



City of Bay City

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**BAY CITY COUNCIL MEETING AGENDA
November 8, 2022, 6:00pm
5525 B Street, Bay City
Ad Montgomery
Community Hall**

- A. Call to Order, Pledge of Allegiance, Roll Call
- B. Public Hearing – Ordinance 700, An Ordinance Regulating Short-Term Rental Units to Provide for Short-Term Rental License Requirements; and Providing for Repeal of Bay City Ordinance 685.
- C. Visitor Propositions (Public Comment on Non-Agenda Items)
- D. Presentation – Renaming the Fire Department Training Hall after Kenneth Simmons, Fire Chief for 40 years.
- E. Committee, Department, and Staff Reports
 - a. City Manager,
 - b. Finance Director/City Recorder
 - c. Fire Department
 - d. Fire Committee Report
 - e. Public Works
 - f. Emergency Preparedness,
 - 1. Next meeting Monday November 21, 2022, 5:30 pm at Ad Montgomery Community Hall
 - g. Planning Department,
 - 1. Next Planning Commission November 16, 2022, 6:00 pm at Ad Montgomery Community Hall
- F. Minutes
 - a. Council Workshop – October 10, 2022
 - b. Regular Council Meeting – October 11, 2022
- G. Treasurers Report
- H. Bills against the City
- I. Unfinished Business
 - a. Discussion of proposed Fees for city services
- J. New Business
 - a. Discussion on General Fund Beginning Balance Fund
 - b. Resolution 2022-27 – A Resolution Providing for Budget Appropriation changes for

Fiscal Year 2022-2023 and Repealing Resolution 2022-23.

- c. Resolution 2022-28. A Resolution acknowledging an Interfund Loan from the Street Reserve Fund to the General Fund – Fire Department and Establishing Terms of Repayment, Adopting a Supplemental Budget and Making Appropriations for the Fiscal Year 2022-2023
- d. 2022 Fire Service capacity Program Grant by Oregon State Fire Marshal discussion
- e. Proclamation 2022-002 – Veterans Day November 2022

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

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CITY OF BAY CITY
ORDINANCE 700
AN ORDINANCE REGULATING SHORT-TERM RENTAL UNITS TO
PROVIDE FOR SHORT-TERM RENTAL LICENSE
REQUIREMENTS; AND PROVIDING FOR REPEAL OF BAY CITY
ORDINANCE 685

WHEREAS, On August 9, September 13, and October 11, 2022, City Council meetings the Short-Term Rentals were discussed regarding the positive and negative effects as well as what types of regulations other cities have adopted; and

WHEREAS, On February 16, March 16, April 20, and June 15, 2022, the Bay City Planning Commission held meetings and discussion regarding the Short-Term Rentals regarding the positive and negative effects as well as what types of regulations other cities have adopted; and

WHEREAS, the proposed revisions are intended to address public health concerns, codify existing procedures and clarify the process for both property owners and staff, resulting in a more efficient experience for all parties;

NOW THEREFORE, THE CITY OF BAY CITY ORDAINS AS FOLLOWS:

Section 1. Title.

This Ordinance shall be known as the "Bay City Short-Term Rental Ordinance" and may be cited and pleaded as such and shall be cited herein as "this Ordinance," or by any reference to a section or subsection of this Ordinance.

Section 2. Purpose.

The purpose of this Ordinance is to regulate short-term rentals in order to enhance public safety and livability within Bay City. A Short-Term Rental License is a limited permission to use property for a short-term rental. A Short-Term Rental License may be suspended, terminated or revoked if the standards of this ordinance are not met. The Short-term Rental License may be transferred as defined in Section 16.1 of this ordinance. This ordinance provides an administrative framework for licensing the annual operation of a short-term rental.

Section 3. Applicability

This Ordinance shall apply to Short-term rentals within the incorporated limits of Bay City, Oregon. This ordinance is broken down to reflect two different types of short-term rentals in the City – Business and Single-Dwelling Short-term Rentals. Section 5 – Section 9 are requirements for the Business Short-term Rentals. Section 10 - Section 15 are requirements for the Single-Dwelling Short-term Rentals. Sections 16 – 20 apply to all Short-term Rentals, Business and Single-Dwelling.

Section 4. Definitions.

“Accessory Dwelling Unit”. An additional dwelling unit created on a lot containing an existing legal residential use. An accessory dwelling unit may be in the form of a portion of or attachment to an existing residential structure or as a detached structure. An accessory dwelling

use is secondary to the primary residential use.

“Bed and Breakfast”. An establishment located in a structure designed for a single-family residence, regardless of whether the owner or operator of the establishment resides in such structure, which:

- a. Has one (1) or more rooms for rent on a daily basis to the public; and
- b. Offers a breakfast meal as part of the cost of the room;
- c. Serves only one breakfast meal a day to guest, staff and owners, only.
- d. Complies with the applicable license requirements per OAR Chapter 333, Division 170.

“Business Short Term Rental”. A short-term rental that operates as a Recreational Vehicle, Tent, Yurt Campsite, Tiny Home Park, Hotel, Motel, Motor Hotel, Tourist Court or Bed and Breakfast and is rented to any person on a day-to-day basis for a consecutive period less than 30 days during the year.

“Contact Person”. The property owner or property management or if designated on the application for a license, the agent of the owner, authorized to act for the owner.

"Dwelling Unit". One (1) or more rooms occupied, designed or intended for occupancy as separate living quarters in a permanent detached single-family dwelling unit.

“Hotel, Motel, Motor Hotel, Tourist Court”. An establishment that provides temporary lodging, contains guest rooms or units, furnishes customary hotel/motel services such as linen, maid service, and the use and upkeep of furniture and usually meals and other services for travelers and other paying guests.

“Owner”. The owner or owners of a short-term rental.

"License". A Short-Term Rental License that is signed by the City of Bay City.

"Person". Every natural person, firm, partnership, association, social or fraternal organization, corporation, estate, trust, receiver, syndicate, branch of government or any other group or combination acting as a unit, or legal entity that owns and holds legal and/or equitable title to the property.

“Pet”. Dogs (canine) and cats (feline). No other pets/animals are allowed or recognized for the purpose of this ordinance.

“Recreational Vehicle”. A vacation trailer or other vehicular or portable unit which is either self-propelled or towed, or is carried by a motor vehicle and which is intended for human occupancy, and is designed for vacation or recreational purposes, but not residential use (See "Camping or Recreational Vehicle”), and is: a. Built on a single chassis; b. 400 square feet or less when measured at the largest horizontal projection; c. Designed to be self-propelled or permanently towable by a light duty truck; or d. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

"Rental". An agreement granting the use of a dwelling unit to a person with monetary compensation. Use of a dwelling unit by a recorded owner or other person or persons without monetary compensation shall not be considered to be a rental under this Ordinance.

"Rented". The use of a dwelling unit granted to a person in exchange for monetary consideration.

"Renter". A person who rents a short-term rental or is an occupant in a short-term rental.

"Sale or transfer". Any change of ownership during the lifetime of the Short-Term Rental License holder, whether or not there is consideration, or after the death of the Short-Term Rental License holder, except a change in ownership where title is held not as tenants in common but with the right of survivorship (e.g., survivorship estates recognized in ORS 93.180, such as with a spouse or domestic partner, or transfers on the owner's death to a trust which benefits only a spouse or domestic partner for the lifetime of the spouse or domestic partner).

"Serious Fire or Life Safety Risk." A building code or ordinance violation involving those construction, protection and occupancy features necessary to minimize danger to life from fire, including smoke, fumes or panic, as well as other considerations that are essential to life safety.

"Short-Term Rental (STR)". A detached single dwelling unit that is rented to any person on a day to day basis for a consecutive period less than 30 days during the year.

"Sleeping Area". A room or other space within a dwelling unit designed, intended or used for sleeping. Tents and recreational vehicles shall not be considered a sleeping area.

"Tent Campsite". A grouping of fabric shelters supported by poles or rope, designed for human occupancy and to be used temporarily for recreational or emergency purposes, but not for permanent or residential purposes.

"Tiny Home Park". A grouping of three (3) or more dwellings, permanent or temporary and attached to a frame or chassis, with or without wheels, with a size 400 sq ft or less at a width of eight and one-half feet.

"Vacation rental". A dwelling unit that is used, rented or occupied on a daily or weekly basis, or is available for use, rent, or occupancy on a daily or weekly basis, or is advertised, or listed by an agent, as available for use, rent, or occupancy on a daily or weekly basis. A Vacation Rental is considered a Short-Term Rental.

"Vacationer". Any person enjoying a recess or leave of absence from their place of residence, the majority of whom are temporary occupants.

"Yurt Campsite". Portable, outdoor structures that resemble large round tents, and are used temporarily for recreational purposes.

BUSINESS SHORT-TERM RENTALS (STR's)

Section 5. Standards.

All Business STR's shall comply with the following standards. Any owner, contact person, or renter who violates any standards, or allows any standards to be violated, is subject to citation and fines in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other Bay City Ordinance or State law.

Each Business STR owner must certify to the City in writing that the unit being rented complies with the following standards:

1. Property address must be clearly displayed in the interior and displayed on the exterior of the dwelling in accordance with the Oregon Fire Code.
2. The name and phone number of the contact person shall either be posted or provided in one or more of the following manner(s):
 - A. Signage
 1. If the Business STR has a sign identifying it as a short-term rental, then the current name and phone number of the contact person shall either appear on the sign or otherwise be conspicuously posted so that it is visible from outside the front entrance of the short-term rental.
 2. If this option is invoked, the required signage must be maintained in compliance with this Ordinance and Ordinance 374 in perpetuity, or until the dwelling is no longer being utilized as a Business STR.
3. Approved Business STR License Display. The Business STR License issued by the city shall be affixed to a wall within the interior of the dwelling adjacent to the front door. At a minimum, the Business STR License will contain the following information:
 - A. A number or other identifying mark unique to the vacation rental dwelling Business STR License and which indicates the Business STR License is issued by Bay City, with the date of expiration;
 - B. The name of the owner or local representative and a telephone number where the owner or local representative may be contacted at all times;
 - C. The telephone number and web site address of Bay City and the Tillamook County Sheriff's Office;
 - D. Required Bay City quiet hours which are 10:00 pm to 7:00 am.
4. The owner shall provide covered garbage containers that can be secured by means approved by the local franchised garbage hauler. The contact person shall notify guests that all garbage must be kept in secured containers provided for that purpose. Garbage shall be removed by the local franchised garbage hauler a minimum of one (1) time per week unless arrangements are made with the local franchised garbage hauler to suspend or modify service during the times when the short-term rental is not rented. The contact person shall provide guests with information about recycling opportunities.
5. Exterior hot tubs shall have adequate structural support and shall have a locking cover or

other barrier to adequately protect against potential drowning when a hot tub is not available for permissive use.

6. Exterior Lighting and Security Lighting. Lighting onsite shall be the minimum necessary wattage to illuminate a specific area, such as an entry or walkway. Exterior lights and security lights shall be shielded so as not to cast glare on adjacent property. Glare from exterior lights or security lights shall be shielded from adjacent uses and shall be the minimum necessary to illuminate the property. All lighting shall be designed and located so as to prevent the casting of glare or direct light from artificial illumination upon adjacent public streets, the night sky, or adjacent property.
7. Commercial liability insurance is required for a Business STR.
8. All Business STR's shall have the following with each item placed in each dwelling unit and/or each yurt onsite:
 - A. An emergency "Go Bag" that contains emergency supplies for 72-hours for two (2) people based on recommendations by the Red Cross;
 - B. Tsunami Map displaying emergency escape route, which can be picked up at City Hall.

Section 6. Business Short Term Rental (STR) License Requirements and Revocation.

All Business STR's shall comply with the following requirements. Any owner or contact person who violates any requirements or allows any requirements to be violated, is subject to citation and fines in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other City Ordinance or State law.

1. Annual License of Business STR's. The owner of a Business STR License shall obtain an annual revocable Business STR License under this ordinance to lawfully advertise, offer, operate, rent, or otherwise make available for occupancy or use a Business STR.
2. All owners of Business STR's within the City are required to register any units which are to be rented to third parties with the City, annually. All Business STR Licenses shall be submitted to the City by January 31 of each year the unit is registered, for on-going Business STRs. In the event that an owner begins renting their unit during the year, they shall register the unit prior to any rental of that unit.
3. A Business STR License shall be issued for a period of one calendar year or portion thereof and may be renewed annually provided all applicable standards of this ordinance are met.
4. The city shall approve an application for a Business STR or Business STR License renewal if all the following are met:
 - A. The property proposed to be registered for a Business STR is located in the City.
 - B. City Staff has determined the property complies with this Ordinance.
 - C. The owner has provided information sufficient to verify a qualified person will be

available to be contacted about use of the Business STR during and after business hours.

- D. The owner has agreed to comply with all Business STR License and operational standards including any conditions such as specific occupancy requirements.
 - E. Any owner shall obtain a Business STR License prior to using the subject property as a Business STR. Upon notification of the license requirement by the City of Bay City, continuing or subsequent instances of renting or advertising as a STR without a license shall be subject to citation and fines in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other City Ordinance or State law. A license shall not be issued until fines related to a violation of this Ordinance and outstanding Transient Lodging Taxes for the subject property are paid in full.
5. The owner of each existing Business STR shall apply for and pay the appropriate fee for a Business STR License, as set by resolution. Within thirty (30) days of applying for the Business STR License, it is the contact person's responsibility to contact the City of Bay City to ensure that entry to the structure can be granted by a person eighteen (18) years of age or above.
 6. All Business STR Licenses shall be renewed annually by January 31st of any year, and are subject to the annual fee, which is set by resolution.
 7. A licensed Business STR shall not be required to pass a new inspection when a license is renewed, except in the following cases:
 - A. There has been a fire, flood or other event that caused substantial damage to the structure;
 - B. The license was revoked;
 - C. There has been an addition or substantial modification to the structure.
 8. If notice under section 5, subsection 5 B is provided to the owner and the payment is not received by the renewal date, a notice that the City of Bay City intends to terminate the license shall be sent to the contact person (if applicable) and owner. This notice shall allow an additional thirty (30) days to comply with renewal provisions and shall specify that failure to comply will result in expiration of the license.
 9. Revocation of Business STR License
 - A. Violating any provision in this Ordinance, as well as non-compliance with any term or condition of a Business STR License, violation of any other City ordinance or violating any County or State law, may result in revocation of license, denial of an application to renew a license, enforcement and penalties as outlined in this Ordinance. Business STR Licenses that are terminated for non-renewal or non-payment shall not be considered a revocation of a license.

- B. In the sole discretion of the City, where a Building Code or Ordinance violation exists at a Business STR that presents an immediate serious fire or life safety risk, the City may immediately revoke the Business STR License as an emergency revocation. The City shall provide written documentation of the violation and reason for revocation prior to leaving the inspection site.
- A. Upon an emergency revocation, the Business STR shall not be rented or used as a STR.
- B. At any time following the emergency revocation of a Business STR License pursuant to this subsection, the City may reinstate the license upon a re- inspection by the City verifying that the subject Building Code or Ordinance violation has been corrected or a new Business STR License is obtained.
- C. If an application for a license or the renewal of a license is denied, or a license is revoked, the owner may appeal to the Bay City Manager by written notice delivered to the City within thirty (30) days of denial or revocation.
- D. The provisions of this Section are in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other City or applicable Tillamook County Ordinance or State law.

Section 7. Business STR License Application Requirements.

1. Prior to engaging in the use of a Business STR for any period of time, a person shall apply for a revocable Business STR License for a Business STR on forms provided by the city, demonstrating the application meets the standards required of this ordinance. A person shall submit a completed application along with payment of the applicable fee as described in Section 16. If a Business STR License application does not include all required information, including a copy of the city's approval and the required fee, the application will be considered incomplete and the city will notify the applicant in writing explaining the information required. If the applicant provides the missing required information within 60 days of the date of the notice, the application will be reviewed. If the applicant cannot provide the required information, the applicant may withdraw the application and the city will refund the application fee.
2. An application packet for a Business STR License shall be completed and submitted to the City of Bay City by the owner of the Business STR on forms provided by the City and shall include, or be followed by, the following information:
 - A. A list of all property owners of the Business STR including names, address and telephone numbers. Property ownership for the purposes of this Ordinance shall consist of those persons listed on the Tillamook County tax records.
 - B. The name, address and telephone numbers of the contact person who shall be responsible and authorized to respond to complaints concerning the use of the STR.
 - C. Proof of liability insurance coverage on the STR, a certificate of insurance naming the City

as an additional insured shall be submitted to the City.

- D. Proof of garbage service from the local franchised garbage hauler.
- E. Completed Bay City Transient Lodging Tax Registration Form.
- F. Completion of a Land Use application process as described in Ordinance #374 (for new development of a Recreational Vehicle Park and campground, Tent Campground, Yurt Campsite, Tiny House Park, Hotel, Motel, Motor Hotel, Tourist Court or Bed and Breakfast.

Section 8. Inspection.

The City has no obligation to inspect the Business STR. The City requires that the Business STR application be notarized for certification for compliance with this ordinance at the time of submission. In the event that the City receives any complaint of non-compliance with this ordinance, the owner shall allow inspection of the Business STR by the City's designated representative, upon 24-hour advance notice to owner by City. Further, if the City contracts with the County or with a private building inspector to conduct the inspection, the owner of the Business STR shall be responsible for reimbursement to any out-of-pocket cost incurred by the City to inspect and verify compliance or non-compliance of the Business STR with this Ordinance. The City shall bill the STR owner for such cost, which shall be due within 30 days of the billing date.

Section 9. Continuation of an STR.

- 1. All Business STRs shall be subject to re-submission by the applicant every year by January 31st of any year. The annual renewal cycle shall commence upon date of adoption of this Ordinance with the cycle of a STR determined from the date of initial license approval.

SINGLE-FAMILY SHORT-TERM RENTALS (STRs)

Section 10. Standards.

All Single-Family STRs shall comply with the following standards. Any owner, contact person, or renter who violates any standards, or allows any standards to be violated, is subject to citation and fines in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other Bay City Ordinance or State law.

Each Single-Family STR owner must certify to the City in writing that the unit being rented complies with the following standards:

- 1. Property address must be clearly displayed in the interior and displayed on the exterior of the dwelling in accordance with the Oregon Fire Code.
- 2. The hours of 10:00 p.m. until 7:00 a.m. the next day are required quiet time. Renters who violate this standard may be issued a citation and be subject to a fine pursuant to this Ordinance.

2. The contact person shall notify every renter, in writing, of the quiet times and that a renter may be fined for violations under this Ordinance.
3. The contact person shall attempt to contact a renter by phone or in person within twenty (20) minutes of receiving any complaint concerning the conduct of a renter.
4. The name and phone number of the contact person shall either be posted or provided in one or more of the following manner(s):
 7. Signage: If the Single-Family STR has a sign identifying it as a short-term rental, then the current name and phone number of the contact person shall either appear on the sign or otherwise be conspicuously posted so that it is visible from outside the front entrance of the short-term rental. If this option is invoked, the required signage must be maintained in compliance with this Ordinance and Ordinance 374 in perpetuity, or until the dwelling is no longer being utilized as a short-term rental.
 - B. Written Notification: If the Single-Family STR does not have a sign identifying it as a short-term rental, then the name and phone number of the contact person shall be posted as described in this Ordinance. In addition, the owner shall provide written notice to the Bay City Hall and to each dwelling owner located within two hundred fifty feet (250') of the short-term rental of the name and the phone number of the designated contact person. In this case, the owner shall provide such written notice each time there is a change to the name or phone number of the designated contact person.
5. Approved Single-Family STR License Display. The STR License issued by the city shall be affixed to a wall within the interior of the dwelling adjacent to the front door. At a minimum, the STR License will contain the following information:
 - A. A number or other identifying mark unique to the vacation rental dwelling STR License and which indicates the STR License is issued by Bay City, with the date of expiration;
 - B. The name of the owner or local representative and a telephone number where the owner or local representative may be contacted at all times;
 - C. The telephone number and web site address of Bay City and the Tillamook County Sherriff's Office;
 - D. The maximum number of vehicles allowed parked on the property;
 - E. The solid waste collection day;
 - F. Required Bay City quiet hours from 10:00 pm to 7:00 am; and
 - G. Any other information required to be included in the displayed STR License including any conditions specific to the STR License.
9. The owner shall provide covered garbage containers that can be secured by means approved by the local franchised garbage hauler. The contact person shall notify guests that all garbage must be kept in secured containers provided for that purpose. Garbage shall be removed by the local franchised garbage hauler a minimum of one (1) time per week unless arrangements

are made with the local franchised garbage hauler to suspend or modify service during the times when the short-term rental is not rented. The contact person shall provide guests with information about recycling opportunities.

NOTE: THE FOLLOWING ITEMS (ITEMS 10 – 19) SHALL BE PHOTOGRAPHED WITH COPIES SUBMITTED TO THE CITY WITH THE SINGLE FAMILY STR LICENSE APPLICATION:

10. At least one (1) functioning fire extinguisher shall be accessibly located within the dwelling unit.
11. All plug-ins and light switches shall have face plates.
12. The electrical panel shall have all circuits labeled.
13. Ground Fault Circuit Interrupter (GFCI) protected receptacles shall be provided at outdoor locations and at kitchen and bathroom sinks.
14. Smoke detectors shall be placed and maintained in each sleeping area, outside each sleeping area in its immediate vicinity and in each additional story and basement without a sleeping area.
15. A combination carbon monoxide/smoke detector device shall be placed and maintained on each floor of a short-term rental and within fifteen feet (15') of each sleeping area.
16. All fireplaces, fireplace inserts, and other fuel burning heat sources shall be properly installed and vented.
17. All interior and exterior stairways with four (4) or more steps and that are attached to the structure, must be equipped with a hand railing.
18. All interior and exterior guardrails, such as deck railings, must be able to withstand a two hundred pound (200#) impact force.
19. Emergency Escape and Rescue Openings:
 - A. For all dwelling units constructed after the effective date of this Ordinance every sleeping area shall have at least one (1) operable emergency escape and rescue opening. Sill height shall not be more than forty-four inches (44") above the floor. Openings shall open directly into a public way or to a yard or court that opens to a public way.
 - B. Minimum net clear opening at grade floor openings shall be five (5) square feet and five point seven (5.7) square feet at upper floors. Minimum net clear height is twenty-four inches (24") and net clear width is twenty inches (20").
 - C. For all dwelling units constructed prior to the effective date of this Ordinance, every sleeping area shall have at least one (1) operable emergency escape and rescue opening that complies with this Section. If no such emergency escape or rescue opening exists, then an alternative may be accepted by the Tillamook County Building Official pursuant

to the currently adopted Oregon Residential Specialty Code.

- D. Every sleeping area in a short-term rental that does not comply with this Section, shall not be used as a sleeping area and shall be equipped with a door that remains locked at all times when the dwelling unit is being used as a short-term rental. Such a noncompliant sleeping area shall not be included in the maximum occupancy calculation for the STR. The contact person shall notify every renter, in writing, that the non-compliant sleeping area may not be used for sleeping.
 - E. At any time after a license has been granted for an STR pursuant to this Ordinance, the owner upon submission of zoning and building permits may bring a non-compliant sleeping area into compliance and upon a re-certification of compliance by the Tillamook County Building Official pursuant to the currently adopted Oregon Residential Specialty Code, and a new STR license shall be issued that includes the increase in maximum occupancy associated with bringing a non-compliant sleeping area into compliance.
20. Exterior hot tubs shall have adequate structural support and shall have a locking cover or other barrier to adequately protect against potential drowning when a hot tub is not available for permissive use.
21. Short-term Rental Served by Sewer: The maximum occupancy for a short-term rental unit shall be calculated on the basis of an average of two (2) persons per sleeping area plus an additional two (2) persons. For the purpose of maximum occupancy, those under two (2) years of age shall not be counted. Tents and recreational vehicles shall not be used to increase the number of people approved to occupy a short-term rental.
22. There shall be one (1) parking space available for each approved sleeping area in a short-term rental, plus one (1) additional parking space. Off-street parking shall be used if physically available. If a sufficient number of off-street parking spaces are not available for the authorized number of vehicles, then on-street shall be limited to two (2) vehicles. Parking shall not, under any circumstances, hinder the path of any emergency vehicle. Trailers for boats and all-terrain vehicles may be allowed but shall not exceed the allowable on street parking for each short-term rental property. Renters may be cited and fined under existing State law or under applicable City ordinances in the event they park illegally.
23. The contact person shall notify every renter in writing of the required off-street parking and other parking spaces available to serve the short-term rental. Language shall be included in the notice that parking shall not, under any circumstances, hinder the path of any emergency vehicle and that renters may be cited and fined if this requirement is not adhered to.
24. A house number, visible from the street, shall be maintained.
25. Pets
- A. Pets shall be restricted from continuous or excessive barking.
 - B. Pets shall be kept on leashes or contained to limited area when outside of the STR structure.

26. Exterior Lighting and Security Lighting. Lighting onsite shall be the minimum necessary wattage to illuminate a specific area, such as an entry or walkway. Exterior lights and security lights shall be shielded so as not to cast glare on adjacent property. Glare from exterior lights or security lights shall be shielded from adjacent uses and shall be the minimum necessary to illuminate the property. All lighting shall be designed and located so as to prevent the casting of glare or direct light from artificial illumination upon adjacent public streets, the night sky, or adjacent property.

25. All Single-Family STR's shall have the following:

- A. An emergency "Go Bag" that contains emergency supplies for 72-hours for two (2) people based on recommendations by the Red Cross;
- B. Tsunami Map displaying emergency escape route which can be picked up at City Hall.

27. Commercial liability insurance is required for a Single-Family STR. A Certificate of Insurance naming the City of Bay City as an additional insured shall be submitted to the City.

Section 11. Limitations, Density and Spacing of Single-Family STR's.

There are certain limitations on the siting, location, density and spacing of a Single-Family STR within the City of Bay City.

1. Single-Family STR properties are restricted as described below. Existing STRs with valid registrations at the time of the enactment of this ordinance are exempt from this standard. STRs that begin operating after adoption of this Ordinance and STRs that discontinue or lose approved status through violations of this Ordinance are subject to this standard.
2. Single-Family STR's shall be limited to the following physical distances between each STR in each City zone district:
 - In the NHI Zone District 0 feet
 - In the MI Zone District..... 1 block face or 200 feet
 - In the LI Zone District.....2 block face or 400 feet
 - In the S3 Zone District... 1 block face or 200 feet
3. Single-Family STR's shall be limited to 5% of the housing stock in the City of Bay City. A City housing stock count will be available at the City Hall. The count is based on the most recent US Census information available for the City.
4. Single-Family STR's shall not be operated on a property where a legal Accessory Dwelling Unit exists.
5. Single-Family STR's cannot occupy an accessory dwelling unit (ADU).
6. Single-Family STR's shall not be operated on a property where an existing long-term rental (longer than 30 days) use exists.

Section 12. Single-Family STR License Application Requirements.

1. Prior to engaging in the use of an STR for any period of time, a person shall apply for a revocable STR License for an STR on forms provided by the city, demonstrating the application meets the standards required of this ordinance. A person shall submit a completed application along with payment of the applicable fee as described in Section 16. If a STR License application does not include all required information, including a copy of the city's approval and the required fee, the application will be considered incomplete and the city will notify the applicant in writing explaining the information required. If the applicant provides the missing required information within 60 days of the date of the notice, the application will be reviewed. If the applicant cannot provide the required information, the applicant may withdraw the application and the city will refund the application fee.
2. An application packet for a STR License shall be completed and submitted to the City of Bay City by the owner of the STR on forms provided by the City and shall include, or be followed by, the following information:
 - A. A list of all property owners of the STR including names, address and telephone numbers. Property ownership for the purposes of this Ordinance shall consist of those persons listed on the Tillamook County tax records.
 - B. Certification by the City or their designee which includes the following:
 1. That, the STR complies with Standards found in section 5 of this Ordinance;
 2. The maximum occupancy for the STR as defined by subsection 5(19) of this Ordinance; and
 3. A site plan depicting the dimensions and location of the available parking spaces as required by section 5 subsection 20 of this Ordinance.
 - C. The name, address and telephone numbers of the contact person who shall be responsible and authorized to respond to complaints concerning the use of the STR.
 - D. Proof of liability insurance coverage on the STR.
 - E. Proof of garbage service from the local franchised garbage hauler.
 - F. Completed Bay City Transient Lodging Tax Registration Form

Section 13. Inspection.

