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## **GARIBALDI CITY COUNCIL REGULAR MEETING**

Via Zoom	<a href="https://us02web.zoom.us/j/83793479103">https://us02web.zoom.us/j/83793479103</a>	Meeting ID:	837 9347 9103
Via Phone	253-215-8782	Password:	047632

### **MONDAY, SEPTEMBER 15, 2025: 5:30 PM**

#### **A. CONVENING OF MEETING/PLEDGE OF ALLEGIANCE**

#### **B. PRESENTATIONS**

#### **C. ITEMS TO BE ADDED TO THE AGENDA**

#### **D. PUBLIC HEARINGS**

#### **E. CONSENT CALENDAR**

1. City Council Meeting Minutes
  - a. August 18, 2025 Regular City Council Meeting
  - b. August 25, 2025 City Council Worksession
2. OLCC Special Event Applications Processed
3. Checks Issued
4. Financial Report

#### **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. Sewer Lateral Responsibility Discussion

#### **H. NEW BUSINESS**

1. Tree Lighting Concession Application Process

#### **I. ITEMS REMOVED FROM CONSENT AGENDA**

#### **J. CITY MANAGER'S REPORT**

#### **K. DEPARTMENT HEAD MATTERS**

**L. COUNCIL REPORTS AND COMMENTS**

**M. 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 not 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.

**N. ADJOURNMENT**



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## **GARIBALDI CITY COUNCIL REGULAR MEETING MINUTES**

**Monday, August 18, 2025 – 5:30 P.M.**

### **A. CONVENING OF MEETING**

Mayor Findling called the meeting to order at 5:33 p.m. Present were Mayor Findling and Councilors Cheryl Gierga, Sandy Tyrer, Linda Bade, and Norman “Bud” Shattuck. Staff present were City Manager Jake Boone, Finance Officer Becca Harth, Public Works Superintendent Nick Theoharis, and Interim Fire Chief Blake Paulsen.

Mayor Findling recessed the Council meeting at 5:33 p.m. for the GURA Quarterly meeting to begin. After the GURA meeting Mayor Findling reconvened the City Council meeting at 5:51 p.m.

### **B. PRESENTATIONS**

#### **1. FIRE DEPARTMENT AWARDS**

Interim Fire Chief Blake Paulsen presented Heartsaver Hero Awards from the American Heart Association to Jay Marugg, Martin McCormick, Tom Porter, and Brad Marugg. Corey Perkins, Meghan Martensen and Kaitlyn Jeffries also received awards but were not present.

### **C. ITEMS TO BE ADDED TO THE AGENDA**

Councilor Bade asked that Council Goals on Finance be added to Old Business, which received council consensus to add it to tonight’s agenda.

### **D. PUBLIC HEARINGS - None**

### **E. CONSENT CALENDAR**

#### **1. CITY COUNCIL MEETING MINUTES**

##### **A. JULY 21, 2025 REGULAR CITY COUNCIL MEETING**

Minor scrivener’s errors were suggested; the correct spelling of Council and adding the word surplus to the July 21<sup>st</sup> minutes.

Cn Shattuck wanted Chief Executive Officer stricken from item C. Executive Session, on the grounds that the City does not have a Chief Executive Officer but was unsuccessful.

Cn Bade asked questions on the financial pages included in the packet.

##### **B. AUGUST 4, 2025 CITY COUNCIL WORKSESSION**

**MOTION made by Councilor Tyrer to approve the consent calendar as amended. Second by Councilor Bade. Motion passed unanimously.**

### **F. PUBLIC COMMENTS ON NON AGENDA ITEMS**

Carolee North reported she needed help with a kitten. Interim Fire Chief Paulsen along with

Brad Marugg, and Alyssa Russell worked very hard to help her. She thanked the Fire Department for being saviors in our community.

## **G. OLD BUSINESS**

### **1. COUNCIL GOALS ON FINANCE** (added to agenda by council consensus)

Cn Bade discussed her thoughts on finance goals. She said there is all kinds of information and templates available through the GFOA website. She said we don't know where or what our financial policies are. She showed Resolution 2011-03 to show there is a financial policy and it is not being followed now. She would like to see a book of all our financial policies as we do have others. She does not believe it will be a lot of work. It would give us the top line internal control of what we are doing.

Finance Officer Harth told them four projects she is working on. She said once she has finished, CM Boone will review it, make any changes they may have, and then it will be presented to Council for review and then adoption. Cn Bade said she wished that they as a council knew she was headed in this direction. That is something that would have saved her a lot of angst, and not sharing that they are going in any particular direction and not having any plan concerns her. Cn Bade she said is not sure she has heard enough so that she is still not concerned and she doesn't expect they are going to do that without council direction. CM Boone said that as he understands it, part of his job is to get the City of a sound financial footing and he thinks it is safe to say she can assume he is trying to do that and if she has questions ... Cn Bade says she does not want to assume anything without verification. CM Boone says he recommends asking if she wants to know what is happening on this front or that front and he is happy to tell her. Cn Bade said she asked about what was going to happen to the numbers when they get the numbers from the audit and what are they going to have to do and he told her and she thinks the council needs to know this not just one person or two people on the council. She thinks those are pieces of information that she is missing being on the council and she does not know what is going on.

Cn Tyrer confirmed with CM Boone that he had indicated he would have open time for the Councilors to come and meet with him one on one every couple of weeks with concerns and perhaps that would be a time to bring their concerns to him and then that could be shared with the council. CM Boone said absolutely. Cn Tyrer said CM Boone is now opening up this invitation for councilors to go individually to see him, and bring citizens should they have an issue and go to Jake. Cn Tyrer said she is just trying to clarify that this might be a great opportunity, they CM Boone has offered, where they could come to him, and where this is an issue with one councilor, perhaps that is when they go out and share with the rest of the council. Cn Bade said that is what she was hoping for. Cn Bade told CM Boone that today she had asked him how they were going to handle the deficits and he told her, and she is sure she said that is something that should be shared with the council and that is what is talking about, that was not shared back. CM Boone said part of this whole process is putting that together and maybe they are not fully communicating on what she is expecting informationally because he can only give the council information that he has and that is in a format that isn't just him brain-dumping random bits of things all over everybody because that will just be more confusing. So he tries to get things in a rough shape before he gives it to council because they are the high level policy body and they shouldn't have to spend all their time in the sausage making process that they go through at the administrative level. He said if he is reporting everything they are trying to do in the offices as they are doing it, then there won't be any time to move anything forward as it will just be endless reporting of

what he thinks they may want to know. He does not know what they want unless they tell him what they want. Cn Bade said she obviously did not make clear what her intentions were. She is worried to death about the rates for utilities and she wants to know certain about that because it's scary to think about \$57.00 a month is somebody's sewer bill and she wants to know what the plan is going forward and she wants to have a plan, because she knows no plan is not going to be very successful. CM Boone said, as he thinks he stated, the plan is as soon as we know how much we are in the hole, and that is going to require the audits being back, we don't have any way of knowing those numbers yet. As soon as they are back, then we will adjust accordingly, but he cannot tell them how big that adjustment or what direction. Cn Bade said no, but you could tell the council that what that means is that we are going to add expenses to the wastewater, add expenses to the water, add expenses to the streets, and that's going to raise the rates. She said we don't know when we are going to have to raise the rates but it's going to be the time we have to do the loan papers. More things were said about the deficit and CM Boone said he needs to be able to respond to one thing at a time. Cn Bade said that is what it feels like to her, like a wave CM Boone said what she is saying now is somewhat dissimilar to what he perceived at their meeting. CM Boone in regards to her concern that things are going to go up even more, if it turns out we owe way more once the audits are back, if there are holes, then we have to fill them somehow and that's probably going to be rate increases, because that is how we get money to put into that fund short of buying lottery tickets, that is what we do. CM Boone asked if the council in general did not get that from their previous conversations.

