

BAY CITY COUNCIL MEETING AGENDA

July 12, 2022

6:00 pm

5525 B Street, Bay City

Ad Montgomery Community Hall

- A. Call to Order, Pledge of Allegiance, Roll Call
- B. Visitor Propositions (Public Comment on Non-Agenda Items)
- C. Public Hearing #2 ORDINANCE 699 – AN ORDINANCE REPEALING ORDINANCE 689 RELATED TO PERSONNEL POLICIES, RULES, AND PROCEDURES FOR CITY EMPLOYEES.
- D. Presentation by TJ Fiorelli, Tillamook County Housing Coordinator presentation
- E. Committee, Department, and Staff Reports
 - a. City Manager,
 - b. Finance Director/City Recorder Report
 - c. Fire Department
 - d. Fire Committee Report
 - e. Public Works
 - f. Emergency Preparedness,
 - i. Next meeting Monday July 18, 2022, 5:30 pm at Watt Family Park emergency supply shelter
 - g. Planning Department,
 - i. Next Planning Commission July 20, 2022, 6:00 pm at Ad Montgomery Community Hall
- F. Minutes
 - a. Council Workshop – June 13, 2022
 - b. Regular Council Meeting – June 14, 2022
- G. Treasurers Report
- H. Bills against the City
- I. Unfinished Business
 - a. Lemmon Property
 - b. Mr. Ponder Request for additional time for RV living
- J. New Business
 - a. Tyler Brogden Letter of Intent for Development TL 900 and 801
 - b. TLT Committee Recommendation and discussion
 - c. Re-Appointment of Gary Frey to the Planning Commission
 - d. LOC 2023 Legislative Policy Priorities Ballot
 - e. Tillamook Coast Wayfinding Draft Report
 - f. CAT and Housing Rehabilitation Program
 - g. Memorandum of Agreement for the Coordinated Homeless Response System
- K. Mayor's Presentation

- 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 meeting, pursuant to ORS 196.660(1).

To attend via phone

Call-in number 518-992-1125, access code 389573

In accordance with Federal Law and US Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

**CITY OF BAY CITY
ORDINANCE 699**

AN ORDINANCE REPEALING ORDINANCE 689 RELATED TO PERSONNEL POLICIES, RULES, AND PROCEDURES FOR CITY EMPLOYEES

WHEREAS, on July 9, 2019, the City Council of Bay City adopted Ordinance 689, an ordinance establishing personnel policies, rules, and procedures for City employees; and

WHEREAS, the City Council wishes to repeal the prior Ordinance in its entirety and replace it with a City Personnel Handbook and other policies and procedures in order to allow for more flexibility and customization regarding City personnel matters; and

WHEREAS, the City Council agrees that the proper method for approving the adoption of a City Personnel Handbook is through the approval of a Council resolution,

THE CITY OF BAY CITY ORDAINS AS FOLLOWS:

Section 1. Ordinance 689 is hereby repealed in its entirety.

Section 2. Effective Date. This Ordinance shall take effect on the thirtieth day after adoption as provided for in the City Charter.

PASSED and ADOPTED by the City Council this ____ day of _____, 2022, and APPROVED by the Mayor this ____ day of _____, 2022.

David McCall, Mayor

ATTEST:

Lindsey Gann, City Recorder

First Reading: _____, 2022

Second Reading: _____, 2022

Adoption: _____, 2022

Ayes: ____

Nays: ____

Abstentions: ____



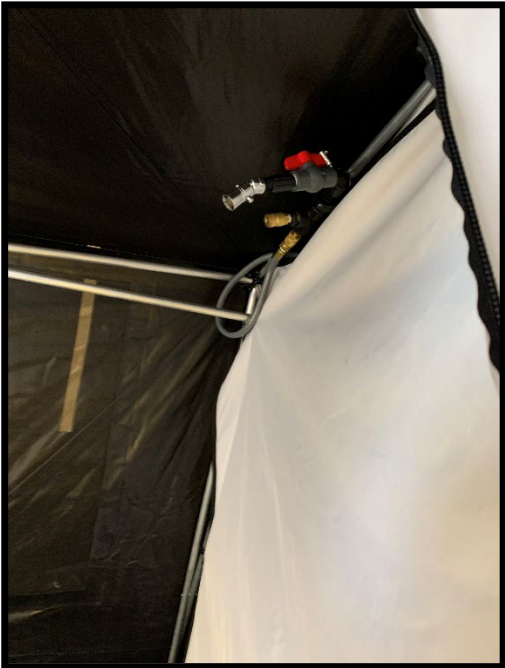
MEMORANDUM

Date: July 12, 2022
To: City Council
From: Liane Welch, City Manager
Subject: City Manager Report for June 2022

- I will be on vacation the week of July 18th
- One-Stop meeting with State Agencies July 11, 2022 to help finance for;
 - Alderbrook water transmission line
 - A portion of the Patterson Creek culvert replacement project (7th and 8th Streets)
- Working on the design of the Patterson Creek Restoration project
- Attended the Nehalem Bay Emergency Volunteer Fair, see attached pictures
- Submitted the Federal and State ARPA reports
- Developed OPRD Presentation for the Hiker/Biker and Patterson Creek project. Presentation is scheduled for July 13, 2022.
- Met with Gary and Hilde Frey on the Firewise Program, and then with ODF staff. There are grants we can apply for to assist with implementation of the program.
- Conducted the Fire Chief's performance evaluation
- Working with Debbie on the STR and TLT program
- Taking the Fire Department On-Boarding process for new volunteers
- Developed the hiring documents for a new Fire Division Chief. Interviews are scheduled for July 14th.
- We developed and sent out the Bay City Newsletter
- We have implemented the unwanted or expired medication send back envelopes for citizens to pick up at City Hall.
- Met with Brian Knight, WRK Engineers, and entered into an Agreement. The Agreement is for WRK to write a grant for a Seismic Rehabilitation Grant for the Fire Department to Business Oregon. The Agreement is for \$5,000 and is reimbursable by the grant. If we are not awarded the grant, we don't pay the \$5,000. This grant is up to \$2.5 million for seismic rehab.



Shower Facility



Shower head in Shower facility



Toilet



Temporary Antenna for communications



Radio equipment



Kitchen supplies



Food Preparation and serving area



Food/water station



Dorms for emergency responders for rest



Dorms for emergency responders



Dorms for emergency responders



City of Bay City

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07/05/2022

Finance Report for June 2022
From: Finance Director, Lindsey Gann

- Budget for FY 2022-2023 has been finalized and sent to the Tillamook tax assessor and county clerk.
- The resolution approving the state shared revenue has been submitted to the SOS.
- Budget for FY 2022-2023 has been added/created in the accounting system.
- Currently working the 2022 audit.
- Salary rates for employees have been updated to the current salary schedule, effective 7/1/22.
- Rates for Sewer and Water have been updated.
- Quarterly newsletter was mailed out the end of June with a reminder to pay the year in advance for water/sewer and save 5%.



Fire Department Report, July 2022

June: 17 Calls for service; 8 Medical, 4 Mutual Aid (2 Structure Fires, 1 Motor Vehicle Accident, and 1 Medical) 1 Motor Vehicle Accident, 2 Citizen Assists, and 2 Law Enforcement Assists.

The Department completed a total of 476 hours in June. Our hours break down as follows: 254 training, 93 responding to calls for service, and 129 administrative.

Volunteer Activity and Status:

12 Volunteers responded to calls for service in June.

Lieutenant Jacob Griffith responded to 73% of our calls for service followed by Firefighter Evan Saindon with 60%. Great Job!

Lieutenant J. Griffith volunteered 51 hours in June, followed by Firefighter Holly Saindon with 36 hours for the month.

Acting Assistant Chief Kapiniak volunteered 21 hours and covered an additional 96 hours as on call Duty Officer.

Our current roster remains at 20.

Training Program:

Our training program is adjusting to wildland fire needs, and the incorporation of wildland urban interface hazards within our community.

The recruit academy will be completed with one remaining live extinguisher training and a few remaining online courses.

We are also going to adjust our special operations training needs by trying a Thursday evening Rope Rescue class.

Our department is moving toward a different training model with either our IGA Training Chief or new Division Chief at the helm. This is a work in progress, but should offer our volunteers a more flexible training environment.

We continue to participate in as many regional training offerings as possible.

July 10 will be a live field day for NWCG FF Type II and Type I students.

Administrative:

I completed 129 hours in June. Additionally, I covered 430.5 hours as on call duty officer.

I was able to take 6 days off in June.

Division Chief Paulsen is working toward the completion of our DPSST re accreditation.

City Manager Welch has completed the on boarding process for our newest volunteer, and we are working toward a model that will allow City Hall to maintain personnel files for the Departments Volunteers.

On July 18, I will have preliminary meeting with ISO as we begin our 5 year review.

We will have our first interviews for the Division Chief position on Thurs July 14.

Pre-Hospital EMS.

We will be conducting EMS training with our Medical Directors on Wed. July 6.

For the moment we are up to date on our consumable medications and medical devices. I am now working toward EMS inventory and a replacement procedure for EMS supplies. I am hoping to offer this position to a volunteer officer soon.

Fire Season:

Absent extreme weather, we will be closing all debris burning within Tillamook County on July 15th. This will include open and barrel burning.

Recruiting:

We are beginning an in house chaplin program, and hope to be able to begin another volunteer outreach very soon.

If you know of anyone that may be interested in volunteering, please ask them to come by on drill night or contact me anytime. We are still in need of first responders and non-response volunteers.

Respectfully,

Darrell Griffith
Fire Chief
Bay City Fire Department
503 377-0233
firedept@ci.bay-city.or.us

Date	Payroll, OAC-Officer's MFG, Training n = No Points	Call Type	Anderson Karl	Brennan, Shannon	Carr, Joseph	First, Richard	Franske, Angela	Griffith, Darrell A	Griffith, Darrell M	Griffith, Jacob	Harris, David	Kapiniak, Jon	Klay, Paul	Leipzig, Mitchell	McCrae, Sean	Naranjo, Sarai	Paulsen, Blake	Rosenbaum, Hannah	Saindon, Evan	Saindon, Holly	Sigman, Bridget	Stacey, David	Sweeney, Greg	Tegoseak, Rockwell		
6/1/2022	D		2			2	2	2	2	2		2			2	2		2	2							
6/9/2022	D		2	2	2	2	2	2	2	2		2		2	2		2	2	2	2		2	2			
6/15/2022	D		2			2	2	2	2	2		2		2	2	2	2	2	2	2	2	2	2			
6/22/2022	D		3		3		3	3	3	3		3		3	3	3	3	3	3	3			3			
6/29/2022	D				2	2	2	2	2	2		2		2	2					2		2	2			
6/2/2022	T					1		1	1	1									1							
6/4/2022	T	NWCG				6				6				6						6						
6/14/2022	T	31-17							2			2														
6/23/2022	T	Hose test							10	10										10			10			226
on line training								3				1	13					11								28
6/3/2022	D	A-le							1																	
6/4/2022	C	A-le							1			1										1				
6/4/2022	C	Med							1			1										1				
6/7/2022	C	Med					1	1	1	1		1														
6/9/2022	C	MA-31-MVA		1			1		1	1		1							1	1	1	1	1	1	1	
6/10/2022	C	MVA		1				1	1	1		1					1		1	1		1	1	1	1	
6/14/2022	C	Med		1				1	1	1		1					1		1	1		1	1	1	1	
6/14/2022	C	Med						1	1	1		1								1						
6/16/2022	C	Med							1	1		1							1	1						
6/19/2022	C	MA-61-F				1			1	1							1		1	1			1			
6/20/2022	C	MA-81-F							4	4										4		4				
6/22/2022	C	Med							1								1		1							
6/22/2022	C	A-Cit							1											1			1			
6/22/2022	C	MA-71-Med							1								1		1							
6/22/2022	D	A-Cit							1																	
6/23/2022	C	Med							1	1		1							1	1		1	1	1	1	
6/27/2022	C	Med							1	1									1	1		1	1	1	1	93
Station/Meetings									89	9							31									129
Hours			9	5	7	14	13	19	129	51	0	21	0	28	11	7	44	18	19	36	3	16	26	0		476
% of calls			0%	20%	0%	6%	13%	26%	73%	73%	0%	81%	0%	0%	0%	0%	40%	0%	60%	53%	6%	46%	46%	0%		
W/C #			Y	Y	Y	Y	Y	Y	fc	Y	n	Y	n	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	n		18
RATE			FF	FF	FF	FF	FF	FF/EMF	Chief	Lt./EMF	FF	A. Chie	LOA	FF	FF	FF	DC	FF	FF/EMF	FF	FF	Lt./EMF	FF	FF		
Stipend amount												500														500
Points @ 7.50			4	4	3	7	7	10	N/A					6	5	3		3	14	16	2		13		97	727.5
Points @ 10.00									N/A	21		14					6					10			51	510
Duty @ \$50									N/A			4.00													4.00	200.00

APP= applicant

1937.50

CITY OF BAY CITY TIME SHEET FOR THE MONTH OF

Jun-22

, YEAR

LAST NAME Griffith	FIRST NAME Darrell	M.I. M
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DEPARTMENT Fire Department

DAY	HOURS WORKED	LUNCH		HOL EARNED	HOURS TAKEN				EXPLANATION
		Out	In		SICK	VAC	COMP	OTHER	
1	12								
2	6								
3	4								
4	3								
5									
6	7.5								
7	4								
8	10								
9									
10									
11									
12									
13									
14	6.5								
15	10								
16	3								
17	4								
18									
19	1								
20	5								
21	4								
22	13								
23	12.5								
24	2								
25									
26									
27	8.5								
28	1								
29	12								
30									
31									
Totals	129			0	0	0	0	0	0

ON CALL
12
18
20
21
24
16.5
20
12
off
off
off
off
off
17.5
14
16
20
24
23
19
20
11
6
22
24
24
15.5
23
8
off
430.5

COMMENTS

HOURS	SICK LEAVE	VACATION	COMP TIME	OTHER
BEGINNING BAL				
HOURS USED (-)				
HOURS EARNED(+)				
ENDING BALANCE				

I certify that the recorded hours are correct.

Employee's Signature

Supervisor's Signature

Water

- Radio read water meters continue to be installed
- Drawings complete and bid package nearly ready to go to bid for drilling Well #3 and installing the casing, screen and develop the well (test flows), and disinfect.
- Water meters have all been GPS located and should be on the GIS system soon.
- Bay City and Tillamook crews did a joint water inter-tie training on how to open the inter-tie should water be needed either direction.

Streets

- Work for the 2022 paving project should start soon, handicap ramps should occur in July and cement treatment of streets and paving are currently scheduled the first week of August.
- Potholes have been patched in the streets as time allows.

Wastewater

- Tillamook Country Smoker continues to operate within permit limits and are discharging about 300,000 gallons a month which is roughly 1/3 of water usage, the balance is being hauled to the digester.
- Screens have been ordered and released to production for the headworks building, it should ship in 16 weeks. Orr Inc should have the vault ready to accept the screen when it arrives.

Parks

- A dumpster and a porta potty was set up in the campground.
- Campground has seen some campers, both RV's and tents.

Misc.

- Power is complete to the sign shop, lights are installed.
- Lights were replaced in the main Public Works Shop. The new motion sensor LED lights were almost free with the PUD rebate, and PUD expects we will save about \$400 a year in electricity.
- 7895 18th Street (Lemon Property) has been listed for sale again. Bids due by 4 pm July 28.
- RV dumped on Warren Street has completed the 30 day claim period and is awaiting the asbestos testing results before it can be disposed.



MEMORANDUM

Date: July 12, 2022
To: City Council
From: Liane Welch, City Manager
Subject: BCEV Monthly report

- Good news, Don Backman has volunteered to be the President of BCEV.
- He is looking for other volunteers to round out the organization structure
- We have 5 handheld radio's out and they meet every Wednesday at 7 pm for a radio check
- Don is providing structure and good ideas to move BCEV forward
- Most of the buckets have been delivered. Public Works will finish the buckets



City of Bay City

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BAY CITY PLANNING DEPARTMENT MONTHLY REPORT **FOR JUNE 2022**

1. Zoning/Building Permits (3)

- 5200 Bay Circle – new Single-family Dwelling (SFD)
- 6940 Seattle Avenue – new Single-Family Dwelling (SFD) and garage
- 7820 19th Street – relocation of Accessory Structure (Shed) regarding City water line location

2. Public Works Permits (2)

- 5200 Bay Circle – Drive/Road Approach
- 6940 Seattle Avenue – Drive/Road Approach

3. Other Permit Development (1)

- Development of Annual Private Sales – including Garage Sale, Yard Sale, Patio Sale, Lawn Sale – Permit application as required by Ordinance #312.

4. Land Use Application (1)

- Continuation (PC Tabling) of Request for amended Conditional Use Permit at 8140 Bewley Street (1S1002CA00500).

5. TGM Code Evaluation and Update Project Management Team (PMT) June 9th Meeting

- Continued review of TGM Code Evaluation and Code Update.

6. Planning Commission June 15th Hearing and Meeting

- Conditional Use Permit #CU--2022-02 for Ralph and Lisa McRae at vacant property at 8140 Bewley Street (1S1002CA00500) – **tabled** unanimously until July 20th Hearing date with request to review easement ownership and rights.
- Review of Amended Ordinance # 685 Short Term Rentals – consensus to send Draft to Council for review and approval.

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

- Review of Driveway and Fire requirements and plan review for property at 8504 Bay Front Lane (9 correspondences);
- Review of plan requirements, fire requirements and payments for new SFD on property at 5200 Bay Circle (5 questions/correspondences);
- Site Analysis for property at 6735 Tillamook Avenue - Flood Zone A on property and identification of past residence onsite (5 questions/inquiries);
- Pre-App Meetings for property at Hobsonville Point Road and Discussed extension of sewer, water and road fees and permits (4 meetings/inquiries);
- SDC Payments, garage requirement plan review and submittal of required garage plans for property at Lots 1 and 12 on Seattle (4 questions/correspondences);
- Demolition and garage requirements for property at 6780 McCoy (4 inquiries);
- Review of engineering for breakaway walls required for property at 4555 Clam Street from Hayden Engineering (4 correspondences);
- Development Requirements and Geo Haz Review requirements for property at Bay Ridge Subdivision (3 questions/inquiries);
- Review of Easement Usage, Cottage industry and housing at McRae's 8140 Bewley Street (3 questions/inquiries);
- Additional deck requirements for property at

- 5815 Ocean (*2 correspondences*);
- Refund on SDC fees for withdrawn application for property at Bay Ridge Subdivision;
- Plans review and pick-up Zoning Permit Receipt for property at 5395 High;
- Manufactured Home Requirements for property at 13th Street;
- Property dimensions and Driveway permit requirements for property at 5525 Ocean and 5510 Pacific;
- Driveways and drainage and sign location requirements for property at 6500 Williams with proposal in ODOT ROW;
- Address Question for property at 9155 7th Street – counter – with request to change address to a D Street Address
- Sign Permit #S-2022-01 approval and pick-up for property at 9120 5th Street:
- Tree Removal request for 9970 7th;
- Development Requirements for 2nd and 101 zoned HI with wetlands;
- Lot Location review for 9900 8th Place;
- Water Payment for Doughty and Lucy Lane Outside City Limits with water available;
- SDC Payment and Development Requirements for 10th and Tillamook;
- Sewer and Water location and requirements for property at 11th and Main;
- Development Requirements for property at Hendricks and Bay;
- Beach Access at Salmon;
- Development Requirements for properties In City;
- Road Development requirements for property at McCoy and 16th;
- Development requirements for property at 6880 Baseline Road;
- Property line locations for property at 6th and A Street;
- Setback requirements for property at 6850 Seattle;
- Temp use conditions review for Twins Ranch Rail Riders;
- Review of uses allowed in the MI Zone In City and Multi-family structures allowed CUP;
- Dumpster requirements on property on Seattle;
- Variance Questions for property at Spruce and Elliot
- Development Requirements for property at 16th and Wood Avenue
- Questions on property at Willowbrook Lane outside City Limits with City water;
- Signature for County reimbursement
- request for property at 5000 Spruce Street;
- Review of items on City waterline at 5415 Pacific Ave;
- Development requirements for new storage building at 6755 Spruce Street and reconstruction of Bay City Boys Storage;
- Review of Placing an ADU and property lines locations in City - ADU's not allowed in City;
- Campsite Use at Al Griffin Memorial Park Campsite for Camp site patron;
- Tree Removal In City for property on McCoy;
- Hearing Tests arrangement with County health Rachel Koljesky for all City Staff;
- Development Requirements for property at 6795 McCoy Street;
- Ordinance Motion by request sent to City of Rockaway Beach - Sent Legislative Ord motion process Development Requirements for property at 4th and A Street In NHI - req mixed use res-com
- Reviewing further plans for Lots 2 and 15 Block 13 Goose Point at 4550 Clam Street;
- Development requirements for property at 8979 Doughty Road;
- Water Hook-up for TCCA Forwarded to Public Works:
- Permit requirements for relocation of Shed over water line at 19th;
- Partition requirements for property at 1S1002BD00600;
- Lot requirements in MI and Flood requirements;
- Required Process and Required Survey and Variance and Partition application review for property at 6740 Baseline;
- Required survey for application for property at Spruce and Elliot;
- Property Location Review for property on Hobsonville Point Road Outside of City Limits/UGB zoned RR-2 LLA for properties at 6560 Tillamook Ave/6600 Union Ave;
- Tree Removal Request for property between 9th and 11th/Portland and Seattle;
- Development Requirements for property at 9th and D and 8th Place for Habitat for Humanity;
- Correspondence on amended Short Term Rental Ordinance;
- Placement of Tiny Home as ADU on property in City – not allowed;
- Review and Approval of shed relocation for water line at 19th;
- FEMA CAV Research and Review with former City Planner;

- Zoning Permit Coordination for potential addition at 7915 Warren Street; regarding final approval review for 8510 Bayfront Lane;
- Setback Requirements for property at 7845 Warren Street;
- Tree Removal at 6755 McCoy;
- Correspondence with County Building

8. Land Use Applications

- Continued Conditional Use Permit Request for property located at 8140 Bewley Street (Planning Commission tabled the hearing on June 15th, to be further reviewed at July 20th hearing);
- Replat Request at 1S1002CC00700 (NE Corner of Spruce and Elliot) (handled administratively – currently incomplete – awaiting surveyed replat);
- Proposed Sign Placement Permit for 6500 Williams – incomplete – does not meet sign setbacks as is proposed to be located in the Hwy 101 ROW.

9. Meetings Involving Planning Department

- June 1st – Pre-Application Meeting regarding development at Tax Lots 800/901 Hobsonville Point Road;
- June 2nd – DLCD North Coast Forum;
- June 9th – Bay City PMT Meeting regarding TGM Code Updates,
 - LOC SDC Fee Workshop;
- June 13th – Phone Conference with Karen Shea regarding required improvements at 8504 Bay Front;
- June 14th – Bay City NHMP Mitigation Strategy Meeting;
- June 15th – Pre-Application Meeting regarding development at Tax Lots 800/901 Hobsonville Point Road,
 - Pre-application Meeting regarding development at 16th, McCoy and Wood 1S1002BD01301 south side,
 - Planning Commission Hearing;
- June 16th – Planning Commission Training-Great Planning Commission Meetings by Jurassic Parliament;
- June 17th – Correspondence with Curtis McFeron regarding Engineering documents for breakaway walls at 4555 Clam Street;
- June 22nd – Meeting with Tim Josi regarding partition and variance for property at 6740 Baseline;
 - Housing Discussion with Tillamook County Housing Coordinator;
- June 23rd – Meeting with City Manager regarding review of FEMA CAV submittals;
- June 27th – Smart Fire Management Webinar.

Upcoming July 20th Meetings

- Planning Commission Hearing: 7 pm, July 20th
 - Continued Conditional Use Permit Request CU-2022-02 – McRae 8140 Bewley Street;

10. Counterwork

- Permitting, Land Use and public facility questions at counter (11);
- Permit submittals and SDC payments at counter (6 – Sign Permits, Tree Removal Permits and Zoning Permit completions);
- Water Bill payment drop-offs

BAY CITY COUNCIL WORKSHOP

June 13, 2022

5:31 P.M.

Members Present: Mayor McCall, Councilor Kathy Baker, Councilor Tom Imhoff, Councilor Helen Wright, Councilor Melissa Rondeau, Councilor Tim Josi

Members Absent: Councilor Wendy Krostag

Staff Present: City Manager Liane Welch, Public Works Director Roy Markee, and City Recorder Lindsey Gann

Staff Absent: Fire Chief Darrell Griffith

Others present: Bob Miles, Greg Sweeney, Cathy Manis

A. Public Hearing #1 ORDINANCE 699 – AN ORDINANCE REPEALING ORDINANCE 689 RELATED TO PERSONNEL POLICIES, RULES, AND PROCEDURES FOR CITY EMPLOYEES.

Not discussed at Council Workshop, will be a public hearing at the Council Meeting 6/14/22.

B. Public Hearing #2 RESOLUTION 22-18; A RESOLUTION ADOPTING THE 2022-2023 BUDGET, IMPOSING TAXES, CATEGORIZING THE TAXES, AND MAKING APPROPRIATIONS

Will need to amend the agenda to include a public hearing for Res: 22-18, council will need to motion and approve the amendment at the council meeting 6/14/22.

C. Public Hearing RESOLUTION 22-10 A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2021-2022 FOR THE CITY OF BAY CITY

Not discussed at Council Workshop, will be a public hearing at the Council Meeting 6/14/22.

D. Committee, Department, and Staff Reports

Manager Welch presented the staff reports, see attached.

- a. **City Manager**
- b. **Finance Director/City Recorder Report – No report**
- c. **Fire Department**
- d. **Fire Committee Report**
- e. **Public Works**
- f. **Emergency Preparedness,**
 - i. Next meeting Monday June 20, 2022, 5:30 pm at Ad

Montgomery Community Hall

g. Planning Department,

- i. Next Planning Commission June 15, 2022, 6:00 pm at Ad Montgomery Community Hall

E. Minutes

- a. **Budget Committee May 2, 2022**
- b. **Council Workshop - May 9, 2022**
- c. **Regular Council Meeting – May 10, 2022**

No discussion on minutes at Council Workshop

F. Treasurers Report – No questions received; no discussion was held at council workshop.

G. Bills against the City – Manager Welch presented the bills against the city with a brief explanation for items over \$5,000.

H. Unfinished Business

- a. **Lemmon Property-** Public Works Director Markee stated the property was listed for sale and posted. No bids were received by the cutoff date. Director Markee wanted to know if council would like to list the property for sale again with more places to advertise.

I. New Business

- a. **Bay City Representative to Pilot Project – A coordinated Homeless Response System, requesting a Bay City Representative by City Council**

Manager Welch stated she is willing to be the representative for Bay City, unless a council member would like to participate. Looking for direction from council.

- b. **Amendment 1 to DEQ Agreement R13842, add \$250,000 to this Agreement for construction of the Screen plant at the Headworks at the WWTP.**

Manager Welch stated she is looking for approval from the council regarding the amendment 1 to the DEQ Agreement R13842 and will need to be signed by the mayor once approved.

- c. **Resolution 22-17; A Resolution Approving the City's Participation in the State Revenue Sharing Program and the City's Election to Receive State Revenue Sharing Funds.**

Finance Director Gann explained that the resolution is to approve Bay City in the participation of receiving State Revenue Sharing funds and will need to be sent to the Secretary of State once approved.

- d. **Public Hearing #2 RESOLUTION 22-18; A RESOLUTION ADOPTING**

THE 2022-2023 BUDGET, IMPOSING TAXES, CATEGORIZING THE TAXES, AND MAKING APPROPRIATIONS - No discussion was held at the council workshop, Resolution will need to be added to the agenda at the council meeting by motion to amend the agenda.

e. Resolution 22-19; A Resolution Accepting the Classification/Compensation Study Completed by the Local Government Personnel Services/Lane Council of Governments and Adopting a New Salary Schedule.

City Manager Welch gave a brief explanation of the comp study provided by Local Government Personnel Services/Lane Council of Governments. Budget includes the proposed salary schedule for all employees. Some employees are currently outside of the new salary schedule and the new schedule does not include the Division Chief position.

Council asked staff to find comparisons for the Division Chief Position and to create a salary schedule to include with the resolution.

f. Resolution 22-20; A Resolution Adopting a City Employee Handbook and Related Policies and Delegating to the City Manager the Authority and Duty to Administer and Interpret the Provisions of the Employee Handbook.

Manager Welch gave a summary of the changes to the employee handbook:

1. The new policy Section 1 – Equal Employment Opportunity (EEO) Policy has been expanded. It describes a more robust policy against harassment, bullying, and leave policies. Pages 1-8.
2. The workweek has changed for the Office. We are now on 4-10's. Public Works staff works a varying schedule set by the Public Works Director. The Fire Department's schedule is set by the Fire Chief. Page 10.
3. Compensation Time that can be accrued has been increased from 40 hours to 100 hours. Upon termination or resignation of a regular employee, the employee can receive pay up to 100 hours of compensation time. Page 12.
4. Pay days are changed from the 1st and the 16th to the 31st and the 15th. The reason this change is most mortgage payments are due on the 1st. In some instances, the 1st falls on a holiday or a weekend and we don't get paid until the 2nd. The impacts to you this year is that you will receive one more paycheck in the calendar year 2022. Page 13.
5. Compensation is by separate resolution. Steps went from 10 to 7 with 5% wage increase between steps. Once you reach step 7, you will not receive more compensation, except for the annual COLA's if approved by the City Council. Page 15.

6. Longevity Pay has been increased by \$50 for each of the set years. For example, for employees with 5 to 10 years of employment, it went from \$375 to \$400 per year on the employee's anniversary. Page 15.
7. Added \$50/month for either water or wastewater certificates. Maximum for any employee is \$100/month. Page 15
8. Vacations start with 2 weeks of vacation instead of one week from the previous policy. Page 16.
9. Vacation accrual maximum is 320 hours. This is to encourage employees to take vacations. After 320 hours, it is use it or lose it. Page 16.
10. We have added Juneteenth to the list of holidays. Page 18.

g. Resolution 2022-21; A Resolution Confirming Receipt of the Certified Abstract of Votes Cast in the May 17, 2022, Primary Election

No discussion at council workshop, will need to be added to the agenda for the council meeting by motion to amend agenda.

h. Letter to League of Oregon Cities regarding Transient Lodging Tax percentages

Manager Welch read the letter to the League of Oregon Cities, to the council that recommends a change in the percentages of the TLT funds from 70/30 to 50/50. Discussed changes in final paragraph, Manager Welch will amend.

J. Mayor's Presentation – No presentation

K. Council Presentation - No presentation

L. Attorney Presentation – No presentation

Executive Session

- a. Following the Council meeting on June 14, 2022, the City Council will have an Executive Session Pursuant to ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.
- b. The Council reserves the right to recess to executive session as may be required at any time during these meeting, pursuant to ORS 196.660(1).

Adjourn at 6:39 pm

David McCall, Mayor

Lindsey Gann, City Recorder



June 14, 2022

City Manager Report – Liane Welch

- Met with Susan Wagner with the Community Action Team to understand the program. It is a complex program. This will be on the July 2022 City Council Agenda for discussion.
- Continue to work on the STR/TLT payment and accountability issues.
- Initiated the design of the Patterson Creek project; team consists of TBWC, ODFW, Bay City Arts Center, TEP, and Habitat Concepts
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- David Mattison has successfully completed his 6-month probation. I have promoted him to City Planner and we will rely minimally on the Contract with 3J (Scott Fregonese).
- Once the budget is approved by Council, I will initiate the hiring of a Fire Division Chief.
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Fire Department Report, June 2022

May: 16 Calls for service; 10 Medical, 4 Mutual Aid (2 Structure Fires, and 2 Motor Vehicle Accidents) 1 Controlled Burn, and 1 event (Open House)
The Department completed a total of 854 hours in May. Our hours break down as follows: 473 training, 288 responding to calls for service, and 93 administrative.

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Lieutenant Jacob Griffith responded to 94% of our calls for service followed by Firefighter Evan Saindon and Trainee Sweeney with 75%. Great Job!

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I have provided City Manager Welch with materials needed to on board any new Volunteer Members. We are planning to use our new applicant as a test of our on boarding process.

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I am continuing to reach out to the public for both responders and non-response volunteers. We could use five more to meet our expected Summer Call volume...

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June 14, 2022

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 - a. Will be part of the hiring process for the new Division Chief.
 - b. Work on the IGA with Garibaldi for training, equipment and Officers.
3. We have offered to help the City of Garibaldi with their upcoming Levy with information that was developed.

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- Radio read water meters continue to be installed
- All of the requirements from OHA have been met to drill well #3, more requirements are yet to be met to finish and connect the well to the system
- About 60% of the water meters have been GPS located to be put on the GIS system

Streets

- Potholes have been patched in the streets as time allows.
- Advanced Excavation was the low bidder for the paving project on Hayes Oyster Drive and 3rd Street

Wastewater

- Tillamook Country Smoker has been within permit, the last couple months they have discharged about 300,000 gallons to the City each month.
- Contract was sent to the low bidder Orr Inc for the Screen Project
- Still working thru the last of the issues in the new control panel equipment, the equipment is working well, it is a matter of getting the set points for each of the 6 levels of flow

Parks

- Graffiti continues to be less than normal
- Campground has been opened, RV camp sites have been improved with gravel pads, and a couple of the sewer connections were moved to make hooks up easier
- Camp host Kyndra Beebhiser has moved in, if you are in the park tell her hello

Misc.

- Several trees were cut down on Fern St. near 7th Street, some cut trees were from the City Right of Way, and some trees from neighbors property. Tree cutter has agreed to donate the \$800 value of the City trees to the Bay City Emergency Volunteers and move the trees to the public area near the recycle center for community firewood
- Power is being ran to the sign shop at Public Works, having lighting will improve work conditions
- Patterson Creek feasibility study has produced a couple options with how to proceed with the work and some estimates on each portion of the work with replacing the culverts, moving the water and sewer



City of Bay City

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Fax (503) 377-4044
TDD 7-1-1
www.ci.bay-city.or.us

June 14, 2022

Bay City Emergency Volunteers

- Starter Emergency buckets are being distributed, Yeah!
- Don Backman is willing to take a leadership role. He is trying to recruit other leaders for the start of an organization.
- Councilor Wright will be the liaison from the Council to the BCEV.
- Continue to work on communications



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BAY CITY PLANNING DEPARTMENT MONTHLY REPORT **FOR MAY 2022**

1. Zoning/Building Permits (1)

- 5395 High Street – new Single-family Dwelling (SFD)

2. Public Works Permits (1)

- 5395 High Street – Drive/Road Approach

3. Sign Permits (1)

- 9120 Fifth Street – Vintage Antiques

4. Land Use Application (2)

- Request for amended Conditional Use Permit at 8140 Bewley Street (1S1002CA00500);
- Request for Replat at 1S1002CC00700 (NE Corner of Spruce and Elliot).

5. TGM Code Evaluation and Update Stakeholder Advisory Committee (SAC) May 18th Meeting

- Review of TGM Code Evaluation and Code Update.

6. Planning Commission May 18th Hearing and Meeting

- Setback Variance #V-2022-02 for Victor Moor at vacant property at 6th and B Street – **approved** unanimously with conditions for submittal and approval of Conditional Use for mixed development prior to development onsite.
- Review of TGM Code Evaluation and Code Updates at PC/CC Joint meeting.

7. Specific Tax Lot Questions/Inquiries (at counter, by phone or email)

- Development Requirements for properties Bay Ridge Subdivision (11 questions/inquiries)
- Development Requirements for vacant property at 6th and B Street – from minimum house size, container homes, to sewer line location (9 questions/inquiries);
- Amended Permit, Development Requirement and Fire Life Safety review for 8504 Bay Front lane (7 questions/inquiries);
- Development, Demolition, Tree Removal, Partition, and Access Requirements for 6780 McCoy (6 questions/inquiries);
- Sign Permit Process Driveway access and Drainage Requirements for 6500 Williams PSI Signs (5 questions/inquiries);
- Development Requirements for properties at Clam/ Salmon/Elliot (4 questions/inquiries)
- Development Requirements for property at Hobsonville Point Road and Pennsylvania Street (4 questions/inquiries);
- Development Requirements for Bay Street and Hendricks/High Street and First/Hendricks and 4th - Road and Sewer Improvements (3 questions/inquiries);
- Request for a list of Contractors (No list of Contractors with City);
- Fence Requirements in City and possible height variance;
- Development Requirements for property at 7th between Portland and Seattle
- Permit Requirements in City for interior remodeling;
- Review of request for combination of Lots at 1st and Pacific;
- Inquire regarding City Hall Rental and City Hall Use;
- Development Requirements for property at 9th and D regarding Right-of-Way Permit and depth to sewer line;

- Site Prep Requirements in City and list of permits required for site prep;
- Development Requirements for property at 9th and 101;
- Development requirements for a duplex on combined lots;
- Park Requirements for Picnic at City Park referred to County Health;
- Address Question and Address Correction from 4755 to 7455 Baseline;
- Development Submittal Questions for property at NE corner of Spruce and Elliot;
- List of Surveyors, Environmental Specialists, Geotech Engineers and applications;
- Development Requirements for property at 7th and Seattle/101 for RV pad;
- Placement requirements for Manufactured Home on property;
- Description of Lot Coverage in MI Zone of Lot Coverage;
- Development Requirements for property at 8th and Portland;
- Review of Wetlands and Road Improvements for property at 13th and Trade;
- Camping, Temporary Uses and Storage In City;
- Review of Stream setback of lots at 9560 5th Street;
- Development Requirements for 8th and D Manufactured Home requirements and geological hazard requirements;
- Site Conditions review for property at end of Seattle for Water hook-up, wetlands location;
- Conditional Use Permit Questions for Williams and Bewley CUP questions
- CUP Review for property at Williams and Bewley;
- Review of Lot Dimensions for property at 9615 9th;
- Geological Report Requirements at NE corner of Spruce and Elliot;
- Wetlands location questions and DSL review for property at 13th Street and Madison Street;
- Garage standards and geologic hazard required at Seattle and 19th;
- Lot Line Adjustment for property at 13th;
- Driveway Requirements for property at 6755 Seattle;
- Road Improvements required for property at 10th and Portland;
- Address Question for property at Seattle and 15th;
- Flood Permit review for property at 4555 Clam Street:
- Development requirements for property at Elliot and Spruce;
- Development requirements for property at 19th and Seattle;
- Tree Removal requirements for property at 13th and Madison;;
- Development Requirements and Fees for property at 2nd and High;
- Illegal tree Removal and leveling of site review for property at 7th and Salem;
- Demolition Permit requirements for property at 7455 Baseline;
- RV Placement and Permit issues for property at 8504 Bay Front Lane;
- Review of Retaining Wall at 10030 4th Street;
- Review of Operation/Construction Hours 7-sunset;
- Manufactured Home Requirements for property at 13th Street;
- Development Requirements for property at 12100 8th Street;
- Duplex Development for property at 6755 Seattle;
- Building Questions for property on 7th Street;
- Property and Driveway Requirements for properties at 5525 Ocean and 5510 Pacific;
- Demolition Requirements and County requires for Asbestos Report;
- Address Question for property at 9155 7th Street Request to change address to a D Street Address;
- Sign Permit for property at 9120 5th Street;
- Tree Removal for property at 9970 7th;
- Development Requirements for property zoned HI with wetlands at 2nd and 101;
- Lot Location for property at 9900 8th Place;
- Water Payment Review for property at Doughty and Lucy Lane Outside City Limits;
- SDC Payment and Development Requirements for property at 10th and Tillamook;
- Sewer and Water Requirements and location for property at 11th and Main;

8. Land Use Applications

- Conditional Use Permit Request for property located at 8140 Bewley Street (notice sent out to adjacent property owners, May 25th, 2022);
- Replat Request at 1S1002CC00700 (NE Corner of Spruce and Elliot) (handled administratively).