The City has no obligation to inspect the Single-Family STR. The City requires that the Single-Family STR application be notarized for certification for compliance with this ordinance at the time of submission. In the event that the City receives any complaint of non-compliance with this ordinance, the owner shall allow inspection of the Single-Family STR by the City's designated representative, upon 24-hour advance notice to owner by City. Further, if the City contracts with the County or with a private building inspector to conduct the inspection, the owner of the Single-Family STR shall be responsible for reimbursement to any out-of-pocket cost incurred by the City to inspect and verify compliance or non-compliance of the Single-Family STR with this Ordinance. The City shall bill the STR owner for such cost, which shall be due within 30 days of the billing date.

Section 14. Continuation of a Single-Family STR.

1. All Single-Family STR's shall be subject to re-submission by the applicant every January 31st of any given year.

ALL SHORT-TERM RENTALS

Section 15. Fees Established.

Annual Business STR and Single-Family STR License Fees.

1. An annual STR License fee is charged by the City, as set by resolution by the City Council. As part of the STR License renewal process, the annual STR License fee must be paid annually at the time of STR License issuance. If this date is missed (after a 30-day grace period), a new STR License will need to be submitted. Approved STR License shall be posted at the site.
2. At the time an owner submits an application for a STR License, the owner shall pay to the City a license fee as set by resolution.
3. The fee for an annual renewal fee shall also be that fee set by City Council resolution.

Section 16. Short Term Rental (STR) License Requirements and Revocation. All STR's shall comply with the following requirements. Any owner or contact person who violates any requirements or allows any requirements to be violated, is subject to citation and fines in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other City Ordinance or State law.

1. An STR License holder may transfer ownership of the real property to a trustee, a limited liability company, a corporation, a partnership, a limited partnership, a limited liability partnership, or other similar entity and not be subject to STR License revocation so long as the transferor lives and remains the only owner of the entity. Upon the transferor's death or the sale or transfer of his or her interest in the entity to another person, the STR License held by the transferor shall terminate.
2. If the owner has transferred his or her property to a trust of which the owner is the trustor, that person can have an ownership right, title, or interest in no more than one dwelling unit in the City that has a STR License. If the owner is a business entity such as a partnership, corporation, limited liability company, limited partnership, limited liability partnership or similar entity, any person who owns an interest in that business entity shall be considered an owner and such a person can have an ownership right, title, or interest in no more than one dwelling unit in a residential zone that is used for vacation rental or has a vacation rental dwelling STR License.
3. An STR License holder may transfer ownership of the real property to the STR License holder and a spouse or domestic partner with the right of survivorship and not be subject to STR License revocation; provided, that if the property subject to the STR License is in a residential zone the spouse or domestic partner does not own an interest in another vacation

rental dwelling in a residential zone.

4. Annual License of STRs. The owner of an STR License shall obtain an annual revocable STR License under this ordinance to lawfully advertise, offer, operate, rent, or otherwise make available for occupancy or use an STR.
5. All owners of STRs within the City are required to register any units which are to be rented to third parties with the City, annually. All STR Licenses shall be submitted to the City by January 31 of the year the unit is registered, for on-going STRs. In the event that an owner begins renting their unit during the year, they shall register the unit prior to any rental of that unit.
6. An STR License shall be issued for a period of one calendar year or portion thereof and may be renewed annually provided all applicable standards of this ordinance are met.
7. The STR License shall be issued in the name of the property owner and is not transferable, except as described in 1-3 above. The STR License shall terminate and be deemed void when the holder sells or transfers the property approved as an STR. Except for exempted transfers related to right of survivorship, the death of a STR License holder terminates the STR application. If upon the death of the STR License holder the ownership of the property transfers by operation of law to an executor or heir, then the STR License, subject to the STR License renewal process, shall provisionally continue in effect for a period of one year or until the heir or executor transfers the property to another person, whichever occurs first.
8. The city shall approve an application for an STR or STR License renewal if all the following are met:
 - F. The property proposed to be registered for an STR is located in the City and the owner does not have an ownership interest in any other property in the City used or approved for use as a STR.
 - G. The city manager has determined the property complies with this Ordinance.
 - H. The owner has provided information sufficient to verify a qualified person will be available to be contacted about use of the STR during and after business hours.
 - I. The owner has agreed to comply with all STR License and operational standards including any conditions such as specific occupancy requirements.
 - J. Any owner shall obtain a STR License prior to using the dwelling unit as an STR. Upon notification of the license requirement by the City of Bay City, continuing or subsequent instances of renting or advertising as a STR without a license shall be subject to citation and fines in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other City Ordinance or State law. A license shall not be issued until fines related to a violation of this Ordinance and outstanding Transient Lodging Taxes for the subject property are paid in full.
9. The owner of each existing STR shall apply for and pay the appropriate fee for a STR

License. Within thirty (30) days of applying for the STR License, it is the contact person's responsibility to contact the City of Bay City to ensure that entry to the structure can be granted by a person eighteen (18) years of age or above.

10. All STR Licenses shall be renewed annually by January 31st of each year and are subject to the annual fee.
11. A licensed STR shall not be required to pass a new inspection when a license is renewed, except in the following cases:
 - D. There has been a fire, flood or other event that caused substantial damage to the structure;
 - E. The license was revoked;
 - F. There has been an addition or substantial modification to the structure.
12. If notice under section 5, subsection 5 B is provided to the owner and the payment is not received by the renewal date, a notice that the City of Bay City intends to terminate the license shall be sent to the contact person (if applicable) and owner. This notice shall allow an additional thirty (30) days to comply with renewal provisions and shall specify that failure to comply will result in expiration of the license.
13. Revocation of License
 - A. Violating any provision in this Ordinance, as well as non-compliance with any term or condition of a STR License, violation of any other City ordinance or violating any County or State law, may result in revocation of license, denial of an application to renew a license, enforcement and penalties as outlined in this Ordinance. Licenses that are terminated for non-renewal or non-payment shall not be considered a revocation of a license.
 - B. In the sole discretion of the City, where a Building Code or Ordinance violation exists at a STR that presents an immediate serious fire or life safety risk, the City may immediately revoke the STR License as an emergency revocation. The City shall provide written documentation of the violation and reason for revocation prior to leaving the inspection site.
 - C. Upon an emergency revocation, the STR shall not be rented or used as a STR.
 - D. At any time following the emergency revocation of a STR License pursuant to this subsection, the City may reinstate the license upon a re- inspection by the City verifying that the subject Building Code or Ordinance violation has been corrected or a new STR License is obtained.
 - E. If an application for a license or the renewal of a license is denied, or a license is revoked, the owner may appeal to the Bay City Manager by written notice delivered to the City within thirty (30) days of denial or revocation.
 - F. The provisions of this Section are in addition to and not in lieu of any other enforcement and penalties contained in this Ordinance or other City or applicable Tillamook County

Ordinance or State law.

Section 17. Complaints, Enforcement and Penalties.

1. Complaints/Nuisance. All complaints and nuisances documented in regard to an STR shall be considered non-compliance with STR standards.
2. Non-compliance with Standards. In the event of a complaint of noncompliance with any of the required standards set forth in Section 5, which is verified by the City designated representative, the owner may receive a fine as described below per violation for each day that the violation exists, after notice to the owner of the violation. If any violation continues for a period of 30 consecutive days, the City may terminate water service to the property until the STR unit is in compliance with the standards of this ordinance.
3. Enforcement.
 - A. It shall be the duty of the City Manager to supervise the administration of this Ordinance, except as otherwise specified in this Ordinance. This Ordinance may be enforced by a member or designee of the City Manager.
4. Penalties.
 - A. Non-compliance with STR License. In the event that the owner has failed to register the STR unit, the City shall notify the STR unit owner of the noncompliance and shall give the owner 15 days to register the unit. A late STR License fee as set by resolution by the City Council, shall be added onto the annual STR License fee. Any owner, contact person, or renter who violates any part of this Ordinance is subject to citation and fines.
5. Violations of this Ordinance shall be deemed to be a violation and shall be punishable upon conviction by a minimum fine of \$250 per day and a maximum fine of \$1,000 per day, with a total fine not to exceed \$3,000 for each citation.
 - A. Each day of violation of any part of this Ordinance constitutes a separate offense and is separately punishable, but may be joined in a single prosecution.
 - B. The penalties in this Section are in addition to and not in lieu of any other authorized actions the City may take under other Sections of this Ordinance or other Ordinances, and any criminal prosecution or penalties as provided by applicable Tillamook County Ordinance or State law.

Section 18. Severability.

The separate provisions of this Ordinance are hereby declared to be independent from one another; and if any clause, sentence, paragraph, section or part of this Ordinance shall, for any reason, be adjudged invalid by any court of competent jurisdiction, all remaining parts shall remain in full force and effect. If any section, subsection, provision, clause or paragraph of this Ordinance shall be adjudged or declared by any Court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect the validity or the remaining portions of this Ordinance and it is hereby expressly declared that every other section, subsection,

provision, clause or paragraph of this Ordinance, irrespective of the portion thereby declared to be unconstitutional or invalid, be valid.

Section 19. Repeal Ordinance 685 is repealed in its entirety.

ADOPTED by the City Council of the City of Bay City this ____ day of ____, 2022.

APPROVED by the Mayor of the City of Bay City this _____ day of ____, 2022.

David McCall, Mayor

ATTEST:

Lindsey Gann, City Recorder

1st Reading: _____

2nd Reading: _____

Yea's _____

Nay's _____



November 8, 2022

City Manager Liane Welch Monthly Report:

- Submitted County and Bay City TLT reports for the Hiker/Biker Campground
- Contracted with Willamette Cultural Resources Associates for the archeological study for the Hiker/Biker Campground project
- Worked with staff and City Attorney's on the Water District Contracts
- Worked with Nan Devlin on the Destination Management project. Next and last meeting is scheduled for November 29, 2022 from 4-5:30.
- Working with Nan Devlin on the Wayfinding plan and the mural for the City Hall Building.
- Worked with City Attorney on the Short-Term Rental Ordinance
- Worked with City Attorney and Tillamook County Housing Coordinator on the Tax Exemption Ordinance
- Working with City Planner and DLCL team on the update to the Development Ordinance.
- Developing a grant application for \$10,000 for the Bay City Emergency Volunteers for more supplies for the sheds.
- Submitted Siletz Tribal Charitable Contribution Grant final report

Water

- Radio read water meters continue to be installed
- Jones Drilling from Lebanon is under contract to drill the hole for Well #3. Working thru submittals at this point. It is anticipated the hole will be drilled and casing and screen installed in mid December at this time.
- Work continues on the Water Conversation Plan by Tui Anderson.
- Working thru the contract extension for the Water Districts contract extension.

Streets

- Several Right of Ways were mowed in the last month.
- Some ditches were cleaned in the last month.
- A buried undersized culvert was replaced on Tillamook and 10th Street

Wastewater

- Tillamook Country Smoker continues to operate within permit limits. There have been zero code violations this calendar year since the new industrial users permit.
- Screen work at the treatment plant continues. The vault has been poured and backfill will start soon. The actual screen and auger for the project has arrived from JWC and is onsite at the facility. The overflow gravity and pressure piping has been installed from the overflow vault to the pond.
- WWTP is operating with very minimal issues. The recent rains have upped the influent quantity from under 100,000 gallons a day to between 200,000 and 400,000 gallons a day coming into the WWTP.
- The two repairs to the collection system in the campground area this summer that drain thru the sewer lift station are showing positive results. It is estimated the pump run times at the sewer lift station is about ½ of what pump run times were in the past for an equal rain event. These improvements are a result of having a TV truck to find where the issues are that need fixed.
- We are very near submitting the plans for the new lift station to DEQ for approvals.

Parks

- Very few campers have been using the campground since school has started.
- The electrical issues have been remedied at the RV camp location, and each RV site now has electricity hook ups.
- Bathrooms at the park are experiencing vandalism in the form of garbage, feces and drug paraphernalia left in the bathroom on the floors and walls, and damage to soap and toilet paper dispensers. There is evidence of occasional overnight guest sleeping in the bathroom.

Misc.

- The recent yearly service on the City generators discovered operational issues with the generators at both the sewer lift station and the WWTP. Those issues have been worked thru and the generators are fully functional.





November 8, 2022

Bay City Emergency Volunteer Monthly Report

- Supplies purchased for the sheds this month include medical supplies for both sheds, shelves, and other small tools, rolls of plastic, and small water filtration units.
- BCEV is coordinating a day for volunteers to construct the shelves and organize the emergency supply sheds.
- BCEV continues with their radio calls on Wednesday nights at 7 pm.
- Working on the content for the BCEV website
- Don Backman the lead of the BCEV
- City Manager is writing a County TLT grant for \$10,000 for additional emergency supplies for the sheds.



City of Bay City

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Bay City, OR 97107
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TDD 7-1-1
www.ci.bay-city.or.us

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

1. Zoning/Building Permits (3)

- 9440 6th Street – Single-Family Dwelling and Grading and Erosion Control,
- 7985 19th Street – Grading and Erosion Control for Retaining Wall,
- 6975 Seattle Avenue – Interior Remodel and Grading and Erosion Control.

2. Public Works Permits (4)

- 9440 6th Street – Drive/Road Approach,
- 6795 McCoy Avenue - Drive/Road Approach,
- 6975 Seattle Avenue – Drive/Road Approach,
- 6455 Madison Street – Street Construction/Water and Sewer Line Extension.

3. Planning Commission October 19th Meeting

- Review of TGM Code Update.

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

- Development Requirements for Spruce and Elliot (4 inquiries)
- Development/Submittal Requirements for 8th Place (4 inquiries)
- Development Requirements for plan submittal for 8140 Bewley (4 inquiries)
- Concerns at Counter Concerns with TGM Code Updates (3 inquiries)
- Concerns regarding partitioning at 6780 McCoy (3 inquiries)
- Sewer services for Idaville at Vaughan Road outside City Limits (3 inquiries)
- Discussion on possible violation at 10010 6th Street (3 inquiries)
- Permit process at 9440 6th Street (2 inquiries)
- Grading and Erosion Control for 7985 19th Street (2 inquiries)
- Concerns for properties in Bay Ridge Subdivision (2 inquiries)
- Permit Process at 8719 Doughty Road (2 inquiries)
- Partition Requirements for 6600 Main
- Development Requirements for 6755 Spruce Street
- Development and ADU Requirements for 6975 Seattle Avenue
- Partition Requirements for 6740 Baseline Road
- Wetlands/Floodplain Review at 6735 Tillamook Avenue
- Development Requirements for 6205 Tillamook Avenue
- Wetlands Delineation Review for 9900 8th Place
- Water Services Outside of City on 101 south
- Development Requirements in City
- Tree Removal Permit Requirements in City
- No Parking and additional paving for Bay Front Lane
- Water leak complaint at 5345 Trade
- Partition Review for 6600 Main
- ROW permit for 6455 Madison

- Development Review for 6975 Seattle Avenue
- Dog Service Business in City
- Permit Review for 6975 Seattle Avenue
- Partition Requirements for 8975 Doughty Road
- Permit Requirements in Bay City
- Plumbing Permits in City - Plumbing Permits handled by County
- Permit Requirements for Garage addition at 4635 Spruce Street
- Manufactured Home Requirements
- Inquiry for property owner at 6230 Tillamook Avenue
- Use on vacant property at 6020 Tillamook
- Geological Haz Report Requirements for 7th and Portland
- Development Requirements for 7th and Portland - Road improvements required
- LUCS Review for property at Doughty Road
- Development Requirements for 8979 Doughty Road
- Development Requirements Properties outside City Limits in UGB
- Water Hookup outside City Limits Outside UGB at Lucy and Doughty
- Development Requirements for 18th and McCoy
- Permit Application Requirements for 10th and Portland
- Tree Removal and Road Approach Permit Requirements for 6795 McCoy
- Review of Encroachment at 9630 4th Street

5. Land Use Applications (4)

- Minor Partition Request (#MP-22-04) at 6600 Main (notice sent out to APO's - Oct 11th);
- Conditional Use Permit and Variance Request (#CU-22-04/#V-22-05) at 4th and A Street (notice sent out to APO's – October 26th);
- Minor Partition Replat Request (#MP-22-05) at Spruce and Elliot (handled administratively).

6. Meetings involving Planning Department

- October 4th – TGM Code Update Community Meeting;
- October 5th – Pre-application Meeting for Bay Ocean Boys Storage;
- October 11th – TGM Code Update PMT Meeting;
- October 12th – Pre-application Meetings for Raglioni and Bay City Barkers;
- October 17th – Regional Housing Workshop – Homeless – Newport, OR;
- October 18th – Tillamook County NHMP Meeting and Pre-application Meeting for Joe Weisser;
- October 19th – Planning Commission Meeting;
- October 20th – Complaint Meeting with Eric Lessor;
- October 24th – Coastal Planners Network Meeting – Florence, OR;
- October 25th – Destination Management Meeting;
- October 31st – Tillamook County NHMP Meeting.

Upcoming November Meetings/Hearings

- ERAP Tillamook Adaptation Workshop – Nov 1st;
- OHNA Presentation regarding Housing Needs Assessment – Nov 7th;
- Tillamook ERAP Meeting – Nov 16th;
- TGM Code Update Contingent PMT Meeting #1 – Nov 16th;
- Planning Commission Hearing – Nov 16th;
- Destination Management Meeting – Nov 29th.

7. Counterwork

- Permitting, Land Use and public facility questions at counter (11);
- Permit submittals and SDC payments at counter (7 Permit submittals).

BAY CITY COUNCIL WORKSHOP

October 10, 2022

5:30 P.M.

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

Members Absent: Councilor Helen Wright

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

Others present: Bob Miles, Pat Vining, Greg Sweeney

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

Prior to visitor propositions Manager Welch asked for a new business item to be added to the agenda. Item H to be added to the agenda – Drilling contract for well # 3. Council approves adding Item H to the agenda.

G. Sweeney announced quilt raffle drawing for the Bay City Fire Department after the council workshop. Invited the Mayor to the meeting to draw the winning ticket.

P. Vining announced that the Emergency Management Committee will match the booster's donation to the smoke detector program. He will also request participation from the Fire Fighters Association.

B. Committee, Department, and Staff Reports

a. City Manager,

City Manager Welch presented reports See attached. Bay City was awarded the Oregon Parks and Recreation Grant for \$318,000. Attended the LOC conference will be working on ways to communicate with the public better. Mural review team, looking for suggestions from council for review team participants to review ideas for the mural on the outside of city hall. Putting door hangers out for bills that are past due, water will be shut off for those that do not attempt to communicate and pay their past due bills.

Mayor McCall announced that the county commissioners will be approving Manager Welch as the voting member for the small cities NWACT for a two-year term.

b. Finance Director/City Recorder

Finance Director Gann presented the finance report. Draft audit was received after agenda was sent out. Will email draft audit to council so they can review before approving to finalize. Councilor Imhoff asked about the codification contract to codify the ordinances. Finance Director Gann explained the contract and process for moving forward. Councilor Imhoff

asked what the Civil Rights Compliance Review was for. Finance Director Gann explained that due to our USDA loans the review is required to show that we are following federal laws.

- c. Fire Department- City Manager Welch presented report, see attached. Councilor Imhoff asked about the new vehicle purchased by the fire department. Manager Welch explained the process to find a new vehicle for the Division Chief. Councilor Baker asked what the budget for equipping the new vehicle is, and is it currently being driven. Vehicle is being stored, will not be used until it is equipped to respond to calls. Division Chief Christensen stated current quote for lights, radio, light bar, stickers are around \$12,000-\$13,000. Timeframe to receive and install around 8-10 weeks.
- d. Fire Committee Report – P. Vining presented fire committee report. Waiting to see if Garibaldi Fire’s levy passes, if it passes then the committee will start moving forward with creating a fire district. Request by Joy Simmons to rename the training hall the Kenneth Simmons Training Hall and was approved unanimously by the fire committee.
- e. Public Works – Public Works Director Markee presented public works report, see attached. Councilor Baker asked if fire hydrants are flow tested. Director Markee stated they are flow tested every five years. Councilor Rondeau asked for ditches to be cleared of debris. Councilor Baker asked about contracting out ditch maintenance.
- f. Emergency Preparedness,
Manager Welch presented the BCEV report, see attached
 - i. Next meeting Monday October 17, 2022, 5:30 pm at Ad Montgomery Community Hall
- g. Planning Department,
Manager Welch presented the Planning Department report, see attached
 - i. Next Planning Commission October 19, 2022, 6:00 pm at Ad Montgomery Community Hall

C. Minutes

No questions or comments

- a. Council Workshop – September 12, 2022
- b. Regular Council Meeting – September 13, 2022

D. Treasurers Report

No questions or comments

E. Bills against the City

Councilor Baker asked about the Advanced Excavation Payment, Manager Welch explained this was the paving at Hayes Oyster and 3rd, grant amount \$100,000 remaining balanced paid through street funds.

F. Unfinished Business

- a. Lemon Property – Property is sold
- b. CAT and Housing Rehabilitation Program – Finance Director Gann is communicating with CAT to establish a new contract. Waiting for response from CAT.
- c. Short Term Rental Discussion – STR Ordinance is at legal review

G. New Business

- a. Request by Joy Simmons to name the Fire Training Hall after Kenneth Simmons, Fire Chief for 40 years.
Kenneth Simmons was the fire chief for 40 years; his daughter Joy Simmons has requested to have the training hall named after him. Fire committee is in support of the naming of the training hall after Kenneth Simmons. Council will vote at the Council Meeting.
- b. Resolution 2022-23. A Resolution Providing for Budget Appropriation changes for Fiscal Year 2022-2023 and Repealing Resolution 2022-22
Manager Welch presented the resolution, will repeal resolution 2022-22 which was a change in allocations as the ARPA funds were already budgeted.
- c. Resolution 2022-24. A Resolution Establishing Residential, Commercial, and Industrial Sewer User Rates, System Development Fees, and Other Fees and Charges Effective October 12, 2022, and Repealing Bay City Resolution 2022-15.
Manager Welch presented the resolution which will now include a fee waiver for sewer fees during the summer months for irrigation. Discussion held on what months to include as the “Summer Irrigation Months”. Discussion also held on whether to be retroactive or starting in 2023. Adjustments will be made prior to Council Meeting to include four months during the summer and effective 2023.
- d. Resolution 2022-25. A Resolution Recognizing Unanticipated Revenue from the Sale of Real Property and Making Appropriations.
Resolution addressing the sale of the Lemon property. Manager Welch presented the resolution and the allocation of proceeds.
- e. Resolution 2022-26 – A Resolution Recognizing Unanticipated Revenue – Siletz Tribe Grant.
Manager Welch presented Resolution 2022-26
- f. Utility Service Application – Application will be used for new utility accounts, which will also track statistical information as requested from USDA.
Application clarifies the return of deposits after one year of on time payments. Deposit will be applied to the account if no late fees in one year.
- g. Handout with proposed City fees, discussion on November 8, 2022, meeting -

Manager Welch passed out chart of proposed city fees. Discussion was held regarding the comparison of fees with other cities. Will discuss further at the November Council meeting.

h. Contract for Well #3 Drilling.

Director Markee requesting approval to sign the contract for Well #3 drilling.

H. Mayor's Presentation

Mayor has been asked to accept a nomination to the EPA local government advisory committee and/or small communities advisory committee. Willing to accept if the city and his employer are in support of the nomination. Councilor Rondeau asked how often they meet. Mayor McCall stated four times per year.

I. Council Presentation

Councilor Imhoff asked when Manager Welch plans to retire. Manager Welch stated August 2023, Councilor Imhoff suggested the city begin looking for a replacement soon. Councilor Rondeau asked if Manager Welch would be willing to be an independent contractor after retirement. Manager Welch stated after a brief time off she would be willing to come back as a project manager / contractor.

J. Attorney Presentation

Meeting adjourned at 6:51pm

David McCall, Mayor

Lindsey Gann, City Recorder

BAY CITY COUNCIL MEETING

October 11, 2022

6:00 P.M.

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

Members Absent:

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

Others present: Bob Miles, Pat Vining, Alan Christensen, Ralph McRae, Holly Saindon, Blake Paulsen, Will Chappell

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

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

Will Chappell introduced himself, he is a new reporter for the Headlight Herald.

Holly Saindon announced that the quilt fundraiser raised \$1,400 and the winner has been notified, will attempt to get a picture with the winner.

Councilor Wright gave an announcement for Jody Daly, the pearl festival will be the fourth Saturday of August in 2023. Money will be donated to Watts Park.

Mayor McCall asked council to approve amending agenda to add item H as discussed at the council workshop – Drilling contract for well #3 – requesting authorization for Director Markee to sign contract. No objections from council.

C. Committee, Department, and Staff Reports

a. City Manager,

City Manager Welch presented report, see attached. Bay City was awarded the Oregon Parks and Recreation Grant for \$318,000. Mural review team, looking for suggestions from council for review team participants to review ideas for the mural on the outside of city hall. Putting door hangers out for bills that are past due, water will be shut off for those that do not attempt to communicate and pay their past due bills. Mayor McCall stated a reminder as discussed at the workshop meeting, that the county commissioners will be approving Manager Welch as the voting member for the small cities NWACT for a two-year term.

b. Finance Director/City Recorder – Draft Audit was sent to city council for review. Waiting for response from auditor regarding question on one finding. Working with CAT for a new contract.

c. Fire Department

City Manager Welch presented the Fire Department report, see attached. Councilor Imhoff asked the fire staff that were present if the burn ban was planned to be lifted, according to staff it will be lifted after October 15th unless anything changes prior. Mayor McCall asked if the new vehicle needs to be fully equipped prior to summer and if the budget is a concern, can we do an internal loan. Manager Welch will discuss with the Fire Chief.

- d. Fire Committee Report – Report presented at council workshop
- e. Public Works
Public Works Director Markee presented his report, see attached.
- f. Emergency Preparedness,
Presented by Manager Welch, see attached report
 - i. Next meeting Monday October 17, 2022, 5:30 pm at Ad Montgomery Community Hall
- g. Planning Department,
Presented by Manager Welch, see attached report
 - i. Next Planning Commission October 19, 2022, 6:00 pm at Ad Montgomery Community Hall

D. Minutes

No questions or comments

- a. Council Workshop – September 12, 2022
- b. Regular Council Meeting – September 13, 2022
Motion to approve by Councilor Rondeau, seconded by Councilor Wright
Motion Passes 5-0

E. Treasurers Report

No questions or comments – file for auditors

F. Bills against the City

No questions or comments. Motion to approve bills against the city by Councilor Rondeau, seconded by Councilor Wright.

Motion Passes 5-0

G. Unfinished Business

- a. Lemon Property – Lemon property has sold; funds will be distributed per resolution 2022-25
- b. CAT and Housing Rehabilitation Program – Waiting for response from CAT regarding new contract.
- c. Short Term Rental Discussion – Ordinance is at legal review. No major changes, Councilor Baker moved to set first public hearing for November 8th, 2022, at 6:00pm. Seconded by Councilor Imhoff.

Motion passes 5-0

H. New Business

- a. Request by Joy Simmons to name the Fire Training Hall after Kenneth Simmons, Fire Chief for 40 years.

Kenneth Simmons was the fire chief for 40 years; his daughter Joy Simmons has requested to have the training hall named after him. Fire committee is in support of the naming of the training hall after Kenneth Simmons.

Motion to approve naming the Fire Training Hall after Kenneth Simmons by Councilor Rondeau, seconded by Councilor Wright.

Motion Passes 5-0

- b. Resolution 2022-23. A Resolution Providing for Budget Appropriation changes for Fiscal Year 2022-2023 and Repealing Resolution 2022-22

Manager Welch presented the resolution, will repeal resolution 2022-22 which was a change in allocations as the ARPA funds were already budgeted. Motion by Councilor Baker to approve, seconded by Councilor Rondeau.

Motion Passes 5-0

- c. Resolution 2022-24. A Resolution Establishing Residential, Commercial, and Industrial Sewer User Rates, System Development Fees, and Other Fees and Charges Effective October 12, 2022, and Repealing Bay City Resolution 2022-15.

