trees of 6" DBH or larger along with notation as coniferous or deciduous.
- Horizontal and vertical datums.
- On-site underground utilities will not be included in this scope-of-work.
- Boundaries of all wetlands and waterways.

Deliverables include drawing files in AutoCAD Civil 3D 2020 (or a compatible version). Files will contain surface and contour data.

220 Monument Preservation / Pre-Construction ROS

- Locate all monuments that will be disturbed
 - Assumption: sixteen (16) monuments will potentially be disturbed
- Resolve existing right-of-way
- Perform research of county records
- Draft & File Survey Record(s):
- Prepare and file a Pre-Construction Record of Survey conforming to all applicable County standards with the Tillamook County Surveyor's office. To perpetuate monument locations as required under ORS 209.155
- Report Coordinate Values of each found monument.
- Submit preliminary Record of Survey to City of Bay City for review.
- Address City comments and submit to Tillamook County Surveyor.

220 Geotechnical Investigation – CONTINGENCY

Subsurface Explorations:

- Subsurface explorations will consist of one (1) geotechnical boring within the existing roadway at the



proposed bridge location. In addition, up to two (2) “Wildcat” Dynamic Cone Penetration Tests (DCPT) will be completed, one each near the proposed east and west headwalls, respectively.

- GRI will conduct a site visit prior to drilling to observe surface conditions at the site and mark the proposed exploration locations. A locate ticket will be submitted to the Public Utility Notification Center to mark public utilities in the area.
- The boring will be advanced using open-hole, mud rotary drilling techniques. Disturbed split-spoon samples and/or undisturbed Shelby tube samples will be obtained from the borings at about 2.5-foot intervals of depth in the upper 15 feet and at 5-foot intervals below this depth. The Standard Penetration Test will be conducted while the disturbed split-spoon samples are being taken. The borings will be subcontracted to a drilling contractor experienced in drilling and sampling soils for engineering purposes. The drilling and sampling will be accomplished under the direction of experienced staff from GRI who will collect samples and maintain a log of the materials and conditions disclosed during the course of the work.
- Upon completion of the boring, the drill cuttings will be drummed and disposed of at an appropriate facility. The boreholes will be backfilled in accordance with Oregon Water Resource Department regulations and capped with gravel and/or asphalt pavement patch to match the surrounding surface.
- The DCPTs will be utilized to collect subsurface information in areas inaccessible to a drill rig. The DCPT sounding consists of driving a 1.4-inch-diameter cone into the soil using a hand-operated, 35-pound weight falling 15 inches. The number of blows required to drive the cone about every 4 inches is recorded to assess the stiffness characteristics of the underlying soils. We anticipate the probes will advance to depths of 15 to 20 feet unless refusal is encountered at shallower depths.

Laboratory Testing and Data Review :

- Laboratory tests will be conducted to provide data on the important physical characteristics of the subsurface materials to inform the engineering studies and analyses. The laboratory tests will include standard index tests, such as natural water content, Atterberg limits, grain size analyses, and unit weight determinations. Consolidation testing is also anticipated to provide the quantitative data necessary for foundation design and estimated settlements.

Geotechnical Analysis and Design:

- Geotechnical Engineer will attend one virtual meeting (assumed one hour) with the project team to discuss the findings of the geotechnical investigation and participate in discussion regarding the design of the replacement structure. This task will also include time to coordinate and manage the project.
- Engineering studies and analyses will be accomplished that will lead to the preparation of conclusions and recommendations concerning:
 - Earthwork, including cut and fill slopes, wet-weather construction, and the suitability of on-site soils for use as structural fill.
 - Design criteria for bridge shallow foundations including allowable bearing pressures, bearing strata, foundation embedment, and setback criteria.
 - Estimated settlements (total and differential).
 - Seismic design criteria, including a Site Class in accordance with the current AASHTO guidelines.
 - Design lateral earth pressures for abutments/wingwalls.
 - Design criteria for temporary excavation shoring.

Geotechnical Report:

- A geotechnical report will be prepared that discusses the work accomplished and presents the results of the various tests and office studies. A draft report will be provided in electronic format for review.



Following review by the project team, any comments will be addressed, and a final stamped report will be submitted in electronic format.