9. Meetings involving Planning Department

- May 4th – Pre-Application Ralph McRae regarding reuses at 8140 Bewley;
- May 4th – Zoom Meeting with State Grant Coordinator Laura Buhl re TGM project;
- May 10th – Meeting with Bay Ridge HOA President Mick Dressler to discuss Bay Ridge Subdivision approval and further review and specific lot Height Limits and other requirements;
- May 11th – Interview for Fencepost In Headlight Herald;
- May 12th – Meeting with Jasper Lind regarding Planning Commission chair duties and process;
- May 16th – Meeting with Gary Frey regarding adjacent lot development and variance request;
- May 16th – Meeting with DLCD Grant Coordinator regarding website development for TGM Grant Code Update;
- May 17th – Tillamook County Natural Hazard Mitigation Plan Monthly Meeting;
- May 18th – Stakeholder Advisory Committee Meeting regarding TGM Code Updates;
- May 18th – Joint City Council-Planning Commission Meeting regarding TGM Code Updates;
- May 26th – DLCD North Coast Planners' Forum;
- May 31st – FEMA CAV Review Meeting with Mitch Paine via Zoom.
- May 31st – Correspondence with Darron Hayden regarding Engineering documents for breakaway walls at 4555 Clam Street.

Upcoming June 15th Meetings

- Planning Commission Hearing: 7 pm, June 15th
 - Conditional Use Permit Request CU-2022-02 – McRae 8140 Bewley Street;
 - Review of amended STR standards.

10. Counterwork

- Permitting, Land Use and public facility questions at counter (9);
- Land Use application submittals at counter (1 – sign permit); and
- Permit submittals at counter (1 – conditional use permit request).

BAY CITY COUNCIL MEETING

June 14, 2022
6:01 P.M.

Members Present: Mayor McCall, Councilor Kathy Baker, Councilor Tom Imhoff, Councilor Helen Wright, Councilor Melissa Rondeau, Councilor Tim Josi
Members Absent: Councilor Wendy Krostag

Staff Present: City Manager Liane Welch, Public Works Director Roy Markee, and City Recorder Lindsey Gann, Fire Chief Darrell Griffith

Others present: Bob Miles, Greg Sweeney, Nancy Buzzetti, Ralph McRae, Pat Vining

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

After roll call Manager Welch explained that there are two items that need to be addressed and added to the agenda.

- a. Public Hearing #2 RESOLUTION 22-18; A RESOLUTION ADOPTING THE 2022-2023 BUDGET, IMPOSING TAXES, CATEGORIZING THE TAXES, AND MAKING APPROPRIATIONS \
- b. Resolution 2022-21; A Resolution Confirming Receipt of the Certified Abstract of Votes Cast in the May 17, 2022, Primary Election

Councilor Baker motioned for items to be added to the agenda, seconded by Rondeau.

Motion passes 5-0

B. Public Hearing #1 ORDINANCE 699 – AN ORDINANCE REPEALING ORDINANCE 689 RELATED TO PERSONNEL POLICIES, RULES, AND PROCEDURES FOR CITY EMPLOYEES.

Public hearing opened at 6:04pm

Manager Welch explained the Ordinance is to replace the personnel policy and repeal the previous existing policy. No public comments were made.

Public hearing closed at 6:06pm

Councilor Baker Motion to approve the 1st reading of Ordinance 699, seconded by Councilor Wright.

Motion passes 5-0

City Recorder Gann gave the 1st reading of Ordinance 699

C. Public Hearing #2 RESOLUTION 22-18; A RESOLUTION ADOPTING THE 2022-2023 BUDGET, IMPOSING TAXES, CATEGORIZING THE TAXES, AND MAKING APPROPRIATIONS

Public hearing opened at 6:08pm, no public comments, public hearing closed at 6:09pm

Motion by Councilor Josi to adopt the 2022-2023 FY budget as presented,

seconded by Councilor Baker.

Motion passes 5-0

D. Public Hearing RESOLUTION 22-10 A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2021-2022 FOR THE CITY OF BAY CITY

Public hearing opened at 6:11pm, no public comments, public hearing closed at 6:12pm

Motion by Councilor Josi to approve Resolution 22-10, seconded by Councilor Wright.

Motion passes 5-0

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

None

F. Committee, Department, and Staff Reports

Manager Welch presented the staff reports, see attached.

- a. **City Manager**
- b. **Finance Director/City Recorder Report – No report**
- c. **Fire Department**
- d. **Fire Committee Report**
- e. **Public Works**
- f. **Emergency Preparedness,**
 - i. Next meeting Monday June 20, 2022, 5:30 pm at Ad Montgomery Community Hall
- g. **Planning Department,**
 - i. Next Planning Commission June 15, 2022, 6:00 pm at Ad Montgomery Community Hall

G. Minutes

- a. **Budget Committee May 2, 2022**
- b. **Council Workshop - May 9, 2022**
- c. **Regular Council Meeting – May 10, 2022**

No questions or comments

Motion by Councilor Baker to approve minutes from 5/2/22, 5/9/22 and 5/10/22. Seconded by Councilor Wright.

Motion passes 5-0

H. Treasurers Report – No questions received or comments, directed to file for auditors.

I. Bills against the City – Manager Welch presented the bills against the city with a brief explanation for items over \$5,000.

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

Motion passes 5-0

J. Unfinished Business

- a. **Lemmon Property-** Public Works Director Markee stated no bids were received by the cutoff date. Looking for direction from council on how to proceed. Council agrees that Director Markee should continue trying to sell the property without a realtor and he has permission to re-list and advertise the property for bids again.

K. New Business

- a. **Bay City Representative to Pilot Project – A coordinated Homeless Response System, requesting a Bay City Representative by City Council**

Manager Welch stated she is willing to be the representative for Bay City. Councilor Baker made a motion for Manager Welch to represent the City of Bay City and would like to be kept informed. Seconded by Councilor Imhoff.

Motion passes 5-0

- b. **Amendment 1 to DEQ Agreement R13842, add \$250,000 to this Agreement for construction of the Screen plant at the Headworks at the WWTP.**

Manager Welch explained the amendment to the council. Loan R13842 has been increased from \$50,000 to \$300,000 with a partial forgivable amount of \$150,000. Motion by Councilor Josi to approve the amendment, seconded by Councilor Baker.

Motion passes 5-0

- c. **Resolution 22-17; A Resolution Approving the City's Participation in the State Revenue Sharing Program and the City's Election to Receive State Revenue Sharing Funds.**

Finance Director Gann explained that the resolution is to approve Bay City in the participation of receiving State Revenue Sharing funds and will need to be sent to the Secretary of State once approved. Motion to approve resolution by Councilor Rondeau, seconded by Councilor Baker.

Motion passes 5-0

- d. **Resolution 22-19; A Resolution Accepting the Classification/Compensation Study Completed by the Local Government Personnel Services/Lane Council of Governments and Adopting a New Salary Schedule.**

City Manager Welch gave a brief explanation of the comp study provided by Local Government Personnel Services/Lane Council of

Governments. Budget includes the proposed salary schedule for all employees. Finance Director Gann suggested rounding the monthly totals to the nearest .50 or \$1.00 for easier calculations for payroll. Also presented comparisons and a salary schedule for the Division Chief position. Motion by Councilor Baker to approve the salary schedule and to amend the monthly totals to round to the nearest \$.50 or \$1.00. Seconded by Councilor Josi.

Motion passes 5-0

- e. Resolution 22-20; A Resolution Adopting a City Employee Handbook and Related Policies and Delegating to the City Manager the Authority and Duty to Administer and Interpret the Provisions of the Employee Handbook.**

Manager Welch gave a summary of the changes to the employee handbook at the council workshop. Motion by Councilor Josi to approve the resolution, seconded by Councilor Wright. Resolution will go into effect with the passing of Ord 699.

Motion passes 5-0

- f. Resolution 2022-21; A Resolution Confirming Receipt of the Certified Abstract of Votes Cast in the May 17, 2022, Primary Election**

City Recorder Gann explained that the resolution is to confirm receipt of the abstract votes from the May 17, 2022, election provided by the county clerk. Motion by Councilor Imhoff to approve the resolution, seconded by Councilor Baker.

Motion passes 5-0

- g. Letter to League of Oregon Cities regarding Transient Lodging Tax percentages**

Manager Welch presented the amended letter to the League of Oregon Cities, to the council that recommends a change in the percentages of the TLT funds from 70/30 to 50/50. Motion by Councilor Baker to approve and send the letter to the LOC, seconded by Councilor Josi.

Motion passes 5-0

L. Mayor's Presentation – No presentation

M. Council Presentation - No presentation

N. Attorney Presentation – No presentation

Meeting recessed at 6:55pm

Executive Session

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officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

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

Executive Session opened at 7:00pm

Executive Session closed at 7:23pm

Regular meeting re-opened at 7:23pm

Councilor Imhoff made a motion to place City Manager Welch at step 7 on the salary schedule, seconded by Councilor Josi.

Manager Welch explained that we did not budget for her position to be at step 7. Finance Director Gann explained there are funds in contingency that could be used, and a supplemental budget could be done next fiscal year if needed.

Motion passes 5-0

Adjourn at 7:30 pm

David McCall, Mayor

Lindsey Gann, City Recorder



June 14, 2022

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Wastewater

- Tillamook Country Smoker has been within permit, the last couple months they have discharged about 300,000 gallons to the City each month.
- Contract was sent to the low bidder Orr Inc for the Screen Project
- Still working thru the last of the issues in the new control panel equipment, the equipment is working well, it is a matter of getting the set points for each of the 6 levels of flow

Parks

- Graffiti continues to be less than normal
- Campground has been opened, RV camp sites have been improved with gravel pads, and a couple of the sewer connections were moved to make hooks up easier
- Camp host Kyndra Beebhiser has moved in, if you are in the park tell her hello

Misc.

- Several trees were cut down on Fern St. near 7th Street, some cut trees were from the City Right of Way, and some trees from neighbors property. Tree cutter has agreed to donate the \$800 value of the City trees to the Bay City Emergency Volunteers and move the trees to the public area near the recycle center for community firewood
- Power is being ran to the sign shop at Public Works, having lighting will improve work conditions
- Patterson Creek feasibility study has produced a couple options with how to proceed with the work and some estimates on each portion of the work with replacing the culverts, moving the water and sewer



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

June 14, 2022

Bay City Emergency Volunteers

- Starter Emergency buckets are being distributed, Yeah!
- Don Backman is willing to take a leadership role. He is trying to recruit other leaders for the start of an organization.
- Councilor Wright will be the liaison from the Council to the BCEV.
- Continue to work on communications



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BAY CITY PLANNING DEPARTMENT MONTHLY REPORT **FOR MAY 2022**

1. Zoning/Building Permits (1)

- 5395 High Street – new Single-family Dwelling (SFD)

2. Public Works Permits (1)

- 5395 High Street – Drive/Road Approach

3. Sign Permits (1)

- 9120 Fifth Street – Vintage Antiques

4. Land Use Application (2)

- Request for amended Conditional Use Permit at 8140 Bewley Street (1S1002CA00500);
- Request for Replat at 1S1002CC00700 (NE Corner of Spruce and Elliot).

5. TGM Code Evaluation and Update Stakeholder Advisory Committee (SAC) May 18th Meeting

- Review of TGM Code Evaluation and Code Update.

6. Planning Commission May 18th Hearing and Meeting

- Setback Variance #V-2022-02 for Victor Moor at vacant property at 6th and B Street – **approved** unanimously with conditions for submittal and approval of Conditional Use for mixed development prior to development onsite.
- Review of TGM Code Evaluation and Code Updates at PC/CC Joint meeting.

7. Specific Tax Lot Questions/Inquiries (at counter, by phone or email)

- Development Requirements for properties Bay Ridge Subdivision (11 questions/inquiries)
- Development Requirements for vacant property at 6th and B Street – from minimum house size, container homes, to sewer line location (9 questions/inquiries);
- Amended Permit, Development Requirement and Fire Life Safety review for 8504 Bay Front lane (7 questions/inquiries);
- Development, Demolition, Tree Removal, Partition, and Access Requirements for 6780 McCoy (6 questions/inquiries);
- Sign Permit Process Driveway access and Drainage Requirements for 6500 Williams PSI Signs (5 questions/inquiries);
- Development Requirements for properties at Clam/ Salmon/Elliot (4 questions/inquiries)
- Development Requirements for property at Hobsonville Point Road and Pennsylvania Street (4 questions/inquiries);
- Development Requirements for Bay Street and Hendricks/High Street and First/Hendricks and 4th - Road and Sewer Improvements (3 questions/inquiries);
- Request for a list of Contractors (No list of Contractors with City);
- Fence Requirements in City and possible height variance;
- Development Requirements for property at 7th between Portland and Seattle
- Permit Requirements in City for interior remodeling;
- Review of request for combination of Lots at 1st and Pacific;
- Inquire regarding City Hall Rental and City Hall Use;
- Development Requirements for property at 9th and D regarding Right-of-Way Permit and depth to sewer line;

- Site Prep Requirements in City and list of permits required for site prep;
- Development Requirements for property at 9th and 101;
- Development requirements for a duplex on combined lots;
- Park Requirements for Picnic at City Park referred to County Health;
- Address Question and Address Correction from 4755 to 7455 Baseline;
- Development Submittal Questions for property at NE corner of Spruce and Elliot;
- List of Surveyors, Environmental Specialists, Geotech Engineers and applications;
- Development Requirements for property at 7th and Seattle/101 for RV pad;
- Placement requirements for Manufactured Home on property;
- Description of Lot Coverage in MI Zone of Lot Coverage;
- Development Requirements for property at 8th and Portland;
- Review of Wetlands and Road Improvements for property at 13th and Trade;
- Camping, Temporary Uses and Storage In City;
- Review of Stream setback of lots at 9560 5th Street;
- Development Requirements for 8th and D Manufactured Home requirements and geological hazard requirements;
- Site Conditions review for property at end of Seattle for Water hook-up, wetlands location;
- Conditional Use Permit Questions for Williams and Bewley CUP questions
- CUP Review for property at Williams and Bewley;
- Review of Lot Dimensions for property at 9615 9th;
- Geological Report Requirements at NE corner of Spruce and Elliot;
- Wetlands location questions and DSL review for property at 13th Street and Madison Street;
- Garage standards and geologic hazard required at Seattle and 19th;
- Lot Line Adjustment for property at 13th;
- Driveway Requirements for property at 6755 Seattle;
- Road Improvements required for property at 10th and Portland;
- Address Question for property at Seattle and 15th;
- Flood Permit review for property at 4555 Clam Street:
- Development requirements for property at Elliot and Spruce;
- Development requirements for property at 19th and Seattle;
- Tree Removal requirements for property at 13th and Madison;;
- Development Requirements and Fees for property at 2nd and High;
- Illegal tree Removal and leveling of site review for property at 7th and Salem;
- Demolition Permit requirements for property at 7455 Baseline;
- RV Placement and Permit issues for property at 8504 Bay Front Lane;
- Review of Retaining Wall at 10030 4th Street;
- Review of Operation/Construction Hours 7-sunset;
- Manufactured Home Requirements for property at 13th Street;
- Development Requirements for property at 12100 8th Street;
- Duplex Development for property at 6755 Seattle;
- Building Questions for property on 7th Street;
- Property and Driveway Requirements for properties at 5525 Ocean and 5510 Pacific;
- Demolition Requirements and County requires for Asbestos Report;
- Address Question for property at 9155 7th Street Request to change address to a D Street Address;
- Sign Permit for property at 9120 5th Street;
- Tree Removal for property at 9970 7th;
- Development Requirements for property zoned HI with wetlands at 2nd and 101;
- Lot Location for property at 9900 8th Place;
- Water Payment Review for property at Doughty and Lucy Lane Outside City Limits;
- SDC Payment and Development Requirements for property at 10th and Tillamook;
- Sewer and Water Requirements and location for property at 11th and Main;

8. Land Use Applications

- Conditional Use Permit Request for property located at 8140 Bewley Street (notice sent out to adjacent property owners, May 25th, 2022);
- Replat Request at 1S1002CC00700 (NE Corner of Spruce and Elliot) (handled administratively).

9. Meetings involving Planning Department

- May 4th – Pre-Application Ralph McRae regarding reuses at 8140 Bewley;
- May 4th – Zoom Meeting with State Grant Coordinator Laura Buhl re TGM project;
- May 10th – Meeting with Bay Ridge HOA President Mick Dressler to discuss Bay Ridge Subdivision approval and further review and specific lot Height Limits and other requirements;
- May 11th – Interview for Fencepost In Headlight Herald;
- May 12th – Meeting with Jasper Lind regarding Planning Commission chair duties and process;
- May 16th – Meeting with Gary Frey regarding adjacent lot development and variance request;
- May 16th – Meeting with DLCD Grant Coordinator regarding website development for TGM Grant Code Update;
- May 17th – Tillamook County Natural Hazard Mitigation Plan Monthly Meeting;
- May 18th – Stakeholder Advisory Committee Meeting regarding TGM Code Updates;
- May 18th – Joint City Council-Planning Commission Meeting regarding TGM Code Updates;
- May 26th – DLCD North Coast Planners' Forum;
- May 31st – FEMA CAV Review Meeting with Mitch Paine via Zoom.
- May 31st – Correspondence with Darron Hayden regarding Engineering documents for breakaway walls at 4555 Clam Street.

Upcoming June 15th Meetings

- Planning Commission Hearing: 7 pm, June 15th
 - Conditional Use Permit Request CU-2022-02 – McRae 8140 Bewley Street;
 - Review of amended STR standards.

10. Counterwork

- Permitting, Land Use and public facility questions at counter (9);
- Land Use application submittals at counter (1 – sign permit); and
- Permit submittals at counter (1 – conditional use permit request).

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

7/7/2022 8:42am

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Revised Budget
 For General Fund (100)
 For the Fiscal Period 2022-12 Ending June 30, 2022

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	\$ 210,449.00	\$ 215,207.02	\$ (4,758.02)
100-00-4010 Property Taxes - Prior Years	0.00	0.00	7,000.00	5,151.59	\$ 1,848.41
100-00-4105 Liquor Tax	0.00	1,594.78	23,000.00	25,887.45	\$ (2,887.45)
100-00-4110 Cigarette Tax	0.00	180.18	1,200.00	1,166.67	\$ 33.33
100-00-4205 Licenses	0.00	100.00	800.00	1,310.00	\$ (510.00)
100-00-4210 Dog Licenses/Fines	0.00	15.00	150.00	247.50	\$ (97.50)
100-00-4305 Franchise Fees	0.00	0.00	13,000.00	39,796.57	\$ (26,796.57)
100-00-4306 Franchise Fees / Dedicated	0.00	0.00	17,000.00	15,719.23	\$ 1,280.77
100-00-4400 Grant Revenue	0.00	0.00	0.00	1,000.00	\$ 0.00
100-00-4510 State Revenue Sharing	0.00	0.00	15,000.00	18,812.46	\$ (3,812.46)
100-00-4605 Hall Rental	0.00	0.00	200.00	1,675.00	\$ (1,475.00)
100-00-4650 Transient Lodging Tax	0.00	1,026.87	15,000.00	25,917.78	\$ (10,917.78)
100-00-4800 Miscellaneous	0.00	(10,122.00)	2,000.00	14,964.56	\$ (12,964.56)
100-00-4805 Earnings on Investments	0.00	0.00	2,000.00	1,594.27	\$ 405.73
100-00-4850 Code Enforcement Fines	0.00	0.00	100.00	0.00	\$ 100.00
100-00-4990 Beginning Fund Balance	0.00	0.00	265,000.00	269,233.04	\$ (4,233.04)
Total Non-Departmental Revenues	0.00	(7,205.17)	571,899.00	637,683.14	(65,784.14)
Fire Revenues					
100-30-4005 Property Taxes - Current	0.00	0.00	123,189.00	132,811.32	\$ (9,622.32)
100-30-4010 Property Taxes - Prior Years	0.00	0.00	1,500.00	2,554.13	\$ (1,054.13)
100-30-4520 Intergovernmental Agreements	0.00	2,250.00	3,000.00	3,977.05	\$ (977.05)
100-30-4800 Miscellaneous	0.00	0.00	9,000.00	8,005.00	\$ 995.00
100-30-4805 Earnings on Investments	0.00	0.00	1,200.00	758.95	\$ 441.05
100-30-4930 Transfers In	0.00	0.00	115,238.00	115,238.00	\$ 0.00
100-30-4990 Beginning Fund Balance	0.00	0.00	135,351.00	155,686.26	\$ (20,335.26)
Total Fire Revenues	0.00	2,250.00	388,478.00	419,030.71	(30,552.71)
Recreation Revenues					
100-50-4420 State Grants	0.00	8,050.00	40,000.00	40,000.00	\$ 0.00
100-50-4430 Local Grants	0.00	0.00	100.00	17.00	\$ 83.00
100-50-4630 Park Camping	0.00	420.00	0.00	420.00	\$ 0.00
100-50-4990 Beginning Fund Balance	0.00	0.00	5,000.00	0.00	\$ 5,000.00
Total Recreation Revenues	0.00	8,470.00	45,100.00	40,437.00	4,663.00
Transient Lodging Tax Revenues					
100-60-4650 Transient Lodging Tax	0.00	2,396.03	40,000.00	67,070.03	\$ (27,070.03)
100-60-4990 Beginning Fund Balance	0.00	0.00	70,000.00	71,944.87	\$ (1,944.87)
Total Transient Lodging Tax Revenues	0.00	2,396.03	110,000.00	139,014.90	(29,014.90)
Planning Revenues					
100-70-4310 Planning Fees	0.00	2,150.00	6,000.00	7,900.00	\$ (1,900.00)
100-70-4315 Land Use Fees	0.00	0.00	4,000.00	3,100.00	\$ 900.00
Total Planning Revenues	0.00	2,150.00	10,000.00	11,000.00	(1,000.00)

City of Bay City 503-377-2288

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Statement of Revenue and Expenditures

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Revised Budget

For General Fund (100)

For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total General Fund Revenues	\$ 0.00	\$ 8,060.86	\$ 1,125,477.00	\$ 1,247,165.75	\$ (121,688.75)

Expenditures

Administration Expenditures

100-10-5105 Full-Time Employees - Regular	\$ 0.00	\$ 9,166.76	\$ 88,535.00	\$ 83,388.27	\$ 5,146.73
100-10-5115 Part-Time Employees	0.00	767.00	17,160.00	3,562.00	\$ 13,598.00
100-10-5205 Employer FICA Taxes	0.00	759.87	8,090.00	7,132.95	\$ 957.05
100-10-5210 Unemployment Insurance	0.00	9.93	1,125.00	93.41	\$ 1,031.59
100-10-5215 Workers' Compensation Insurance	0.00	4.07	650.00	630.25	\$ 19.75
100-10-5305 Employer PERS Contributions	0.00	1,977.88	20,750.00	17,322.00	\$ 3,428.00
100-10-5405 Health Insurance	0.00	2,635.86	36,880.00	27,570.09	\$ 9,309.91
100-10-5415 Life Insurance	0.00	20.02	1,525.00	211.69	\$ 1,313.31
100-10-6105 Office Supplies & Equipment	0.00	489.12	8,000.00	9,803.27	\$ (1,803.27)
100-10-6305 Building Repairs & Maintenance	0.00	55.45	8,000.00	4,336.24	\$ 3,663.76
100-10-6311 Contracted Ground Maintenance	0.00	0.00	4,500.00	3,660.00	\$ 840.00
100-10-6405 Dues & Subscriptions	0.00	60.00	5,000.00	5,398.96	\$ (398.96)
100-10-6410 Training	0.00	100.00	1,000.00	1,900.10	\$ (900.10)
100-10-6605 Electricity	0.00	293.58	5,500.00	4,192.52	\$ 1,307.48
100-10-6620 Telecommunications	0.00	236.20	6,500.00	2,790.15	\$ 3,709.85
100-10-6700 Insurance	0.00	0.00	6,550.00	6,000.00	\$ 550.00
100-10-6825 Advertising/Publishing	0.00	1,189.00	3,500.00	4,016.21	\$ (516.21)
100-10-6830 Janitorial Services	0.00	470.00	6,000.00	5,985.00	\$ 15.00
100-10-6845 Licenses & Fees	0.00	0.00	0.00	133.83	\$ 0.00
100-10-6850 Dog Licenses/Catching	0.00	0.00	150.00	138.83	\$ 11.17
100-10-6860 Computers/Software/Services	0.00	2,714.89	20,000.00	21,480.55	\$ (1,480.55)
100-10-6870 Pre-Hazard Preparedness	0.00	1,008.28	10,000.00	8,543.87	\$ 1,456.13
100-10-6880 Ordinance Enforcement	0.00	1,056.55	1,500.00	1,380.75	\$ 119.25
100-10-6990 Other Miscellaneous Expenses	0.00	11.67	10,000.00	11,390.74	\$ (1,390.74)
100-10-7040 Principal Payments - Notes Payable	0.00	0.00	16,900.00	13,673.31	\$ 3,226.69
100-10-7045 Interest Payments - Notes Payable	0.00	0.00	100.00	12.93	\$ 87.07
100-10-8200 Office Equipment	0.00	5,000.00	5,000.00	5,000.00	\$ 0.00
Total Administration Expenditures	0.00	28,026.13	292,915.00	249,747.92	43,167.08

Fire Expenditures

100-30-5105 Full-Time Employees - Regular	0.00	383.64	5,104.00	3,901.26	\$ 1,202.74
100-30-5115 Part-Time Employees	0.00	4,260.50	41,975.00	45,434.50	\$ (3,459.50)
100-30-5118 Volunteer Stipends	0.00	1,327.50	41,740.00	20,705.00	\$ 21,035.00
100-30-5205 Employer FICA Taxes	0.00	456.86	6,840.00	5,358.32	\$ 1,481.68
100-30-5210 Unemployment Insurance	0.00	6.01	1,020.00	70.38	\$ 949.62
100-30-5215 Workers' Compensation Insurance	0.00	10.61	2,100.00	1,344.81	\$ 755.19
100-30-5305 Employer PERS Contributions	0.00	866.49	10,291.00	9,736.22	\$ 554.78
100-30-5405 Health Insurance	0.00	126.84	13,955.00	2,615.66	\$ 11,339.34
100-30-5415 Life Insurance	0.00	13.08	610.00	177.90	\$ 432.10
100-30-5420 Disability Insurance	0.00	0.00	10,000.00	1,481.00	\$ 8,519.00
100-30-6105 Office Supplies & Equipment	0.00	0.00	6,000.00	4,164.34	\$ 1,835.66
100-30-6115 First Aid Supplies	0.00	0.00	6,000.00	3,751.18	\$ 2,248.82
100-30-6140 Fuel/Lubes/Etc.	0.00	292.93	4,000.00	4,158.00	\$ (158.00)

City of Bay City 503-377-2288

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Statement of Revenue and Expenditures

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Revised Budget

For General Fund (100)

For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-30-6220	Legal Fees	0.00	0.00	0.00	98.00	\$ 0.00
100-30-6290	Other Professional Fees	0.00	4,819.50	23,000.00	10,305.64	\$ 12,694.36
100-30-6305	Building Repairs & Maintenance	0.00	0.00	12,000.00	8,625.91	\$ 3,374.09
100-30-6340	Radios & Radio Repair	0.00	0.00	4,000.00	3,766.41	\$ 233.59
100-30-6345	Operational Equipment & Repairs	0.00	0.00	25,000.00	22,039.35	\$ 2,960.65
100-30-6350	Personal Protective Equipment	0.00	602.34	28,000.00	31,383.98	\$ (3,383.98)
100-30-6400	Staff Development	0.00	0.00	0.00	707.92	\$ 0.00
100-30-6405	Dues & Subscriptions	0.00	0.00	2,400.00	1,537.77	\$ 862.23
100-30-6410	Training	0.00	96.40	10,000.00	7,055.59	\$ 2,944.41
100-30-6605	Electricity	0.00	235.41	4,500.00	3,439.61	\$ 1,060.39
100-30-6620	Telecommunications	0.00	341.42	6,000.00	4,429.28	\$ 1,570.72
100-30-6700	Insurance	0.00	0.00	15,000.00	12,000.00	\$ 3,000.00
100-30-6830	Janitorial Services	0.00	260.00	3,000.00	3,149.98	\$ (149.98)
100-30-6840	Printing & Copying	0.00	16.36	300.00	300.88	\$ (0.88)
100-30-6860	Computers/Software/Services	0.00	95.74	6,000.00	8,418.24	\$ (2,418.24)
100-30-6990	Other Miscellaneous Expenses	0.00	29.00	4,000.00	1,520.21	\$ 2,479.79
100-30-9400	Transfer to Capital Projects Funds	0.00	0.00	52,000.00	52,000.00	\$ 0.00
100-30-9800	Contingency	0.00	0.00	18,643.00	0.00	\$ 18,643.00
100-30-9900	Unappropriated Ending Fund Balance	0.00	0.00	25,000.00	0.00	\$ 25,000.00
Total Fire Expenditures		0.00	14,240.63	388,478.00	273,677.34	114,800.66
Recreation Expenditures						
100-50-5105	Full-Time Employees - Regular	0.00	1,433.88	17,122.00	15,215.14	\$ 1,906.86
100-50-5205	Employer FICA Taxes	0.00	109.72	1,310.00	1,164.13	\$ 145.87
100-50-5210	Unemployment Insurance	0.00	1.44	185.00	15.17	\$ 169.83
100-50-5215	Workers' Compensation Insurance	0.00	0.58	600.00	572.09	\$ 27.91
100-50-5305	Employer PERS Contributions	0.00	251.08	3,000.00	2,657.41	\$ 342.59
100-50-5405	Health Insurance	0.00	454.20	7,200.00	5,157.88	\$ 2,042.12
100-50-5415	Life Insurance	0.00	2.10	145.00	24.47	\$ 120.53
100-50-6145	Tourism	0.00	0.00	300.00	50.00	\$ 250.00
100-50-6190	Other Supplies	0.00	210.70	3,000.00	1,505.09	\$ 1,494.91
100-50-6310	Grounds Maintenance	0.00	4,087.30	10,000.00	12,065.03	\$ (2,065.03)
100-50-6311	Contracted Ground Maintenance	0.00	1,530.00	12,800.00	9,130.00	\$ 3,670.00
100-50-6605	Electricity	0.00	137.25	2,000.00	1,269.80	\$ 730.20
100-50-6995	Feasibility Studies / Projects	0.00	0.00	40,000.00	40,000.00	\$ 0.00
100-50-8200	Buildings & Equipment	0.00	0.00	8,000.00	8.49	\$ 7,991.51
Total Recreation Expenditures		0.00	8,218.25	105,662.00	88,834.70	16,827.30
Transient Lodging Tax Expenditures						
100-60-6145	Tourism	0.00	0.00	110,000.00	40,712.01	\$ 69,287.99
Total Transient Lodging Tax Expenditures		0.00	0.00	110,000.00	40,712.01	69,287.99
Planning Expenditures						
100-70-6215	Engineering Fees	0.00	0.00	2,000.00	45.00	\$ 1,955.00
100-70-6220	Legal Fees	0.00	0.00	5,000.00	456.20	\$ 4,543.80
100-70-6240	Comprehensive Planning	0.00	1,594.77	35,000.00	22,972.98	\$ 12,027.02
100-70-6290	Other Professional Fees	0.00	1,070.75	5,000.00	1,346.00	\$ 3,654.00
100-70-6620	Telecommunications	0.00	0.00	0.00	317.75	\$ 0.00
100-70-6865	Building Inspector/Inspections	0.00	0.00	500.00	0.00	\$ 500.00

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

Revised Budget
For General Fund (100)
For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Planning Expenditures	0.00	2,665.52	47,500.00	25,137.93	22,362.07
General Service Expenditures					
100-90-6205 Accounting & Auditing	0.00	0.00	5,000.00	5,000.00	\$ 0.00
100-90-6220 Legal Fees	0.00	1,880.00	50,000.00	20,384.98	\$ 29,615.02
100-90-6805 Mayor	0.00	671.00	3,500.00	3,853.51	\$ (353.51)
100-90-6910 Fee Refunds	0.00	0.00	500.00	0.00	\$ 500.00
100-90-6990 Other Miscellaneous Expenses	0.00	200.00	1,000.00	200.00	\$ 800.00
100-90-9000 Transfers Out	0.00	0.00	115,238.00	115,238.00	\$ 0.00
100-90-9800 Contingency	0.00	0.00	5,684.00	0.00	\$ 5,684.00
Total General Service Expenditures	0.00	2,751.00	180,922.00	144,676.49	36,245.51
Total General Fund Expenditures	\$ 0.00	\$ 55,901.53	\$ 1,125,477.00	\$ 822,786.39	\$ 302,690.61
General Fund Excess of Revenues Over Expenditures	\$ 0.00	\$ (47,840.67)	\$ 0.00	\$ 424,379.36	\$ 0.00

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

Revised Budget
For Street and Road Fund (200)
For the Fiscal Period 2022-12 Ending June 30, 2022

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	\$ 9,773.72	\$ 90,000.00	\$ 109,871.38	\$ (19,871.38)
200-00-4805 Earnings on Investments	0.00	0.00	200.00	511.10	\$ (311.10)
200-00-4930 Transfers In	0.00	0.00	10,000.00	10,000.00	\$ 0.00
200-00-4990 Beginning Fund Balance	0.00	0.00	90,000.00	106,767.17	\$ (16,767.17)
Total Non-Departmental Revenues	0.00	9,773.72	190,200.00	227,149.65	(36,949.65)
Total Street and Road Fund Revenues	\$ 0.00	\$ 9,773.72	\$ 190,200.00	\$ 227,149.65	\$ (36,949.65)

Expenditures

Non-Departmental Expenditures					
200-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 5,684.86	\$ 62,905.00	\$ 62,660.43	\$ 244.57
200-00-5115 Part-Time Employees	0.00	118.00	2,640.00	548.00	\$ 2,092.00
200-00-5205 Employer FICA Taxes	0.00	443.98	5,025.00	4,835.88	\$ 189.12
200-00-5210 Unemployment Insurance	0.00	5.80	710.00	63.11	\$ 646.89
200-00-5215 Workers' Compensation Insurance	0.00	2.49	3,200.00	1,744.63	\$ 1,455.37
200-00-5305 Employer PERS Contributions	0.00	1,093.76	12,300.00	11,424.84	\$ 875.16
200-00-5405 Health Insurance	0.00	1,745.94	27,200.00	20,156.98	\$ 7,043.02
200-00-5415 Life Insurance	0.00	9.14	680.00	104.69	\$ 575.31
200-00-6105 Office Supplies & Equipment	0.00	0.00	500.00	209.42	\$ 290.58
200-00-6125 Shop Supplies & Small Tools	0.00	0.00	1,000.00	324.17	\$ 675.83
200-00-6140 Fuel/Lubes/Etc.	0.00	0.00	2,000.00	521.49	\$ 1,478.51
200-00-6205 Accounting & Auditing	0.00	0.00	1,000.00	1,000.00	\$ 0.00
200-00-6215 Engineering Fees	0.00	0.00	2,500.00	0.00	\$ 2,500.00
200-00-6220 Legal Fees	0.00	0.00	5,000.00	1,020.00	\$ 3,980.00
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	10,741.79	14,000.00	10,741.79	\$ 3,258.21
200-00-6315 Street Repairs & Maintenance	0.00	397.50	10,000.00	5,626.39	\$ 4,373.61
200-00-6335 Vehicle Repairs & Maintenance	0.00	0.00	3,000.00	221.90	\$ 2,778.10
200-00-6350 Personal Protective Equipment	0.00	0.00	2,000.00	813.49	\$ 1,186.51
200-00-6390 Other Repairs & Maintenance	0.00	0.00	7,500.00	0.00	\$ 7,500.00
200-00-6410 Training	0.00	100.00	2,000.00	792.75	\$ 1,207.25
200-00-6605 Electricity	0.00	757.27	10,000.00	9,161.00	\$ 839.00
200-00-6620 Telecommunications	0.00	0.00	0.00	24.38	\$ 0.00
200-00-6700 Insurance	0.00	0.00	3,800.00	2,600.00	\$ 1,200.00
200-00-6860 Computers/Software/Services	0.00	24.38	2,500.00	574.69	\$ 1,925.31
200-00-6990 Other Miscellaneous Expenses	0.00	0.00	3,740.00	325.70	\$ 3,414.30
Total Non-Departmental Expenditures	0.00	21,124.91	190,200.00	135,495.73	54,704.27
Total Street and Road Fund Expenditures	\$ 0.00	\$ 21,124.91	\$ 190,200.00	\$ 135,495.73	\$ 54,704.27