Manager Welch presented the resolution which will now include a fee waiver for sewer fees during the summer months for irrigation. Effective 2023 and will be allowed for the months of June – September for residents to submit a request for irrigation water sewer fee to be waived.

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

Motion Passes 5-0

- d. Resolution 2022-25. A Resolution Recognizing Unanticipated Revenue from the Sale of Real Property and Making Appropriations.

Motion by Councilor Josi to approve, seconded by Councilor Baker

Motion Passes 5-0

- e. Resolution 2022-26 A Resolution Recognizing Unanticipated Revenue from the Siletz Tribal Grant.

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

Motion Passes 5-0

- f. Utility Service Application – New application for utility service request, information only.

- g. Handout with proposed City fees, discussion on November 8, 2022, meeting Handout proved to council, will discuss further at next council meeting on November 8, 2022.

- h. Contract for drilling well #3 – requesting approval from council for Public Works Director Markee to sign contract in the amount of \$162,500

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

Motion passes 5-0

I. Mayor's Presentation

Mayor has been asked to accept a nomination to the EPA local government advisory committee and/or small communities advisory committee. City Manager Welch will write a letter in support of the mayor accepting the nomination, if approved by Council. Councilor Baker made a motion to approve a letter of support, seconded by Councilor Josi.

Motion passes 5-0

Mayor McCall received an email from the Mayor of Warrenton requesting the city to support the OMA Homeless Task Force, it is independent of the current homelessness project the city is currently working on. OMA Homeless task Force is requesting letters of support from cities. Councilor Baker and Imhoff expressed their support. Consensus from council to move forward with support of OMA Homeless task Force.

J. Council Presentation

Councilor Imhoff asked how policy is set, is it set by council or by the city manager? Council agrees that policy should be set and approved by City Council. Question evolved over the adjustments for leaks. Manager Welch explained each leak is reviewed prior to a waiver being provided. Staff will bring a financial policy to council for approval.

K. Attorney Presentation

Meeting adjourned at 7:05pm

David McCall, Mayor

Lindsey Gann, City Recorder

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

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Revised Budget
 For General Fund (100)
 For the Fiscal Period 2023-4 Ending October 31, 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	\$ 219,920.00	\$ 1,566.18	\$ 218,353.82
100-00-4010 Property Taxes - Prior Years	0.00	0.00	7,000.00	707.00	6,293.00
100-00-4105 Liquor Tax	0.00	0.00	23,000.00	7,119.57	15,880.43
100-00-4110 Cigarette Tax	0.00	189.65	1,200.00	389.73	810.27
100-00-4205 Licenses	0.00	0.00	1,000.00	0.00	1,000.00
100-00-4210 Dog Licenses/Fines	0.00	0.00	150.00	41.25	108.75
100-00-4305 Franchise Fees	0.00	2,244.73	30,000.00	12,857.97	17,142.03
100-00-4510 State Revenue Sharing	0.00	0.00	20,000.00	4,611.20	15,388.80
100-00-4605 Hall Rental	0.00	0.00	500.00	450.00	50.00
100-00-4650 Transient Lodging Tax	0.00	10,029.32	20,000.00	19,458.89	541.11
100-00-4800 Miscellaneous	48,971.69	(155,688.24)	204,808.69	51,831.82	152,976.87
100-00-4805 Earnings on Investments	0.00	0.00	2,000.00	461.31	1,538.69
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	347,227.00	198,784.36	148,442.64
Total Non-Departmental Revenues	48,971.69	(143,224.54)	876,905.69	298,279.28	578,626.41
Fire Revenues					
100-30-4005 Property Taxes - Current	0.00	0.00	128,734.00	966.55	127,767.45
100-30-4010 Property Taxes - Prior Years	0.00	0.00	1,500.00	336.86	1,163.14
100-30-4520 Intergovernmental Agreements	0.00	0.00	3,000.00	0.00	3,000.00
100-30-4800 Miscellaneous	54,402.00	45,000.00	55,902.00	56,742.00	(840.00)
100-30-4805 Earnings on Investments	0.00	0.00	1,200.00	354.83	845.17
100-30-4930 Transfers In	0.00	0.00	128,258.00	920.20	127,337.80
100-30-4990 Beginning Fund Balance	0.00	0.00	138,000.00	155,585.64	(17,585.64)
Total Fire Revenues	54,402.00	45,000.00	456,594.00	214,906.08	241,687.92
Recreation Revenues					
100-50-4430 Local Grants	25,000.00	25,000.00	115,100.00	40,000.00	75,100.00
100-50-4630 Park Camping	0.00	141.14	6,500.00	4,770.23	1,729.77
Total Recreation Revenues	25,000.00	25,141.14	121,600.00	44,770.23	76,829.77
Transient Lodging Tax Revenues					
100-60-4650 Transient Lodging Tax	0.00	23,401.71	55,000.00	45,700.15	9,299.85
100-60-4990 Beginning Fund Balance	0.00	0.00	68,000.00	98,302.89	(30,302.89)
Total Transient Lodging Tax Revenues	0.00	23,401.71	123,000.00	144,003.04	(21,003.04)
Planning Revenues					
100-70-4310 Planning Fees	0.00	1,050.00	6,000.00	4,820.00	1,180.00
100-70-4315 Land Use Fees	0.00	1,300.00	4,000.00	3,250.00	750.00
Total Planning Revenues	0.00	2,350.00	10,000.00	8,070.00	1,930.00
Total General Fund Revenues	\$ 128,373.69	\$ (47,331.69)	\$ 1,588,099.69	\$ 710,028.63	\$ 878,071.06

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Statement of Revenue and Expenditures

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Revised Budget

For General Fund (100)

For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Expenditures					
Administration Expenditures					
100-10-5105 Full-Time Employees - Regular	\$ 20,000.00	\$ 10,637.04	\$ 118,727.00	\$ 47,266.52	\$ 71,460.48
100-10-5115 Part-Time Employees	0.00	0.00	14,300.00	2,553.06	\$ 11,746.94
100-10-5205 Employer FICA Taxes	0.00	813.77	9,000.00	3,804.01	\$ 5,195.99
100-10-5210 Unemployment Insurance	0.00	11.60	1,200.00	50.72	\$ 1,149.28
100-10-5215 Workers' Compensation Insurance	0.00	3.60	700.00	609.17	\$ 90.83
100-10-5305 Employer PERS Contributions	0.00	2,148.05	22,000.00	9,895.65	\$ 12,104.35
100-10-5405 Health Insurance	0.00	2,635.85	37,000.00	13,871.82	\$ 23,128.18
100-10-5415 Life Insurance	0.00	19.31	300.00	89.05	\$ 210.95
100-10-6105 Office Supplies & Equipment	0.00	736.50	30,000.00	11,587.96	\$ 18,412.04
100-10-6290 Other Professional Fees	0.00	0.00	500.00	0.00	\$ 500.00
100-10-6305 Building Repairs & Maintenance	0.00	787.44	35,000.00	854.10	\$ 34,145.90
100-10-6311 Contracted Ground Maintenance	0.00	280.00	5,000.00	560.00	\$ 4,440.00
100-10-6405 Dues & Subscriptions	0.00	0.00	5,000.00	2,406.37	\$ 2,593.63
100-10-6410 Training	0.00	619.25	10,000.00	4,169.45	\$ 5,830.55
100-10-6605 Electricity	0.00	223.31	4,000.00	860.93	\$ 3,139.07
100-10-6620 Telecommunications	0.00	239.95	2,500.00	1,100.50	\$ 1,399.50
100-10-6700 Insurance	0.00	0.00	7,400.00	7,400.00	\$ 0.00
100-10-6825 Advertising/Publishing	0.00	0.00	5,000.00	325.50	\$ 4,674.50
100-10-6830 Janitorial Services	0.00	0.00	5,000.00	1,410.00	\$ 3,590.00
100-10-6850 Dog Licenses/Catching	0.00	0.00	150.00	0.00	\$ 150.00
100-10-6860 Computers/Software/Services	0.00	337.25	20,000.00	12,487.90	\$ 7,512.10
100-10-6870 Pre-Hazard Preparedness	0.00	0.00	10,000.00	437.84	\$ 9,562.16
100-10-6880 Ordinance Enforcement	0.00	0.00	1,500.00	0.00	\$ 1,500.00
100-10-6990 Other Miscellaneous Expenses	28,971.69	0.00	38,971.69	2,693.69	\$ 36,278.00
Total Administration Expenditures	48,971.69	19,492.92	383,248.69	124,434.24	258,814.45
Fire Expenditures					
100-30-5105 Full-Time Employees - Regular	0.00	6,069.15	70,348.00	15,707.31	\$ 54,640.69
100-30-5115 Part-Time Employees	0.00	4,004.00	45,400.00	18,355.00	\$ 27,045.00
100-30-5118 Volunteer Stipends	0.00	5,721.29	48,000.00	10,633.79	\$ 37,366.21
100-30-5205 Employer FICA Taxes	0.00	1,208.35	14,000.00	3,412.28	\$ 10,587.72
100-30-5210 Unemployment Insurance	0.00	15.82	1,200.00	44.70	\$ 1,155.30
100-30-5215 Workers' Compensation Insurance	0.00	205.88	2,300.00	818.87	\$ 1,481.13
100-30-5305 Employer PERS Contributions	0.00	2,151.16	27,000.00	6,503.43	\$ 20,496.57
100-30-5405 Health Insurance	0.00	3,075.96	29,000.00	5,349.94	\$ 23,650.06
100-30-5415 Life Insurance	0.00	16.33	300.00	69.75	\$ 230.25
100-30-5420 Disability Insurance	0.00	0.00	3,500.00	1,500.00	\$ 2,000.00
100-30-6105 Office Supplies & Equipment	0.00	0.00	4,000.00	811.30	\$ 3,188.70
100-30-6115 First Aid Supplies	0.00	0.00	10,000.00	4,076.39	\$ 5,923.61
100-30-6140 Fuel/Lubes/Etc.	0.00	0.00	10,000.00	458.81	\$ 9,541.19
100-30-6205 Accounting & Auditing	0.00	0.00	500.00	250.00	\$ 250.00
100-30-6220 Legal Fees	0.00	0.00	500.00	250.00	\$ 250.00
100-30-6290 Other Professional Fees	0.00	0.00	8,000.00	0.00	\$ 8,000.00
100-30-6305 Building Repairs & Maintenance	0.00	375.69	8,000.00	4,788.74	\$ 3,211.26
100-30-6340 Radios & Radio Repair	0.00	0.00	4,000.00	61.99	\$ 3,938.01
100-30-6345 Operational Equipment & Repairs	0.00	437.35	15,000.00	4,318.45	\$ 10,681.55

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

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Revised Budget
For General Fund (100)
For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-30-6350 Personal Protective Equipment	54,402.00	3,882.61	75,402.00	31,624.41	\$ 43,777.59
100-30-6405 Dues & Subscriptions	0.00	100.00	2,400.00	375.00	\$ 2,025.00
100-30-6410 Training	0.00	50.00	7,000.00	675.87	\$ 6,324.13
100-30-6605 Electricity	0.00	208.55	4,700.00	807.36	\$ 3,892.64
100-30-6620 Telecommunications	0.00	363.88	4,000.00	1,490.31	\$ 2,509.69
100-30-6700 Insurance	0.00	0.00	16,000.00	16,000.00	\$ 0.00
100-30-6830 Janitorial Services	0.00	0.00	3,500.00	780.00	\$ 2,720.00
100-30-6840 Printing & Copying	0.00	0.00	300.00	10.45	\$ 289.55
100-30-6860 Computers/Software/Services	0.00	1,757.45	6,000.00	8,064.30	\$ (2,064.30)
100-30-6990 Other Miscellaneous Expenses	0.00	0.00	4,000.00	835.38	\$ 3,164.62
100-30-9400 Transfer to Capital Projects Funds	0.00	0.00	21,500.00	21,500.00	\$ 0.00
100-30-9800 Contingency	0.00	0.00	10,744.00	10,700.00	\$ 44.00
Total Fire Expenditures	54,402.00	29,643.47	456,594.00	170,273.83	286,320.17
Recreation Expenditures					
100-50-5105 Full-Time Employees - Regular	0.00	1,646.02	21,322.00	7,308.39	\$ 14,013.61
100-50-5205 Employer FICA Taxes	0.00	125.90	1,700.00	559.00	\$ 1,141.00
100-50-5210 Unemployment Insurance	0.00	1.66	250.00	7.36	\$ 242.64
100-50-5215 Workers' Compensation Insurance	0.00	100.58	650.00	558.24	\$ 91.76
100-50-5305 Employer PERS Contributions	0.00	288.20	4,000.00	1,271.35	\$ 2,728.65
100-50-5405 Health Insurance	0.00	454.19	8,000.00	3,367.86	\$ 4,632.14
100-50-5415 Life Insurance	0.00	2.12	150.00	9.52	\$ 140.48
100-50-6145 Tourism	0.00	110.80	500.00	120.77	\$ 379.23
100-50-6190 Other Supplies	0.00	0.00	5,000.00	347.11	\$ 4,652.89
100-50-6310 Grounds Maintenance	0.00	181.73	8,000.00	4,437.77	\$ 3,562.23
100-50-6311 Contracted Ground Maintenance	0.00	1,095.00	15,000.00	3,720.00	\$ 11,280.00
100-50-6605 Electricity	0.00	172.40	2,000.00	649.04	\$ 1,350.96
100-50-6995 Feasibility Studies / Projects	25,000.00	0.00	115,000.00	8,593.09	\$ 106,406.91
100-50-8200 Buildings & Equipment	0.00	0.00	8,000.00	0.00	\$ 8,000.00
Total Recreation Expenditures	25,000.00	4,178.60	189,572.00	30,949.50	158,622.50
Transient Lodging Tax Expenditures					
100-60-6145 Tourism	0.00	0.00	120,000.00	29,620.00	\$ 90,380.00
Total Transient Lodging Tax Expenditures	0.00	0.00	120,000.00	29,620.00	90,380.00
Planning Expenditures					
100-70-6215 Engineering Fees	0.00	0.00	2,000.00	0.00	\$ 2,000.00
100-70-6220 Legal Fees	0.00	0.00	5,000.00	1,513.00	\$ 3,487.00
100-70-6240 Comprehensive Planning	0.00	1,066.86	5,000.00	1,637.22	\$ 3,362.78
100-70-6290 Other Professional Fees	0.00	0.00	10,000.00	1,047.12	\$ 8,952.88
100-70-6865 Building Inspector/Inspections	0.00	0.00	500.00	0.00	\$ 500.00
Total Planning Expenditures	0.00	1,066.86	22,500.00	4,197.34	18,302.66
General Service Expenditures					
100-90-6205 Accounting & Auditing	0.00	0.00	5,000.00	2,250.00	\$ 2,750.00
100-90-6220 Legal Fees	0.00	1,006.00	40,000.00	2,459.00	\$ 37,541.00
100-90-6805 Mayor	0.00	0.00	3,500.00	904.79	\$ 2,595.21
100-90-6910 Fee Refunds	0.00	0.00	500.00	0.00	\$ 500.00
100-90-6990 Other Miscellaneous Expenses	0.00	0.00	1,000.00	647.79	\$ 352.21

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For General Fund (100)
For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-90-9000 Transfers Out	0.00	0.00	128,258.00	920.20	\$ 127,337.80
100-90-9800 Contingency	(155,837.00)	0.00	47,090.00	0.00	\$ 47,090.00
100-90-9900 Unappropriated Ending Fund Balance	0.00	0.00	35,000.00	0.00	\$ 35,000.00
Total General Service Expenditures	(155,837.00)	1,006.00	260,348.00	7,181.78	253,166.22
Total General Fund Expenditures	\$ (27,463.31)	\$ 55,387.85	\$ 1,432,262.69	\$ 366,656.69	\$ 1,065,606.00
General Fund Excess of Revenues Over Expenditures	\$ 155,837.00	\$ (102,719.54)	\$ 155,837.00	\$ 343,371.94	\$ (187,534.94)

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Statement of Revenue and Expenditures

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Revised Budget
For Street and Road Fund (200)
For the Fiscal Period 2023-4 Ending October 31, 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	\$ 10,609.45	\$ 100,000.00	\$ 37,037.55	\$ 62,962.45
200-00-4420 State Grants	0.00	0.00	100,000.00	0.00	\$ 100,000.00
200-00-4800 Miscellaneous	0.00	40.60	0.00	40.60	\$ 0.00
200-00-4805 Earnings on Investments	0.00	0.00	270.00	218.08	\$ 51.92
200-00-4930 Transfers In	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
200-00-4990 Beginning Fund Balance	0.00	0.00	46,800.00	95,621.03	\$ (48,821.03)
Total Non-Departmental Revenues	0.00	175,650.05	412,070.00	297,917.26	114,152.74
Total Street and Road Fund Revenues	\$ 0.00	\$ 175,650.05	\$ 412,070.00	\$ 297,917.26	\$ 114,152.74

Expenditures

Non-Departmental Expenditures					
200-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 6,530.86	\$ 70,000.00	\$ 29,432.56	\$ 40,567.44
200-00-5115 Part-Time Employees	0.00	0.00	2,200.00	392.80	\$ 1,807.20
200-00-5205 Employer FICA Taxes	0.00	499.62	5,500.00	2,274.36	\$ 3,225.64
200-00-5210 Unemployment Insurance	0.00	6.56	770.00	29.85	\$ 740.15
200-00-5215 Workers' Compensation Insurance	0.00	502.42	3,200.00	1,102.75	\$ 2,097.25
200-00-5305 Employer PERS Contributions	0.00	1,239.88	13,500.00	5,573.89	\$ 7,926.11
200-00-5405 Health Insurance	0.00	1,745.94	25,000.00	8,209.73	\$ 16,790.27
200-00-5415 Life Insurance	0.00	9.16	300.00	41.41	\$ 258.59
200-00-6105 Office Supplies & Equipment	0.00	0.00	500.00	0.00	\$ 500.00
200-00-6125 Shop Supplies & Small Tools	0.00	52.03	1,100.00	52.03	\$ 1,047.97
200-00-6140 Fuel/Lubes/Etc.	0.00	0.00	2,000.00	0.00	\$ 2,000.00
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	0.00	\$ 5,000.00
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	0.00	5,000.00	0.00	\$ 5,000.00
200-00-6315 Street Repairs & Maintenance	0.00	0.00	10,000.00	609.80	\$ 9,390.20
200-00-6335 Vehicle Repairs & Maintenance	0.00	0.00	3,000.00	22.13	\$ 2,977.87
200-00-6350 Personal Protective Equipment	0.00	0.00	1,500.00	0.00	\$ 1,500.00
200-00-6390 Other Repairs & Maintenance	0.00	0.00	7,500.00	0.00	\$ 7,500.00
200-00-6410 Training	0.00	0.00	2,000.00	89.16	\$ 1,910.84
200-00-6605 Electricity	0.00	710.56	12,000.00	2,850.90	\$ 9,149.10
200-00-6700 Insurance	0.00	0.00	4,000.00	4,000.00	\$ 0.00
200-00-6860 Computers/Software/Services	0.00	0.00	2,000.00	568.58	\$ 1,431.42
200-00-6990 Other Miscellaneous Expenses	0.00	0.00	3,500.00	398.32	\$ 3,101.68
200-00-6995 Feasibility Studies / Projects	0.00	0.00	10,000.00	0.00	\$ 10,000.00
200-00-8300 Improvements Other Than Buildings	0.00	269.32	214,000.00	214,269.32	\$ (269.32)
Total Non-Departmental Expenditures	0.00	11,566.35	412,070.00	270,917.59	141,152.41
Total Street and Road Fund Expenditures	\$ 0.00	\$ 11,566.35	\$ 412,070.00	\$ 270,917.59	\$ 141,152.41

Street and Road Fund Excess of Revenues Over Expen \$ 0.00 \$ 164,083.70 \$ 0.00 \$ 26,999.67 \$ 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 2023-4 Ending October 31, 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	\$ 500.00	\$ 291.65	\$ 208.35
201-18-4825 Loan Payback	0.00	0.00	0.00	7,000.00	0.00
201-18-4990 Beginning Fund Balance	0.00	0.00	110,700.00	127,882.14	(17,182.14)
Total Housing Rehabilitation Revenues	0.00	0.00	111,200.00	135,173.79	(23,973.79)
Total Housing Rehabilitation Fund Revenues	\$ 0.00	\$ 0.00	\$ 111,200.00	\$ 135,173.79	\$ (23,973.79)
Expenditures					
Housing Rehabilitation Expenditures					
201-18-6890 Other Administration Expenses	\$ 0.00	\$ 0.00	\$ 5,500.00	\$ 0.00	\$ 5,500.00
201-18-6920 Housing Rehab Loan Disbursements	0.00	0.00	105,700.00	0.00	105,700.00
Total Housing Rehabilitation Expenditures	0.00	0.00	111,200.00	0.00	111,200.00
Total Housing Rehabilitation Fund Expenditures	\$ 0.00	\$ 0.00	\$ 111,200.00	\$ 0.00	\$ 111,200.00
Housing Rehabilitation Fund Excess of Revenues Over	\$ 0.00	\$ 0.00	\$ 0.00	\$ 135,173.79	\$ 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 2023-4 Ending October 31, 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	\$ 97.66	\$ 0.00
300-11-4611 Water User Charges - Capital	0.00	0.00	0.00	296.00	0.00
Total Bond Payment Revenues	0.00	0.00	0.00	393.66	0.00
Total Kilchis Water Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 393.66	\$ 0.00
Kilchis Water Bond Fund Excess of Revenues Over Exp	\$ 0.00	\$ 0.00	\$ 0.00	\$ 393.66	\$ 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 2023-4 Ending October 31, 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	\$ 19,350.00	\$ 205.35	\$ 19,144.65
301-11-4010 Property Taxes - Prior Years	0.00	0.00	300.00	83.61	216.39
301-11-4805 Earnings on Investments	0.00	0.00	200.00	116.27	83.73
301-11-4990 Beginning Fund Balance	0.00	0.00	48,000.00	50,980.79	(2,980.79)
Total Bond Payment Revenues	0.00	0.00	67,850.00	51,386.02	16,463.98
Total Sewer Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 67,850.00	\$ 51,386.02	\$ 16,463.98
Expenditures					
Bond Payment Expenditures					
301-11-7010 Principal Payments - General Obligatio	\$ 0.00	\$ 0.00	\$ 20,900.00	\$ 0.00	\$ 20,900.00
301-11-7015 Interest Payments - General Obligation	0.00	0.00	13,040.00	0.00	13,040.00
301-11-9900 Unappropriated Ending Fund Balance	0.00	0.00	33,910.00	0.00	33,910.00
Total Bond Payment Expenditures	0.00	0.00	67,850.00	0.00	67,850.00
Total Sewer Bond Fund Expenditures	\$ 0.00	\$ 0.00	\$ 67,850.00	\$ 0.00	\$ 67,850.00
Sewer Bond Fund Excess of Revenues Over Expenditur	\$ 0.00	\$ 0.00	\$ 0.00	\$ 51,386.02	\$ 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 2023-4 Ending October 31, 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	12,798.00	\$ 37,202.00
302-22-4990 Beginning Fund Balance	0.00	0.00	118,000.00	106,845.00	\$ 11,155.00
Total Loan Revenues	0.00	0.00	168,000.00	119,643.00	48,357.00
Total DEQ Loan Repayment Fund Revenues	\$ 0.00	\$ 0.00	\$ 168,000.00	\$ 122,587.50	\$ 45,412.50
Expenditures					
Loan Expenditures					
302-22-7040 Principal Payments - Notes Payable	\$ 0.00	\$ 0.00	\$ 40,720.00	\$ 0.00	\$ 40,720.00
302-22-7045 Interest Payments - Notes Payable	0.00	0.00	3,866.00	0.00	\$ 3,866.00
302-22-9900 Unappropriated Ending Fund Balance	0.00	0.00	123,414.00	0.00	\$ 123,414.00
Total Loan Expenditures	0.00	0.00	168,000.00	0.00	168,000.00
Total DEQ Loan Repayment Fund Expenditures	\$ 0.00	\$ 0.00	\$ 168,000.00	\$ 0.00	\$ 168,000.00
DEQ Loan Repayment Fund Excess of Revenues Over E	\$ 0.00	\$ 0.00	\$ 0.00	\$ 122,587.50	\$ 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 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
400-13-4305 Franchise Fees	\$ 0.00	\$ 1,727.35	\$ 5,000.00	\$ 3,025.38	\$ 1,974.62
400-13-4805 Earnings on Investments	0.00	0.00	250.00	77.49	\$ 172.51
400-13-4930 Transfers In	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
400-13-4990 Beginning Fund Balance	0.00	0.00	31,300.00	33,977.20	\$ (2,677.20)
Total Reserve Revenues	0.00	166,727.35	201,550.00	202,080.07	(530.07)
Street Trust Revenues					
400-17-4805 Earnings on Investments	0.00	0.00	1,000.00	538.88	\$ 461.12
400-17-4990 Beginning Fund Balance	0.00	0.00	235,600.00	236,288.12	\$ (688.12)
Total Street Trust Revenues	0.00	0.00	236,600.00	236,827.00	(227.00)
Street Maintenance Fee Revenues					
400-24-4320 Street Maintenance Fees	0.00	7,078.79	95,000.00	29,556.73	\$ 65,443.27
400-24-4805 Earnings on Investments	0.00	0.00	400.00	466.27	\$ (66.27)
400-24-4990 Beginning Fund Balance	0.00	0.00	177,000.00	204,448.62	\$ (27,448.62)
Total Street Maintenance Fee Revenues	0.00	7,078.79	272,400.00	234,471.62	37,928.38
Total Street Reserve Fund Revenues	\$ 0.00	\$ 173,806.14	\$ 710,550.00	\$ 673,378.69	\$ 37,171.31
Expenditures					
Reserve Expenditures					
400-13-6315 Street Repairs & Maintenance	\$ 0.00	\$ 0.00	\$ 31,550.00	\$ 0.00	\$ 31,550.00
400-13-9400 Transfer to Capital Projects Funds	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
Total Reserve Expenditures	0.00	165,000.00	196,550.00	165,000.00	31,550.00
Street Trust Expenditures					
400-17-9000 Transfers Out	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
400-17-9900 Unappropriated Ending Fund Balance	0.00	0.00	71,600.00	0.00	\$ 71,600.00
Total Street Trust Expenditures	0.00	165,000.00	236,600.00	165,000.00	71,600.00
Street Maintenance Fee Expenditures					
400-24-6314 Street Overlay	0.00	0.00	95,000.00	55,751.20	\$ 39,248.80
400-24-9800 Contingency	0.00	0.00	182,400.00	0.00	\$ 182,400.00
Total Street Maintenance Fee Expenditures	0.00	0.00	277,400.00	55,751.20	221,648.80
Total Street Reserve Fund Expenditures	\$ 0.00	\$ 330,000.00	\$ 710,550.00	\$ 385,751.20	\$ 324,798.80
Street Reserve Fund Excess of Revenues Over Expendi	\$ 0.00	\$ (156,193.86)	\$ 0.00	\$ 287,627.49	\$ 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 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
401-13-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 25.00	\$ 23.01	\$ 1.99
401-13-4930 Transfers In	0.00	28,000.00	28,000.00	28,000.00	0.00
401-13-4990 Beginning Fund Balance	0.00	0.00	10,076.00	10,091.43	(15.43)
Total Reserve Revenues	0.00	28,000.00	38,101.00	38,114.44	(13.44)
Total Bay City Equipment Reserve Fund Revenues	\$ 0.00	\$ 28,000.00	\$ 38,101.00	\$ 38,114.44	\$ (13.44)
Expenditures					
Reserve Expenditures					
401-13-8400 Machinery & Equipment	\$ 0.00	\$ 0.00	\$ 38,101.00	\$ 0.00	\$ 38,101.00
Total Reserve Expenditures	0.00	0.00	38,101.00	0.00	38,101.00
Total Bay City Equipment Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 38,101.00	\$ 0.00	\$ 38,101.00
Bay City Equipment Reserve Fund Excess of Revenues	\$ 0.00	\$ 28,000.00	\$ 0.00	\$ 38,114.44	\$ 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 2023-4 Ending October 31, 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	\$ 250.00	\$ 140.67	\$ 109.33
402-13-4930 Transfers In	0.00	0.00	21,500.00	0.00	21,500.00
402-13-4990 Beginning Fund Balance	0.00	0.00	61,500.00	61,681.53	(181.53)
Total Reserve Revenues	0.00	0.00	83,250.00	61,822.20	21,427.80
Building Fund Revenues					
402-19-4805 Earnings on Investments	0.00	0.00	500.00	289.13	210.87
402-19-4890 Fire Department Relocation	0.00	1,946.95	24,000.00	8,341.72	15,658.28
402-19-4990 Beginning Fund Balance	0.00	0.00	116,000.00	126,778.97	(10,778.97)
Total Building Fund Revenues	0.00	1,946.95	140,500.00	135,409.82	5,090.18
Total Fire Apparatus Reserve & Building Reserve Fun	\$ 0.00	\$ 1,946.95	\$ 223,750.00	\$ 197,232.02	\$ 26,517.98
Expenditures					
Reserve Expenditures					
402-13-7050 Capital Lease Payments	\$ 0.00	\$ 0.00	\$ 29,300.00	\$ 24,219.78	\$ 5,080.22
402-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	53,950.00	0.00	53,950.00
Total Reserve Expenditures	0.00	0.00	83,250.00	24,219.78	59,030.22
Building Fund Expenditures					
402-19-9900 Unappropriated Ending Fund Balance	0.00	0.00	140,500.00	0.00	140,500.00
Total Building Fund Expenditures	0.00	0.00	140,500.00	0.00	140,500.00
Total Fire Apparatus Reserve & Building Reserve Fun	\$ 0.00	\$ 0.00	\$ 223,750.00	\$ 24,219.78	\$ 199,530.22
Fire Apparatus Reserve & Building Reserve Fund Exces	\$ 0.00	\$ 1,946.95	\$ 0.00	\$ 173,012.24	\$ 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 2023-4 Ending October 31, 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	\$ 20.00	\$ 18.32	\$ 1.68
404-13-4990 Beginning Fund Balance	0.00	0.00	7,900.00	8,034.20	(134.20)
Total Reserve Revenues	0.00	0.00	7,920.00	8,052.52	(132.52)
Total Park & Recreation Reserve Fund Revenues	\$ 0.00	\$ 0.00	\$ 7,920.00	\$ 8,052.52	\$ (132.52)
Expenditures					
Reserve Expenditures					
404-13-9900 Unappropriated Ending Fund Balance	\$ 0.00	\$ 0.00	\$ 7,920.00	\$ 0.00	\$ 7,920.00
Total Reserve Expenditures	0.00	0.00	7,920.00	0.00	7,920.00
Total Park & Recreation Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 7,920.00	\$ 0.00	\$ 7,920.00
Park & Recreation Reserve Fund Excess of Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,052.52	\$ 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 2023-4 Ending October 31, 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	\$ 107.17	\$ 900.00	\$ 374.12	\$ 525.88
405-13-4805 Earnings on Investments	0.00	0.00	50.00	23.21	26.79
405-13-4990 Beginning Fund Balance	0.00	0.00	8,900.00	10,177.78	(1,277.78)
Total Reserve Revenues	0.00	107.17	9,850.00	10,575.11	(725.11)
Total Footpaths and Bicycle Trails Reserve Revenues	\$ 0.00	\$ 107.17	\$ 9,850.00	\$ 10,575.11	\$ (725.11)
Expenditures					
Reserve Expenditures					
405-13-9900 Unappropriated Ending Fund Balance	\$ 0.00	\$ 0.00	\$ 9,850.00	\$ 0.00	\$ 9,850.00
Total Reserve Expenditures	0.00	0.00	9,850.00	0.00	9,850.00
Total Footpaths and Bicycle Trails Reserve Expenditu	\$ 0.00	\$ 0.00	\$ 9,850.00	\$ 0.00	\$ 9,850.00
Footpaths and Bicycle Trails Reserve Excess of Revenu	\$ 0.00	\$ 107.17	\$ 0.00	\$ 10,575.11	\$ 0.00