Assumptions:

- Petroleum products or other potentially hazardous materials will not be encountered during our subsurface explorations. If petroleum products or other potentially hazardous materials are encountered during our subsurface exploration, we will immediately stop drilling, place the drilling subcontractor and our field staff on standby, and contact you for further guidance. The standby time has not been included in the cost estimate and will be billed on a time-and-expenses basis in accordance with the attached Fee Schedule.
- Traffic control will consist of “Road Work Ahead” signs and a coned-off work area with self-regulating traffic. A traffic control plan and flaggers are not required.
- Permits to advance a boring in City of Bay City right-of-way (ROW) will be provided without charge to the geotechnical engineer. The City of Bay City will coordinate right-of-entry if the exploration locations are outside of City ROW. The City will also notify local residents, if needed.
- Post report consultation, such as review of plans and specifications, is not included in this scope of work.
- The replacement structure will consist of a prefabricated concrete bridge or buried structure such as a Contech B-Series structure (or similar).
- The analysis and reporting will assume the replacement structure will utilize shallow foundations. An evaluation of the feasibility of shallow foundations will be included, and the geotechnical engineer will notify the project team if a different foundation type is required due to the subsurface conditions.

Deliverables include a Draft Geotechnical Report and a Final Geotechnical Report.

220 Environmental Permitting

- Conduct a delineation on the proposed expansion property. The delineation will be conducted using the required criteria and methodologies of the Western Mountains, Valleys and Coast Region regional supplement, which provides the guidelines and methodology for defining the limits of wetlands and waterways. The boundaries of all wetlands and waterways will be flagged and numbered to aid the survey.
- Following the fieldwork, we will prepare a delineation report suitable for submittal to the regulatory agencies. This report will be submitted to DSL for their review. DSL can take up to 120 days for the review.
- Conduct assessment of creek function using the Stream Function Assessment Method (SFAM) per DSL requirements. Prior to collecting data in the field, maps and other data will be assembled in the office to facilitate the field work. Two biologists will visit the study area and collect the data that is required for SFAM. This data intensive methodology requires numerous measures within the creek and its riparian area. The data collected in the field will be transferred from data forms into the SFAM Excel spreadsheet. The Excel spreadsheet will result in an assessment of four grouped functions and eleven specific functions of the creek.
- PHS will prepare a memorandum summarizing the results in a table and with a brief description. Accompanying the memorandum will be a PDF copy of the results and an electronic copy of the SFAM Excel spreadsheet that can be given to DSL and the Corps.
- Prepare joint permit application (JPA) and submit to Division of State Lands (DSL) and Corps of Engineers (Corps). The application will also be reviewed by DEQ and NMFS.



Task 3 – Final Design Engineering

300 Design Development (60%)

Complete design development for the following:

- Removal of existing 48” culvert at 7th Street and replacement with a precast concrete culvert that will be designed and supplied by Contech Engineering Solutions (or similar) and allow for fish passage.
- The design of cast-in-place concrete head walls.
- Removal of existing 56” culvert at 8th Street including channel/bank restoration.
- Design of new asphalt paved roadway connecting 7th Street to 8th Street at Trade Avenue. Roadway section assumed to be 20 feet of 3-inch thick asphalt pavement over 30 feet of 10 inch gravel base. No curb, gutter, or sidewalk will be required. Stormwater management will be required to meet NMFS and DEQ standards.
- Sanitary main extension from 8th Street to the existing sewer at the intersection of Main Street and 7th Street, including gravity main and lift station with force main.
- Electrical power, controls systems, and generator sizing and coordination for the new outdoor duplex sewer lift station.
- Water main extension from 8th Street to the existing main at the intersection of Trade Avenue and 7th Street.

Prepare construction plans utilizing 22” x 34” plan sheets; sheet count as follows:

- Two (2) plan sheets will be provided for Cover and Legend/General Notes.
- Up to three (3) plan sheets will be provided for existing conditions, demolition, and utility abandonment.
- Up to three (3) plan sheets will be provided at 1”=20’ scale for utility relocations.
- Up to three (3) plan sheets will be provided at 1”=20’ scale for roadway design.
- Up to six (6) plan sheets will be provided at 1”=20’ scale for culvert installation and removal.
- Up to three (3) plan sheets will be provided at 1”=40’ scale for erosion control, notes and details.
- Up to three (3) plan sheets will be provided for the structural headwall design.
- Up to five (5) plan sheets will be provided for electrical design at lift station.
- Up to two (2) plan sheets will be provided for restoration plans and details.
- Up to two (2) plan sheets will be provided for culvert installation details.
- Up to six (6) plan sheets will be provided for standard details and typical roadway sections.

