City Hall, PO Box 708, Garibaldi, OR 97118
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GARIBALDI CITY COUNCIL REGULAR MEETING

Via Zoom	https://us02web.zoom.us/j/83524309574	Meeting ID:	835 2430 9574
Via Phone	253-215-8782	Password:	812904

FRIDAY, MARCH 14, 2025: 12:00 PM

AGENDA SESSION – Informal question and answer session. Members of the public are invited to attend and participate. (A quorum of the City Council may or may not be present, but no votes or decisions will be made at this meeting.)

MONDAY, MARCH 17, 2025: 5:30 PM

A. CONVENING OF MEETING/PLEDGE OF ALLEGIANCE

B. PRESENTATIONS

1. Neah-Kah-Nie School District
2. K&E Excavation

C. ITEMS TO BE ADDED TO THE AGENDA

D. PUBLIC HEARINGS – None scheduled

E. CONSENT CALENDAR

1. City Council Meeting Minutes
   a. February 11, 2025, Regular City Council Meeting
2. Checks issued.
3. Purchases over $5,000 (February 2025)
   a. 2/13/2025: Northstar Chemical $6,863.08

F. PUBLIC COMMENTS ON AGENDA ITEMS – Members of the public will each get up to three minutes (maximum may be lowered with Council approval) to comment on items on this agenda (except for public hearing items, which may only receive comment at that public hearing). The Council will not engage in back-and-forth conversation during this meeting. If you wish to speak, please sign up on the provided roster.

G. OLD BUSINESS

1. Ordinance Allowing for Adoption of Public Contracting Rules, Exemptions and Staff Spending Delegations by Resolution; and Repealing City Municipal Code Chapter 3.10, Public Contracts

H. NEW BUSINESS

1. OLCC Renewal Application – Kelley's Place
2. Crab Race Sponsorship Request
3. Council Goals Discussion

I. ITEMS REMOVED FROM CONSENT AGENDA

J. CITY MANAGER'S REPORT

1. City Manager
2. Finance
3. Sheriff
4. Public Works
5. Fire
6. Planning
7. Library

K. COUNCIL REPORTS AND COMMENTS

L. PUBLIC COMMENTS ON NON-AGENDA ITEMS – Members of the public will each get up to three minutes (maximum may be lowered with Council approval) to comment on items <u>not</u> appearing on this agenda (except for public hearing items, which may only receive comment at that public hearing). The Council will not engage in back-and-forth conversation during this meeting. If you wish to speak, please sign up on the provided roster.

M. **EXECUTIVE SESSIONS –** None scheduled

N. ADJOURNMENT

Neah-Kah-Nie School District

Operation Levy 2025-2030

How Neah-Kah-Nie Schools are Funded

Property Taxes

Timber Harvests

Federal & State Grants

State School Fund (SSF)

Oregon legislature determines SSF amounts each legislative session

Funds allocated to all but four districts in Oregon:

- Jewell
- Neah-Kah-Nie
- Nestucca
- Seaside

Exempt from SSF due to:

- Property assessment values
- Timber

Timber Revenue

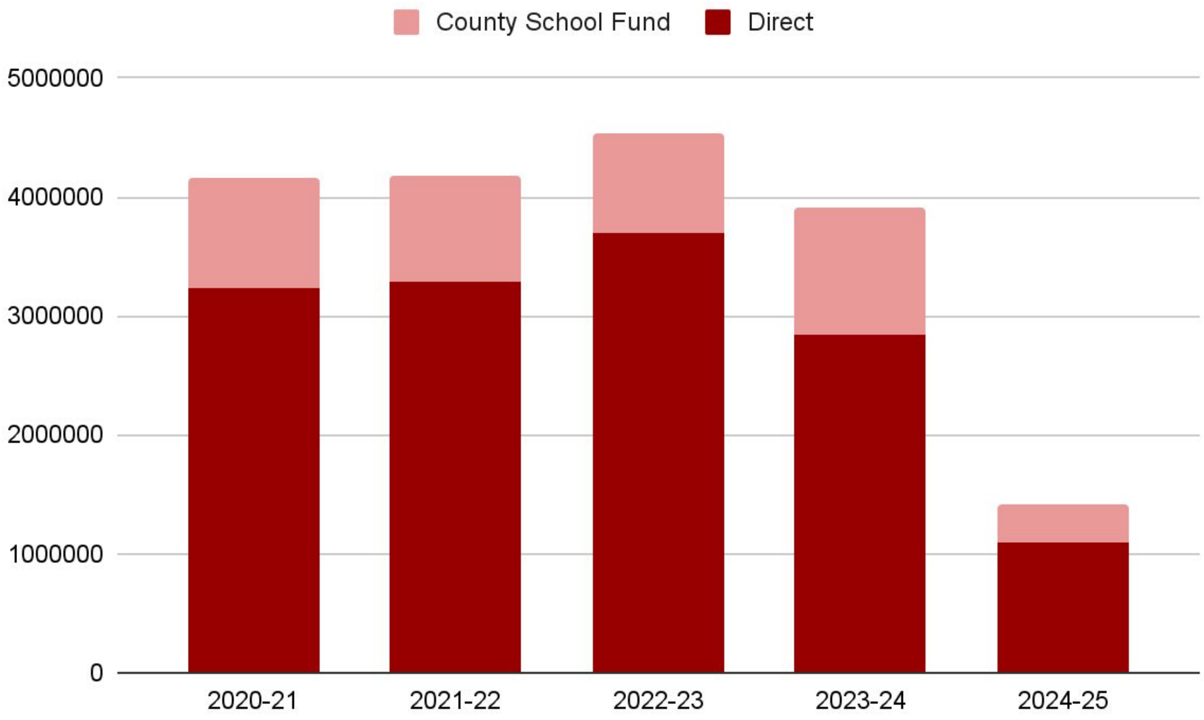
Annually, foresters determine the amount of timber areas to be sold and harvested.

Companies “lay claim” to an area and can harvest within a three year period.

Once harvested, funds are distributed:

- **Tillamook County - 10%**
- **County School Fund - 22.5%**
    - Divided among three school districts
- **Direct to Taxing Districts 67.5%**
    - Divided among schools, ports, fire, etc.

Timber Revenue



2020-21 - $4,152,741

2021-22 - $4,175,149

2022-23 - $4,528,264

2023-24 - $3,911,389

2024-25 - $1,416,849

2020-24 Average: $4,191,886

2024-25 Revenue: $1,416,849

Difference: -$2,775,037

Staff or Program Cuts

If revenue stays at current levels, 20.5 staff members will need to be cut.

Timber funds are decreasing before the Habitat Conservation Plan (HCP) is in full effect

If revenue continues to decrease, programs could be at risk

Unique NKN Programs

- Two elementary schools for 325 students
- Free Breakfast & lunch for all students
- Evening activity bus
- Two AM/PM bus routes
- No “pay to play” sports
- K-12 PE, Music, Art
- Career Technical Pathways
- Free Dual Credit & Expanded Options
- Free Preschool

Bonds & Levies

Construction Bond

- Bonds pay for capital construction projects and other infrastructure, like technology and buses.
- By Oregon law, bond money cannot pay for teaching positions or school programs.
- In 2004, NKN voters passed a bond to pay for the construction of the middle school and other projects.

Operation Levy

- Levies are used to help pay for the day-to-day operations of a school district.
- Levies can pay for staff, programs and services that are either not funded or are not fully funded by the state of Oregon.
- If the proposed levy passes, 100% of the funds would be used to pay for teacher and staff salaries and student programs in the district.

May 2025
Ballot Measure

- Currently, residents are paying $0.487 per $1,000 of assessed property value for the 2004 middle school bond.
- This bond expires this year.

- The current ballot measure is for an Operation Levy of $0.75 per $1,000 of assessed property value.
- This would be a $0.263 per $1,000 increase from what residents currently pay

- Because the 2004 bond is expiring this year…
- If the levy passes: a homeowner with an assessed property value of $250,000 would pay $5.50 more per month, or $66 more per year, than they are currently paying.

How does this affect my tax bill?

Levy Revenue

- If the levy passes, NKN will receive:
  - $2,080,000 in 25-26
  - $2,140,000 in 26-27
  - $2,210,000 in 27-28
  - $2,270,000 in 28-29
  - $2,340,000 in 29-30
- These funds will allow us to maintain current staffing levels and student programing
- Allow the district to evaluate long term impacts of the HCP on timber revenue.

Second Home Owners

- 60% of assessed properties within the Neah-Kah-Nie School District are owned by people not residing in the district.
- The largest burden of the levy will be paid for by those with second homes or short-term rentals within our district.

Good Stewards of Money

- In 2004, the Middle School bond was sold to voters at $0.94 per $1000.
- The highest rate the district ever levied was $0.7038 per $1000
- Currently, the rate is $0.487.
- The district has a history of not collecting more than is needed from taxpayers.
- The NKN School Board has been a great steward of the public’s money.

Outreach

- HS Staff - 3/11
- MS Staff - 3/12
- GGS Staff - 3/18
- NES Staff - 3/20
- Garibaldi City Council - 3/17
- Wheeler City Council - 3/18
- Nehalem Town Hall - 4/3
- Rockaway Town Hall - 4/7
- Garibaldi Town Hall - 4/10
- NCRD Board - TBD
- Pine Grove - TBD
- Bay City Council - 4/8
- Rockaway City Council - 4/9
- Manzanita City Council - 4/9
- Nehalem City Council - 4/14

Website and FAQs

- For more information, visit nknsd.org/levy

- Questions

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CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, February 11, 2025 – 5:32 p.m.

A. CONVENING OF MEETING/PLEDGE OF ALLEGIANCE
Mayor Findling called the meeting to order at 5:32 p.m. Present were Mayor Findling and Councilors Norman "Bud" Shattuck, Linda Bade, Cheryl Gierga, and Sandra Tyrer. Staff present were City Manager Jake Boone, Finance Officer Becca Harth, Public Works Superintendent Nick Theoharis, and Fire Chief Jay Marugg.

B. JOINT MEETING WITH GARIBALDI URBAN RENEWAL AGENCY
Mayor Findling then recessed the meeting at 5:33 for the GURA meeting.

Mayor Findling reconvened the City Council Regular meeting at 6:02 p.m.

C. PRESENTATIONS – None

D. ITEMS TO BE ADDED TO THE AGENDA – None

E. PUBLIC HEARINGS – None

F. CONSENT CALENDAR
1. City Council Meeting Minutes – January 21, 2025, Regular City Council Meeting
2. Checks issued
3. Purchases over $5,000 (January 2025) – None

MOTION made by Cn Gierga and Seconded by Cn Bade to approve the consent calendar.
Cn Bade asked a question about a check that was issued and also stated that it would be nice to get an update from Civil West.

The motion to approve the consent calendar passed unanimously.

G. PUBLIC COMMENTS ON AGENDA ITEMS
David Laine – Agenda Item I t Fraiday's session - it was stated they would be selecting a Budget Officer. The Charter reads that the City Manager is the Budget Officer, and the State Law says the Governing Body shall select the Budget Officer unless the Charter or some other document provides for that.

Evaluation of City Manager – Mr. Laine stated the evaluation process was selected in March last year.

Vasquez letter – CM manager had stated he received an email from the attorney stating what the

City did was proper and Mr. Laine asked if he could get a copy. He asked if the Council would approve of him seeing the email approving the Koontz contract. He also said the posting at the post office of the Planning Commission vacancy should be looked at.