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

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Revised Budget
 For Bay City Water Fund (600)
 For the Fiscal Period 2023-4 Ending October 31, 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	\$ 29,891.20	\$ 370,000.00	\$ 119,361.49	\$ 250,638.51
600-00-4615 Water Deposits	0.00	0.00	2,000.00	0.00	2,000.00
600-00-4800 Miscellaneous	7,903.47	127.80	7,903.47	8,051.07	(147.60)
600-00-4805 Earnings on Investments	0.00	0.00	480.00	604.48	(124.48)
600-00-4815 Sale of Pipe/Supplies	0.00	999.89	4,000.00	1,694.73	2,305.27
600-00-4990 Beginning Fund Balance	0.00	0.00	187,000.00	265,051.62	(78,051.62)
Total Non-Departmental Revenues	7,903.47	31,018.89	571,383.47	394,763.39	176,620.08
Reserve Revenues					
600-13-4710 SDC - Improvement Fees	0.00	5,632.67	35,000.00	33,796.02	1,203.98
600-13-4720 SDC - Reimbursement Fees	0.00	3,018.33	20,000.00	18,109.98	1,890.02
600-13-4805 Earnings on Investments	0.00	0.00	1,300.00	626.07	673.93
600-13-4990 Beginning Fund Balance	0.00	0.00	232,437.00	274,517.26	(42,080.26)
Total Reserve Revenues	0.00	8,651.00	288,737.00	327,049.33	(38,312.33)
Reserve Revenues					
600-14-4990 Beginning Fund Balance	0.00	0.00	0.00	1,745.07	0.00
Total Reserve Revenues	0.00	0.00	0.00	1,745.07	0.00
Total Bay City Water Fund Revenues	\$ 7,903.47	\$ 39,669.89	\$ 860,120.47	\$ 723,557.79	\$ 136,562.68

Expenditures

Non-Departmental Expenditures

600-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 14,361.23	\$ 172,000.00	\$ 65,044.26	\$ 106,955.74
600-00-5115 Part-Time Employees	0.00	0.00	2,200.00	392.80	1,807.20
600-00-5205 Employer FICA Taxes	0.00	1,098.65	14,000.00	4,998.70	9,001.30
600-00-5210 Unemployment Insurance	0.00	14.35	2,000.00	65.26	1,934.74
600-00-5215 Workers' Compensation Insurance	0.00	336.46	3,400.00	1,079.12	2,320.88
600-00-5305 Employer PERS Contributions	0.00	2,653.37	32,500.00	11,942.33	20,557.67
600-00-5405 Health Insurance	0.00	4,149.92	55,000.00	21,930.64	33,069.36
600-00-5415 Life Insurance	0.00	16.85	500.00	75.95	424.05
600-00-6105 Office Supplies & Equipment	0.00	0.00	3,000.00	158.31	2,841.69
600-00-6125 Shop Supplies & Small Tools	0.00	8.70	2,500.00	217.55	2,282.45
600-00-6130 Customer Meters & Supplies	0.00	610.55	1,000.00	1,775.03	(775.03)
600-00-6135 Chemical/Lab Supplies	0.00	0.00	500.00	0.00	500.00
600-00-6140 Fuel/Lubes/Etc.	0.00	0.00	6,000.00	1,045.61	4,954.39
600-00-6190 Other Supplies	0.00	0.00	250.00	0.00	250.00
600-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	1,333.00	1,167.00
600-00-6215 Engineering Fees	0.00	0.00	16,000.00	33.33	15,966.67
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	1,278.00	222.00
600-00-6290 Other Professional Fees	0.00	0.00	5,000.00	0.00	5,000.00
600-00-6305 Building Repairs & Maintenance	0.00	119.08	4,000.00	184.27	3,815.73
600-00-6311 Contracted Ground Maintenance	0.00	155.00	2,000.00	310.00	1,690.00
600-00-6325 Utility System Repairs	0.00	0.00	15,000.00	5,216.78	9,783.22

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Bay City Water Fund (600)
For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
600-00-6335 Vehicle Repairs & Maintenance	7,903.47	3,032.22	12,903.47	3,147.16	\$ 9,756.31
600-00-6345 Operational Equipment & Repairs	0.00	0.00	22,000.00	0.00	\$ 22,000.00
600-00-6350 Personal Protective Equipment	0.00	0.00	3,000.00	151.29	\$ 2,848.71
600-00-6410 Training	0.00	8.33	6,000.00	484.82	\$ 5,515.18
600-00-6605 Electricity	0.00	25.11	1,000.00	109.10	\$ 890.90
600-00-6620 Telecommunications	0.00	115.31	5,000.00	446.39	\$ 4,553.61
600-00-6700 Insurance	0.00	0.00	10,000.00	10,000.00	\$ 0.00
600-00-6830 Janitorial Services	0.00	0.00	1,000.00	276.67	\$ 723.33
600-00-6860 Computers/Software/Services	0.00	127.67	7,500.00	1,450.39	\$ 6,049.61
600-00-6905 Deposit Refunds	0.00	0.00	1,000.00	129.96	\$ 870.04
600-00-6910 Fee Refunds	0.00	0.00	147.00	0.00	\$ 147.00
600-00-6990 Other Miscellaneous Expenses	0.00	5.20	5,000.00	21.60	\$ 4,978.40
600-00-6995 Feasibility Studies / Projects	0.00	0.00	10,000.00	0.00	\$ 10,000.00
600-00-9400 Transfer to Capital Projects Funds	0.00	8,000.00	8,000.00	8,000.00	\$ 0.00
600-00-9500 Transfer to Enterprise Funds	0.00	135,483.00	135,483.00	135,483.00	\$ 0.00
Total Non-Departmental Expenditures	7,903.47	170,321.00	571,383.47	276,781.32	294,602.15
Reserve Expenditures					
600-13-6910 Fee Refunds	0.00	0.00	8,500.00	8,247.00	\$ 253.00
600-13-8800 Utility System	0.00	0.00	280,237.00	0.00	\$ 280,237.00
Total Reserve Expenditures	0.00	0.00	288,737.00	8,247.00	280,490.00
Total Bay City Water Fund Expenditures	\$ 7,903.47	\$ 170,321.00	\$ 860,120.47	\$ 285,028.32	\$ 575,092.15
Bay City Water Fund Excess of Revenues Over Expendi	\$ 0.00	\$ (130,651.11)	\$ 0.00	\$ 438,529.47	\$ 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 2023-4 Ending October 31, 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	\$ 26,759.01	\$ 302,317.00	\$ 97,427.54	\$ 204,889.46
601-00-4805 Earnings on Investments	0.00	0.00	1,800.00	1,433.15	\$ 366.85
601-00-4930 Transfers In	0.00	285,483.00	285,483.00	285,483.00	\$ 0.00
601-00-4990 Beginning Fund Balance	0.00	0.00	588,000.00	628,407.04	\$ (40,407.04)
Total Non-Departmental Revenues	0.00	312,242.01	1,177,600.00	1,012,750.73	164,849.27
Reserve Revenues					
601-13-4800 Miscellaneous	0.00	4,890.00	80,000.00	9,208.00	\$ 70,792.00
601-13-4805 Earnings on Investments	0.00	0.00	2,500.00	1,840.65	\$ 659.35
601-13-4990 Beginning Fund Balance	0.00	0.00	806,000.00	807,085.39	\$ (1,085.39)
Total Reserve Revenues	0.00	4,890.00	888,500.00	818,134.04	70,365.96
Total Kilchis Water Fund Revenues	\$ 0.00	\$ 317,132.01	\$ 2,066,100.00	\$ 1,830,884.77	\$ 235,215.23

Expenditures

Non-Departmental Expenditures

601-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 7,119.55	\$ 95,000.00	\$ 31,533.47	\$ 63,466.53
601-00-5115 Part-Time Employees	0.00	0.00	1,500.00	196.39	\$ 1,303.61
601-00-5205 Employer FICA Taxes	0.00	544.61	7,000.00	2,420.11	\$ 4,579.89
601-00-5210 Unemployment Insurance	0.00	7.09	1,000.00	31.64	\$ 968.36
601-00-5215 Workers' Compensation Insurance	0.00	332.86	5,000.00	1,062.80	\$ 3,937.20
601-00-5305 Employer PERS Contributions	0.00	1,334.89	18,000.00	5,915.34	\$ 12,084.66
601-00-5405 Health Insurance	0.00	1,810.91	29,000.00	9,577.59	\$ 19,422.41
601-00-5415 Life Insurance	0.00	8.62	800.00	38.90	\$ 761.10
601-00-6105 Office Supplies & Equipment	0.00	0.00	4,000.00	158.31	\$ 3,841.69
601-00-6125 Shop Supplies & Small Tools	0.00	8.71	4,000.00	187.31	\$ 3,812.69
601-00-6135 Chemical/Lab Supplies	0.00	2,076.41	22,000.00	6,992.98	\$ 15,007.02
601-00-6140 Fuel/Lubes/Etc.	0.00	0.00	7,000.00	1,054.35	\$ 5,945.65
601-00-6190 Other Supplies	0.00	0.00	100.00	0.00	\$ 100.00
601-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	1,334.00	\$ 1,166.00
601-00-6215 Engineering Fees	0.00	0.00	55,000.00	33.33	\$ 54,966.67
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	878.00	\$ 622.00
601-00-6290 Other Professional Fees	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-6305 Building Repairs & Maintenance	0.00	50.08	15,000.00	197.95	\$ 14,802.05
601-00-6325 Utility System Repairs	0.00	0.00	40,000.00	103.75	\$ 39,896.25
601-00-6335 Vehicle Repairs & Maintenance	0.00	3,032.23	5,000.00	3,147.17	\$ 1,852.83
601-00-6345 Operational Equipment & Repairs	0.00	0.00	40,000.00	3,243.94	\$ 36,756.06
601-00-6350 Personal Protective Equipment	0.00	0.00	5,000.00	151.29	\$ 4,848.71
601-00-6410 Training	0.00	8.33	10,000.00	484.81	\$ 9,515.19
601-00-6605 Electricity	0.00	1,954.74	30,000.00	8,175.92	\$ 21,824.08
601-00-6620 Telecommunications	0.00	115.32	2,500.00	446.41	\$ 2,053.59
601-00-6700 Insurance	0.00	0.00	10,000.00	10,000.00	\$ 0.00
601-00-6830 Janitorial Services	0.00	0.00	1,700.00	276.67	\$ 1,423.33
601-00-6860 Computers/Software/Services	0.00	127.67	5,000.00	1,401.64	\$ 3,598.36

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For Kilchis Water Fund (601)
For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
601-00-6990 Other Miscellaneous Expenses	0.00	5.20	10,000.00	21.60	\$ 9,978.40
601-00-8200 Buildings & Structures	0.00	0.00	150,000.00	0.00	\$ 150,000.00
601-00-8400 Machinery & Equipment	0.00	0.00	370,000.00	15,399.56	\$ 354,600.44
601-00-8700 Office Equipment	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-8800 Utility System	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-9000 Transfers Out	0.00	10,000.00	10,000.00	10,000.00	\$ 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	150,000.00	0.00	\$ 150,000.00
Total Non-Departmental Expenditures	0.00	28,537.22	1,177,600.00	114,465.23	1,063,134.77
Reserve Expenditures					
601-13-8000 Capital Outlay	0.00	0.00	25,000.00	0.00	\$ 25,000.00
601-13-8400 Machinery & Equipment	0.00	0.00	50,000.00	0.00	\$ 50,000.00
601-13-8800 Utility System	0.00	100,000.00	100,000.00	100,000.00	\$ 0.00
601-13-9000 Transfers Out	0.00	150,000.00	150,000.00	150,000.00	\$ 0.00
601-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	563,500.00	0.00	\$ 563,500.00
Total Reserve Expenditures	0.00	250,000.00	888,500.00	250,000.00	638,500.00
Total Kilchis Water Fund Expenditures	\$ 0.00	\$ 278,537.22	\$ 2,066,100.00	\$ 364,465.23	\$ 1,701,634.77
Kilchis Water Fund Excess of Revenues Over Expendit	\$ 0.00	\$ 38,594.79	\$ 0.00	\$ 1,466,419.54	\$ 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 2023-4 Ending October 31, 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	\$ 275,000.00	\$ 0.00	\$ 275,000.00
602-00-4620 Sewer User Charges	0.00	41,875.74	364,000.00	126,750.07	\$ 237,249.93
602-00-4625 Sewer Deposits	0.00	0.00	2,000.00	0.00	\$ 2,000.00
602-00-4800 Miscellaneous	98,254.32	86,017.20	99,754.32	98,756.52	\$ 997.80
602-00-4805 Earnings on Investments	0.00	0.00	5,000.00	2,086.68	\$ 2,913.32
602-00-4990 Beginning Fund Balance	0.00	0.00	995,000.00	914,962.30	\$ 80,037.70
Total Non-Departmental Revenues	98,254.32	127,892.94	1,740,754.32	1,142,555.57	598,198.75
Reserve Revenues					
602-14-4710 SDC - Improvement Fees	0.00	7,518.24	50,000.00	37,591.20	\$ 12,408.80
602-14-4720 SDC - Reimbursement Fees	0.00	761.76	1,500.00	3,808.80	\$ (2,308.80)
602-14-4805 Earnings on Investments	0.00	0.00	0.00	2,513.46	\$ 0.00
602-14-4930 Transfers In	0.00	10,000.00	10,000.00	10,000.00	\$ 0.00
602-14-4990 Beginning Fund Balance	0.00	0.00	1,067,800.00	1,102,102.55	\$ (34,302.55)
Total Reserve Revenues	0.00	18,280.00	1,129,300.00	1,156,016.01	(26,716.01)
Reserve Revenues					
602-15-4805 Earnings on Investments	0.00	0.00	700.00	260.79	\$ 439.21
602-15-4930 Transfers In	0.00	10,000.00	10,000.00	10,000.00	\$ 0.00
602-15-4990 Beginning Fund Balance	0.00	0.00	114,000.00	114,352.34	\$ (352.34)
Total Reserve Revenues	0.00	10,000.00	124,700.00	124,613.13	86.87
Reserve Revenues					
602-16-4805 Earnings on Investments	0.00	0.00	500.00	187.50	\$ 312.50
602-16-4930 Transfers In	0.00	5,000.00	5,000.00	5,000.00	\$ 0.00
602-16-4990 Beginning Fund Balance	0.00	0.00	82,000.00	82,214.07	\$ (214.07)
Total Reserve Revenues	0.00	5,000.00	87,500.00	87,401.57	98.43
Total Bay City Sewer Fund Revenues	\$ 98,254.32	\$ 161,172.94	\$ 3,082,254.32	\$ 2,510,586.28	\$ 571,668.04

Expenditures

Non-Departmental Expenditures

602-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 18,134.15	\$ 232,000.00	\$ 80,739.34	\$ 151,260.66
602-00-5115 Part-Time Employees	0.00	0.00	2,200.00	392.80	\$ 1,807.20
602-00-5205 Employer FICA Taxes	0.00	1,387.25	18,000.00	6,199.30	\$ 11,800.70
602-00-5210 Unemployment Insurance	0.00	18.13	2,500.00	80.98	\$ 2,419.02
602-00-5215 Workers' Compensation Insurance	0.00	336.88	5,500.00	1,086.52	\$ 4,413.48
602-00-5305 Employer PERS Contributions	0.00	3,323.75	42,500.00	14,824.86	\$ 27,675.14
602-00-5405 Health Insurance	0.00	5,364.26	84,500.00	28,620.17	\$ 55,879.83
602-00-5415 Life Insurance	0.00	20.10	300.00	90.74	\$ 209.26
602-00-6105 Office Supplies & Equipment	0.00	0.00	5,000.00	234.37	\$ 4,765.63
602-00-6125 Shop Supplies & Small Tools	0.00	384.95	4,000.00	2,094.28	\$ 1,905.72
602-00-6135 Chemical/Lab Supplies	0.00	0.00	18,000.00	1,493.98	\$ 16,506.02
602-00-6140 Fuel/Lubes/Etc.	0.00	0.00	7,000.00	1,070.48	\$ 5,929.52
602-00-6190 Other Supplies	0.00	0.00	2,000.00	0.00	\$ 2,000.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
 Revised Budget
 For Bay City Sewer Fund (602)
 For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
602-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	1,333.00	\$ 1,167.00
602-00-6215 Engineering Fees	0.00	0.00	10,000.00	33.34	\$ 9,966.66
602-00-6220 Legal Fees	0.00	0.00	4,000.00	0.00	\$ 4,000.00
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	0.00	7,500.00	0.00	\$ 7,500.00
602-00-6305 Building Repairs & Maintenance	0.00	326.09	8,000.00	590.41	\$ 7,409.59
602-00-6325 Utility System Repairs	85,837.00	11,803.00	160,837.00	27,258.79	\$ 133,578.21
602-00-6335 Vehicle Repairs & Maintenance	12,417.32	17,596.44	47,417.32	17,711.37	\$ 29,705.95
602-00-6345 Operational Equipment & Repairs	0.00	0.00	60,000.00	4,128.54	\$ 55,871.46
602-00-6350 Personal Protective Equipment	0.00	0.00	3,000.00	151.26	\$ 2,848.74
602-00-6410 Training	0.00	8.34	10,000.00	149.81	\$ 9,850.19
602-00-6605 Electricity	0.00	2,075.07	37,000.00	8,390.15	\$ 28,609.85
602-00-6620 Telecommunications	0.00	115.31	17,500.00	446.37	\$ 17,053.63
602-00-6700 Insurance	0.00	0.00	1,400.00	1,400.00	\$ 0.00
602-00-6830 Janitorial Services	0.00	0.00	1,100.00	276.66	\$ 823.34
602-00-6855 Permit Fees	0.00	2,669.00	3,000.00	2,669.00	\$ 331.00
602-00-6860 Computers/Software/Services	0.00	1,332.68	10,000.00	2,742.92	\$ 7,257.08
602-00-6905 Deposit Refunds	0.00	0.00	1,500.00	185.25	\$ 1,314.75
602-00-6910 Fee Refunds	0.00	0.00	100.00	0.00	\$ 100.00
602-00-6990 Other Miscellaneous Expenses	0.00	5.20	0.00	21.60	\$ 0.00
602-00-6995 Feasibility Studies / Projects	0.00	0.00	20,000.00	716.25	\$ 19,283.75
602-00-8400 Machinery & Equipment	0.00	0.00	526,400.00	0.00	\$ 526,400.00
602-00-8800 Utility System	0.00	65,521.94	350,000.00	106,095.23	\$ 243,904.77
602-00-9000 Transfers Out	0.00	25,000.00	25,000.00	25,000.00	\$ 0.00
602-00-9400 Transfer to Capital Projects Funds	0.00	10,000.00	10,000.00	10,000.00	\$ 0.00
Total Non-Departmental Expenditures	98,254.32	165,422.54	1,740,754.32	346,227.77	1,394,526.55
Reserve Expenditures					
602-14-8800 Utility System	0.00	0.00	150,000.00	0.00	\$ 150,000.00
602-14-9900 Unappropriated Ending Fund Balance	0.00	0.00	979,300.00	0.00	\$ 979,300.00
Total Reserve Expenditures	0.00	0.00	1,129,300.00	0.00	1,129,300.00
Reserve Expenditures					
602-15-6590 Other Equipment	0.00	0.00	50,000.00	0.00	\$ 50,000.00
602-15-9900 Unappropriated Ending Fund Balance	0.00	0.00	74,700.00	0.00	\$ 74,700.00
Total Reserve Expenditures	0.00	0.00	124,700.00	0.00	124,700.00
Reserve Expenditures					
602-16-9900 Unappropriated Ending Fund Balance	0.00	0.00	87,500.00	0.00	\$ 87,500.00
Total Reserve Expenditures	0.00	0.00	87,500.00	0.00	87,500.00
Total Bay City Sewer Fund Expenditures	\$ 98,254.32	\$ 165,422.54	\$ 3,082,254.32	\$ 346,227.77	\$ 2,736,026.55
Bay City Sewer Fund Excess of Revenues Over Expenditures	0.00	\$ (4,249.60)	0.00	\$ 2,164,358.51	0.00

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

For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 234,531.48	\$ 850,153.46	\$ 9,345,865.48	\$ 7,309,868.48	\$ 2,035,997.00
Total Expenditures	\$ 78,694.48	\$ 1,011,234.96	\$ 9,190,028.48	\$ 2,043,266.58	\$ 7,146,761.90
Total Excess of Revenues Over Expenditures	\$ 155,837.00	\$ (161,081.50)	\$ 155,837.00	\$ 5,266,601.90	\$ (5,110,764.90)



City of Bay City

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Bay City, OR 97107
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www.ci.bay-city.or.us

November 7, 2022

Bills to pay total for October 2022 = \$207,274.98

Summary of Bills to pay >\$5,000

Enviro Clean Equipment	\$18,491.61
ORR Inc.-Screens	\$63,524.68
U.S. Dept of Treasury -Fed Tax	\$8,766.09
CIS Insurance	\$10,461.36
Oregon PERS	\$8,600.97
Instrument Technology	\$9,398.00
24/7 Truck and Auto	\$5,072.61
U.S. Dept of Treasury -Fed Tax	\$8,791.11
CIS Insurance	\$11,636.06
Oregon PERS	\$8,633.06
U.S Bank – Visa Bill	\$13,546.96

A/P Control Report

for user asystAdmin from 2023-4 to 2023-4

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
12328	114	Rosenberg Builders Suppl	3	2209-801550	Yes	2023 4		10/3/2022	10/20/2022		\$52.03
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	200-00-6125	Shop Supplies & Small Tools		52.03	0.00	0			
		Desc: Shop Supplies & Small Tools									
12330	369	Ferguson Waterworks	3	1144051	Yes	2023 4		10/3/2022	10/30/2022		\$610.55
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	600-00-6130	Customer Meters & Supplies		610.55	0.00	0			
		Desc: Customer Meters & Supplies									
12331	369	Ferguson Waterworks	3	1144048	Yes	2023 4		10/3/2022	10/30/2022		\$984.64
		Desc: WWTP Screens - Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-8800	Utility System		984.64	0.00	2	1	EXP	
		Desc: Utility System									
12332	37	Tillamook Farmers' Coope	3	427530	Yes	2023 4		10/3/2022	10/10/2022		\$44.09
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		44.09	0.00	0			
		Desc: Shop Supplies & Small Tools									
12333	37	Tillamook Farmers' Coope	3	428364	Yes	2023 4		10/3/2022	10/10/2022		\$31.48
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		31.48	0.00	0			
		Desc: Shop Supplies & Small Tools									
12334	37	Tillamook Farmers' Coope	3	427699	Yes	2023 4		10/3/2022	10/10/2022		\$18.88
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		18.88	0.00	0			
		Desc: Shop Supplies & Small Tools									
12335	37	Tillamook Farmers' Coope	3	428561	Yes	2023 4		10/3/2022	10/10/2022		\$9.89
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		9.89	0.00	0			
		Desc: Shop Supplies & Small Tools									
12336	86	Kimmel's True Value	3	B68905	Yes	2023 4		10/3/2022	10/10/2022		\$6.49
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		6.49	0.00	0			
		Desc: Shop Supplies & Small Tools									
12337	114	Rosenberg Builders Suppl	3	2209-800787	Yes	2023 4		10/3/2022	10/20/2022		\$26.12
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	600-00-6125	Shop Supplies & Small Tools		8.70	0.00	0			
		Desc: Shop Supplies & Small Tools									
		2	601-00-6125	Shop Supplies & Small Tools		8.71	0.00	0			
		Desc: Shop Supplies & Small Tools									
		3	602-00-6125	Shop Supplies & Small Tools		8.71	0.00	0			
		Desc: Shop Supplies & Small Tools									
12338	120	Seawestern	3	INV18675	Yes	2023 4		10/3/2022	10/10/2022		\$378.60
		Desc: PPE									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6350	Personal Protective Equipme		378.60	0.00	0			
		Desc: Personal Protective Equipment									

