

Water District Agenda  
 April 29, 2024 3:30 pm

1. Introductions
2. Approve minutes from last two meetings: April 24, 2023 & August 10, 2023
3. Well #3 update
4. 3.8 Million dollar funding for Distribution System
  - a. 52% nonrefundable loan (free grant) money
  - b. 48% payback at 1% for 30 years
  - c. Scope of Work
    - A. Replace 10” water main from Alderbrook Intersection to Juno Hill Reservoir
    - B. Purchasing property for Juno Hill Reservoirs
    - C. Build second 500,000 gallon reservoir at Juno Hill
5. Potential Kilchis Water District Connection
6. Isolation Valves at Reservoirs
7. Water usages for last 4 years

| <b>Historical Water Usage</b> |                |                |                |                |
|-------------------------------|----------------|----------------|----------------|----------------|
|                               | <b>2024/25</b> | <b>2023/24</b> | <b>2022/23</b> | <b>2021/22</b> |
| <b>bay city</b>               | <b>31.51%</b>  | <b>32.39%</b>  | <b>30.95%</b>  | <b>34.60%</b>  |
| <b>TCCA</b>                   | <b>55.35%</b>  | <b>55.66%</b>  | <b>55.29%</b>  | <b>54.84%</b>  |
| <b>latimer</b>                | <b>5.87%</b>   | <b>6.51%</b>   | <b>7.11%</b>   | <b>4.68%</b>   |
| <b>juno</b>                   | <b>4.82%</b>   | <b>3.77%</b>   | <b>4.29%</b>   | <b>3.52%</b>   |
| <b>cole creek</b>             | <b>1.26%</b>   | <b>0.65%</b>   | <b>0.56%</b>   | <b>1.31%</b>   |
| <b>northwood</b>              | <b>1.19%</b>   | <b>1.03%</b>   | <b>1.79%</b>   | <b>1.05%</b>   |

8. 2024/25 Capital Payments

|                   | Capital 1 (5 years) |                     |                        | Capital 2 (20 years) |                     |                      |
|-------------------|---------------------|---------------------|------------------------|----------------------|---------------------|----------------------|
|                   |                     | Capital 1<br>yearly | Capital 1<br>monthly 1 |                      | Capital 2<br>yearly | Capital 2<br>monthly |
| <b>bay city</b>   | \$30,000.00         | \$9,454             | \$787.84               | \$50,000.00          | \$15,757            | \$1,313              |
| <b>TCCA</b>       | \$30,000.00         | \$16,606            | \$1,383.87             | \$50,000.00          | \$27,677            | \$2,306              |
| <b>latimer</b>    | \$30,000.00         | \$1,760             | \$146.70               | \$50,000.00          | \$2,934             | \$244                |
| <b>juno</b>       | \$30,000.00         | \$1,446             | \$120.47               | \$50,000.00          | \$2,409             | \$201                |
| <b>cole creek</b> | \$30,000.00         | \$377               | \$31.45                | \$50,000.00          | \$629               | \$52                 |
| <b>northwood</b>  | \$30,000.00         | \$356               | \$29.68                | \$50,000.00          | \$594               | \$49                 |
| <b>Total</b>      |                     | <b>\$30,000</b>     | <b>\$2,500.00</b>      | <b>Total</b>         | <b>\$50,000</b>     | <b>\$4,167</b>       |