Mayor Findling thanked Mr. Laine for his time.

H. OLD BUSINESS

1. Council Rules Worksession Scheduling
   CM Boone gave an explanation of why it is good to have rules. CM Boone said he included examples in the packet. Mayor Findling said Florence and Warrenton also have excellent outlines. CM Boone said he will get them and send them out to the Council. Council discussed their schedules and when they are available. It was decided that the worksession will be on Monday, March 31st from 1:00 to 5:00 p.m.

2. Municipal League Conference Attendance Discussion
   CM Boone included in the packet information for the Council to give them the sense of what goes on at these conferences. Discussion followed on how they would like to approach these conferences and what their desires are. Discussion followed on tight purse strings, scholarships, the cost to attend the conferences, and how much money is included in this year's budget.

I. NEW BUSINESS

1. LOC Spring Conference
   Discussion continued from above.
2. OLCC Application
   CM Boone said before them is an OLCC application for Olmedo's Patio. It is for the Council to recommend approval or denial to the OLCC. The OLCC may or may not include this in their decision. Discussion followed.

   MOTION made by Cn Gierga to recommend approval of the OLCC application for Olmedo's Patio. Seconded by Cn Tyrer. Motion passed unanimously.

3. City Manager Evaluation Process Discussion
   CM Boone said included is the ICMA City Manager evaluation form. He said it is a possibility for them to use. Mayor Findling said this is the same form they used last year, and she would like to see one change. She would like to see some kind of survey from staff, or direct reports from the department heads at a minimum to be included in the scoring. Mayor Findling asked the Council to approach this thoughtfully and thoroughly. Today they are looking at this to figure out how they would like to do it this year and they will put this on the next agenda. CM Boone will send out the charter language, his contract and the executive session information before the next meeting.

4. Budget Process Discussion
   Internally the budget process has begun. Discussion took place to determine whether they wanted to appoint the Budget Officer or whether it would be redundant. The Council said they would like to do the appointment.

MOTION made by Cn Gierga to appoint CM Jake Boone as the City of Garibaldi's Budget Officer for the 2025-2026 Municipal Budget. Seconded by Cn Bade. Motion passed unanimously.

J. ITEMS REMOVED FROM CONSENT AGENDA - None

K. CITY MANAGER'S REPORT

1. City Manager – City Infrastructure tour tomorrow at 1:30. CARE- they have not received any applications yet, but the program is open. The current 5 customers receiving a discount will be referred to CARE. The budget process is underway, he will want to talk to each councilor individually. He is going on vacation, leaving Thursday for two weeks.
2. Finance – Has been focusing on the budget this month.
3. Sheriff – Included in packet.
4. Public Works – Report in packet. Facilities tour tomorrow. Grant application will be for S 7th again this year. No PFAS in tests, waiting for report. Will be looking for an engineer of record, when everything is done.
5. Fire – Handed out report. Division Chief Paulsen gave a report on the California wildfires.
6. Planning – None
7. Library - None

L. COUNCIL REPORTS AND COMMENTS

Shattuck – None
Bade – None
Gierga – Excited for fieldtrip tomorrow.
Tyrer – None

M. PUBLIC COMMMENTS ON NON-AGENDA ITEMS

David Laine – Commented on a waterline that has never been completed. It is hard to be able to get information in the meeting without putting in the form of a question, and you are not allowed to ask a question. Wondering who gets the rent from the apartment on the other side of the library. The city is paying the expenses.

Tim Hall – Spoke about the Lion's Club Crab Races. They are scheduled for March 8th & 9th.

N. EXECUTIVE SESSIONS – None

O. ADJOURNMENT

Mayor Findling adjourned the meeting at 7:04 p.m.

____
Katie Findling, Mayor

ATTEST:

____
Jake Boone, City Manager

General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,
Payments Journal
2/1/2025 to 2/28/2025

Account Number	Account	Amount

1050 1st Security Checking

2/3/2025 Check / Ref #: 20209 Payee: Rosenberg Builders Supply

Account Number	Account	Amount
6260	Building & Grounds Maint.	34.34
6470	Minor Equipment	35.15
6610	Supplies & Services	31.69
6620	System Maintenance & Repair	121.43
	Check Amount	**$222.61**

2/3/2025 Check / Ref #: 20210 Payee: C & S Fire-Safe Services, LLC

Account Number	Account	Amount
6300	Contracted Services	244.50
	Check Amount	**$244.50**

2/3/2025 Check / Ref #: 20211 Payee: NAPA-Davison Auto Parts

Account Number	Account	Amount
6330	Equipment Repair	442.49
6620	System Maintenance & Repair	27.12
	Check Amount	**$469.61**

2/3/2025 Check / Ref #: 20212 Payee: Alexin Analytical

Account Number	Account	Amount
6640	Testing & Sampling	2,995.00
	Check Amount	**$2,995.00**

2/3/2025 Check / Ref #: 20213 Payee: Simsushare

Account Number	Account	Amount
6650	Travel & Training	1,620.00
	Check Amount	**$1,620.00**

2/4/2025 Check / Ref #: 20214 Payee: O'Reilly Auto Parts

Account Number	Account	Amount
6330	Equipment Repair	274.26
	Check Amount	**$274.26**

2/4/2025 Check / Ref #: 20215 Payee: Grainger

Account Number	Account	Amount
6610	Supplies & Services	363.20
	Check Amount	**$363.20**

2/4/2025 Check / Ref #: 20216 Payee: TCCA Farm Store

Account Number	Account	Amount
6660	Treatment Chemicals	59.95
	Check Amount	**$59.95**

2/6/2025 Check / Ref #: 20217 Payee: Tillamook PUD

Account Number	Account	Amount
6590	Street Lighting	697.44
6680	Utilities	5,234.35
	Check Amount	**$5,931.79**

2/6/2025 Check / Ref #: 20218 Payee: Mascot Equipment

Account Number	Account	Amount
6380	Fuel & Oil	585.61
	Check Amount	**$585.61**

2/6/2025 Check / Ref #: 20219 Payee: Civil West Engineering Services, Inc.

Account Number	Account	Amount
6705	Grants	11,169.57
	Check Amount	**$11,169.57**

2/6/2025 Check / Ref #: 20220 Payee: G3 Electric LLC

Account Number	Account	Amount
6620	System Maintenance & Repair	194.69
	Check Amount	**$194.69**

2/6/2025 Check / Ref #: 20221 Payee: League of Oregon Cities

Account Number	Account	Amount
6320	Dues, Licenses & Subscriptions	65.00
	Check Amount	**$65.00**

2/6/2025 Check / Ref #: 20222 Payee: Uline

6500	Office Supplies	605.30
	Check Amount	**$605.30**
2/10/2025 Check / Ref #: 20223 Payee: Tillamook County Sheriff		
6315	Contracted Services POLICE	13,080.60
	Check Amount	**$13,080.60**
2/10/2025 Check / Ref #: 20224 Payee: Valvoline Instant Oil Change		
6330	Equipment Repair	192.90
	Check Amount	**$192.90**
2/10/2025 Check / Ref #: 20225 Payee: 911 Supply		
6550	Protective Clothing	633.45
	Check Amount	**$633.45**
2/10/2025 Check / Ref #: 20226 Payee: Centerlogic, Inc.		
6400	IT Services	1,214.85
	Check Amount	**$1,214.85**
2/11/2025 Check / Ref #: Payee: Meritain Health, Inc.		
6010	Personnel Costs	2,735.00
	Check Amount	**$2,735.00**
2/13/2025 Check / Ref #: 20227 Payee: Power Pep Band		
6690	Event Expenses	500.00
	Check Amount	**$500.00**
2/13/2025 Check / Ref #: 20228 Payee: Verizon		
6630	Telephone/VOIP	406.79
	Check Amount	**$406.79**
2/13/2025 Check / Ref #: 20229 Payee: HASCO Stations, LLC		
6380	Fuel & Oil	556.76
	Check Amount	**$556.76**
2/13/2025 Check / Ref #: 20230 Payee: Wave		
6400	IT Services	100.00
	Check Amount	**$100.00**
2/13/2025 Check / Ref #: 20231 Payee: Ferrellgas		
6680	Utilities	397.19
	Check Amount	**$397.19**
2/13/2025 Check / Ref #: 20232 Payee: Orkin		
6260	Building & Grounds Maint.	55.00
	Check Amount	**$55.00**
2/13/2025 Check / Ref #: 20233 Payee: Pacific Office Automation		
6470	Minor Equipment	3,213.29
	Check Amount	**$3,213.29**
2/13/2025 Check / Ref #: 20234 Payee: Blake Paulsen		
6380	Fuel & Oil	60.36
	Check Amount	**$60.36**
2/13/2025 Check / Ref #: 20235 Payee: Northstar Chemical		
6660	Treatment Chemicals	6,863.08
	Check Amount	**$6,863.08**
2/14/2025 Check / Ref #: Payee: Cardmember Service		
6300	Contracted Services	39.98
6400	IT Services	119.99
6500	Office Supplies	265.87
6630	Telephone/VOIP	229.06
	Check Amount	**$654.90**
2/19/2025 Check / Ref #: Payee: 1st Security Bank		
6470	Minor Equipment	34.86

6500	Office Supplies	506.94
6510	Postage & Shipping Costs	458.80
6520	Printing, Advertising & Notice	115.46
	Check Amount	**$1,116.06**
2/19/2025 Check / Ref #: Payee: 1st Security Bank		
6610	Supplies & Services	818.00
6650	Travel & Training	524.58
	Check Amount	**$1,342.58**
2/19/2025 Check / Ref #: Payee: 1st Security Bank		
6650	Travel & Training	23.00
	Check Amount	**$23.00**
2/19/2025 Check / Ref #: Payee: 1st Security Bank		
6330	Equipment Repair	24.59
6705	Grants	11.96
6500	Office Supplies	72.22
6650	Travel & Training	89.27
	Check Amount	**$198.04**
2/19/2025 Check / Ref #: Payee: 1st Security Bank		
6380	Fuel & Oil	61.74
6650	Travel & Training	181.12
	Check Amount	**$242.86**
2/20/2025 Check / Ref #: 20236 Payee: Nick Theoharis		
6500	Office Supplies	89.99
	Check Amount	**$89.99**
2/20/2025 Check / Ref #: 20237 Payee: HASCO Stations, LLC		
6470	Minor Equipment	4,838.70
	Check Amount	**$4,838.70**
2/20/2025 Check / Ref #: 20238 Payee: Ferrellgas		
6680	Utilities	262.72
	Check Amount	**$262.72**
2/20/2025 Check / Ref #: 20239 Payee: Sierra Springs		
6500	Office Supplies	11.99
	Check Amount	**$11.99**
2/20/2025 Check / Ref #: 20240 Payee: Local Government Law Group		
6410	Legal Services	675.00
	Check Amount	**$675.00**
2/20/2025 Check / Ref #: 20241 Payee: HASCO Stations, LLC		
6380	Fuel & Oil	1,194.85
	Check Amount	**$1,194.85**
2/24/2025 Check / Ref #: 20242 Payee: USPS Postmaster		
6510	Postage & Shipping Costs	700.00
	Check Amount	**$700.00**
2/25/2025 Check / Ref #: 20250 Payee: Oregon AFSCME		
	OR AFSCME Payable	132.71
	Check Amount	**$132.71**
2/25/2025 Check / Ref #: 20251 Payee: Department of Justice		
	Dept of Justice (Paulsen)	885.00
	Check Amount	**$885.00**
2/26/2025 Check / Ref #: Payee: OR Unemployment Department		
	OR SUTA Taxes	385.25