Assumptions:

- Pumps will be submersible type, approximately 2 Horsepower each.
- Pump station electrical equipment will be installed on an outdoor equipment rack.
- A standby generator will be required to provide power to the lift station in the event of utility power failure.
- The City does not have an existing SCADA/Telemetry monitoring system that requires integration of this lift station.
- Monitoring will be some combination of visual, audible, auto-dialer (hardwired, or cellular), or cellular cloud based.
- Variable frequency drives will not be required for pump control.

Deliverables at the 60% milestone will include plans (per above) and engineer’s estimate of construction cost in electronic format.

310 Final Design (90%)

Update 60% plans per City review comments.

- Provide final design for bridge crossing and all appurtenances.
- Provide structural calculations for the head walls.



- Prepare landscape plans for restoration of impacted vegetation in accordance with the applicable permitting agency requirements.
- Traffic detours, staging and phasing during construction shall be described in Special Provisions of the Contract Documents with specific requirements based upon City needs and MUTCD Standards. Plan sheets are not included.
- Prepare special provisions as necessary to 2021 Oregon Standard Specifications for Construction (OSSC).
- Modify City-provided front end contract documents.
- Update engineer's estimate for the cost of construction based upon 90% design and City feedback regarding the 60% engineer's estimate.

320 Plans, Specifications, Estimate (100%)

- Update construction plans, front-end, special provisions and engineer's estimate as necessary to incorporate City 90% submittal comments and reflect 100% design efforts.
- Prepare bid item descriptions for consistency with project plans and specifications.
- Review bid sheet (prepared by the City) for consistency with project plans and specifications.
- CWE will compile an electronic copy of the contact documents (front-end, special provisions, and plans) to be solicited for bidding.

Task 4 – Bid Period Services – CONTINGENCY

400 Bid Period Services

- Respond to bidder's requests for information during the approximate 3-week bidding period
- Prepare any bid addenda as necessary.
- Review and tabulate received bids.
- Provide bid award recommendation and letter.

Task 5 – Construction Phase Services – Not Included.

EXHIBIT B
COMPLIANCE WITH APPLICABLE LAW

279B.220 Conditions concerning payment, contributions, liens, withholding. Every public contract shall contain a condition that the contractor shall:

(1) Make payment promptly, as due, to all persons supplying to the contractor labor or material for the performance of the work provided for in the contract.

(2) Pay all contributions or amounts due the Industrial Accident Fund from the contractor or subcontractor incurred in the performance of the contract.

(3) Not permit any lien or claim to be filed or prosecuted against the state or a county, school district, municipality, municipal corporation or subdivision thereof, on account of any labor or material furnished.

(4) Pay to the Department of Revenue all sums withheld from employees under ORS 316.167. [2003 c.794 §76a]

279B.230 Condition concerning payment for medical care and providing workers' compensation.

(1) Every public contract shall contain a condition that the contractor shall promptly, as due, make payment to any person, copartnership, association or corporation furnishing medical, surgical and hospital care services or other needed care and attention, incident to sickness or injury, to the employees of the contractor, of all sums that the contractor agrees to pay for the services and all moneys and sums that the contractor collected or deducted from the wages of employees under any law, contract or agreement for the purpose of providing or paying for the services.

(2) Every public contract shall contain a clause or condition that all subject employers working under the contract are either employers that will comply with ORS 656.017 or employers that are exempt under ORS 656.126. [2003 c.794 §76c]

279B.235 Condition concerning hours of labor; compliance with pay equity provisions; employee discussions of rate of pay or benefits. (1) Except as provided in subsections (3) to (6) of this section,

every public contract subject to this chapter must provide that:

(a) A contractor may not employ an employee for more than 10 hours in any one day, or 40 hours in any one week, except in cases of necessity, emergency or when the public policy absolutely requires otherwise, and in such cases, except in cases of contracts for personal services designated under ORS 279A.055, the contractor shall pay the employee at least time and a half pay for:

(A)(i) All overtime in excess of eight hours in any one day or 40 hours in any one week if the work week is five consecutive days, Monday through Friday; or

(ii) All overtime in excess of 10 hours in any one day or 40 hours in any one week if the work week is four consecutive days, Monday through Friday; and

(B) All work the employee performs on Saturday and on any legal holiday specified in ORS 279B.020.