# RESOURCES

**FORM  
LB-20**

**BAY CITY WATER DISTRICT SYSTEM**

**CITY OF BAY CITY**

Operating

|    | Historical Data                    |                                   |  | 601<br>00 | RESOURCE DESCRIPTION                          | Budget for Next Year 2024-2025 |                                 |                              |    |
|----|------------------------------------|-----------------------------------|--|-----------|---|--------------------------------|---------------------------------|------------------------------|----|
|    | Actual                             |                                   | Adopted Budget<br>This Year<br>2023-2024 |           |   | Proposed By<br>Budget Officer  | Approved By<br>Budget Committee | Adopted By<br>Governing Body |    |
|    | Second Preceding<br>Year 2021-2022 | First Preceding<br>Year 2022-2023 |  |           |   |                                |                                 |                              |    |
|    |                                    |                                   |  |           | Beginning Fund Balance:                       |                                |                                 |                              |    |
| 1  | 392,099                            | 628,407                           | 328,000                                  | 4990      | 1 Available cash on hand* (cash basis)        | 550,000                        |                                 |                              | 1  |
| 2  | 2,325                              | 17,194                            | 2,000                                    | 4805      | 2 Interest                                    |                                |                                 |                              | 2  |
| 3  |                                    |                                   |  |           | 3 <b>OTHER RESOURCES</b>                      |                                |                                 |                              | 3  |
| 4  | 262,115                            | 286,189                           | 323,871                                  | 4610      | 4 Water User Charges                          | 330,772                        |                                 |                              | 4  |
| 5  | 22,344                             |                                   |  | 4800      | 5 Miscellaneous CSLFRF Grant Funds            |                                |                                 |                              | 5  |
|    |                                    |                                   |  | 4420      | Grants / Loans Business Oregon - Trans Line   | 3,800,000                      |                                 |                              |    |
| 6  | 132,827                            | 385,483                           | 155,179                                  | 4930      | 6 Transfers In (Bay City Water)               | 152,185                        |                                 |                              | 6  |
| 7  | -                                  | -                                 | -  | 4930      | 7 Transfer In from Reserve (BLDG #1 & #2)     | -                              | -                               | -                            | 7  |
| 8  |                                    |                                   |  | 4420      | 8 State Grants (isolation valves)             | 225,000                        |                                 |                              | 8  |
| 9  |                                    |                                   |  |           | 9   |                                |                                 |                              | 9  |
| 10 |                                    |                                   |  |           | 10  |                                |                                 |                              | 10 |
| 11 |                                    |                                   |  |           | 11  |                                |                                 |                              | 11 |
| 12 |                                    |                                   |  |           | 12  |                                |                                 |                              | 12 |
| 13 |                                    |                                   |  |           | 13  |                                |                                 |                              | 13 |
| 14 |                                    |                                   |  |           | 14  |                                |                                 |                              | 14 |
| 15 | (FY2021-2022)                      |                                   |  |           | 15  |                                |                                 |                              | 15 |
| 16 | TCCA 54.84 %                       | TCCA 55.29%                       | TCCA 55.66%                              | \$266,636 | 16 TCCA 55.35% \$ 267,327                     |                                |                                 |                              | 16 |
| 17 | Bay City 34.60%                    | Bay City 30.95%                   | Bay City 32.39%                          | \$155,179 | 17 Bay City 31.51% \$152,185                  |                                |                                 |                              | 17 |
| 18 | Latimer 4.68%                      | Latimer 7.11%                     | Latimer 6.51%                            | \$31,176  | 18 Latimer 5.87% \$28,351                     |                                |                                 |                              | 18 |
| 19 | Juno 3.52%                         | Juno 4.29%                        | Juno 3.77%                               | \$18,041  | 19 Juno 4.82% \$ 23,279                       |                                |                                 |                              | 19 |
| 20 | Cole Creek 1.31%                   | Cole Creek .56%                   | Cole Creek .65%                          | \$3,097   | 20 Cole Creek 1.26% \$6,085                   |                                |                                 |                              | 20 |
| 21 | Northwood 1.05%                    | Northwood 1.79%                   | Northwood 1.03%                          | \$4,921   | 21 Northwood 1.19% \$5,747                    |                                |                                 |                              | 21 |
| 22 |                                    |                                   |  |           | 22  |                                |                                 |                              | 22 |
| 23 |                                    |                                   |  |           | 23  |                                |                                 |                              | 23 |
| 24 |                                    |                                   |  |           | 24  |                                |                                 |                              | 24 |
| 25 |                                    |                                   |  |           | 25  |                                |                                 |                              | 25 |
| 26 |                                    |                                   |  |           | 26  |                                |                                 |                              | 26 |
| 27 | 811,710                            | 1,317,273                         | 809,050                                  |           | 27 Total resources, except taxes to be levied | 5,057,957                      | -                               | -                            | 27 |
| 28 |                                    |                                   |  |           | 28 Taxes estimated to be received             |                                |                                 |                              | 28 |
| 29 |                                    |                                   |  |           | 29 Taxes collected in year levied             |                                |                                 |                              | 29 |
| 30 | 811,710                            | <b>1,317,273</b>                  | <b>809,050</b>                           |           | 30 <b>TOTAL RESOURCES</b>                     | 5,057,957                      | -                               | -                            | 30 |