General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,
Payments Journal
2/1/2025 to 2/28/2025

		Check Amount	**$385.25**
2/26/2025	**Check / Ref #:**	**Payee: OR State Withholding Tax Divisioon**	
		OR State Taxes	1,570.42
		Check Amount	**$1,570.42**
2/26/2025	**Check / Ref #:**	**Payee: OR State Transit Tax**	
		OR State Transit Tax	16.75
		Check Amount	**$16.75**
2/26/2025	**Check / Ref #:**	**Payee: OR State Transit Tax**	
		OR State Transit Tax	113.20
		Check Amount	**$113.20**
2/26/2025	**Check / Ref #:**	**Payee: OR State Workers Comp**	
		Workers Benefit Fund Payable	56.08
		Check Amount	**$56.08**
2/26/2025	**Check / Ref #:**	**Payee: OR State Withholding Tax Divisioon**	
		OR State Taxes	679.25
		Check Amount	**$679.25**
2/26/2025	**Check / Ref #:**	**Payee: OR Unemployment Department**	
		OR SUTA Taxes	2,691.64
		Check Amount	**$2,691.64**
2/26/2025	**Check / Ref #:**	**Payee: OR State Withholding Tax Divisioon**	
		OR State Taxes	8,750.43
		Check Amount	**$8,750.43**
2/26/2025	**Check / Ref #:**	**Payee: EFTPS**	
		EFTPS Payable	5,858.59
		Check Amount	**$5,858.59**
2/26/2025	**Check / Ref #:**	**Payee: EFTPS**	
		EFTPS Payable	35,618.31
		Check Amount	**$35,618.31**
2/27/2025	**Check / Ref #: 20253**	**Payee: Civil West Engineering Services, Inc.**	
6750		Grants Expenses	8,443.95
		Check Amount	**$8,443.95**
2/27/2025	**Check / Ref #: 20254**	**Payee: Ferrellgas**	
6680		Utilities	380.27
		Check Amount	**$380.27**
2/27/2025	**Check / Ref #: 20255**	**Payee: Centurylink**	
6630		Telephone/VOIP	65.01
		Check Amount	**$65.01**
2/27/2025	**Check / Ref #: 20256**	**Payee: Charter Communications**	
6400		IT Services	169.99
		Check Amount	**$169.99**
2/27/2025	**Check / Ref #: 20257**	**Payee: Oregon Coast Wireless**	
6400		IT Services	65.00
		Check Amount	**$65.00**
2/27/2025	**Check / Ref #: 20258**	**Payee: Mikael Hesse**	
6455		Janitorial Services	1,400.00
		Check Amount	**$1,400.00**
2/27/2025	**Check / Ref #: 20259**	**Payee: O'Reilly Auto Parts**	
6560		PW Shop Supplies, Tools, etc.	47.15
		Check Amount	**$47.15**
2/27/2025	**Check / Ref #: 20260**	**Payee: Shannon Whipple-Anderson**	
6685		Emergency Response Supplies	49.99

General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,

Payments Journal

2/1/2025 to 2/28/2025

		Check Amount	**$49.99**
2/28/2025	**Check / Ref #:**	**Payee: 1st Security Bank**	
6250		Bank Charges & Fees	35.00
		Check Amount	**$35.00**
2/28/2025	**Check / Ref #:**	**Payee: 1st Security Bank**	
6250		Bank Charges & Fees	75.00
		Check Amount	**$75.00**
2/28/2025	**Check / Ref #:**	**Payee: CIS Trust**	
		CIS Payable	18,818.21
		Check Amount	**$18,818.21**

Report Options
Check Date: 2/1/2025 to 2/28/2025
Display Notation: No

General Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
Resources						
4000	Available Cash on Hand	0.00	0.00	907,766.00	907,766.00	0.00%
4240	Business Licenses & Permits	160.00	8,789.00	13,000.00	4,211.00	67.61%
4570	DLCD Planning Staff Grants	0.00	0.00	1,000.00	1,000.00	0.00%
4110	FD Levy - Current Year	1,946.82	172,621.89	163,116.00	(9,505.89)	105.83%
4180	Fines & Forfeitures	100.00	571.02	4,000.00	3,428.98	14.28%
4230	Franchise Fees	9,096.36	56,349.72	85,000.00	28,650.28	66.29%
4740	From TRT to Gen.Fund	0.00	18,536.00	74,145.00	55,609.00	25.00%
4750	Grants - Fire Dep	0.00	0.00	35,000.00	35,000.00	0.00%
4370	GURA Contract	0.00	0.00	22,147.00	22,147.00	0.00%
4420	Hall Rent	0.00	450.00	500.00	50.00	90.00%
4470	Interest	2,432.44	21,411.50	28,248.00	6,836.50	75.80%
4440	Misc. Revenues	0.00	6,830.66	1,000.00	(5,830.66)	683.07%
4005	OSFM Recievables	0.00	131,066.39	78,000.00	(53,066.39)	168.03%
4220	Planning Fees	160.00	2,540.00	8,500.00	5,960.00	29.88%
4100	Property Taxes - Current Year	2,374.58	292,478.14	450,000.00	157,521.86	65.00%
4120	Property Taxes - Prior Years	613.63	4,738.23	6,713.00	1,974.77	70.58%
4380	Rural Fire District Contract	0.00	117,472.00	131,000.00	13,528.00	89.67%
4300	State Cigarette Tax Share	32.48	336.40	800.00	463.60	42.05%
4310	State Liquor Revenue Share	1,658.67	10,217.41	13,270.00	3,052.59	77.00%
4350	State Marijuana Tax Share	0.00	634.51	1,126.00	491.49	56.35%
4320	State Revenue Sharing	3,201.90	8,073.19	13,500.00	5,426.81	59.80%
	Transfer from LGIP to bank	0.00	250,000.00	0.00	(250,000.00)	0.00%
	Revenue	**$21,776.88**	**$1,103,116.06**	**$2,037,831.00**	**$934,714.94**	
	Gross Profit	**$21,776.88**	**$1,103,116.06**	**$2,037,831.00**	**$0.00**	
Expenses						
Administrative						
6030	Admin. Assistant I/II/III	2,089.93	16,719.44	33,081.00	16,361.56	50.54%
6240	Auditing & Accounting Services	0.00	10,373.25	28,587.00	18,213.75	36.29%
6250	Bank Charges & Fees	(4,457.01)	7,828.82	3,000.00	(4,828.82)	260.96%
6060	City Manager	2,500.00	23,845.50	30,000.00	6,154.50	79.49%
6310	Council Expense	0.00	665.00	3,000.00	2,335.00	22.17%
6320	Dues, Licenses & Subscriptions	65.00	3,874.87	6,500.00	2,625.13	59.61%
6070	Finance Officer/Assn. Manager	2,018.25	15,736.50	23,826.00	8,089.50	66.05%

General Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
6390	Insurance	0.00	12,178.79	13,300.00	1,121.21	91.57%
6400	IT Services	829.08	8,067.70	18,500.00	10,432.30	43.61%
6455	Janitorial Services	1,400.00	10,746.26	20,400.00	9,653.74	52.68%
6410	Legal Services	675.00	7,073.00	30,000.00	22,927.00	23.58%
6460	Meeting Expense/Admin Supplies	0.00	0.00	2,000.00	2,000.00	0.00%
6470	Minor Equipment	2,891.96	7,298.27	4,500.00	(2,798.27)	162.18%
6490	Office Equipment Repair	0.00	49.99	500.00	450.01	10.00%
6760	Office Equipment/Software	0.00	0.00	5,000.00	5,000.00	0.00%
6500	Office Supplies	1,390.10	6,020.60	7,000.00	979.40	86.01%
6010	Personnel Costs	4,211.89	31,541.53	52,814.00	21,272.47	59.72%
6510	Postage & Shipping Costs	458.80	917.60	1,500.00	582.40	61.17%
6520	Printing, Advertising & Notice	53.36	189.06	1,200.00	1,010.94	15.76%
6630	Telephone/VOIP	0.00	1,192.24	3,500.00	2,307.76	34.06%
6650	Travel & Training	23.00	4,205.30	4,000.00	(205.30)	105.13%
6200	Workers Comp	0.00	942.80	627.00	(315.80)	150.37%
Fire & Rescue						
6260	Building & Grounds Maint.	34.34	1,877.67	7,250.00	5,372.33	25.90%
6035	Conflag Reimbursed Payroll	45,950.85	105,466.09	39,000.00	(66,466.09)	270.43%
6300	Contracted Services	284.48	23,212.66	12,000.00	(11,212.66)	193.44%
6205	Division Chief-Training	7,236.66	57,893.28	86,840.00	28,946.72	66.67%
6320	Dues, Licenses & Subscriptions	0.00	630.54	7,500.00	6,869.46	8.41%
6685	Emergency Response Supplies	49.99	463.68	3,500.00	3,036.32	13.25%
6330	Equipment Repair	635.39	4,442.72	10,000.00	5,557.28	44.43%
6080	Fire Chief	4,822.14	38,577.12	60,632.00	22,054.88	63.63%
6090	Fire Department - Call Persons	1,259.00	46,365.57	35,000.00	(11,365.57)	132.47%
6395	Fire District Formation Fees	0.00	0.00	500.00	500.00	0.00%
6225	FTE Firefighter	4,536.80	38,742.40	51,456.00	12,713.60	75.29%
6380	Fuel & Oil	1,279.71	9,803.87	15,500.00	5,696.13	63.25%
6390	Insurance	0.00	13,298.00	13,298.00	0.00	100.00%
6400	IT Services	359.13	3,199.28	1,500.00	(1,699.28)	213.29%
6470	Minor Equipment	321.33	6,692.63	5,000.00	(1,692.63)	133.85%
6010	Personnel Costs	22,661.51	119,057.09	147,567.00	28,509.91	80.68%
6520	Printing, Advertising & Notice	20.70	115.70	1,000.00	884.30	11.57%
6550	Protective Clothing	633.45	14,764.72	28,000.00	13,235.28	52.73%
6019	Salaries - Vol Fire	0.00	14.00	0.00	(14.00)	0.00%
6610	Supplies & Services	849.69	6,662.40	16,650.00	9,987.60	40.01%
6630	Telephone/VOIP	294.07	1,100.15	800.00	(300.15)	137.52%
6235	Temporary Summer Firefighter	0.00	26,857.00	35,000.00	8,143.00	76.73%