Street and Road Fund Excess of Revenues Over Expen \$ 0.00 \$ (11,351.19) \$ 0.00 \$ 91,653.92 \$ 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 2022-12 Ending June 30, 2022

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	\$ 900.00	\$ 554.59	\$ 345.41
201-18-4825 Loan Payback	0.00	16,857.00	0.00	16,857.00	0.00
201-18-4990 Beginning Fund Balance	0.00	0.00	110,000.00	110,370.75	(370.75)
Total Housing Rehabilitation Revenues	0.00	16,857.00	110,900.00	127,782.34	(16,882.34)
Total Housing Rehabilitation Fund Revenues	\$ 0.00	\$ 16,857.00	\$ 110,900.00	\$ 127,782.34	\$ (16,882.34)
Expenditures					
Housing Rehabilitation Expenditures					
201-18-6890 Other Administration Expenses	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 0.00	\$ 5,000.00
201-18-6920 Housing Rehab Loan Disbursements	0.00	0.00	105,900.00	0.00	105,900.00
Total Housing Rehabilitation Expenditures	0.00	0.00	110,900.00	0.00	110,900.00
Total Housing Rehabilitation Fund Expenditures	\$ 0.00	\$ 0.00	\$ 110,900.00	\$ 0.00	\$ 110,900.00
Housing Rehabilitation Fund Excess of Revenues Over	\$ 0.00	\$ 16,857.00	\$ 0.00	\$ 127,782.34	\$ 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 2022-12 Ending June 30, 2022

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	\$ 620.76	\$ 0.00
300-11-4805 Earnings on Investments	0.00	0.00	0.00	374.83	0.00
Total Bond Payment Revenues	0.00	0.00	0.00	995.59	0.00
Total Kilchis Water Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 995.59	\$ 0.00
Kilchis Water Bond Fund Excess of Revenues Over Exp	\$ 0.00	\$ 0.00	\$ 0.00	\$ 995.59	\$ 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 2022-12 Ending June 30, 2022

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	\$ 19,315.00	\$ 28,217.71	\$ (8,902.71)
301-11-4010 Property Taxes - Prior Years	0.00	0.00	300.00	683.15	\$ (383.15)
301-11-4805 Earnings on Investments	0.00	0.00	200.00	226.12	\$ (26.12)
301-11-4990 Beginning Fund Balance	0.00	0.00	40,000.00	45,002.02	\$ (5,002.02)
Total Bond Payment Revenues	0.00	0.00	59,815.00	74,129.00	(14,314.00)
Total Sewer Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 59,815.00	\$ 74,129.00	\$ (14,314.00)
Expenditures					
Bond Payment Expenditures					
301-11-7010 Principal Payments - General Obligatio	\$ 0.00	\$ 0.00	\$ 10,838.00	\$ 10,889.69	\$ (51.69)
301-11-7015 Interest Payments - General Obligation	0.00	0.00	13,088.00	13,036.31	\$ 51.69
Total Bond Payment Expenditures	0.00	0.00	23,926.00	23,926.00	0.00
Bond Reserve Expenditures					
301-12-9500 Transfer to Enterprise Funds	0.00	0.00	35,889.00	0.00	\$ 35,889.00
Total Bond Reserve Expenditures	0.00	0.00	35,889.00	0.00	35,889.00
Total Sewer Bond Fund Expenditures	\$ 0.00	\$ 0.00	\$ 59,815.00	\$ 23,926.00	\$ 35,889.00
Sewer Bond Fund Excess of Revenues Over Expenditur	0.00	0.00	0.00	50,203.00	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 2022-12 Ending June 30, 2022

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	37,561.50	\$ 12,438.50
302-22-4990 Beginning Fund Balance	0.00	0.00	88,000.00	81,639.00	\$ 6,361.00
Total Loan Revenues	0.00	0.00	138,000.00	119,200.50	18,799.50
Total DEQ Loan Repayment Fund Revenues	\$ 0.00	\$ 0.00	\$ 138,000.00	\$ 122,145.00	\$ 15,855.00
Expenditures					
Loan Expenditures					
302-22-7040 Principal Payments - Notes Payable	\$ 0.00	\$ 0.00	\$ 21,000.00	\$ 20,199.00	\$ 801.00
302-22-7045 Interest Payments - Notes Payable	0.00	0.00	4,800.00	4,788.00	\$ 12.00
302-22-7090 Other Debt Service	0.00	0.00	19,445.00	0.00	\$ 19,445.00
302-22-9900 Unappropriated Ending Fund Balance	0.00	0.00	92,755.00	0.00	\$ 92,755.00
Total Loan Expenditures	0.00	0.00	138,000.00	24,987.00	113,013.00
Total DEQ Loan Repayment Fund Expenditures	\$ 0.00	\$ 0.00	\$ 138,000.00	\$ 24,987.00	\$ 113,013.00
DEQ Loan Repayment Fund Excess of Revenues Over E	\$ 0.00	\$ 0.00	\$ 0.00	\$ 97,158.00	\$ 0.00

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

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Revised Budget
For Street Reserve Fund (400)
For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
400-13-4305 Franchise Fees	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 6,276.68	\$ (1,276.68)
400-13-4805 Earnings on Investments	0.00	0.00	250.00	186.59	\$ 63.41
400-13-4990 Beginning Fund Balance	0.00	0.00	37,000.00	37,134.20	\$ (134.20)
Total Reserve Revenues	0.00	0.00	42,250.00	43,597.47	(1,347.47)
Street Trust Revenues					
400-17-4805 Earnings on Investments	0.00	0.00	1,200.00	1,111.92	\$ 88.08
400-17-4825 Loan Payback Principal	0.00	0.00	16,900.00	13,673.31	\$ 3,226.69
400-17-4826 Loan Payback Interest	0.00	0.00	100.00	12.93	\$ 87.07
400-17-4990 Beginning Fund Balance	0.00	0.00	219,000.00	221,289.87	\$ (2,289.87)
Total Street Trust Revenues	0.00	0.00	237,200.00	236,088.03	1,111.97
Street Maintenance Fee Revenues					
400-24-4320 Street Maintenance Fees	0.00	6,329.13	95,000.00	92,364.43	\$ 2,635.57
400-24-4805 Earnings on Investments	0.00	0.00	600.00	568.23	\$ 31.77
400-24-4990 Beginning Fund Balance	0.00	0.00	106,000.00	113,088.54	\$ (7,088.54)
Total Street Maintenance Fee Revenues	0.00	6,329.13	201,600.00	206,021.20	(4,421.20)
Total Street Reserve Fund Revenues	\$ 0.00	\$ 6,329.13	\$ 481,050.00	\$ 485,706.70	\$ (4,656.70)
Expenditures					
Reserve Expenditures					
400-13-6315 Street Repairs & Maintenance	\$ 0.00	\$ 0.00	\$ 32,000.00	\$ 0.00	\$ 32,000.00
400-13-9400 Transfer to Capital Projects Funds	0.00	0.00	10,000.00	10,000.00	\$ 0.00
400-13-9800 Contingency	0.00	0.00	250.00	0.00	\$ 250.00
Total Reserve Expenditures	0.00	0.00	42,250.00	10,000.00	32,250.00
Street Trust Expenditures					
400-17-9900 Unappropriated Ending Fund Balance	0.00	0.00	237,200.00	0.00	\$ 237,200.00
Total Street Trust Expenditures	0.00	0.00	237,200.00	0.00	237,200.00
Street Maintenance Fee Expenditures					
400-24-6314 Street Overlay	0.00	0.00	95,000.00	0.00	\$ 95,000.00
400-24-9800 Contingency	0.00	0.00	106,600.00	0.00	\$ 106,600.00
Total Street Maintenance Fee Expenditures	0.00	0.00	201,600.00	0.00	201,600.00
Total Street Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 481,050.00	\$ 10,000.00	\$ 471,050.00
Street Reserve Fund Excess of Revenues Over Expendi	\$ 0.00	\$ 6,329.13	\$ 0.00	\$ 475,706.70	\$ 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 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Non-Departmental Revenues					
401-00-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00	\$ 300.00
Total Non-Departmental Revenues	0.00	0.00	300.00	0.00	300.00
Reserve Revenues					
401-13-4805 Earnings on Investments	0.00	0.00	0.00	26.44	\$ 0.00
401-13-4930 Transfers In	0.00	0.00	15,000.00	15,000.00	\$ 0.00
401-13-4990 Beginning Fund Balance	0.00	0.00	22,000.00	5,260.23	\$ 16,739.77
Total Reserve Revenues	0.00	0.00	37,000.00	20,286.67	16,713.33
Total Bay City Equipment Reserve Fund Revenues	\$ 0.00	\$ 0.00	\$ 37,300.00	\$ 20,286.67	\$ 17,013.33
Expenditures					
Reserve Expenditures					
401-13-8400 Machinery & Equipment	\$ 0.00	\$ 0.00	\$ 37,300.00	\$ 10,200.00	\$ 27,100.00
Total Reserve Expenditures	0.00	0.00	37,300.00	10,200.00	27,100.00
Total Bay City Equipment Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 37,300.00	\$ 10,200.00	\$ 27,100.00
Bay City Equipment Reserve Fund Excess of Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,086.67	\$ 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 2022-12 Ending June 30, 2022

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	\$ 300.00	\$ 264.64	\$ 35.36
402-13-4930 Transfers In	0.00	0.00	52,000.00	52,000.00	0.00
402-13-4990 Beginning Fund Balance	0.00	0.00	52,500.00	52,665.05	(165.05)
Total Reserve Revenues	0.00	0.00	104,800.00	104,929.69	(129.69)
Building Fund Revenues					
402-19-4805 Earnings on Investments	0.00	0.00	800.00	511.66	\$ 288.34
402-19-4890 Fire Department Relocation	0.00	5,012.94	0.00	24,347.05	\$ 0.00
402-19-4990 Beginning Fund Balance	0.00	0.00	101,700.00	101,828.19	\$ (128.19)
Total Building Fund Revenues	0.00	5,012.94	102,500.00	126,686.90	(24,186.90)
Total Fire Apparatus Reserve & Building Reserve Fun	\$ 0.00	\$ 5,012.94	\$ 207,300.00	\$ 231,616.59	\$ (24,316.59)
Expenditures					
Reserve Expenditures					
402-13-7050 Capital Lease Payments	\$ 0.00	\$ 0.00	\$ 24,300.00	\$ 24,219.78	\$ 80.22
402-13-8200 Equipment	0.00	0.00	19,100.00	19,076.00	\$ 24.00
402-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	61,400.00	0.00	\$ 61,400.00
Total Reserve Expenditures	0.00	0.00	104,800.00	43,295.78	61,504.22
Building Fund Expenditures					
402-19-9900 Unappropriated Ending Fund Balance	0.00	0.00	102,500.00	0.00	\$ 102,500.00
Total Building Fund Expenditures	0.00	0.00	102,500.00	0.00	102,500.00
Total Fire Apparatus Reserve & Building Reserve Fun	\$ 0.00	\$ 0.00	\$ 207,300.00	\$ 43,295.78	\$ 164,004.22
Fire Apparatus Reserve & Building Reserve Fund Exces	\$ 0.00	\$ 5,012.94	\$ 0.00	\$ 188,320.81	\$ 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 2022-12 Ending June 30, 2022

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	\$ 10.00	\$ 40.13	\$ (30.13)
404-13-4990 Beginning Fund Balance	0.00	0.00	7,900.00	7,986.85	\$ (86.85)
Total Reserve Revenues	0.00	0.00	7,910.00	8,026.98	(116.98)
Total Park & Recreation Reserve Fund Revenues	\$ 0.00	\$ 0.00	\$ 7,910.00	\$ 8,026.98	\$ (116.98)
Expenditures					
Reserve Expenditures					
404-13-9900 Unappropriated Ending Fund Balance	\$ 0.00	\$ 0.00	\$ 7,910.00	\$ 0.00	\$ 7,910.00
Total Reserve Expenditures	0.00	0.00	7,910.00	0.00	7,910.00
Total Park & Recreation Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 7,910.00	\$ 0.00	\$ 7,910.00
Park & Recreation Reserve Fund Excess of Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,026.98	\$ 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 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
405-13-4115 State Highway Tax	\$ 0.00	\$ 98.72	\$ 800.00	\$ 1,109.80	\$ (309.80)
405-13-4805 Earnings on Investments	0.00	0.00	10.00	72.14	\$ (62.14)
405-13-4990 Beginning Fund Balance	0.00	0.00	8,700.00	8,987.71	\$ (287.71)
Total Reserve Revenues	0.00	98.72	9,510.00	10,169.65	(659.65)
Total Footpaths and Bicycle Trails Reserve Revenues	\$ 0.00	\$ 98.72	\$ 9,510.00	\$ 10,169.65	\$ (659.65)
Expenditures					
Reserve Expenditures					
405-13-9900 Unappropriated Ending Fund Balance	\$ 0.00	\$ 0.00	\$ 9,510.00	\$ 0.00	\$ 9,510.00
Total Reserve Expenditures	0.00	0.00	9,510.00	0.00	9,510.00
Total Footpaths and Bicycle Trails Reserve Expenditu	\$ 0.00	\$ 0.00	\$ 9,510.00	\$ 0.00	\$ 9,510.00
Footpaths and Bicycle Trails Reserve Excess of Revenu	\$ 0.00	\$ 98.72	\$ 0.00	\$ 10,169.65	\$ 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 2022-12 Ending June 30, 2022

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	\$ 23,677.93	\$ 355,000.00	\$ 386,557.53	\$ (31,557.53)
600-00-4615 Water Deposits	0.00	0.00	3,000.00	746.83	\$ 2,253.17
600-00-4800 Miscellaneous	0.00	(369,970.00)	93,837.01	93,004.51	\$ 832.50
600-00-4805 Earnings on Investments	0.00	0.00	1,600.00	514.95	\$ 1,085.05
600-00-4815 Sale of Pipe/Supplies	0.00	0.00	1,500.00	8,598.95	\$ (7,098.95)
600-00-4930 Transfers In	0.00	0.00	133,340.00	133,340.00	\$ 0.00
600-00-4990 Beginning Fund Balance	0.00	0.00	91,000.00	178,527.73	\$ (87,527.73)
Total Non-Departmental Revenues	0.00	(346,292.07)	679,277.01	801,290.50	(122,013.49)
Reserve Revenues					
600-13-4710 SDC - Improvement Fees	0.00	21,478.48	25,000.00	64,435.44	\$ (39,435.44)
600-13-4720 SDC - Reimbursement Fees	0.00	11,509.52	15,000.00	34,528.56	\$ (19,528.56)
600-13-4805 Earnings on Investments	0.00	0.00	2,500.00	1,542.98	\$ 957.02
600-13-4990 Beginning Fund Balance	0.00	0.00	290,000.00	307,072.63	\$ (17,072.63)
Total Reserve Revenues	0.00	32,988.00	332,500.00	407,579.61	(75,079.61)
Reserve Revenues					
600-14-4990 Beginning Fund Balance	0.00	0.00	74,440.00	1,745.07	\$ 72,694.93
Total Reserve Revenues	0.00	0.00	74,440.00	1,745.07	72,694.93
Total Bay City Water Fund Revenues	\$ 0.00	\$ (313,304.07)	\$ 1,086,217.01	\$ 1,210,615.18	\$ (124,398.17)

Expenditures**Non-Departmental Expenditures**

600-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 12,873.45	\$ 163,854.00	\$ 134,745.05	\$ 29,108.95
600-00-5115 Part-Time Employees	0.00	118.00	2,640.00	548.00	\$ 2,092.00
600-00-5205 Employer FICA Taxes	0.00	993.80	12,740.00	10,349.30	\$ 2,390.70
600-00-5210 Unemployment Insurance	0.00	13.02	1,785.00	135.55	\$ 1,649.45
600-00-5215 Workers' Compensation Insurance	0.00	5.81	3,300.00	3,573.36	\$ (273.36)
600-00-5305 Employer PERS Contributions	0.00	2,388.91	30,065.00	24,012.98	\$ 6,052.02
600-00-5405 Health Insurance	0.00	4,149.92	70,325.00	44,251.99	\$ 26,073.01
600-00-5415 Life Insurance	0.00	16.82	1,610.00	190.62	\$ 1,419.38
600-00-6105 Office Supplies & Equipment	0.00	608.00	3,000.00	2,868.95	\$ 131.05
600-00-6125 Shop Supplies & Small Tools	0.00	74.74	2,000.00	2,311.83	\$ (311.83)
600-00-6130 Customer Meters & Supplies	0.00	529.10	132,837.01	102,155.43	\$ 30,681.58
600-00-6135 Chemical/Lab Supplies	0.00	0.00	500.00	0.00	\$ 500.00
600-00-6140 Fuel/Lubes/Etc.	0.00	457.36	2,500.00	4,907.55	\$ (2,407.55)
600-00-6190 Other Supplies	0.00	39.62	250.00	39.62	\$ 210.38
600-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	2,500.00	\$ 0.00
600-00-6215 Engineering Fees	0.00	0.00	4,000.00	0.00	\$ 4,000.00
600-00-6220 Legal Fees	0.00	0.00	2,500.00	0.00	\$ 2,500.00
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	5,240.00	10,000.00	5,406.66	\$ 4,593.34
600-00-6305 Building Repairs & Maintenance	0.00	135.27	4,000.00	752.69	\$ 3,247.31
600-00-6311 Contracted Ground Maintenance	0.00	0.00	2,000.00	2,510.00	\$ (510.00)

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
 Revised Budget
 For Bay City Water Fund (600)
 For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
600-00-6325 Utility System Repairs	0.00	0.00	28,719.00	24,305.51	\$ 4,413.49
600-00-6335 Vehicle Repairs & Maintenance	0.00	216.51	5,000.00	5,292.82	\$ (292.82)
600-00-6345 Operational Equipment & Repairs	0.00	39.66	10,000.00	7,480.72	\$ 2,519.28
600-00-6350 Personal Protective Equipment	0.00	0.00	3,500.00	925.33	\$ 2,574.67
600-00-6410 Training	0.00	290.61	6,000.00	5,170.13	\$ 829.87
600-00-6605 Electricity	0.00	71.82	1,000.00	1,036.01	\$ (36.01)
600-00-6620 Telecommunications	0.00	88.74	5,000.00	2,899.68	\$ 2,100.32
600-00-6700 Insurance	0.00	0.00	8,825.00	8,334.20	\$ 490.80
600-00-6830 Janitorial Services	0.00	86.67	900.00	1,050.35	\$ (150.35)
600-00-6860 Computers/Software/Services	0.00	789.77	10,000.00	6,681.14	\$ 3,318.86
600-00-6905 Deposit Refunds	0.00	0.00	500.00	1,358.04	\$ (858.04)
600-00-6910 Fee Refunds	0.00	13.48	100.00	13.48	\$ 86.52
600-00-6990 Other Miscellaneous Expenses	0.00	14.20	3,000.00	3,088.53	\$ (88.53)
600-00-8400 Machinery & Equipment	0.00	0.00	5,000.00	0.00	\$ 5,000.00
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	132,827.00	132,827.00	\$ 0.00
Total Non-Departmental Expenditures	0.00	29,255.28	679,277.01	546,722.52	132,554.49
Reserve Expenditures					
600-13-6910 Fee Refunds	0.00	0.00	8,300.00	0.00	\$ 8,300.00
600-13-6995 Feasibility Studies / Projects	0.00	0.00	10,000.00	0.00	\$ 10,000.00
600-13-8800 Utility System	0.00	0.00	180,860.00	0.00	\$ 180,860.00
600-13-9500 Transfer to Enterprise Funds	0.00	0.00	133,340.00	133,340.00	\$ 0.00
Total Reserve Expenditures	0.00	0.00	332,500.00	133,340.00	199,160.00
Reserve Expenditures					
600-14-8800 Utility System	0.00	0.00	74,440.00	0.00	\$ 74,440.00
Total Reserve Expenditures	0.00	0.00	74,440.00	0.00	74,440.00
Total Bay City Water Fund Expenditures	\$ 0.00	\$ 29,255.28	\$ 1,086,217.01	\$ 680,062.52	\$ 406,154.49
Bay City Water Fund Excess of Revenues Over Expenditures	\$ 0.00	\$ (342,559.35)	\$ 0.00	\$ 530,552.66	\$ 0.00

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

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Revised Budget
For Kilchis Water Fund (601)
For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Non-Departmental Revenues					
601-00-4610 Water User Charges	\$ 0.00	\$ 21,883.27	\$ 284,736.00	\$ 262,114.60	\$ 22,621.40
601-00-4800 Miscellaneous	370,000.00	370,000.00	371,000.00	390,000.00	\$ (19,000.00)
601-00-4805 Earnings on Investments	0.00	0.00	1,600.00	1,970.21	\$ (370.21)
601-00-4930 Transfers In	0.00	0.00	132,827.00	132,827.00	\$ 0.00
601-00-4990 Beginning Fund Balance	0.00	0.00	350,000.00	392,098.56	\$ (42,098.56)
Total Non-Departmental Revenues	370,000.00	391,883.27	1,140,163.00	1,179,010.37	(38,847.37)
Reserve Revenues					
601-13-4805 Earnings on Investments	0.00	0.00	2,500.00	2,541.53	\$ (41.53)
601-13-4930 Transfers In	0.00	0.00	300,000.00	300,000.00	\$ 0.00
601-13-4990 Beginning Fund Balance	0.00	0.00	480,000.00	504,088.07	\$ (24,088.07)
Total Reserve Revenues	0.00	0.00	782,500.00	806,629.60	(24,129.60)
Total Kilchis Water Fund Revenues	\$ 370,000.00	\$ 391,883.27	\$ 1,922,663.00	\$ 1,985,639.97	\$ (62,976.97)

Expenditures

Non-Departmental Expenditures

601-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 6,030.04	\$ 78,918.00	\$ 84,275.50	\$ (5,357.50)
601-00-5115 Part-Time Employees	0.00	59.00	1,320.00	274.00	\$ 1,046.00
601-00-5205 Employer FICA Taxes	0.00	465.82	6,140.00	6,468.25	\$ (328.25)
601-00-5210 Unemployment Insurance	0.00	6.10	850.00	84.70	\$ 765.30
601-00-5215 Workers' Compensation Insurance	0.00	2.17	3,300.00	2,537.19	\$ 762.81
601-00-5305 Employer PERS Contributions	0.00	1,133.69	14,940.00	14,613.00	\$ 327.00
601-00-5405 Health Insurance	0.00	1,810.92	27,390.00	26,508.10	\$ 881.90
601-00-5415 Life Insurance	0.00	8.66	755.00	138.40	\$ 616.60
601-00-6105 Office Supplies & Equipment	0.00	33.00	4,000.00	859.81	\$ 3,140.19
601-00-6125 Shop Supplies & Small Tools	0.00	74.74	4,000.00	2,077.39	\$ 1,922.61
601-00-6135 Chemical/Lab Supplies	0.00	3,150.98	20,000.00	20,222.28	\$ (222.28)
601-00-6140 Fuel/Lubes/Etc.	0.00	457.36	5,000.00	5,318.77	\$ (318.77)
601-00-6190 Other Supplies	0.00	0.00	100.00	0.00	\$ 100.00
601-00-6205 Accounting & Auditing	0.00	500.00	2,500.00	2,500.00	\$ 0.00
601-00-6215 Engineering Fees	0.00	1,920.00	5,000.00	1,920.00	\$ 3,080.00
601-00-6220 Legal Fees	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-6225 Laboratory Fees	0.00	0.00	1,500.00	162.00	\$ 1,338.00
601-00-6290 Other Professional Fees	0.00	2,030.00	5,000.00	2,196.66	\$ 2,803.34
601-00-6305 Building Repairs & Maintenance	0.00	135.27	10,000.00	3,341.73	\$ 6,658.27
601-00-6325 Utility System Repairs	0.00	0.00	30,000.00	2,450.90	\$ 27,549.10
601-00-6335 Vehicle Repairs & Maintenance	0.00	216.51	5,000.00	5,423.33	\$ (423.33)
601-00-6345 Operational Equipment & Repairs	0.00	0.00	30,000.00	369.33	\$ 29,630.67
601-00-6350 Personal Protective Equipment	0.00	0.00	3,000.00	925.34	\$ 2,074.66
601-00-6410 Training	0.00	252.93	6,000.00	2,153.43	\$ 3,846.57
601-00-6605 Electricity	0.00	2,005.64	28,000.00	25,001.88	\$ 2,998.12
601-00-6620 Telecommunications	0.00	88.74	10,000.00	2,182.03	\$ 7,817.97
601-00-6700 Insurance	0.00	0.00	9,300.00	8,476.22	\$ 823.78
601-00-6830 Janitorial Services	0.00	86.67	1,700.00	1,050.36	\$ 649.64

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
 Revised Budget
 For Kilchis Water Fund (601)
 For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
601-00-6860 Computers/Software/Services	0.00	162.85	10,000.00	5,521.74	\$ 4,478.26
601-00-6990 Other Miscellaneous Expenses	0.00	9.20	8,850.00	2,072.25	\$ 6,777.75
601-00-8200 Buildings & Structures	0.00	0.00	10,000.00	6,327.50	\$ 3,672.50
601-00-8400 Machinery & Equipment	370,000.00	1,263.75	375,000.00	16,081.95	\$ 358,918.05
601-00-8700 Office Equipment	0.00	1,054.37	5,000.00	1,054.37	\$ 3,945.63
601-00-8800 Utility System	0.00	3,300.00	5,000.00	3,300.00	\$ 1,700.00
601-00-9000 Transfers Out	0.00	0.00	305,000.00	305,000.00	\$ 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	52,600.00	0.00	\$ 52,600.00
Total Non-Departmental Expenditures	370,000.00	26,258.41	1,140,163.00	560,888.41	579,274.59
Reserve Expenditures					
601-13-8000 Capital Outlay	0.00	0.00	45,000.00	0.00	\$ 45,000.00
601-13-8200 Equipment	0.00	0.00	375,000.00	0.00	\$ 375,000.00
601-13-8400 Machinery & Equipment	0.00	0.00	5,000.00	0.00	\$ 5,000.00
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	257,500.00	0.00	\$ 257,500.00
Total Reserve Expenditures	0.00	0.00	782,500.00	0.00	782,500.00
Total Kilchis Water Fund Expenditures	\$ 370,000.00	\$ 26,258.41	\$ 1,922,663.00	\$ 560,888.41	\$ 1,361,774.59
Kilchis Water Fund Excess of Revenues Over Expendit	\$ 0.00	\$ 365,624.86	\$ 0.00	\$ 1,424,751.56	\$ 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 2022-12 Ending June 30, 2022

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	\$ 300,000.00	\$ 24,389.00	\$ 275,611.00
602-00-4620 Sewer User Charges	0.00	26,869.50	365,000.00	355,679.23	\$ 9,320.77
602-00-4625 Sewer Deposits	0.00	0.00	2,000.00	(50.17)	\$ 2,050.17
602-00-4800 Miscellaneous	0.00	0.00	506,500.00	505,780.00	\$ 720.00
602-00-4805 Earnings on Investments	0.00	0.00	5,000.00	3,306.94	\$ 1,693.06
602-00-4850 Code Enforcement Fines	0.00	0.00	0.00	131,954.52	\$ 0.00
602-00-4990 Beginning Fund Balance	0.00	0.00	540,000.00	656,624.03	\$ (116,624.03)
Total Non-Departmental Revenues	0.00	26,869.50	1,718,500.00	1,677,683.55	40,816.45
Reserve Revenues					
602-14-4710 SDC - Improvement Fees	0.00	28,667.36	15,000.00	93,168.92	\$ (78,168.92)
602-14-4720 SDC - Reimbursement Fees	0.00	2,904.64	1,500.00	9,440.08	\$ (7,940.08)
602-14-4805 Earnings on Investments	0.00	0.00	6,500.00	4,942.65	\$ 1,557.35
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	965,000.00	983,661.49	\$ (18,661.49)
Total Reserve Revenues	0.00	31,572.00	998,000.00	1,101,213.14	(103,213.14)
Reserve Revenues					
602-15-4805 Earnings on Investments	0.00	0.00	700.00	521.25	\$ 178.75
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	102,000.00	103,737.29	\$ (1,737.29)
Total Reserve Revenues	0.00	0.00	112,700.00	114,258.54	(1,558.54)
Reserve Revenues					
602-16-4805 Earnings on Investments	0.00	0.00	500.00	360.68	\$ 139.32
602-16-4930 Transfers In	0.00	0.00	10,000.00	10,000.00	\$ 0.00
602-16-4990 Beginning Fund Balance	0.00	0.00	71,000.00	71,788.49	\$ (788.49)
Total Reserve Revenues	0.00	0.00	81,500.00	82,149.17	(649.17)
Total Bay City Sewer Fund Revenues	\$ 0.00	\$ 58,441.50	\$ 2,910,700.00	\$ 2,975,304.40	\$ (64,604.40)

Expenditures

Non-Departmental Expenditures

602-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 16,482.11	\$ 203,487.00	\$ 189,441.32	\$ 14,045.68
602-00-5115 Part-Time Employees	0.00	118.00	2,640.00	548.00	\$ 2,092.00
602-00-5205 Employer FICA Taxes	0.00	1,269.90	15,770.00	14,534.46	\$ 1,235.54
602-00-5210 Unemployment Insurance	0.00	16.58	2,190.00	189.85	\$ 2,000.15
602-00-5215 Workers' Compensation Insurance	0.00	6.25	5,300.00	3,758.87	\$ 1,541.13
602-00-5305 Employer PERS Contributions	0.00	3,028.35	37,095.00	32,964.67	\$ 4,130.33
602-00-5405 Health Insurance	0.00	5,364.26	76,020.00	64,343.73	\$ 11,676.27
602-00-5415 Life Insurance	0.00	20.18	1,850.00	260.41	\$ 1,589.59
602-00-6105 Office Supplies & Equipment	0.00	1,453.18	5,000.00	3,891.69	\$ 1,108.31
602-00-6125 Shop Supplies & Small Tools	0.00	214.04	4,000.00	4,412.84	\$ (412.84)
602-00-6135 Chemical/Lab Supplies	0.00	150.42	18,000.00	9,837.28	\$ 8,162.72
602-00-6140 Fuel/Lubes/Etc.	0.00	457.37	5,000.00	5,036.40	\$ (36.40)

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

Revised Budget
For Bay City Sewer Fund (602)
For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
602-00-6190 Other Supplies	0.00	0.00	2,000.00	0.00	\$ 2,000.00
602-00-6205 Accounting & Auditing	0.00	750.00	2,500.00	2,500.00	\$ 0.00
602-00-6215 Engineering Fees	0.00	0.00	30,000.00	7,963.81	\$ 22,036.19
602-00-6220 Legal Fees	0.00	0.00	7,500.00	1,300.00	\$ 6,200.00
602-00-6225 Laboratory Fees	0.00	0.00	1,000.00	0.00	\$ 1,000.00
602-00-6290 Other Professional Fees	0.00	113.00	5,000.00	279.68	\$ 4,720.32
602-00-6305 Building Repairs & Maintenance	0.00	135.28	14,000.00	2,812.88	\$ 11,187.12
602-00-6325 Utility System Repairs	0.00	13.99	75,000.00	289.79	\$ 74,710.21
602-00-6335 Vehicle Repairs & Maintenance	0.00	515.52	25,000.00	26,285.37	\$ (1,285.37)
602-00-6345 Operational Equipment & Repairs	0.00	7,553.48	115,000.00	79,262.56	\$ 35,737.44
602-00-6350 Personal Protective Equipment	0.00	729.44	3,000.00	1,863.19	\$ 1,136.81
602-00-6410 Training	0.00	460.43	10,000.00	2,889.35	\$ 7,110.65
602-00-6605 Electricity	0.00	2,441.45	35,000.00	29,986.90	\$ 5,013.10
602-00-6620 Telecommunications	0.00	88.74	10,000.00	2,329.61	\$ 7,670.39
602-00-6700 Insurance	0.00	0.00	9,800.00	9,500.00	\$ 300.00
602-00-6830 Janitorial Services	0.00	86.66	900.00	1,049.31	\$ (149.31)
602-00-6855 Permit Fees	0.00	0.00	3,000.00	2,618.00	\$ 382.00
602-00-6860 Computers/Software/Services	0.00	187.25	10,000.00	6,985.97	\$ 3,014.03
602-00-6905 Deposit Refunds	0.00	0.00	1,500.00	995.05	\$ 504.95
602-00-6910 Fee Refunds	0.00	20.06	100.00	149.66	\$ (49.66)
602-00-6990 Other Miscellaneous Expenses	0.00	1,860.15	13,518.00	2,779.97	\$ 10,738.03
602-00-6996 Engineering Study / Special projects	0.00	5,592.50	40,000.00	39,042.73	\$ 957.27
602-00-8300 Improvements Other Than Buildings	0.00	0.00	10,000.00	0.00	\$ 10,000.00
602-00-8400 Machinery & Equipment	0.00	0.00	100,000.00	99,892.30	\$ 107.70
602-00-8800 Utility System	0.00	3,024.50	750,000.00	71,611.10	\$ 678,388.90
602-00-9000 Transfers Out	0.00	0.00	25,000.00	25,000.00	\$ 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	33,330.00	0.00	\$ 33,330.00
Total Non-Departmental Expenditures	0.00	52,153.09	1,718,500.00	756,606.75	961,893.25
Reserve Expenditures					
602-14-8800 Utility System	0.00	0.00	275,000.00	0.00	\$ 275,000.00
602-14-9900 Unappropriated Ending Fund Balance	0.00	0.00	723,000.00	0.00	\$ 723,000.00
Total Reserve Expenditures	0.00	0.00	998,000.00	0.00	998,000.00
Reserve Expenditures					
602-15-6590 Other Equipment	0.00	0.00	20,000.00	0.00	\$ 20,000.00
602-15-9900 Unappropriated Ending Fund Balance	0.00	0.00	92,700.00	0.00	\$ 92,700.00
Total Reserve Expenditures	0.00	0.00	112,700.00	0.00	112,700.00
Reserve Expenditures					
602-16-9900 Unappropriated Ending Fund Balance	0.00	0.00	81,500.00	0.00	\$ 81,500.00
Total Reserve Expenditures	0.00	0.00	81,500.00	0.00	81,500.00
Total Bay City Sewer Fund Expenditures	\$ 0.00	\$ 52,153.09	\$ 2,910,700.00	\$ 756,606.75	\$ 2,154,093.25
Bay City Sewer Fund Excess of Revenues Over Expenditures	0.00	\$ 6,288.41	0.00	\$ 2,218,697.65	0.00

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

For the Fiscal Period 2022-12 Ending June 30, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 370,000.00	\$ 183,153.07	\$ 8,287,042.01	\$ 8,726,733.47	\$ (439,691.46)
Total Expenditures	\$ 370,000.00	\$ 184,693.22	\$ 8,287,042.01	\$ 3,068,248.58	\$ 5,218,793.43
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ (1,540.15)	\$ 0.00	\$ 5,658,484.89	\$ 0.00



July 12, 2022

Summary of Bills that were paid

June 1 to June 30, 2022 - \$145,943.23 total

Large bills include (>\$5,000);

US Department of the Treasury – Payroll taxes	\$6,860.48
CIS – Insurance	\$9,283.23
Oregon PERS	\$7,001.95
US Department of the Treasury – Payroll taxes	\$6,949.37
CIS – Insurance	\$9,283.42
Oregon PERS	\$7,129.42
US Bank – Visa Bill	\$8,654.87
Industrial Systems (WWTP)	\$7,538.56
Impact Office Equipment (new copier)	\$6,054.37
EC Electric (sign shop)	\$7,767.26
AKS Engineering and Forestry (Patterson Creek)	\$5,592.50
Water Utility App (GIS)	\$5,130.00

A/P Control Report

for user asystAdmin from 6/1/2022 to 6/30/2022

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Discount Date	Amount
11847	1	Oregon Department of Rev	3	PR1243	Yes	2022	12		6/1/2022	6/1/2022		\$1,832.71
		Desc: Payroll from 5/16/2022 to 5/31/2022										
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category			
		1	100-00-2030	Payroll Taxes Payable	370.78	0.00	0					
		Desc:										
		2	100-30-2030	Payroll Taxes Payable	133.43	0.00	0					
		Desc:										
		3	200-00-2030	Payroll Taxes Payable	191.49	0.00	0					
		Desc:										
		4	600-00-2030	Payroll Taxes Payable	431.67	0.00	0					
		Desc:										
		5	601-00-2030	Payroll Taxes Payable	197.51	0.00	0					
		Desc:										
		6	602-00-2030	Payroll Taxes Payable	507.83	0.00	0					
		Desc:										
11848	2	U.S. Department of the Tre	3	PR1243	Yes	2022	12		6/1/2022	6/1/2022		\$6,860.48
		Desc: Payroll from 5/16/2022 to 5/31/2022										
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category			
		1	100-00-2030	Payroll Taxes Payable	1,375.16	0.00	0					
		Desc:										
		2	100-30-2030	Payroll Taxes Payable	434.37	0.00	0					
		Desc:										
		3	200-00-2030	Payroll Taxes Payable	723.59	0.00	0					
		Desc:										
		4	600-00-2030	Payroll Taxes Payable	1,592.68	0.00	0					
		Desc:										
		5	601-00-2030	Payroll Taxes Payable	793.54	0.00	0					
		Desc:										
		6	602-00-2030	Payroll Taxes Payable	1,941.14	0.00	0					
		Desc:										
11849	5	Aflac	3	PR1243	Yes	2022	12		6/1/2022	6/1/2022		\$266.92
		Desc: Payroll from 5/16/2022 to 5/31/2022										
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category			
		1	100-00-2030	Payroll Taxes Payable	20.56	0.00	0					
		Desc:										
		2	100-00-2055	Med/Life Insurance Payable	39.71	0.00	0					
		Desc:										
		3	100-30-2055	Med/Life Insurance Payable	4.61	0.00	0					
		Desc:										
		4	200-00-2030	Payroll Taxes Payable	11.06	0.00	0					
		Desc:										
		5	200-00-2055	Med/Life Insurance Payable	10.62	0.00	0					
		Desc:										
		6	600-00-2030	Payroll Taxes Payable	28.90	0.00	0					
		Desc:										
		7	600-00-2055	Med/Life Insurance Payable	38.77	0.00	0					
		Desc:										
		8	601-00-2030	Payroll Taxes Payable	6.86	0.00	0					
		Desc:										
		9	601-00-2055	Med/Life Insurance Payable	24.13	0.00	0					
		Desc:										
		10	602-00-2030	Payroll Taxes Payable	29.94	0.00	0					
		Desc:										