(b) The contractor shall comply with the prohibition set forth in ORS 652.220, that compliance is a material element of the contract and that a failure to comply is a breach that entitles the contracting agency to terminate the contract for cause.

(c) The contractor may not prohibit any of the contractor's employees from discussing the employee's rate of wage, salary, benefits or other compensation with another employee or another person and may not retaliate against an employee who discusses the employee's rate of wage, salary, benefits or other compensation with another employee or another person.

(2) A contractor shall give notice in writing to employees who work on a public contract, either at the time of hire or before work begins on the contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the contractor may require the employees to work.

(3) A public contract for personal services, as described in ORS 279A.055, must provide that the contractor shall pay the contractor's employees who work under the public contract at least time and a half for all overtime the employees work in excess of

40 hours in any one week, except for employees under a personal services public contract who are excluded under ORS 653.010 to 653.261 or under 29 U.S.C. 201 to 209 from receiving overtime.

(4) A public contract for services at a county fair, or for another event that a county fair board authorizes, must provide that the contractor shall pay employees who work under the public contract at least time and a half for work in excess of 10 hours in any one day or 40 hours in any one week. A contractor shall notify employees who work under the public contract, either at the time of hire or before work begins on the public contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the contractor may require the employees to work.

(5)(a) Except as provided in subsection (4) of this section, a public contract for services must provide that the contractor shall pay employees at least time and a half pay for work the employees perform under the public contract on the legal holidays specified in a collective bargaining agreement or in

ORS 279B.020 (1)(b)(B) to (G) and for all time the employee works in excess of 10 hours in any one day or in excess of 40 hours in any one week, whichever is greater.

(b) A contractor shall notify in writing employees who work on a public contract for services, either at the time of hire or before work begins on the public contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the contractor may require the employees to work.

(6) This section does not apply to public contracts:

(a) With financial institutions as defined in ORS 706.008.

(b) Made pursuant to the authority of the State Forester or the State Board of Forestry under ORS 477.406 for labor performed in the prevention or suppression of fire.

(c) For goods or personal property. [2003 c.794 §77; 2005 c.103 §8f; 2015 c.454 §4]

**EXHIBIT C
INSURANCE**

(The Public Works Director must answer and initial 2, 3, and 4 below).

During the term of this contract, Contractor will maintain in force at its own expense, each insurance noted below:

1. **Workers Compensation** insurance in compliance with ORS 656.017, which requires subject employers to provide Oregon workers' compensation coverage for all their subject workers. (Required of contractors with one or more employees, unless exempt under ORS 656.027).

Required by City I am exempt. Signed _____

2. **Professional Liability** insurance with a combined single limit of not less than \$1,200,000, \$2,000,000, or \$3,000,000 each claim, incident, or occurrence. This is to cover damages caused by error, omission, or negligent acts related to the professional services to be provided under this contract. The coverage must remain in effect for at least one year two years after the contract is completed.

Required by City Not required by City By: _____

3. **General Liability** insurance, on an occurrence basis, with a combined single limit of not less than \$1,200,000, \$2,000,000, or \$3,000,000 each occurrence for Bodily Injury and Property Damage. It must include contractual liability coverage. This coverage will be primary and non-contributory with any other insurance and self-insurance.

Required by City Not required by City By: _____

4. **Automobile Liability** insurance with a combined single limit, or the equivalent of not less than \$1,200,000, \$2,000,000, or \$3,000,000 each accident for Bodily Injury and Property Damage, including coverage for owned, hired or non-owned vehicles.

Required by City Not required by City By: _____

5. **Notice of cancellation or change.** There will be no cancellation, material change, reduction of limits, or intent not to renew the insurance coverage(s) without prior written notice from the Contractor or its insurer(s) to the City.