# RESOURCES

**FORM  
LB-20**

**BAY CITY WATER DISTRICT SYSTEM**

**CITY OF BAY CITY**

Reserve

|    | Historical Data                    |                                   |  | 601<br><br>13 | RESOURCE DESCRIPTION                                  | Budget for Next Year 2024-2025 |                                 |                              |    |
|----|------------------------------------|-----------------------------------|--|---------------|---|--------------------------------|---------------------------------|------------------------------|----|
|    | Actual                             |                                   | Adopted Budget<br>This Year<br>2023-2024 |               |   | Proposed By<br>Budget Officer  | Approved By<br>Budget Committee | Adopted By<br>Governing Body |    |
|    | Second Preceding<br>Year 2021-2022 | First Preceding<br>Year 2022-2023 |  |               |   |                                |                                 |                              |    |
|    |                                    |                                   |  |               | Beginning Fund Balance:                               |                                |                                 |                              |    |
| 1  | 504,088                            | 807,085                           | 638,500                                  | 4990          | 1 Available cash on hand* (cash basis)                | 405,000                        |                                 |                              | 1  |
| 2  | 2,997                              | 22,083                            | 2,500                                    | 4805          | 2 Interest  |                                |                                 |                              | 2  |
| 3  |                                    |                                   |  |               | 3 <b>OTHER RESOURCES</b>                              |                                |                                 |                              | 3  |
| 4  | -                                  | -                                 | -  | 4800          | 4 Misc  | -                              | -                               | -                            | 4  |
| 5  | -                                  |                                   | 30,000                                   | 4800          | 5 Capital Payment #1                                  | 30,000                         |                                 |                              | 5  |
| 6  | -                                  | 50,371                            | 50,000                                   | 4800          | 6 Capital Payment #2                                  | 50,000                         |                                 |                              | 6  |
| 7  | -                                  | -                                 | -  | 4400          | 7 Grant Revenue                                       | -                              | -                               | -                            | 7  |
| 8  | -                                  | -                                 | 20,000                                   | 4440          | 8 Other Grants/Loans (Business Oregon Grant)          | 20,000                         |                                 |                              | 8  |
| 9  | 300,000                            | 24,756                            | -  | 4930          | 9 Transfer in (Water System Operating)                | 300,000                        | -                               | -                            | 9  |
| 10 |                                    |                                   |  |               | 10  |                                |                                 |                              | 10 |
| 11 |                                    |                                   |  |               | 11  |                                |                                 |                              | 11 |
| 12 |                                    |                                   |  |               | 12  |                                |                                 |                              | 12 |
| 13 |                                    |                                   |  |               | 13  |                                |                                 |                              | 13 |
| 14 |                                    |                                   |  |               | 14  |                                |                                 |                              | 14 |
| 15 |                                    |                                   |  |               | 15 Monthly Capital payments rounded to nearest dollar |                                |                                 |                              | 15 |
| 16 |                                    |                                   |  |               | 16 <b>Capital 1    Capital 2</b>                      |                                |                                 |                              | 16 |
| 17 |                                    |                                   |  |               | 17 TCCA            \$1,384    \$2,306                 |                                |                                 |                              | 17 |
| 18 |                                    |                                   |  |               | 18 Bay City        \$788      \$1,313                 |                                |                                 |                              | 18 |
| 19 |                                    |                                   |  |               | 19 Latimer         \$147      \$245                   |                                |                                 |                              | 19 |
| 20 |                                    |                                   |  |               | 20 Juno             \$121      \$201                  |                                |                                 |                              | 20 |
| 21 |                                    |                                   |  |               | 21 Cole Creek     \$32       \$53                     |                                |                                 |                              | 21 |
| 22 |                                    |                                   |  |               | 22 Northwood     \$30       \$50                      |                                |                                 |                              | 22 |
| 23 |                                    |                                   |  |               | 23  |                                |                                 |                              | 23 |
| 24 |                                    |                                   |  |               | 24  |                                |                                 |                              | 24 |
| 25 |                                    |                                   |  |               | 25  |                                |                                 |                              | 25 |
| 26 | 807,085                            | 904,295                           | 741,000                                  |               | 26 Total resources, except taxes to be levied         | 805,000                        | -                               | -                            | 26 |
| 27 |                                    |                                   |  |               | 27 Taxes estimated to be received                     |                                |                                 |                              | 27 |
| 28 |                                    |                                   |  |               | 28 Taxes collected in year levied                     |                                |                                 |                              | 28 |
| 29 | 807,085                            | 904,295                           | 741,000                                  |               | 29 <b>TOTAL RESOURCES</b>                             | 805,000                        | -                               | -                            | 29 |