A/P Control Report

for user asystAdmin from 6/1/2022 to 6/30/2022

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
11853	190	Oregon Department of Jus	3	PR1243	Yes	2022 12		6/1/2022	6/1/2022		\$92.50
		Desc: Payroll from 5/16/2022 to 5/31/2022									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		
		1	100-00-2050	Garnishments Payable	0.93	0.00	0				
		Desc:									
		2	200-00-2050	Garnishments Payable	0.93	0.00	0				
		Desc:									
		3	600-00-2050	Garnishments Payable	9.25	0.00	0				
		Desc:									
		4	601-00-2050	Garnishments Payable	1.85	0.00	0				
		Desc:									
		5	602-00-2050	Garnishments Payable	79.54	0.00	0				
		Desc:									
11880	30	S-C Paving	3	114424	Yes	2022 12		6/1/2022	6/15/2022		\$97.50
		Desc: Rock									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		
		1	100-50-6310	Grounds Maintenance	97.50	0.00	0				
		Desc: Grounds Maintenance									
11881	30	S-C Paving	3	114467	Yes	2022 12		6/1/2022	6/15/2022		\$195.00
		Desc: Rock									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		
		1	100-50-6310	Grounds Maintenance	195.00	0.00	0				
		Desc: Grounds Maintenance									
11882	30	S-C Paving	3	112885	Yes	2022 12		6/1/2022	6/15/2022		\$96.25
		Desc: Rock									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		
		1	100-50-6310	Grounds Maintenance	96.25	0.00	0				
		Desc: Grounds Maintenance									
11883	44	Davison Auto Parts	3	939-534595	Yes	2022 12		6/1/2022	6/15/2022		\$285.10
		Desc: Supplies									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		
		1	600-00-6335	Vehicle Repairs & Maintenan	95.03	0.00	0				
		Desc: Vehicle Repairs & Maintenance									
		2	601-00-6335	Vehicle Repairs & Maintenan	95.03	0.00	0				
		Desc: Vehicle Repairs & Maintenance									
		3	602-00-6335	Vehicle Repairs & Maintenan	95.04	0.00	0				
		Desc: Vehicle Repairs & Maintenance									
11884	44	Davison Auto Parts	3	939-533563	Yes	2022 12		6/1/2022	6/15/2022		\$255.37
		Desc: Supplies									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		
		1	600-00-6335	Vehicle Repairs & Maintenan	85.12	0.00	0				
		Desc: Vehicle Repairs & Maintenance									
		2	601-00-6335	Vehicle Repairs & Maintenan	85.12	0.00	0				
		Desc: Vehicle Repairs & Maintenance									
		3	602-00-6335	Vehicle Repairs & Maintenan	85.13	0.00	0				
		Desc: Vehicle Repairs & Maintenance									
11885	44	Davison Auto Parts	3	939-533587	Yes	2022 12		6/1/2022	6/15/2022		\$14.92
		Desc: Supplies									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		
		1	602-00-6345	Operational Equipment & Re	14.92	0.00	0				
		Desc: Operational Equipment & Repairs									
11886	37	Tillamook Farmers' Coope	3	415312	Yes	2022 12		6/1/2022	6/15/2022		\$7.16
		Desc: Supplies									
		Line	Account Number		AP Amount	Liq Amount	Project	Task	Category		

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for user asystAdmin from 6/1/2022 to 6/30/2022

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	1	600-00-6125		Shop Supplies & Small Tools			3.58		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	2	601-00-6125		Shop Supplies & Small Tools			3.58		0.00	0	
	Desc:	Shop Supplies & Small Tools									
11887	37	Tillamook Farmers' Coope	3	416554	Yes	2022 12		6/1/2022	6/15/2022		\$26.96
	Desc:	Supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-50-6310		Grounds Maintenance			26.96	0.00	0		
	Desc:	Grounds Maintenance									
11888	37	Tillamook Farmers' Coope	3	416233	Yes	2022 12		6/1/2022	6/15/2022		\$46.78
	Desc:	Propane									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	602-00-6125		Shop Supplies & Small Tools			46.78	0.00	0		
	Desc:	Shop Supplies & Small Tools									
11889	114	Rosenberg Builders Suppl	3	2205-718895	Yes	2022 12		6/1/2022	6/15/2022		\$16.07
	Desc:	Supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	602-00-6105		Office Supplies & Equipment			16.07	0.00	0		
	Desc:	Office Supplies & Equipment									
11890	114	Rosenberg Builders Suppl	3	2205-720555	Yes	2022 12		6/1/2022	6/15/2022		\$24.11
	Desc:	Supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-50-6310		Grounds Maintenance			24.11	0.00	0		
	Desc:	Grounds Maintenance									
11891	114	Rosenberg Builders Suppl	3	2205-715124	Yes	2022 12		6/1/2022	6/15/2022		\$15.66
	Desc:	Supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	602-00-6325		Utility System Repairs			13.99	0.00	0		
	Desc:	Utility System Repairs									
	2	100-10-6990		Other Miscellaneous Expens			1.67	0.00	0		
	Desc:	Other Miscellaneous Expenses									
11892	114	Rosenberg Builders Suppl	3	2205-716680	Yes	2022 12		6/1/2022	6/15/2022		\$17.28
	Desc:	Supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	600-00-6125		Shop Supplies & Small Tools			5.76	0.00	0		
	Desc:	Shop Supplies & Small Tools									
	2	601-00-6125		Shop Supplies & Small Tools			5.76	0.00	0		
	Desc:	Shop Supplies & Small Tools									
	3	602-00-6125		Shop Supplies & Small Tools			5.76	0.00	0		
	Desc:	Shop Supplies & Small Tools									
11893	114	Rosenberg Builders Suppl	3	2205-716595	Yes	2022 12		6/1/2022	6/15/2022		\$42.19
	Desc:	Supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	600-00-6125		Shop Supplies & Small Tools			14.06	0.00	0		
	Desc:	Shop Supplies & Small Tools									
	2	601-00-6125		Shop Supplies & Small Tools			14.06	0.00	0		
	Desc:	Shop Supplies & Small Tools									
	3	602-00-6125		Shop Supplies & Small Tools			14.07	0.00	0		
	Desc:	Shop Supplies & Small Tools									
11894	114	Rosenberg Builders Suppl	3	2205-711478	Yes	2022 12		6/1/2022	6/15/2022		\$8.60
	Desc:	Supplies									
	Line	Account Number					AP Amount	Liq Amount	Project	Task	Category
	1	100-50-6310		Grounds Maintenance			8.60	0.00	0		
	Desc:	Grounds Maintenance									

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for user asystAdmin from 6/1/2022 to 6/30/2022

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
11895	115	R Sanitary Service	3	70005-5/22	Yes	2022 12		6/1/2022	6/15/2022		\$108.65
		Desc:	Garbage service								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6305		Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance								
		2	100-50-6190		Other Supplies		21.73	0.00	0		
		Desc:	Other Supplies								
		3	600-00-6305		Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance								
		4	601-00-6305		Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance								
		5	602-00-6305		Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance								
11896	914	Lane Council of Govt	3	21024-6/22	Yes	2022 12		6/1/2022	7/1/2022		\$633.00
		Desc:	Member dues								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-70-6290		Other Professional Fees		100.00	0.00	0		
		Desc:	Other Professional Fees								
		2	100-90-6990		Other Miscellaneous Expens		200.00	0.00	0		
		Desc:	Other Miscellaneous Expenses								
		3	600-00-6290		Other Professional Fees		110.00	0.00	0		
		Desc:	Other Professional Fees								
		4	601-00-6290		Other Professional Fees		110.00	0.00	0		
		Desc:	Other Professional Fees								
		5	602-00-6290		Other Professional Fees		113.00	0.00	0		
		Desc:	Other Professional Fees								
11897	562	Northstar Chemical	3	223915	Yes	2022 12		6/1/2022	6/15/2022		\$1,401.32
		Desc:	Chemicals								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	601-00-6135		Chemical/Lab Supplies		1,401.32	0.00	0		
		Desc:	Chemical/Lab Supplies								
11898	903	Liane Welch	3	111-1094247-324	Yes	2022 12		6/1/2022	6/15/2022		\$51.69
		Desc:	BCEV Software - Reimb Liane Welch								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6870		Pre-Hazard Preparedness		51.69	0.00	0		
		Desc:	Pre-Hazard Preparedness								
11900	831	Local Government Law Gr	3	63269	Yes	2022 12		6/13/2022	7/1/2022		\$1,340.00
		Desc:	Legal Fees								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-90-6220		Legal Fees		1,340.00	0.00	0		
		Desc:	Legal Fees								
11901	831	Local Government Law Gr	3	63270	Yes	2022 12		6/13/2022	7/1/2022		\$540.00
		Desc:	Legal Fees								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-90-6220		Legal Fees		540.00	0.00	0		
		Desc:	Legal Fees								
11902	184	Coast Printing & Stationer	3	19889	Yes	2022 12		6/13/2022	7/1/2022		\$27.00
		Desc:	Plans and Maps								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-50-6190		Other Supplies		27.00	0.00	0		
		Desc:	Other Supplies								
11903	97	Country Media	3	573071	Yes	2022 12		6/13/2022	7/1/2022		\$348.75
		Desc:	Advertising								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
11913	245	Tillamook County Creamer	3	555229	Yes	2022 12		6/13/2022	6/30/2022		\$114.99
		Desc: Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6310			Grounds Maintenance	114.99	0.00	0		
		Desc: Grounds Maintenance									
11914	912	Sarah Moser	3	202203	Yes	2022 12		6/13/2022	6/30/2022		\$360.00
		Desc: Social Media advertising									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6825			Advertising/Publishing	360.00	0.00	0		
		Desc: Advertising/Publishing									
11915	1	Oregon Department of Rev	3	PR1246	Yes	2022 12		6/16/2022	6/16/2022		\$30.92
		Desc: Payroll from 5/1/2022 to 5/31/2022									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-2030			Payroll Taxes Payable	30.92	0.00	0		
		Desc:									
11916	2	U.S. Department of the Tre	3	PR1246	Yes	2022 12		6/16/2022	6/16/2022		\$347.73
		Desc: Payroll from 5/1/2022 to 5/31/2022									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-2030			Payroll Taxes Payable	347.73	0.00	0		
		Desc:									
11917	189	Oregon PERS	3	PR1246	Yes	2022 12		6/16/2022	6/16/2022		\$48.08
		Desc: Payroll from 5/1/2022 to 5/31/2022									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-2040			Retirement Payable	48.08	0.00	0		
		Desc:									
11918	1	Oregon Department of Rev	3	PR1248	Yes	2022 12		6/16/2022	6/16/2022		\$1,867.27
		Desc: Payroll from 6/1/2022 to 6/15/2022									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-00-2030			Payroll Taxes Payable	393.21	0.00	0		
		Desc:									
		2	100-30-2030			Payroll Taxes Payable	133.43	0.00	0		
		Desc:									
		3	200-00-2030			Payroll Taxes Payable	194.95	0.00	0		
		Desc:									
		4	600-00-2030			Payroll Taxes Payable	435.15	0.00	0		
		Desc:									
		5	601-00-2030			Payroll Taxes Payable	199.22	0.00	0		
		Desc:									
		6	602-00-2030			Payroll Taxes Payable	511.31	0.00	0		
		Desc:									
11919	2	U.S. Department of the Tre	3	PR1248	Yes	2022 12		6/16/2022	6/16/2022		\$6,949.37
		Desc: Payroll from 6/1/2022 to 6/15/2022									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-00-2030			Payroll Taxes Payable	1,417.26	0.00	0		
		Desc:									
		2	100-30-2030			Payroll Taxes Payable	434.37	0.00	0		
		Desc:									
		3	200-00-2030			Payroll Taxes Payable	730.10	0.00	0		
		Desc:									
		4	600-00-2030			Payroll Taxes Payable	1,601.62	0.00	0		
		Desc:									
		5	601-00-2030			Payroll Taxes Payable	797.46	0.00	0		
		Desc:									

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
11922	189	Oregon PERS	3	PR1248	Yes	2022 12		6/16/2022	6/16/2022		\$7,129.42
		Desc:	Payroll from 6/1/2022 to 6/15/2022								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-00-2040	Retirement Payable		1,515.77		0.00	0		
		Desc:									
		2	100-30-2040	Retirement Payable		529.33		0.00	0		
		Desc:									
		3	200-00-2040	Retirement Payable		725.93		0.00	0		
		Desc:									
		4	600-00-2040	Retirement Payable		1,589.20		0.00	0		
		Desc:									
		5	601-00-2040	Retirement Payable		751.98		0.00	0		
		Desc:									
		6	602-00-2040	Retirement Payable		2,017.21		0.00	0		
		Desc:									
11923	190	Oregon Department of Jus	3	PR1248	Yes	2022 12		6/16/2022	6/16/2022		\$92.50
		Desc:	Payroll from 6/1/2022 to 6/15/2022								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-00-2050	Garnishments Payable		0.93		0.00	0		
		Desc:									
		2	200-00-2050	Garnishments Payable		0.93		0.00	0		
		Desc:									
		3	600-00-2050	Garnishments Payable		9.25		0.00	0		
		Desc:									
		4	601-00-2050	Garnishments Payable		1.85		0.00	0		
		Desc:									
		5	602-00-2050	Garnishments Payable		79.54		0.00	0		
		Desc:									
11924	922	3J Consulting, Inc.	3	8282	Yes	2022 12		6/14/2022	6/14/2022		\$830.41
		Desc:	Consulting								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-70-6240	Comprehensive Planning		830.41		0.00	0		
		Desc:	Comprehensive Planning								
											1099
11925	122	Sheldon Oil	3	73722	Yes	2022 12		6/14/2022	6/30/2022		\$156.44
		Desc:	Fuel								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6140	Fuel/Lubes/Etc.		156.44		0.00	0		
		Desc:	Fuel/Lubes/Etc.								
11926	145	U.S. Bank	3	June 2022-Visa	Yes	2022 12		6/15/2022	6/22/2022		\$8,654.87
		Desc:	Misc Visa Receipts								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	600-00-6125	Shop Supplies & Small Tools		16.66		0.00	0		
		Desc:	Shop Supplies & Small Tools								
		2	601-00-6125	Shop Supplies & Small Tools		16.66		0.00	0		
		Desc:	Shop Supplies & Small Tools								
		3	602-00-6125	Shop Supplies & Small Tools		16.66		0.00	0		
		Desc:	Shop Supplies & Small Tools								
		4	600-00-6105	Office Supplies & Equipment		33.00		0.00	0		
		Desc:	Office Supplies & Equipment								
		5	601-00-6105	Office Supplies & Equipment		33.00		0.00	0		
		Desc:	Office Supplies & Equipment								
		6	602-00-6105	Office Supplies & Equipment		33.00		0.00	0		
		Desc:	Office Supplies & Equipment								

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount	
11938	821	Industrial Systems, Inc.	3	21.52.02-2	Yes	2022 12		6/21/2022	6/25/2022		\$7,538.56	
		Desc:	Electrical work									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category	
		1	602-00-6345			Operational Equipment & Re		7,538.56	0.00	2	1	EXP
		Desc:	Operational Equipment & Repairs									
11939	176	Carson Oil	3	IN-0723224	Yes	2022 12		6/21/2022	6/25/2022		\$1,508.58	
		Desc:	Fuel									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6140			Fuel/Lubes/Etc.		136.49	0.00	0		
		Desc:	Fuel/Lubes/Etc.									
		2	600-00-6140			Fuel/Lubes/Etc.		457.36	0.00	0		
		Desc:	Fuel/Lubes/Etc.									
		3	601-00-6140			Fuel/Lubes/Etc.		457.36	0.00	0		
		Desc:	Fuel/Lubes/Etc.									
		4	602-00-6140			Fuel/Lubes/Etc.		457.37	0.00	0		
		Desc:	Fuel/Lubes/Etc.									
11940	154	Quill	3	25529505	Yes	2022 12		6/21/2022	6/25/2022		\$109.92	
		Desc:	Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6105			Office Supplies & Equipment		109.92	0.00	0		
		Desc:	Office Supplies & Equipment									
11941	938	Lindsey Gann	3	NW Clerks - Rei	Yes	2022 12		6/21/2022	6/25/2022		\$579.21	
		Desc:	Training expense reimb - Food, parking, and Mileage									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6410			Training		57.92	0.00	0		
		Desc:	Training									
		2	200-00-6410			Training		100.00	0.00	0		
		Desc:	Training									
		3	100-10-6410			Training		100.00	0.00	0		
		Desc:	Training									
		4	600-00-6410			Training		107.10	0.00	0		
		Desc:	Training									
		5	601-00-6410			Training		107.10	0.00	0		
		Desc:	Training									
		6	602-00-6410			Training		107.09	0.00	0		
		Desc:	Training									
11942	154	Quill	3	25518858	Yes	2022 12		6/21/2022	6/25/2022		\$53.83	
		Desc:	Supplies									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6105			Office Supplies & Equipment		53.83	0.00	0		
		Desc:	Office Supplies & Equipment									
11943	115	R Sanitary Service	3	70005-June 202	Yes	2022 12		6/27/2022	6/30/2022		\$108.65	
		Desc:	Garbage service									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6305			Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance									
		2	100-50-6190			Other Supplies		21.73	0.00	0		
		Desc:	Other Supplies									
		3	600-00-6305			Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance									
		4	601-00-6305			Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance									
		5	602-00-6305			Building Repairs & Maintenan		21.73	0.00	0		
		Desc:	Building Repairs & Maintenance									

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
11944	315	Tillamook Complete Janito	3	1789	Yes	2022 12		6/27/2022	6/30/2022		\$990.00
		Desc: Cleaning service									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6830		Janitorial Services	470.00		0.00	0		
		Desc: Janitorial Services									
		2	100-30-6830		Janitorial Services	260.00		0.00	0		1099
		Desc: Janitorial Services									
		3	600-00-6830		Janitorial Services	86.67		0.00	0		1099
		Desc: Janitorial Services									
		4	601-00-6830		Janitorial Services	86.67		0.00	0		1099
		Desc: Janitorial Services									
		5	602-00-6830		Janitorial Services	86.66		0.00	0		1099
		Desc: Janitorial Services									
11945	27	Tillamook People's Utility	3	20890-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$2,148.47
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	602-00-6605		Electricity	2,148.47		0.00	0		
		Desc: Electricity									
11946	27	Tillamook People's Utility	3	21211-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$36.34
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6605		Electricity	36.34		0.00	0		
		Desc: Electricity									
11947	27	Tillamook People's Utility	3	21215-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$655.00
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	200-00-6605		Electricity	655.00		0.00	0		
		Desc: Electricity									
11948	27	Tillamook People's Utility	3	21221-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$235.41
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6605		Electricity	235.41		0.00	0		
		Desc: Electricity									
11949	27	Tillamook People's Utility	3	21223-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$108.63
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6605		Electricity	108.63		0.00	0		
		Desc: Electricity									
11950	27	Tillamook People's Utility	3	21224-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$152.20
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6605		Electricity	152.20		0.00	0		
		Desc: Electricity									
11951	27	Tillamook People's Utility	3	21231-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$190.72
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	602-00-6605		Electricity	190.72		0.00	0		
		Desc: Electricity									
11952	27	Tillamook People's Utility	3	21244-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$30.45
		Desc: Electricity									
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	200-00-6605		Electricity	30.45		0.00	0		
		Desc: Electricity									

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
11953	27	Tillamook People's Utility	3	22182-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$32.69
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	601-00-6605		Electricity		32.69	0.00	0		
		Desc:	Electricity								
11954	27	Tillamook People's Utility	3	22221-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$226.72
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	601-00-6605		Electricity		226.72	0.00	0		
		Desc:	Electricity								
11955	27	Tillamook People's Utility	3	22713-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$1,674.41
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	601-00-6605		Electricity		1,674.41	0.00	0		
		Desc:	Electricity								
11956	27	Tillamook People's Utility	3	41352-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$287.27
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	200-00-6605		Electricity		71.82	0.00	0		
		Desc:	Electricity								
		2	600-00-6605		Electricity		71.82	0.00	0		
		Desc:	Electricity								
		3	601-00-6605		Electricity		71.82	0.00	0		
		Desc:	Electricity								
		4	602-00-6605		Electricity		71.81	0.00	0		
		Desc:	Electricity								
11957	27	Tillamook People's Utility	3	45448-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$62.01
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6605		Electricity		62.01	0.00	0		
		Desc:	Electricity								
11958	27	Tillamook People's Utility	3	75292-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$30.45
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	602-00-6605		Electricity		30.45	0.00	0		
		Desc:	Electricity								
11959	27	Tillamook People's Utility	3	96528-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$38.90
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-50-6605		Electricity		38.90	0.00	0		
		Desc:	Electricity								
11960	27	Tillamook People's Utility	3	97001-6/22	Yes	2022 12		6/27/2022	6/30/2022		\$32.75
		Desc:	Electricity								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6605		Electricity		32.75	0.00	0		
		Desc:	Electricity								
11961	796	Pacific Office Automation	3	235665	Yes	2022 12		6/27/2022	6/30/2022		\$101.17
		Desc:	Copies								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-10-6860		Computers/Software/Service		25.17	0.00	0		
		Desc:	Computers/Software/Services								
		2	100-30-6840		Printing & Copying		15.00	0.00	0		
		Desc:	Printing & Copying								

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	3	600-00-6860		Computers/Software/Service			20.33	0.00	0		
		Desc: Computers/Software/Services									
	4	601-00-6860		Computers/Software/Service			20.33	0.00	0		
		Desc: Computers/Software/Services									
	5	602-00-6860		Computers/Software/Service			20.34	0.00	0		
		Desc: Computers/Software/Services									
11962	173	Boyd's Implement Service	3	01-17533	Yes	2022	12	6/27/2022	6/30/2022		\$102.08
		Desc: Labor and service charge									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		600-00-6335			Vehicle Repairs & Maintenan	34.03	0.00	0	
		Desc: Vehicle Repairs & Maintenance									1099
		2		601-00-6335			Vehicle Repairs & Maintenan	34.03	0.00	0	
		Desc: Vehicle Repairs & Maintenance									1099
		3		602-00-6335			Vehicle Repairs & Maintenan	34.02	0.00	0	
		Desc: Vehicle Repairs & Maintenance									1099
11963	43	Karl Anderson	3	June 2022 reimb	Yes	2022	12	6/27/2022	6/30/2022		\$23.00
		Desc: EMR Renewal									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		100-30-6410			Training	23.00	0.00	0	
		Desc: Training									
11965	796	Pacific Office Automation	3	186767	Yes	2022	12	6/27/2022	6/30/2022		\$292.54
		Desc: Phones									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		100-30-6620			Telecommunications	73.14	0.00	0	
		Desc: Telecommunications									
		2		100-10-6860			Computers/Software/Service	146.26	0.00	0	
		Desc: Computers/Software/Services									
		3		600-00-6860			Computers/Software/Service	24.38	0.00	0	
		Desc: Computers/Software/Services									
		4		200-00-6860			Computers/Software/Service	24.38	0.00	0	
		Desc: Computers/Software/Services									
		5		602-00-6860			Computers/Software/Service	24.38	0.00	0	
		Desc: Computers/Software/Services									
11966	472	Verizon Wireless	3	9908190747	Yes	2022	12	6/27/2022	6/28/2022		\$537.39
		Desc: cell phones									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		100-10-6620			Telecommunications	69.31	0.00	0	
		Desc: Telecommunications									
		2		100-30-6620			Telecommunications	201.86	0.00	0	
		Desc: Telecommunications									
		3		600-00-6620			Telecommunications	88.74	0.00	0	
		Desc: Telecommunications									
		4		601-00-6620			Telecommunications	88.74	0.00	0	
		Desc: Telecommunications									
		5		602-00-6620			Telecommunications	88.74	0.00	0	
		Desc: Telecommunications									
11967	575	Bayview Asphalt Inc.	3	27671	Yes	2022	12	6/27/2022	6/30/2022		\$397.50
		Desc: asphalt									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category
		1		200-00-6315			Street Repairs & Maintenanc	397.50	0.00	0	
		Desc: Street Repairs & Maintenance									
11968	81	Indoor Billboard	3	1655093	Yes	2022	12	6/27/2022	6/30/2022		\$140.24
		Desc: Supplies									
		Line		Account Number			AP Amount	Liq Amount	Project	Task	Category

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 100-50-6190		Other Supplies			140.24		0.00	0	
		Desc: Other Supplies									
11969	114	Rosenberg Builders Suppl	3	2205-721778	Yes	2022 12		6/27/2022	6/30/2022		\$34.37
		Desc: Supplies									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-50-6310		Grounds Maintenance			34.37	0.00	0		
		Desc: Grounds Maintenance									
11970	114	Rosenberg Builders Suppl	3	2205-721297	Yes	2022 12		6/27/2022	6/30/2022		\$12.04
		Desc: Supplies									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-50-6310		Grounds Maintenance			12.04	0.00	0		
		Desc: Grounds Maintenance									
11971	566	Debra L. Pohs, Petty Cash	3	June 2022 Petty	Yes	2022 12		6/27/2022	6/30/2022		\$126.53
		Desc: Supplies / Petty cash									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6880		Ordinance Enforcement			75.55	0.00	0		
		Desc: Ordinance Enforcement									
		2 100-30-6840		Printing & Copying			1.36	0.00	0		
		Desc: Printing & Copying									
		3 600-00-6190		Other Supplies			39.62	0.00	0		
		Desc: Other Supplies									
		4 100-10-6990		Other Miscellaneous Expens			10.00	0.00	0		
		Desc: Other Miscellaneous Expenses									
11973	208	USPS	3	June 2022 - USP	Yes	2022 12		6/27/2022	6/30/2022		\$1,000.00
		Desc: Postage for billing									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 600-00-6105		Office Supplies & Equipment			500.00	0.00	0		
		Desc: Office Supplies & Equipment									
		2 602-00-6105		Office Supplies & Equipment			500.00	0.00	0		
		Desc: Office Supplies & Equipment									
11974	727	Impact Office Systems	3	Imp863-S205	Yes	2022 12		6/27/2022	6/30/2022		\$6,054.37
		Desc: Copy Machine - Capital expense									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-8200		Office Equipment			5,000.00	0.00	0		1099
		Desc: Office Equipment									
		2 601-00-8700		Office Equipment			1,054.37	0.00	0		1099
		Desc: Office Equipment									
11975	939	APWA Membership	3	907192-June 20	Yes	2022 12		6/27/2022	6/30/2022		\$370.00
		Desc: Membership									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 600-00-6410		Training			123.33	0.00	0		
		Desc: Training									
		2 601-00-6410		Training			123.33	0.00	0		
		Desc: Training									
		3 602-00-6410		Training			123.34	0.00	0		
		Desc: Training									
11977	876	Morris Inspections, LLC	3	8000CofBC	Yes	2022 12		6/27/2022	6/30/2022		\$781.00
		Desc: Asbestos testing - Motorhome									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6880		Ordinance Enforcement			781.00	0.00	0		
		Desc: Ordinance Enforcement									
11978	114	Rosenberg Builders Suppl	3	2206-732497	Yes	2022 12		6/27/2022	6/30/2022		\$39.66
		Desc: Supplies									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		1 600-00-6345		Operational Equipment & Re			39.66		0.00	0	
		Desc: Operational Equipment & Repairs									
11979	114	Rosenberg Builders Suppl	3	2206-732106	Yes	2022 12		6/27/2022	6/30/2022		\$104.03
		Desc: Supplies									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 600-00-6125		Shop Supplies & Small Tools			34.68	0.00	0		
		Desc: Shop Supplies & Small Tools									
		2 601-00-6125		Shop Supplies & Small Tools			34.68	0.00	0		
		Desc: Shop Supplies & Small Tools									
		3 602-00-6125		Shop Supplies & Small Tools			34.67	0.00	0		
		Desc: Shop Supplies & Small Tools									
11980	70	EC Electric, Inc	3	228354	Yes	2022 12		6/29/2022	6/30/2022		\$2,974.53
		Desc: Electrical repair - shop									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 200-00-6305		Building Repairs & Mainten			2,974.53	0.00	0		
		Desc: Building Repairs & Maintenance									
11981	70	EC Electric, Inc	3	228355	Yes	2022 12		6/29/2022	6/30/2022		\$7,767.26
		Desc: Sign shop electrical									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 200-00-6305		Building Repairs & Mainten			7,767.26	0.00	0		
		Desc: Building Repairs & Maintenance									
11982	940	Walter Nordman	3	Expense 6/2022	Yes	2022 12		6/29/2022	6/30/2022		\$37.68
		Desc: Training expense report									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 600-00-6410		Training			37.68	0.00	0		
		Desc: Training									
11983	154	Quill	3	2576064	Yes	2022 12		6/29/2022	6/30/2022		\$141.13
		Desc: Supplies									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6105		Office Supplies & Equipment			141.13	0.00	0		
		Desc: Office Supplies & Equipment									
11984	154	Quill	3	25761683	Yes	2022 12		6/29/2022	6/30/2022		\$97.56
		Desc: Supplies									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-10-6105		Office Supplies & Equipment			97.56	0.00	0		
		Desc: Office Supplies & Equipment									
11985	941	Habitat Concepts	3	1.22	Yes	2022 12		6/29/2022	6/30/2022		\$3,477.48
		Desc: Campground / Pat Crk project									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 100-50-6310		Grounds Maintenance			3,477.48	0.00	0		
		Desc: Grounds Maintenance									1099
11986	855	AKS Engineering & Forest	3	8605-02-05	Yes	2022 12		6/29/2022	6/30/2022		\$2,877.50
		Desc: Lift station engineering									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 602-00-8800		Utility System			2,877.50	0.00	5	CSLFRF	EXP
		Desc: Utility System									
11987	855	AKS Engineering & Forest	3	8605-04-04	Yes	2022 12		6/29/2022	6/30/2022		\$1,263.75
		Desc: Well 3 engineering									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category
		1 601-00-8400		Machinery & Equipment			1,263.75	0.00	6	1	EXP
		Desc: Machinery & Equipment									
11988	180	CenturyLink	3	314199659-6/22	Yes	2022 12		6/29/2022	6/30/2022		\$233.31
		Desc: Phone service									
		Line Account Number					AP Amount	Liq Amount	Project	Task	Category

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
		2 601-00-6990		Other Miscellaneous Expens			5.60		0.00	0	
		Desc: Other Miscellaneous Expenses									
		3 602-00-6990		Other Miscellaneous Expens			5.60		0.00	0	
		Desc: Other Miscellaneous Expenses									
12010	562	Northstar Chemical	3	227242	Yes	2022 12		6/30/2022	6/30/2022		\$1,749.66
		Desc: Chemicals									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	601-00-6135	Chemical/Lab Supplies			1,749.66	0.00	0		
		Desc: Chemical/Lab Supplies									
12011	30	S-C Paving	3	4903	Yes	2022 12		6/30/2022	6/30/2022		\$226.44
		Desc: Asphalt									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	600-00-6305	Building Repairs & Maintenan			75.48	0.00	0		
		Desc: Building Repairs & Maintenance									
		2	601-00-6305	Building Repairs & Maintenan			75.48	0.00	0		
		Desc: Building Repairs & Maintenance									
		3	602-00-6305	Building Repairs & Maintenan			75.48	0.00	0		
		Desc: Building Repairs & Maintenance									
12013	922	3J Consulting, Inc.	3	8521	Yes	2022 12		6/16/2022	6/30/2022		\$764.36
		Desc: Planning consultant									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-70-6240	Comprehensive Planning			764.36	0.00	0		
		Desc: Comprehensive Planning									1099
12015	886	Richard Coit	3	1592	Yes	2022 12		6/21/2022	6/30/2022		\$1,102.54
		Desc: Computer services									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-10-6860	Computers/Software/Service			500.00	0.00	0		
		Desc: Computers/Software/Services									1099
		2	600-00-6860	Computers/Software/Service			602.54	0.00	0		
		Desc: Computers/Software/Services									1099
12017	523	North Coast Lawn	3	81771	Yes	2022 12		6/20/2022	6/30/2022		\$1,530.00
		Desc: Grounds Maintenance									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-50-6311	Contracted Ground Maintena			1,530.00	0.00	0		
		Desc: Contracted Ground Maintenance									1099
12018	97	Country Media	3	579517	Yes	2022 12		6/7/2022	6/30/2022		\$360.90
		Desc: Advertising									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-10-6825	Advertising/Publishing			360.90	0.00	0		
		Desc: Advertising/Publishing									
12019	97	Country Media	3	579518	Yes	2022 12		6/7/2022	6/30/2022		\$134.85
		Desc: Advertising									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-10-6825	Advertising/Publishing			134.85	0.00	0		
		Desc: Advertising/Publishing									
12020	97	Country Media	3	579519	Yes	2022 12		6/7/2022	6/30/2022		\$175.15
		Desc: Advertising									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-10-6825	Advertising/Publishing			175.15	0.00	0		
		Desc: Advertising/Publishing									
12021	867	TDR Company LLC	3	40048	Yes	2022 12		6/28/2022	6/30/2022		\$299.00
		Desc: Vehicle Repairs									
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category

A/P Control Report

for user asystAdmin from 6/1/2022 to 6/30/2022

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	1	602-00-6335		Vehicle Repairs & Mainten			299.00		0.00	0	
	Desc:	Vehicle Repairs & Maintenance									

Fund 100 Total	44,003.67	0.00
Fund 200 Total	17,339.34	0.00
Fund 600 Total	20,826.45	0.00
Fund 601 Total	22,352.87	0.00
Fund 602 Total	41,420.90	0.00
Grand Total	145,943.23	0.00

From: [David McCall](#)
To: [Liane Welch](#); [Lindsey Gann](#)
Subject: Fw: Request for extension
Date: Saturday, July 9, 2022 7:46:05 PM

Please include this in the packet, and send out to Council members so that they are aware of what Mr. Ponder wrote.

Thanks,

David McCall
Mayor, Bay City, Oregon
(503) 801-7866

From: Gary Ponder <ponderlogging@hotmail.com>
Sent: Saturday, July 9, 2022 4:34 PM
To: David McCall <dmccall@ci.bay-city.or.us>
Subject: Request for extension

To the city council,

As we all know, summer is taking its own sweet time. I have moved my equipment to our new site and got a small amount done, however there is still a lot to do. Funds have also been an issue. As of June 2nd, a medical issue has come up and will cause further delay. I'm not sure how long I will be unable to work therefore I'm asking for an extension to complete my tasks.

Thanks,
Gary

Tyler Brogden
Po box 3334
Bay City, Oregon 97107

June 16, 2022

To: Liane Welch, City Manager
City of Bay City
PO Box 3309
Bay City, Oregon 97107

Re: Letter of Intent – Brogden Ridge Road Development

Dear Liane,

It is the intent of Coastal Homes LLC to purchase Tax Lots 1N1034AC00901 and 1N1034AC00800 in Bay City Oregon and build a subdivision or planned development as approved by Bay City Planning Commission. Coastal Homes LLC plan is to develop these tax lots in two phases. A rough sketch of how Phase 1 would look like is attached to this letter as Attachment A.

It is Coastal Homes LLC intent to meet the following schedule for this subdivision:

Phase 1 would be to develop tax lot 1N1034AC00800

First 6 months after closing on property:

- This tax lot would be subdivided as a subdivision or planned development into a minimum of 10 tax lots each with the intent to provide a minimum of one dwelling unit on each tax lot.
- The Right of Way would be re-platted to allow a public road to be built thru the development serving each lot. The road would be in close proximity to the existing gravel road winding thru the property, see Attachment A for approximate location.
- Ample property would be set aside in the Right of Way for a City owned sewer pump station to be installed and operated.

Within 1 year after closing on property:

- Work thru the City and County planning approval process for the subdivision or planned development.

Within 2 years after closing on property:

- Coastal Homes LLC would provide the water system into and thru the subdivision from the existing City water system beginning on Hobsonville Point Road near High Street to each tax lot. It is anticipated Coastal Homes LLC will need to provide a water reducing valve for the water system to obtain acceptable water pressure at each dwelling unit.
- Coastal Homes LLC would provide the gravity Sewer system from each tax lot to the City owned sewer pump station located within Phase 1, see Attachment A for approximate location.

Within 8 years after closing on property:

- A minimum of 50% of the lots would have a completed dwelling unit built on the re-platted tax lots.

Phase 2 would be to develop tax lot 1N1034AC00901

1 year after closing on property:

- This tax lot would be re-platted into a minimum of 10 tax lots with the intent to provide a minimum of one single dwelling unit on each tax lot thru subdivision or planned development.
- Right of way would be routed thru the subdivision accessing each lot. The Right of Way and road would be an extension from the road built in Phase 1 and generally head West from where the road ended in Phase 1. The Right of Way and road would be located to maximize the number of buildable lots.

3 years after closing on the property:

- Coastal Homes LLC would provide the water system into and thru the subdivision from the existing City water system where it ended in phase 1.
- Coastal Homes LLC would provide the gravity Sewer system from each tax lot to the City owned sewer pump station located within Phase 1, see Attachment A for approximate location of pump station.