6. **Certificates of insurance.** As evidence of the insurance coverages required by this contract, the Contractor will furnish acceptable insurance certificates to the City at the time the Contractor returns the signed contracts. For general liability insurance and automobile liability insurance, the certificate will provide that the City, and its agents, officers, and employees, are additional insureds, but only with respect to Contractor's services to be provided under this contract. The certificate will include the cancellation clause, and will include the deductible or retention level. Insuring companies or entities are subject to City acceptance. If requested, complete copies of insurance policies will be provided to the City. The Contractor will be financially responsible for all pertinent deductibles, self-insured retentions, and self-insurance.

EXHIBIT D
CERTIFICATION STATEMENT FOR INDEPENDENT CONTRACTOR
(Contractor complete A or B below, Project Manager complete C below.)

A. CONTRACTOR IS A CORPORATION

CORPORATION CERTIFICATION: I am authorized to act on behalf of the entity named below, and certify under penalty of perjury that it is a corporation.

Century West Engineering Corp.		5/7/2024
Entity	Signature	Date

B. CONTRACTOR IS INDEPENDENT.

Contractor certifies he/she meets the following standards:

1. The individual or business entity providing services is free from direction and control over the means and manner of providing the services, subject only to the right of the person for whom the services are provided to specify the desired results,
2. The individual or business entity is licensed under ORS chapters 671 or 701 if the individual or business entity provides services for which a license is required by ORS chapters 671 or 701,
3. The individual or business entity is responsible for obtaining other licenses or certificates necessary to provide the services,
4. The individual or business entity is customarily engaged in an independently established business, as any three of the following requirements are met (**please check three or more of the following**):
 - A. The person maintains a business location i) that is separate from the business or work location of the person for whom the services are provided or ii) that is in a portion of the person's residence and that portion is used primarily for the business.
 - B. The person bears the risk of loss related to the business or the provision of services as shown by factors such as i) the person enters into fixed-price contracts, ii) the person is required to correct defective work, iii) the person warrants the services provided, or iv) the person negotiates indemnification agreements or purchases liability insurance, performance bonds, or errors and omissions insurance.
 - C. The person provides contracted services for two or more different persons within a 12 month period or the person routinely engages in business advertising, solicitation, or other marketing efforts reasonably calculated to obtain new contracts to provide similar services.
 - D. The person makes a significant investment in the business, through means such as i) purchasing tools or equipment necessary to provide the services, ii) paying for the premises or facilities where the services are provided, or iii) paying for licenses, certificates, or specialized training required to provide the services.
 - E. The person has the authority to hire other persons to provide or to assist in providing the services and has the authority to fire those persons.

Contractor Signature	Date
----------------------	------

(Public Works Director complete C below.)

C. CITY APPROVAL

ORS 670.600 Independent contractor standards. As used in various provisions of ORS chapters 316, 656, 657, 671, and 701, an individual or business entity that performs services for remuneration will be considered to perform the services as an "independent contractor" if the standards of this section are met. The contractor meets the following standards:

1. The Contractor is free from direction and control over the means and manner of providing the services, subject only to the right of the City to specify the desired results,
2. The Contractor is responsible for obtaining licenses under ORS chapters 671 and 701 when these licenses are required to provide the services,

3. The Contractor is responsible for obtaining other licenses or certificates necessary to provide the services,
4. The Contractor has the authority to hire and fire employees to provide or assist in providing the services, and
5. The person is customarily engaged in an independently established business as indicated in B. 4 above.

Public Works Director Signature

Date

INTERGOVERNMENTAL AGREEMENT FOR FIRE OPERATION AND SERVICES

This Intergovernmental Agreement (the "IGA") is entered into by and between the City of Bay City and the Tillamook Fire District (the "Parties") as of May 15th, 2024.