General Fund

Statement of Revenue and Expenditures

	Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
	6650	Travel & Training	2,325.70	5,721.71	6,750.00	1,028.29	84.77%
	6200	Workers Comp	0.00	2,962.74	2,924.00	(38.74)	101.32%
Non Departmental							
	9000	Contingency	0.00	0.00	25,000.00	25,000.00	0.00%
	8080	To PSE Fund for Police Vehicle	0.00	0.00	54,952.00	54,952.00	0.00%
	8140	To Street Fund	0.00	83,750.00	83,750.00	0.00	100.00%
Planning							
	6030	Admin. Assistant I/II/III	522.48	4,179.84	8,270.00	4,090.16	50.54%
	6240	Auditing & Accounting Services	0.00	800.00	5,000.00	4,200.00	16.00%
	6060	City Manager	1,000.00	7,692.12	12,000.00	4,307.88	64.10%
	6305	Contracted Services PLANNER	0.00	32,745.40	55,000.00	22,254.60	59.54%
	6325	Engineering Services	0.00	0.00	1,500.00	1,500.00	0.00%
	6070	Finance Officer/Assn. Manager	807.30	6,294.60	9,531.00	3,236.40	66.04%
	6390	Insurance	0.00	9,400.00	9,400.00	0.00	100.00%
	6420	Licenses, Dues & Subscriptions	0.00	0.00	250.00	250.00	0.00%
	6470	Minor Equipment	0.00	0.00	375.00	375.00	0.00%
	6010	Personnel Costs	1,516.63	11,073.37	18,623.00	7,549.63	59.46%
	6520	Printing, Advertising & Notice	0.00	872.65	500.00	(372.65)	174.53%
	6610	Supplies & Services	0.00	0.00	125.00	125.00	0.00%
	6200	Workers Comp	0.00	656.56	499.00	(157.56)	131.58%
Police Dept							
	6315	Contracted Services POLICE	13,080.60	75,305.20	125,653.00	50,347.80	59.93%
	6330	Equipment Repair	0.00	0.00	4,200.00	4,200.00	0.00%
	6380	Fuel & Oil	0.00	386.07	5,500.00	5,113.93	7.02%
	6390	Insurance	0.00	2,500.00	2,500.00	0.00	100.00%
	6470	Minor Equipment	0.00	0.00	1,100.00	1,100.00	0.00%
	6610	Supplies & Services	0.00	2,559.39	3,500.00	940.61	73.13%
Property							
	6260	Building & Grounds Maint.	55.00	996.08	8,500.00	7,503.92	11.72%
	6335	Contracted Services PROPERTY	5,409.55	5,409.55	3,000.00	(2,409.55)	180.32%
	6330	Equipment Repair	0.00	0.00	1,500.00	1,500.00	0.00%
	6390	Insurance	0.00	0.00	11,698.00	11,698.00	0.00%
	6470	Minor Equipment	34.86	34.86	175.00	140.14	19.92%
	6010	Personnel Costs	1,999.49	11,164.26	35,255.00	24,090.74	31.67%
	6150	Public Works Director	1,215.63	11,145.67	14,588.00	3,442.33	76.40%
	6610	Supplies & Services	0.00	70.84	500.00	429.16	14.17%
	6680	Utilities	397.19	1,623.58	12,750.00	11,126.42	12.73%

General Fund

Statement of Revenue and Expenditures

	Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
	6190	Utility Worker II /Lead Worker	2,787.91	15,269.99	33,150.00	17,880.01	46.06%
	6200	Workers Comp	0.00	1,432.55	1,432.00	(0.55)	100.04%
Unallocated							
	6190	Utility Worker II /Lead Worker	0.00	(959.09)	0.00	959.09	0.00%
		Expenses	**$136,530.94**	**$981,791.03**	**$1,430,278.00**	**$448,486.97**	
		Revenue Less Expenditures	**($114,754.06)**	**$121,325.03**	**$607,553.00**	**$0.00**	
		Net Change in Fund Balance	**($114,754.06)**	**$121,325.03**	**$607,553.00**	**$0.00**	

Fund Balances

Beginning Fund Balance	(114,829.71)	(350,908.80)	0.00	0.00	0.00%
Net Change in Fund Balance	(114,754.06)	121,325.03	607,553.00	0.00	0.00%
Ending Fund Balance	(229,583.77)	(229,583.77)	0.00	0.00	0.00%

Report Options
Fund: General Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 3 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: GENERAL FUND MASTER

Street Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4670	From Gen Fund to Street	0.00	83,750.00	83,750.00	0.00	100.00%
4650	From TRT to Street Cap. Imp.	0.00	21,422.00	85,689.00	64,267.00	25.00%
4440	Misc. Revenues	0.00	2,186.62	0.00	(2,186.62)	0.00%
4330	State Highway Fund Rev. Share	6,276.03	46,236.27	71,728.00	25,491.73	64.46%
	Revenue	**$6,276.03**	**$153,594.89**	**$241,167.00**	**$87,572.11**	
	Gross Profit	**$6,276.03**	**$153,594.89**	**$241,167.00**	**$0.00**	
Expenses						
6030	Admin. Assistant I/II/III	522.48	4,179.84	8,270.00	4,090.16	50.54%
6240	Auditing & Accounting Services	0.00	3,472.00	6,000.00	2,528.00	57.87%
6050	City Engineer	0.00	0.00	5,000.00	5,000.00	0.00%
6060	City Manager	1,000.00	7,692.12	12,000.00	4,307.88	64.10%
9000	Contingency	0.00	0.00	5,000.00	5,000.00	0.00%
6300	Contracted Services	0.00	770.12	5,500.00	4,729.88	14.00%
6320	Dues, Licenses & Subscriptions	0.00	169.74	500.00	330.26	33.95%
6755	Engineering	0.00	0.00	8,000.00	8,000.00	0.00%
6330	Equipment Repair	91.42	2,992.11	5,500.00	2,507.89	54.40%
6070	Finance Officer/Assn. Manager	807.30	6,294.60	9,531.00	3,236.40	66.04%
6380	Fuel & Oil	303.62	1,679.72	2,500.00	820.28	67.19%
6390	Insurance	0.00	11,048.00	11,048.00	0.00	100.00%
6400	IT Services	33.33	862.03	3,200.00	2,337.97	26.94%
6410	Legal Services	0.00	990.00	750.00	(240.00)	132.00%
6470	Minor Equipment	1,624.61	2,694.06	4,500.00	1,805.94	59.87%
6490	Office Equipment Repair	0.00	7,707.96	5,500.00	(2,207.96)	140.14%
6500	Office Supplies	29.99	70.79	250.00	179.21	28.32%
6010	Personnel Costs	4,182.65	26,026.71	65,629.00	39,602.29	39.66%
6510	Postage & Shipping Costs	0.00	0.00	125.00	125.00	0.00%
6520	Printing, Advertising & Notice	0.00	0.00	300.00	300.00	0.00%
6150	Public Works Director	1,620.85	14,763.99	19,450.00	4,686.01	75.91%
6590	Street Lighting	697.44	5,018.51	8,000.00	2,981.49	62.73%
6610	Supplies & Services	121.06	2,367.54	2,200.00	(167.54)	107.62%
6620	System Maintenance & Repair	9.04	4,725.70	5,000.00	274.30	94.51%
6630	Telephone/VOIP	135.60	543.02	800.00	256.98	67.88%
8065	To Trails & Paths from Street	0.00	0.00	670.00	670.00	0.00%
6650	Travel & Training	0.00	52.24	400.00	347.76	13.06%
6680	Utilities	36.00	312.90	2,000.00	1,687.10	15.65%

Street Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
6190	Utility Worker II /Lead Worker	3,717.21	19,178.14	44,200.00	25,021.86	43.39%
6200	Workers Comp	0.00	3,926.62	3,908.00	(18.62)	100.48%
	Expenses	**$14,932.60**	**$127,538.46**	**$245,731.00**	**$118,192.54**	
	Revenue Less Expenditures	**($8,656.57)**	**$26,056.43**	**($4,564.00)**	**$0.00**	
	Net Change in Fund Balance	**($8,656.57)**	**$26,056.43**	**($4,564.00)**	**$0.00**	

Fund Balances

Beginning Fund Balance	(6,441.24)	(41,154.24)	0.00	0.00	0.00%
Net Change in Fund Balance	(8,656.57)	26,056.43	(4,564.00)	0.00	0.00%
Ending Fund Balance	(15,097.81)	(15,097.81)	0.00	0.00	0.00%

Report Options

Fund: Street Fund

Period: 2/1/2025 to 2/28/2025

Detail Level: Level 3 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: Street Budget

Sewer Discount Program

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4000	Available Cash on Hand	0.00	0.00	9,163.00	9,163.00	0.00%
4430	Donations	120.50	881.81	1,500.00	618.19	58.79%
4470	Interest	25.19	221.76	285.00	63.24	77.81%
	Revenue	**$145.69**	**$1,103.57**	**$10,948.00**	**$9,844.43**	
	Gross Profit	**$145.69**	**$1,103.57**	**$10,948.00**	**$0.00**	
Expenses						
8150	To Wastewater Fund	0.00	0.00	10,948.00	10,948.00	0.00%
	Expenses	**$0.00**	**$0.00**	**$10,948.00**	**$10,948.00**	
	Revenue Less Expenditures	**$145.69**	**$1,103.57**	**$0.00**	**$0.00**	
	Net Change in Fund Balance	**$145.69**	**$1,103.57**	**$0.00**	**$0.00**	
Fund Balances						
	Beginning Fund Balance	9,665.06	8,707.18	0.00	0.00	0.00%
	Net Change in Fund Balance	145.69	1,103.57	0.00	0.00	0.00%
	Ending Fund Balance	9,810.75	9,810.75	0.00	0.00	0.00%

Report Options
Fund: Sewer Discount Program
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 1 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: Sewer Discount

Wastewater Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4584	Cash on Hand	0.00	0.00	198,795.00	198,795.00	0.00%
4500	Finance/Late Fees	209.59	2,452.25	3,000.00	547.75	81.74%
4730	From Sewer Discoun Fund To WW	0.00	0.00	10,948.00	10,948.00	0.00%
4780	From TRT to WW	0.00	2,748.00	12,948.00	10,200.00	21.22%
4550	Grants	29,006.00	73,181.00	85,000.00	11,819.00	86.10%
4470	Interest	1,252.39	11,024.08	6,186.00	(4,838.08)	178.21%
4440	Misc. Revenues	0.00	3,786.68	0.00	(3,786.68)	0.00%
4260	System Charges	51,288.48	435,350.77	647,725.00	212,374.23	67.21%
	Revenue	**$81,756.46**	**$528,542.78**	**$964,602.00**	**$436,059.22**	
	Gross Profit	**$81,756.46**	**$528,542.78**	**$964,602.00**	**$0.00**	
Expenses						
7130	WWTP-OECDD Loan -- Interest	0.00	3,660.75	3,661.00	0.25	99.99%
7140	WWTP-OECDD Loan -- Principal	0.00	30,625.00	30,625.00	0.00	100.00%
6030	Admin. Assistant I/II/III	2,612.41	21,069.00	41,352.00	20,283.00	50.95%
6240	Auditing & Accounting Services	0.00	4,322.00	23,750.00	19,428.00	18.20%
6260	Building & Grounds Maint.	0.00	5,874.13	1,500.00	(4,374.13)	391.61%
6060	City Manager	2,000.00	15,384.24	24,000.00	8,615.76	64.10%
9000	Contingency	0.00	0.00	5,000.00	5,000.00	0.00%
6300	Contracted Services	1,893.34	4,745.12	3,500.00	(1,245.12)	135.57%
6320	Dues, Licenses & Subscriptions	0.00	6,364.21	7,000.00	635.79	90.92%
6330	Equipment Repair	91.42	4,420.78	5,000.00	579.22	88.42%
6070	Finance Officer/Assn. Manager	1,614.60	12,589.20	19,061.00	6,471.80	66.05%
6380	Fuel & Oil	438.00	2,886.07	3,000.00	113.93	96.20%
6750	Grants Expenses	8,443.95	30,126.20	85,000.00	54,873.80	35.44%
6820	Inflow/Infiltration Control	0.00	0.00	30,000.00	30,000.00	0.00%
6390	Insurance	0.00	14,016.00	12,848.00	(1,168.00)	109.09%
6400	IT Services	256.64	2,942.58	2,000.00	(942.58)	147.13%
6410	Legal Services	0.00	1,507.50	1,000.00	(507.50)	150.75%
6470	Minor Equipment	1,624.62	2,682.71	8,000.00	5,317.29	33.53%
6760	Office Equipment/Software	0.00	257.50	2,500.00	2,242.50	10.30%
6500	Office Supplies	66.10	632.46	500.00	(132.46)	126.49%
6010	Personnel Costs	8,539.51	54,879.88	132,020.00	77,140.12	41.57%
6510	Postage & Shipping Costs	350.00	1,150.00	3,000.00	1,850.00	38.33%
6520	Printing, Advertising & Notice	20.70	259.66	100.00	(159.66)	259.66%
6150	Public Works Director	2,836.49	25,836.99	34,038.00	8,201.01	75.91%