Within 10 years after closing on property:

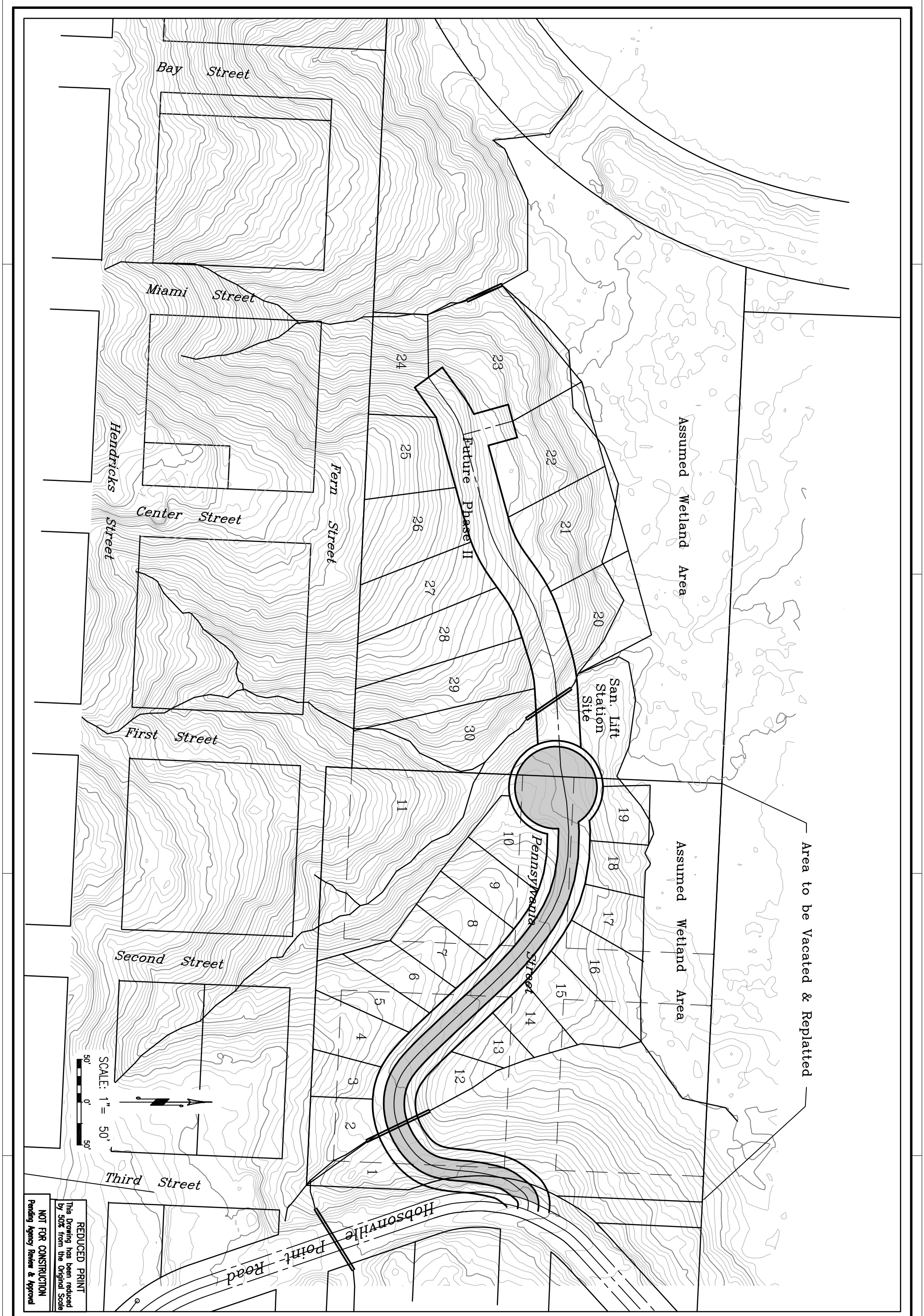
- A minimum of 50% of the lots would have a completed dwelling unit built on the re-platted tax lots.

In return Coastal Homes LLC would be able to discharge sewers for this subdivision into a City provided and City paid for sewer lift station within existing tax lot 1N1034AC00800. The City will also provide the sewer force main for the sewer lift station to discharge near High Street and Hobsonville Point Road.

Best Regards,

Tyler Brodgen
Owner Coastal Homes LLC

A handwritten signature in black ink, appearing to read 'Tyler Brodgen', with a long horizontal flourish extending to the right.



REDUCED PRINT
 This Drawing has been reduced
 by 50% from the Original Scale
NOT FOR CONSTRUCTION
 Pending Agency Review & Approval

Sheet: 1 of 1
 Project No. 0450
 Date: June 15, 2022

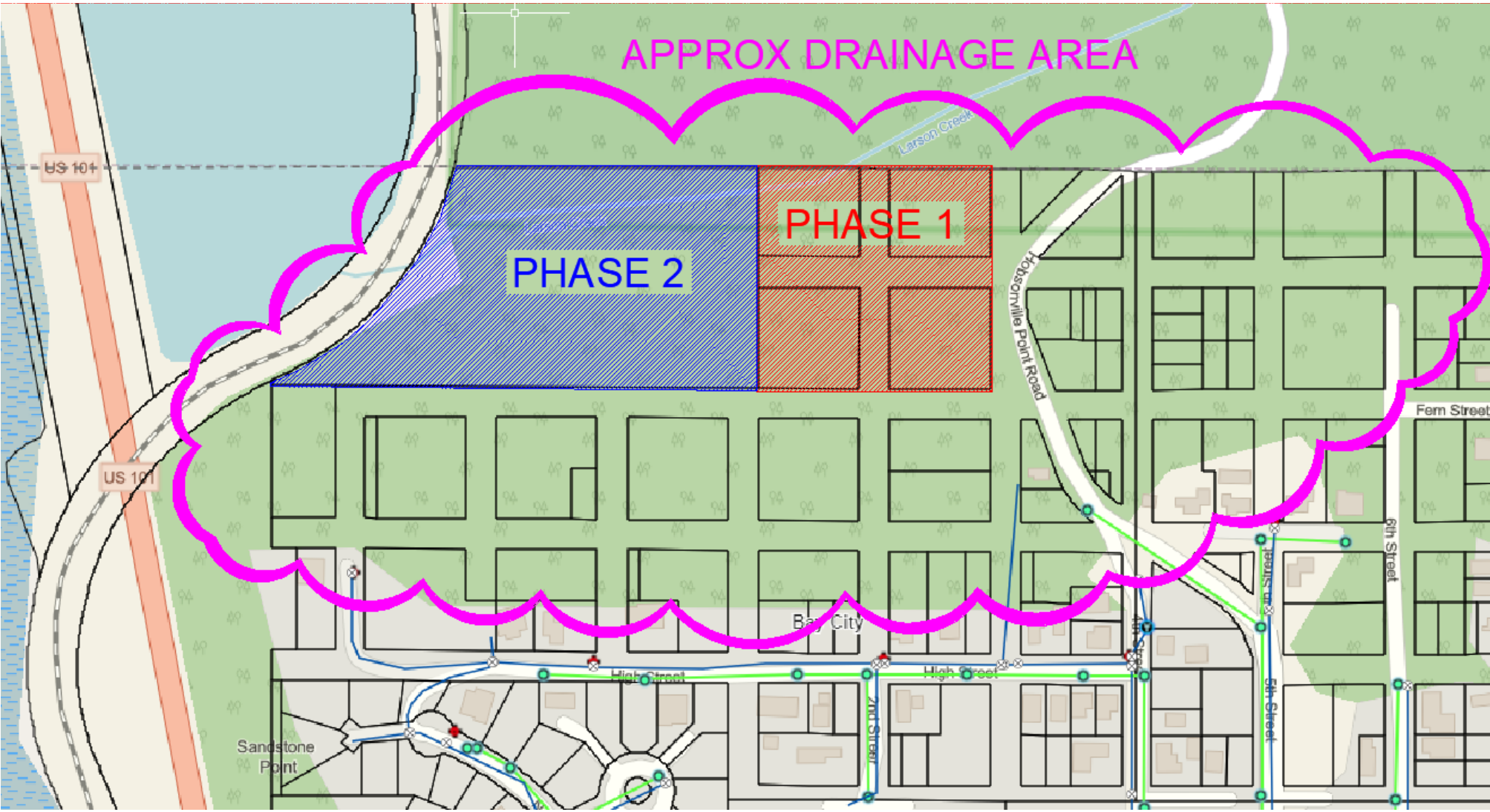
**Conceptual Layout
 Hobsonville Hideaway**
 Map 1N 10 34CD
 Tax Lots 901 -
 City of Bay City

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

No.	Revision	Date:

Client: Tyler Brogden/Coastal Homes
 P.O. zbox 3334
 Bay City, Ore. 97107
 Ph: 503.300.9193

APPROX DRAINAGE AREA



PHASE 2

PHASE 1

US 101

US 101

Larson Creek

Holstonville Point Road

Fern Street

6th Street

5th Street

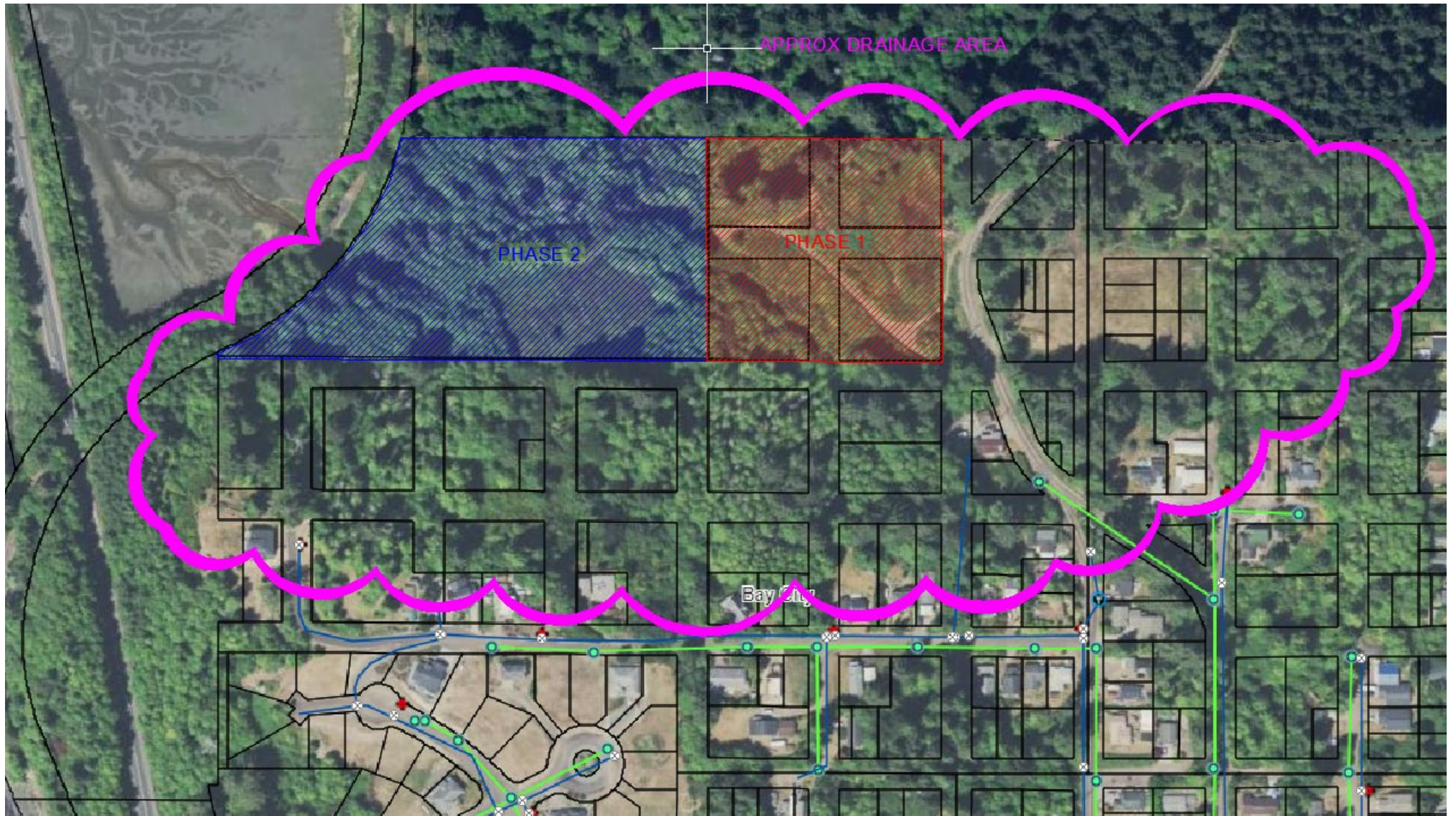
Bay City

High Street

High Street

2nd Street

Sandstone Point





PHASE 2

PHASE 1

Bay City



MEMORANDUM

Date: July 12, 2022
To: City Council
From: Greg Sweeney, TLT Chair
Subject: TLT Recommendations

Dear City Council:

The TLT committee recently met and have the following recommendations for you.

1. The Bay City Arts Center has requested an extension of time for KAYN Radio Station Improvement project until September 30, 2022. Based on a discussion with BCAC, the Committee supports this time extension.
2. The Bay City Arts Center has applied for a grant entitled "Expansion of Art Workshop". This grant request is for \$17,120.00. The application is attached. Committee discussed how many grants the BCAC has, and currently, there is not a limit of grants in our program. The Committee supports this grant application.

The TLT Committee and City staff are increasing the oversight of this program. Attached is a list of projects and the status of those projects.

Based on a discussion with the City Manager, the amount of funds in the TLT account for FY 22-23 is \$120,000.

TLT GRANT APPLICATION

RECEIVED

6/6/2022

JUN 08 2022

CITY OF BAY CITY

Date Submitted: _____

Name of Project: Expansion of Art Workshop

Location of Project: Bay City, OR

Funding Amount Requested: \$17,120

Project Total Cost: \$22,860

Applicant Name (person): Hope Montgomery

Name of Organization: Bay City Arts Center

Relationship of Applicant to Organization: Board Chair

Phone Number: 731-592-1737

Email Address: hope.montgomery04@gmail.com

Website: weebly.baycityartscenter.com

Describe your project (500 words or less using a size 12 font):

See attached

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

See attached

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

See attached

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

See attached

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

See attached

Applicant's Signature: _____

Signature/Title/Organization of all Confirmed Partners: _____

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

Reviewer:

Date:

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

Applicant:

Project:

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

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

100

Evaluator's Initial Scoring Total: _____

Post Discussion Scoring Total: _____

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

Agreement to Receive/Use Bay City TLT Committee Grant Funds

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

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

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

Name: HOPE MONTGOMERY Title: 06-06-22
BOARD CHAIR

Organization: Bay City Arts Center

Address: 5680 A St Bay City, OR 97107

Project: EXPANSION OF ART WORKSHOPS

Signature: 

Email: HOPE.MONTGOMERY4@GMAIL.COM Phone: 731-592-1737

Describe your project (500 words or less using a size 12 font):

Throughout the pandemic, due to the participation of passionate volunteers and community members, the Bay City Arts Center (BCAC) was able to not only maintain some of its regular art workshops, but also to expand its programming. This project aims to capitalize on the momentum made in 2020 and 2021 to expand the art workshop programs we offer. In 2020, BCAC added one new program, linoleum printmaking and in 2021, another new program, particularly notable for its success (measured by the demand of participants), batik cloth dying. Both of these programs brought in new participants to the BCAC, resulting in memberships from entirely new community members and previously lapsed audiences.

These programs highlighted the success of continuing to expand the workshop opportunities offered at BCAC, but with the addition of these workshops comes additional expenses. The workshops as we currently offer them thrive because of the donation of time, expertise, and sometimes supplies from dedicated volunteers and community members to balance the cost of the class for the accessibility of the community.

In the remainder of 2022 and through 2023, this grant will fund the continued expansion of our workshops, the expansion of the scope of our current programs, and allow for more talent recruitment and acknowledgement of instructors. These workshops would include but not be limited to screenprinting, film photography, the continued expansion of our Batik program, sound engineering, theater and drama workshops, and more. The grant would help to pay instructors for their time and expertise, and supplement the infrastructure of supplies and equipment for these workshops so that tuition costs are not exclusionary.

These workshops enrich our community and support the local economy in Bay City. Participants of our recent workshops have expressed interest in the happenings, eateries, and shops in Bay City that they otherwise would not have been aware of. Paying instructors for their time supports our missions and allows the BCAC to expand our professionalism and the draw of our audience that would greatly benefit the local community.

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

Bay City TLT Grant - July 2022

Bay City Arts Center - Expansion of Art Workshops

Using registration information from our 2021 events, each event typically draws about 70% of its participants from outside of Bay City. About 70% of those participants (from outside of Bay City) live and commute to our workshops from within Tillamook County, and the other 30% of that demographic come from outside of Tillamook County, often coming from the Portland metropolitan area. Each new workshop typically draws about 50% of its registrations from active BCAC members, but the other 50% are new to the BCAC attracted by the opportunity of new events and programs. This signals to the BCAC the success of continuing to expand the opportunities we offer to meet the needs and wants of our community and that the expansion of these programs is how we can bring new faces into the door of our facilities and into the city limits of Bay City. Because we do not offer lunch at our workshops, participants often eat at local establishments at midday breaks, and the proximity of the BCAC to the Al Griffin Memorial Park and to Kilchis Point Reserve make them popular spots for participants to go for a break throughout the day of a workshop.

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

2021 was an incredible learning year for BCAC, and one thing that it highlighted was the importance of tracking incoming participants' information (where they reside, what activities would draw them to the arts center), as they are comfortable. One goal for the BCAC over this coming year is to focus on the organization and documentation of that information and tracking it more formally, both for our benefit and for tracking results of grant opportunities like this one.

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

Please refer to the attached budget to supplement this portion of the application. As previously stated, up until this point, our workshop leaders have donated their time and expertise to the BCAC. A portion of some instructors' time will continue to be an in kind donation to the arts center, reflecting a portion of the remaining 25% of this project. In kind donations of time have already been donated for stage 1 of the film photography program, which has included renovating the BCAC basement into a dark room. The arts center will continue to fund a portion of these workshops from their operating budget and the tuition of these workshops, but this grant would allow BCAC to significantly increase the impact of these workshops.

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

The in kind donations outlined above and volunteer engagement reflect the

Bay City TLT Grant - July 2022

Bay City Arts Center - Expansion of Art Workshops

support and excitement of the community. These resources give this project the momentum and underlying support to build upon and sustain growth. This grant would help to obtain the equipment necessary for the expansion of these programs and to continue to attract talented instructors for our workshops

Expansion of Art Workshops 2022 - Proposed Budget

<i>Item</i>	<i>Description</i>	<i>Cost</i>	<i>Cost breakdown</i>	<i>Source of \$</i>	<i>TLT \$ Requested</i>
Instructors	Shawn Jackson, Hope Montgomery, Charlie Woodbridge	\$3,840.00	\$20/hour, accounting for 6 batik workshops (8 hours each, 2 instructors), 3 stone carving workshops (16 hours each, 2 instructors)	In Kind Donation	-
Dark Room Construction	Geoff Fielder, Julianne Statsch, Charlie Woodbridge	\$1,200.00	20 hours x 2 dark room volunteers	In Kind Donation	-
Dark Room Supplies	Dry Wall Supplies, Plumbing Supplies, and other film supplies	\$700.00	Estimated	In Kind Donation	-
Inventory Upgrade	Start up costs for new programs	\$6,300.00	Includes the price of screenprinting needs (screens, inks, squeegees, drawing fluid, transparencies, exposure lights, inks, printer), dark room needs (electrical and plumbing supplies, exhaust fan, start up chemicals), stone carving tools and equipment (carbide tools and dremmel and accessories), general inventory supplies (paper, inks, assorted inventory)	Bay City TLT Fund	\$6,300
Instructor Pay	Instructor Expertise	\$8,320	Estimated \$20/hour for 8-hour courses, twice a month, for two instructors per workshop. Paying for their time and expertise.	Bay City TLT Fund	\$8,320
BCAC Building Costs	Heat, water, upkeep, maintenance	\$2,500	Estimated for the use of 200 hours in the building, projected from twice a month 8-hour workshops (or once a month 16-hour)	Bay City TLT Fund	\$2,500
		\$ 22,860.00			\$17,120.00

Andy Kennedy
310 NE 106th Ave
Portland, OR 97220
503-381-2180
playpurpose@yahoo.com

To the leaders of Bay City,

Oregon in reference to grant money as an investment towards increasing tourism. The Bay City Art Center (BCAC) is drawing people to workshops and events from other places and we do spend money in town. I'm an example, regularly commuting from Portland to the BCAC for stone carving, and other events. I've also encouraged several others here in Portland that have also become participants at BCAC.

I am speaking as an educator, an artist and a board member of a non-profit arts organization, Pacific Northwest Sculptors (PNWS). Our organization has an Education mandate that thrives on bringing a community of artists together, sharing resources and opportunities. As the Volunteer Coordinator of our group, It's my role to notice the resources of individuals that can synergize into a greater organism with the potential to generate culture and community. Presently, I see a gathering potential for BCAC, ingredients that will lead to a greater whole.

BCAC is poised to expand several programs including music recording, photography, batik classes and more. Materials and teacher stipends are needed for these projects. And while the budget for these things will be straight forward, the grant will also be affording the financial breathing room and confidence that will allow community building and a broader cultural fabric to weave together.

The Bay City Arts Center is worthy of this grant, not only toward increasing tourism in the ways that I exemplify; I believe there will also be a greater more intangible benefit: financially supporting the Arts Center will create well-being for the community of Bay City, and further still, can lead to a cultural identity for the town.

The Bay City Arts Center is coming of age beyond being a community center and an arts education facility, BCAC is poised to be a cultural center and essential to the identity of Bay City. Culture is all that we express and believe, sustaining us in times of crisis and celebration. Culture is what points us to what is most valuable and priceless about being alive. The tangible resources this grant purchases will work towards increasing tourism for Bay City and supports a broader cultural fulfillment that the Bay City Arts Center provides.

Respectfully,

Andy Kennedy
Board Member, PNWSculptors

June 6, 2022

Amanda Stanaway
P.O. Box 3070
Bay City, OR 97107
971-777-1221
Amanda.christine@gmail.com

To Whom It May Concern:

I am writing the Bay City TLT Grant Committee to express my support of the Workshop Expansion project at the Bay City Art Center. As a musician, artist, and Bay City business owner, new resources, equipment, and expansions of programming are exciting. I strongly support art-based community opportunities that expands the potential of educational and artistic projects.

I have both participated in Sunday classes at the Bay City Art Center and received added business at Mana's Kitchen of participants during their lunch break on Saturday classes. It is good for the local economy, good for the residents of Bay City, and particularly a good draw to the downtown core from folks outside our community.

The BCAC's programs vitalize our community and I believe it will draw more visitors and community members to participate in Bay City activities. If you have any questions, please reach out and I will be in touch as soon as possible. Thank you for considering this project.

Sincerely,

Amanda Stanaway
Neighbor, Artist, Mana's Kitchen Owner

A handwritten signature in black ink that reads "Amanda Stanaway". The signature is written in a cursive, flowing style with a long, sweeping tail that extends to the right.

Nicola Meeks Art

Acrylic Mixed Media • Colored Pencil • Graphite
www.nicolameeks.com

May 26, 2022

Nicola Meeks
PO Box 3008
Bay City, OR 97107

Tel.: (605) 645-0975
nicolameeks@gmail.com

To Whom It May Concern:

I am writing to the Bay City TLT Grant Committee to express my support of the Workshop Expansion project at the Bay City Arts Center. As an artist, new resources, equipment, and expansion of programs at the BCAC are very exciting. I strongly support art-based community opportunities that expand the potential of educational and artistic projects.

As my husband and I have recently relocated to Bay City from another state, I was encouraged to find such a flourishing arts community here. I am delighted with the BCAC-sponsored workshops I've attended; having such opportunities is one of the reasons we moved to Bay City.

The BCAC's programs vitalize our community. I believe strongly that grants such as this draw more visitors and community members to participate in Bay City activities. If you have any questions, please reach out to me. I will be in touch as soon as possible.

Thank you for considering this project.

Sincerely,



Nicola Meeks

City of Bay City



MEMORANDUM

July 6, 2022

To: Bay City Mayor and Council Members

From: David Mattison, City Planner *DRM*

Subject: Planning Commission Re-Appointment of Gary Frey

Gary Frey has served as a member of the Bay City Planning Commission for one (1) 4-year term from 2018 - 2022.

On June 30, 2022 his term expired.

I am excited to see he is interested in continuing his membership on the City Planning Commission for another 4-year term that will extend from 2022 to 2026.



MEMORANDUM

Date: July 12, 2022
 To: City Council
 From: Liane Welch, City Manager
 Subject: Summary of 2023 LOC Legislative Priorities Ballot

Dear City Council members:

- Each City gets one ballot.
- Choose 5 out of 7 policy committees that LOC will staff

1.	<ul style="list-style-type: none"> • Community Development Policy Committee • Full funding and alignment for State Land Use Initiatives • Local Funding to address homelessness • Infrastructure funding to support needed housing • Economic Development Incentives • Community Resiliency and Wildfire Planning 	DM	KB	TI	WK	MR	TJ	HW
2.	<ul style="list-style-type: none"> • General Government Policy Committee • Protecting Public Employees and Officials • Return to work • Address Measure 110 shortcomings 							
3.	<ul style="list-style-type: none"> • Energy and Environmental Policy Committee • Building Decarbonization, efficiency and modernization • Continue in investments in renewable energy • Investment in community climate planning resources • Adequate funding for state climate initiatives 							
4.	<ul style="list-style-type: none"> • Finance and Taxation Policy Committee • Property tax reform • Lodging Tax Flexibility • Economic Development Incentives • Marijuana taxes • Alcohol revenues 							



5.	<p>Telecommunications, Broadband Policy Committee</p> <ul style="list-style-type: none"> • Digital Equity and Inclusion • Resilient, Futureproof Broadband Infrastructure and Planning Investment • Incentives for Broadband affordability, adoption and consumer protections • Cybersecurity and Privacy 	DM	KB	TI	WK	MR	TJ	HW
6.	<p>Transportation Policy Committee</p> <ul style="list-style-type: none"> • Transportation Safety Enhancement • Road user Fee – Vehicle Miles Traveled Structure • New Mobility Services 							
7.	<p>Water and Wastewater Policy Committee</p> <ul style="list-style-type: none"> • Funding for recovery of abandoned recreational vehicles • Water utility rate and fund assistance • Place-based, water resource planning • Infrastructure financing and resilience 							



2023 Legislative Priorities Ballot

Issued on June 10, 2022

Ballots due by 5:00 p.m. on August 5, 2022

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2023 Legislative Priorities Ballot – League of Oregon Cities

Background: Each even-numbered year the LOC appoints members to serve on 7 policy committees. These policy committees are the foundation of the LOC's policy development process. Composed of city officials, these committees are charged with analyzing policy and technical issues and recommending positions and strategies for the LOC. Each committee provides a list of recommended policy positions and actions for the LOC to take in the coming two year legislative cycle. This year, all 7 committees identified between 3 to 5 legislative policy priorities to advance to the full membership and LOC Board of Directors.

Ballot/Voting Process: Each city is being asked to review the recommendations from the 7 policy committees and provide input to the LOC Board of Directors as it prepares to adopt the LOC's 2023 legislative agenda. After your city has had an opportunity to review the proposals, please complete the electronic ballot indicating the top 5 issues that your city would like to see the LOC focus on during the 2023 legislative session.

Each city is permitted one vote. As such, each city must designate a person to enter the vote electronically on the below link. For those cities without electronic options for voting, paper ballots may be requested from LOC's Legislative Director Jim McCauley at jmccauley@orcities.org.

Important Deadlines: The deadline for submitting your city's vote is **5:00 p.m. on August 5, 2022.**

Link to Electronic Ballot: [Access the Electronic Ballot here.](#)

Brought to you by the Community Development Policy Committee

Full Funding and Alignment for State Land Use Initiatives

Legislative Recommendation: *The LOC will support legislation to streamline and fully fund local implementation of any recently adopted or proposed state land use planning requirements, including administrative rulemaking.*

Background: Recent legislation and executive orders have made significant changes to the state's land use planning process, including increasing burdens for local government. While the LOC shares the state's policy goals, these updates have resulted in extensive, continuous, and sometimes conflicting rulemaking efforts that are not supported by adequate state funding. Cities simply do not have the staff capacity or resources needed to implement current requirements. Existing planning updates should be streamlined to enable simpler, less costly implementation and any new proposals should be aligned with existing requirements.

Local Funding to Address Homelessness

Legislative Recommendation: *The LOC will seek funding to support coordinated, local responses to addressing homelessness.*

Background: The LOC recognizes that to end homelessness, a statewide and community-based coordination approach to delivering services, housing, and programs is needed. Addressing homelessness will look different and involve different service provider partners from one city to the next, but one thing is consistent, addressing the crisis requires significant financial resources. While cities across Oregon have developed programs, expanded service efforts, built regional partnerships, and have significantly invested both their local General Fund and federal CARES Act and American Rescue Plan Act dollars into programs to address the homelessness crisis in their respective communities, the crisis continues. The homelessness crisis exceeds each city's individual capacity – necessitating the need for meaningful fiscal support from the State of Oregon.

Infrastructure Funding to Support Needed Housing

Legislative Concept: *The LOC will support state funding for infrastructure needed to support needed housing.*

Background: As Oregon works to overcome its historic housing supply deficit, development costs continue to rise. Cities have limited tools to address the rising costs of infrastructure necessary to support the impact of new housing development. A statewide fund to address infrastructure costs and improve housing affordability is needed.

Economic Development Incentives (co-sponsor with Tax and Finance Committee)

Legislative Recommendation: *The LOC will support legislation to preserve and strengthen discretionary local economic development incentives including the Enterprise Zone (EZ), Long Term Rural Enterprise Zone (LTREZ) and Strategic Investment Program (SIP).*

Background: The EZ and LTREZ programs provide local governments the option to offer a temporary full exemption from property taxes for qualified new property of a business (3 to 5 years for the standard EZ and 7 to 15 years for the rural EZ). The SIP program allows local governments to offer a 15-year

partial exemption on the value of new property that exceeds a certain investment threshold (\$25 million to \$100 million depending on location and total project value). Recent studies by Business Oregon confirmed what city economic development professionals knew; these incentive programs are crucial for Oregon to remain competitive nationally and show massive benefits to Oregon in terms of jobs, enhanced economic activity, and tax revenues. The EZ and LTREZ programs will sunset in 2025 without action by the legislature, and “gain share” provisions of the SIP program transferring a portion of income taxes resulting from qualified projects to local governments will sunset in 2026. The LOC will advocate for sunset extensions and for changes that will improve the programs, and advocate against any changes that will reduce local control or devalue the incentives.

Community Resiliency and Wildfire Planning

Legislative Recommendation: *The LOC will support investments for climate and wildfire resiliency planning, as well as infrastructure upgrades, to fill existing gaps and assist cities in planning for extreme weather events and wildfire.*

Background: Oregon communities are increasingly looking for help planning for climate change impacts, including infrastructure upgrades, to handle extreme weather events. Cities of all sizes, especially small to mid-sized cities, need technical assistance and additional capacity to better plan for and recover from climate events and wildfire. Investments in infrastructure upgrades, repairs, and resiliency will help rebuild communities, better ensure equity and access to critical services, protect public health and the environment, improve community resiliency, and promote economic recovery.

Brought to you by the General Government Policy Committee

Protecting Public Employees and Officials

Legislative Recommendation: *The LOC will introduce legislation to protect the personal contact information of public employees and increase criminal sanctions when public officials and employees are subject to criminal activity connected to their service.*

Background: Cities have seen an increase in harassments, threats and property damage in recent years. Over 80 percent of city leaders who participated in a National League of Cities [report](#) on public civility indicated they had personally experienced harassing or harmful behavior because of their role as a public official. Additionally, an ambiguity in the phrasing in a statute intended to protect the private information of public employees may require an employer to release home addresses, personal emails and contact information.

Return to Work

Legislative Recommendation: *Eliminate the sunset on the ability of retirees to return to work.*

Background: PERS covered retirees are currently allowed to return to work without suffering a tax or pension penalty until 2024. Allowing retirees to return to work allows employers to fill critical vacancies while not paying pension and other costs in times of both fiscal hardships and workforce scarcity. The sunset was established as part of a compromise PERS reform package passed in 2017 but has been successful for retirees and employers.

Attorney Client Privilege

Legislative Recommendation: *Ensure that privileged communications between public bodies and officials and their legal counsel remain confidential indefinitely.*

Background: A recent court ruling limited public sector attorney client privilege to 25 years, which is identical to the lifespan of other public records exemptions. The LOC believes that public officials should have the same right to unimpeded legal counsel as all other attorney clients.

Address Measure 110 Shortcomings

Legislative Recommendation: *Restore criminal justice incentives for seeking treatment for addiction while ensuring a path for expungement for successfully completing a treatment program.*

Background: Oregon voters passed Measure 110 in 2020 which eliminated criminal sanctions for simple possession for most narcotic drugs and replaced them with a waivable \$100 ticket. A citation cannot be issued if a person seeks treatment by calling a treatment referral service. The measure also re-dedicated local marijuana revenue to harm reductions services. Those funds are now pooled and distributed by an oversight and accountability committee. Oregon’s overdose deaths continue to increase and funds that should have been distributed in January of 2021 are still not delivered. Additionally, problems related to drug abuse such as property crime have increased.

Brought to you by the Energy and Environment Policy Committee

Building Decarbonization, Efficiency, and Modernization

Legislative Recommendation: *The LOC will support legislation to protect against and rollback preemptions to allow local governments to reduce greenhouse gas emissions from new and existing buildings while ensuring reliability and affordability. Some initiatives may include a local option Reach Code, statewide home energy scoring or financial incentives like [CPACE](#).*

Background: Homes and commercial buildings need a lot of power. In fact, they consume nearly half of all the energy used in Oregon according to the Oregon Department of Energy 2020 Biennial Energy Report. Existing buildings need to be retrofitted and modernized to become more resilient and efficient. New buildings can be built with energy efficiency and energy capacity in mind, so they last longer for years to come, reduce the energy burden on occupants, and are built to a standard that is futureproof for carbon reducing technologies like electric vehicles

Continue Investments in Renewable Energy

Legislative Recommendation: *The LOC will work to identify barriers and potential solutions to local energy generation and will pursue funding assistance for feasibility studies and project implementation. The LOC will support legislation to study and invest in viable, preferably locally generated, options and to divest the Oregon Treasury from fossil fuels.*

Background: Renewable energy sources can be used to produce electricity with fewer environmental impacts. Local energy generation projects can better position cities to pursue and achieve local climate action goals, address capacity constraints of existing electric transmission lines, and can help cities respond to individual businesses that may be seeking green energy options. The types of local energy generation projects discussed by the committee include, but are not limited to, small-scale hydropower, in-conduit hydropower, methane capture, biomass and solar. Such projects are not intended to conflict

with existing low-carbon power purchase agreements but can position cities to pursue local climate action goals and supplement energy needs through renewable generation.

Investment in Community Climate Planning Resources

Legislative Recommendation: *The LOC will support investments that bring climate services (for mitigation and adaptation) together and work to fill the existing gaps to help communities get the high-quality climate assistance they need quickly and effectively.*

Background: Oregon communities are increasingly looking for help planning for climate change impacts and implementing programs to reduce greenhouse gases. Interest in climate services has continued as communities experience increasing disruptions caused or made worse by climate change. Oregon's small to mid-sized communities and rural communities are particularly in need of both technical assistance and additional capacity to address climate impacts and do their part to reduce greenhouse gas emissions. While some climate resources exist in Oregon, those programs are dispersed throughout state government, the nonprofit world, and academic institutions. Because of this current structure, it is not clear for communities what they should do once they decide to act on climate change.

Adequate Funding for State Climate Initiatives

Legislative Recommendation: *The LOC will support legislation to streamline processes and fully fund local implementation of climate mandates (like [Climate Friendly and Equity Communities](#) rules) from the state. Furthermore, the LOC will support legislation that allows the state to adequately maintain and staff programs that impact a city's ability to reduce greenhouse gas emissions.*

Background: On March 10, 2020, Governor Kate Brown signed [Executive Order 20-04](#) directing state agencies to take action to reduce and regulate greenhouse gas emissions. Additionally, the state has legislatively passed many greenhouse gas reduction measures. This has led to some unfunded mandates on cities as well as a significant workload for agency staff.

Brought to you by the Finance and Taxation Policy Committee

Property Tax Reform

Legislative Recommendation: *The LOC will advocate for constitutional and statutory reforms to the property tax system to enhance local choice, equity, fairness, and adequacy.*

Background: The property tax system is broken and in need of repair due to constitutional provisions in Measures 5 and 50 that were adopted by voters in the 1990s. The current system is inequitable to property owners and jurisdictions alike, is often inadequate to allow jurisdictions to provide critical services, removes meaningful local choice, and is incomprehensible to most taxpayers. Local governments and schools rely heavily on property tax revenues to pay for services and capital expenses. With federal pandemic aid to cities coming to an end and inflation looming, cities are concerned that their top revenue source will not allow residents to adequately fund the services that they demand. Therefore, the LOC will take a leadership role in pursuing efforts to draft and advocate for both comprehensive and incremental property tax reform option packages, including forming coalitions with other interested parties. The LOC will remain flexible to support all legislation that improves the system, but will, in the short term, focus on incremental changes that will allow for a foundation on which to build for broader revisions going forward. The LOC's overall focus will be on a property tax package that includes, but may not be limited to these elements:

- In the short term, advocating for a system that restores local choice and allows voters to adopt tax levies and establish tax rates outside of current limits and not subject to compression. This may also include advocating for a local option levy that has passed three or more times to become permanent (requires constitutional referral).
- Also in the short term, advocating for statutory changes to extend statewide a 2017 Multnomah County pilot that created an option that new property has a taxable value determined based on the city average of maximum assessed value to market value as opposed to countywide average.
- Over the longer term, to achieve equity, advocating for a system that has taxpayers' relative share tied to the value of their property, rather than the complex and increasingly arbitrary valuation system based on assessed value from Measure 50 (requires constitutional referral).
- Also over the longer term, to enhance fairness and adequacy, advocating for various statutory changes, some of which would adjust the impact of the above changes. For example, as a part of comprehensive reform the LOC will support targeted tax relief for lower income residents to make sure reform does not price vulnerable residents out of their homes.