RECITALS

- a. Whereas, the Bay City Fire Department and Tillamook Fire District desire to provide the most expedient and affordable service to their respective communities, to further economy and efficiency in local government and intergovernmental cooperation, and to minimize unnecessary and costly duplication of services, by combining and coordinating their resources; and
- b. Whereas the City of Bay City Fire Department maintains administration of its fire department through its Administrative Chief and Assistant Chiefs and the Tillamook Fire maintains administration of its fire district through its Administrative Chief and Assistant Chiefs; and
- c. Whereas the City of Bay City and the Tillamook Fire District desire to provide emergency service options that are sustainable to their respective service areas; and
- d. Whereas the City of Bay City Fire Department maintains and operates training and operational services ("Services") for itself, and the Tillamook Fire District desires to obtain such Services on a limited basis from the City of Bay City Fire Department; and
- e. Whereas the City of Bay City Fire Department has qualified and trained training and operations staff and Firefighters available to provide this Service, and the Tillamook Fire District has appropriate and secure quarters for the appropriate personnel at their station located in Tillamook, Oregon; and
- f. Whereas Oregon Revised Statutes (ORS) Chapter 190, authorizes units of local government, including cities and special districts, to enter into written agreements with other units of local government for the performance of any or all functions and activities that a party to the agreement has authority to perform.

Now therefore, the Parties agree as follows:

Term

This Agreement ("Agreement") shall be effective May 15th, 2024 ("Effective Date"). This Agreement shall remain in effect until May 15th, 2025 or until terminated by either party. Either Party may terminate this Agreement by providing ¹⁵ninety days' written notice of termination to the other Party.

RESPONSIBILITIES OF THE CITY OF BAY CITY FIRE DEPARTMENT

Beginning with the Effective date, and for the duration of this Agreement, the City of Bay City Fire Department shall:

- a. Provide an Operations Chief to offer response and duty officer coverage, offering operational assistance to Tillamook Fire District for both daily operations and emergency situations.
- b. Provide Active 911 and Cad Interface Access for Response, Crew and Scene Management purposes.
- c. Provide administrative help for the purpose of assisting the current Fire Chief /AHJ (Authority Having Jurisdiction) in their absences or as needed and directed by the Fire Chief / AHJ.
- d. Provide an Operations Chief that is trained and certified to drive emergency response vehicles and has a valid Oregon Divers license.

RESPONSIBILITIES OF THE TILLAMOOK FIRE DISTRICT

Beginning with effective date, and for the duration of this Agreement, the Tillamook Fire District shall:

- a. Provide a staff schedule for the Operations Chief.
- b. Provide access to Tillamook Fire District Policies and Standard Operating Guidelines to ensure consistent and accurate Operational Response under this Agreement.
- c. Provide compensation to the City of Bay City as outlined in the "Compensation" section below.
- d. Provide some flexibility in the schedule for the City of Bay City Operations Chief, which will permit that individual to respond to the City of Bay City emergency calls for service while on duty for Tillamook Fire District and/or for absences due to illness, vacations or holidays.

COMPENSATION

The City of Bay City agrees to provide invoices to the Tillamook Fire District and the Tillamook Fire District agrees to pay the City of Bay City the invoiced amounts, which shall reflect the cost of Services as described in the FEE section of Appendix A, which is attached here to and incorporated herein. Invoices will be provided Monthly on or before the fifth (5th) day of each month, and payment is due within 30 days of the date of the invoice. Invoicing may be by electronic means.

Amounts invoiced shall include all Services as provided in the Scope of Services section of Appendix A. In the event the Tillamook Fire District requests and the City of Bay City agrees to provide Services beyond the Scope of Services, the City of Bay City may charge additional amounts to the monthly invoice as set forth in Appendix A.

The compensation and Scope of Services is based upon the current number and configuration of Services, as identified in Appendix A. In the event of a change in Services requested, both Parties shall meet to discuss these changes and different compensation. Other appendices shall be added to this Agreement if additional services are requested and agreed upon by the Parties.

INVOLVEMENT OF ADDITIONAL PARTIES

In order to fulfill its obligations, the City of Bay City may periodically need to bring in additional staff or parties from other agencies. Parties agree that this is allowed, and such parties shall be treated as the same. The City of Bay City has the option of offering said parties' services according to compensation at the same or lower rate of those agreed upon in the Fee section. Such varied rates shall be agreed upon by the Parties in writing, though they may not necessarily constitute an amendment to this agreement.