Cn Tyrer said she can only speak to how she understands it, but what she heard was this is what we need to do right now but hopefully when the audits get back, the audits would enable them to move forward and hopefully they would not need to do any more increases but if they did, they would discuss it then. Mayor Findling said she has a slightly different understanding in that audits being caught up would then allow them to apply for grants to cover a lot of the work. So the goal in her understanding is to not raise rates, if at all possible, and once audits are caught up they can apply for grants. Mayor Findling said the easiest way to make money is to allow more short-term rentals, because that money is not restricted.

Paul Daniels spoke on the budget process, and that it only deals with the current portion of depreciable assets.

Cn Bade said we have standing deficits of \$951,000 right now that they are aware of in wastewater alone and they know that there is \$265,000 in streets alone. Now they are going to have to pay that money back. This is what she is concerned with. Cn Tyrer said she does not know why Cn Bade is attacking her and Cn Bade said she is not. Cn Bade said this is what they are going to have to pay back and it is going to increase the rates. Finance Officer Harth said when the audits are done, this will give them the opportunity to apply for grants, which some of those grants could help pay back the deficits. FO Harth said our hope is we do not have to raise rates again, our hope is we can get grants if we have a deficit they can cover. CM Boone said that it is a hope. Cn Shattuck said we need to concentrate on our audits and get finances done.

Cn Bade said she feels a little better because she knows more but she had to go through a lot of angst to get it and she doesn't know how to fix that part of it, that seems like it's on her side. Mayor Findling thanked Cn Bade for bringing it up and Cn Bade said if they never talk about it, it is just going to go away and flounder. There is always going to be something to take away the

attention of getting the job done. This is what she is worried about. She has seen it happen too many times, they have lost a lot of money over time and it really concerns her. Mayor Findling asked if anything needed to change with their goals on finance or if they are happy with the way things are proceeding. Cn Bade said she does not know, the Council can do whatever they want.

Mayor Findling said in the City Manager's report she saw that there is a new City Recorder starting soon, and it does take a bit of time to get up to speed, and asked if it would be reasonable that in a couple of months to get a status update on the policies. Mayor Findling and Cn Bade agreed they would like an update put on the November agenda.

## **H. NEW BUSINESS**

### **1. WASTEWATER MASTER PLAN ADOPTION**

Cn Boone said this was presented at the July meeting, but the committee does need to adopt the plan to make it official.

**MOTION made by Cn Tyrer to adopt the Wastewater Facility Master Plan. Seconded by Cn Bade.**

Discussion followed. Cn Shattuck said if they adopt this, they are talking \$8,000,000 and asked how they are going to pay for it. Mayor Findling said in the Master Plan are ways they can go about paying for it and the different grant sources are listed. Cn Shattuck commented then it's just in the planning stages. Mayor Findling said that is correct. Public Works Superintendent Theoharis said Master Plans are typically good for 5 – 10 years. Typically, you assess what you have gotten done after five years. The Master Plan does allow for some SDC usage.

Cn Shattuck said they need to do something about raising SDCs, they have been sitting back, just spinning their wheels, and \$9,200 is a pretty good deal, right Paul. Cn Shattuck was told he was out of order. Cn Shattuck said with the last City Manager they were told a 15% raise should happen every quarter and they have not done anything about it, just sat back and let it ride and this is money that is coming in to the city and they need to be talking about SDC rates. Mayor Findling pointed out this is off top of the Wastewater Master Plan adoption and to bring it up under Councilor reports.

Cn Bade asked if they had a hard copy of the plan that she could sit down with. CM Boone said he has one in his office and he is happy to loan it to her. Cn Bade said she would love to look at it on paper, she doesn't want to print 1,600 pages, she wants to go back and forth in it, since it is a finance plan as well, it is of interest to her. Cn Bade said she'd like to do that but she just doesn't want to print it, she is finding it difficult to parse through it on the screen. Mayor Findling told Cn Bade that once she has looked at it, she can teach her how to use Chat GPT. She has loaded it into the Garibaldi Municipal Assistant. Cn Bade said that would be helpful. Cn Bade asked if that program would allow her to query the things she wants. Cn Bade said it is her understanding they need to adopt this plan so they can move forward and look at financing.

**Mayor Findling called for a vote. MOTION passed unanimously.**

### **2. CHARTER REVIEW COMMITTEE OUTREACH**

CM Boone said at the July Council meeting, Council directed staff to begin the process of recruiting for a Charter Review Committee to propose amendments to or replacement of the Garibaldi Charter. He has written up a notice that he is proposing to hang up everywhere and stick on the Facebook page to try to get folks interested in serving and he wants to run it by Council before he does, in case there are wording changes they would like to make. Cn Bade asked how much Council time will be taken up with the Charter and how much each individual councilor will have to put into this. CM Boone said technically, any given Councilor really only needs to be at Council meetings, they don't have to be at the Charter renew process if that's not their thing. At Council meetings there will be updates and opportunities eventually to vote on a finished product to then sent to the voters. There is no requirement that Councilors have to be at all of these meetings, which is part of the reason why they are putting together this committee. Cn Bade asked what the committee will consist of, councilor to citizen ratio, for example. CM Boone said that depends on how many citizens are interested and how many Councilors are interested. The first step is to go out and see who wants to be on it, then he will bring it back to them to see how they want to form the committee. Mayor Findling asked if that would be his recommendation and he said it is his recommendation. Mayor Findling asked what the level of staff time involved in the Charter Review Committee would be. CM Boone said it will be significant. Mayor Findling asked what sort of timeline this would take place over, month, quarters, years, etc. CM Boone said it has to end with a public election so that in itself will add on months and months to the end point. He will be very surprised if it is less than six months. Cn Bade said she and Cn Shattuck attended a LOC meeting that addressed changing the charter and two cities reported, they were much larger cities than Garibaldi, and they were talking about 18 months and it heavy public involvement and you have to get the voters on board, you have to have the election, but eighteen months was the key they were talking about. She would agree that it will not be less than 6 months and to do all of those pieces, and go through all of the charter and all of the code, she would think eighteen months would not be unreasonable. That is the reason why she is concerned about the finances. Mayor Findling asked, in that time frame, from a staff timing standpoint with all of said competing priorities, is this a manageable thing to take on given the other goals, situations, and status of the City. CM Boone said everything has opportunity costs, every minute of staff time spent on one thing, isn't spent on another thing, however, in the long run doing this, starting with the Charter and going on to the Code, will save staff time in the long run because they are doing so much of chasing their tails with the non-workable code that they have right now. It is a heavy lift, but it is a heavy lift that he is happy to undertake.