Lodging Tax Flexibility

Legislative Recommendation: *The LOC will advocate for legislation to enhance flexibility in how cities may use transient lodging tax revenues. The goal is to help cities better serve visitors and improve local conditions that support the tourism industry.*

Background: The Legislature created the *state* lodging tax in 2003, and with it a new requirement that 70% of net revenues from new or increased *local* lodging taxes must be used for “tourism promotion” or “tourism related facilities.” Cities acknowledge and appreciate the economic development benefits that tourism brings to their local economies, but often struggle to support the industry in areas like public safety, infrastructure, workforce housing, and homeless services. Enhanced flexibility and clarification of allowed use of funds will benefit both visitors and business owners alike.

Economic Development Incentives (co-sponsor with the Community Development Committee)

Legislative Recommendation: *The LOC will support legislation to preserve and strengthen discretionary local economic development incentives including the Enterprise Zone (EZ), Long Term Rural Enterprise Zone (LTREZ) and Strategic Investment Program (SIP).*

Background: The EZ and LTREZ programs provide local governments the option to offer a temporary full exemption from property taxes for qualified new property of a business (3 to 5 years for the standard EZ and 7 to 15 years for the rural EZ). The SIP program allows local governments to offer a 15-year partial exemption on the value of new property that exceeds a certain investment threshold (\$25 million to \$100 million depending on location and total project value). Recent studies by Business Oregon confirmed what city economic development professionals know; these incentive programs are crucial for Oregon to remain competitive nationally and show massive benefits to Oregon in terms of jobs, enhanced economic activity, and tax revenues. The EZ and LTREZ programs will sunset in 2025 without action by the legislature, and “gain share” provisions of the SIP program transferring a portion of income taxes resulting from qualified projects to local governments will sunset in 2026. The LOC will advocate for sunset extensions and for changes that will improve the programs, and advocate against any changes that will reduce local control or devalue the incentives.

Marijuana Taxes

Legislative Recommendation: *The LOC will continue to advocate for increased revenues from marijuana taxes. This may include proposals to restore state marijuana tax losses related to Measure 110 (2020) distribution changes, and to increase the current 3% cap on local marijuana taxes so local voters may choose a rate that reflects the needs of their community.*

Background: Recreational marijuana retailers are required to charge a state-imposed retail sales tax of 17 percent for all recreational marijuana sold. Until the end of 2020 cities received 10% of the net revenue from the state tax but Measure 110 changed the distribution formula and will reduce city distributions by an estimated 73% for the 2021-23 biennium. Cities may also impose a local retail sales tax of up to 3%, subject to voter approval. Tax rates for recreational marijuana vary widely across the states, but the total Oregon tax burden is 20-25% percent below other West Coast states. Unbiased academic studies indicate Oregon could increase marijuana taxes without pushing significant business to the illicit market. If the Legislature is not willing to allow increased taxes it should restore city revenues by other means back to what was agreed to when recreation marijuana was legalized.

Alcohol Revenues

Legislative Recommendation: *The LOC will advocate for enhanced revenues from the sale of alcohol to mitigate the impact of recent legislative changes that will otherwise reduce this crucial revenue source.*

Background: Oregon's beer tax has not been increased since 1978 and is \$2.60 per barrel which equates to about 8.4 cents per gallon or less than 5 cents on a six-pack. Oregon has the lowest beer tax in the country, and to get to the middle of the states Oregon would need a more than 10-fold increase. Oregon's wine tax is 67 cents per gallon and 77 cents per gallon on dessert wines, this is the second lowest tax nationwide, and the first 2 cents of the tax goes to the wine board. Oregon is a control state and is the sole importer and distributor of liquor, which accounts for about 94% of total alcohol revenues. The Oregon Liquor and Cannabis Commission (OLCC) sets retail prices at about 105% of their cost and net revenues are distributed based on a formula. Cities are preempted from imposing alcohol taxes. In exchange, cities receive approximately 34% of the state alcohol revenues after the state takes 50% of beer and wine taxes off the top prior to this distribution. Recent legislative changes will reduce city revenues; the legislature approved a more generous compensation formula for liquor store owners in 2021 and approved a 148% cost increase for a planned OLCC warehouse in 2022. Both changes will reduce distributions to cities. Cities have significant public safety costs related to alcohol consumption and taxes on alcohol do not cover their fair share of these costs. There are numerous ways to address the issue: increasing taxes on beer or wine (possibly through a local sales tax option), increasing the markup on liquor, or increasing the per bottle surcharge currently in place at liquor stores and dedicating the funds to paying for the planned OLCC warehouse.

Brought to you by the Telecommunications, Broadband Policy Committee

Digital Equity and Inclusion

Legislative Recommendation: *The LOC will advocate for legislation and policies that help all individuals and communities have the information technology capacity needed for full participation in our society, democracy, and economy.*

Background: Connectivity is crucial to modern life. It is being relied on more for how people do business, learn, and receive important services like healthcare. As technology evolved the digital divide has become more complex and nuanced. Now, discussion of the digital divide is framed in terms of whether a population has access to hardware, to the Internet, to viable connection speeds and to the skills they need to effectively use it.

Resilient, Futureproof Broadband Infrastructure and Planning Investment

Legislative Recommendation: *The LOC will support legislation that will ensure broadband systems are built resiliently and futureproofed while also advocating for resources to help cities with broadband planning and technical assistance through direct grants and staff resources at the state level. The LOC will support legislation that addresses issues with the inconsistency of regulations applied to traditional and nontraditional telecommunications service as more entities move to a network based approach instead of what services are being provided. LOC will oppose any preemptions on local rights-of-ways, and municipalities right to own poles and become broadband service providers.*

Background:

Broadband Planning and Technical Assistance

Most state and federal broadband infrastructure funding sources require that communities have a broadband strategic plan in place to qualify for funds. Unfortunately, many cities do not have the resources or staff capacity to complete comprehensive broadband strategic plans.

Resilient and Long-Term Systems

As broadband is continually being made a priority on the state and federal level, we must think strategically about how to build resilient long-term networks that will serve Oregonians now and into the future. Ways to ensure broadband is resilient may include investing in robust middle mile connections, ensuring redundancy and multiple providers in all areas, and undergrounding fiber instead of hanging it on poles.

Optional Local Incentives to Increase Broadband Deployment

All levels of government have identified broadband as a priority. However, there continue to be proposed mandates on local governments to deploy broadband services more quickly. Cities have a duty to manage rights-of-ways (ROW) on behalf of the public and need flexibility to adequately manage the ROW. Instead of mandates the state should focus its efforts on allowing cities the option to adopt incentives that could help streamline broadband deployment.

Regulatory Consistency Amidst Convergence

Historically, the standards and oversight policies for a specific technology were established independently and were not developed with merging or interoperability in mind. For example, telephony (when providing voice), cable TV (when providing video), and mobile cellular technologies each follow their respective standards, and these services were regulated by policies specific to each type.

Incentives for Broadband Affordability, Adoption and Consumer Protections

Legislative Recommendation: *The LOC will seek additional state support and funding for increased broadband adoption and affordability and will advocate for consumer protections for those accessing the internet, internet enabled devices and broadband service.*

Background: Broadband infrastructure is being funded at a historic level. For that infrastructure to be adequately utilized affordability and adoption initiatives must receive investment. Initiatives that would help could include studying barriers to adoptions and affordability; ensuring adequate competition in providers; investing in more data centers statewide so service is cheaper for regions outside of the I-5 corridor as it is simply more expensive per megabit to provide; and ensuring providers are widely advertising programs meant for those with limited means.

Additionally, problems with internet providers are among the most common consumer complaints in Oregon. Complaints often involve paying more than expected, difficult cancellation policies and poor service. Consumers are at risk of being advertised or offered services that are not actually being delivered. For example, 25/3 is the current definition of broadband. Currently, providers are allowed to advertise

speeds as “up to” 25/3 or a certain speed. There is no one enforcing whether or not providers actually hit their advertised speeds. Providers should be accountable for making sure consumers have the appropriate equipment for the services they are paying for.

Cybersecurity & Privacy

Legislative Recommendation: *The LOC will support legislation that addresses privacy and cybersecurity for all that use technology, including but not limited to: funding for local government cybersecurity initiatives, statewide resources for cyber professionals, regulations of data privacy, or standards for software/hardware developers to meet to make their products more secure.*

Background: Society is becoming more technologically reliant than ever before and that will only increase. With this increase of technology there is an increased risk for cybercrimes. Therefore, cybersecurity and privacy systems must be taken seriously. Cybersecurity encompasses everything that pertains to protecting sensitive data, protected health information, personal information, intellectual property, data, and governmental and industry information systems from theft and damage attempted by criminals and adversaries.

Cybersecurity risk is increasing, not only because of global connectivity but also because of the reliance on cloud services to store sensitive data and personal information. Widespread poor configuration of cloud services paired with increasingly sophisticated cyber criminals means the risk that governments, businesses, organizations, and consumers suffer from a successful cyberattack or data breach is on the rise.

Brought to you by the Transportation Policy Committee

Transportation Safety Enhancement

Legislative Recommendation: *The LOC supports legislation that improves the overall safety of the transportation network in communities. The LOC will achieve this outcome by expanding authority for establishing fixed photo radar to all cities, increasing flexibility for local speed setting authority, and increased investment in the “safe routes to schools” and expansion of the “great streets” programs.*

Background: The City of Portland has demonstrated improved safety outcomes in neighborhoods with the addition of fixed photo radar along high-crash corridors. LOC’s efforts to expand the use of fixed photo radar to additional cities failed during the 2021 Session. ([HB 2019](#)) - High Crash Corridor for City of Unity) and ([HB 2530](#)) -Extending Fixed Photo Radar) were supported by the LOC, but lacked sufficient support from legislators to advance.

During the 2019 Session the LOC supported [SB 558](#), which would authorize a city to designate speed for a highway under the city’s jurisdiction that is five miles per hour lower than statutory speed when the highway is in a residential district and not an arterial highway. During the 2021 Session passage of [HB 3055](#) (Sect 81 (5)(g)) extended speed setting authority to highways within the jurisdictional boundaries of cities and Multnomah & Clackamas counties.

Road User Fee – Vehicle Miles Traveled (VMT) Structure

Legislative Recommendation: *The LOC will support replacement of Oregon’s Gas Tax with a road impact fee structure that will capture added revenue from cities with local gas tax structure. The pricing structure should also maintain a weight-mile tax structure to make sure that there is an impact element of the fees paid for transportation infrastructure.*

Background: The LOC has historically advocated for a fee structure that more closely matches road usage. Gas tax revenues are a declining source of revenue due to enhanced mileage in new vehicles and the increase of electric vehicles on roads.

New Mobility Services

Legislative Recommendation: *The LOC supports the entry and utilization of a variety of new mobility services that support a safe, sustainable, and equitable multimodal transportation system, while preserving local government’s authority to regulate services and ensure public and consumer safety in communities.*

Background: The expansion of mobility services presents local governments with opportunities and challenges. Mobility services include Uber, Lyft, scooters, E-bikes, and food service delivery such as DoorDash, and UberEATS. Many cities across the country have initiated efforts to add regulatory oversight of these services to provide a base level of safety to consumers. Companies such as Uber and Lyft have tried to de-regulate their business model in states specifically introducing legislation that would pre-empt local governments to regulate and establish steps that protect their respective communities. The LOC has supported efforts during the 2019 session such as [HB 3379](#) and opposed efforts that pre-empted local governments such as [HB 3023](#).

Brought to you by the Water and Wastewater Policy Committee

Funding for Recovery of Abandoned Recreational Vehicles

Legislative Recommendation: *The LOC supports the formation of a recovery fund that cities could access for disposing of abandoned Recreational Vehicles (RV).*

Background: With the ongoing houseless and affordable housing crisis cities have experienced an increase in dumping of vehicles and RVs in neighborhoods, streets and the right-of-way. The costs associated with towing, recovery, and determining ownership has presented significant costs in some communities. Several cities are allocating hundreds of thousands of dollars to recover abandoned vehicles from streets, parks, private property, and other locations. Tow companies have expressed an interest in a recovery fund as well, since the companies must deal with storage and disposal of the vehicles, which presents several challenges.

Water Utility Rate and Fund Assistance

Legislative Recommendation: *The LOC will collaborate with members of the bipartisan work group to continue the proposed legislative purpose of the Low-Income Household Water Assistance (LIHWA) program.*

Background: The LOC was successful during the 2021 legislative session in advocating for the development of a new water utility funding assistance program for ratepayers experiencing ongoing or recent economic hardships. The LOC worked with a bipartisan work group to pass legislation that formed

the Low-Income Household Water Assistance (LIHWA) program which received federal funding for the initial implementation through the Consolidated Appropriations Act of 2021 and the American Rescue Plan Act (ARPA) of 2021. The program was incredibly successful, but the federal funding that was allocated to the State of Oregon was already exhausted in some counties in the Spring of 2022.

The bipartisan workgroup's intent was to make this program a permanent program, with initial pilot funding provided by the federal government.

Place-Based, Water Resource Planning (Program Support)

Legislative Recommendation: *The LOC will advocate for the funding needed to complete existing place-based planning efforts across the state and identify funding to continue the program for communities that require this support.*

Background: Oregon's water supply management issues have become exceedingly complex. Lack of adequate water supply and storage capacity to meet existing and future needs is an ongoing concern for many cities in Oregon and is a shared concern for other types of water users including agricultural, environmental, and industrial. The Legislature created a place-based planning pilot program in Oregon administered through the Oregon Water Resources Department that provides a framework and funding for local stakeholders to collaborate and develop solutions to address water needs within a watershed, basin, or groundwater area. The LOC Water & Wastewater Policy Committee recognized that while this funding is limited to specific geographic areas, they also recognized the importance of successfully completing these pilot efforts and conducting a detailed cost/benefit analysis. It is a critical step to demonstrate the benefits of this type of planning. If these local planning efforts prove to be successful, there will likely be future efforts to secure additional funding for other place-based planning projects across the state in 2022.

Infrastructure Financing and Resilience

Legislative Recommendation: *The LOC will advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, Regionally Significant Industrial Site loan program, and set asides through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient.*

Background: A key issue that most cities are facing is how to fund infrastructure improvements (both to maintain current and to build new). Increasing state resources in programs that provide access to lower rate loans and grants will assist cities in investing in vital infrastructure. An LOC survey of cities in 2016 identified a need of \$7.6 billion dollars over the next 20 years to cover water and wastewater infrastructure projects for the 120 cities who responded. This shows a significant reinvestment in the Special Public Works Fund (SPWF) is needed to help meet the needs of local governments.

BAY CITY WAYFINDING PLAN

Partners in Design and Lennox Insites
July 2022

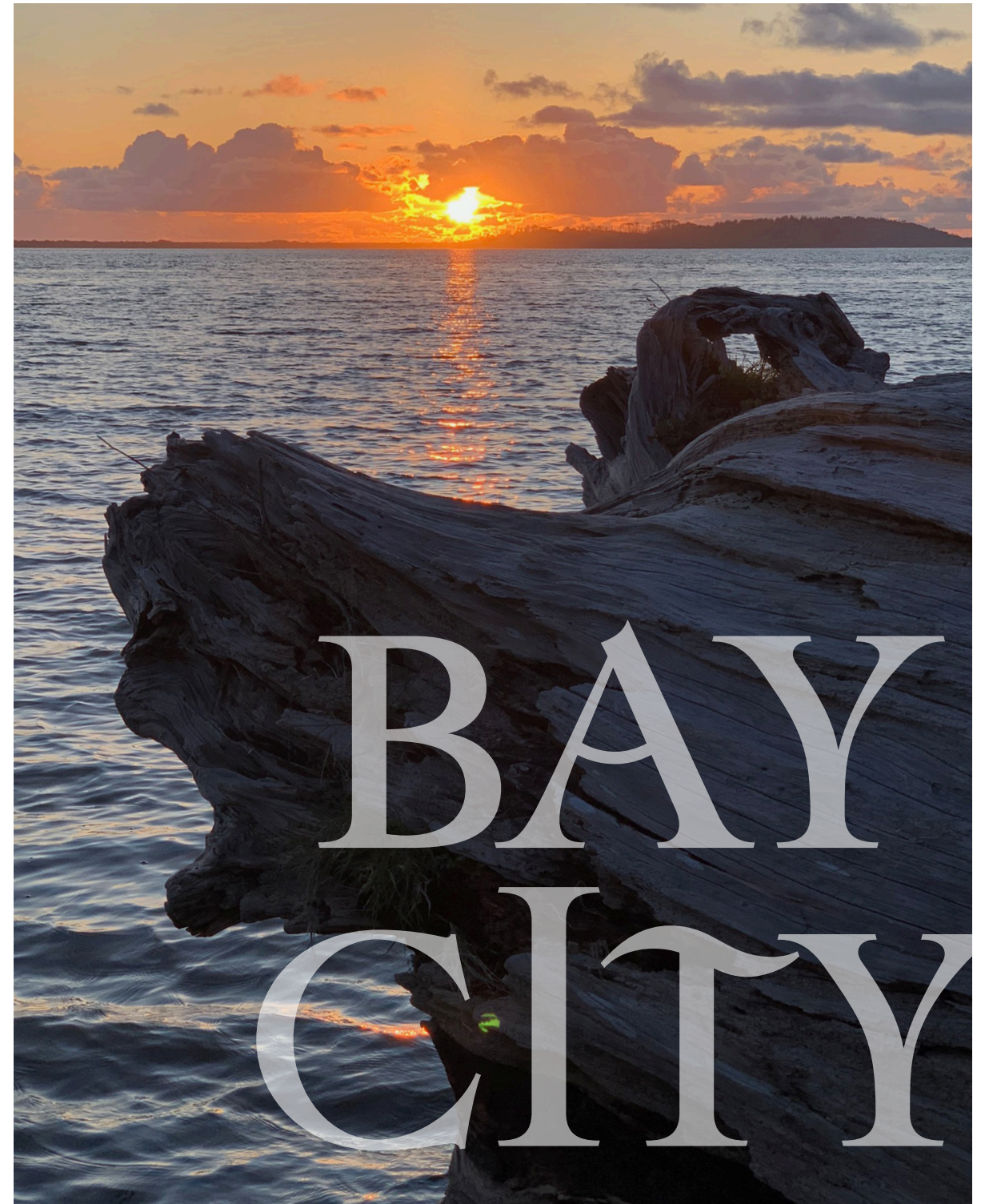


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Introduction

On Tillamook Bay rests the quaint town of Bay City—a calm haven on the coast where bay views are broad and residents are creative and welcoming. Bay City presents a unique opportunity for the Visit Tillamook Coast Wayfinding Plan since most travelers journey past the community unaware of its history and current offerings: cheese, camping, several parks and skate park, a library, shops, food and yes, oysters!

Yet the people Bay City does serve are diverse, ranging from campers and tiny home guests to resort-goers and day-visitors to local merchants offering local arts to antiques, as well as a pooch-park. The community is a travel hub on Highway 101, but also has a pedestrian-friendly downtown. Still, travelers are too often whizzing by to a better-advertised destination. Gazing at the sparkling bay, they miss Bay City itself and its unique downtown.



As communities grow and develop, reflecting back on the past can offer a positive and creative way to look ahead to the future.

The Visitor Experience: Connecting People to Place

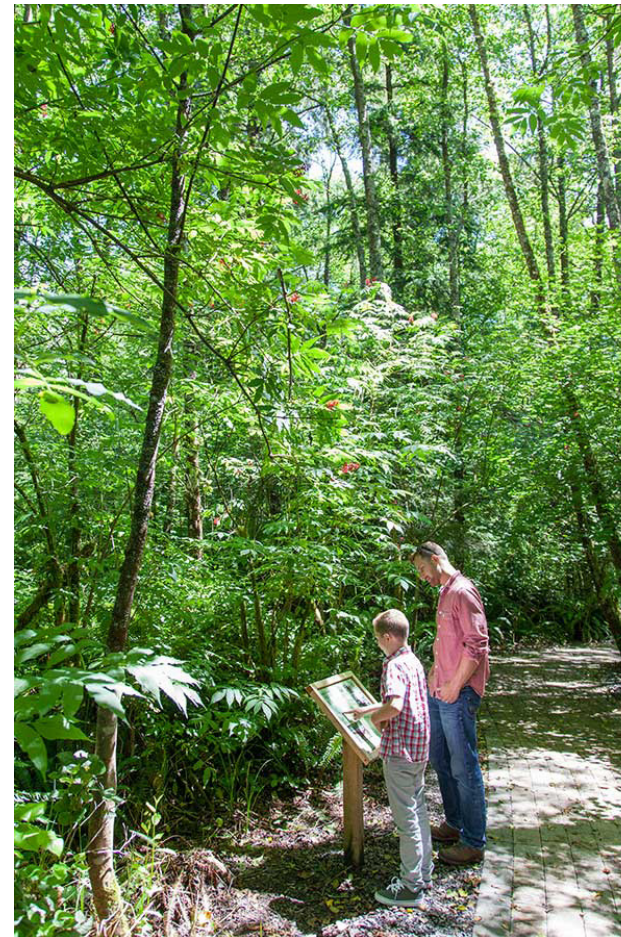
A memorable visitor experience on the Tillamook Coast connects people to place. Its success depends on travelers easily finding their way around unfamiliar areas, locating the attractions they traveled here to see, and helping them discover new adventures along the way. This journey involves factors both tangible and intangible: clear and easy directions, finding your way without getting lost, feeling welcome, engaging with locals. These all must work together to meet travelers’ needs and expectations.

Here in Bay City, sharing special places and making visitors feel welcome is the easy part. But what else can we provide to aid and enhance their experience?

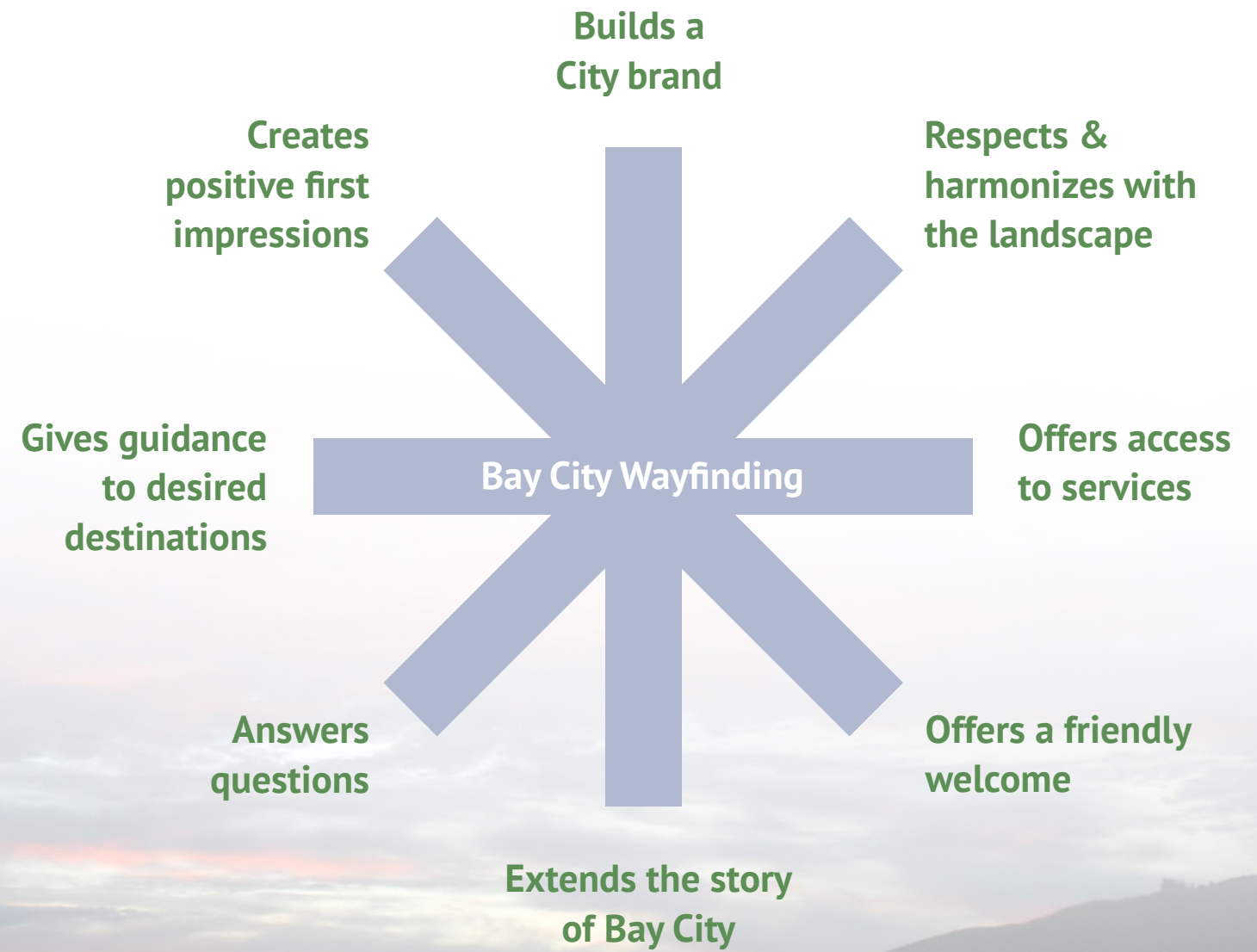
Effective wayfinding—making sure travelers have all the information they need to enjoy their time in Bay City—not only helps visitors appreciate your special stories and way of life, but enhances the cohesion and economies of your community.

How? By developing tools unique to each community, wayfinding can provide a unified connection to a visitor’s overall Tillamook Coast visitor experience. This rewarding and authentic experience will be one that travelers will want to repeat.

Wayfinding fits in when it enhances a visitor’s memories of their experience by making them easier to organize. A village theme that reflects the core of your community will be retained more strongly in a visitor’s memory. Bay City’s unique persona will then have successfully created a point of interest— connecting people to place.



How Wayfinding Works: Creating a Better Visitor Experience in Bay City



The Case for Good Wayfinding

Beyond the need for basic navigation, identification and information, wayfinding systems serve an important role by defining a sense of place. In today’s economic climate, it is not enough for visitors to simply know “You are Here.” Instead, it’s essential to engage the visitor and build an environment that illuminates and promotes what exactly “here” offers.

Wayfinding—knowing where you are, where you want to go, and how to get there—was one of the primary needs identified when the tourism program was first established in the 2014 Tillamook County Tourism Asset Mapping Report, and one which was given high priority.

A clear and attractive wayfinding system is essential to developing a program of tourism promotion and marketing, capable of guiding residents and visitors alike throughout the county while also enhancing their understanding and experience of these amazing places.

Kiosks, directories, banners, interpretive elements and even regulatory signs can all enrich a visitor’s experience. Taken together, they bring awareness of different points of interest in Bay City—retail district, historical areas, and landmarks that visitors may not know about and may not be included in navigation technologies.

These added benefits of wayfinding not only enhance the spirit of Bay City but in a very tangible way help to create a cohesive brand—all while sustaining economic vitality and viability.



Wayfinding is more than moving visitors from point A to point B—rather, it is providing an exceptional experience along the way.

References

Tillamook, Wayfinding Technical Memo, Tillamook Area Chamber of Commerce, November 2016

“Visit Tillamook Coast Wayfinding Master Plan, Final Plan 2017”

Streetscape and Servicescape

A welcoming streetscape should strive to convey a city’s inherent sense of pride. Throughout the world, visitors are drawn to quality environments that effectively blend the natural with the man-made. Attention should be paid to reduce streetscape sign clutter which distracts from the visitor experience visually and economically and at a minimum, offers unclear messages. With too many types of signs in the streetscape, it is far too easy for a town’s appeal to become overwhelmed by signage.

The following guidelines can assist the placement of all streetscape elements:

- Wisely allocate space:** when street space is limited, elements can conflict with one another, limit visibility, and create a sense of clutter. All streetscape elements should be located with consideration for the requirements and constraints of other streetscape elements that may also be placed on the street.
- Accommodate pedestrian needs:** the placement of streetscape elements should allow for the comfortable and efficient flow of pedestrians.
- Be enjoyable:** streetscapes should provide a diversity of amenities and spaces for public enjoyment and include elements of surprise and variety that reflect the spirit of Bay City.
- Strive for “wholeness:”** the layout of streetscape elements should emphasize “wholeness”— placements that look at an entire block or corridor rather than individual elements situated in a piecemeal fashion. Be consistent with long-term goals for the design and function of the entire street.



Bay City City Hall



Bay City Arts Center

Methodologies

To ensure the success of the process, a new Wayfinding Plan should be guided by the following principles:

- ➔ **Systematic**—a plan becomes a system when each component plays a role in guiding visitors and residents. Wayfinding elements should fit together and be recognized as part of a system even though they may be different sizes and designs. responsibility for inventory, inspection and cleaning. Managing the addition or subtraction of destinations, as well as expansion into new areas will be ongoing. Annual budgets should allow for regular maintenance and for future replacement as needed.
- ➔ **Consistent**—wayfinding elements should be consistent in their branding and use.
- ➔ **Adaptable**—wayfinding components need to be adaptable to serve a variety of purposes, including branding, visitor and resident orientation, improved traffic flow and support of economic development.
- ➔ **Sustainable**—as the wayfinding system is installed and built out, it will be critical to develop a maintenance schedule with clear lines of
- ➔ **Growth**—once the initial components are completed, they should be evaluated and any changes incorporated. Future phases may evaluate a downtown wayfinding connection to city parks; recreation locations; an interpretive plan (telling the Bay City story and highlighting the Visitor Experience), and more interaction with the Arts Center. See pages 22-23 for an overview of the concept of a “Town Center.”



City of Tillamook Gateway sign installation.

Design Toolbox

Creating a cohesive and effective wayfinding program involves many elements of communication. Visuals, fabricated materials and messages unite to make a compelling experience for visitors and residents. Each of these components is one tool in creating signage, gateways and displays that will inspire visitors and neighbors to celebrate Bay City.

The Design Toolbox brings together different disciplines, aesthetics and standards to make a public connection. In our toolbox, you'll find the following:

TYPOGRAPHY & LEGIBILITY
DIRECTIONAL ARROW
BAY CITY COLOR PALETTE & COLORSCAPE
LOGO
WAYFINDING SYMBOLS
MATERIALS
FABRICATION METHODS

Schematic Designs

Schematic designs show how an integrated family of sign types—identity, directional, interpretive and safety—work together. Each sign type has its own visitor service goal, but all are united by a single design standard. The nature of schematic designs is to convey concepts and directions which can then be fulfilled and detailed further in the future if the community adopts this design direction. Figures of people are included in these designs to provide a sense of scale.

WELCOME GATEWAYS
DIRECTIONAL WAYFINDING
VISITOR KIOSKS
PEDESTRIAN WAYFINDING
INTERPRETIVES



 **Design Toolbox /** Typography and Legibility

Typography is one of the most powerful tools available to support Bay City Wayfinding Plan’s effectiveness and brand. Used consistently, both residents and visitors will quickly recognize the value it adds to the streetscape by creating a strong, unified and recognizable wayfinding design. Typography helps to create a distinctive visual look for Bay City and any future expansion of the program will be made stronger and easier by the consistent use of these fonts.

Tenebra Regular has been selected as the primary branding font, with its creative and organic aesthetics. The font is unique in its composition and establishes a visual brand, even without a logo.

PT Sans Pro is an important primary and secondary font family, utilized for messaging applications. This multipurpose face is clean and modern and complements Tenebra. PT Sans Pro is also part of the VTC Master Plan.

TENEBRA REGULAR
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 1234567890&

PT Sans Pro Regular
 abcdefghijklmnopqrstuvwxyz
 ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890&

PT Sans Pro Bold
 abcdefghijklmnopqrstuvwxyz
 ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890&

Where does scale and legibility matter? The critical issue for any wayfinding sign is finding the right dimensions for the unique needs of a particular place. For transportation departments, the legibility issues that matter most are size and contrast on vehicular signs. Testing for scale in various environments should not only be part of the approval process, but should also be a key step to evaluate the effectiveness of wayfinding elements in the environment.

When deciding letter height on signage, there are many factors to consider. The rule of thumb in most studies is letter forms should be clearly legible from 30 feet per inch of height. If the typography is used along a road, speed and time are other key factors to consider (see charts, right).

LETTER HEIGHT	READABLE DISTANCE FOR MAXIMUM IMPACT	MAXIMUM READABLE DISTANCE
1"	10'	30'
2"	20'	60'
3"	30'	90'
5"	50'	150'
7"	70'	210'
10"	100'	300'
12"	120'	360'
15"	150'	450'
18"	180'	540'
24"	240'	720'
30"	300'	900'
36"	360'	1080'

Example: if a sign will be viewed from 300' the recommendation is for letter height to be between 10" and 30" tall

DURATION OF READABILITY (TIME IN SECONDS)					
		Letter Height			
		4"	6"	8"	10"
M.P.H.	25	5.5	8.2	10.9	13.6
	35	3.9	5.8	7.8	9.7
	45	3.0	4.5	6.1	7.6
	55	2.5	3.7	5.0	6.2
	65	2.1	3.1	4.5	5.7

Example: if a car passes a sign at 45 mph, 6" high letters will be legible for 4.5 seconds

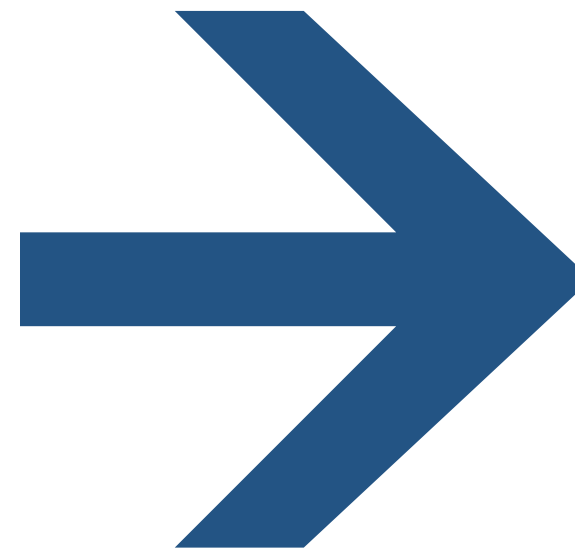
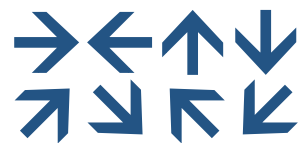
Source: Stouse Signs
<http://blog.stouse.com/4-critical-factors-signage-letter-size-visibility/>

 **Design Toolbox / Directional Arrow**

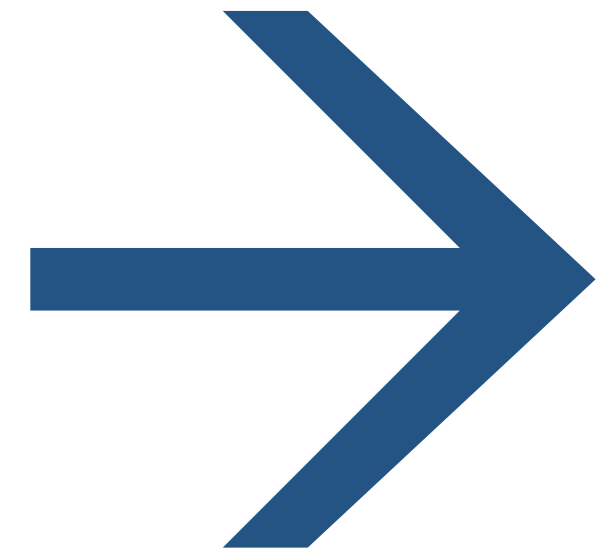
In its simplest form, an arrow is a line with a triangle affixed to one end, used to point to or indicate direction. For the Bay City wayfinding program, the arrow extends navigation and points to the next visitor attraction and experience.

Two arrows have been designed for the Tillamook County Wayfinding Master Plan, with clarity and uniqueness in mind. Each has its own distinct function and application. The **bolder arrow** is used for vehicular directional signage. The **light weight arrow** is used on sidewalk pedestrian wayfinding. These alternate weights ensure the best legibility standards.

NOTE: These Directional Arrow standards apply only to signs in this plan that are NOT located and regulated by ODOT and County Sign Policy Guidelines.



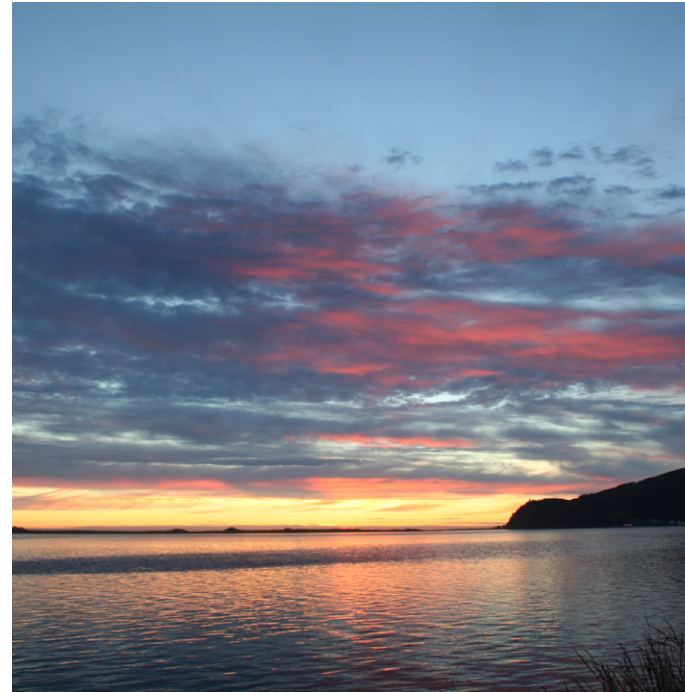
Bold Arrow:
Directional Signage for Vehicular Traffic



Light Arrow:
Pedestrian Wayfinding Signs

 **Design Toolbox / Colorscape**

Directly or indirectly, colors reflect a sense of place and add insight to understanding the city’s historic past, and its vibrant and charming present. The Bay City **colorscape** tells a particular story. Its colors are distinctive—connecting visitors to your city’s environment, events and spirit—with the color names in the palette reflecting local pride. Color also brings unity to design and promotion endeavors, while complementing community branding.