**DETAILED EXPENDITURES**

**FORM  
LB-31**

**BAY CITY WATER DISTRICT SYSTEM**

**CITY OF BAY CITY**  
(Name of Municipal Corporation)

Operating

| Line Item | Historical Data                    |                                   |  | 601<br>00 | EXPENDITURE DESCRIPTION | Number of<br>Employees                  | Range* | Budget for Next Year 2024-2025 |                                 |                              |    |
|-----------|------------------------------------|-----------------------------------|--|-----------|-------------------------|---|--------|--------------------------------|---------------------------------|------------------------------|----|
|           | Actual                             |                                   | Adopted Budget<br>This Year<br>2023-2024 |           |                         |   |        | Proposed by<br>Budget Officer  | Approved by<br>Budget Committee | Adopted by<br>Governing Body |    |
|           | Second Preceding<br>Year 2021-2022 | First Preceding<br>Year 2022-2023 |  |           |                         |   |        |                                |                                 |                              |    |
| 1         |                                    |                                   |  |           | 1                       | PERSONNEL SERVICES                      |        |                                |                                 |                              | 1  |
| 2         | 84,276                             | 89,538                            | 106,000                                  | 5105      | 2                       | Full-Time Employees                     |        | 112,000                        |                                 |                              | 2  |
| 3         | 274                                | 196                               | -  | 5115      | 3                       | Part-Time/Temporary Employees           |        |                                |                                 |                              | 3  |
| 4         | 6,468                              | 6,845                             | 8,200                                    | 5205      | 4                       | Employer FICA                           |        | 8,600                          |                                 |                              | 4  |
| 5         | 85                                 | 89                                | 1,200                                    | 5210      | 5                       | Unemployment Insurance                  |        | 1,200                          |                                 |                              | 5  |
| 6         | 2,537                              | 3,750                             | 3,000                                    | 5215      | 6                       | Workers' Compensation Insurance         |        | 3,500                          |                                 |                              | 6  |
| 7         | 15,113                             | 16,644                            | 23,000                                   | 5305      | 7                       | Employer PERS Contributions             |        | 24,000                         |                                 |                              | 7  |
| 8         | 26,508                             | 24,079                            | 31,500                                   | 5405      | 8                       | Health Insurance                        |        | 40,000                         |                                 |                              | 8  |
| 9         | 138                                | 113                               | 150                                      | 5415      | 9                       | Life Insurance                          |        | 175                            |                                 |                              | 9  |
| 10        | 135,399                            | 141,254                           | 173,050                                  |           | 10                      | TOTAL PERSONNEL SERVICES                |        | 189,475                        | -                               | -                            | 10 |
| 11        |                                    |                                   |  |           | 11                      |   |        |                                |                                 |                              | 11 |
| 12        |                                    |                                   |  |           | 12                      | MATERIALS AND SERVICES                  |        |                                |                                 |                              | 12 |
| 13        | 860                                | 757                               | 2,000                                    | 6105      | 13                      | Office Supplies & Equipment             |        | 2,000                          |                                 |                              | 13 |
| 14        | 2,077                              | 963                               | 4,000                                    | 6125      | 14                      | Shop Supplies & Small Tools             |        | 4,000                          |                                 |                              | 14 |
| 15        |                                    |                                   |  |           | 15                      |   |        |                                |                                 |                              | 15 |
| 16        | 20,532                             | 19,343                            | 23,000                                   | 6135      | 16                      | Chemical/Lab Supplies                   |        | 24,000                         |                                 |                              | 16 |
| 17        | 5,668                              | 5,005                             | 7,000                                    | 6140      | 17                      | Fuel/Lubes/Etc.                         |        | 7,500                          |                                 |                              | 17 |
| 18        |                                    | 21                                |  | 6190      | 18                      | Other Supplies                          |        |                                |                                 |                              | 18 |
| 19        | 2,500                              | 2,001                             | 2,500                                    | 6205      | 19                      | Audit Fees                              |        | 2,500                          |                                 |                              | 19 |
| 20        | 1,920                              | 3,108                             | 50,000                                   | 6215      | 20                      | Engineering Fees                        |        | 50,000                         |                                 |                              | 20 |
| 21        | -                                  | 2,192                             | 5,000                                    | 6220      | 21                      | Attorney Fees                           |        | 5,000                          |                                 |                              | 21 |
| 22        | 162                                | 1,709                             | 1,500                                    | 6225      | 22                      | Laboratory Fees                         |        | 1,500                          |                                 |                              | 22 |
| 23        | 2,197                              | 3,407                             | 5,000                                    | 6290      | 23                      | Other Professional Fees                 |        | 5,000                          |                                 |                              | 23 |
| 24        | 3,342                              | 1,837                             | 30,000                                   | 6305      | 24                      | Building Repairs & Maintenance (divers) |        | 20,000                         |                                 |                              | 24 |
| 25        | 2,451                              | 1,313                             | 40,000                                   | 6325      | 25                      | Utility System Repairs                  |        | 30,000                         |                                 |                              | 25 |
| 26        | 5,465                              | 5,046                             | 7,000                                    | 6335      | 26                      | Vehicle Repair/Maintenance              |        | 7,500                          |                                 |                              | 26 |
| 27        | 369                                | 10,999                            | 40,000                                   | 6345      | 27                      | Operational Repairs                     |        | 40,000                         |                                 |                              | 27 |
| 28        | 925                                | 1,179                             | 5,000                                    | 6350      | 28                      | Personal Protective Equipment           |        | 5,000                          |                                 |                              | 28 |
| 29        | 2,153                              | 1,836                             | 5,000                                    | 6410      | 29                      | Training /Travel                        |        | 5,000                          |                                 |                              | 29 |
| 30        | 25,002                             | 23,210                            | 30,000                                   | 6605      | 30                      | Electricity                             |        | 32,000                         |                                 |                              | 30 |
| 31        | 2,182                              | 3,130                             | 3,000                                    | 6620      | 31                      | Telecommunications                      |        | 3,500                          |                                 |                              | 31 |
| 32        | 312                                | 10,000                            | 15,000                                   | 6700      | 32                      | Insurance                               |        | 18,000                         |                                 |                              | 32 |
| 33        | 1,050                              | 1,172                             | 2,000                                    | 6830      | 33                      | Janitorial                              |        | 2,000                          |                                 |                              | 33 |
| 34        | 5,522                              | 4,107                             | 19,000                                   | 6860      | 34                      | Computers / Software & Services         |        | 19,000                         |                                 |                              | 34 |
| 35        | 2,072                              | 1,420                             | 10,000                                   | 6990      | 35                      | Other Miscellaneous Expenses            |        | 10,000                         |                                 |                              | 35 |
| 36        | 86,761                             | 103,755                           | 306,000                                  |           | 36                      | TOTAL MATERIALS & SERVICES              |        | 293,500                        | -                               | -                            | 36 |
| 37        | 222,160                            | 245,009                           | 479,050                                  |           | 37                      | TOTAL EXPENDITURES                      |        | 482,975                        | -                               | -                            | 37 |
| 38        |                                    |                                   |  |           | 38                      | UNAPPROPRIATED ENDING FUND BALANCE      |        |                                |                                 |                              | 38 |
| 39        | 222,160                            | 245,009                           | 479,050                                  |           | 39                      | TOTAL EXPENDITURES                      |        | 482,975                        | -                               | -                            | 39 |