Cn Shattuck said on his knowledge of this, just like Cn Bade was saying, they went through this, they are looking at a lot of legal time and the State and County are going to be heavily involved and it's going to take a long process and it's going to take a lot of staff time, so that's where it's going to be at.

Mayor Findling said a recorder will have a pretty pivotal part to play in this, CM Boone said yes. Mayor Findling asked if Council had a chance to review said notice in the packet and if there is any feedback. Mayor Findling said her only feedback is that it is [city@garibaldi.gov](mailto:city@garibaldi.gov) not [city@ci.garibaldi.or.us](mailto:city@ci.garibaldi.or.us). Cn Shattuck said the only thing he would say about it is it needs to be slowed down on charter review and code review and they need to go on their finances, that is where they really need to put their strength and all of their push, is on finances. FO Harth said every day she works on the finances, that is what she is paid to do, she will not be part of the charter review. She will continue to work on the policies and internal controls. Cn Shattuck said



well you say your time is being taken up and FO Hart said because she is taking over Sue's position right now. That is why she isn't able to do what she was doing 2 ½ months ago. Mayor Findling said, as discussed before, it's going to take a minute to onboard a new recorder and it could take a couple of months to recruit a committee for this. In her opinion they could start this and gauge the interest because they should also be involving their citizens as much as possible in this kind of thing, like they are dealing with these code conflicts and such and as a council they keep having to address them. In reality it would be really nice if citizens got some input on that too. It's going to be a long process, and she does not see the harm in starting it now, because it's going to take a long time to get it rolling. Cn Shattuck said he is not saying to stop it, just take it easy with it and a little bit of time, Mayor Findling said yeah, it's like we keep putting lipstick on a pig and we shouldn't be doing nothing. Cn Shattuck said let's see how we do on committee, review committee, we might only get five people, we might only get two, who knows. Mayor Findling said if she remembers correctly there was an attempt at the citizen advisory committee that the Planning Commission tried to do and it kind of fell flat.

Mayor Findling said they do need a motion for the attached notice and to make any changes and by motion approve it and she did have the one correction on the email address. Cn Findling asked if there was a motion or feedback on it before a motion.

**MOTION by Cn Tyrer to approve the amended application to serve on the Charter Review Committee as amended. Second by Cn Gierga. Motion passed unanimously.**

### **3. SMALL CITIES ALLOTMENT GRANT APPROVAL**

CM Boone said as he mentioned earlier, they have been picked to get one of the Small Cities Allotment Grants for the work down on 7<sup>th</sup> Street, which PWS Nick Theoharis can tell them all about if they have questions, but the Council does need to approve the grant, that way the granting agency, in this case ODOT knows we are happy to accept their money. Cn Bade asked if their approval completed the process in terms of the appropriation of this money, and if that works all the way through if they already have it appropriated. FO Harth said it is already in the budget. Mayor Findling asked if there were any risks to these funds.

Tim Hall spoke saying in 2022 Kelly West submitted a Small City Allotment Grant for \$286,000 for the 7<sup>th</sup> Street project, the same in 2023 Nick Theoharis the very same application, in 2024 the same application changing the amount to \$289,000, and for 2025 it was the same application for \$189,000 and he would think that over a four-year period it has grown more than \$3,000 so the City can anticipate, and he thinks Cn Shattuck would agree, that the total cost of this project will be well over \$300, \$320 or \$330,000 so that is something the City should keep in mind and in consideration of the contract, if we can't afford to pay the amount, then how are we going to do this project. They had the same problem in 2017. Mayor Findling asked Mr. Hall to narrow down his question. Mr. Hall said he question is, how is the city going to afford the cost that is going to be far more than \$289,000 to do this project because he doesn't believe any engineers have been consulted on doing this, because it is the same project from 2022.

Mayor Findling asked if they minded if someone speaks to something. Cn Boone said he does not have the documentation in front of him at this meeting. Mayor Findling asked if he meant the actual application and he said yes. Mayor Findling said her understanding was that the application was different every year, that is what she understood from Interim City Manager



Welch. CM Boone said as he is very hesitant to say anything because he does not have any of his notes, but as he understands it, over the years they have narrowed the scope slightly to account for that. PWS Theoharis said the original grant was set from Americana down to South 7<sup>th</sup>, the year previous it was kept the same, the year after that was submitted by Interim City Manager Welch and was cut down but ADA ramps were put in, and this year he cut it down significantly and kept within the \$250,000 budget. The reason the years previous were not allowed is because it was too high. They changed a lot and cut back the distance and the depth of the overlay and removed to ADA ramps and actually increased the overall cost of tonnage and the asphalt based off what asphalt was about three months ago and that is why it was approved. He said he overestimated on everything and then chopped it down to half.

Tim Hall said the application showed the same streets, 7<sup>th</sup> to Americana (yes, Jake he said Americana I know it should be American but he doesn't know the street name!) and Commercial to Moorage. PWS Theoharis said that is not correct. Tim Hall said he has the document and PWS Theoharis said he does not have the correct application and he is not going to argue with him. Mayor Findling recommended to Mr. Hall that he set up an appointment with the City Manager and the Public Works Superintendent.

Mayor Findling said they needed to move on. Cn Bade said then they are not expecting an over-run on this grant as far as he knows and that they are going to be able to do the work that he laid out in the grant dollars, so they do not have to worry about any other money. PWS Theoharis said yes and Cn Bade thanked him. PWS Theoharis said they will hopefully be doing some of the demo work themselves to help save money. Mayor Findling asked if there was a motion and Cn Bade is she meant to make a motion to approve the grant. Mayor Findling said yes.

**MOTION made by Cn Bade to approve the grant for the SCA Grant. Seconded by Cn Tyrer. Motion passed unanimously.**

Mayor Findling said well done, truly, that has been a long time in the making.

#### **I. ITEMS REMOVED FROM CONSENT AGENDA – None**

#### **J. CITY MANAGER'S REPORT**

CM Boone said the City Manager's report is in their packet, it has been busy, busy, busy, but they are still keeping their heads above water. They are very excited to have their City Recorder/Clerk coming in but they are also sad to lose Melora, she will be here overlapping with the new Recorder/Clerk to do a week of training and then she is off to a well deserved retirement. Anyone who knows Melora and wants to stop in and thank her for all the work she has done for the City, which has been immense and tireless and uncomplaining, then this coming week is kind of your last chance.