A/P Control Report

for user asystAdmin from 2023-4 to 2023-4

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
12339	110	Public Safety Center	3	6096583	Yes	2023 4		10/3/2022	10/10/2022		\$179.99
		Desc:	PPE								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6350	Personal Protective Equipme		179.99	0.00	0			
		Desc:	Personal Protective Equipment								
12341	956	911 Supply Public Safety	3	INV-1-25706	Yes	2023 4		10/3/2022	10/10/2022		\$653.98
		Desc:	PPE								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6350	Personal Protective Equipme		653.98	0.00	0			
		Desc:	Personal Protective Equipment								
12342	956	911 Supply Public Safety	3	INV-1-25705	Yes	2023 4		10/3/2022	10/10/2022		\$672.98
		Desc:	PPE								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6350	Personal Protective Equipme		672.98	0.00	0			
		Desc:	Personal Protective Equipment								
12343	114	Rosenberg Builders Suppl	3	2209-799161	Yes	2023 4		10/3/2022	10/10/2022		\$78.34
		Desc:	Supplies								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6305	Building Repairs & Maintenan		78.34	0.00	0			
		Desc:	Building Repairs & Maintenance								
12344	114	Rosenberg Builders Suppl	3	2209-800147	Yes	2023 4		10/3/2022	10/20/2022		\$27.83
		Desc:	Supplies								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	100-30-6305	Building Repairs & Maintenan		27.83	0.00	0			
		Desc:	Building Repairs & Maintenance								
12345	38	Enviro-Clean Equipment, I	3	22-58551R	Yes	2023 4		10/3/2022	10/20/2022		\$18,491.61
		Desc:	Vehicle Maintenance / Repair								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	600-00-6335	Vehicle Repairs & Maintenan		3,000.00	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
		2	601-00-6335	Vehicle Repairs & Maintenan		3,000.00	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
		3	602-00-6335	Vehicle Repairs & Maintenan		12,491.61	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
12346	44	Davison Auto Parts	3	939-5550740	Yes	2023 4		10/3/2022	10/10/2022		\$70.53
		Desc:	Supplies								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	600-00-6335	Vehicle Repairs & Maintenan		23.51	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
		2	601-00-6335	Vehicle Repairs & Maintenan		23.51	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
		3	602-00-6335	Vehicle Repairs & Maintenan		23.51	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
12347	44	Davison Auto Parts	3	939-5558038	Yes	2023 4		10/3/2022	10/10/2022		\$26.14
		Desc:	Supplies								
		Line	Account Number			AP Amount		Liq Amount	Project	Task	Category
		1	600-00-6335	Vehicle Repairs & Maintenan		8.71	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
		2	601-00-6335	Vehicle Repairs & Maintenan		8.72	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								
		3	602-00-6335	Vehicle Repairs & Maintenan		8.71	0.00	0			
		Desc:	Vehicle Repairs & Maintenance								

A/P Control Report

for user asystAdmin from 2023-4 to 2023-4

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
12348	168	Backflow Valve Services	3	9382	Yes	2023 4		10/4/2022	10/20/2022		\$483.00
		Desc:	Backflow testing								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6305	Building Repairs & Maintenanc		69.00	0.00	0			
		Desc:	Building Repairs & Maintenance								
		2	602-00-6305	Building Repairs & Maintenanc		276.00	0.00	0			
		Desc:	Building Repairs & Maintenance								
		3	600-00-6305	Building Repairs & Maintenanc		23.00	0.00	0			
		Desc:	Building Repairs & Maintenance								
		4	601-00-6305	Building Repairs & Maintenanc		23.00	0.00	0			
		Desc:	Building Repairs & Maintenance								
		5	602-00-6305	Building Repairs & Maintenanc		23.00	0.00	0			
		Desc:	Building Repairs & Maintenance								
		6	600-00-6305	Building Repairs & Maintenanc		69.00	0.00	0			
		Desc:	Building Repairs & Maintenance								
12349	929	JM Excavating	3	179	Yes	2023 4		10/4/2022	10/20/2022		\$1,990.00
		Desc:	13Th and Union construction work								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6325	Utility System Repairs		1,990.00	0.00	0			
		Desc:	Utility System Repairs								
12350	950	ORR Inc.	3	22020*02	Yes	2023 4		10/4/2022	10/20/2022		\$63,524.68
		Desc:	Headworks screens								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-8800	Utility System		63,524.68	0.00	2	1	EXP	
		Desc:	Utility System								
											1099
12351	886	Richard Coit	3	1718	Yes	2023 4		10/10/2022	10/30/2022		\$50.00
		Desc:	Computer services								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-10-6860	Computers/Software/Service		50.00	0.00	0			
		Desc:	Computers/Software/Services								
											1099
12352	184	Coast Printing & Stationer	3	3931	Yes	2023 4		10/10/2022	10/30/2022		\$19.55
		Desc:	Supplies								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-10-6105	Office Supplies & Equipment		19.55	0.00	0			
		Desc:	Office Supplies & Equipment								
12353	906	Cues, Inc.	3	620685	Yes	2023 4		10/10/2022	10/30/2022		\$1,140.00
		Desc:	Computer support								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6860	Computers/Software/Service		1,140.00	0.00	0			
		Desc:	Computers/Software/Services								
12354	30	S-C Paving	3	5275	Yes	2023 4		10/10/2022	10/30/2022		\$415.00
		Desc:	Rock								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6325	Utility System Repairs		415.00	0.00	0			
		Desc:	Utility System Repairs								
12355	93	One Call Concepts, Inc.	3	2090213	Yes	2023 4		10/10/2022	10/30/2022		\$15.60
		Desc:	Locate tickets								
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	600-00-6990	Other Miscellaneous Expens		5.20	0.00	0			
		Desc:	Other Miscellaneous Expenses								
		2	601-00-6990	Other Miscellaneous Expens		5.20	0.00	0			
		Desc:	Other Miscellaneous Expenses								
		3	602-00-6990	Other Miscellaneous Expens		5.20	0.00	0			
		Desc:	Other Miscellaneous Expenses								

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
12357	154	Quill	3	27960876	Yes	2023 4		10/10/2022	10/20/2022		\$184.72
		Desc: Office supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-10-6105			Office Supplies & Equipment	184.72	0.00	0		
		Desc: Office Supplies & Equipment									
12358	1	Oregon Department of Rev	3	PR1288	Yes	2023 4		10/15/2022	10/15/2022		\$12.68
		Desc: Payroll from 9/1/2022 to 9/30/2022									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-2030			Payroll Taxes Payable	12.68	0.00	0		
		Desc:									
12359	2	U.S. Department of the Tre	3	PR1288	Yes	2023 4		10/15/2022	10/15/2022		\$235.56
		Desc: Payroll from 9/1/2022 to 9/30/2022									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-2030			Payroll Taxes Payable	235.56	0.00	0		
		Desc:									
12360	189	Oregon PERS	3	PR1288	Yes	2023 4		10/15/2022	10/15/2022		\$4.17
		Desc: Payroll from 9/1/2022 to 9/30/2022									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-2040			Retirement Payable	4.17	0.00	0		
		Desc:									
12361	1	Oregon Department of Rev	3	PR1289	Yes	2023 4		10/15/2022	10/15/2022		\$2,223.43
		Desc: Payroll from 10/1/2022 to 10/15/2022									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-00-2030			Payroll Taxes Payable	413.78	0.00	0		
		Desc:									
		2	100-30-2030			Payroll Taxes Payable	352.08	0.00	0		
		Desc:									
		3	200-00-2030			Payroll Taxes Payable	216.24	0.00	0		
		Desc:									
		4	600-00-2030			Payroll Taxes Payable	477.45	0.00	0		
		Desc:									
		5	601-00-2030			Payroll Taxes Payable	225.71	0.00	0		
		Desc:									
		6	602-00-2030			Payroll Taxes Payable	538.17	0.00	0		
		Desc:									
12362	2	U.S. Department of the Tre	3	PR1289	Yes	2023 4		10/15/2022	10/15/2022		\$8,766.09
		Desc: Payroll from 10/1/2022 to 10/15/2022									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-00-2030			Payroll Taxes Payable	1,618.47	0.00	0		
		Desc:									
		2	100-30-2030			Payroll Taxes Payable	1,255.28	0.00	0		
		Desc:									
		3	200-00-2030			Payroll Taxes Payable	861.49	0.00	0		
		Desc:									
		4	600-00-2030			Payroll Taxes Payable	1,829.68	0.00	0		
		Desc:									
		5	601-00-2030			Payroll Taxes Payable	979.17	0.00	0		
		Desc:									
		6	602-00-2030			Payroll Taxes Payable	2,222.00	0.00	0		
		Desc:									
12363	5	Aflac	3	PR1289	Yes	2023 4		10/15/2022	10/15/2022		\$266.92
		Desc: Payroll from 10/1/2022 to 10/15/2022									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	2	100-30-2040		Retirement Payable			1,369.26		0.00	0	
	Desc:										
	3	200-00-2040		Retirement Payable			815.21		0.00	0	
	Desc:										
	4	600-00-2040		Retirement Payable			1,754.82		0.00	0	
	Desc:										
	5	601-00-2040		Retirement Payable			878.31		0.00	0	
	Desc:										
	6	602-00-2040		Retirement Payable			2,203.17		0.00	0	
	Desc:										
12366	190	Oregon Department of Jus	3	PR1289	Yes	2023	4	10/15/2022	10/15/2022		\$92.50
	Desc: Payroll from 10/1/2022 to 10/15/2022										
	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:										
12367	903	Liane Welch	3	LOC Conf 2022	Yes	2023	4	10/11/2022	10/15/2022		\$290.25
	Desc: Loc conference 2022 mileage and per diem										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	100-10-6410		Training		290.25	0.00	0			
	Desc: Training										
12368	938	Lindsey Gann	3	LOC Conf 2022	Yes	2023	4	10/11/2022	10/15/2022		\$279.00
	Desc: Loc conference mileage and per diem										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	100-10-6410		Training		279.00	0.00	0			
	Desc: Training										
12369	1	Oregon Department of Rev	3	PR1290	Yes	2023	4	10/15/2022	10/15/2022		\$194.94
	Desc: Payroll from 9/6/2022 to 9/15/2022										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	100-30-2030		Payroll Taxes Payable		194.94	0.00	0			
	Desc:										
12370	2	U.S. Department of the Tre	3	PR1290	Yes	2023	4	10/15/2022	10/15/2022		\$958.05
	Desc: Payroll from 9/6/2022 to 9/15/2022										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	100-30-2030		Payroll Taxes Payable		958.05	0.00	0			
	Desc:										
12371	114	Rosenberg Builders Suppl	3	2210-808756	Yes	2023	4	10/12/2022	10/31/2022		\$16.06
	Desc: Supplies										
	Line	Account Number				AP Amount	Liq Amount	Project	Task	Category	
	1	600-00-6305		Building Repairs & Mainten		5.35	0.00	0			
	Desc: Building Repairs & Maintenance										
	2	601-00-6305		Building Repairs & Mainten		5.35	0.00	0			
	Desc: Building Repairs & Maintenance										
	3	602-00-6305		Building Repairs & Mainten		5.36	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
12372	114	Rosenberg Builders Suppl	3	2210-808742	Yes	2023 4		10/12/2022	10/31/2022		\$22.09
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		22.09	0.00	0			
		Desc:	Shop Supplies & Small Tools								
12373	562	Northstar Chemical	3	236199	Yes	2023 4		10/12/2022	10/31/2022		\$1,676.41
		Desc: Chemicals									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	601-00-6135	Chemical/Lab Supplies		1,676.41	0.00	0			
		Desc:	Chemical/Lab Supplies								
12374	173	Boyd's Implement Service	3	01-20912	Yes	2023 4		10/12/2022	10/30/2022		\$193.10
		Desc: Supplies									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	602-00-6125	Shop Supplies & Small Tools		193.10	0.00	0			
		Desc:	Shop Supplies & Small Tools								
12375	831	Local Government Law Gr	3	64301	Yes	2023 4		10/12/2022	10/31/2022		\$731.00
		Desc: Legal services									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-90-6220	Legal Fees		731.00	0.00	0			
		Desc:	Legal Fees								
12376	742	Jeff Naegeli's Tillamook PI	3	3508	Yes	2023 4		10/12/2022	10/30/2022		\$737.60
		Desc: Building repairs									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-10-6305	Building Repairs & Maintenan		737.60	0.00	0			
		Desc:	Building Repairs & Maintenance								
12377	120	Seawestern	3	INV19081	Yes	2023 4		10/12/2022	10/31/2022		\$742.60
		Desc: PPE									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6350	Personal Protective Equipme		742.60	0.00	0			
		Desc:	Personal Protective Equipment								
12378	39	Bay City Firefighters Asso	3	10012022	Yes	2023 4		10/12/2022	10/30/2022		\$100.00
		Desc: Dues									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6405	Dues & Subscriptions		100.00	0.00	0			
		Desc:	Dues & Subscriptions								
12380	796	Pacific Office Automation	3	630596	Yes	2023 4		10/13/2022	10/20/2022		\$321.79
		Desc: Phone service									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6620	Telecommunications		80.45	0.00	0			
		Desc:	Telecommunications								
		2	100-10-6620	Telecommunications		160.90	0.00	0			
		Desc:	Telecommunications								
		3	600-00-6620	Telecommunications		26.81	0.00	0			
		Desc:	Telecommunications								
		4	601-00-6620	Telecommunications		26.82	0.00	0			
		Desc:	Telecommunications								
		5	602-00-6620	Telecommunications		26.81	0.00	0			
		Desc:	Telecommunications								
12381	956	911 Supply Public Safety	3	INV-1-26281	Yes	2023 4		10/13/2022	11/11/2022		\$229.00
		Desc: PPE									
		Line	Account Number			AP Amount	Liq Amount	Project	Task	Category	
		1	100-30-6350	Personal Protective Equipme		229.00	0.00	0			
		Desc:	Personal Protective Equipment								

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
12382	544	Wave	3	106825901-0009	Yes	2023 4		10/13/2022	10/23/2022		\$766.00
		Desc:	Internet service								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6860		Computers/Software/Service		95.74	0.00	0		
		Desc:	Computers/Software/Services								
		2	100-10-6860		Computers/Software/Service		287.25	0.00	0		
		Desc:	Computers/Software/Services								
		3	600-00-6860		Computers/Software/Service		127.67	0.00	0		
		Desc:	Computers/Software/Services								
		4	601-00-6860		Computers/Software/Service		127.67	0.00	0		
		Desc:	Computers/Software/Services								
		5	602-00-6860		Computers/Software/Service		127.67	0.00	0		
		Desc:	Computers/Software/Services								
12383	120	Seawestern	3	INV18992	Yes	2023 4		10/13/2022	11/6/2022		\$318.60
		Desc:	PPE								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6350		Personal Protective Equipme		318.60	0.00	0		
		Desc:	Personal Protective Equipment								
12385	80	Hallowell Loggers Supply	3	955455	Yes	2023 4		10/13/2022	10/20/2022		\$10.50
		Desc:	Supplies								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6345		Operational Equipment & Re		10.50	0.00	0		
		Desc:	Operational Equipment & Repairs								
12386	80	Hallowell Loggers Supply	3	955387	Yes	2023 4		10/13/2022	10/20/2022		\$25.50
		Desc:	Supplies								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6345		Operational Equipment & Re		25.50	0.00	0		
		Desc:	Operational Equipment & Repairs								
12387	922	3J Consulting, Inc.	3	8921	Yes	2023 4		10/13/2022	10/20/2022		\$242.50
		Desc:	Consulting fees								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-70-6240		Comprehensive Planning		242.50	0.00	0		
		Desc:	Comprehensive Planning								
											1099
12388	922	3J Consulting, Inc.	3	8791	Yes	2023 4		10/13/2022	10/20/2022		\$824.36
		Desc:	Consulting fees								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-70-6240		Comprehensive Planning		824.36	0.00	0		
		Desc:	Comprehensive Planning								
											1099
12389	71	TCCA Farm Store	3	560267/1	Yes	2023 4		10/13/2022	10/20/2022		\$105.48
		Desc:	Supplies								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6350		Personal Protective Equipme		105.48	0.00	0		
		Desc:	Personal Protective Equipment								
12390	71	TCCA Farm Store	3	560787/1	Yes	2023 4		10/13/2022	10/20/2022		\$400.00
		Desc:	Supplies								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	601-00-6135		Chemical/Lab Supplies		400.00	0.00	0		
		Desc:	Chemical/Lab Supplies								
12391	70	EC Electric, Inc	3	233707	Yes	2023 4		10/19/2022	10/30/2022		\$747.87
		Desc:	Electrical repair								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	602-00-8800		Utility System		747.87	0.00	2	1	EXP
		Desc:	Utility System								

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
12392	114	Rosenberg Builders Suppl	3	2210-812671	Yes	2023 4		10/19/2022	11/15/2022		\$200.52
Desc: Supplies - building repair											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-30-6305 Building Repairs & Maintenan 200.52 0.00 0											
Desc: Building Repairs & Maintenance											
12393	957	Sirennet	3	0264742	Yes	2023 4		10/19/2022	11/15/2022		\$401.35
Desc: equipment - vehicle											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-30-6345 Operational Equipment & Re 401.35 0.00 0											
Desc: Operational Equipment & Repairs											
12394	177	Cascade Fire Equipment C	3	127374	Yes	2023 4		10/19/2022	11/15/2022		\$780.38
Desc: PPE supplies											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-30-6350 Personal Protective Equipme 780.38 0.00 0											
Desc: Personal Protective Equipment											
12395	907	Tillamook County Emerge	3	2022-21	Yes	2023 4		10/19/2022	11/10/2022		\$1,661.71
Desc: 911 software maint											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-30-6860 Computers/Software/Service 1,661.71 0.00 0											
Desc: Computers/Software/Services											
12396	859	Instrument Technology Co	3	21055	Yes	2023 4		10/19/2022	11/10/2022		\$9,398.00
Desc: camera system											
Line Account Number AP Amount Liq Amount Project Task Category											
1 602-00-6325 Utility System Repairs 9,398.00 0.00 0											
Desc: Utility System Repairs											
12397	854	Department of Environme	3	WQ23DOM-0879	Yes	2023 4		10/19/2022	11/15/2022		\$2,669.00
Desc: Water testing											
Line Account Number AP Amount Liq Amount Project Task Category											
1 602-00-6855 Permit Fees 2,669.00 0.00 0											
Desc: Permit Fees											
12398	139	Tillamook County Commu	3	Q3 2022 - TLT	Yes	2023 4		10/19/2022	10/31/2022		\$44.32
Desc: Q3 TLT camping fee											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-50-6145 Tourism 44.32 0.00 0											
Desc: Tourism											
12399	1	Oregon Department of Rev	3	Q3 State TLT 20	Yes	2023 4		10/19/2022	10/31/2022		\$66.48
Desc: State TLT campground											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-50-6145 Tourism 66.48 0.00 0											
Desc: Tourism											
12400	1	Oregon Department of Rev	3	STT - 2022 Q3	Yes	2023 4		10/19/2022	10/31/2022		\$0.95
Desc: Statewide transit tax shortage for Q3											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-10-5210 Unemployment Insurance 0.95 0.00 0											
Desc: Unemployment Insurance											
12401	956	911 Supply Public Safety	3	CM-1-376160	Yes	2023 4		10/19/2022	10/31/2022		\$179.00
Desc: Credit for return PPE											
Line Account Number AP Amount Liq Amount Project Task Category											
1 100-30-6350 Personal Protective Equipme -179.00 0.00 0											
Desc: Personal Protective Equipment											
12402	115	R Sanitary Service	3	70005-Oct 2022	Yes	2023 4		10/19/2022	10/30/2022		\$108.65
Desc: garbage 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	100-30-6620		Telecommunications			283.43		0.00	0	
	Desc:	Telecommunications									
	3	600-00-6620		Telecommunications			88.50		0.00	0	
	Desc:	Telecommunications									
	4	601-00-6620		Telecommunications			88.50		0.00	0	
	Desc:	Telecommunications									
	5	602-00-6620		Telecommunications			88.50		0.00	0	
	Desc:	Telecommunications									
12411	958	24/7 Truck and Auto Serv	3	1689	Yes	2023	4	10/20/2022	10/20/2022		\$5,072.61
	Desc:	Vehicle repair									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	602-00-6335		Vehicle Repairs & Mainten			5,072.61	0.00	0		
	Desc:	Vehicle Repairs & Maintenance									
12412	114	Rosenberg Builders Suppl	3	2210-815463	Yes	2023	4	10/24/2022	11/15/2022		\$28.11
	Desc:	Supplies									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-10-6305		Building Repairs & Mainten			28.11	0.00	0		
	Desc:	Building Repairs & Maintenance									
12413	114	Rosenberg Builders Suppl	3	2210-816226	Yes	2023	4	10/24/2022	11/15/2022		\$50.22
	Desc:	Supplies									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	602-00-6125		Shop Supplies & Small Tools			50.22	0.00	0		
	Desc:	Shop Supplies & Small Tools									
12414	886	Richard Coit	3	1742	Yes	2023	4	10/25/2022	10/31/2022		\$65.01
	Desc:	Email update									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	602-00-6860		Computers/Software/Service			65.01	0.00	0		
	Desc:	Computers/Software/Services									
12415	777	Richardson Wang LLP	3	3243	Yes	2023	4	10/25/2022	11/15/2022		\$275.00
	Desc:	Legal services									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-90-6220		Legal Fees			275.00	0.00	0		
	Desc:	Legal Fees									
12416	81	Indoor Billboard	3	1676765	Yes	2023	4	10/25/2022	11/5/2022		\$312.65
	Desc:	Supplies									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-10-6105		Office Supplies & Equipment			312.65	0.00	0		
	Desc:	Office Supplies & Equipment									
12417	523	North Coast Lawn	3	82782-11/22	Yes	2023	4	10/25/2022	11/15/2022		\$1,530.00
	Desc:	Lawn maintenance									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-10-6311		Contracted Ground Maintena			280.00	0.00	0		
	Desc:	Contracted Ground Maintenance									
	2	100-50-6311		Contracted Ground Maintena			1,095.00	0.00	0		
	Desc:	Contracted Ground Maintenance									
	3	600-00-6311		Contracted Ground Maintena			155.00	0.00	0		
	Desc:	Contracted Ground Maintenance									
12418	154	Quill	3	28374962	Yes	2023	4	10/25/2022	11/15/2022		\$214.10
	Desc:	Supplies									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-10-6105		Office Supplies & Equipment			214.10	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
12419	154	Quill	3	28371255	Yes	2023 4		10/25/2022	11/15/2022		\$5.48
		Desc:	Supplies								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6105		Office Supplies & Equipment		5.48	0.00	0		
		Desc:	Office Supplies & Equipment								
12420	27	Tillamook People's Utility	3	20890-Oct 22	Yes	2023 4		10/25/2022	11/14/2022		\$1,935.09
		Desc:	Electricity								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	602-00-6605		Electricity		1,935.09	0.00	0		
		Desc:	Electricity								
12421	27	Tillamook People's Utility	3	21211-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$34.93
		Desc:	Electricity								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-50-6605		Electricity		34.93	0.00	0		
		Desc:	Electricity								
12422	27	Tillamook People's Utility	3	21215-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$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								
12423	27	Tillamook People's Utility	3	21221-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$208.55
		Desc:	Electricity								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-30-6605		Electricity		208.55	0.00	0		
		Desc:	Electricity								
12424	27	Tillamook People's Utility	3	21223-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$52.83
		Desc:	Electricity								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6605		Electricity		52.83	0.00	0		
		Desc:	Electricity								
12425	27	Tillamook People's Utility	3	21224-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$137.80
		Desc:	Electricity								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	100-10-6605		Electricity		137.80	0.00	0		
		Desc:	Electricity								
12426	27	Tillamook People's Utility	3	21231-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$84.42
		Desc:	Electricity								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	602-00-6605		Electricity		84.42	0.00	0		
		Desc:	Electricity								
12427	27	Tillamook People's Utility	3	21244-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$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								
12428	27	Tillamook People's Utility	3	22182-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$32.54
		Desc:	Electricity								
		Line	Account Number		AP Amount		Liq Amount	Project	Task	Category	
		1	601-00-6605		Electricity		32.54	0.00	0		
		Desc:	Electricity								
12429	27	Tillamook People's Utility	3	22221-11/22	Yes	2023 4		10/25/2022	11/15/2022		\$235.23
		Desc:	Electricity								
		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	601-00-6605		Electricity			235.23		0.00	0	
	Desc:	Electricity									
12430	27	Tillamook People's Utility	3	22713-11/22	Yes	2023	4	10/25/2022	11/15/2022		\$1,661.86
	Desc:	Electricity									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	601-00-6605		Electricity			1,661.86	0.00	0		
	Desc:	Electricity									
12431	27	Tillamook People's Utility	3	41352-11/22	Yes	2023	4	10/25/2022	11/15/2022		\$100.44
	Desc:	Electricity									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	200-00-6605		Electricity			25.11	0.00	0		
	Desc:	Electricity									
	2	600-00-6605		Electricity			25.11	0.00	0		
	Desc:	Electricity									
	3	601-00-6605		Electricity			25.11	0.00	0		
	Desc:	Electricity									
	4	602-00-6605		Electricity			25.11	0.00	0		
	Desc:	Electricity									
12432	27	Tillamook People's Utility	3	45448-11/22	Yes	2023	4	10/25/2022	11/15/2022		\$98.49
	Desc:	Electricity									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-50-6605		Electricity			98.49	0.00	0		
	Desc:	Electricity									
12433	27	Tillamook People's Utility	3	75292-11/22	Yes	2023	4	10/25/2022	11/15/2022		\$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									
12434	27	Tillamook People's Utility	3	96528-11/22	Yes	2023	4	10/25/2022	11/15/2022		\$38.98
	Desc:	Electricity									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-50-6605		Electricity			38.98	0.00	0		
	Desc:	Electricity									
12435	27	Tillamook People's Utility	3	97001-11/22	Yes	2023	4	10/25/2022	11/15/2022		\$32.68
	Desc:	Electricity									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-10-6605		Electricity			32.68	0.00	0		
	Desc:	Electricity									
12436	158	T & L Chemical Toilet Serv	3	159291	Yes	2023	4	10/26/2022	10/26/2022		\$160.00
	Desc:	Handicap toilet rental									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-50-6310		Grounds Maintenance			160.00	0.00	0		
	Desc:	Grounds Maintenance									
											1099
12437	1	Oregon Department of Rev	3	PR1297	Yes	2023	4	10/31/2022	10/31/2022		\$2,212.76
	Desc:	Payroll from 10/16/2022 to 10/31/2022									
	Line	Account Number		AP Amount			Liq Amount	Project	Task	Category	
	1	100-00-2030		Payroll Taxes Payable			413.88	0.00	0		
	Desc:										
	2	100-30-2030		Payroll Taxes Payable			341.13	0.00	0		
	Desc:										
	3	200-00-2030		Payroll Taxes Payable			216.24	0.00	0		
	Desc:										
	4	600-00-2030		Payroll Taxes Payable			477.51	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
	4	100-30-2055		Med/Life Insurance Payable			2,036.61		0.00	0	
		Desc:									
	5	200-00-2030		Payroll Taxes Payable			117.89		0.00	0	
		Desc:									
	6	200-00-2055		Med/Life Insurance Payable			877.55		0.00	0	
		Desc:									
	7	600-00-2030		Payroll Taxes Payable			280.24		0.00	0	
		Desc:									
	8	600-00-2055		Med/Life Insurance Payable			2,083.36		0.00	0	
		Desc:									
	9	601-00-2030		Payroll Taxes Payable			116.34		0.00	0	
		Desc:									
	10	601-00-2055		Med/Life Insurance Payable			909.75		0.00	0	
		Desc:									
	11	602-00-2030		Payroll Taxes Payable			369.46		0.00	0	
		Desc:									
	12	602-00-2055		Med/Life Insurance Payable			2,692.17		0.00	0	
		Desc:									
12441	189	Oregon PERS	3	PR1297	Yes	2023	4	10/31/2022	10/31/2022		\$8,633.06
		Desc:	Payroll from 10/16/2022 to 10/31/2022								
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-00-2040	Retirement Payable			1,593.01	0.00	0		
		Desc:									
		2	100-30-2040	Retirement Payable			1,370.87	0.00	0		
		Desc:									
		3	200-00-2040	Retirement Payable			816.50	0.00	0		
		Desc:									
		4	600-00-2040	Retirement Payable			1,760.28	0.00	0		
		Desc:									
		5	601-00-2040	Retirement Payable			883.77	0.00	0		
		Desc:									
		6	602-00-2040	Retirement Payable			2,208.63	0.00	0		
		Desc:									
12442	190	Oregon Department of Jus	3	PR1297	Yes	2023	4	10/31/2022	10/31/2022		\$92.50
		Desc:	Payroll from 10/16/2022 to 10/31/2022								
		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:									
12443	98	CIS	3	A. Christensen c	Yes	2023	4	10/27/2022	11/5/2022		\$1.96
		Desc:	Adjustment to insurance for new hire								
		Line	Account Number				AP Amount	Liq Amount	Project	Task	Category
		1	100-10-5405	Health Insurance			-1.96	0.00	0		
		Desc:	Health Insurance								
12444	145	U.S. Bank	3	Visa- 10/22	Yes	2023	4	10/19/2022	10/19/2022		\$13,546.96
		Desc:	Visa Bill								
		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	100-10-6870		Pre-Hazard Preparedness			299.70		0.00	0	
	Desc:	Pre-Hazard Preparedness									
	3	100-10-6870		Pre-Hazard Preparedness			500.00		0.00	0	
	Desc:	Pre-Hazard Preparedness									
	4	100-10-6405		Dues & Subscriptions			100.00		0.00	0	
	Desc:	Dues & Subscriptions									
	5	100-30-6405		Dues & Subscriptions			100.00		0.00	0	
	Desc:	Dues & Subscriptions									
	6	600-00-6105		Office Supplies & Equipment			100.00		0.00	0	
	Desc:	Office Supplies & Equipment									
	7	601-00-6105		Office Supplies & Equipment			100.00		0.00	0	
	Desc:	Office Supplies & Equipment									
	8	602-00-6105		Office Supplies & Equipment			100.00		0.00	0	
	Desc:	Office Supplies & Equipment									
	9	100-10-6410		Training			774.00		0.00	0	
	Desc:	Training									
	10	100-10-6870		Pre-Hazard Preparedness			296.39		0.00	0	
	Desc:	Pre-Hazard Preparedness									
	11	600-00-6105		Office Supplies & Equipment			16.23		0.00	0	
	Desc:	Office Supplies & Equipment									
	12	601-00-6105		Office Supplies & Equipment			16.23		0.00	0	
	Desc:	Office Supplies & Equipment									
	13	602-00-6105		Office Supplies & Equipment			16.23		0.00	0	
	Desc:	Office Supplies & Equipment									
	14	600-00-6125		Shop Supplies & Small Tools			36.66		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	15	601-00-6125		Shop Supplies & Small Tools			36.66		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	16	602-00-6125		Shop Supplies & Small Tools			36.67		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	17	100-10-6860		Computers/Software/Service			149.90		0.00	0	
	Desc:	Computers/Software/Services									
	18	600-00-6125		Shop Supplies & Small Tools			95.00		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	19	601-00-6125		Shop Supplies & Small Tools			95.00		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	20	602-00-6125		Shop Supplies & Small Tools			95.00		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	21	602-00-6410		Training			102.90		0.00	0	
	Desc:	Training									
	22	602-00-6125		Shop Supplies & Small Tools			495.56		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	23	200-00-6990		Other Miscellaneous Expens			80.90		0.00	0	
	Desc:	Other Miscellaneous Expenses									
	24	600-00-6105		Office Supplies & Equipment			2.28		0.00	0	
	Desc:	Office Supplies & Equipment									
	25	601-00-6105		Office Supplies & Equipment			2.28		0.00	0	
	Desc:	Office Supplies & Equipment									
	26	602-00-6105		Office Supplies & Equipment			2.29		0.00	0	
	Desc:	Office Supplies & Equipment									
	27	600-00-6105		Office Supplies & Equipment			2.66		0.00	0	
	Desc:	Office Supplies & Equipment									
	28	601-00-6105		Office Supplies & Equipment			2.66		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
	29	602-00-6105		Office Supplies & Equipment			2.67		0.00	0	
	Desc:	Office Supplies & Equipment									
	30	100-10-6410		Training			225.00		0.00	0	
	Desc:	Training									
	31	100-30-6115		First Aid Supplies			1,579.20		0.00	0	
	Desc:	First Aid Supplies									
	32	100-30-6115		First Aid Supplies			226.05		0.00	0	
	Desc:	First Aid Supplies									
	33	100-30-6115		First Aid Supplies			13.80		0.00	0	
	Desc:	First Aid Supplies									
	34	100-30-6350		Personal Protective Equipme			154.33		0.00	0	
	Desc:	Personal Protective Equipment									
	35	100-30-6345		Operational Equipment & Re			1,650.80		0.00	0	
	Desc:	Operational Equipment & Repairs									
	36	100-30-6345		Operational Equipment & Re			44.98		0.00	0	
	Desc:	Operational Equipment & Repairs									
	37	100-30-6340		Radios & Radio Repair			145.45		0.00	0	
	Desc:	Radios & Radio Repair									
	38	100-30-6115		First Aid Supplies			87.49		0.00	0	
	Desc:	First Aid Supplies									
	39	100-30-6990		Other Miscellaneous Expens			126.76		0.00	0	
	Desc:	Other Miscellaneous Expenses									
	40	100-30-6350		Personal Protective Equipme			3,313.91		0.00	0	
	Desc:	Personal Protective Equipment									
	41	100-30-6105		Office Supplies & Equipment			28.42		0.00	0	
	Desc:	Office Supplies & Equipment									
	42	100-30-6105		Office Supplies & Equipment			238.41		0.00	0	
	Desc:	Office Supplies & Equipment									
	43	100-30-6345		Operational Equipment & Re			714.30		0.00	0	
	Desc:	Operational Equipment & Repairs									
	44	100-30-6305		Building Repairs & Maintenan			49.95		0.00	0	
	Desc:	Building Repairs & Maintenance									
	45	100-30-6305		Building Repairs & Maintenan			44.94		0.00	0	
	Desc:	Building Repairs & Maintenance									
	46	600-00-6135		Chemical/Lab Supplies			143.33		0.00	0	
	Desc:	Chemical/Lab Supplies									
	47	601-00-6135		Chemical/Lab Supplies			143.33		0.00	0	
	Desc:	Chemical/Lab Supplies									
	48	602-00-6135		Chemical/Lab Supplies			143.34		0.00	0	
	Desc:	Chemical/Lab Supplies									
	49	100-10-6860		Computers/Software/Service			179.88		0.00	0	
	Desc:	Computers/Software/Services									
	50	600-00-6410		Training			171.00		0.00	0	
	Desc:	Training									
	51	601-00-6410		Training			171.00		0.00	0	
	Desc:	Training									
	52	602-00-6410		Training			171.00		0.00	0	
	Desc:	Training									
	53	100-10-6105		Office Supplies & Equipment			10.50		0.00	0	
	Desc:	Office Supplies & Equipment									
	54	600-00-6125		Shop Supplies & Small Tools			37.30		0.00	0	
	Desc:	Shop Supplies & Small Tools									
	55	601-00-6125		Shop Supplies & Small Tools			37.31		0.00	0	
	Desc:	Shop Supplies & Small Tools									