**DETAILED EXPENDITURES**

**FORM  
LB-31**

**BAY CITY WATER DISTRICT SYSTEM  
Operating**

**CITY OF BAY CITY  
(Name of Municipal Corporation)**

| Line | Historical Data                    |                                   |  | 601<br>00 | EXPENDITURE DESCRIPTION                       | Number of<br>Employees | Range* | Budget for Next Year 2024-2025 |                                 |                              | Line |
|------|------------------------------------|-----------------------------------|--|-----------|---|------------------------|--------|--------------------------------|---------------------------------|------------------------------|------|
|      | Actual                             |                                   | Adopted Budget<br>This Year<br>2023-2024 |           |   |                        |        | Proposed by<br>Budget Officer  | Approved by<br>Budget Committee | Adopted by<br>Governing Body |      |
|      | Second Preceding<br>Year 2021-2022 | First Preceding<br>Year 2022-2023 |  |           |   |                        |        |                                |                                 |                              |      |
| 1    |                                    |                                   |  |           | CAPITAL OUTLAY                                |                        |        |                                |                                 |                              | 1    |
| 2    | 6,327                              | -                                 | 5,000                                    | 8200      | Buildings & Structures                        |                        |        | 5,000                          |                                 |                              | 2    |
| 3    | 16,082                             | 218,677                           | 150,000                                  | 8400      | Machinery & Equipment (GPR)                   |                        |        | 25,000                         |                                 |                              | 3    |
|      |                                    |                                   |  | 8450      | Alderbrook line replacement/Juno #2 reservoir |                        |        | 3,800,000                      |                                 |                              |      |
|      |                                    |                                   |  | 8475      | Isolation valves                              |                        |        | 250,000                        |                                 |                              |      |
|      |                                    | -                                 | 5,000                                    | 8500      | Buildings & Structures - Sign shop            |                        |        | 5,000                          |                                 |                              |      |
| 4    | 1,054                              | -                                 | 5,000                                    | 8700      | Office Equipment                              |                        |        | 5,000                          |                                 |                              | 4    |
| 5    | 3,300                              | -                                 | 5,000                                    | 8800      | Utility System                                |                        |        | 5,000                          |                                 |                              | 5    |
| 6    |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 6    |
| 7    | 26,763                             |                                   | 170,000                                  |           | TOTAL CAPITAL OUTLAY                          |                        |        | 4,095,000                      | -                               | -                            | 7    |
| 8    |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 8    |
| 9    | -                                  |                                   |  | 9000      | Transfer Out                                  |                        |        |                                |                                 |                              | 9    |
| 10   | 300,000                            |                                   |  |           | To District Reserve Fund                      |                        |        | 300,000                        |                                 |                              | 10   |
| 11   | 5,000                              | 10,000                            | 15,000                                   |           | To BC Equip. Reserve \$                       |                        |        | 20,000                         |                                 |                              | 11   |
| 12   | 305,000                            |                                   |  |           |   |                        |        |                                |                                 |                              | 12   |
| 13   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 13   |
| 14   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 14   |
| 15   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 15   |
| 16   | -                                  |                                   | 50,000                                   | 9800      | CONTINGENCIES                                 |                        |        | 159,982                        |                                 |                              | 16   |
| 17   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 17   |
| 18   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 18   |
| 19   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 19   |
| 20   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 20   |
| 21   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 21   |
| 22   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 22   |
| 23   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 23   |
| 24   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 24   |
| 25   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 25   |
| 26   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 26   |
| 27   |                                    |                                   |  |           |   |                        |        |                                |                                 |                              | 27   |
| 28   | 553,923                            | 473,686                           | 235,000                                  |           | <b>TOTAL EXPENDITURES</b>                     |                        |        | 5,057,957                      | -                               | -                            | 28   |
| 29   | -                                  | -                                 | 95,000                                   | 9900      | UNAPPROPRIATED ENDING FUND BALANCE            |                        |        |                                |                                 |                              | 29   |
| 30   | 553,923                            | 473,686                           | 330,000                                  |           | <b>TOTAL</b>                                  |                        |        | 5,057,957                      | -                               | -                            | 30   |