Wastewater Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
6610	Supplies & Services	121.07	2,435.58	1,550.00	(885.58)	157.13%
6620	System Maintenance & Repair	203.73	4,774.47	35,000.00	30,225.53	13.64%
6865	System Repair/Replace	0.00	0.00	45,000.00	45,000.00	0.00%
6630	Telephone/VOIP	135.59	543.06	600.00	56.94	90.51%
6640	Testing & Sampling	1,705.00	9,390.05	15,000.00	5,609.95	62.60%
6650	Travel & Training	30.00	2,475.80	1,500.00	(975.80)	165.05%
6660	Treatment Chemicals	59.95	6,717.86	25,000.00	18,282.14	26.87%
6680	Utilities	2,601.68	16,982.87	30,000.00	13,017.13	56.61%
6190	Utility Worker II /Lead Worker	6,505.12	33,342.04	77,350.00	44,007.96	43.11%
6200	Workers Comp	0.00	3,214.48	3,195.00	(19.48)	100.61%
7100	WWTP-USDA -- Interest	0.00	45,477.00	45,477.00	0.00	100.00%
7110	WWTP-USDA -- Principal	0.00	31,466.00	31,466.00	0.00	100.00%
	Expenses	**$42,149.92**	**$403,051.19**	**$789,593.00**	**$386,541.81**	
	Revenue Less Expenditures	**$39,606.54**	**$125,491.59**	**$175,009.00**	**$0.00**	
	Net Change in Fund Balance	**$39,606.54**	**$125,491.59**	**$175,009.00**	**$0.00**	

Fund Balances

Beginning Fund Balance	501,419.49	415,534.44	0.00	0.00	0.00%
Net Change in Fund Balance	39,606.54	125,491.59	175,009.00	0.00	0.00%
Ending Fund Balance	541,026.03	541,026.03	0.00	0.00	0.00%

Report Options
Fund: Wastewater Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 3 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: Wastewater Budget

Water Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4000	Available Cash on Hand	0.00	0.00	205,050.00	205,050.00	0.00%
4581	Contract Services - WB	8,841.99	17,263.29	15,000.00	(2,263.29)	115.09%
4020	Debt Mgmt - Watseco Barview	0.00	6,674.59	12,000.00	5,325.41	55.62%
4500	Finance/Late Fees	186.18	2,304.39	3,200.00	895.61	72.01%
4790	From TRT To Water	0.00	2,748.00	10,992.00	8,244.00	25.00%
4550	Grants	0.00	0.00	195,000.00	195,000.00	0.00%
4470	Interest	354.34	3,119.05	6,381.00	3,261.95	48.88%
4440	Misc. Revenues	0.00	17,135.70	500.00	(16,635.70)	3,427.14%
4280	Shutff/Turn-on Fees	210.41	766.26	1,000.00	233.74	76.63%
4260	System Charges	37,629.84	338,645.08	411,890.00	73,244.92	82.22%
	Revenue	**$47,222.76**	**$388,656.36**	**$861,013.00**	**$472,356.64**	
	Gross Profit	**$47,222.76**	**$388,656.36**	**$861,013.00**	**$0.00**	
Expenses						
6030	Admin. Assistant I/II/III	2,612.41	21,044.76	41,352.00	20,307.24	50.89%
6240	Auditing & Accounting Services	0.00	4,322.00	23,750.00	19,428.00	18.20%
6260	Building & Grounds Maint.	0.00	2,598.05	2,500.00	(98.05)	103.92%
6060	City Manager	2,000.00	15,384.24	24,000.00	8,615.76	64.10%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6300	Contracted Services	1,622.87	3,178.26	4,500.00	1,321.74	70.63%
6320	Dues, Licenses & Subscriptions	0.00	2,671.53	1,500.00	(1,171.53)	178.10%
6755	Engineering	0.00	0.00	5,000.00	5,000.00	0.00%
6330	Equipment Repair	116.01	3,939.31	1,250.00	(2,689.31)	315.14%
6070	Finance Officer/Assn. Manager	1,614.60	12,589.20	19,061.00	6,471.80	66.05%
6380	Fuel & Oil	437.99	2,886.09	4,550.00	1,663.91	63.43%
6705	Grants	11,181.53	35,254.95	195,000.00	159,745.05	18.08%
6990	IFA Loan - Principal	0.00	5,368.61	5,369.00	0.39	99.99%
6980	IFA-Loan Interest	0.00	1,305.98	1,306.00	0.02	100.00%
6390	Insurance	0.00	11,298.00	11,298.00	0.00	100.00%
6400	IT Services	191.65	4,652.33	3,500.00	(1,152.33)	132.92%
6410	Legal Services	0.00	1,335.00	1,000.00	(335.00)	133.50%
6470	Minor Equipment	1,624.62	4,312.57	4,200.00	(112.57)	102.68%
6490	Office Equipment Repair	0.00	1,401.92	1,250.00	(151.92)	112.15%
6760	Office Equipment/Software	0.00	0.00	2,500.00	2,500.00	0.00%
6500	Office Supplies	66.12	485.52	250.00	(235.52)	194.21%
6010	Personnel Costs	7,872.99	51,158.40	120,268.00	69,109.60	42.54%

Water Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
6510	Postage & Shipping Costs	350.00	1,150.00	3,500.00	2,350.00	32.86%
6520	Printing, Advertising & Notice	20.70	259.67	100.00	(159.67)	259.67%
6150	Public Works Director	2,431.28	22,146.02	29,175.00	7,028.98	75.91%
6560	PW Shop Supplies, Tools, etc.	47.15	966.60	3,000.00	2,033.40	32.22%
6610	Supplies & Services	121.07	2,038.88	3,000.00	961.12	67.96%
6620	System Maintenance & Repair	130.47	20,703.21	63,000.00	42,296.79	32.86%
6630	Telephone/VOIP	135.60	543.09	800.00	256.91	67.89%
6640	Testing & Sampling	1,290.00	3,145.82	3,000.00	(145.82)	104.86%
6650	Travel & Training	59.27	2,576.66	5,000.00	2,423.34	51.53%
6660	Treatment Chemicals	6,863.08	8,063.08	12,000.00	3,936.92	67.19%
6680	Utilities	1,966.34	11,832.20	22,000.00	10,167.80	53.78%
6190	Utility Worker II /Lead Worker	5,575.81	28,671.67	66,300.00	37,628.33	43.25%
6200	Workers Comp	0.00	3,136.29	3,117.00	(19.29)	100.62%
	Expenses	**$48,331.56**	**$290,419.91**	**$697,396.00**	**$406,976.09**	
	Revenue Less Expenditures	**($1,108.80)**	**$98,236.45**	**$163,617.00**	**$0.00**	
	Net Change in Fund Balance	**($1,108.80)**	**$98,236.45**	**$163,617.00**	**$0.00**	

Fund Balances

Beginning Fund Balance	422,568.80	323,223.55	0.00	0.00	0.00%
Net Change in Fund Balance	(1,108.80)	98,236.45	163,617.00	0.00	0.00%
Ending Fund Balance	421,460.00	421,460.00	0.00	0.00	0.00%

Report Options
Fund: Water Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 3 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: Water Budget

TRT Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
TRT Tourism						
4584	Cash on Hand	0.00	0.00	701,529.00	701,529.00	0.00%
4520	Event Revenue	0.00	13,853.75	8,000.00	(5,853.75)	173.17%
4535	Fees	0.00	0.00	1,000.00	1,000.00	0.00%
4470	Interest	287.70	2,532.48	21,831.00	19,298.52	11.60%
4440	Misc. Revenues	0.00	0.00	250.00	250.00	0.00%
4140	TRT - General Use	14,280.68	221,099.67	266,667.00	45,567.33	82.91%
4150	TRT - Tourism	1,204.27	18,598.56	33,333.00	14,734.44	55.80%
	Revenue	**$15,772.65**	**$256,084.46**	**$1,032,610.00**	**$776,525.54**	
	Gross Profit	**$15,772.65**	**$256,084.46**	**$1,032,610.00**	**$0.00**	
Expenses						
TRT Community						
6280	Community Expenses	0.00	228.83	12,500.00	12,271.17	1.83%
6300	Contracted Services	0.00	0.00	10,500.00	10,500.00	0.00%
6360	Fireworks	0.00	4,400.00	9,000.00	4,600.00	48.89%
6610	Supplies & Services	0.00	178.99	1,500.00	1,321.01	11.93%
8045	To Gen.Fund	0.00	18,536.00	74,145.00	55,609.00	25.00%
8080	To PSE Fund for Police Vehicle	0.00	3,988.00	15,952.00	11,964.00	25.00%
8140	To Street Fund	0.00	21,422.00	85,689.00	64,267.00	25.00%
8150	To Wastewater Fund	0.00	2,748.00	10,992.00	8,244.00	25.00%
8175	To Water Fund	0.00	2,748.00	10,992.00	8,244.00	25.00%
TRT Tourism						
6030	Admin. Assistant I/II/III	2,089.94	16,719.52	33,081.00	16,361.48	50.54%
6060	City Manager	1,500.00	11,538.18	18,000.00	6,461.82	64.10%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6690	Event Expenses	500.00	22,922.45	20,000.00	(2,922.45)	114.61%
6070	Finance Officer/Assn. Manager	1,210.95	9,441.90	14,296.00	4,854.10	66.05%
6010	Personnel Costs	2,975.54	22,122.85	37,514.00	15,391.15	58.97%
6530	Promotional Media Reimb. Prgm.	0.00	4,931.25	900.00	(4,031.25)	547.92%
6540	Promotional Services	0.00	0.00	1,000.00	1,000.00	0.00%
6488	Refundable Deposits	0.00	0.00	1,000.00	1,000.00	0.00%
9020	Restricted to Tourism Promo	0.00	0.00	25,000.00	25,000.00	0.00%
9002	Unassigned/Unappropriated	0.00	0.00	639,678.00	639,678.00	0.00%