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Discount Date	Amount
	56	602-00-6125		Shop Supplies & Small Tools			37.31		0.00	0	
	Desc:	Shop Supplies & Small Tools									

Fund 100 Total	47,305.65	0.00
Fund 200 Total	7,438.05	0.00
Fund 600 Total	18,161.23	0.00
Fund 601 Total	14,612.02	0.00
Fund 602 Total	119,758.03	0.00
Grand Total	207,274.98	0.00

Type of Charge	Current Bay City Fees	Recommended Bay City Fees
Plan Review Fees		
SFD (Single Family Dwelling)	\$ 200.00	\$300
Duplex	\$ 250.00	\$350
New manufactured home	\$ 200.00	\$300
New multifamily (3 to 5 units)	\$ 150/unit	\$200.00/unit
New multifamily (6 to 11 units)	\$ 150/unit	\$200.00/unit
New multifamily (12 and up)	\$ 150/unit	\$200.00/unit
Additions (expansion to structure footprint & height, Includes garages, carports, pole buildings, decks, patios)	\$ 100.00	\$150
Dry Rot, Remodels, Demo all other Residential Work	\$ 50.00	\$100
Church / Non Profit	\$ 500.00	\$600
New commercial	\$ 500.00	\$750
Commercial Remodel (Exterior or Interior)	\$50.00 - \$100.00	\$250
Accessory Structures (Does not include accessory dwelling units)	\$100.00	\$200
Accessory Dwelling Units (Proposed)	NA	\$250
Geological Hazard, overlay zones	\$ 500.00	\$200
lot combination	NA	\$100
Sign Permit	\$ 50.00	\$75
Change of Use	NA	\$150
Flood Plain Development	\$100.00	\$250
Pre App Consultation (credited towards land use fee if land use application submitted within 6 months of consultation)	\$0.00	\$100.00
Home Occupation	\$ -	\$100
Land Use Compatibility Statement	\$ -	\$100
Mobile Unit Placement (Proposed)	\$ -	\$250
Land Use Fees		
Appeal	Same as application fee	Same as application fee
Annexation	\$ -	\$2,000
Comprehensive Plan and Map Amendment	\$ 1,500.00	\$1,500.00
Development Ordinance Amendment	\$ 1,500.00	\$1,500
Conditional Use Permit	\$500 / \$700	\$750
Variance	\$500 / \$700	\$750
Planned Development Subdivision	\$2,000.00 + \$20/lot	\$1,500.00 + \$20.00/lot
Subdivision	\$1,500.00 + \$20/lot	\$1,500.00 + \$20.00/lot
Partition/Lot Line Adjustment	\$300.00	\$400.00
Temporary Use Permit/Special Use Permit	\$200.00	\$250.00
UGB Amendment	\$0.00	\$2,000.00
Site Development Review (Proposed)	NA	\$750.00
Public Works Fees		
Grading and Erosion	\$100.00	\$125.00
Right-of-Way Permit Driveway/Culvert	\$100.00	\$125.00
Right-of-Way Permit Utility Work	\$100.00	\$125.00
Tree Removal Request Review	\$0.00	\$0.00
Administrative Fees		
Community Hall Rental for City resident (including cleaning fee)	\$200.00	\$200.00
Community Hall Rental for Non resident (including cleaning fee)	\$250.00	\$250.00
Short Term Rental Registration/Review	\$50.00	\$100.00
Tent Camping (per night)	\$17.00 + \$5.00 (add)	\$20.00 + \$5.00 (add)
RV Site (per night)	\$30.00 + \$5.00 (tent)	\$30.00 + \$5.00 (tent)
Dog License Unneutered	\$ 15.00	\$20
Dog License Neutered	\$ 7.50	\$10
Dog License for Senior Citizens	1/2 Rate	1/2 Rate
Dog License Duplicate	\$ 5.00	\$5
Late Dog License Penalty	\$ 10.00	\$10
Impoundment	\$50.00 (1st)/\$100 add	\$50.00 (1st)/\$100 add
Staff Research	\$30.00	\$50.00
Digital Recording	\$5.00	\$15.00
Staff Hourly Charge	\$30.00	\$50.00
Large Production Request	10% Admin Fee	\$0.10/page
Business Registration and License Fee	NA	\$100.00
Garage Sale Permit	NA	\$0
Wood Cutting Permit	\$ -	\$0

Type of Charge	Rockaway	Tillamook	Wheeler	Lincoln City
Plan Review Fees				
SFD (Single Family Dwelling)	\$ 412.50	\$400 +	\$ 200.00	\$100- \$150/unit
Duplex	\$ 484.00		\$ 300.00	\$100- \$150/unit
New manufactured home	\$ 412.50		\$ 200.00	\$ 150.00
New multifamily (3 to 5 units)	\$ 550.00		\$200 + \$100/unit	\$100- \$150/unit
New multifamily (6 to 11 units)	\$ 825.00		\$200 + \$100/unit	\$100- \$150/unit
New multifamily (12 and up)	\$1,100 +\$25/unit		\$200 + \$100/unit	\$100- \$150/unit
Addition	\$ 137.50	\$100 / \$50	\$ 100.00	\$ 150.00
Dry Rot, Remodels, Demo + other work	\$ 137.50		\$ 100.00	\$150
Church / Non Profit	-		\$500	\$100 / 1,000 sq ft
New commercial	\$ 687.50		\$500	\$1,000
Commercial Remodel (Exterior or Interior)	-	\$ 1,274.00	\$500	\$250
Accessory Structures	\$ 137.50		\$ 100.00	\$500
<i>Accessory Dwelling Units (Proposed)</i>			\$ 100.00	\$ 100.00
Geological Hazard, overlay zones	\$ 206.25	NA		\$500
lot combination	\$ 343.75		\$ 100.00	\$250
Sign Permit	\$ 137.50		\$ 50.00	\$100
Change of Use	\$ 137.50		\$ 100.00	\$250
Flood Plain Development	\$110	\$ 600.00	\$ 100.00	\$250
Pre App Consultation	\$ 110.00	\$ 250.00	\$ 180.00	\$250
Home Occupation		\$100		\$50
Land Use Compatibility Statement			\$ 100.00	
<i>Mobile Unit Placement (Proposed)</i>				\$250
Land Use Fees				
Appeal			same as application fee	\$150
Annexation			\$1,000	\$1,000 - \$2,000
Comprehensive Plan Amendment			\$1,000	\$1,500
Development Ordinance Amendment			\$1,000	\$2,000
Conditional Use Permit	\$ 880.00	Per hour	\$750 & \$1,000	\$500 & \$1,000
Variance	\$ 880.00	Per hour	\$ 500.00	\$750
Planned Development Subdivision			\$1000 + \$100/unit	\$2,000 + \$100/unit
Subdivision			\$1000 + \$100/lot	\$1000 + \$25/lot
Partition/Lot Line Adjustment	\$ 687.00	\$300 / \$1437	\$100	\$ 500.00
Temporary Use Permit			\$ 100.00	
UGB Amendment				\$2,000
<i>Site Development Review (Proposed)</i>			\$500	\$1,000
Public Works Fees				
Grading and Erosion				
Right-of-Way Permit Driveway/Culvert	\$25		\$ 100.00	
Right-of-Way Permit Utility Work			\$ 350.00	
Tree Removal Request Review				
Administrative Fees				
Community Hall Rental for City resident	\$5/hr			
Community Hall Rental for Non resident	\$5/hr			
Short Term Rental Registration/Review	\$250/yr			\$350
Tent Camping (pe rnight)				
RV Site (per night)				
Dog License Unneutered				
Dog License Neutered				
Dog License for Senior Citizens				
Dog License Duplicate				
Late Dog License Penalty				
Impoundment				
Staff Research			\$40/hr	\$41/hr
Digital Recording				
Staff Hourly Charge			\$40/hr	
Large Production Request				
Business Registration and License Fee	\$65/yr	\$100	\$ 50.00	
Garage Sale Permit		\$25		



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10/25/22

Memo:

Due to an error in calculations during the budget process, the ARPA funds of \$155,000 were counted twice, once in the beginning fund balance (100-00-4990) and once in the miscellaneous revenue (100-00-4800). According to budget law, if a local government will not realize the amount of resources it estimated, and this shortfall will not be offset by receipts of another resource in the same fund, the amount of the appropriations and expenditures may be reduced. Below is the plan to offset the fund shortage:

Revenue	Fund	Amount changed	Budgeted	YTD Actual	Revised Amount
Beginning fund balance	100-00-4990	\$ (148,000.00)	\$ 347,227.00	\$ 198,784.00	\$ 198,784.00
additional TLT revenue -2 quarters	100-00-4650	\$ 10,000.00	\$ 20,000.00	\$ 18,518.98	\$ 30,000.00
Additional planning fees	100-70-4310	\$ 5,000.00	\$ 6,000.00	\$ 4,820.00	\$ 11,000.00
Total amount of revenue change		\$ 15,000.00			
Expenditures					
Part time employee salary	100-10-5115	\$ (10,000.00)	\$ 14,300.00	\$ 2,553.06	\$ 4,300.00
Office supplies and equipment	100-10-6105	\$ (10,000.00)	\$ 30,000.00	\$ 11,055.73	\$ 20,000.00
Building repair and maintenance	100-10-6305	\$ (20,000.00)	\$ 35,000.00	\$ 825.99	\$ 15,000.00
Other miscellaneous	100-10-6990	\$ (31,000.00)	\$ 38,971.00	\$ 2,693.69	\$ 7,971.00
Legal fees	100-90-6220	\$ (15,000.00)	\$ 40,000.00	\$ 2,184.00	\$ 25,000.00
Contingency	100-90-9800	\$ (47,000.00)	\$ 47,090.00	\$ -	\$ 90.00
Total amount of expenditure change		\$ 133,000.00			
		\$133,000+\$15,000=\$148,000			

Lindsey Gann
 City Recorder / Finance Director

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

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Revised Budget
 For General Fund (100)
 For the Fiscal Period 2023-4 Ending October 31, 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	\$ 219,920.00	\$ 1,566.18	\$ 218,353.82
100-00-4010 Property Taxes - Prior Years	0.00	0.00	7,000.00	707.00	6,293.00
100-00-4105 Liquor Tax	0.00	0.00	23,000.00	7,119.57	15,880.43
100-00-4110 Cigarette Tax	0.00	189.65	1,200.00	389.73	810.27
100-00-4205 Licenses	0.00	0.00	1,000.00	0.00	1,000.00
100-00-4210 Dog Licenses/Fines	0.00	0.00	150.00	41.25	108.75
100-00-4305 Franchise Fees	0.00	2,244.73	30,000.00	12,857.97	17,142.03
100-00-4510 State Revenue Sharing	0.00	0.00	20,000.00	4,611.20	15,388.80
100-00-4605 Hall Rental	0.00	0.00	500.00	450.00	50.00
100-00-4650 Transient Lodging Tax +\$10,000, 2 Q of TLT	0.00	10,029.32	20,000.00	19,458.89	541.11
100-00-4800 Miscellaneous	48,971.69	(155,688.24)	204,808.69	51,831.82	152,976.87
100-00-4805 Earnings on Investments	0.00	0.00	2,000.00	461.31	1,538.69
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	347,227.00	198,784.36	148,442.64
Total Non-Departmental Revenues	48,971.69	(143,224.54)	876,905.69	298,279.28	578,626.41
Fire Revenues					
100-30-4005 Property Taxes - Current	0.00	0.00	128,734.00	966.55	127,767.45
100-30-4010 Property Taxes - Prior Years	0.00	0.00	1,500.00	336.86	1,163.14
100-30-4520 Intergovernmental Agreements	0.00	0.00	3,000.00	0.00	3,000.00
100-30-4800 Miscellaneous	54,402.00	45,000.00	55,902.00	56,742.00	(840.00)
100-30-4805 Earnings on Investments	0.00	0.00	1,200.00	354.83	845.17
100-30-4930 Transfers In	0.00	0.00	128,258.00	920.20	127,337.80
100-30-4990 Beginning Fund Balance	0.00	0.00	138,000.00	155,585.64	(17,585.64)
Total Fire Revenues	54,402.00	45,000.00	456,594.00	214,906.08	241,687.92
Recreation Revenues					
100-50-4430 Local Grants	25,000.00	25,000.00	115,100.00	40,000.00	75,100.00
100-50-4630 Park Camping	0.00	141.14	6,500.00	4,770.23	1,729.77
Total Recreation Revenues	25,000.00	25,141.14	121,600.00	44,770.23	76,829.77
Transient Lodging Tax Revenues					
100-60-4650 Transient Lodging Tax	0.00	23,401.71	55,000.00	45,700.15	9,299.85
100-60-4990 Beginning Fund Balance	0.00	0.00	68,000.00	98,302.89	(30,302.89)
Total Transient Lodging Tax Revenues	0.00	23,401.71	123,000.00	144,003.04	(21,003.04)
Planning Revenues					
100-70-4310 Planning Fees +\$5,000 additional planning fees	0.00	1,050.00	6,000.00	4,820.00	1,180.00
100-70-4315 Land Use Fees	0.00	1,300.00	4,000.00	3,250.00	750.00
Total Planning Revenues	0.00	2,350.00	10,000.00	8,070.00	1,930.00
Total General Fund Revenues	\$ 128,373.69	\$ (47,331.69)	\$ 1,588,099.69	\$ 710,028.63	\$ 878,071.06

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

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Revised Budget
 For General Fund (100)
 For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Expenditures						
Administration Expenditures						
100-10-5105	Full-Time Employees - Regular	\$ 20,000.00	\$ 10,637.04	\$ 118,727.00	\$ 47,266.52	\$ 71,460.48
100-10-5115	Part-Time Employees	0.00	0.00	14,300.00	2,553.06	11,746.94
	No current Code Enforcement Officer, save \$10,000					
100-10-5205	Employer FICA Taxes	0.00	813.77	9,000.00	3,804.01	5,195.99
100-10-5210	Unemployment Insurance	0.00	11.60	1,200.00	50.72	1,149.28
100-10-5215	Workers' Compensation Insurance	0.00	3.60	700.00	609.17	90.83
100-10-5305	Employer PERS Contributions	0.00	2,148.05	22,000.00	9,895.65	12,104.35
100-10-5405	Health Insurance	0.00	2,635.85	37,000.00	13,871.82	23,128.18
100-10-5415	Life Insurance	0.00	19.31	300.00	89.05	210.95
100-10-6105	Office Supplies & Equipment	0.00	736.50	30,000.00	11,587.96	18,412.04
	Save \$10,000 bought copy machine last FY					
100-10-6290	Other Professional Fees	0.00	0.00	500.00	0.00	500.00
100-10-6305	Building Repairs & Maintenance	0.00	787.44	35,000.00	854.10	34,145.90
	Save \$20,000 no major repairs to buildings					
100-10-6311	Contracted Ground Maintenance	0.00	280.00	5,000.00	560.00	4,440.00
100-10-6405	Dues & Subscriptions	0.00	0.00	5,000.00	2,406.37	2,593.63
100-10-6410	Training	0.00	619.25	10,000.00	4,169.45	5,830.55
100-10-6605	Electricity	0.00	223.31	4,000.00	860.93	3,139.07
100-10-6620	Telecommunications	0.00	239.95	2,500.00	1,100.50	1,399.50
100-10-6700	Insurance	0.00	0.00	7,400.00	7,400.00	0.00
100-10-6825	Advertising/Publishing	0.00	0.00	5,000.00	325.50	4,674.50
100-10-6830	Janitorial Services	0.00	0.00	5,000.00	1,410.00	3,590.00
100-10-6850	Dog Licenses/Catching	0.00	0.00	150.00	0.00	150.00
100-10-6860	Computers/Software/Services	0.00	337.25	20,000.00	12,487.90	7,512.10
100-10-6870	Pre-Hazard Preparedness	0.00	0.00	10,000.00	437.84	9,562.16
100-10-6880	Ordinance Enforcement	0.00	0.00	1,500.00	0.00	1,500.00
100-10-6990	Other Miscellaneous Expenses	28,971.69	0.00	38,971.69	2,693.69	36,278.00
	Use \$31,000 of this fund					
Total Administration Expenditures		48,971.69	19,492.92	383,248.69	124,434.24	258,814.45
Fire Expenditures						
100-30-5105	Full-Time Employees - Regular	0.00	6,069.15	70,348.00	15,707.31	54,640.69
100-30-5115	Part-Time Employees	0.00	4,004.00	45,400.00	18,355.00	27,045.00
100-30-5118	Volunteer Stipends	0.00	5,721.29	48,000.00	10,633.79	37,366.21
100-30-5205	Employer FICA Taxes	0.00	1,208.35	14,000.00	3,412.28	10,587.72
100-30-5210	Unemployment Insurance	0.00	15.82	1,200.00	44.70	1,155.30
100-30-5215	Workers' Compensation Insurance	0.00	205.88	2,300.00	818.87	1,481.13
100-30-5305	Employer PERS Contributions	0.00	2,151.16	27,000.00	6,503.43	20,496.57
100-30-5405	Health Insurance	0.00	3,075.96	29,000.00	5,349.94	23,650.06
100-30-5415	Life Insurance	0.00	16.33	300.00	69.75	230.25
100-30-5420	Disability Insurance	0.00	0.00	3,500.00	1,500.00	2,000.00
100-30-6105	Office Supplies & Equipment	0.00	0.00	4,000.00	811.30	3,188.70
100-30-6115	First Aid Supplies	0.00	0.00	10,000.00	4,076.39	5,923.61
100-30-6140	Fuel/Lubes/Etc.	0.00	0.00	10,000.00	458.81	9,541.19
100-30-6205	Accounting & Auditing	0.00	0.00	500.00	250.00	250.00
100-30-6220	Legal Fees	0.00	0.00	500.00	250.00	250.00
100-30-6290	Other Professional Fees	0.00	0.00	8,000.00	0.00	8,000.00
100-30-6305	Building Repairs & Maintenance	0.00	375.69	8,000.00	4,788.74	3,211.26
100-30-6340	Radios & Radio Repair	0.00	0.00	4,000.00	61.99	3,938.01
100-30-6345	Operational Equipment & Repairs	0.00	437.35	15,000.00	4,318.45	10,681.55

City of Bay City 503-377-2288

Statement of Revenue and Expenditures

Revised Budget

For General Fund (100)

For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-30-6350	Personal Protective Equipment	54,402.00	3,882.61	75,402.00	31,624.41	\$ 43,777.59
100-30-6405	Dues & Subscriptions	0.00	100.00	2,400.00	375.00	\$ 2,025.00
100-30-6410	Training	0.00	50.00	7,000.00	675.87	\$ 6,324.13
100-30-6605	Electricity	0.00	208.55	4,700.00	807.36	\$ 3,892.64
100-30-6620	Telecommunications	0.00	363.88	4,000.00	1,490.31	\$ 2,509.69
100-30-6700	Insurance	0.00	0.00	16,000.00	16,000.00	\$ 0.00
100-30-6830	Janitorial Services	0.00	0.00	3,500.00	780.00	\$ 2,720.00
100-30-6840	Printing & Copying	0.00	0.00	300.00	10.45	\$ 289.55
100-30-6860	Computers/Software/Services	0.00	1,757.45	6,000.00	8,064.30	\$ (2,064.30)
100-30-6990	Other Miscellaneous Expenses	0.00	0.00	4,000.00	835.38	\$ 3,164.62
100-30-9400	Transfer to Capital Projects Funds	0.00	0.00	21,500.00	21,500.00	\$ 0.00
100-30-9800	Contingency	0.00	0.00	10,744.00	10,700.00	\$ 44.00
Total Fire Expenditures		54,402.00	29,643.47	456,594.00	170,273.83	286,320.17
Recreation Expenditures						
100-50-5105	Full-Time Employees - Regular	0.00	1,646.02	21,322.00	7,308.39	\$ 14,013.61
100-50-5205	Employer FICA Taxes	0.00	125.90	1,700.00	559.00	\$ 1,141.00
100-50-5210	Unemployment Insurance	0.00	1.66	250.00	7.36	\$ 242.64
100-50-5215	Workers' Compensation Insurance	0.00	100.58	650.00	558.24	\$ 91.76
100-50-5305	Employer PERS Contributions	0.00	288.20	4,000.00	1,271.35	\$ 2,728.65
100-50-5405	Health Insurance	0.00	454.19	8,000.00	3,367.86	\$ 4,632.14
100-50-5415	Life Insurance	0.00	2.12	150.00	9.52	\$ 140.48
100-50-6145	Tourism	0.00	110.80	500.00	120.77	\$ 379.23
100-50-6190	Other Supplies	0.00	0.00	5,000.00	347.11	\$ 4,652.89
100-50-6310	Grounds Maintenance	0.00	181.73	8,000.00	4,437.77	\$ 3,562.23
100-50-6311	Contracted Ground Maintenance	0.00	1,095.00	15,000.00	3,720.00	\$ 11,280.00
100-50-6605	Electricity	0.00	172.40	2,000.00	649.04	\$ 1,350.96
100-50-6995	Feasibility Studies / Projects	25,000.00	0.00	115,000.00	8,593.09	\$ 106,406.91
100-50-8200	Buildings & Equipment	0.00	0.00	8,000.00	0.00	\$ 8,000.00
Total Recreation Expenditures		25,000.00	4,178.60	189,572.00	30,949.50	158,622.50
Transient Lodging Tax Expenditures						
100-60-6145	Tourism	0.00	0.00	120,000.00	29,620.00	\$ 90,380.00
Total Transient Lodging Tax Expenditures		0.00	0.00	120,000.00	29,620.00	90,380.00
Planning Expenditures						
100-70-6215	Engineering Fees	0.00	0.00	2,000.00	0.00	\$ 2,000.00
100-70-6220	Legal Fees	0.00	0.00	5,000.00	1,513.00	\$ 3,487.00
100-70-6240	Comprehensive Planning	0.00	1,066.86	5,000.00	1,637.22	\$ 3,362.78
100-70-6290	Other Professional Fees	0.00	0.00	10,000.00	1,047.12	\$ 8,952.88
100-70-6865	Building Inspector/Inspections	0.00	0.00	500.00	0.00	\$ 500.00
Total Planning Expenditures		0.00	1,066.86	22,500.00	4,197.34	18,302.66
General Service Expenditures						
100-90-6205	Accounting & Auditing	0.00	0.00	5,000.00	2,250.00	\$ 2,750.00
100-90-6220	Legal Fees	0.00	1,006.00	40,000.00	2,459.00	\$ 37,541.00
			Save \$15,000 in legal fees			
100-90-6805	Mayor	0.00	0.00	3,500.00	904.79	\$ 2,595.21
100-90-6910	Fee Refunds	0.00	0.00	500.00	0.00	\$ 500.00
100-90-6990	Other Miscellaneous Expenses	0.00	0.00	1,000.00	647.79	\$ 352.21