**DETAILED EXPENDITURES**

0

**FORM  
LB-31**

**BAY CITY WATER DISTRICT SYSTEM**  
Reserve

**CITY OF BAY CITY**  
(Name of Municipal Corporation)

|    | Historical Data                    |                                   |  | 601<br>13 | EXPENDITURE DESCRIPTION | Number of<br>Employees             | Range*  | Budget for Next Year 2024-2025 |                                 |                              |    |
|----|------------------------------------|-----------------------------------|--|-----------|-------------------------|------------------------------------|---------|--------------------------------|---------------------------------|------------------------------|----|
|    | Actual                             |                                   | Adopted Budget<br>This Year<br>2023-2024 |           |                         |                                    |         | Proposed by<br>Budget Officer  | Approved by<br>Budget Committee | Adopted by<br>Governing Body |    |
|    | Second Preceding<br>Year 2021-2022 | First Preceding<br>Year 2022-2023 |  |           |                         |                                    |         |                                |                                 |                              |    |
| 1  |                                    |                                   |  |           | 1                       | MATERIALS AND SERVICES             |         |                                |                                 |                              | 1  |
| 2  | -                                  | -                                 | -  | 6990      | 2                       | Other Miscellaneous Expenses       | -       | -                              | -                               | -                            | 2  |
| 3  |                                    |                                   |  |           | 3                       |                                    |         |                                |                                 |                              | 3  |
| 4  | -                                  | -                                 | -  |           | 4                       | TOTAL MATERIALS & SERVICES         | -       | -                              | -                               | -                            | 4  |
| 5  |                                    |                                   |  |           | 5                       |                                    |         |                                |                                 |                              | 5  |
| 6  |                                    |                                   |  |           | 6                       | CAPITAL OUTLAY                     |         |                                |                                 |                              | 6  |
| 10 | -                                  | -                                 | 25,000                                   | 8000      | 7                       | Engineering & Feasibility Study    |         |                                |                                 |                              | 10 |
| 7  | 6,327                              | -                                 | 300,000                                  | 8200      | 8                       | Buildings & Structures             | 100,000 |                                |                                 |                              | 7  |
| 8  | 16,082                             | -                                 | 100,000                                  | 8400      | 9                       | Machinery & Equipment              | 100,000 |                                |                                 |                              | 8  |
| 9  | 3,300                              | -                                 | 100,000                                  | 8800      | 10                      | Utility System                     | 100,000 |                                |                                 |                              | 9  |
| 11 | 305,000                            | 250,000                           | 0  | 9000      | 11                      | Transfers out to Operating         |         |                                |                                 |                              | 11 |
| 12 | 330,709                            | 250,000                           | 525,000                                  |           | 12                      | TOTAL CAPITAL OUTLAY               | 300,000 | -                              | -                               | -                            | 12 |
| 13 |                                    |                                   |  |           | 13                      |                                    |         |                                |                                 |                              | 13 |
| 14 |                                    |                                   |  |           | 14                      |                                    |         |                                |                                 |                              | 14 |
| 15 |                                    |                                   |  |           | 15                      |                                    |         |                                |                                 |                              | 15 |
| 16 |                                    |                                   |  |           | 16                      |                                    |         |                                |                                 |                              | 16 |
| 17 |                                    |                                   |  |           | 17                      |                                    |         |                                |                                 |                              | 17 |
| 18 |                                    |                                   |  |           | 18                      |                                    |         |                                |                                 |                              | 18 |
| 19 |                                    |                                   |  |           | 19                      |                                    |         |                                |                                 |                              | 19 |
| 20 |                                    |                                   |  |           | 20                      |                                    |         |                                |                                 |                              | 20 |
| 21 |                                    |                                   |  |           | 21                      |                                    |         |                                |                                 |                              | 21 |
| 22 |                                    |                                   |  |           | 22                      |                                    |         |                                |                                 |                              | 22 |
| 23 |                                    |                                   |  |           | 23                      |                                    |         |                                |                                 |                              | 23 |
| 24 |                                    |                                   |  |           | 24                      |                                    |         |                                |                                 |                              | 24 |
| 25 |                                    |                                   |  |           | 25                      |                                    |         |                                |                                 |                              | 25 |
| 26 |                                    |                                   |  |           | 26                      |                                    |         |                                |                                 |                              | 26 |
| 27 |                                    |                                   |  |           | 27                      |                                    |         |                                |                                 |                              | 27 |
| 28 | 330,709                            | 250,000                           |  |           | 28                      | <b>TOTAL EXPENDITURES</b>          |         |                                |                                 |                              | 28 |
| 29 | -                                  | -                                 | 216,000                                  | 9900      | 29                      | UNAPPROPRIATED ENDING FUND BALANCE | 505,000 |                                |                                 |                              | 29 |
| 30 | 330,709                            | 723,686                           | 741,000                                  |           | 30                      | <b>TOTAL</b>                       | 805,000 | -                              | -                               | -                            | 30 |