TRT Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
6200	Workers Comp	0.00	1,187.28	871.00	(316.28)	136.31%
	Expenses	**$8,276.43**	**$143,113.25**	**$1,032,610.00**	**$889,496.75**	
	Revenue Less Expenditures	**$7,496.22**	**$112,971.21**	**$0.00**	**$0.00**	
	Net Change in Fund Balance	**$7,496.22**	**$112,971.21**	**$0.00**	**$0.00**	

Fund Balances

	Beginning Fund Balance	825,918.67	720,443.68	0.00	0.00	0.00%
	Net Change in Fund Balance	7,496.22	112,971.21	0.00	0.00	0.00%
	Ending Fund Balance	833,414.89	833,414.89	0.00	0.00	0.00%

Report Options
Fund: TRT Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 1 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: Transient Room Tax MASTER BUDGET

Payroll Liability Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4000	Available Cash on Hand	0.00	0.00	92,085.00	92,085.00	0.00%
4470	Interest	364.09	3,204.92	2,866.00	(338.92)	111.83%
	Revenue	**$364.09**	**$3,204.92**	**$94,951.00**	**$91,746.08**	
	Gross Profit	**$364.09**	**$3,204.92**	**$94,951.00**	**$0.00**	
Expenses						
6010	Personnel Costs	0.00	0.00	45,000.00	45,000.00	0.00%
	Expenses	**$0.00**	**$0.00**	**$45,000.00**	**$45,000.00**	
	Revenue Less Expenditures	**$364.09**	**$3,204.92**	**$49,951.00**	**$0.00**	
	Net Change in Fund Balance	**$364.09**	**$3,204.92**	**$49,951.00**	**$0.00**	
Fund Balances						
	Beginning Fund Balance	130,556.45	127,715.62	0.00	0.00	0.00%
	Net Change in Fund Balance	364.09	3,204.92	49,951.00	0.00	0.00%
	Ending Fund Balance	130,920.54	130,920.54	0.00	0.00	0.00%

Report Options
Fund: Payroll Liability Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 1 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: Payroll Liabilities Budget

PSE Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4640	From TRT for Police Vehicles	0.00	3,988.00	15,952.00	11,964.00	25.00%
4005	OSFM Recievables	0.00	0.00	39,000.00	39,000.00	0.00%
	Revenue	**$0.00**	**$3,988.00**	**$54,952.00**	**$50,964.00**	
	Gross Profit	**$0.00**	**$3,988.00**	**$54,952.00**	**$0.00**	
Expenses						
6850	Police Equipment	0.00	0.00	70,000.00	70,000.00	0.00%
	Expenses	**$0.00**	**$0.00**	**$70,000.00**	**$70,000.00**	
	Revenue Less Expenditures	**$0.00**	**$3,988.00**	**($15,048.00)**	**$0.00**	
	Net Change in Fund Balance	**$0.00**	**$3,988.00**	**($15,048.00)**	**$0.00**	
Fund Balances						
	Beginning Fund Balance	(42,256.74)	(46,244.74)	0.00	0.00	0.00%
	Net Change in Fund Balance	0.00	3,988.00	(15,048.00)	0.00	0.00%
	Ending Fund Balance	(42,256.74)	(42,256.74)	0.00	0.00	0.00%

Report Options
Fund: PSE Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 1 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual

PWE Reserve Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4000	Available Cash on Hand	0.00	0.00	55,000.00	55,000.00	0.00%
4470	Interest	816.77	7,189.60	1,712.00	(5,477.60)	419.95%
	Revenue	**$816.77**	**$7,189.60**	**$56,712.00**	**$49,522.40**	
	Gross Profit	**$816.77**	**$7,189.60**	**$56,712.00**	**$0.00**	
Expenses						
6810	Vehicles/Equipment	0.00	0.00	40,000.00	40,000.00	0.00%
	Expenses	**$0.00**	**$0.00**	**$40,000.00**	**$40,000.00**	
	Revenue Less Expenditures	**$816.77**	**$7,189.60**	**$16,712.00**	**$0.00**	
	Net Change in Fund Balance	**$816.77**	**$7,189.60**	**$16,712.00**	**$0.00**	
Fund Balances						
	Beginning Fund Balance	55,222.49	48,849.66	0.00	0.00	0.00%
	Net Change in Fund Balance	816.77	7,189.60	16,712.00	0.00	0.00%
	Ending Fund Balance	56,039.26	56,039.26	0.00	0.00	0.00%

Report Options
Fund: PWE Reserve Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 3 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: PWE Reserve Budget

System Development Fund, Water SDC Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4584	Cash on Hand	0.00	0.00	730,832.00	730,832.00	0.00%
4430	Donations	4.50	4.50	0.00	(4.50)	0.00%
4585	For Parks SDC	816.00	1,668.61	5,500.00	3,831.39	30.34%
4583	For Storm Sewer SDC	2,000.00	2,877.69	5,000.00	2,122.31	57.55%
4597	For Streets SDC	1,650.00	2,851.60	13,800.00	10,948.40	20.66%
4596	For Wastewater SDC	2,755.00	7,585.70	20,000.00	12,414.30	37.93%
4599	for Water SDC	5,940.00	29,390.06	25,000.00	(4,390.06)	117.56%
4470	Interest	2,048.04	18,027.73	22,743.00	4,715.27	79.27%
	Revenue	**$15,213.54**	**$62,405.89**	**$822,875.00**	**$760,469.11**	
	Gross Profit	**$15,213.54**	**$62,405.89**	**$822,875.00**	**$0.00**	
Expenses						
6835	Parks Dept. System Improvement	0.00	0.00	50,000.00	50,000.00	0.00%
6830	Stormwater Dept System Improv.	0.00	0.00	110,000.00	110,000.00	0.00%
6825	Street Dept. System Improvemen	0.00	0.00	135,000.00	135,000.00	0.00%
6840	Water Dept. System Improvement	0.00	0.00	150,000.00	150,000.00	0.00%
6815	WW Dept. System Improvement	0.00	0.00	150,000.00	150,000.00	0.00%
	Expenses	**$0.00**	**$0.00**	**$595,000.00**	**$595,000.00**	
	Revenue Less Expenditures	**$15,213.54**	**$62,405.89**	**$227,875.00**	**$0.00**	
	Net Change in Fund Balance	**$15,213.54**	**$62,405.89**	**$227,875.00**	**$0.00**	
Fund Balances						
	Beginning Fund Balance	1,241,280.91	1,194,088.56	0.00	0.00	0.00%
	Net Change in Fund Balance	15,213.54	62,405.89	227,875.00	0.00	0.00%
	Ending Fund Balance	1,256,494.45	1,256,494.45	0.00	0.00	0.00%

Report Options
Fund: System Development Fund, Water SDC Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 3 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: System Development Budget

WW Debt Bond Fund

Statement of Revenue and Expenditures

Account Number		Current Period Feb 2025 Feb 2025 Actual	Year-To-Date Jul 2024 Feb 2025 Actual	Annual Budget Jul 2024 Jun 2025	Annual Budget Jul 2024 Jun 2025 Variance	Jul 2024 Jun 2025 Percent of Budget
Revenue & Expenditures						
Revenue						
4000	Available Cash on Hand	0.00	0.00	175,195.00	175,195.00	0.00%
4470	Interest	546.14	4,807.39	5,452.00	644.61	88.18%
4100	Property Taxes - Current Year	0.00	39,005.56	55,527.00	16,521.44	70.25%
4120	Property Taxes - Prior Years	0.00	711.00	711.00	0.00	100.00%
	Revenue	**$546.14**	**$44,523.95**	**$236,885.00**	**$192,361.05**	
	Gross Profit	**$546.14**	**$44,523.95**	**$236,885.00**	**$0.00**	
Expenses						
9009	Restricted to Sewer Bond Pymt.	0.00	0.00	177,166.00	177,166.00	0.00%
7175	WW Bond Payment - Interest	0.00	6,907.00	6,907.00	0.00	100.00%
7180	WW Bond Payment - Principal	0.00	32,811.00	52,812.00	20,001.00	62.13%
	Expenses	**$0.00**	**$39,718.00**	**$236,885.00**	**$197,167.00**	
	Revenue Less Expenditures	**$546.14**	**$4,805.95**	**$0.00**	**$0.00**	
	Net Change in Fund Balance	**$546.14**	**$4,805.95**	**$0.00**	**$0.00**	
Fund Balances						
	Beginning Fund Balance	228,342.62	224,082.81	0.00	0.00	0.00%
	Net Change in Fund Balance	546.14	4,805.95	0.00	0.00	0.00%
	Ending Fund Balance	228,888.76	228,888.76	0.00	0.00	0.00%

Report Options
Fund: WW Debt Bond Fund
Period: 2/1/2025 to 2/28/2025
Detail Level: Level 1 Accounts
Display Account Categories: No
Display Subtotals: No
Revenue Reporting Method: Budget - Actual
Expense Reporting Method: Budget - Actual
Budget: Wastewater Debt Budget

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AGENDA ITEM

TO:	Mayor and City Council
FROM:	Jake Boone, City Manager
SUBJECT:	**Ordinance Allowing for Adoption of Public Contracting Rules, Exemptions and Staff Spending Delegations by Resolution; and Repealing City Municipal Code Chapter 3.10, Public Contracts**
DATE:	13 March 2025

BACKGROUND

At the January 21, 2025 Council meeting, the Council unanimously adopted Ordinance 336 as part of the changes to Garibaldi's Public Contracting Rules. A resident has pointed out that our public notice procedures in this instance were faulty, and notice of the ability of the public to inspect the document was not posted for the necessary amount of time to allow the ordinance to be read in title only instead of being read in its entirety.

Our public notice procedure has been adjusted to keep this problem from recurring in future, and notice has now been properly posted. As a result, the City Manager will need to read the Ordinance in title only, and Council will then need to re-adopt this ordinance to remedy the error.

RECOMMENDATION

Staff recommends that Council, by motion, adopt Ordinance 336.

COST

None.

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Jake Boone, City Manager

CITY OF GARIBALDI

ORDINANCE NO. 336

AN ORDINANCE ALLOWING FOR ADOPTION OF PUBLIC CONTRACTING RULES, EXEMPTIONS AND STAFF SPENDING DELEGATIONS BY RESOLUTION; AND REPEALING CITY MUNICIPAL CODE CHAPTER 3.10, PUBLIC CONTRACTS

WHEREAS, in 2005, the Council by Ordinance 281 adopted public contracting rules and delegated contracting powers, as codified in Garibaldi Municipal (GMC) Chapter 3.10, Public Contracts; and

WHEREAS, GMC 3.10.030 rejects the Oregon Public Contracting Rules to the extent that the rules conflict with the rules set forth in its Code, which the City expressly authorizes to take precedence over the Oregon Model Rules; and

WHEREAS, ORS 279A.065(5)(b) requires the City to review all legislative changes to determine whether the City should modify its rules to ensure statutory compliance; and

WHEREAS, the Oregon legislature's most recent amendments to Oregon's Public Contracting Code went into effect on January 1, 2024; and

WHEREAS, pursuant to its Charter authority and ORS 279A.065, the City Council has determined to repeal GMC 3.10, and replace it with authorization to adopt and update City public contracting rules and staff spending authorities by resolution, in order to facilitate future amendments.

THE CITY OF GARIBALDI ORDAINS AS FOLLOWS:

Section 1. Garibaldi Municipal Code Chapter 3.10, Public Contracts, and all other previously adopted ordinances, resolutions and enactments establishing public contracting rules for the City of Garibaldi and spending authority for City staff are hereby repealed.