Mayor Findling asked Interim Fire Chief Paulsen about the fire last night confirming it was between Rockaway and Garibaldi. IFC Paulsen said it was at the south end of Rockaway, technically speaking it was in Garibaldi's district but closer to their city. Mayor Findling asked Garibaldi Rural and IFC Paulsen said yes and due to the distance of 300 feet district line, they paged both departments. Garibaldi, Rockaway, and ODF all sent resources. Mayor Findling said she had been confused and had forgotten that Garibaldi Rural does up there so that makes way more sense now.

#### **K. DEPARTMENT HEAD MATTERS**

Mayor Findling said this is technically in there because of the code.

#### **L. COUNCIL REPORTS AND COMMENTS**

Shattuck – Cn Shattuck said nothing at this time.

Bade – None

Tyrer – Cn Tyrer said she hopes everyone will welcome Amy. She actually personally knows her, she was an employee of the district. She will be sorely missed, their loss is our gain. She said she wins both ways and she thinks they will be very pleased with her. Mayor Findling asked if Cn Tyrer had to approve her not being there and Cn Tyrer said did not that was something that was handled by the principal but she knew.

Gierga – None

Findling – None

#### **M. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Shirley Peters – She is just getting an update, she wants to know what happened to that sign that was supposed to be put up. She brought it up over the last five years please, please, please, please and she talked to the principal, when she was helping at the OTC. Oregon Tuna Classic, and her large complaint and concern is the crosswalk up there, it's not visible and she said too many of those kids do not pay attention because the first day of school is coming up and they do not stay between the lines and you can holler at them and do whatever but sometime little kids are just excited to see their friends and we need to get some lines up there she said. She said there are three areas. PWS Theoharis said he has to get the price quote on the thermal striping. Ms. Peters asked if he could at least update her so she is not worried about it because she said what am I going to do, you know, school starts in what, three weeks? Ms Peters asked PWS Theoharis what his time line was. He said as soon as he gets a price back, he is just waiting to hear back.

Ms. Peters said she would like to get the sewer line repair to her house on the agenda also. She would like to have that addressed and paid for.

Paul Daniels – He asked the Mayor if he could make a comment first. He said, Linda, you understand the books, like somebody that he has never seen, you really do, you've got a really good understanding. The budget process is only for the current position on that, we do not have good information on audits, based on several years. He told Linda what he was suggesting is that he respects her, everything she knows, and he respects the staff and everything they know, but her questions put a target on their backs because they can't answer it from an audited financial statement. Cn Bade said she did not mean to put a target on anyone's back. Mr. Daniels said he is just trying to be fair to them, and he wants to be fair to her too, and he appreciates

what she knows. He said he appreciates what you guys (staff) does, you do a great job. That is the way he sees it. He said they need to get a workshop and work it out between them. Mayor Findling said it is Monday.

Mr. Daniels said he is here representing the Oregon Coast Scenic Railroad. He said there have been some comments around that they are having financial problems. He said he can tell them for a fact, he is the President of the Oregon Coast Scenic Railroad and has been for about 2, 2 ½ months now. He can tell them for a fact, they are extremely solvent. The problem came, when the previous

staff overspent on the water tower facility over there. They went over budget on that, so that gave them a shortfall for about two or three months. There were people that came in and picked up the shortfall, they have been paid back, and that has been cleaned up. They have written agreements now to take care of all of the contractors, everybody has been involved in that and everything is on schedule and if they would like, he will put them in contact with their banker and she will confirm that. He wanted to dispel that myth, and that they are extremely solvent right now.

They are going to come up with budget negotiations ahead of schedule because the City of Rockaway Beach wants to get a plan ok'd to eliminate the railroad north of Rockaway Beach. They started out twenty-three years ago, 2,400 people rode the train. This year it will in excess of 60,000, their impact right now is scheduled to be somewhere in Tillamook County around \$7,000,000 that is the impact they are going to have. What he would like to get, and he believes they are a really good citizen, they funded the 3<sup>rd</sup> Street Crossing out of their pocket and the 7<sup>th</sup> Street Crossing out of their pocket. That came out of their pocket and then they worked with ODOT on paving both sides of it. They built all of the grade and everything. They are going to go into those negotiations, what he would like to get from them is a letter saying they have been a good citizen for the City of Garibaldi and that they would like to continue doing business with them and that they bring prosperity to the community. There were comments that it would cut off Wheeler and that was unfair to Wheeler.

CM Boone said, if the council would like, he could bring the letter to the next Council meeting. Mr. Daniels said he needed it ASAP, they have upped the date for the first negotiation to Wednesday. They just found that out a week ago. CM Boone said if they wanted to, they make a motion to empower him and send it off, maybe have the Mayor look it over and sign it. It was suggested they all sign it to show community support. CM Boone said if they authorize the letter now, they could all come in and sign it and it would not be a Serial Meeting if they have already authorized it.

**MOTION made by Cn Gierga to authorize Jake to put together a letter of support for the Oregon Coast Scenic Railroad and tomorrow each one of them independently will go in and sign it. Second by Cn Bade. Motion passed unanimously.**

Roger Cooper – Mr. Cooper said he is here to talk about the feeling of being a kamikaze, that folks living on 13<sup>th</sup> and 14<sup>th</sup> deal with every day. Last night he was sitting where he sits and relaxes every evening, and he sees the cars coming down, and he says a black Toyota, he had to be going 55 mph, the reason he brings it up is that they enter and exit many times a day, and once you commit, you're committed and those people coming around that corner and they become the pace car and honking horns and that kind of thing. But the biggest challenge he has, as all six of them that live there at 13<sup>th</sup> and Acacia is the condition of the apron, the last fifteen feet, getting onto 101 is a life and death matter. If you look south you look north south go and you accelerate and you spin the wheels because you see somebody suddenly ramp around that corner and it's a real challenge and 14<sup>th</sup> is worse. He has sold a house on 14<sup>th</sup> and he told she was not going to like this, and the only reason she bought it is because she flew black hawks in Afghanistan and she said this is no big deal but it is a challenge because it's a blind spot, they have to ride the shoulder to the south, which they become accustomed to but still they face the same challenge, they pop out and here they come around the corner. His concern is about Acacia and 13<sup>th</sup>. He has lived there for about eight years, it's all gravel, and 13<sup>th</sup> is the worst part, it's rained a lot in the last eight years, the gravel is almost down to dirt on the tracks, they need more gravel or something on that road and he would like to

see what they could do with that apron, they have a big hunk of pavement, that when you come around, and people are riding your tail when you're slowing down to enough to make that and you hit that and you pop over and then three or four potholes are to the right of that. So the conditions are not tenable, he believes, and again it's just the fact that it's nerve-wracking to come to town. When he first moved here, he had the grocery store and that's all he did was do that and the summer time his mind would be so conditioned on the store, he would drive up to Pirates Cove and turn around and come back the other way just to avoid that, but it's a problem and it's a challenge. He doesn't know what they could ever do someday. He knows the State Police did a good job Saturday here is town and it took him that end of town and then they moved down here. Right when he left the office at 3:15, OSP has a brand new Suburban, he was writing tickets left and right down there and when he came down for this, he was sitting out at the lot across from the food cart pod. That's a good thing, but he thinks people are just, they're not conditioned to slow down, they just aren't, you know, and it's a challenge again and he's complaining about the condition of the apron, we have to accelerate quick to make it out there and then the gravel on 13<sup>th</sup>.