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
Revised Budget
For General Fund (100)
For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
100-90-9000 Transfers Out	0.00	0.00	128,258.00	920.20	\$ 127,337.80
100-90-9800 Contingency Use \$47,000 of contingency	(155,837.00)	0.00	47,090.00	0.00	\$ 47,090.00
100-90-9900 Unappropriated Ending Fund Balance	0.00	0.00	35,000.00	0.00	\$ 35,000.00
Total General Service Expenditures	(155,837.00)	1,006.00	260,348.00	7,181.78	253,166.22
Total General Fund Expenditures	\$ (27,463.31)	\$ 55,387.85	\$ 1,432,262.69	\$ 366,656.69	\$ 1,065,606.00
General Fund Excess of Revenues Over Expenditures	\$ 155,837.00	\$ (102,719.54)	\$ 155,837.00	\$ 343,371.94	\$ (187,534.94)

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

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Revised Budget
For Street and Road Fund (200)
For the Fiscal Period 2023-4 Ending October 31, 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	\$ 10,609.45	\$ 100,000.00	\$ 37,037.55	\$ 62,962.45
200-00-4420 State Grants	0.00	0.00	100,000.00	0.00	\$ 100,000.00
200-00-4800 Miscellaneous	0.00	40.60	0.00	40.60	\$ 0.00
200-00-4805 Earnings on Investments	0.00	0.00	270.00	218.08	\$ 51.92
200-00-4930 Transfers In	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
200-00-4990 Beginning Fund Balance	0.00	0.00	46,800.00	95,621.03	\$ (48,821.03)
Total Non-Departmental Revenues	0.00	175,650.05	412,070.00	297,917.26	114,152.74
Total Street and Road Fund Revenues	\$ 0.00	\$ 175,650.05	\$ 412,070.00	\$ 297,917.26	\$ 114,152.74

Expenditures

Non-Departmental Expenditures					
200-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 6,530.86	\$ 70,000.00	\$ 29,432.56	\$ 40,567.44
200-00-5115 Part-Time Employees	0.00	0.00	2,200.00	392.80	\$ 1,807.20
200-00-5205 Employer FICA Taxes	0.00	499.62	5,500.00	2,274.36	\$ 3,225.64
200-00-5210 Unemployment Insurance	0.00	6.56	770.00	29.85	\$ 740.15
200-00-5215 Workers' Compensation Insurance	0.00	502.42	3,200.00	1,102.75	\$ 2,097.25
200-00-5305 Employer PERS Contributions	0.00	1,239.88	13,500.00	5,573.89	\$ 7,926.11
200-00-5405 Health Insurance	0.00	1,745.94	25,000.00	8,209.73	\$ 16,790.27
200-00-5415 Life Insurance	0.00	9.16	300.00	41.41	\$ 258.59
200-00-6105 Office Supplies & Equipment	0.00	0.00	500.00	0.00	\$ 500.00
200-00-6125 Shop Supplies & Small Tools	0.00	52.03	1,100.00	52.03	\$ 1,047.97
200-00-6140 Fuel/Lubes/Etc.	0.00	0.00	2,000.00	0.00	\$ 2,000.00
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	0.00	\$ 5,000.00
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	0.00	5,000.00	0.00	\$ 5,000.00
200-00-6315 Street Repairs & Maintenance	0.00	0.00	10,000.00	609.80	\$ 9,390.20
200-00-6335 Vehicle Repairs & Maintenance	0.00	0.00	3,000.00	22.13	\$ 2,977.87
200-00-6350 Personal Protective Equipment	0.00	0.00	1,500.00	0.00	\$ 1,500.00
200-00-6390 Other Repairs & Maintenance	0.00	0.00	7,500.00	0.00	\$ 7,500.00
200-00-6410 Training	0.00	0.00	2,000.00	89.16	\$ 1,910.84
200-00-6605 Electricity	0.00	710.56	12,000.00	2,850.90	\$ 9,149.10
200-00-6700 Insurance	0.00	0.00	4,000.00	4,000.00	\$ 0.00
200-00-6860 Computers/Software/Services	0.00	0.00	2,000.00	568.58	\$ 1,431.42
200-00-6990 Other Miscellaneous Expenses	0.00	0.00	3,500.00	398.32	\$ 3,101.68
200-00-6995 Feasibility Studies / Projects	0.00	0.00	10,000.00	0.00	\$ 10,000.00
200-00-8300 Improvements Other Than Buildings	0.00	269.32	214,000.00	214,269.32	\$ (269.32)
Total Non-Departmental Expenditures	0.00	11,566.35	412,070.00	270,917.59	141,152.41
Total Street and Road Fund Expenditures	\$ 0.00	\$ 11,566.35	\$ 412,070.00	\$ 270,917.59	\$ 141,152.41

Street and Road Fund Excess of Revenues Over Expen \$ 0.00 \$ 164,083.70 \$ 0.00 \$ 26,999.67 \$ 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 2023-4 Ending October 31, 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	\$ 500.00	\$ 291.65	\$ 208.35
201-18-4825 Loan Payback	0.00	0.00	0.00	7,000.00	0.00
201-18-4990 Beginning Fund Balance	0.00	0.00	110,700.00	127,882.14	(17,182.14)
Total Housing Rehabilitation Revenues	0.00	0.00	111,200.00	135,173.79	(23,973.79)
Total Housing Rehabilitation Fund Revenues	\$ 0.00	\$ 0.00	\$ 111,200.00	\$ 135,173.79	\$ (23,973.79)
Expenditures					
Housing Rehabilitation Expenditures					
201-18-6890 Other Administration Expenses	\$ 0.00	\$ 0.00	\$ 5,500.00	\$ 0.00	\$ 5,500.00
201-18-6920 Housing Rehab Loan Disbursements	0.00	0.00	105,700.00	0.00	105,700.00
Total Housing Rehabilitation Expenditures	0.00	0.00	111,200.00	0.00	111,200.00
Total Housing Rehabilitation Fund Expenditures	\$ 0.00	\$ 0.00	\$ 111,200.00	\$ 0.00	\$ 111,200.00
Housing Rehabilitation Fund Excess of Revenues Over	\$ 0.00	\$ 0.00	\$ 0.00	\$ 135,173.79	\$ 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 2023-4 Ending October 31, 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	\$ 97.66	\$ 0.00
300-11-4611 Water User Charges - Capital	0.00	0.00	0.00	296.00	0.00
Total Bond Payment Revenues	0.00	0.00	0.00	393.66	0.00
Total Kilchis Water Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 393.66	\$ 0.00
Kilchis Water Bond Fund Excess of Revenues Over Exp	\$ 0.00	\$ 0.00	\$ 0.00	\$ 393.66	\$ 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 2023-4 Ending October 31, 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	\$ 19,350.00	\$ 205.35	\$ 19,144.65
301-11-4010 Property Taxes - Prior Years	0.00	0.00	300.00	83.61	216.39
301-11-4805 Earnings on Investments	0.00	0.00	200.00	116.27	83.73
301-11-4990 Beginning Fund Balance	0.00	0.00	48,000.00	50,980.79	(2,980.79)
Total Bond Payment Revenues	0.00	0.00	67,850.00	51,386.02	16,463.98
Total Sewer Bond Fund Revenues	\$ 0.00	\$ 0.00	\$ 67,850.00	\$ 51,386.02	\$ 16,463.98
Expenditures					
Bond Payment Expenditures					
301-11-7010 Principal Payments - General Obligatio	\$ 0.00	\$ 0.00	\$ 20,900.00	\$ 0.00	\$ 20,900.00
301-11-7015 Interest Payments - General Obligation	0.00	0.00	13,040.00	0.00	13,040.00
301-11-9900 Unappropriated Ending Fund Balance	0.00	0.00	33,910.00	0.00	33,910.00
Total Bond Payment Expenditures	0.00	0.00	67,850.00	0.00	67,850.00
Total Sewer Bond Fund Expenditures	\$ 0.00	\$ 0.00	\$ 67,850.00	\$ 0.00	\$ 67,850.00
Sewer Bond Fund Excess of Revenues Over Expenditur	\$ 0.00	\$ 0.00	\$ 0.00	\$ 51,386.02	\$ 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 2023-4 Ending October 31, 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	12,798.00	\$ 37,202.00
302-22-4990 Beginning Fund Balance	0.00	0.00	118,000.00	106,845.00	\$ 11,155.00
Total Loan Revenues	0.00	0.00	168,000.00	119,643.00	48,357.00
Total DEQ Loan Repayment Fund Revenues	\$ 0.00	\$ 0.00	\$ 168,000.00	\$ 122,587.50	\$ 45,412.50
Expenditures					
Loan Expenditures					
302-22-7040 Principal Payments - Notes Payable	\$ 0.00	\$ 0.00	\$ 40,720.00	\$ 0.00	\$ 40,720.00
302-22-7045 Interest Payments - Notes Payable	0.00	0.00	3,866.00	0.00	\$ 3,866.00
302-22-9900 Unappropriated Ending Fund Balance	0.00	0.00	123,414.00	0.00	\$ 123,414.00
Total Loan Expenditures	0.00	0.00	168,000.00	0.00	168,000.00
Total DEQ Loan Repayment Fund Expenditures	\$ 0.00	\$ 0.00	\$ 168,000.00	\$ 0.00	\$ 168,000.00
DEQ Loan Repayment Fund Excess of Revenues Over E	\$ 0.00	\$ 0.00	\$ 0.00	\$ 122,587.50	\$ 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 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
400-13-4305 Franchise Fees	\$ 0.00	\$ 1,727.35	\$ 5,000.00	\$ 3,025.38	\$ 1,974.62
400-13-4805 Earnings on Investments	0.00	0.00	250.00	77.49	\$ 172.51
400-13-4930 Transfers In	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
400-13-4990 Beginning Fund Balance	0.00	0.00	31,300.00	33,977.20	\$ (2,677.20)
Total Reserve Revenues	0.00	166,727.35	201,550.00	202,080.07	(530.07)
Street Trust Revenues					
400-17-4805 Earnings on Investments	0.00	0.00	1,000.00	538.88	\$ 461.12
400-17-4990 Beginning Fund Balance	0.00	0.00	235,600.00	236,288.12	\$ (688.12)
Total Street Trust Revenues	0.00	0.00	236,600.00	236,827.00	(227.00)
Street Maintenance Fee Revenues					
400-24-4320 Street Maintenance Fees	0.00	7,078.79	95,000.00	29,556.73	\$ 65,443.27
400-24-4805 Earnings on Investments	0.00	0.00	400.00	466.27	\$ (66.27)
400-24-4990 Beginning Fund Balance	0.00	0.00	177,000.00	204,448.62	\$ (27,448.62)
Total Street Maintenance Fee Revenues	0.00	7,078.79	272,400.00	234,471.62	37,928.38
Total Street Reserve Fund Revenues	\$ 0.00	\$ 173,806.14	\$ 710,550.00	\$ 673,378.69	\$ 37,171.31
Expenditures					
Reserve Expenditures					
400-13-6315 Street Repairs & Maintenance	\$ 0.00	\$ 0.00	\$ 31,550.00	\$ 0.00	\$ 31,550.00
400-13-9400 Transfer to Capital Projects Funds	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
Total Reserve Expenditures	0.00	165,000.00	196,550.00	165,000.00	31,550.00
Street Trust Expenditures					
400-17-9000 Transfers Out	0.00	165,000.00	165,000.00	165,000.00	\$ 0.00
400-17-9900 Unappropriated Ending Fund Balance	0.00	0.00	71,600.00	0.00	\$ 71,600.00
Total Street Trust Expenditures	0.00	165,000.00	236,600.00	165,000.00	71,600.00
Street Maintenance Fee Expenditures					
400-24-6314 Street Overlay	0.00	0.00	95,000.00	55,751.20	\$ 39,248.80
400-24-9800 Contingency	0.00	0.00	182,400.00	0.00	\$ 182,400.00
Total Street Maintenance Fee Expenditures	0.00	0.00	277,400.00	55,751.20	221,648.80
Total Street Reserve Fund Expenditures	\$ 0.00	\$ 330,000.00	\$ 710,550.00	\$ 385,751.20	\$ 324,798.80
Street Reserve Fund Excess of Revenues Over Expendi	\$ 0.00	\$ (156,193.86)	\$ 0.00	\$ 287,627.49	\$ 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 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Reserve Revenues					
401-13-4805 Earnings on Investments	\$ 0.00	\$ 0.00	\$ 25.00	\$ 23.01	\$ 1.99
401-13-4930 Transfers In	0.00	28,000.00	28,000.00	28,000.00	0.00
401-13-4990 Beginning Fund Balance	0.00	0.00	10,076.00	10,091.43	(15.43)
Total Reserve Revenues	0.00	28,000.00	38,101.00	38,114.44	(13.44)
Total Bay City Equipment Reserve Fund Revenues	\$ 0.00	\$ 28,000.00	\$ 38,101.00	\$ 38,114.44	\$ (13.44)
Expenditures					
Reserve Expenditures					
401-13-8400 Machinery & Equipment	\$ 0.00	\$ 0.00	\$ 38,101.00	\$ 0.00	\$ 38,101.00
Total Reserve Expenditures	0.00	0.00	38,101.00	0.00	38,101.00
Total Bay City Equipment Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 38,101.00	\$ 0.00	\$ 38,101.00
Bay City Equipment Reserve Fund Excess of Revenues	\$ 0.00	\$ 28,000.00	\$ 0.00	\$ 38,114.44	\$ 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 2023-4 Ending October 31, 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	\$ 250.00	\$ 140.67	\$ 109.33
402-13-4930 Transfers In	0.00	0.00	21,500.00	0.00	21,500.00
402-13-4990 Beginning Fund Balance	0.00	0.00	61,500.00	61,681.53	(181.53)
Total Reserve Revenues	0.00	0.00	83,250.00	61,822.20	21,427.80
Building Fund Revenues					
402-19-4805 Earnings on Investments	0.00	0.00	500.00	289.13	210.87
402-19-4890 Fire Department Relocation	0.00	1,946.95	24,000.00	8,341.72	15,658.28
402-19-4990 Beginning Fund Balance	0.00	0.00	116,000.00	126,778.97	(10,778.97)
Total Building Fund Revenues	0.00	1,946.95	140,500.00	135,409.82	5,090.18
Total Fire Apparatus Reserve & Building Reserve Fun	\$ 0.00	\$ 1,946.95	\$ 223,750.00	\$ 197,232.02	\$ 26,517.98
Expenditures					
Reserve Expenditures					
402-13-7050 Capital Lease Payments	\$ 0.00	\$ 0.00	\$ 29,300.00	\$ 24,219.78	\$ 5,080.22
402-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	53,950.00	0.00	53,950.00
Total Reserve Expenditures	0.00	0.00	83,250.00	24,219.78	59,030.22
Building Fund Expenditures					
402-19-9900 Unappropriated Ending Fund Balance	0.00	0.00	140,500.00	0.00	140,500.00
Total Building Fund Expenditures	0.00	0.00	140,500.00	0.00	140,500.00
Total Fire Apparatus Reserve & Building Reserve Fun	\$ 0.00	\$ 0.00	\$ 223,750.00	\$ 24,219.78	\$ 199,530.22
Fire Apparatus Reserve & Building Reserve Fund Exces	\$ 0.00	\$ 1,946.95	\$ 0.00	\$ 173,012.24	\$ 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 2023-4 Ending October 31, 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	\$ 20.00	\$ 18.32	\$ 1.68
404-13-4990 Beginning Fund Balance	0.00	0.00	7,900.00	8,034.20	(134.20)
Total Reserve Revenues	0.00	0.00	7,920.00	8,052.52	(132.52)
Total Park & Recreation Reserve Fund Revenues	\$ 0.00	\$ 0.00	\$ 7,920.00	\$ 8,052.52	\$ (132.52)
Expenditures					
Reserve Expenditures					
404-13-9900 Unappropriated Ending Fund Balance	\$ 0.00	\$ 0.00	\$ 7,920.00	\$ 0.00	\$ 7,920.00
Total Reserve Expenditures	0.00	0.00	7,920.00	0.00	7,920.00
Total Park & Recreation Reserve Fund Expenditures	\$ 0.00	\$ 0.00	\$ 7,920.00	\$ 0.00	\$ 7,920.00
Park & Recreation Reserve Fund Excess of Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,052.52	\$ 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 2023-4 Ending October 31, 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	\$ 107.17	\$ 900.00	\$ 374.12	\$ 525.88
405-13-4805 Earnings on Investments	0.00	0.00	50.00	23.21	26.79
405-13-4990 Beginning Fund Balance	0.00	0.00	8,900.00	10,177.78	(1,277.78)
Total Reserve Revenues	0.00	107.17	9,850.00	10,575.11	(725.11)
Total Footpaths and Bicycle Trails Reserve Revenues	\$ 0.00	\$ 107.17	\$ 9,850.00	\$ 10,575.11	\$ (725.11)
Expenditures					
Reserve Expenditures					
405-13-9900 Unappropriated Ending Fund Balance	\$ 0.00	\$ 0.00	\$ 9,850.00	\$ 0.00	\$ 9,850.00
Total Reserve Expenditures	0.00	0.00	9,850.00	0.00	9,850.00
Total Footpaths and Bicycle Trails Reserve Expenditu	\$ 0.00	\$ 0.00	\$ 9,850.00	\$ 0.00	\$ 9,850.00
Footpaths and Bicycle Trails Reserve Excess of Revenu	\$ 0.00	\$ 107.17	\$ 0.00	\$ 10,575.11	\$ 0.00

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

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Revised Budget
For Bay City Water Fund (600)
For the Fiscal Period 2023-4 Ending October 31, 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	\$ 29,891.20	\$ 370,000.00	\$ 119,361.49	\$ 250,638.51
600-00-4615 Water Deposits	0.00	0.00	2,000.00	0.00	2,000.00
600-00-4800 Miscellaneous	7,903.47	127.80	7,903.47	8,051.07	(147.60)
600-00-4805 Earnings on Investments	0.00	0.00	480.00	604.48	(124.48)
600-00-4815 Sale of Pipe/Supplies	0.00	999.89	4,000.00	1,694.73	2,305.27
600-00-4990 Beginning Fund Balance	0.00	0.00	187,000.00	265,051.62	(78,051.62)
Total Non-Departmental Revenues	7,903.47	31,018.89	571,383.47	394,763.39	176,620.08
Reserve Revenues					
600-13-4710 SDC - Improvement Fees	0.00	5,632.67	35,000.00	33,796.02	1,203.98
600-13-4720 SDC - Reimbursement Fees	0.00	3,018.33	20,000.00	18,109.98	1,890.02
600-13-4805 Earnings on Investments	0.00	0.00	1,300.00	626.07	673.93
600-13-4990 Beginning Fund Balance	0.00	0.00	232,437.00	274,517.26	(42,080.26)
Total Reserve Revenues	0.00	8,651.00	288,737.00	327,049.33	(38,312.33)
Reserve Revenues					
600-14-4990 Beginning Fund Balance	0.00	0.00	0.00	1,745.07	0.00
Total Reserve Revenues	0.00	0.00	0.00	1,745.07	0.00
Total Bay City Water Fund Revenues	\$ 7,903.47	\$ 39,669.89	\$ 860,120.47	\$ 723,557.79	\$ 136,562.68

Expenditures

Non-Departmental Expenditures

600-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 14,361.23	\$ 172,000.00	\$ 65,044.26	\$ 106,955.74
600-00-5115 Part-Time Employees	0.00	0.00	2,200.00	392.80	1,807.20
600-00-5205 Employer FICA Taxes	0.00	1,098.65	14,000.00	4,998.70	9,001.30
600-00-5210 Unemployment Insurance	0.00	14.35	2,000.00	65.26	1,934.74
600-00-5215 Workers' Compensation Insurance	0.00	336.46	3,400.00	1,079.12	2,320.88
600-00-5305 Employer PERS Contributions	0.00	2,653.37	32,500.00	11,942.33	20,557.67
600-00-5405 Health Insurance	0.00	4,149.92	55,000.00	21,930.64	33,069.36
600-00-5415 Life Insurance	0.00	16.85	500.00	75.95	424.05
600-00-6105 Office Supplies & Equipment	0.00	0.00	3,000.00	158.31	2,841.69
600-00-6125 Shop Supplies & Small Tools	0.00	8.70	2,500.00	217.55	2,282.45
600-00-6130 Customer Meters & Supplies	0.00	610.55	1,000.00	1,775.03	(775.03)
600-00-6135 Chemical/Lab Supplies	0.00	0.00	500.00	0.00	500.00
600-00-6140 Fuel/Lubes/Etc.	0.00	0.00	6,000.00	1,045.61	4,954.39
600-00-6190 Other Supplies	0.00	0.00	250.00	0.00	250.00
600-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	1,333.00	1,167.00
600-00-6215 Engineering Fees	0.00	0.00	16,000.00	33.33	15,966.67
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	1,278.00	222.00
600-00-6290 Other Professional Fees	0.00	0.00	5,000.00	0.00	5,000.00
600-00-6305 Building Repairs & Maintenance	0.00	119.08	4,000.00	184.27	3,815.73
600-00-6311 Contracted Ground Maintenance	0.00	155.00	2,000.00	310.00	1,690.00
600-00-6325 Utility System Repairs	0.00	0.00	15,000.00	5,216.78	9,783.22

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

Revised Budget
For Bay City Water Fund (600)
For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
600-00-6335 Vehicle Repairs & Maintenance	7,903.47	3,032.22	12,903.47	3,147.16	\$ 9,756.31
600-00-6345 Operational Equipment & Repairs	0.00	0.00	22,000.00	0.00	\$ 22,000.00
600-00-6350 Personal Protective Equipment	0.00	0.00	3,000.00	151.29	\$ 2,848.71
600-00-6410 Training	0.00	8.33	6,000.00	484.82	\$ 5,515.18
600-00-6605 Electricity	0.00	25.11	1,000.00	109.10	\$ 890.90
600-00-6620 Telecommunications	0.00	115.31	5,000.00	446.39	\$ 4,553.61
600-00-6700 Insurance	0.00	0.00	10,000.00	10,000.00	\$ 0.00
600-00-6830 Janitorial Services	0.00	0.00	1,000.00	276.67	\$ 723.33
600-00-6860 Computers/Software/Services	0.00	127.67	7,500.00	1,450.39	\$ 6,049.61
600-00-6905 Deposit Refunds	0.00	0.00	1,000.00	129.96	\$ 870.04
600-00-6910 Fee Refunds	0.00	0.00	147.00	0.00	\$ 147.00
600-00-6990 Other Miscellaneous Expenses	0.00	5.20	5,000.00	21.60	\$ 4,978.40
600-00-6995 Feasibility Studies / Projects	0.00	0.00	10,000.00	0.00	\$ 10,000.00
600-00-9400 Transfer to Capital Projects Funds	0.00	8,000.00	8,000.00	8,000.00	\$ 0.00
600-00-9500 Transfer to Enterprise Funds	0.00	135,483.00	135,483.00	135,483.00	\$ 0.00
Total Non-Departmental Expenditures	7,903.47	170,321.00	571,383.47	276,781.32	294,602.15
Reserve Expenditures					
600-13-6910 Fee Refunds	0.00	0.00	8,500.00	8,247.00	\$ 253.00
600-13-8800 Utility System	0.00	0.00	280,237.00	0.00	\$ 280,237.00
Total Reserve Expenditures	0.00	0.00	288,737.00	8,247.00	280,490.00
Total Bay City Water Fund Expenditures	\$ 7,903.47	\$ 170,321.00	\$ 860,120.47	\$ 285,028.32	\$ 575,092.15
Bay City Water Fund Excess of Revenues Over Expenditures	\$ 0.00	\$ (130,651.11)	\$ 0.00	\$ 438,529.47	\$ 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 2023-4 Ending October 31, 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	\$ 26,759.01	\$ 302,317.00	\$ 97,427.54	\$ 204,889.46
601-00-4805 Earnings on Investments	0.00	0.00	1,800.00	1,433.15	\$ 366.85
601-00-4930 Transfers In	0.00	285,483.00	285,483.00	285,483.00	\$ 0.00
601-00-4990 Beginning Fund Balance	0.00	0.00	588,000.00	628,407.04	\$ (40,407.04)
Total Non-Departmental Revenues	0.00	312,242.01	1,177,600.00	1,012,750.73	164,849.27
Reserve Revenues					
601-13-4800 Miscellaneous	0.00	4,890.00	80,000.00	9,208.00	\$ 70,792.00
601-13-4805 Earnings on Investments	0.00	0.00	2,500.00	1,840.65	\$ 659.35
601-13-4990 Beginning Fund Balance	0.00	0.00	806,000.00	807,085.39	\$ (1,085.39)
Total Reserve Revenues	0.00	4,890.00	888,500.00	818,134.04	70,365.96
Total Kilchis Water Fund Revenues	\$ 0.00	\$ 317,132.01	\$ 2,066,100.00	\$ 1,830,884.77	\$ 235,215.23

Expenditures

Non-Departmental Expenditures

601-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 7,119.55	\$ 95,000.00	\$ 31,533.47	\$ 63,466.53
601-00-5115 Part-Time Employees	0.00	0.00	1,500.00	196.39	\$ 1,303.61
601-00-5205 Employer FICA Taxes	0.00	544.61	7,000.00	2,420.11	\$ 4,579.89
601-00-5210 Unemployment Insurance	0.00	7.09	1,000.00	31.64	\$ 968.36
601-00-5215 Workers' Compensation Insurance	0.00	332.86	5,000.00	1,062.80	\$ 3,937.20
601-00-5305 Employer PERS Contributions	0.00	1,334.89	18,000.00	5,915.34	\$ 12,084.66
601-00-5405 Health Insurance	0.00	1,810.91	29,000.00	9,577.59	\$ 19,422.41
601-00-5415 Life Insurance	0.00	8.62	800.00	38.90	\$ 761.10
601-00-6105 Office Supplies & Equipment	0.00	0.00	4,000.00	158.31	\$ 3,841.69
601-00-6125 Shop Supplies & Small Tools	0.00	8.71	4,000.00	187.31	\$ 3,812.69
601-00-6135 Chemical/Lab Supplies	0.00	2,076.41	22,000.00	6,992.98	\$ 15,007.02
601-00-6140 Fuel/Lubes/Etc.	0.00	0.00	7,000.00	1,054.35	\$ 5,945.65
601-00-6190 Other Supplies	0.00	0.00	100.00	0.00	\$ 100.00
601-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	1,334.00	\$ 1,166.00
601-00-6215 Engineering Fees	0.00	0.00	55,000.00	33.33	\$ 54,966.67
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	878.00	\$ 622.00
601-00-6290 Other Professional Fees	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-6305 Building Repairs & Maintenance	0.00	50.08	15,000.00	197.95	\$ 14,802.05
601-00-6325 Utility System Repairs	0.00	0.00	40,000.00	103.75	\$ 39,896.25
601-00-6335 Vehicle Repairs & Maintenance	0.00	3,032.23	5,000.00	3,147.17	\$ 1,852.83
601-00-6345 Operational Equipment & Repairs	0.00	0.00	40,000.00	3,243.94	\$ 36,756.06
601-00-6350 Personal Protective Equipment	0.00	0.00	5,000.00	151.29	\$ 4,848.71
601-00-6410 Training	0.00	8.33	10,000.00	484.81	\$ 9,515.19
601-00-6605 Electricity	0.00	1,954.74	30,000.00	8,175.92	\$ 21,824.08
601-00-6620 Telecommunications	0.00	115.32	2,500.00	446.41	\$ 2,053.59
601-00-6700 Insurance	0.00	0.00	10,000.00	10,000.00	\$ 0.00
601-00-6830 Janitorial Services	0.00	0.00	1,700.00	276.67	\$ 1,423.33
601-00-6860 Computers/Software/Services	0.00	127.67	5,000.00	1,401.64	\$ 3,598.36