Section 2. City of Garibaldi public contracting rules, including City staff purchasing and contracting authority, will be hereafter be adopted by Council resolution.

Section 3. **Severability.** In the event any section or subsection of this Ordinance is finally adjudged to be legally unenforceable, then such judgment shall only invalidate that section or subsection, and all remaining sections and subsections shall remain in full legal force and effect.

<u>Section 4</u>. **Effective Date.** This Ordinance will become effective 30 days after adoption.

PASSED by the City Council and APPROVED by the Mayor the ___ day of ______, 2024.

____
Katie Findling, Mayor

ATTEST:

____
Jake Boone, City Manager

F:\1Clients\Muni\Garibaldi, City of\General-Administration\2023 Public Contracting Rules\ORD - Adopting Rules by Resolution CHCkad 100824.docx

City of GARIBALDI
Oregon's Authentic Fishing Village

City Hall, PO Box 708, Garibaldi, OR 97118
Office: (503) 322-3327 | Fax: (503) 322-3737
City Email: city@ci.garibaldi.or.us

AGENDA ITEM

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: **OLCC Renewal Application – Kelley's Place**
DATE: 13 March 2025

BACKGROUND

Whenever a restaurant, tavern, or other purveyor of alcoholic beverages wishes to get a new or renew a liquor license in the state of Oregon, the city in which the establishment is located has an opportunity to recommend to the Oregon Liquor Control Commission (OLCC) whether the license should be granted or denied. A third option – taking no stance whatsoever – is also possible.

Kelley's Place has applied for an OLCC liquor license renewal. Staff is unaware of any reason to recommend anything but approval.

RECOMMENDATION

Staff recommends that Council recommend approval of the liquor license renewal for Kelley's Place to the OLCC.

COST

None.

____
Jake Boone, City Manager

RECEIVED
MAR 11 2025

OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Per OAR 845-005-0304(3): The Commission requires an applicant for issuance of a new license issued under ORS chapter 471, to provide written notice of the application to the local government in the form of a complete, accurate, and legible Commission form.

The local government is as follows:
(a) If the address of the premises proposed to be licensed is within a city's limits, the local government is the city.
(b) If the address of the premises proposed to be licensed is not within a city's limits, the local government is the county.

INSTRUCTIONS:

Step 1: Applicant completes all of Section 1 (including top of Page 2).

Step 2: Applicant submits both pages of the form to the appropriate local government. NOTE: The local government may require additional forms and/or fees.

Step 3: Local government completes at least Section 2 and returns all pages of the form, or a copy thereof, to the applicant. The local government is allowed up to 45 days to complete Section 3.

Step 4: Applicant takes the form with at least Sections 1 and 2 completed and includes it with their CAMP application to meet the Local Government Recommendation document requirement. Submissions that do not have at least Sections 1 and 2 completed will not be accepted.

Step 5: The local government issues its final recommendation in Section 3 and returns the completed form to the applicant. If the applicant has already submitted their initial application via CAMP, they hold on to the final recommendation and provide it to their investigator, when requested. If they have not already submitted their application, they upload the fully completed Local Government Recommendation form with their initial application submission.

Applicants within the city of Portland ONLY: After completing the attached form, please follow these steps to complete the Local Government Recommendation process:

- Apply via the City of Portland website.
- Once you have completed the application with the City of Portland, you will receive an email notifying you that your application has been accepted, usually within two business days. The email will contain an attachment titled "ABC Public Notice."
- Upload the ABC Public Notice document with your CAMP application to meet the Local Government Recommendation document requirement.

NOTE: This document only provides proof of submission. Once you receive your final recommendation from the City of Portland, you will need to provide that to your assigned OLCC investigator.

OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Annual Liquor License Types

Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

Section 1 – Submission – To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): The Pancake House Inc DBA Kelleys Place

Proposed Trade Name:

Premises Address: 210 3rd St Unit:

City: Garibaldi County: Tillamook Zip: 97118

Application Type: ○ New License Application ○ Change of Ownership ○ Change of Location

License Type: Full On-Premises, Commercial - Renewal ☐ Additional Location for an Existing License

Application Contact Information

Contact Name: Kelley Cook Phone: 503-322-4310

Mailing Address: PO Box 563

City: Garibaldi State: OR Zip: 97118

Email Address: kelleykcook@gmail.com

Business Details

Please check all that apply to your proposed business operations at this location:

☐ Manufacturing/Production

☐ Retail Off-Premises Sales

☒ Retail On-Premises Sales & Consumption

If there will be On-Premises Consumption at this location:

☒ Indoor Consumption ☒ Outdoor Consumption

☐ Proposing to Allow Minors

Section 1 continued on next page

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AGENDA ITEM

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: **Crab Race Sponsorship Request**
DATE: 13 March 2025

BACKGROUND

On March 11, 2025, a letter dated February 11, 2025 was hand-delivered to City Hall requesting City sponsorship for the 2025 Garibaldi Crab Races in the amount of $6000.00. The letter is attached. The 2025 Garibaldi Crab Races were held on March 8-9, 2025. Sponsorship for the Crab Races was not included in the 2024-25 municipal budget, and it seems clear that the organizers cannot possibly deliver the promised sponsorship benefits (specifically the City's logo on various items of apparel to be sold at the event), as the event has already taken place.

RECOMMENDATION

Staff recommends denial of the request due to untimeliness.

COST

None.

____
Jake Boone, City Manager

GARIBALDI LIONS CLUB

February 11, 2025

Garibaldi Mayor and City Council members
P.O. Box 708
Garibaldi, OR 97118

Proposal for sponsorship:
Garibaldi Lions Club's 2025 Crab Races

The Garibaldi Lions Club's annual Crab Races has been a celebrated public event that has promoted the crabbing industry in Garibaldi and Oregon for more than 35 years.

In 2024, the generous sponsorship approved by the Garibaldi City Council helped the Lions Club raise more than $16,000; funds that greatly supported the Clubs' primary mission of providing testing as well as sight (eyeglasses) and hearing (hearing aids) for low-income individuals in Tillamook County. These vital health services have increased in cost.

The Lions Clubs also supports other local charitable organizations like the Food Pantry in their requests for financial assistance.

For 2025, the Lions Club is again seeking a $6,000 grant as primary sponsorship to produce items that promote the Crab Races as well as support the tourism goals for Garibaldi. This includes T-shirts, sweatshirts, and race buttons – with the Garibaldi official logo prominently displayed – that all serve as advertisement for the city.

The funds also help pay for advertisements in the Headlight Herald, Pioneer and Citizen newspapers and radio spots on four local stations for which the Lions Club cannot be reimbursed.

With the City's financial help, we anticipate 2025 can be a good year for this worthy fundraising event. The race is scheduled for Saturday and Sunday, March 8 & 9, 2025.

Thank you for your consideration.

Sincerely,

Patricia J Moore

Patty Moore
President, Garibaldi Lions Club

City Hall, PO Box 708, Garibaldi, OR 97118
Office: (503) 322-3327 | Fax: (503) 322-3737
City Email: city@ci.garibaldi.or.us

AGENDA ITEM

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: **Council Goals Discussion**
DATE: 13 March 2025

BACKGROUND

Now that the Council has had its Facilities Tour, it is appropriate to discuss and adopt Council Goals, which will provide the City Manager and City staff with a roadmap of Council priorities for both the short and long term. The City Manager will facilitate the discussion.

RECOMMENDATION

Staff recommends that the Council discuss and adopt Council Goals.

COST

None.

____
Jake Boone, City Manager

City Hall, PO Box 708, Garibaldi, OR 97118
Office: (503) 322-3327 | Fax: (503) 322-3737
City Email: city@garibaldi.gov

DEPARTMENTAL REPORT

TO: Mayor and City Council
FROM: Becca Harth, Finance Officer
SUBJECT: February Finance Report
DATE: March 11, 2025

Budget
The auditor sent me a draft of the ending fund balances from 2020/2021 fiscal year. With these numbers I was able to get a little closer to where the city is with our budgets, this required me to go back and make a lot of changes to the budget I am currently working on. The city had been overestimating revenue and underestimating expenses. I have the budget dates set for the month of May with the final budget hearing and Council approval in June.

Training
I attended the 23rd annual CIS conference. CIS is projecting an increase of not more than 9% on medical, 5% on Dental and 6% on vision. For Property, General Liability, Physical Damage, and Auto coverage we are looking at a 10% increase. CIS is holding a supervisor training course in Lincoln City next month that I am hoping to attend.

Retention
City Hall had a shredding company onsite to dispose of documents that were past the retention time frame. This has cleared out the backroom tremendously. Melora has done a great job getting that room organized and filing documents in correctly labeled boxes. Sue has also been going through all the property files and pulling out information that we no longer need to retain.

Becca Harth
Becca Harth, Finance Officer

Incident Address City	Incident Date And Time	Incident Type	Incident Unit ID
Garibaldi	02/01/2025 13:30:18	Welfare check	230
Garibaldi	02/01/2025 15:41:10	Traffic Stop	220
Garibaldi	02/01/2025 23:08:18	Contact	220
Garibaldi	02/02/2025 13:34:16	Follow Up	214
Garibaldi	02/03/2025 08:17:33	Civil	214
Garibaldi	02/03/2025 10:38:21	Follow Up	210
Garibaldi	02/03/2025 10:38:21	Follow Up	214
Garibaldi	02/03/2025 23:29:26	Speed Enforcement	225
Garibaldi	02/03/2025 23:32:15	Traffic Stop	225
Garibaldi	02/04/2025 09:00:47	Assist	214
Garibaldi	02/04/2025 10:47:51	Disturbance	210
Garibaldi	02/04/2025 10:47:51	Disturbance	214
Garibaldi	02/04/2025 10:47:51	Disturbance	224
Garibaldi	02/04/2025 18:58:27	Animal	225
Garibaldi	02/04/2025 22:29:59	Traffic Stop	225
Garibaldi	02/04/2025 22:34:53	Speed Enforcement	225
Garibaldi	02/04/2025 22:43:06	Traffic Stop	225
Garibaldi	02/04/2025 22:57:54	Traffic Stop	225
Garibaldi	02/04/2025 23:13:37	Assist	225
Garibaldi	02/05/2025 10:51:12	BUSINESS CHECK	210
Garibaldi	02/05/2025 16:57:34	Trespass	220
Garibaldi	02/05/2025 20:17:21	Traffic Stop	228
Garibaldi	02/06/2025 09:52:15	Civil Service	207
Garibaldi	02/06/2025 10:03:51	Civil Service	207
Garibaldi	02/06/2025 11:42:09	MVA/Non-injury	207
Garibaldi	02/06/2025 11:42:09	MVA/Non-injury	216
Garibaldi	02/06/2025 12:06:37	Ordinance Violation	207
Garibaldi	02/07/2025 15:59:27	Traffic Stop	220
Garibaldi	02/07/2025 16:15:46	Traffic Stop	220
Garibaldi	02/07/2025 16:25:24	Traffic Stop	220
Garibaldi	02/07/2025 16:41:34	Traffic Stop	220
Garibaldi	02/07/2025 16:53:51	Traffic Stop	220
Garibaldi	02/08/2025 00:58:31	BUSINESS CHECK	220
Garibaldi	02/08/2025 01:02:36	BUSINESS CHECK	220
Garibaldi	02/08/2025 01:06:38	BUSINESS CHECK	220
Garibaldi	02/09/2025 14:01:29	Hit & Run	214
Garibaldi	02/09/2025 20:25:11	Crim Misch	225
Garibaldi	02/09/2025 20:31:11	Traffic Stop	225
Garibaldi	02/09/2025 20:53:13	Traffic Stop	225
Garibaldi	02/09/2025 21:15:18	Traffic Stop	225
Garibaldi	02/10/2025 08:24:03	MVA/Non-injury	214
Garibaldi	02/10/2025 11:38:34	Warrant	214
Garibaldi	02/10/2025 14:18:58	Animal	214