There was a comment (Shirley?) that Mike from the construction company was trying to find a place to put gravel and stuff like that and maybe we could get him to take a load of gravel up there and fill it in, because he's dispersing materials throughout.

Cn Bade said it is the same thing on the south side, try exiting from Halverson Lane. Cn Shattuck said there should be some T signs on either end of town. A comment was made there should be a mirror on the pole down on the street to allow people coming out of that street to see what is coming. Cn Shattuck asked if this meant a telephone pole and said it would come off immediately he tried to talk to them and they said you put a mirror on there or sign, it will come off immediately.

Cathy Patterson – This is her question, and she apologizes as this might just be a conversation for PWS Theoharis, she has work lined up for replacing her sewer line and there is an offset at the main and asked PWS Theoharis if he is going to evaluate that when the system is open and he said yes. Then she asked him if the Right of Way Permit is something she will need if she is not the one excavating. PWS said the person doing the excavation needs the Right of Way Permit, he said if it is for her house, she can fill out the permit as long as the excavation company if put on there. She said her understanding is that she is only excavating to her property line, so they know there is an offset at the main, and she is not sure but she has the film, and she is not sure what is between the property line and the main anymore. She said she just has a friend that is going to excavate the yard, does she need to find someone to excavate further cause she was under the understanding that was the city's. She said well, you don't want me going out into Cypress and PWS Theoharis said no.

Cn Shattuck said his question to Nick is, if this is going to be done of lateral property, they had three of them done of 2<sup>nd</sup> Street, why wasn't there a clean out put in. If they had a permit, it would have required a cleanout and it would have saved them \$14,000, and he's not telling him to do it, he's just saying if it was permitted and a clean out was put it... Ms. Patterson said they are going to put in a cleanout at the property line, that's the plan, she is just curious about from there to the main and what her responsibility is. Cn Bade? Said, it's all on the City. Ms. Patterson repeated it all on the City. She said it is next Monday they are going to start that project, she told him that this morning, so she will drop off this off at the City office tomorrow and is that good. She knows Mr.

Shattuck was talking about the condition of Birch because of the weight of the trucks and she thinks it's probably similar on Cypress because they had the dump trucks go up and rock going down there and she doesn't know if you are able to measure it, if they are going to approach ODOT about damage, then she would be happy to give them her film so if there is a difference, say the offset in more than ½ " now and it's only been a year and some months, she is happy to do that. Cn Shattuck said that was shoddy work on Birch, it was incompetency.

Mayor Findling said that maybe she could connect with one of the guys after and Ms. Patterson said she could do that.

Tim Hall – Mr. Hall said he is also here to talk about the sewer. He said current Garibaldi Municipal Code 13.05.040 Rule 12 require the City to make and pay for sewer repairs from the City property line to the curb to the sewer main in the middle of the street. He said CM Boone has publicly claimed that

the City insurance carrier CIS instructs Garibaldi to change its code and transfer full liability and full financial liability to the sewer repairs, this includes curbs and street problems onto the individual city property owners. CIS staff confirmed to him personally that they made no instruction or requirement to the City of Garibaldi. They did make recommendations that they require regular sewer inspections and maintenance and routine cleaning every two to three years. They did not advise residents be held accountable for repairs at or on the sewer mainline. Given that the City has freely admitted to infrequent maintenance over the years, that this was a problem, Jake Boone is seeking to shift the potential high cost of \$2,500 to \$13,000 on to the Garibaldi property owners. Further, the Public Works Managers recently misled four of his neighbors at least, that they were responsible to pay for sewer repairs in the street, in the public right of way after he confirmed exactly the problem was at the sewer main connection. Three of the repairs were on the same street that Cn Shattuck mentioned and none were due to a lateral pipe failure. Under the current Municipal Code, the City needs to reimburse each of these residents or the 2,500 plus that they spent to hire a private contractor, who did the work without a permit, and without putting in the cleanouts as Cn Shattuck mentioned. Residents pay local taxes and utility fees on to have the sewer adequately maintained and repair. This serious sewer negligence is the City's responsibility and they're to pay the fix so he is asking the City Council to not be deceived with excuses to change the code. Mr. Hall said as many of them know, in 2017 he had a problem with his sewer on Cypress, which the City tried to make him pay \$13,000 and after he threatened a lawsuit, the City admitted it was there fault, their mistake and they paid to do it, but also other residents on the street have had the same problem and may have paid. So he does not want to see the same thing happen with the resident of Garibaldi getting stuck with paying for sewer failure of the City of Garibaldi.

#### **N. ADJOURNMENT**

Mayor Findling adjourned the meeting at 7:11 PM.

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Katie Findling, Mayor

ATTEST:

---

Jake Boone, City Manager



City Hall  
PO Box 708, 107 6<sup>th</sup> Street  
Garibaldi, OR 97118  
Office (503) 322-3327  
City Email: [city@garibaldi.gov](mailto:city@garibaldi.gov)

## **GARIBALDI CITY COUNCIL WORK SESSION**

**Monday, August 25, 2025 – 5:15 P.M.**

### **COUNCIL RULES WORKSESSION**

Mayor Findling called the meeting to order at 5:33 p.m. Present were Mayor Findling, Councilors Sandy Tyrer, Linda Bade, and Norman “Bud” Shattuck.

Jayne Pierce, General Council of League of Oregon Cities, gave a presentation of local rules and procedures. The councilors were able to ask questions and make comments.

Mayor Findling adjourned the meeting at 7:30 p.m.

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**Katie Findling, Mayor**

**ATTEST:**

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**Jake Boone, City Manager**



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

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## AGENDA ITEM

TO: Mayor and City Council  
FROM: Jake Boone, City Manager  
SUBJECT: **Special Event License Application Approvals**  
DATE: 10 September 2025

## BACKGROUND

No OLCC Special Event Applications were processed by City staff since the last Council meeting.

## RECOMMENDATION

None; information only.

## COST

None.