REVIEW, EVALUATION AND QUALITY ASSURANCE

The Parties shall collaborate, as required, to deliver excellent patient care and customer service, and shall notify each other as soon as possible of incidents that affect the quality-of-service delivery under this Agreement. Both parties will work diligently toward resolving any issues that may arise for the mutual benefit of the Parties.

LIABILITY AND INDEMNITY

Each party is required to provide and be responsible for their employees' worker's compensation insurance. Additionally, subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, and the Oregon Constitution, each Party agrees to hold harmless, defend, and indemnify each other, including their officers, agents, and employees, against all claims, demands, penalties, actions and suits (including the

cost of defense thereof and all attorney fees and costs, through all appeals) arising from the indemnitor's performance of this Agreement where the loss or claim is attributable to the acts or omissions of that Party or its officers, employees or agents.

- a. This section does not confer any right to indemnity on any person or entity other than the Parties, waive any right of indemnity or contribution from any person or entity, or waive any governmental immunity.
- b. The obligations of the Parties under this section will survive expiration or termination of this Agreement.

GENERAL

- a. Assignment and Amendment. Any changes to this Agreement must be agreed to in writing by authorized representatives of each Party.
- b. Notice.
 - Any written notification required for this Agreement shall be made to the following: David McCall, City Manager, City of Bay City, 5525 B Street, Bay City, OR 97107
 - Brian Cameron, Board Chair, Tillamook Fire District, 2310 4th Street, Tillamook OR 97141
- c. Insurance. Each party agrees to maintain insurance levels or self-insurance in accordance with ORS 30.282, for the duration of this Agreement at levels necessary to protect against public body liability as specified in ORS 30.269 to 30.274
- d. No Third Party Beneficiaries. Except as set forth herein, this Agreement is between the Parties and creates no third-party beneficiaries. Nothing in this Agreement gives or shall be construed to give or provide any benefit, direct, indirect, or otherwise to third parties unless such third parties are expressly described as intended to be beneficiaries of its terms.
- e. Remedies Non-Waiver. The remedies provided under this Agreement shall not be exclusive. The parties shall also be entitled to any other equitable and legal remedies that are available. No waiver, consent, modification or change of terms of this Agreement shall bind the Parties unless in writing and signed by all Parties. Such waiver, consent, modification, or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of a Party to

enforce any provision of this Agreement shall not constitute a waiver by a Party of that or any other provision.

- f. Oregon Law. Dispute Resolution, Forum. This Agreement shall be construed according to the laws of the State of Oregon. The Parties shall negotiate in good faith to resolve any dispute arising out of this Agreement. If the Parties are unable to resolve any dispute within fourteen (14) calendar days, the Parties are free to pursue any legal remedies that may be available. Any litigation between the Parties arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Tillamook County Circuit Court, and if in the federal courts, in the United States District Court for the District of Oregon located in Portland, Oregon.
- g. Severability. If any provision of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the provision shall be stricken. All provisions concerning indemnity survive the termination of this Agreement for any cause.
- h. Force Majeure. In addition to the specific provisions of this Agreement, performance by any Party shall not be in default where delay or default is due to war, insurrection, strikes, walkouts, riots, floods, drought, earthquakes, fires, casualties, acts of God, governmental restrictions imposed or mandated by governmental entities other than the parties, enactment of conflicting state or federal laws or regulations, new or supplementary environmental regulation, litigation or similar bases for excused performance that are not within the reasonable control to the Party to be excused.
- i. Interpretation. This Agreement shall not be construed for or against any Party by reason of the authorship or alleged authorship of any provision. The Section headings contained in this Agreement are for ease of reference only and shall not be used in construing or interpreting this Agreement.
- j. Integration. This document constitutes the entire agreement between the parties on the subject matter hereof and supersedes all prior or contemporaneous written or oral understandings, representations, or communications of every kind on the subject.
- k. Other Necessary Acts. The Parties shall execute and deliver to each other all further instruments and documents as may be reasonably necessary to carry out this Agreement.