Garibaldi	02/11/2025 09:38:19	Road Hazard	210
Garibaldi	02/11/2025 10:17:00	Welfare check	214
Garibaldi	02/11/2025 19:36:39	Contact	225
Garibaldi	02/11/2025 23:24:57	BUSINESS CHECK	225
Garibaldi	02/12/2025 07:43:00	Welfare check	214
Garibaldi	02/12/2025 20:45:09	Alarm	220
Garibaldi	02/13/2025 01:25:42	57	220
Garibaldi	02/13/2025 15:24:39	Incom 911	207
Garibaldi	02/13/2025 17:09:35	Man Down	216
Garibaldi	02/13/2025 17:09:35	Man Down	220
Garibaldi	02/14/2025 00:50:11	BUSINESS CHECK	220
Garibaldi	02/14/2025 00:54:57	BUSINESS CHECK	220
Garibaldi	02/14/2025 16:01:57	UUMV	218
Garibaldi	02/14/2025 19:16:52	Civil Service	220
Garibaldi	02/15/2025 00:26:09	Noise	220
Garibaldi	02/15/2025 08:10:50	Traffic Stop	221
Garibaldi	02/15/2025 08:10:50	Traffic Stop	230
Garibaldi	02/15/2025 09:53:40	Littering	222
Garibaldi	02/15/2025 09:57:37	Assault	216
Garibaldi	02/15/2025 09:57:37	Assault	218
Garibaldi	02/15/2025 09:57:37	Assault	221
Garibaldi	02/15/2025 09:57:37	Assault	222
Garibaldi	02/15/2025 09:57:37	Assault	230
Garibaldi	02/15/2025 09:57:37	Assault	215
Garibaldi	02/15/2025 09:57:37	Assault	213
Garibaldi	02/15/2025 12:21:13	Follow Up	216
Garibaldi	02/15/2025 16:08:00	Follow Up	216
Garibaldi	02/15/2025 16:08:00	Follow Up	215
Garibaldi	02/15/2025 23:58:16	BUSINESS CHECK	220
Garibaldi	02/16/2025 00:02:24	BUSINESS CHECK	220
Garibaldi	02/16/2025 00:10:10	BUSINESS CHECK	220
Garibaldi	02/16/2025 00:14:09	BUSINESS CHECK	220
Garibaldi	02/16/2025 13:20:40	Civil Service	214
Garibaldi	02/16/2025 15:13:05	BUSINESS CHECK	210
Garibaldi	02/17/2025 04:43:26	Harassment	214
Garibaldi	02/17/2025 23:01:00	Traffic Stop	225
Garibaldi	02/17/2025 23:07:13	BUSINESS CHECK	225
Garibaldi	02/17/2025 23:11:48	Contact	225
Garibaldi	02/17/2025 23:23:25	Speed Enforcement	225
Garibaldi	02/17/2025 23:36:50	Traffic Stop	225
Garibaldi	02/18/2025 12:43:11	Follow Up	210
Garibaldi	02/18/2025 19:42:57	Suspicious	228
Garibaldi	02/19/2025 09:00:06	Assist	230
Garibaldi	02/19/2025 10:37:03	Follow Up	214

Garibaldi	02/19/2025 18:32:13	Follow Up	216
Garibaldi	02/19/2025 20:12:09	Traffic	228
Garibaldi	02/19/2025 20:39:25	Speed Enforcement	228
Garibaldi	02/19/2025 20:49:38	Traffic Stop	228
Garibaldi	02/20/2025 15:32:02	Assist	215
Garibaldi	02/20/2025 16:50:53	CAMI	206
Garibaldi	02/20/2025 18:30:21	Disturbance	216
Garibaldi	02/20/2025 18:30:21	Disturbance	226
Garibaldi	02/20/2025 18:30:21	Disturbance	229
Garibaldi	02/21/2025 09:38:05	Follow Up	216
Garibaldi	02/21/2025 09:38:05	Follow Up	221
Garibaldi	02/21/2025 12:11:58	Follow Up	216
Garibaldi	02/21/2025 12:18:33	Follow Up	206
Garibaldi	02/21/2025 12:41:28	Traffic	215
Garibaldi	02/21/2025 18:17:13	Traffic Stop	225
Garibaldi	02/21/2025 19:14:22	Contact	216
Garibaldi	02/22/2025 01:49:31	BUSINESS CHECK	225
Garibaldi	02/22/2025 01:57:26	Traffic Stop	225
Garibaldi	02/22/2025 02:00:00	Speed Enforcement	225
Garibaldi	02/22/2025 02:13:36	Traffic Stop	225
Garibaldi	02/22/2025 09:35:06	Civil	218
Garibaldi	02/22/2025 12:32:31	Assist	216
Garibaldi	02/22/2025 13:29:10	Traffic Stop	218
Garibaldi	02/23/2025 13:38:17	BUSINESS CHECK	210
Garibaldi	02/23/2025 23:50:43	Traffic Stop	228
Garibaldi	02/24/2025 19:48:41	Alarm	228
Garibaldi	02/25/2025 07:59:34	Alarm	214
Garibaldi	02/25/2025 10:29:09	BUSINESS CHECK	210
Garibaldi	02/25/2025 22:09:49	Assist	228
Garibaldi	02/25/2025 22:24:38	Warrant	228
Garibaldi	02/26/2025 10:30:46	Assist	216
Garibaldi	02/26/2025 11:06:39	Theft	216
Garibaldi	02/26/2025 15:23:33	Suspicious	216
Garibaldi	02/26/2025 22:25:06	Civil Service	220
Garibaldi	02/27/2025 00:41:58	BUSINESS CHECK	220
Garibaldi	02/27/2025 00:48:23	BUSINESS CHECK	220
Garibaldi	02/27/2025 00:52:53	Traffic Stop	220
Garibaldi	02/27/2025 01:00:21	BUSINESS CHECK	220
Garibaldi	02/27/2025 08:17:19	Warrant	216
Garibaldi	02/27/2025 09:32:37	Narcotics	216
Garibaldi	02/27/2025 12:29:11	Contact	216
Garibaldi	02/27/2025 15:59:55	Traffic Stop	216
Garibaldi	02/28/2025 15:23:47	Follow Up	215

City Hall, PO Box 708, Garibaldi, OR 97118
Office: (503) 322-3327 | Fax: (503) 322-3737
City Email: city@ci.garibaldi.or.us

DEPARTMENTAL REPORT

TO: Mayor and City Council
FROM: Nick Theoharis, Public Works Superintendent
SUBJECT: March Public Works Report
DATE: March 12th, 2025

REPORT

Water Department

All required testing and reporting have been completed and submitted. We continue to actively alert customers to water leaks at their residences to reduce water waste and promote conservation. A significant leak was discovered near our South Gateway sign, which had been leaking for an extended period. This issue was excavated and successfully repaired. Additionally, we are still awaiting the final PFAS report from Civil West. Once reviewed and submitted to the state, this project will be formally closed.

Wastewater

All required testing and reporting have been completed and submitted. From February 21st to 24th, we experienced over four inches of rainfall, which increased our daily flow totals from 290,000 gallons per day to 1.1 million gallons per day. This equates to an average of 175,000 gallons of inflow and infiltration (I&I) per inch of rain. Underground Tech is scheduled to begin work during the week of March 24th to seal manholes and pipe penetrations. The focus of this work will be on 8th through 11th Streets.

Streets

Inclement weather has limited our ability to perform street maintenance and repairs. Mowing and weed-eating continue as weather conditions permit. Given our current resource constraints, we will wait for the ODOT project to generate grindings for pothole repair. I have consulted with the K&E superintendent regarding the most effective use of these grindings. Once weather conditions allow, we will proceed with pothole repairs and general street maintenance.

General

All Public Works crew members have completed the ODOT Traffic Control and Flagging class and are now certified. Additionally, we have conducted safety training on the Vac-Truck and will continue ensuring all staff are proficient in its operation. A recent OR-OSHA inspection yielded reasonably good results, with only a few housekeeping and documentation items requiring correction. The crew is also scheduled for CPR, First Aid, and AED training on March 27th.

ODOT Project

Starting March 31st, K&E will begin grinding and repaving the south side of Highway 101. This project will require one-way traffic control, and some side streets will be closed to ensure proper traffic flow and flagging locations. K&E anticipates that this work will take approximately two weeks to complete.

Reminder

The Public Works staff operates under a structured priority system managed by me. If you have a request for service or a complaint, you must go through City Hall and complete the appropriate form. This process ensures proper record-keeping and allows both administration and myself to track work orders and their completion. **Unless it is an emergency, I will not accept phone calls or emails regarding work requests or complaints.** I am always available to discuss operations, infrastructure, upcoming projects, or land use matters, but all formal service requests must follow the proper procedure.

Thank you for your cooperation and support.

• Questions?

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Nick Theoharis, Public Works Superintendent

City Hall, PO Box 708, Garibaldi, OR 97118
Office: (503) 322-3327 | Fax: (503) 322-3737
City email: city@ci.garibaldi.or.us

PUBLIC SAFETY REPORT
Monday, March 17th, 2025 – 5:30 P.M.

Garibaldi City Council Meeting-03/17/2025
Deputy Terrance Watters
Tillamook County Sheriff's Office

Please continue to watch for suspicious people/activities in your neighborhoods and around local businesses. Call 911 for emergencies, and 503-815-1911 to report non-emergent incidents.

Please feel free to request a home check or business check if you plan on leaving town for an extended amount of time or even if it's just a day or two. These forms are available under the business forms and documents tab on the city website. We do our best to rotate around town for unprompted after-hours business checks, but if you would like a more focused check, feel free to reach out.

If you have security cameras, Tillamook County Sheriff's Office would like to encourage you to register the location and capabilities of your camera with our office. Security cameras are one of the best methods used for apprehending criminals and convicting suspects. Many Tillamook County residents and business owners currently operate security camera systems at their homes and/or businesses. As crimes occur nearby, they may not always be aware that their system captured information that could help solve a crime. In turn, Law Enforcement Officers might not be aware of this vital information.

The Tillamook County Sheriff's Office is looking for your help in forming a community partnership. This partnership will allow residents and businesses with security cameras on their property to register them with the Tillamook County Sheriff's Office. Citizens and business owners will be able to provide information to local Law Enforcement to create a Community - Law Enforcement partnership and help create a safer community.

Participation in the S.C.A.N. (Security Cameras Assisting Neighbors**)** program is free and completely voluntary. All registered information will be kept confidential, unless subject to disclosure by a Court Order, and any information provided will be viewed by Law Enforcement personnel for criminal investigative purposes only. Visit the Tillamook County Sheriff's Office website to register.

For updates on happenings locally, and in the county, check the Sheriff's Office Facebook page.