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
 Revised Budget
 For Kilchis Water Fund (601)
 For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
601-00-6990 Other Miscellaneous Expenses	0.00	5.20	10,000.00	21.60	\$ 9,978.40
601-00-8200 Buildings & Structures	0.00	0.00	150,000.00	0.00	\$ 150,000.00
601-00-8400 Machinery & Equipment	0.00	0.00	370,000.00	15,399.56	\$ 354,600.44
601-00-8700 Office Equipment	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-8800 Utility System	0.00	0.00	5,000.00	0.00	\$ 5,000.00
601-00-9000 Transfers Out	0.00	10,000.00	10,000.00	10,000.00	\$ 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	150,000.00	0.00	\$ 150,000.00
Total Non-Departmental Expenditures	0.00	28,537.22	1,177,600.00	114,465.23	1,063,134.77
Reserve Expenditures					
601-13-8000 Capital Outlay	0.00	0.00	25,000.00	0.00	\$ 25,000.00
601-13-8400 Machinery & Equipment	0.00	0.00	50,000.00	0.00	\$ 50,000.00
601-13-8800 Utility System	0.00	100,000.00	100,000.00	100,000.00	\$ 0.00
601-13-9000 Transfers Out	0.00	150,000.00	150,000.00	150,000.00	\$ 0.00
601-13-9900 Unappropriated Ending Fund Balance	0.00	0.00	563,500.00	0.00	\$ 563,500.00
Total Reserve Expenditures	0.00	250,000.00	888,500.00	250,000.00	638,500.00
Total Kilchis Water Fund Expenditures	\$ 0.00	\$ 278,537.22	\$ 2,066,100.00	\$ 364,465.23	\$ 1,701,634.77
Kilchis Water Fund Excess of Revenues Over Expendit	\$ 0.00	\$ 38,594.79	\$ 0.00	\$ 1,466,419.54	\$ 0.00

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Statement of Revenue and Expenditures

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Revised Budget
For Bay City Sewer Fund (602)
For the Fiscal Period 2023-4 Ending October 31, 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	\$ 275,000.00	\$ 0.00	\$ 275,000.00
602-00-4620 Sewer User Charges	0.00	41,875.74	364,000.00	126,750.07	\$ 237,249.93
602-00-4625 Sewer Deposits	0.00	0.00	2,000.00	0.00	\$ 2,000.00
602-00-4800 Miscellaneous	98,254.32	86,017.20	99,754.32	98,756.52	\$ 997.80
602-00-4805 Earnings on Investments	0.00	0.00	5,000.00	2,086.68	\$ 2,913.32
602-00-4990 Beginning Fund Balance	0.00	0.00	995,000.00	914,962.30	\$ 80,037.70
Total Non-Departmental Revenues	98,254.32	127,892.94	1,740,754.32	1,142,555.57	598,198.75
Reserve Revenues					
602-14-4710 SDC - Improvement Fees	0.00	7,518.24	50,000.00	37,591.20	\$ 12,408.80
602-14-4720 SDC - Reimbursement Fees	0.00	761.76	1,500.00	3,808.80	\$ (2,308.80)
602-14-4805 Earnings on Investments	0.00	0.00	0.00	2,513.46	\$ 0.00
602-14-4930 Transfers In	0.00	10,000.00	10,000.00	10,000.00	\$ 0.00
602-14-4990 Beginning Fund Balance	0.00	0.00	1,067,800.00	1,102,102.55	\$ (34,302.55)
Total Reserve Revenues	0.00	18,280.00	1,129,300.00	1,156,016.01	(26,716.01)
Reserve Revenues					
602-15-4805 Earnings on Investments	0.00	0.00	700.00	260.79	\$ 439.21
602-15-4930 Transfers In	0.00	10,000.00	10,000.00	10,000.00	\$ 0.00
602-15-4990 Beginning Fund Balance	0.00	0.00	114,000.00	114,352.34	\$ (352.34)
Total Reserve Revenues	0.00	10,000.00	124,700.00	124,613.13	86.87
Reserve Revenues					
602-16-4805 Earnings on Investments	0.00	0.00	500.00	187.50	\$ 312.50
602-16-4930 Transfers In	0.00	5,000.00	5,000.00	5,000.00	\$ 0.00
602-16-4990 Beginning Fund Balance	0.00	0.00	82,000.00	82,214.07	\$ (214.07)
Total Reserve Revenues	0.00	5,000.00	87,500.00	87,401.57	98.43
Total Bay City Sewer Fund Revenues	\$ 98,254.32	\$ 161,172.94	\$ 3,082,254.32	\$ 2,510,586.28	\$ 571,668.04

Expenditures

Non-Departmental Expenditures

602-00-5105 Full-Time Employees - Regular	\$ 0.00	\$ 18,134.15	\$ 232,000.00	\$ 80,739.34	\$ 151,260.66
602-00-5115 Part-Time Employees	0.00	0.00	2,200.00	392.80	\$ 1,807.20
602-00-5205 Employer FICA Taxes	0.00	1,387.25	18,000.00	6,199.30	\$ 11,800.70
602-00-5210 Unemployment Insurance	0.00	18.13	2,500.00	80.98	\$ 2,419.02
602-00-5215 Workers' Compensation Insurance	0.00	336.88	5,500.00	1,086.52	\$ 4,413.48
602-00-5305 Employer PERS Contributions	0.00	3,323.75	42,500.00	14,824.86	\$ 27,675.14
602-00-5405 Health Insurance	0.00	5,364.26	84,500.00	28,620.17	\$ 55,879.83
602-00-5415 Life Insurance	0.00	20.10	300.00	90.74	\$ 209.26
602-00-6105 Office Supplies & Equipment	0.00	0.00	5,000.00	234.37	\$ 4,765.63
602-00-6125 Shop Supplies & Small Tools	0.00	384.95	4,000.00	2,094.28	\$ 1,905.72
602-00-6135 Chemical/Lab Supplies	0.00	0.00	18,000.00	1,493.98	\$ 16,506.02
602-00-6140 Fuel/Lubes/Etc.	0.00	0.00	7,000.00	1,070.48	\$ 5,929.52
602-00-6190 Other Supplies	0.00	0.00	2,000.00	0.00	\$ 2,000.00

City of Bay City 503-377-2288
Statement of Revenue and Expenditures
 Revised Budget
 For Bay City Sewer Fund (602)
 For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
602-00-6205 Accounting & Auditing	0.00	0.00	2,500.00	1,333.00	\$ 1,167.00
602-00-6215 Engineering Fees	0.00	0.00	10,000.00	33.34	\$ 9,966.66
602-00-6220 Legal Fees	0.00	0.00	4,000.00	0.00	\$ 4,000.00
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	0.00	7,500.00	0.00	\$ 7,500.00
602-00-6305 Building Repairs & Maintenance	0.00	326.09	8,000.00	590.41	\$ 7,409.59
602-00-6325 Utility System Repairs	85,837.00	11,803.00	160,837.00	27,258.79	\$ 133,578.21
602-00-6335 Vehicle Repairs & Maintenance	12,417.32	17,596.44	47,417.32	17,711.37	\$ 29,705.95
602-00-6345 Operational Equipment & Repairs	0.00	0.00	60,000.00	4,128.54	\$ 55,871.46
602-00-6350 Personal Protective Equipment	0.00	0.00	3,000.00	151.26	\$ 2,848.74
602-00-6410 Training	0.00	8.34	10,000.00	149.81	\$ 9,850.19
602-00-6605 Electricity	0.00	2,075.07	37,000.00	8,390.15	\$ 28,609.85
602-00-6620 Telecommunications	0.00	115.31	17,500.00	446.37	\$ 17,053.63
602-00-6700 Insurance	0.00	0.00	1,400.00	1,400.00	\$ 0.00
602-00-6830 Janitorial Services	0.00	0.00	1,100.00	276.66	\$ 823.34
602-00-6855 Permit Fees	0.00	2,669.00	3,000.00	2,669.00	\$ 331.00
602-00-6860 Computers/Software/Services	0.00	1,332.68	10,000.00	2,742.92	\$ 7,257.08
602-00-6905 Deposit Refunds	0.00	0.00	1,500.00	185.25	\$ 1,314.75
602-00-6910 Fee Refunds	0.00	0.00	100.00	0.00	\$ 100.00
602-00-6990 Other Miscellaneous Expenses	0.00	5.20	0.00	21.60	\$ 0.00
602-00-6995 Feasibility Studies / Projects	0.00	0.00	20,000.00	716.25	\$ 19,283.75
602-00-8400 Machinery & Equipment	0.00	0.00	526,400.00	0.00	\$ 526,400.00
602-00-8800 Utility System	0.00	65,521.94	350,000.00	106,095.23	\$ 243,904.77
602-00-9000 Transfers Out	0.00	25,000.00	25,000.00	25,000.00	\$ 0.00
602-00-9400 Transfer to Capital Projects Funds	0.00	10,000.00	10,000.00	10,000.00	\$ 0.00
Total Non-Departmental Expenditures	98,254.32	165,422.54	1,740,754.32	346,227.77	1,394,526.55
Reserve Expenditures					
602-14-8800 Utility System	0.00	0.00	150,000.00	0.00	\$ 150,000.00
602-14-9900 Unappropriated Ending Fund Balance	0.00	0.00	979,300.00	0.00	\$ 979,300.00
Total Reserve Expenditures	0.00	0.00	1,129,300.00	0.00	1,129,300.00
Reserve Expenditures					
602-15-6590 Other Equipment	0.00	0.00	50,000.00	0.00	\$ 50,000.00
602-15-9900 Unappropriated Ending Fund Balance	0.00	0.00	74,700.00	0.00	\$ 74,700.00
Total Reserve Expenditures	0.00	0.00	124,700.00	0.00	124,700.00
Reserve Expenditures					
602-16-9900 Unappropriated Ending Fund Balance	0.00	0.00	87,500.00	0.00	\$ 87,500.00
Total Reserve Expenditures	0.00	0.00	87,500.00	0.00	87,500.00
Total Bay City Sewer Fund Expenditures	\$ 98,254.32	\$ 165,422.54	\$ 3,082,254.32	\$ 346,227.77	\$ 2,736,026.55
Bay City Sewer Fund Excess of Revenues Over Expenditures	0.00	\$ (4,249.60)	0.00	\$ 2,164,358.51	0.00

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

For the Fiscal Period 2023-4 Ending October 31, 2022

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 234,531.48	\$ 850,153.46	\$ 9,345,865.48	\$ 7,309,868.48	\$ 2,035,997.00
Total Expenditures	\$ 78,694.48	\$ 1,011,234.96	\$ 9,190,028.48	\$ 2,043,266.58	\$ 7,146,761.90
Total Excess of Revenues Over Expenditures	\$ 155,837.00	\$ (161,081.50)	\$ 155,837.00	\$ 5,266,601.90	\$ (5,110,764.90)

**CITY OF BAY CITY
RESOLUTION 2022-27**

A RESOLUTION PROVIDING FOR BUDGET APPROPRIATION
CHANGES FOR FISCAL YEAR 2022-2023 AND REPEALLING RESOLUTION
NO. 2022-23

WHEREAS the City of Bay City will receive revenue from the State of Oregon under sections 602(b) and 603(b) of the Social Security Act as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2

WHEREAS ORS 294.463(2) allows contingency appropriations transfers not to exceed 15 percent of the total fund to be made without a supplemental budget for an occurrence or condition which had not been ascertained at the time of the preparation of a budget for this current year, which requires a change in financial planning, and

WHEREAS the City of Bay City has budgeted for the receipt of Funds in the amount of \$155,837 from the American Rescue Plan Act in the Bay City General Fund Contingency fund, and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Bay City hereby adopts appropriation changes for the 2022-2023 FY budget approved by the City Council on October 11, 2022, which is now on file in the office of the City Recorder.

BE IT FURTHER RESOLVED that the amounts for the purposes shown below are hereby appropriated.

GENERAL FUND

<u>RESOURCES</u>	<u>BUDGETED</u>	<u>CHANGE</u>	<u>NEW AMOUNT</u>
100-00-4800			
Miscellaneous	\$204,808	-\$155,837	\$48,971
 <u>EXPENDITURES</u>			
100-90-9800	\$202,927	-\$155,837	\$47,090
 <u>RESOURCES</u>			
100-30-4800			
Miscellaneous	\$1,500	+\$45,000	\$46,500
 <u>EXPENDITURES</u>			
100-30-6350			
Person Protective Equipment	\$21,000	+\$45,000	\$66,000

RECREATION FUND

<u>RESOURCES</u>	<u>BUDGETED</u>	<u>CHANGE</u>	<u>NEW AMOUNT</u>
100-50-4430	\$90,100	+\$25,000	\$115,100
Other Grants			

EXPENDITURES

100-50-6995	\$90,000	+\$25,000	\$115,000
Projects BC TLT funds			

SEWER OPERATING FUND

RESOURCES

602-00-4800			
Miscellaneous	\$1,500	+\$85,837	\$87,337

EXPENDITURES

602-00-6325			
Utility System Repairs (I&I)	\$75,000	+\$85,837	\$160,837

ADOPTED by the City Council this 8th day of November, 2022 and approved by the Mayor of Bay City this 8th day of November, 2022.

David McCall, Mayor

ATTEST:

Lindsey Gann, City Recorder

**CITY OF BAY CITY
RESOLUTION NO. 2022-28**

A RESOLUTION ACKNOWLEDGING AN INTERFUND LOAN FROM THE STREET RESERVE FUND TO THE GENERAL FUND - FIRE DEPARTMENT AND ESTABLISHING TERMS OF REPAYMENT, ADOPTING A SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS FOR THE FISCAL YEAR 2022-2023

WHEREAS, the City of Bay City Fire Department had need for the purchase of a response vehicle for the Fire Department Division Chief, and

WHEREAS, the City had \$50,000 available in its Street Reserve Fund which it could loan to the City's General Fund for purposes of providing sufficient funds for the City to purchase a response vehicle for the Fire Department, and

WHEREAS, ORS 294.468 allows for a loan from one fund to another whenever the loan is authorized by official resolution or ordinance of the governing body, and Oregon Budget Law allows for the movement of contingency funds of less than 15% of appropriations, and

WHEREAS, there are no constitutional restrictions on the Street Reserve Fund which would prohibit the City from borrowing from that fund and loaning the money to the City's General Fund, and

WHEREAS, the City Council of Bay City by adoption of Resolution No. 2022-25 authorized the loan of \$50,000 from its Street Reserve Fund to the City's General Fund at 0.0% interest and the repayment to the City's Street Reserve Fund to be repaid in full with funds budgeted in fiscal year 2023-2024 from the Fire Apparatus & Relocation Reserve Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAY CITY AS THE FOLLOWS:

1. The City Council authorizes loaning \$50,000 from the Street Reserve Fund to the City's General Fund.
2. The City Council authorizes loaning the \$50,000 at 0.0% interest, and shall be payable in full by budget allocation within the Fiscal Year 2023-2024 budget
3. There is no prepayment penalty for early repayment.
4. The City Council hereby adopts the supplemental budget on November 8, 2022, which is now on file in the office of the City Recorder.

BE IT FURTHER RESOLVED that the amounts for the purposes shown below are hereby appropriated.

GENERAL FUND – FIRE DEPARTMENT

<u>Resource</u>	<u>Budgeted</u>	<u>Change</u>	<u>New Amount</u>
Transfer In 100-30-4930	\$128,258	\$50,000	\$178,258

<u>Expenditures</u>	<u>Budgeted</u>	<u>Change</u>	<u>New Amount</u>
Machinery& Equipment 100-30-8400	\$0	+\$50,000	\$50,000

STREET RESERVE FUND

<u>Expenditures</u>	<u>Budgeted</u>	<u>Change</u>	<u>New Amount</u>
Transfer to Gen. Fund	\$0	+\$50,000	\$50,000
Contingency	\$182,400	-\$50,000	\$132,400

PASSED AND ADOPTED, by the City Council this 8th day of November, 2022 and approved by the Mayor of Bay City this 8th day of November 2022.

David McCall, Mayor

ATTEST:

Lindsey Gann, City Recorder

**2022 Oregon
Fire Service Capacity Program
("OFSCP") Application Manual**



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Award manual and application materials:

<https://www.oregon.gov/osp/programs/sfm/Pages/OSFM-Grants.aspx>

INTRODUCTION

In 2021, the Oregon Legislature Regular Session, through SB762, appropriated General Fund dollars to the Office of State Fire Marshal (“OSFM”) for distribution to Oregon Fire Agencies to provide resources to augment firefighting and fire prevention staffing. These agencies protect Oregon communities and play a pivotal role in the prevention and suppression of wildfires. The Oregon Fire Service Capacity Program is intended for small to medium Oregon fire agencies to encourage an increase of permanent local firefighters and fire prevention staffing.

A. Eligibility and Overview:

1. Local fire agencies must be an established fire district or fire department which has been assigned a Fire Department Identification Number (“FDID”). Priority will be given to fire agencies with an annual budget of \$10,000,000 or less, including grants, donations, and all other sources. Local fire agencies above this budget threshold will be considered on a case-by-case basis.
 - Please note: OSFM is working on a separate investment strategy with the nine Federally Recognized Tribes of Oregon. Please email osfm.grants@osp.oregon.gov for more information.
2. There is no specific award cap for a single fire agency as each application will require a detailed budgeting plan for the positions requested.
3. Applications must include a written Letter of Commitment by the corresponding Fire Chief, fire board, city council, city manager, governing body, or other fiduciary body responsible for the budget approval of the fire agency to match 10% of the first year’s salary, not including administrative costs, equipment and training.
4. The same written agreement must also include a commitment by the second year for the fire agency to fund 25% of any new positions created of the second year’s salary, not including administrative costs, equipment and training.
5. The same written agreement must also include a commitment for the fire agency by the third year to fund 50% of any new positions created of the third year’s salary, not including administrative costs, equipment and training.
6. Failure to meet the commitments in the Grant Agreement may result in the forfeiture of remaining funds.
7. Applications will be prioritized if their written Letter of Commitment includes a good faith statement to continuing the funded positions beyond the 3 years of the grant, using other funding.
8. Fire agencies with an established fire district or fire agency which has been assigned an FDID with five or fewer part or full time paid members may consider a soft match, meaning they can count volunteer time, to meet the 10%, 25%, and 50% match requirements.
9. If a fire agency is awarded funds for staffing, and the position becomes vacant during the grant period, the fire agency shall fill the vacancy within four months of the vacancy or forfeit

the remaining funds. OSFM reserves the right to make exceptions on a case-by-case basis.

10. This is a competitive grant and OSFM is anticipating awarding to less than thirty (30) fire agencies, depending on award amounts.
11. If a fire agency has received grant funds in the past two years from the Staffing for Adequate Fire and Emergency Response (“SAFER”), the fire agency may still apply and may still be awarded, but priority will be given to fire agencies that have not received SAFER grants in the past two years.

B. Allowable Costs:

1. Two full time permanent Firefighter (“FF”) positions National Fire Protection Association- (“NFPA”) FF1 plus Wildland Interface Firefighter (“FFT2” for a maximum of 2 Full-Time Employee’s (“FTE”) for three years for fire suppression.
 - a) It is assumed that most of the new FF hires will be new recruits and part of the funding is to allow the normal training process within the first six months to become a NFPA FF1 and within one year to become a FFT2.
2. Permanent Fire Prevention Personnel (“FPP”), such as a fire marshal, fire inspector, or other fire prevention personnel for a maximum of two FTE for three years for fire prevention.
 - a. The focus of a FPP is general fire and life safety with a specific requirement on wildfire preparedness, prevention, and education, including structural wildfire assessments.
 - b. It is assumed that new FPP will need additional training to develop skills and take training associated with the work of fire prevention and structural wildfire assessments.
 - c. For the purposes of this document and application, Fire Prevention Personnel refers to staff who may perform a variety of duties related to fire awareness and life safety, ranging from conducting assessments and inspections, to developing plans, educational material, and training programs for members of the public.
3. Only full-time positions are eligible for funding in the two categories.
4. Fire agencies may have a combined position (.5 FTE FF and .5 FTE FPP).
5. Fire agencies may use these funds to bring a .5 FTE position to a 1.0 FTE position.
6. Fire agencies may choose any combination of staff with a maximum of two FTE for FFs and 1 FTE for a FPP for an overall total of three FTE.
7. Additional certifications are allowable for personnel, but these funds are only to cover trainings for FF1, FFT2, and FPP training for structural wildfire assessments salary and benefit costs for permanent structural firefighters and Fire Prevention Personnel.
8. Other personnel costs including but not limited to: onboarding, training, personal protective equipment, insurance, and other costs associated with hiring new permanent employees.
9. OSFM will offer supplemental trainings for FPP in the first six months of the grant award. OSFM’s trainings should be seen as an augmentation, not a replacement for each agency’s onboarding and training.

10. Administrative costs, including management, payroll and supplies, associated with payment of salaries up to 10% of the grant award.

C. Unallowable Costs:

1. Temporary, volunteer or limited duration positions.
2. New part-time personnel.
3. Vehicles, heavy equipment, such as trucks or their maintenance.
4. Fuel and other travel expenses.

D. Letter of Commitment:

1. OSFM recognizes the complex local dynamics that go into local budgeting. The Letter of Commitment is intended as a good faith effort on the part of local decision makers to budget for the additional personnel requested in the grant by the third year.
2. The intention of this grant is to facilitate the discussion for an overall increase in local fire budget to accommodate the grant requirements rather than shifting resources from one category to another in recognition of increased need.
3. The strength of this statement will be considered in making funding decisions.
4. OSFM encourages fire agencies to provide current and future vision for prevention. For example, a fire agency may be planning on a levy in the next two years to secure funding. The outcome of the public vote may not be known, but the attempt counts as a commitment (good faith effort).

E. Method of Disbursement:

1. If awarded, agencies will receive the entire three years of funding in one lump sum as quickly as it can be processed.
2. Fire agencies are responsible for spending funds according to agreed-upon schedules across the three years. Fire agencies are required to participate in financial reporting across the grant period.
3. A Grant Agreement requires signatures and must be returned to the OSFM Grant Manager before any awarded funds will be disbursed.

F. Reporting Requirements:

1. Reporting is required annually on the last day of November of each year and will be on a form provided by OSFM to the awarded fire agency at least one month before reporting is due.
2. The first report is due in June 2023.

G. Standards:

1. All equipment and training for FF1s must meet NFPA standards, link provided <https://www.nfpa.org/Training-and-Events>
2. All training for FFT2s must meet National Wildfire Coordinating Group (“NWCG”) standards, link provided <https://www.nwcg.gov/publications/training-courses>

APPLICATION PROCESS

A. Application Forms and Instructions:

Applicants are encouraged to use this following link to apply:

- Applications received after the deadline of November 30, 2022 5:00pm (pacific time), may not be considered.
- Applications not submitted on a current 2022 OFSCP application form, will not be considered.
- The application form must be signed by an authorized agent of the fire agency (Fire Chief, Treasurer, or Board Chairperson). If the application is submitted via the online form, typing one's name in the form is sufficient for a signature.
- A PDF version of the Letter of Commitment must be attached to the online form. If the fire agency chooses to mail a copy of the Letter of Commitment instead of attaching a PDF version, the application will be considered incomplete until the document reaches OSFM Grant Manager. Hardcopies must be **received** by OSFM no later than November 30, 2022 by 5:00pm (pacific time) to be considered eligible.

B. Application Deadlines and Submission Process:

Applications must be **received** no later than 5:00pm **November 30, 2022** via this application form link <https://app.smartsheet.com/b/form/e52e52e563d3451296f49e0070e610e3> This is the preferred submittal method.

2.If you need to change your application, submit a request to withdraw to osfm.grants@osp.oregon.gov. You may then resubmit your application.

3. Application considerations will begin December 1, 2022. Awards will be announced via press release on or before December 31, 2022. Local fire agency will be notified via email about the status of their application after the selection process.

4. OSFM reserves the right to ask follow-up questions about fire agency applications.

C. Application Selection Process:

1. A review committee will convene and rank the applications based on the following criteria:

a) These are items OSFM already has data for and will use for the selection process:

- Geographic spread.
- Population served.
- Wildfire potential.

b) These are items OSFM required you to describe and will use for the selection process:

- Letter of Commitment.
- How these funds will enhance your fire agencies response to local, regional, or state wildfires and/or enhance your fire safety education and community outreach.
- How underserved populations will benefit from additional services.

- If seeking funds for Fire Prevention Personnel, existing fire prevention capacity.
- Work plan/strategic vision of Fire Prevention Personnel.
- Budget trend over the past three years.
- Lack of SAFER grants in the past two years (higher score for those who have not had a SAFER grant).
- Agency need based on:
 - Call volume
 - Number of full-time employees
 - Number of volunteers
 - Agency budget
 - Travel times (response time)

2. Contact with any committee member during the application process regarding this application or selection process is prohibited and can lead to disqualification. All communications and questions must be directed to osfm.grants@osp.oregon.gov. See OSFM CONTACT section for more information.

D. Time Period Covered by the Award:

Applications Due:	By November 30, 2022, 5:00pm (pacific time)
Fire Agencies receive Notice of Award:	January 2023
Funding Allocated:	As soon as possible after Notice of Award
Reporting:	June 2023; November 2023; November 2024; November 2025
Grant period:	January 2023- December 2025

FINAL REPORT

Applicants who receive a grant award must provide OFSM with a final report. A link to the electronic report will be sent by email to the Local fire agency Fire Chief by November 2025.

GRANT COMPLETION

Once the applicant has expended the funds, the fire agency must notify the Grant Manager. To do this, the fire agency must email the Grant Manager and provide proof of payments for all personnel and administration. Please email osfm.grants@osp.oregon.gov.

OSFM CONTACT

All questions and communications regarding this grant must be directed to the contact listed below to avoid disqualification. Email is preferred.

Grant Manager
 Oregon Office of State Fire Marshal
 3565 Trelstad Ave SE
 Salem, OR 97317

Email: osfm.grants@osp.oregon.gov
Phone: 503 779 8364

VETERANS DAY NOVEMBER 2022

Proclamation

2022—002

WHEREAS, on Veterans Day, we pay tribute to the men and women who have risked their lives to preserve the liberty of our nation, the families who support them, and the heroes no longer with us. It is not weapons or technology that develops the most advanced military in the world; it is the unparalleled spirit, skill, and devotion of our troops; and

WHEREAS, in an unbroken line of valor stretching across more than two centuries, our veterans have charged into harm's way, sometimes making the ultimate sacrifice, to protect the freedoms that have blessed American. Whether Active Duty, Reserve, or National Guard, they are our Nation's finest citizens, and they have shown the heights to which Americans can rise when asked and inspired to do so. Our courageous troops in Iraq, Afghanistan, and around the globe have earned their place alongside previous generations of great Americans, serving selflessly, tour after tour, in conflicts spanning nearly a decade; and

WHEREAS, long after leaving the uniform behind, many veterans continue to serve our country as public servants and mentors, parents, and community leaders. They have added proud chapters to the story of America, not only on the battlefield, but also in communities from coast to coast. They have built and shaped our Nation, and it is our promise to support the men and women of the armed forces as they return to their homes and families; and

WHEREAS, with respect for and in recognition of the contributions our veterans have made to the cause of peace and freedom around the world, November 11 was set aside as a legal public holiday to honor our Nation's veterans.

NOW, THEREFORE, we the City Council and Mayor of the City of Bay City express our respect and gratitude to our Veterans.

ADOPTED by the City Council this 8th day of November 2022 and approved by the Mayor of Bay City this 8th day of November 2022.

David McCall, Mayor

ATTEST:

Lindsey Gann, City Recorder