- l. Counterparts. This Agreement may be executed in any number or counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute but one and the same instrument.
- m. Authority. Each party represents and warrants that it is free to enter into this Agreement and to perform each of the terms and conditions of the Agreement.
- n. Governing Law. This Intergovernmental Agreement shall be governed by and construed in accordance with the laws of the State of Oregon.
- o. Attorney Fees. In the event any action, suit, arbitration or other proceeding shall be instituted by any party to this Agreement to enforce any provision of this Agreement or any matter arising therefrom, or to interpret any provision of this Agreement, including any proceeding to compel arbitration, the prevailing party shall be entitled to recover from the other a reasonable attorney fee to be determined by the court or arbitrator(s). In addition to recovery of a reasonable attorney fee, the prevailing party shall be entitled to recover from the other, costs and disbursements, including all costs of arbitration and the arbitrator(s) fees, and expert witness fees, as fixed by the court or tribunal in which the case is heard. In the event any such action, suit, arbitration or other proceeding is appealed to any higher court or courts, the prevailing party shall recover from the other a reasonable attorney fee for prosecuting or defending such appeal or appeals, in addition to the reasonable attorney fees in the lower court or courts or arbitration proceeding, such fee to be determined by the appellate court or lower court or arbitrator, as the appellate court may determine. In addition to recovery of a reasonable attorney fee on appeal, the prevailing party shall be entitled to recovery from the other costs and disbursements and expert witness fees as fixed by the appellate court. All costs and disbursements which may be awarded pursuant to this paragraph shall bear interest at the maximum legal rate from the date they are incurred until the date they are paid by the losing party.

TILLAMOOK FIRE DISTRICT

CITY OF BAY CITY

By: _____
Brian Cameron, Board Chair

By: _____
David McCall, City Manager

Date: _____

Date: _____

By: _____
Fire Chief, Tillamook Fire District

By: _____
Fire Chief, City of Bay City

Date: _____

Date: _____

DRAFT

Appendix A

SCOPE OF SERVICES

Operational Services

The City of Bay City will provide an Operations Chief to assist Tillamook Fire District with Emergency Response, Duty Officer Coverage, assistance with training and provide assistance to the Fire Chief as needed and directed by the Fire Chief or AHJ. Through the Operation Chief, The City of Bay City will provide to the Tillamook Fire District the below Services:

1. Emergency Response
 - a) Emergency Response
 - b) Duty Officer Coverage
 - c) Assist with ensuring the scene safety.
 - d) The ability to contact Oregon State Fire Marshal to Assist and conduct Fire Investigations.
 - e) The capability to conduct on-scene operations, including but not limited to fire investigations, and to provide any necessary assistance as required.
2. Training
 - a) Attend Drills as needed to ensure collaborative seamless response and assist with training as needed.
3. Assist Fire Chief / AHJ as needed and directed by the Fire Chief / AHJ

FEE

The City of Bay City will bill for the above Services as set forth in the Compensation Section of this Agreement, and the Tillamook Fire District agrees to pay for said services with the following rates:

Operations Chief: \$68.54 an hour for services rendered; the rate for the above Services would accrue for hours spent responding to or on scene at emergencies, attending or assisting in trainings, attending (Tillamook Fire District ONLY) meetings, events, etc. This rate includes all costs for PERS, leave, insurance, etc. This fee also includes vehicle and related costs for travel and response within Tillamook Fire District.

Services beyond the Scope of Services shall be billed at a rate of \$68.54 per hour as agreed upon by both parties.



City of Bay City

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

Notes from the 4/23/24 Coffee w/ Mayor

Residents brought up several topics at this informal meeting:

- We had a robust discussion around water rates and the visual that David put together for the State of the City. When people pay their water/utility bills annually, they would like to receive a monthly statement of water usage.
- Questions regarding what the average use of water is for the City?
- In order to communicate with residents, the City should post the “How high is my water bill” signs at the Post Office and City Hall. Include highlighting the equivalent cost of other providers what 6,000 gallons cost.
- We should explain why Bay City has such good water
- People support increasing the STR fees to \$250.
- There is a perception that the Smoker does not pay equal water rates, is that true?
- There are a couple illegal STRs being advertised, and what can the city do about it?
- One resident said there is a business selling drugs in Bay City, but did not want to disclose the address in public.
- Simple improvements needed/possible at Watt Family Park:
 - Signage at the road (Tillamook Ave)
 - Cutting back blackberries
 - Fences are falling down
 - Ivy is overgrown

The next Coffee with the Mayor and City Manager will be 9:30 am on May 21, 2024.