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Jake Boone, City Manager



9/4/2025  
3:12 PM

**General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,**  
**Payments Journal**  
**8/1/2025 to 8/31/2025**

Account Number	Account	Amount
<b>1050 1st Security Checking</b>		
<b>8/5/2025 Check / Ref #: Payee: Cardmember Service</b>		
6250	Bank Charges & Fees	42.45
6320	Dues, Licenses & Subscriptions	91.96
6500	Office Supplies	8.90
6610	Supplies & Services	29.26
	<b>Check Amount</b>	<b>\$172.57</b>
<b>8/5/2025 Check / Ref #: 20508 Payee: USPS Postmaster</b>		
6320	Dues, Licenses & Subscriptions	1,500.00
	<b>Check Amount</b>	<b>\$1,500.00</b>
<b>8/7/2025 Check / Ref #: 20509 Payee: AAngels Traffic Control</b>		
6690	Event Expenses	3,400.00
	<b>Check Amount</b>	<b>\$3,400.00</b>
<b>8/7/2025 Check / Ref #: 20510 Payee: CSA Software Solutions</b>		
6320	Dues, Licenses & Subscriptions	783.50
6420	Licenses, Dues & Subscriptions	783.50
	<b>Check Amount</b>	<b>\$1,567.00</b>
<b>8/7/2025 Check / Ref #: 20511 Payee: Oregon Coast Wireless</b>		
6400	IT Services	65.00
	<b>Check Amount</b>	<b>\$65.00</b>
<b>8/7/2025 Check / Ref #: 20512 Payee: One Call Concepts</b>		
6300	Contracted Services	107.80
	<b>Check Amount</b>	<b>\$107.80</b>
<b>8/7/2025 Check / Ref #: 20513 Payee: Boyd's Implement Service, LLC</b>		
6330	Equipment Repair	439.93
	<b>Check Amount</b>	<b>\$439.93</b>
<b>8/7/2025 Check / Ref #: 20514 Payee: L.N. Curtis and Sons</b>		
6300	Contracted Services	2,788.50
	<b>Check Amount</b>	<b>\$2,788.50</b>
<b>8/7/2025 Check / Ref #: 20515 Payee: Local Government Law Group</b>		
6410	Legal Services	1,298.50
	<b>Check Amount</b>	<b>\$1,298.50</b>
<b>8/7/2025 Check / Ref #: 20516 Payee: Correct Equipment</b>		
6865	System Repair/Replace	2,104.56
	<b>Check Amount</b>	<b>\$2,104.56</b>
<b>8/7/2025 Check / Ref #: 20517 Payee: O'Reilly Auto Parts</b>		
6330	Equipment Repair	371.82
	<b>Check Amount</b>	<b>\$371.82</b>
<b>8/7/2025 Check / Ref #: 20518 Payee: Mikael Hesse</b>		
6455	Janitorial Services	1,400.00
	<b>Check Amount</b>	<b>\$1,400.00</b>
<b>8/7/2025 Check / Ref #: 20519 Payee: Country Media</b>		
6520	Printing, Advertising & Notice	196.36
	<b>Check Amount</b>	<b>\$196.36</b>
<b>8/7/2025 Check / Ref #: 20520 Payee: Centerlogic, Inc.</b>		
6400	IT Services	1,498.85
	<b>Check Amount</b>	<b>\$1,498.85</b>
<b>8/7/2025 Check / Ref #: 20521 Payee: GCHI</b>		

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**General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,**  
**Payments Journal**  
**8/1/2025 to 8/31/2025**

6280	Community Expenses	1,500.00
	<b>Check Amount</b>	<b>\$1,500.00</b>
<b>8/7/2025 Check / Ref #: 20522 Payee: Tillamook PUD</b>		
6680	Utilities	4,780.94
	<b>Check Amount</b>	<b>\$4,780.94</b>
<b>8/7/2025 Check / Ref #: 20523 Payee: Tillamook Co. Creamery Assn.</b>		
6300	Contracted Services	151.84
	<b>Check Amount</b>	<b>\$151.84</b>
<b>8/7/2025 Check / Ref #: 20524 Payee: Wave</b>		
6400	IT Services	100.00
	<b>Check Amount</b>	<b>\$100.00</b>
<b>8/7/2025 Check / Ref #: 20525 Payee: HASCO Stations, LLC</b>		
6380	Fuel & Oil	663.10
	<b>Check Amount</b>	<b>\$663.10</b>
<b>8/11/2025 Check / Ref #: Payee: Pace Payment Systems</b>		
6250	Bank Charges & Fees	739.36
	<b>Check Amount</b>	<b>\$739.36</b>
<b>8/13/2025 Check / Ref #: Payee: Saif</b>		
6200	Workers Comp	3,547.20
	<b>Check Amount</b>	<b>\$3,547.20</b>
<b>8/14/2025 Check / Ref #: 20526 Payee: Tillamook Farmers Co-Op</b>		
6650	Travel & Training	2,750.00
	<b>Check Amount</b>	<b>\$2,750.00</b>
<b>8/14/2025 Check / Ref #: 20527 Payee: Orkin</b>		
6260	Building & Grounds Maint.	165.00
	<b>Check Amount</b>	<b>\$165.00</b>
<b>8/14/2025 Check / Ref #: 20528 Payee: Mascot Equipment</b>		
6330	Equipment Repair	2,294.73
	<b>Check Amount</b>	<b>\$2,294.73</b>
<b>8/14/2025 Check / Ref #: 20529 Payee: Alexin Analytical</b>		
6640	Testing & Sampling	70.00
	<b>Check Amount</b>	<b>\$70.00</b>
<b>8/14/2025 Check / Ref #: 20530 Payee: Bayview Asphalt Inc</b>		
6620	System Maintenance & Repair	1,149.75
	<b>Check Amount</b>	<b>\$1,149.75</b>
<b>8/14/2025 Check / Ref #: 20531 Payee: Tillamook County Emergency Communications District</b>		
6320	Dues, Licenses & Subscriptions	1,148.74
	<b>Check Amount</b>	<b>\$1,148.74</b>
<b>8/14/2025 Check / Ref #: 20532 Payee: Thomas Porter</b>		
6650	Travel & Training	110.00
	<b>Check Amount</b>	<b>\$110.00</b>
<b>8/14/2025 Check / Ref #: 20533 Payee: NAPA-Davison Auto Parts</b>		
6330	Equipment Repair	24.13
	<b>Check Amount</b>	<b>\$24.13</b>
<b>8/14/2025 Check / Ref #: 20534 Payee: Centerlogic, Inc.</b>		
6400	IT Services	125.00
	<b>Check Amount</b>	<b>\$125.00</b>
<b>8/14/2025 Check / Ref #: 20535 Payee: Pacific Office Automation</b>		
6470	Minor Equipment	985.04
	<b>Check Amount</b>	<b>\$985.04</b>

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**General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,**  
**Payments Journal**  
**8/1/2025 to 8/31/2025**

**8/14/2025 Check / Ref #: 20536 Payee: Tillamook Farmers Co-Op**

6300	Contracted Services	349.18
	<b>Check Amount</b>	<b>\$349.18</b>

**8/14/2025 Check / Ref #: 20538 Payee: PSI**

6470	Minor Equipment	477.00
	<b>Check Amount</b>	<b>\$477.00</b>

**8/14/2025 Check / Ref #: VOID 20537 Payee: Boyd's Implement Service, LLC**

6330	Equipment Repair	439.93
	<b>Check Amount</b>	<b>\$439.93</b>

**8/15/2025 Check / Ref #: Payee: 1st Security Bank**

6250	Bank Charges & Fees	177.04
	<b>Check Amount</b>	<b>\$177.04</b>

**8/19/2025 Check / Ref #: Payee: 1st Security Bank**

6320	Dues, Licenses & Subscriptions	83.40
6330	Equipment Repair	91.56
6690	Event Expenses	105.67
6380	Fuel & Oil	486.68
6500	Office Supplies	53.97
6610	Supplies & Services	8.29
	<b>Check Amount</b>	<b>\$829.57</b>