**FORM  
LB-30**

**REQUIREMENTS SUMMARY  
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM  
BAY CITY WATER DISTRICT SYSTEM SUMMARY  
(Includes Bay City Water System Operating and Reserve)**

|    | Historical Data                    |                                   |  |    |    | REQUIREMENTS DESCRIPTION                 | Budget For Next Year 2024-2025 |                                 |                              |    |
|----|------------------------------------|-----------------------------------|--|----|----|--|--------------------------------|---------------------------------|------------------------------|----|
|    | Actual                             |                                   | Adopted Budget<br>This Year<br>2023-2024 |    |    |  | Proposed By<br>Budget Officer  | Approved By<br>Budget Committee | Adopted By<br>Governing Body |    |
|    | Second Preceding<br>Year 2021-2022 | First Preceding<br>Year 2022-2023 |  |    |    |  |                                |                                 |                              |    |
|    |                                    |                                   |  |    |    | PERSONAL SERVICES                        |                                |                                 |                              |    |
| 1  | 77,863                             | 135,399                           | 157,300                                  | 00 | 1  | Water Operating                          | 189,475                        | -                               | -                            | 1  |
| 2  |                                    |                                   |  | 13 | 2  | Water Reserve                            |                                |                                 |                              | 2  |
| 3  | <b>77,863</b>                      | <b>135,399</b>                    | <b>157,300</b>                           |    | 3  | <b>TOTAL PERSONNEL SERVICES</b>          | <b>189,475</b>                 | -                               | -                            | 3  |
| 4  |                                    |                                   |  |    | 4  |  |                                |                                 |                              | 4  |
|    |                                    |                                   |  |    |    | MATERIALS AND SERVICES                   |                                |                                 |                              |    |
| 5  | 86,761                             | 103,755                           | 280,300                                  | 00 | 5  | Water Operating                          | 293,500                        | -                               | -                            | 5  |
| 6  |                                    |                                   |  | 13 | 6  | Water Reserve                            |                                |                                 |                              | 6  |
| 7  | <b>104,709</b>                     | <b>86,761</b>                     | <b>280,300</b>                           |    | 7  | <b>TOTAL MATERIALS AND SERVICES</b>      | <b>293,500</b>                 | -                               | -                            | 7  |
|    |                                    |                                   |  |    |    | CAPITAL OUTLAY                           |                                |                                 |                              |    |
| 8  | 26,763                             | -                                 | <b>530,000</b>                           | 00 | 8  | Water Operating                          | 4,095,000                      | -                               | -                            | 8  |
| 9  | 330,709                            | 250,000                           |  | 13 | 9  | Water Reserve                            | 300,000                        | -                               | -                            | 9  |
| 10 | <b>357,472</b>                     | <b>250,000</b>                    | <b>855,000</b>                           |    | 10 | <b>TOTAL CAPITAL OUTLAY</b>              | <b>4,395,000</b>               | -                               | -                            | 10 |
| 11 |                                    |                                   |  |    | 11 |  |                                |                                 |                              | 11 |
|    |                                    |                                   |  |    |    | TRANSFERRED TO OTHER FUNDS               |                                |                                 |                              |    |
| 12 | 30,000                             | -                                 |  | 00 | 12 | Water Operating                          | 20,000                         | -                               | -                            | 12 |
| 13 |                                    |                                   |  | 13 | 13 | Water Reserve                            |                                |                                 |                              | 13 |
| 14 |                                    |                                   |  |    | 14 | <b>TOTAL TRANSFERS</b>                   | <b>320,000</b>                 | -                               | -                            | 14 |
| 15 | <b>30,000</b>                      | <b>305,000</b>                    |  |    | 15 |  |                                |                                 |                              | 15 |
|    |                                    |                                   |  |    |    | CONTINGENCY                              |                                |                                 |                              |    |
| 16 |                                    |                                   | 50,000                                   | 00 | 16 | Operating Contingency- Water Operating   | 159,982                        | -                               | -                            | 16 |
| 17 |                                    |                                   |  |    | 17 |  |                                |                                 |                              | 17 |
| 18 |                                    |                                   | <b>50,000</b>                            |    | 18 | <b>TOTAL OPERATING CONTINGENCY</b>       | <b>159,982</b>                 | -                               | -                            | 18 |
| 19 |                                    |                                   |  |    | 19 |  |                                |                                 |                              | 19 |
| 20 |                                    |                                   |  |    | 20 |  |                                |                                 |                              | 20 |
| 21 |                                    |                                   |  |    | 21 |  |                                |                                 |                              | 21 |
| 22 |                                    |                                   |  |    | 22 |  |                                |                                 |                              | 22 |
| 23 |                                    |                                   | <b>713,500</b>                           |    | 23 | TOTAL UNAPPROPRIATED ENDING FUND BALANCE | <b>505,000</b>                 | -                               | -                            | 23 |
| 24 | <b>570,044</b>                     | <b>777,160</b>                    | <b>2,056,100</b>                         |    | 24 | <b>TOTAL REQUIREMENTS</b>                | <b>5,862,957</b>               | -                               | -                            | 24 |