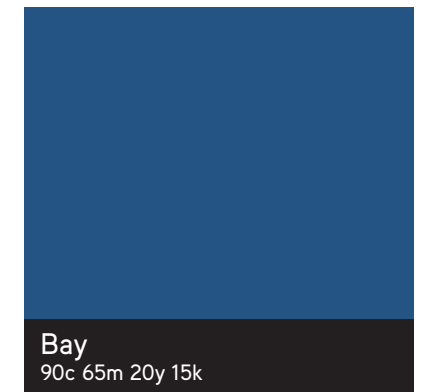
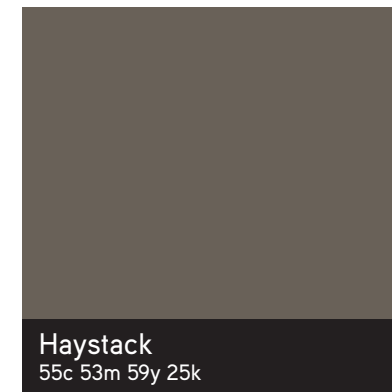
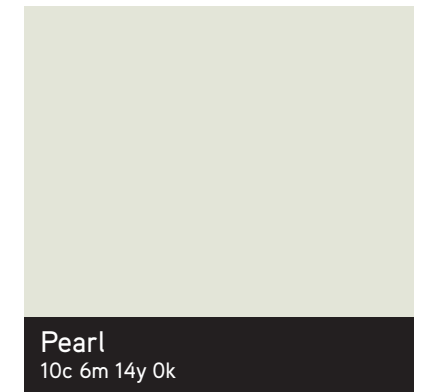
 **Design Toolbox / Bay City Color Palette**

Color is one of the most powerful design elements available in your design toolbox. Color is inspirational and on a practical level, it is the glue that holds together the many parts of a wayfinding plan. This amazing attribute is evident in nature, when we consistently identify a unique landscape or a time of day by color. Visitors, consumers and students of all kinds are very aware of color—consciously or unconsciously—and use it to make decisions, take action and qualify emotion.

The color palette created for Bay City wayfinding will be extended to branding and a broad range of visual communication. These colors exhibit a confluence of bay and bivalve nautical, land, sky, and people—creating a bold dialogue. The two primary colors, **SLOPE** and **BAY** are drawn from the unique perspective living on the Bay.

It's important that colors in the wayfinding palette Toolbox have high contrast and legibility. **Seven colors** have been selected for their complementary color values that also relate well to fabricated structural elements. Other colors may also be introduced for use with interpretive graphics and special regulation messaging, such as black for paragraph text and red for warning messages.

COLORS are specified by program color name and CMYK formulas.



 **Design Toolbox / Logo and Branding**

A major component to creating a vibrant and distinct sense of place for any community is strong visual branding. Logos often form the cornerstone of this communication for tourists, visitors, and residents providing a clear visual reference to understand your unique community.

Logos are especially useful in that they can be utilized in wayfinding instances where they quickly help identify a “sense of place.” The Welcome Gateways, for example, are an ideal application. Logos can also be used effectively in instances where interpretives are offered, on the City’s website and vehicles, banners, posters, event promotion and merchandise.

Currently, Bay City’s branding is in flux, with an undistinctive oval mark and inconsistent usage. We recommend undertaking a more thorough examination of identity needs, including reviewing whether a new community logo might be merited. Any identity branding should be addressed within a separate design process, involving participation by community members and special interests. Wayfinding objectives will greatly benefit from a strong and memorable graphic identity, but creating such a logo and logotype are not included in this scope of work.

The logo to the right shows an example of how we might explore the development of a new Bay City logo using typography and graphic imagery.








CONCEPT IDEA



A sampling of symbol forms associated with Bay City

 **Design Toolbox / Wayfinding Symbols**

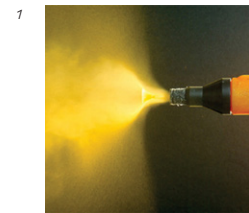
Picture reading is universal and fun in wayfinding communication. Non-verbal pictograms help reinforce written messages and are recognized quickly. Since bringing diverse symbols together is sometimes a challenge, there is often a benefit to creating a distinct set of symbols unique to a project. The pictograms shown here are being developed for Bay City directional signage and use on map and guides. They do not suggest any specific organization, such as the Arts Center, which would need its own true logo.

      *Symbol forms designate and clarify instances of **safety, visitor services, businesses, recreation destinations and information/education,** and are differentiated in some applications by color.*



A sampling of symbol forms utilized in the Bay City program.

Design Toolbox / Materials and Fabrication Methods



Bay City’s sign structures honor its architectural and heritage. Constructed of regional materials with local craftsmanship sensibility, the plan’s materials palette incorporates regional materials such as substantial unfinished timber (which will weather), river rock bases, exposed craftsman hardware and slotted sign faces. The graphics create a unified program and give visual cues to this village on the Oregon Coast.



A wayfinding program is meant to last for a long period of time, sometimes as long as 20 years, so specified technologies and fabrication are crucial to longevity in the field. With the client, we will evaluate the elements of cost, performance, environment, vandalism, maintenance and flexibility.

Posts

Gateways: Western red / Port Orford Cedar—UV inhibitor

Directionals: pressure treated wood—UV inhibitor, aluminum—powder coated

Kiosks: pressure treated wood—UV inhibitor



Bases

Gateways: local river rock, concrete, custom hardware, bases must be engineered

Kiosks: custom, metal hardware—powder coated, concrete footed, engineered



Sign Faces

Gateways: painted aluminum “boards” mounted to solid background of same color, with “grooves” created by spaces between boards. Additional graphics layer cut from aluminum, flush mounted to minimize vandalism

Directionals: powder coated aluminum panels with laser cut vinyl graphics

Kiosks: HPL panel, powder coated aluminum panels with laser cut vinyl graphics. Display case



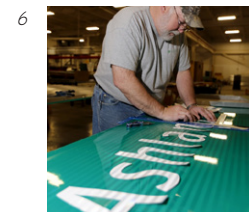
Hardware

Hardware, gussets and end-caps: Galvanized steel, welded joints. Break-away bases where required by County and/or City. Painted finish and/or sealed finish

Kiosks: Metal roofs

Directionals: Direct bury in new concrete footing or buried J-bolts with plate and through-bolts

Lamps: Gateways, with electrical source supplied by the City of Bay City when possible



Banners

Materials: 13-18 oz vinyl; or 10 oz vinyl mesh. Nylon threading, hemmed.



- 1 powder coated aluminum panels
- 2 cast aluminum post finials
- 3 pressure treated wood
- 4 steel brackets, hardware and ties
- 5 river rock bases
- 6 vinyl graphics
- 7 high pressure laminate panels

Vinyl

Polyvinyl chloride (PVC) film that, in sign-making, is backed with an adhesive that creates a strong bond to a variety of impervious surfaces when pressure is applied. The application and removal process is fairly easy for a professional sign shop. Vinyl graphics typically last an average of twice the life expectancy of most paints used in traditional applications. Long-term UV exposure can shorten the life of this process.



High Pressure Laminate (HPL)

This signage process uses heat and pressure in fabrication, resulting in a final product that is a permanent fusion of image and HPL that does not de-laminate, separate, crack or peel. Signs and murals are generally impervious to moisture and resistant to UV rays, scratching, impact damage, and graffiti. Digitally printed subsurface images, with unlimited color, are fused into a single panel with phenolic and melamine resins. HPL lifespan is generally guaranteed for 10 years.



Paints and Coating

These items generally have the most visual evidence of wear over time. Technology has extended longevity greatly in the last few years, but it is important not to underestimate the environment’s impact on fading.



Bay City Locator Map & Signage Types



Gateways & Electronic Message Board (pgs 20-23)

- South end, at Alderbrook
- North end, on Hwy 101, west side, between tracks and guardrail
- Electronic Message Board, adjacent to City Hall and Library
- City Marker, replaces existing gateway, with emphasis on Downtown and welcome



Pedestrian Directionals (pg 26)

- 5th St. and Hayes Oyster Drive, Methodist Church. Directing to downtown, parks, camping, services
- 4th St., near A St. directing to downtown, parks, camping, Arts Center, services



Vehicular Directionals (pgs 27-28)

- 5th and 6th St. directing towards downtown, parks, camping, services
- 5th and Portland Ave. directing towards Watt Family Park and dog play
- 4th and B St. directing towards library, City hall camping, Al Griffin Park, Arts Center
- 5th and B St. directing towards Arts Center, City Hall, Al Griffin Park, camping



Destination Signage (pg 29)

- Bay City Arts Center — A St. and 5th St.



Kiosk / Interpretives (pg 25, pg 33)

- Al Griffin Park — History, and destinations such as Kilchis Point Trail. Park-to park trail
- Watt Family Park — Dog play, future playground. Park-to park trail (Griffin, Forest, Watt)



Art to the Rescue (pgs 24, 30)

- Grand Mural at City Hall
- Sculpture on the "Town Square"
- Art in Watt Family Park — Woof — Instagram opportunity

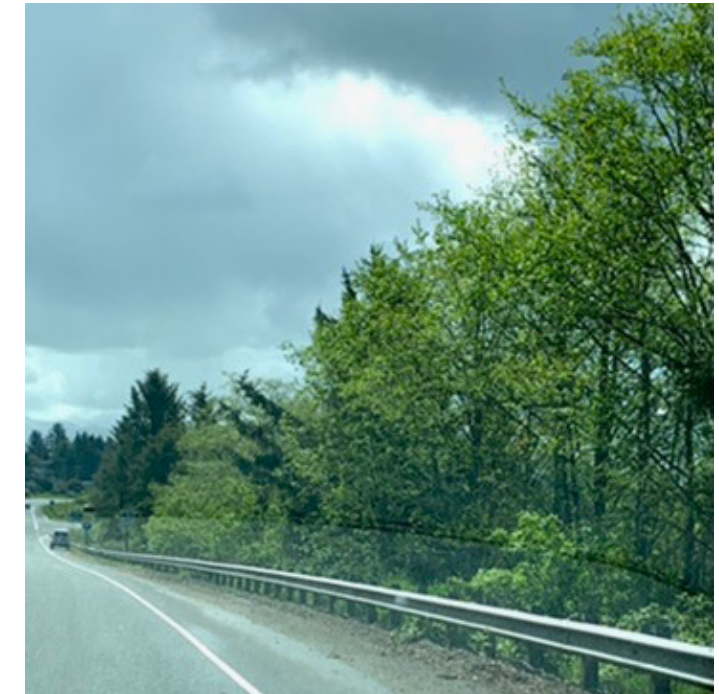
Approaching Bay City / First Impressions Count

Beyond the bay, trees, the road and the sky, communities rely on signage and gateways to engage a visitor's attention.

This collage represents the first glimpses of Bay City. These are the current locations on the road where the city greets new visitors and welcomes home residents.

The Gateways of the Bay City wayfinding plan are some of the most important, and are designed with specific criteria in mind:

- **Harmonize with landscape**
- **Present Bay City branding**
- **Act as destination markers / informational aids for traffic, i.e. "where is downtown?"**
- **Welcome new and returning visitors**
- **Be designed for longevity, all-weather and minimal maintenance**
- **Be inspirational and display community roots**



These Bay City entrances do not engage or welcome the traveler.

Welcome / Bay City Gateways

Bay City gateway signs are an opportunity to welcome first-time and returning visitors to a high-value guest experience. Any gateway structures must honor the architectural and natural heritage of the “The Pearl of the Tillamook Bay,” and extend a strong identity brand for Bay City and the Oregon coast.

Existing entrance signs do not establish a coherent or consistent Bay City brand and can easily go unnoticed by travelers. The wayfinding methods to navigate to downtown are confusing and almost lost in the landscape. In addition, County designation does not make the case for a visitor to stop and explore, grab a bite of food, hike to Kilchis Point, or explore a gallery.

New gateways should be relocated for effectiveness and preservation of views. Currently, the City approach experience is being influenced by roadside advertising and inconsistent signage. Distinctive and well-maintained gateways promise a higher quality visitor experience and the chance of longer stays and potentially, a return visit.

The gateways will have a clear community brand—a welcoming, elegant and memorable signage element. In the future, it will be advantageous for merchant signage to dovetail with this wayfinding plan for greater visual impact. The current Bay City gateway sign is shown to the right. Below are some examples of other project solutions.

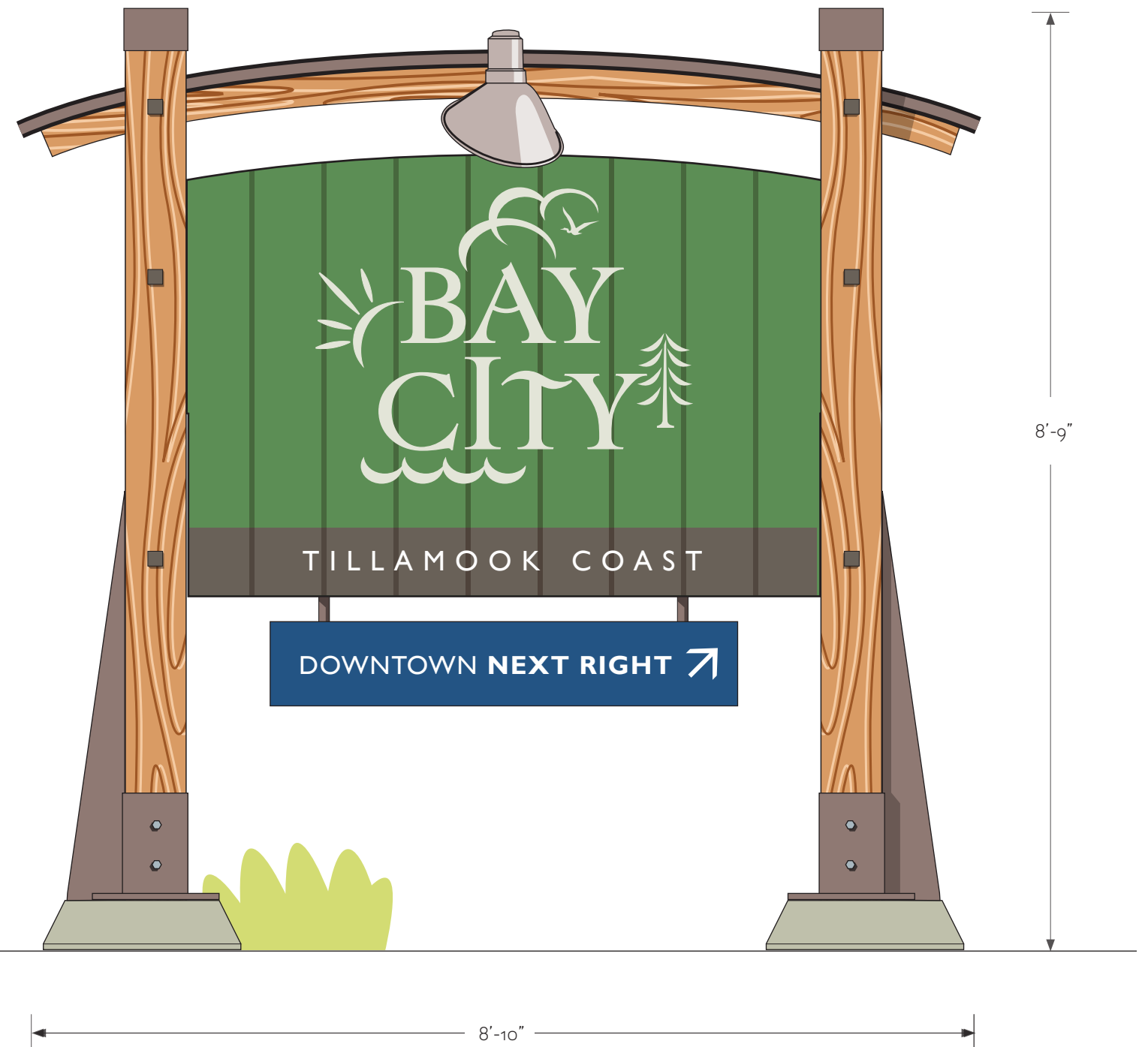
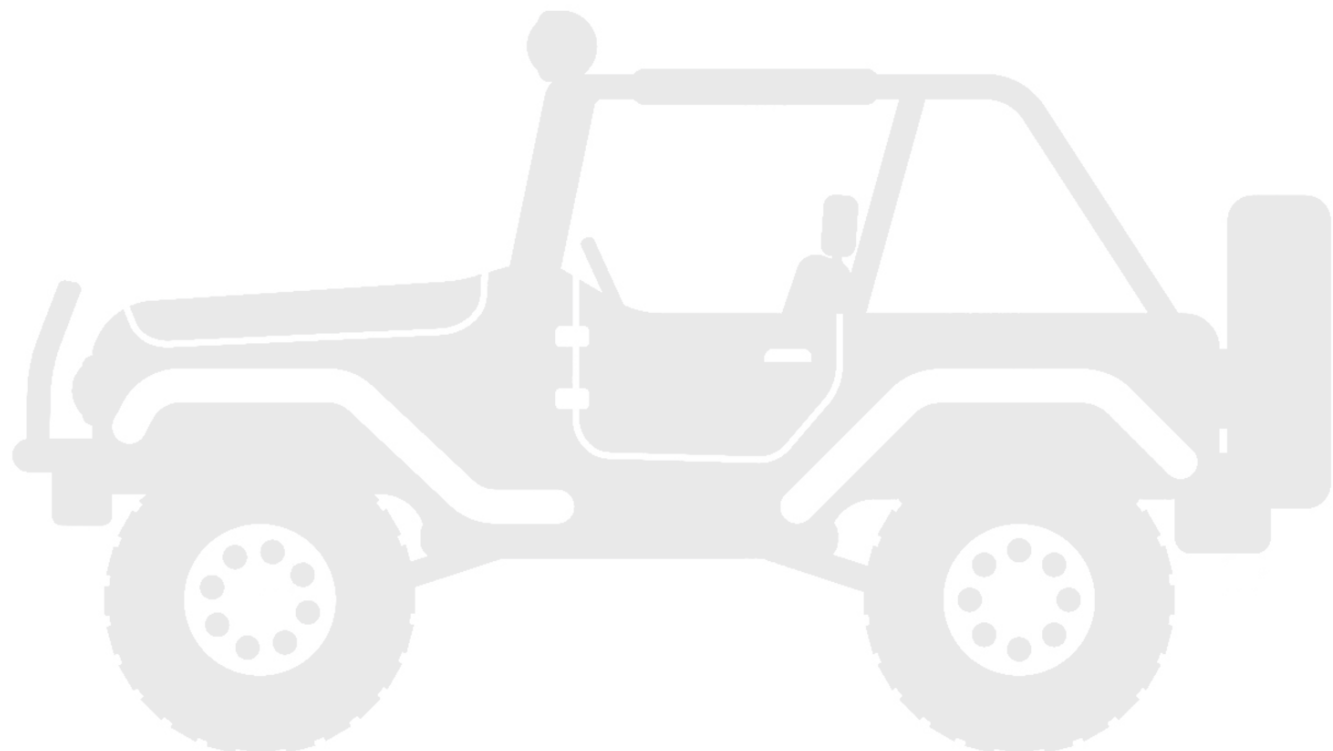


Some samples of iconic gateways which contribute to memorable traveler experiences. First impressions count.

Bay City Gateways / South and Downtown

This Gateway design would replace the signage on Hwy 101, near the turnoffs for downtown, and introduce a new south gateway on Hwy 101 and Alderbrook. A bit bigger and architecturally more significant, the messages are compartmentalized by shape, layout and color to make it visually easier to read by the car-traveling visitor. Materials include substantial unfinished timber and craftsman style hardware. Sign faces are painted aluminum panels that give the appearance of tongue and groove. The 'downtown' version is two-sided, and the 'south' installation is one-sided. If possible, a lighting plan will aid in nighttime and stormy weather conditions.

Beautification and landscaping surrounding the gateways is an important element. The existing nearby signage plaza on Hwy 101 and 5th Street may be removed and a beautification landscape program could incorporate both.



This distinctive new gateway will quickly be noticed by both returning visitors and first-time visitors. The Downtown sign will emphasize the directional component, and the South sign will include a seasonal event.

Bay City Gateway / North

This gateway design is located traveling South on Hwy 101. The gateway announces the arrival to Bay City and signals the traveler to watch for places to go and things to do. Installed behind a guardrail, the single-post accommodates both the sloping landscape and railing. The length of this post will be determined by the drop off.

Materials include substantial unfinished timber and craftsman style hardware. Sign faces are painted aluminum panels that give the appearance of tongue and groove. This gateway is one-sided. If possible, a lighting plan will aid in nighttime and stormy weather conditions.



Electronic Message Board / a New “Town Square”

The plan for an electronic message board in Bay City has been proposed for the location adjacent to City Hall and the Library. This presents a unique opportunity to create a meeting place, where the community of Bay City welcomes new visitors with services, information and creativity.

In a sense, you’re poised to create a symbolic “town square”— an ideal time and place to make a lasting impression, where the city express to a traveler that Bay City is a great place to visit and return to, and offers a welcome, a bit of history, and a look towards the future.



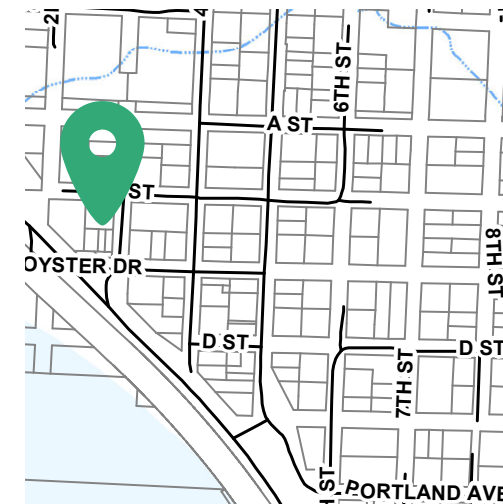
Creating a welcomic meeting place for conversation and reflection



The current locaton adjacent to City Hall and the Library is a series of empty lots



Connecting Bay City to travelers and visitors through a symbolic “town square”



Electronic message board would be visible to Hwy 101 travelers

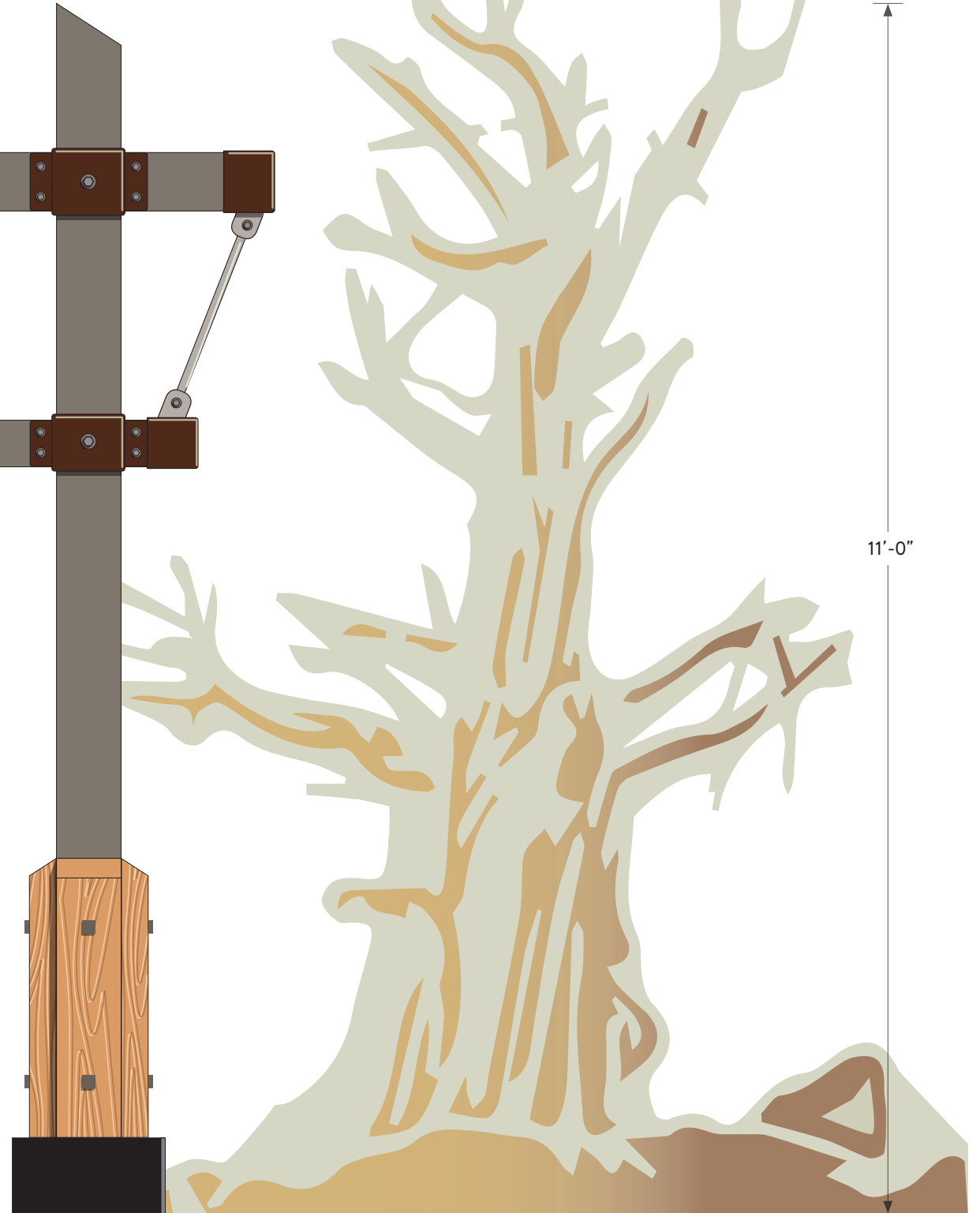


A future welcoming place. Parking, plants, art and more

Electronic Message Board / a New “Town Square”

Seen from Hwy 101, an electronic 2-sided programmable message board will tell travelers what’s in store for their visit. Residents will be updated about upcoming events. Typically, this type of signage is utilized in commercial wayfinding, but we recognize the need to make this equally a civic project, about pride and portraying a unique town. In this concept, we’ve shown a distinctive snag tree installed nearby—a visual touch-point and symbolic of working with nature.

As this triangle property on the edge of Hwy 101 develops, future teams and collaborators will be involved. The picture gallery below suggests some of the elements which could be included.



Making a “Town Square” a meeting place, where you’ll find benches and a plaza. Low walls help shield pedestrians from parked cars.

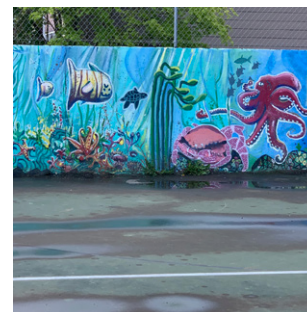
Organic paths made of natural pavers or artful and sustainable recycled materials.

Evergreen planters. Seasonal flower beds. A natural feature, such as an installed snag, expressing the mindfulness of Bay City. Public art for the main plaza can create meeting spots.

Streetscape and Hwy 101 Corridor / Mural Program

The creation of an ‘artscape’ visible from Hwy 101 has been suggested as one way for visitors to get to know the spirit of Bay City. An artist’s mural would be commissioned for the 3rd Street wall of City Hall and the adjoining building. The mural should be hip and cool, not childish, and worthy of a visitor’s stop to be photographed. Perhaps it’s interactive as well!

A mural can give you the sense that you have ‘arrived.’ Thus, Bay City is saying, “we have made an artful effort—come enjoy, respect our home and stay awhile.”



△
These images are placeholders for the concept of a Bay City mural at City Hall.

Visitor Kiosk / Al Griffin Park & Forest Park

Kiosks are exciting information hubs, the most welcoming of Bay City hosts. Kiosks in the streetscape and parks make the environment pedestrian-friendly and welcoming to travelers. Kiosks are go-to street monuments, where Bay City can simultaneously display its own unique pride while helping to guide a visitor's adventures.

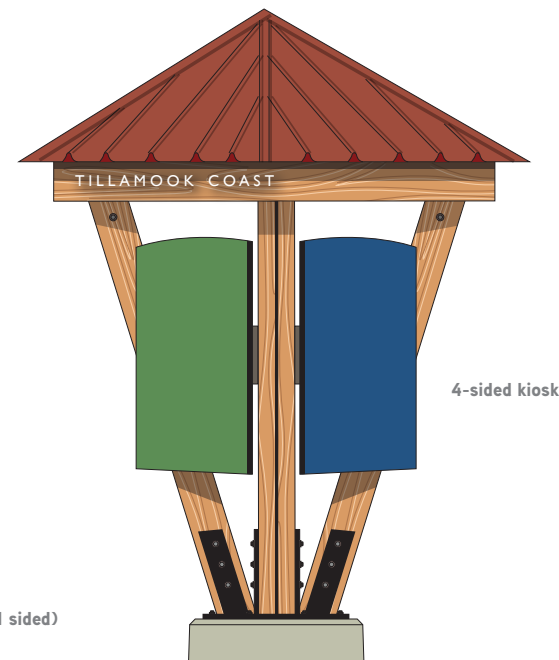
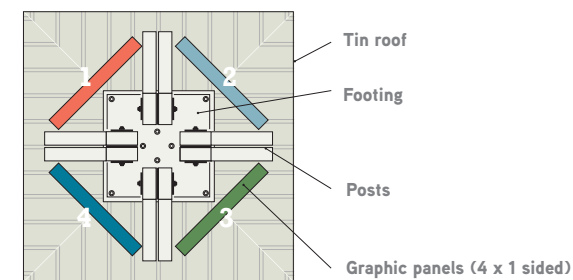
Kiosks are flexible and can be programmed in many ways—city map, downtown information, restrooms, parking, and events. At this time, kiosks are being recommended for Al Griffin and Watt Family Parks. At Al Griffin Park, the kiosk would offer Bay City history; describe the park's services (camping, skating, the playground); offer information about the nearby Arts Center; and describe a downtown walk including other in-town parks, as well as the short drive to stunning Kilchis Point.

The Watt Family Park kiosk will poke fun at doggy play; mention the future playground in the works; speak of the bay's history; and offer the park-to-park trail (Griffin, Forest, Watt).

The pavilion-like kiosk design has a small footprint, but a high profile. The kiosk design references regional elements—hefty timber and forged metal—giving it the feel of a shelter.

The graphics shown here are placeholders only; final designs would be developed in Phase 2.

Top view



Rolled tin roof.
Wood and welded framing. UV inhibitor.
Custom hardware
▷

VTC brand lettering at top
▷

Full-color, high pressure phenolic laminate interpretive panels.
Welded metal framed-edge
▷

Concrete footing (small footprint).
Substantial welded hardware
▷



Pedestrian Wayfinding / Directionals

Directional signs are an important tool in wayfinding. Pedestrian directionals enliven the visitor experience by encouraging walking around downtown, and creating a sense of place. Wayfinding make businesses and destinations more accessible, fun to find and add appeal to streetscapes. As Bay City downtown commerce grows, so may the number of this sign type.

A pedestrian directional system can greatly reduce wayfinding confusion. These colorful directionals not only offer information but answer essential questions and announce visitor destinations, i.e. parking, shops, restrooms, parks and trails, etc.

These directionals follow the VTC design standard and utilize the Bay City palette. They also include a unique custom marker for Bay City, distinctive and memorable.

The multi-panel directionals offer built-in flexibility, with panels that can be updated individually and cost-effectively. Merchant names are not recommended on these signs, as it would result in an unmanageable sign size and too frequent changes. Instead, printed and online maps, that are more adaptable, can include merchants and services which can be updated seasonally.

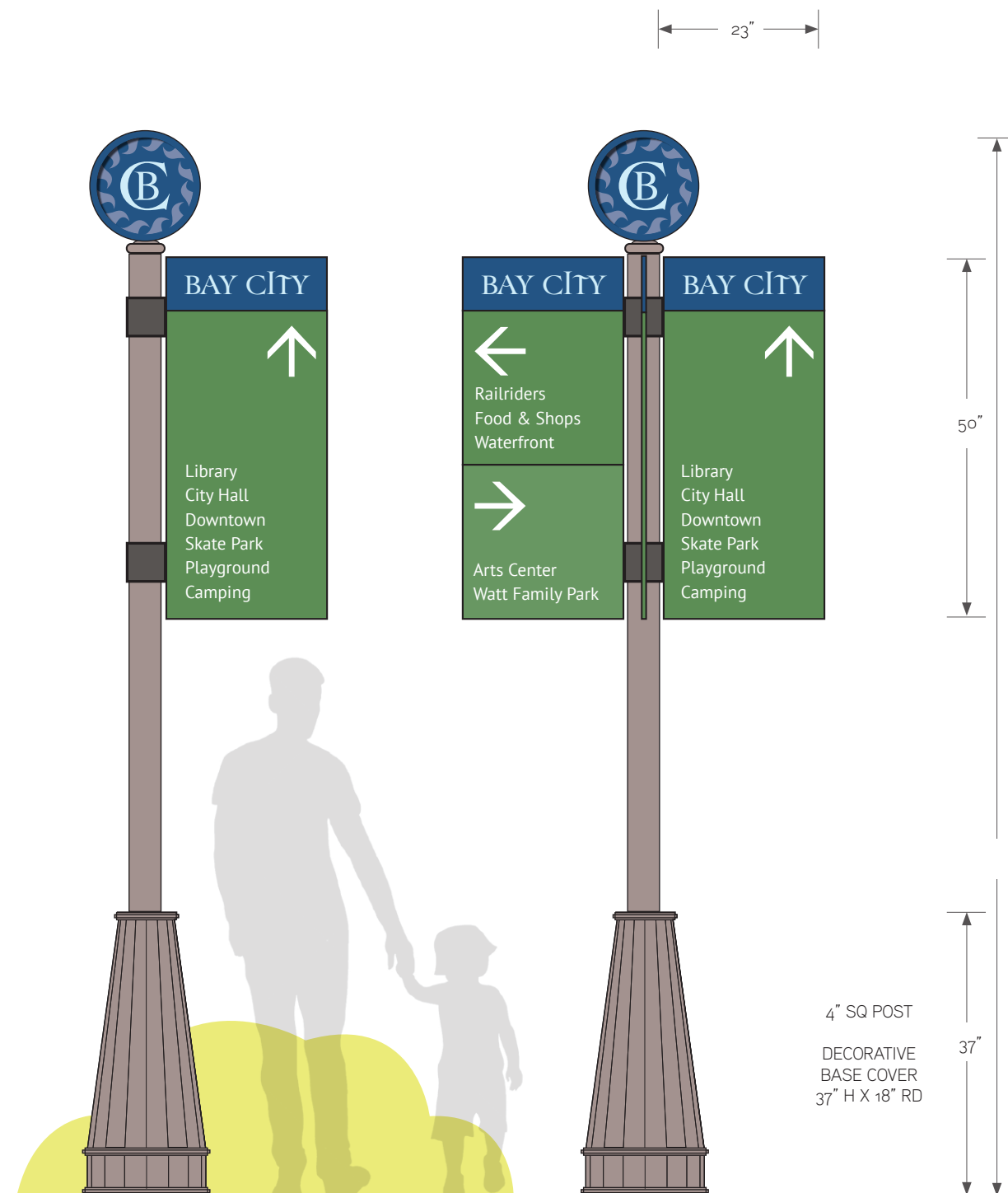
The designs shown here do not depict actual sign messages. The message schedule for Bay City would be developed in Phase 2.



Distinctive Bay City post-topper. BC initials & "bay-waves frame" Metal medallion, etched, paint filled

Metal sign panels vary in number—from one single panel to a maximum of four. Vinyl graphics

Powder-coated, custom sign posts with decorative base covers. Concrete footing with break-away hardware



Vehicular Destination Directionals

Directionals ease visitor confusion and contribute to a welcoming Bay City experience.