**8/19/2025 Check / Ref #: Payee: 1st Security Bank**

6300	Contracted Services	81.51
6320	Dues, Licenses & Subscriptions	120.00
6630	Telephone/VOIP	229.44
	<b>Check Amount</b>	<b>\$430.95</b>

**8/19/2025 Check / Ref #: Payee: 1st Security Bank**

6300	Contracted Services	66.00
6320	Dues, Licenses & Subscriptions	228.97
6500	Office Supplies	1,267.60
	<b>Check Amount</b>	<b>\$1,562.57</b>

**8/19/2025 Check / Ref #: Payee: 1st Security Bank**

6300	Contracted Services	89.69
	<b>Check Amount</b>	<b>\$89.69</b>

**8/19/2025 Check / Ref #: VOID 20537 Payee: Boyd's Implement Service, LLC**

6330	Equipment Repair	(439.93)
	<b>Check Amount</b>	<b>(\$439.93)</b>

**8/26/2025 Check / Ref #: Payee: 1st Security Bank**

6250	Bank Charges & Fees	37.17
	<b>Check Amount</b>	<b>\$37.17</b>

**8/26/2025 Check / Ref #: Payee: CIS Trust**

	CIS Payable	17,051.45
	<b>Check Amount</b>	<b>\$17,051.45</b>

**8/26/2025 Check / Ref #: Payee: OR PERS**

	PERS Payable	20,523.78
	<b>Check Amount</b>	<b>\$20,523.78</b>

**8/26/2025 Check / Ref #: Payee: Meritain Health, Inc.**

6010	Personnel Costs	2,265.00
	<b>Check Amount</b>	<b>\$2,265.00</b>

**8/26/2025 Check / Ref #: Payee: OR State Workers Comp**

	Workers Benefit Fund Pavable	37.90
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**General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,**  
**Payments Journal**  
**8/1/2025 to 8/31/2025**

	Check Amount	<u>\$37.90</u>
<b>8/26/2025</b>	<b>Check / Ref #: Payee: OR State Withholding Tax Division</b>	
	OR State Taxes	5,296.37
	Check Amount	<u>\$5,296.37</u>
<b>8/26/2025</b>	<b>Check / Ref #: Payee: OR Unemployment Department</b>	
	OR SUTA Taxes	806.15
	Check Amount	<u>\$806.15</u>
<b>8/26/2025</b>	<b>Check / Ref #: Payee: OR State Transit Tax</b>	
	OR State Transit Tax	70.91
	Check Amount	<u>\$70.91</u>
<b>8/26/2025</b>	<b>Check / Ref #: Payee: EFTPS</b>	
	EFTPS Payable	18,914.34
	Check Amount	<u>\$18,914.34</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20541 Payee: NAPA-Davison Auto Parts</b>	
6330	Equipment Repair	35.19
6470	Minor Equipment	63.32
	Check Amount	<u>\$98.51</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20542 Payee: USA BlueBook</b>	
6620	System Maintenance & Repair	189.20
6640	Testing & Sampling	486.06
	Check Amount	<u>\$675.26</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20543 Payee: Centerlogic, Inc.</b>	
6400	IT Services	1,196.25
	Check Amount	<u>\$1,196.25</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20544 Payee: Valvoline Instant Oil Change</b>	
6380	Fuel & Oil	194.50
	Check Amount	<u>\$194.50</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20545 Payee: Tillamook Bay Community College</b>	
6650	Travel & Training	823.90
	Check Amount	<u>\$823.90</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20546 Payee: Centurylink</b>	
6630	Telephone/VOIP	66.36
	Check Amount	<u>\$66.36</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20547 Payee: Charter Communications</b>	
6400	IT Services	170.00
	Check Amount	<u>\$170.00</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20548 Payee: HASCO Stations, LLC</b>	
6380	Fuel & Oil	331.45
	Check Amount	<u>\$331.45</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20549 Payee: Shannon Whipple-Anderson</b>	
6685	Emergency Response Supplies	41.48
	Check Amount	<u>\$41.48</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20550 Payee: Melora Hitchman</b>	
6500	Office Supplies	73.98
	Check Amount	<u>\$73.98</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20551 Payee: Koontz, Blasquez &amp; Associates, P.C.</b>	
6240	Auditing & Accounting Services	5,000.00
	Check Amount	<u>\$5,000.00</u>
<b>8/26/2025</b>	<b>Check / Ref #: 20552 Payee: Tillamook Chamber of Commerce</b>	
6320	Dues, Licenses & Subscriptions	250.00

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**General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,**  
**Payments Journal**  
**8/1/2025 to 8/31/2025**

	<b>Check Amount</b>	<b>\$250.00</b>
<b>8/26/2025</b>	<b>Check / Ref #: 20553</b>	<b>Payee: Verizon</b>
6630	Telephone/VOIP	719.50
	<b>Check Amount</b>	<b>\$719.50</b>
<b>8/26/2025</b>	<b>Check / Ref #: 20554</b>	<b>Payee: League of Oregon Cities</b>
6520	Printing, Advertising & Notice	50.00
	<b>Check Amount</b>	<b>\$50.00</b>
<b>8/26/2025</b>	<b>Check / Ref #: 20555</b>	<b>Payee: 3J Consulting, Inc.</b>
6305	Contracted Services PLANNER	3,278.50
	<b>Check Amount</b>	<b>\$3,278.50</b>
<b>8/26/2025</b>	<b>Check / Ref #: VOID 20379</b>	<b>Payee: Ferrellgas</b>
6680	Utilities	(242.27)
	<b>Check Amount</b>	<b>(\$242.27)</b>
<b>8/27/2025</b>	<b>Check / Ref #:</b>	<b>Payee: Cardmember Service</b>
6250	Bank Charges & Fees	42.45
6320	Dues, Licenses & Subscriptions	91.96
6500	Office Supplies	8.90
6610	Supplies & Services	29.26
	<b>Check Amount</b>	<b>\$172.57</b>
<b>8/31/2025</b>	<b>Check / Ref #: GJ-00029</b>	<b>Payee: Interfund Payroll Entries</b>
2050	Payroll Due to General Fund	23,844.04
	<b>Check Amount</b>	<b>\$23,844.04</b>
<b>8/31/2025</b>	<b>Check / Ref #: GJ-00030</b>	<b>Payee: Interfund Payroll Entries</b>
2050	Payroll Due to General Fund	21,791.62
	<b>Check Amount</b>	<b>\$21,791.62</b>
<b>8/31/2025</b>	<b>Check / Ref #: GJ-00032</b>	<b>Payee: Interfund Payroll Entries</b>
2050	Payroll Due to General Fund	11,929.82
	<b>Check Amount</b>	<b>\$11,929.82</b>
<b>8/31/2025</b>	<b>Check / Ref #: GJ-00033</b>	<b>Payee: Interfund Payroll Entries</b>
2050	Payroll Due to General Fund	7,277.74
	<b>Check Amount</b>	<b>\$7,277.74</b>
	<b>1050 1st Security Checking Totals</b>	<b>\$235,813.54</b>
	<b>Report Totals</b>	<b>\$360,865.38</b>
<b>Records included in total = 111</b>		