## **Bay City Water District Advisory Board Meeting**

April 24, 2023

3:00 PM

Members Present: Curt Schonbrod, Charlene Simkins, Judy Hill, Andrew Weyman, Ken Bell

Staff Present: Mayor David McCall. City Manager Liane Welch, Public works Director Roy Markee, Brian Bettis, Linsey Gann, Debbie Pohs.

### **Minutes from January 11,2023**

Curt Schonbrod pointed out a spelling error with the word except which needs to be accept. Curt Schonbrod then made a motion to accept the January 11, 2023 minutes. Seconded by Ken Bell.

### **Update on Well #3**

Roy mentioned the cost of construction being very expensive. He went out for bid and did not receive 1 bid. Roy did go out for bid again a little differently and received 1 bid but said it was still to much so they did negotiate a price. They then started to develop the well. Drilling 30 feet down they hit bedrock and moved to a new location. There they drilled down 103 feet until they hit bedrock. They placed 30 feet of steel casing and 30 feet of screen into the well. Water testing started by running 300 gallons of water per minute for 2 hours. We did pass the water test. Next step is to tie everything together. Hopefully a bid will be out in 1week. AARPA provided \$370,000.00 for this project and we are at \$188,951.00 to date.

### **Masterplan update**

Well 1 received a new meter because it was not working right. With the new meter Well 1 and Well 2 are now running consistent. Roy said they will be looking at and checking all master meters to see if any need replaced.

Liane talked about the Alderbrook Loop water transmission line project. She applied for BIL money from the Feds and we scored 17 out of 40. They wanted to give us \$107,000.00 out of \$950,000.00 so Liane said to keep us on the list as they have not yet given out all the money.

### **Contract Status**

Roy handed out the contracts to everyone now that they had all the signatures.

**Budget Review**

Everyone agreed the Budget looks good except for Cole Creek and Northwoods numbers need switched. Judy made a motion to accept the budget with modifications to Cole Creek and Northwoods numbers. Ken seconded the motion.

Ken Bell made a motion to adjourn the meeting at 4:16 pm Ken Bell seconded the motion.

\_\_\_\_\_ Date  
David McCall – Mayor

\_\_\_\_\_ Date  
Debbie Pohs – Deputy City Recorder

# Bay City Water District Advisory Board Meeting

August 10, 2023

1:03 PM

Members Present: Justin Kanoff (TCCA), Rick Ralston (Juno), Valerie Yurgan (Juno).

City Staff Present: City Manager David McCall, Roy Markee, Debbie Pohs.

Discussion was held on Well #3 and improvements at the Well Field, Condition of the system – proposed infrastructure projects and a Funding Opportunity.

### Well #3 Status

It took Jones Drilling to drill 2 holes to find water. The casing is now in the ground and water is pumping about 700 gallons per minute which Roy is happy with. The next bid package will go out on 8/16/2023. They will have until February 24, 2024 to complete the project.

Phase 2 of the project would be a water connection from all 3 wells to the transmission line.

Business Oregon reached out to City Manager David McCall with 3.3 million dollars to fund 3 projects, 2 transmission lines and 1 reservoir. 1.6 million would be at a 1% interest rate for 30 years. 1.7 million would be a forgivable loan. Discussion over the Capital 2 payment and what to do will be talked about further in the next meeting. All districts were on board with this news.

### Miscellaneous

The water conservation plan that Tui has been working on is still in progress. Numbers are just not adding up. Roy said they did replace the meter at the well, but so far they have not been replaced at the District's. This will be looked at again in about 6 months to see how things are looking at that time.

Meeting was Adjourned at 1:58 PM

\_\_\_\_\_  
David McCall – City Manager                      Date

\_\_\_\_\_  
Debbie Pohs – Deputy City Recorder      Date