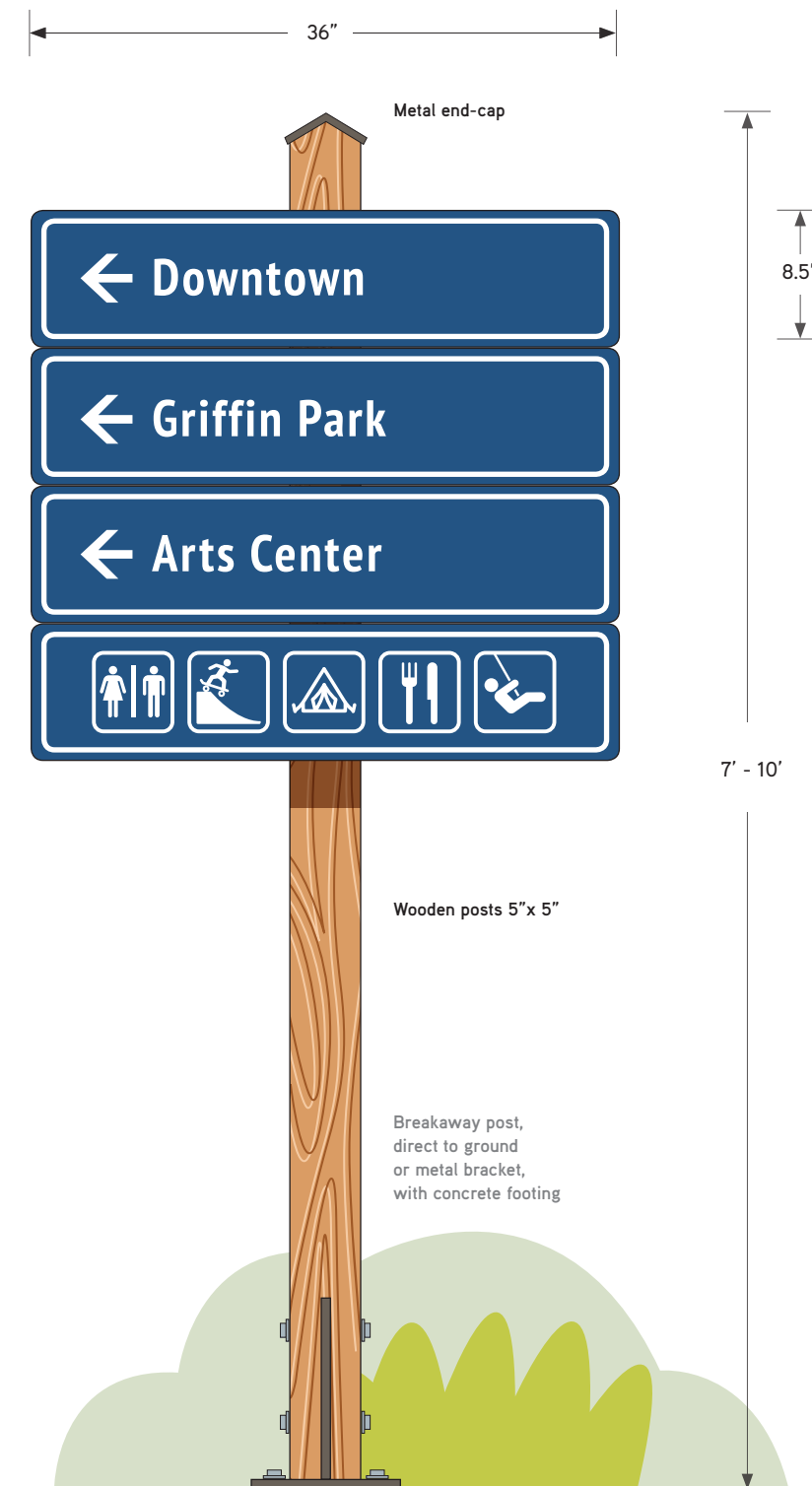
The primary goals of this category of signs is to direct drivers to Bay City destinations and services. Clarity and unity are objectives for this system of signs. Location, height, legibility and sight-lines for drivers are important considerations.

Typography is vinyl—flexible and cost effective. Wooden posts and metal end-caps add distinction to the streetscape.

In this case, seen here and on page 28, the actual sign messages need to be considered in reviewing this plan.



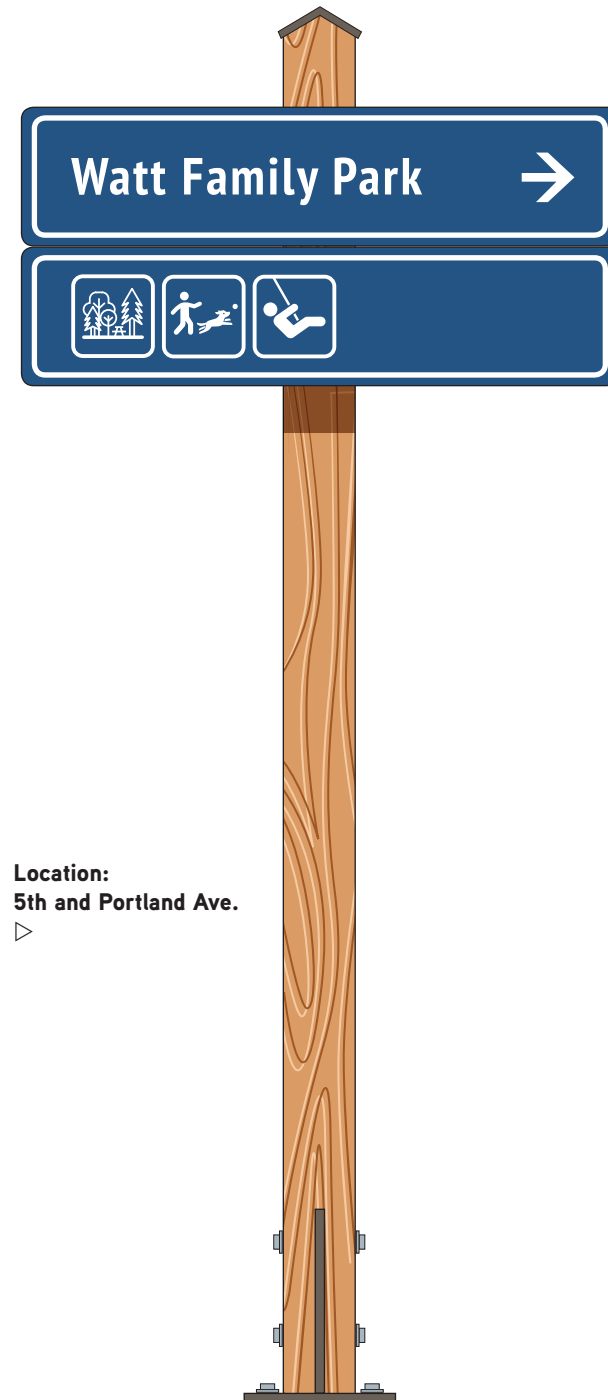
Location:
5th and 6th St.
▽



Vehicular Destination Directionals / *continued*

The wayfinding team recommends adding two signs on 5th Street to this family of signs.

Symbol forms will designate and clarify instances of safety, services, recreation and commerce.



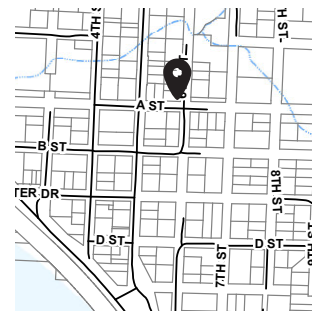
Unique Destination Signage / Bay City Arts Center

Bay City destinations will utilize “identity” signage to announce to residents their common grounds and offerings and offer ‘not to miss” features and events to visitors. Identity signs make businesses, non-profits, trails and destinations more accessible, fun to find, and add visual appeal to the Bay City streetscape. The first of these priority destinations is the Bay City Arts Center—a nexus of the arts, with great potential to broaden its audience and increase attendance.

The Arts Center can attract attention and express its importance in Bay City culture with a renewed building sign and brand. The sign would be welcoming, visible from a greater distance and expressive of the Center’s mission. The schematic drawing here offers just the beginning stage for a design direction that would be further developed in Phase 2. This would also be a good time to further explore the Art Center’s brand, logo and community-view and visitor-expectations.



- Goals:**
- Higher visibility
 - Compliment architecture
 - Visually explain BCAC’s mission
 - More color
 - Cross cultural
 - Welcome and open to the public
 - Events board



Art to the Rescue / and Nature too!

Art and nature play a pivotal role in wayfinding for the traveler, and offer great benefits for the long-time residents as well. Art can express the health and vitality of a community and create vibrant people-gathering places, moments of curiosity and conversation.

Art offerings can be as simple as a designed bench that offers a place of respite, an object that tells a story, a spot of beautiful color, or an enjoyable landmark. Art invites and provides periods of community involvement. Art is what legacy is made of and can define the identity of a community. Art engages, acknowledges previous cultures and present joy. Art offers visitors and residents a “wow” factor.

Nature can do the same and more. Imagine a nest being built, the shape of the coast, rocks underfoot—these all make a lasting impression. Nature establishes views and invites the traveler to slow down and look at the world around them.

Wayfinding can use these natural cues to great effect. This plan recommends utilizing thoughtful art and nature to create meeting places and highlight destinations.



Hand in hand with nature



Places to meet and interact, a mural project



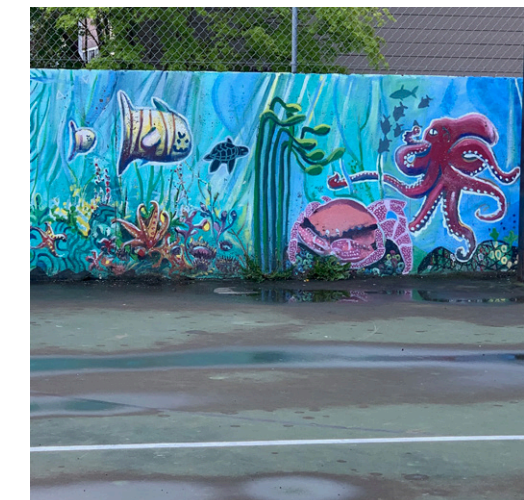
Honoring other inhabitants of the Bay. Large scale sculpture in Town Square



Art can honor the past. Enamel photo murals



Poking fun at the obvious at Watt Family Park, finding friendly icons



Community projects

Recognizing Hot Spots / Approach to Bay City

The primary crossroads of Bay City for both drivers and pedestrians is also a hot spot of friction—where interactions between merchants, residents and visitors are not fully optimized. In most instances, downtown Bay City and most merchant offerings cannot be seen from Highway 101. As a result, events cannot be announced and only those few businesses located on Hwy 101 benefit. Many cultural and recreational destinations Bay City has to offer go unnoticed and are even difficult to find online. The result is that Bay City is often unrecognized and bypassed, in the shadow of the City of Tillamook.

In seeking a solution for improving the visitor experience, the first task is to document the community’s objectives and evaluate current conditions; then outline possible solutions.

WEAKNESSES:

- Lack of Bay City branding
- Where is downtown Bay City?
- Unnoticed approaches
- Little sense of what the community offers
- Lack of merchant support
- Unfriendly and dangerous to pedestrians
- Cluttered streetscape
- Lack of and inconsistent vehicular signage
- Unclear communication
- Are nearby businesses noticeable and accessible?
- Is the “streetscape” attractive?
- Can visitors learn what Bay City has to offer?

SOLUTIONS:

- Pedestrian-friendly sidewalks
- New gateways
- Trees, landscaped flower beds
- Appealing directionals for downtown
- Iconic lampposts, bike racks
- Custom wayfinding signage to help visitors engage with shops, parks, arts center, library, Kilchis Point and more
- Symbolic meeting places
- Banners

When optimized together, the above solutions can help make Bay City a go-to destination on the Tillamook Coast.



Friendly

Streetscape

Great traveler destinations

Additional Recommendations / “Big Picture” Wayfinding

Bay City, like any community, does not start with a clean slate of wayfinding elements. The boundaries of the town have been navigated with an array of wayfinding tools for over a century, evolving as the community has grown. Look around—the existing signage you see defines not only how you are understood, but also how you see yourself.



Allow architecture and nature to communicate more effectively. This will encourage a more mindful visit, and result in more direct wayfinding.

Any existing signage whose performance has waned should be retired and removed. Your planning committee can begin by identifying these obsolete signs, removing them, and initiating the new signage standards and permits required in this plan.



Initiating a thorough inventory of existing signage contributes to understanding how current communication is functioning (or not functioning) day-to-day. The process can also help quantify effectiveness as well as identify cases of redundancy and over-use, which can cause harm to Bay City’s treasured landscape.

A sign inventory also aids in understanding any missing “stepping stones” in a good wayfinding plan. It defines responsibility to each piece and it assigns objectives for every item.



Rules of Thumb:

- Signs that are out of date should be removed.
- Some sign locations make them hard to see, or put them beyond the ideal decision-making moments for drivers. These signs can be relocated or rescaled.
- Some sign messages are confusing and can easily lead visitors astray. This is a good time to clarify and establish new message(s) and design standards.

- Sign clutter is a very real thing; it adds to road confusion and has great impact on a visitor’s first impression of a community.
- Temporary and unattractive commercial signage should be evaluated. Set sign standards for size, placement, materials and general design (i.e. sandwich boards) should be established and enforced.



Interpretives / Bay City and the Tillamook Coast Experience

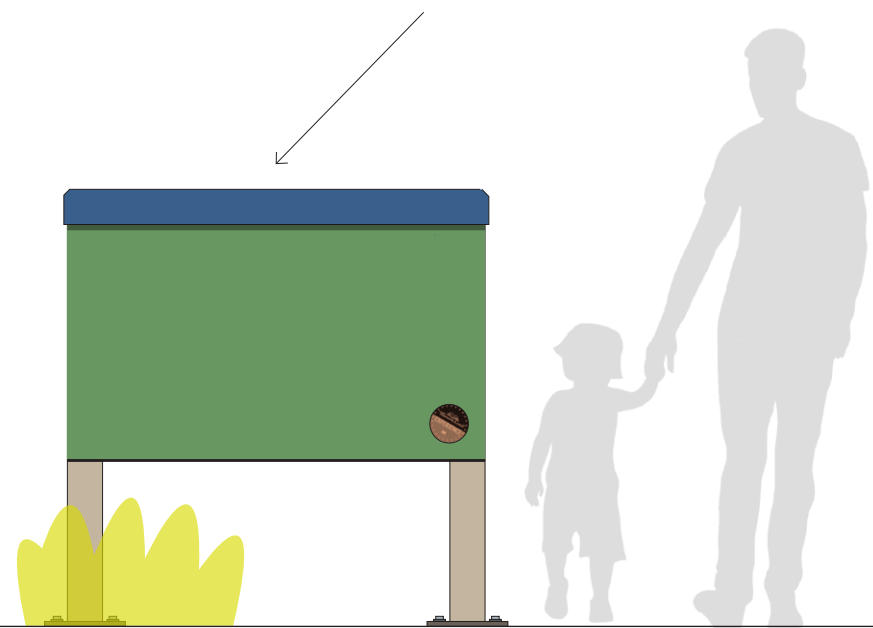
The stage is well set in Bay City to offer visitors valuable interpretive encounters. These interactions can also tie into the Tillamook Coast Experience—where the connection between villages enriches the tourism in the entire region, village by village. Speaking to the historical, cultural and natural attractions of Bay City, these interpretives can also encourage spontaneous exploration by visitors.

Interpretive stories are most effective when experienced at first-hand learning environments, or where they can tell visitors what unique destinations are nearby. Interpretive signs can also help facilitate wayfinding and are often located at trail heads, road waysides, and kiosks. The “Tillamook Coast Experience” tells visitors and residents about the County’s great moments of pride and the unique vantage point of Bay City. Interpretives make all visitor experiences more valuable and memorable. This program has already begun with wonderful marine science interpretives along the waterfront.

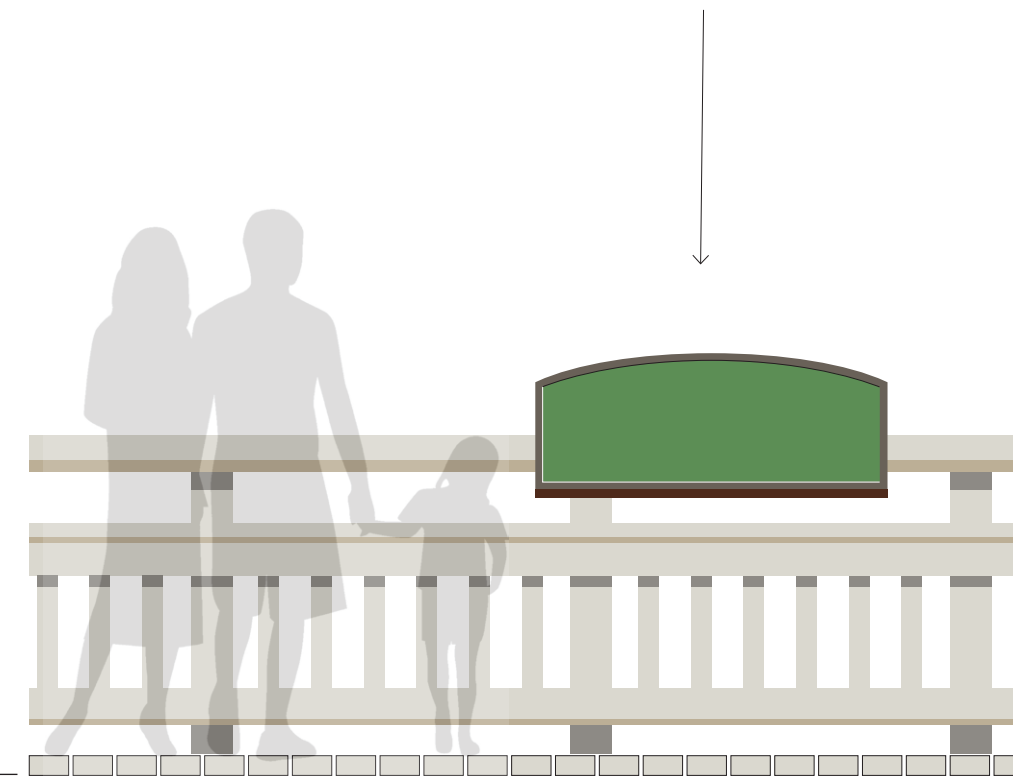
Outfitted with pressure-treated wood posts, galvanized end-caps on top and substantial metal sleeve-footings in concrete. Sign faces are full color, high pressure phenolic laminate panels. “Tillamook Coast Experience” medallions are bronze-tone, stained and sealed.



This low-rise, angled, two-post sign offers a story without blocking a view. Planned for learning opportunities where visitors are already engaged by scenic landscapes. Full color graphics, constructed of vandal-resistant materials with concrete footings.



Mounted directly to boardwalk railings, these interpretives become an integrated element on trails and lookouts. Welded-metal frames and hardware contribute to signage longevity.



Next Steps

How can the Bay City community become involved in the Wayfinding Program?

- Develop a list of additional wayfinding issues:
 - ~ *Questions received from visitors for information or directions;*
 - ~ *Confusing signage or missing locations;*
 - ~ *Need for maps or guides*
- Talk to your Bay City community representative or neighbors to document wayfinding issues
- Contact Visit Tillamook Coast to be added to their mailing list of interested county residents
- Participate in wayfinding meetings as they occur in your community



Special thanks to:

Liane Welch, City Manager, The City of Bay City

Nan Devlin, Executive Director, Tillamook Coast Visitors Association & North Coast Food Trail, for the development and production of this Wayfinding Plan.

For more information, visit www.tillamookcoast.com
(503) 842-2672



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

07/07/2022

CAT – Housing revolving loan fund options

- 1) City turns over funds to CAT to manage 100%
- 2) Negotiate a new contract with CAT to include either a percentage or fee to be paid to CAT on an annual basis for the work on behalf of the city.
- 3) The City takes over ownership of the funds and program 100%
- 4) Find another certified subgrantee other than CAT to manage the program.

Concerns if CAT continues the program

- 1) CAT has not funded a home since 2018, concerned that our citizens are not getting the help they need.
- 2) Applicants are on a list along with other cities and CAT can only do so many projects at a time, citizens may be on the list for years.
- 3) City staff does not believe we have been served to our expectations; communication, reporting.

Concerns if the city takes over the program

- 1) How do we separate the requirements of the city for things such as planning issues and the programs inspection of the home?
- 2) Do we have the time?
- 3) Do we have the capacity to handle the paperwork and the inspections?
- 4) Can we legally manage the program if Bay City is not a certified subgrantee?

From: [Lindsey Gann](#)
To: [Tom Imhoff](#); [Tim Josi](#); [mrondeau.ci.bay-city.or.us](#); [kbaker.ci.bay-city.or.us](#); [David McCall](#); [hwright.ci.bay-city.or.us](#)
Cc: [Liane Welch](#)
Subject: FW: Bay City Housing Rehabilitation Program
Date: Tuesday, July 12, 2022 7:03:00 AM

Here is the response from Susan with the CAT team regarding possible charges to continue the program with CAT. I will also add it to the Council packet.

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



From: Susan Wagner <swagner@cat-team.org>
Sent: Friday, July 1, 2022 3:04 PM
To: Lindsey Gann <lgann@ci.bay-city.or.us>
Subject: Bay City Housing Rehabilitation Program

Hi, Lindsey.

Formal negotiation for a contract would have to include our Executive Director and your City Administrator or Mayor. However, as was suggested in a prior email with the Mayor, if the City of Bay City chooses to keep the Housing Rehabilitation Funds at the City rather than turning them over to CAT for use for the benefit of City of Bay City client projects, we proposed a percentage or fee paid to CAT on an annual basis for the work that is required to be done.

ANNUAL "MAINTENANCE" OF THE CITY OF BAY CITY REVOLVING LOAN PORTFOLIO

For the annual "maintenance" of the fund, we would recommend going with the same type of contract as we have with another jurisdiction who has chosen to keep their Revolving Loan Funds in their coffers. The contract we would propose for the City of Bay City would be \$100 per year per loan in the portfolio for asset management services. This amount would be billed to the City of Bay City annually. There are currently approximately 8

loans.

ADDITIONAL FEES

There are additional costs associated with the contract the way it is currently written. For instance, if the City of Bay City is requiring that CAT produce the quarterly reports on the status of the portfolio, we will need to be compensated for those hours as well.

In addition, there are service fees to the client in the amount of \$500.00 per occurrence for Subordination requests, Partial Satisfaction requests, and Rollover requests.

RELOANS AND NEW PROJECTS

For new projects generated utilizing the City of Bay City Revolving Loan Fund, CAT will continue to work on the 20% formula, with 10% for Project Management and 10% for the administrative component. After the projects are completed and become part of the portfolio, the proposed fees would be applied.

We would like the agreement to include that CAT, not the City of Bay City, retains the payback fee. This is how CAT covers its expenses with all other loans that are managed in the Northwest Oregon Regional Revolving Loan Fund, on the back end.

OBDD/IFA

Have Shelby or Melanie from OBDD provided you any guidance regarding the program income question or the City of Bay City taking over the loan fund? I imagine that will give you some clarity as to what direction to recommend to your City Council.

Please let me know if there is any further information I can provide to you. Again, depending on the date, I would be happy to be available for the discussion with City Council to answer any questions they may have.

I would appreciate your providing me a copy of the Agenda regardless.

Thank you so much!

**MEMORANDUM OF AGREEMENT (MOA)
FOR THE
COORDINATED HOMELESS RESPONSE SYSTEM**

This Memorandum of Agreement, hereinafter **AGREEMENT**, is made and entered into by and between the City of Manzanita, a municipal corporation, hereinafter **MANZANITA**; the City of Wheeler, a municipal corporation, hereinafter **WHEELER**; the City of Rockaway Beach, a municipal corporation, hereinafter **ROCKAWAY**; the City of Garibaldi, a municipal corporation, hereinafter **GARIBALDI**; the City of Bay City, a municipal corporation, hereinafter **BAY CITY**; the City of Tillamook, a municipal corporation, hereinafter **TILLAMOOK**; the Tillamook County Community Action Resources Enterprises, Inc., a non-profit corporation, hereinafter **CARE**; Tillamook County, hereinafter **COUNTY**, a political subdivision of the state of Oregon, referred to collectively as **PARTIES**.

RECITALS

PURPOSE

- A. The Oregon Legislature passed House Bill 4123 during the 2022 legislative session to provide grants to local governments and non-profit corporations to address the homelessness crisis.
- B. The State of Oregon Department of Administrative Services appropriated \$1,000,000 to Tillamook County through Agreement #107-2022-4123-07.
- C. The purpose of this AGREEMENT is to create a coordinated homeless response system ('System') and to define PARTIES' responsibilities associated with implementation of House Bill 4123.

AGREEMENT

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants, promises and undertakings hereinafter set forth, PARTIES agree as follows:

1. Rights, Duties, and Obligations of **PARTIES**. PARTIES shall:
 - 1.1 Establish a coordinated homeless response office, hereinafter "Office", and a centralized point of contact;
 - 1.2 Establish a coordinated homeless response advisory board, hereinafter "Advisory Board", to meet monthly with representation from the governing body of each of the member governments;
 - 1.3 Establish a coordinated homeless response community advisory board, hereinafter "Community Advisory Board", to meet quarterly with representation from people with lived experience of homelessness; law enforcement; McKinney Vento Liaisons for youth experiencing homelessness; and organizations serving and advocating for veterans, homeless youth, youth exiting the foster care system, individuals exiting the criminal justice system, people with disabilities and aging adults, health care systems, domestic violence and sexual assault survivors, members of lesbian, gay, bisexual, transgender, queer or questioning (LGBTQ) communities, people experiencing behavioral health and substance use disorders, faith communities and business communities;

- 1.4 Adopt a five-year strategic plan by June 1, 2023, to identify and set goals for addressing within unincorporated areas of Tillamook County and the participating cities:
 - 1.4.1 Funding to support ongoing operations,
 - 1.4.2 Increasing or streamlining resources,
 - 1.4.3 Incorporating national best practices for ending homelessness,
 - 1.4.4 Eliminating racial disparities within homeless services, and
 - 1.4.5 Creating pathways to permanent and supportive housing that costs thirty percent (30%) or less to local populations experiencing homelessness; and
- 1.5 Provide an annual report to Oregon Housing and Community Services no later than November 15, 2023 and September 15, 2024 on:
 - 1.5.1 The goals adopted in the five-year strategic plan and the progress made in implementing the plan,
 - 1.5.2 Other changes in homelessness services, ordinances of member governments specifically related to member government actions arising out of the agreement, and
 - 1.5.3 Identified challenges and opportunities relating to:
 - 1.5.3.1 Regional coordination of homelessness service and planning,
 - 1.5.3.2 Needs for technical assistance from Oregon Housing and Community Services, and
 - 1.5.3.3 Addressing racial disparities through partnerships with culturally specific and responsive organizations.

2. Rights, Duties, and Obligations of **MANZANITA**. MANZANITA shall:

- 2.1 Appoint one member from staff, or a public body to which they are elected or appointed, to serve for a term of five **(5) years** and commit up to five (5) hours per month to:
 - 2.1.1 Attend monthly Advisory Board meetings (1.5 hours) to engage in “needs-based” planning and decision-making to identify and track the scope of challenges, weaknesses, and constraints associated with homelessness and the efforts, services, and ordinances to address it,
 - 2.1.2 Attend quarterly Community Advisory Board meetings (2 hours) to engage in “asset-based” visioning and community engagement with member cities and multiple participating stakeholders to capitalize on strengths and expand upon opportunities arising out of the agreement,
 - 2.1.3 Assist Project staff to guide or coordinate two annual presentations (semi-annually) to update City Council on the progress and to seek guidance on the future work of the Advisory Committee,
 - 2.1.4 Provide quarterly feedback to program staff in a 1-hour structured meeting to gather quantitative and qualitative input to evaluate the progress of the Advisory Committee, and
 - 2.1.5 Fill any vacancies within 30 to 60 calendar days to ensure continuous representation.

3. Rights, Duties, and Obligations of **WHEELER**. WHEELER shall:

- 3.1 Appoint one member from staff, or a public body to which they are elected or appointed, to serve for a term of five **(5) years** and commit up to five (5) hours per month to:
 - 3.1.1 Attend monthly Advisory Board meetings (1.5 hours) to engage in “needs-based” planning and decision-making to identify and track the scope of challenges,

weaknesses, and constraints associated with homelessness and the efforts, services, and ordinances to address it,

- 3.1.2 Attend quarterly Community Advisory Board meetings (2 hours) to engage in “asset-based” visioning and community engagement with member cities and multiple participating stakeholders to capitalize on strengths and expand upon opportunities arising out of the agreement,
- 3.1.3 Assist Project staff to guide or coordinate two annual presentations (semi-annually) to update City Council on the progress and to seek guidance on the future work of the Advisory Committee,
- 3.1.4 Provide quarterly feedback to program staff in a 1-hour structured meeting to gather quantitative and qualitative input to evaluate the progress of the Advisory Committee, and
- 3.1.5 Fill any vacancies within 30 to 60 calendar days to ensure continuous representation.

4. Rights, Duties, and Obligations of **ROCKAWAY**. ROCKAWAY shall:

4.1 Appoint one member from staff, or a public body to which they are elected or appointed, to serve for a term of five **(5) years** and commit up to five (5) hours per month to:

- 4.1.1 Attend monthly Advisory Board meetings (1.5 hours) to engage in “needs-based” planning and decision-making to identify and track the scope of challenges, weaknesses, and constraints associated with homelessness and the efforts, services, and ordinances to address it,
- 4.1.2 Attend quarterly Community Advisory Board meetings (2 hours) to engage in “asset-based” visioning and community engagement with member cities and multiple participating stakeholders to capitalize on strengths and expand upon opportunities arising out of the agreement,
- 4.1.3 Assist Project staff to guide or coordinate two annual presentations (semi-annually) to update City Council on the progress and to seek guidance on the future work of the Advisory Committee,
- 4.1.4 Provide quarterly feedback to program staff in a 1-hour structured meeting to gather quantitative and qualitative input to evaluate the progress of the Advisory Committee, and
- 4.1.5 Fill any vacancies within 30 to 60 calendar days to ensure continuous representation.

5. Rights, Duties, and Obligations of **GARIBALDI**. GARIBALDI shall:

5.1 Appoint one member from staff, or a public body to which they are elected or appointed, to serve for a term of five **(5) years** and commit up to five (5) hours per month to:

- 5.1.1 Attend monthly Advisory Board meetings (1.5 hours) to engage in “needs-based” planning and decision-making to identify and track the scope of challenges, weaknesses, and constraints associated with homelessness and the efforts, services, and ordinances to address it,
- 5.1.2 Attend quarterly Community Advisory Board meetings (2 hours) to engage in “asset-based” visioning and community engagement with member cities and multiple participating stakeholders to capitalize on strengths and expand upon opportunities arising out of the agreement,

- 5.1.3 Assist Project staff to guide or coordinate two annual presentations (semi-annually) to update City Council on the progress and to seek guidance on the future work of the Advisory Committee,
- 5.1.4 Provide quarterly feedback to program staff in a 1-hour structured meeting to gather quantitative and qualitative input to evaluate the progress of the Advisory Committee, and
- 5.1.5 Fill any vacancies within 30 to 60 calendar days to ensure continuous representation.

6. Rights, Duties, and Obligations of **BAY CITY**. BAY CITY shall:

- 6.1 Appoint one member from staff, or a public body to which they are elected or appointed, to serve for a term of five **(5) years** and commit up to five (5) hours per month to:
 - 6.1.1 Attend monthly Advisory Board meetings (1.5 hours) to engage in “needs-based” planning and decision-making to identify and track the scope of challenges, weaknesses, and constraints associated with homelessness and the efforts, services, and ordinances to address it,
 - 6.1.2 Attend quarterly Community Advisory Board meetings (2 hours) to engage in “asset-based” visioning and community engagement with member cities and multiple participating stakeholders to capitalize on strengths and expand upon opportunities arising out of the agreement,
 - 6.1.3 Assist Project staff to guide or coordinate two annual presentations (semi-annually) to update City Council on the progress and to seek guidance on the future work of the Advisory Committee,
 - 6.1.4 Provide quarterly feedback to program staff in a one-hour (1 hour) structured meeting to gather quantitative and qualitative input to evaluate the progress of the Advisory Committee, and
 - 6.1.5 Fill any vacancies within 30 to 60 calendar days to ensure continuous representation.

7. Rights, Duties, and Obligations of **TILLAMOOK**. TILLAMOOK shall:

- 7.1 Appoint one member from staff, or a public body to which they are elected or appointed, to serve for a term of five **(5) years** and commit up to five (5) hours per month to:
 - 7.1.1 Attend monthly Advisory Board meetings (1.5 hours) to engage in “needs-based” planning and decision-making to identify and track the scope of challenges, weaknesses, and constraints associated with homelessness and the efforts, services, and ordinances to address it,
 - 7.1.2 Attend quarterly Community Advisory Board meetings (2 hours) to engage in “asset-based” visioning and community engagement with member cities and multiple participating stakeholders to capitalize on strengths and expand upon opportunities arising out of the agreement,
 - 7.1.3 Assist Project staff to guide or coordinate two annual presentations (semi-annually) to update City Council on the progress and to seek guidance on the future work of the Advisory Committee,

- 7.1.4 Provide quarterly feedback to program staff in a 1-hour structured meeting to gather quantitative and qualitative input to evaluate the progress of the Advisory Committee, and
- 7.1.5 Fill any vacancies within 30 to 60 calendar days to ensure continuous representation.

8. Rights, Duties, and Obligations of **CARE**. CARE shall:

- 8.1 Appoint dedicated staff to support the Office at 1.0 FTE;
- 8.2 Appoint senior staff to oversee the operations of the Office at 0.1 FTE;
- 8.3 Appoint additional staff as needed to support the Office;
- 8.4 Appoint one member from staff to serve for a term of five (5) years and commit up to five (5) hours per month to:
 - 8.4.1 Attend monthly Advisory Board meetings (1.5 hours) to engage in “needs-based” planning, visioning, community engagement, and decision-making with multiple participating stakeholders,
 - 8.4.2 Attend quarterly Community Advisory Board meetings (2 hours) to engage in “asset-based” visioning and community engagement with member cities and multiple participating stakeholders to capitalize on strengths and expand upon opportunities arising out of the agreement,
 - 8.4.3 Assist Project staff to guide or coordinate two annual presentations (semi-annually) to update participating City Councils on the progress and seek guidance on the future work of the Advisory Committee,
 - 8.4.4 Provide quarterly feedback to program staff in a 1-hour structured meeting to gather quantitative and qualitative input to evaluate the progress of the Advisory Committee, and
 - 8.4.5 Fill any vacancies within 30 to 60 calendar days to ensure continuous representation.

9. Rights, Duties, and Obligations of **COUNTY**. COUNTY shall:

- 9.1 Serve as the project lead to oversee the efforts and progress of participating organizations;
- 9.2 Appoint County staff to serve as Program Manager and to support the Advisory Board at 0.3 FTE;
- 9.3 Acquire technical assistance and capacity building, including contracting with consultants;
- 9.4 Pay participating cities an administrative cost of \$5,000 for Year 1;
- 9.5 Coordinate community outreach and engagement;
- 9.6 Coordinate with the Rural Oregon Continuum of Care;
- 9.7 Complete a strategic plan;

10. TERMINATION.

This AGREEMENT shall terminate upon the written mutual consent of PARTIES.

11. INDEMNITY. Each party shall include appropriate indemnity clauses in any design or construction contracts issued for the Project. Such indemnity clauses shall require consultants, subconsultants, contractors, subcontractors, and suppliers to defend, indemnify and hold the PARTIES harmless from all claims, costs, damages, or expenses of any kind, including attorneys' fees and other costs and

expenses of litigation, for personal injury or property damage to the extent such claims, costs, damages, or expenses arise out of that party's fault.

12. GENERAL PROVISIONS.

- 12.1 MODIFICATION & WAIVER. The rights and duties under this AGREEMENT shall not be modified, delegated, transferred or assigned, except upon the written-signed consent of the parties. Failure to enforce any provision of this AGREEMENT shall not operate as a waiver of such provision or of any other provision.
- 12.2 ATTORNEY FEES. Attorney fees, costs and disbursements necessary to enforce this agreement through mediation, arbitration and/or litigation, including appeals, shall be awarded to the prevailing party, unless otherwise specified herein or agreed.
- 12.3 LEGAL REPRESENTATION. In entering into this AGREEMENT, each party has relied solely upon the advice of their own attorney. Each party has had the opportunity to consult with counsel.
- 12.4 NOTICES. Any notice required or permitted under this AGREEMENT shall be in writing and deemed given when:
 - 12.4.1 actually delivered if not sent by mail as described below, or
 - 12.4.2 three days after deposit in United States certified mail, postage prepaid, addressed to the other party at their last known address.
- 12.5 LANGUAGE. The headings of the AGREEMENT paragraphs are intended for information only and shall not be used to interpret paragraph contents. All masculine, feminine and neuter genders are interchangeable. All singular and plural nouns are interchangeable, unless the context requires otherwise.
- 12.6 SAVINGS. Should any clause or section of this AGREEMENT be declared by a court to be void or voidable, the remainder of this AGREEMENT shall remain in full force and effect.
- 12.7 JURISDICTION; LAW. This AGREEMENT is executed in the State of Oregon and is subject to Tillamook County and Oregon law and jurisdiction. Venue shall be in Tillamook County, Oregon, unless otherwise agreed by the parties.
- 12.8 NO THIRD PARTY BENEFICIARIES. There are no intended third-party beneficiaries of this AGREEMENT.

13. AGREEMENT TERM. The term of this AGREEMENT shall begin XXXXX and end June 30, 2023.

Commented [A1]: Grant expiration date or later?

ACKNOWLEDGMENT: EACH PARTY REPRESENTS TO THE OTHER BY THEIR SIGNATURES BELOW THAT EACH HAS READ, UNDERSTANDS, AND AGREES TO ALL COVENANTS, TERMS AND CONDITIONS OF THIS AGREEMENT. EACH PARTY REPRESENTS TO THE OTHER TO HAVE THE ACTUAL AND/OR APPARENT AUTHORITY TO BIND THEIR RESPECTIVE LEGAL PERSONS, CORPORATE OR OTHERWISE, IN CONTRACT.

CITY OF MANZANITA DATED THIS ____ DAY OF _____, 2022

Mike Scott, Mayor

CITY OF WHEELER DATED THIS ____ DAY OF _____, 2022

Doug Honeycut, Mayor

CITY OF ROCKAWAY BEACH

DATED THIS ____ DAY OF _____, 2022

Sue Wilson, Mayor

CITY OF GARIBALDI

DATED THIS ____ DAY OF _____, 2022

Tim Hall, Mayor

CITY OF BAY CITY

DATED THIS ____ DAY OF _____, 2022

David McCall, Mayor

CITY OF TILLAMOOK

DATED THIS ____ DAY OF _____, 2022

Aaron Burris, Mayor

**TILLAMOOK COUNTY COMMUNITY
ACTION RESOURCES ENTERPRISES, INC.**

DATED THIS ____ DAY OF _____, 2022

Peter Starkey, Executive Director

**THE BOARD OF COMMISSIONERS
FOR TILLAMOOK COUNTY, OREGON**

DATED THIS ____ DAY OF _____, 2022

Aye Nay Abstain/Absent

David Yamamoto, Chair

___ ___ ___/___

Erin D. Skaar, Vice-Chair

___ ___ ___/___

Mary Faith Bell, Commissioner

___ ___ ___/___

ATTEST: Tassi O'Neil, County Clerk

APPROVED AS TO FORM

By: _____
Special Deputy

William K. Sargent, County Counsel