*Report Options*

Check Date: 8/1/2025 to 8/31/2025

Display Notation: No

**General Fund**  
**Statement of Revenue and Expenditures**

Account Number		Current Period Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>Resources</b>						
4000	Available Cash on Hand	0.00	0.00	359,331.00	359,331.00	0.00%
4240	Business Licenses & Permits	1,365.00	8,139.00	10,500.00	2,361.00	77.51%
4110	FD Levy - Current Year	710.80	2,010.87	185,270.00	183,259.13	1.09%
4180	Fines & Forfeitures	0.00	0.00	500.00	500.00	0.00%
4230	Franchise Fees	7,522.39	14,281.10	83,460.00	69,178.90	17.11%
4740	From TRT to Gen.Fund	0.00	0.00	76,170.00	76,170.00	0.00%
4370	GURA Contract	0.00	0.00	22,432.00	22,432.00	0.00%
4420	Hall Rent	0.00	0.00	500.00	500.00	0.00%
4465	Homelessness Support	0.00	0.00	55,000.00	55,000.00	0.00%
4470	Interest	1,357.87	2,987.69	11,764.00	8,776.31	25.40%
4440	Misc. Revenues	1,079.84	136,874.84	1,000.00	(135,874.84)	13,687.48%
4005	OSFM Recievables	0.00	0.00	28,000.00	28,000.00	0.00%
4220	Planning Fees	510.00	920.00	4,730.00	3,810.00	19.45%
4100	Property Taxes - Current Year	1,181.04	2,766.77	304,217.00	301,450.23	0.91%
4120	Property Taxes - Prior Years	547.41	1,380.83	6,815.00	5,434.17	20.26%
4380	Rural Fire District Contract	0.00	0.00	204,958.00	204,958.00	0.00%
4300	State Cigarette Tax Share	43.51	82.00	733.00	651.00	11.19%
4310	State Liquor Revenue Share	0.00	2,485.99	13,350.00	10,864.01	18.62%
4350	State Marijuana Tax Share	0.00	0.00	1,446.00	1,446.00	0.00%
4320	State Revenue Sharing	2,731.96	2,731.96	10,298.00	7,566.04	26.53%
<b>Revenue</b>		<b>\$17,049.82</b>	<b>\$174,661.05</b>	<b>\$1,380,474.00</b>	<b>\$1,205,812.95</b>	
<b>Gross Profit</b>		<b>\$17,049.82</b>	<b>\$174,661.05</b>	<b>\$1,380,474.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Administrative</b>						
6240	Auditing & Accounting Services	1,500.00	2,100.00	27,000.00	24,900.00	7.78%
6250	Bank Charges & Fees	313.78	370.04	3,000.00	2,629.96	12.33%
6060	City Manager	2,573.56	5,147.12	32,500.00	27,352.88	15.84%
6025	City Recorder/Clerk	3,653.37	4,922.51	7,693.00	2,770.49	63.99%
6310	Council Expense	0.00	169.97	6,000.00	5,830.03	2.83%
6320	Dues, Licenses & Subscriptions	984.05	2,020.65	6,500.00	4,479.35	31.09%
6070	Finance Director/Assn. Manager	2,077.83	4,155.66	25,692.00	21,536.34	16.17%
6220	Homelessness Support	0.00	0.00	55,000.00	55,000.00	0.00%
6390	Insurance	0.00	10,062.84	13,800.00	3,737.16	72.92%

**General Fund**  
**Statement of Revenue and Expenditures**

		Current Period Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Account Number						
6400	IT Services	2,278.09	2,889.97	20,000.00	17,110.03	14.45%
6455	Janitorial Services	1,400.00	1,400.00	20,400.00	19,000.00	6.86%
6410	Legal Services	0.00	0.00	30,000.00	30,000.00	0.00%
6460	Meeting Expense/Admin Supplies	0.00	0.00	1,500.00	1,500.00	0.00%
6470	Minor Equipment	886.54	1,773.08	3,200.00	1,426.92	55.41%
6490	Office Equipment Repair	0.00	0.00	1,000.00	1,000.00	0.00%
6760	Office Equipment/Software	0.00	0.00	5,000.00	5,000.00	0.00%
6500	Office Supplies	1,413.35	1,636.74	5,100.00	3,463.26	32.09%
6010	Personnel Costs	6,366.44	10,294.80	54,360.00	44,065.20	18.94%
6510	Postage & Shipping Costs	0.00	0.00	600.00	600.00	0.00%
6520	Printing, Advertising & Notice	221.36	221.36	5,000.00	4,778.64	4.43%
6630	Telephone/VOIP	80.18	80.18	2,000.00	1,919.82	4.01%
6650	Travel & Training	0.00	68.75	6,000.00	5,931.25	1.15%
6200	Workers Comp	354.72	354.72	2,004.00	1,649.28	17.70%
<b>Fire &amp; Rescue</b>						
6260	Building & Grounds Maint.	0.00	53.64	7,250.00	7,196.36	0.74%
6035	Conflag Reimbursed Payroll	0.00	0.00	28,000.00	28,000.00	0.00%
6300	Contracted Services	3,526.72	4,014.59	12,000.00	7,985.41	33.45%
6205	Division Chief-Training	2,278.75	10,000.00	60,000.00	50,000.00	16.67%
6320	Dues, Licenses & Subscriptions	1,629.11	3,737.11	7,500.00	3,762.89	49.83%
6685	Emergency Response Supplies	41.48	41.48	1,200.00	1,158.52	3.46%
6330	Equipment Repair	0.00	1,906.67	10,000.00	8,093.33	19.07%
6080	Fire Chief	15,442.50	15,442.50	100,000.00	84,557.50	15.44%
6090	Fire Department - Call Persons	633.00	1,404.00	25,000.00	23,596.00	5.62%
6395	Fire District Formation Fees	0.00	0.00	1,500.00	1,500.00	0.00%
6225	FTE Firefighter	(5,000.00)	0.00	0.00	0.00	0.00%
6380	Fuel & Oil	1,189.05	1,796.85	15,000.00	13,203.15	11.98%
6390	Insurance	0.00	18,611.00	18,611.00	0.00	100.00%
6400	IT Services	353.14	627.28	1,500.00	872.72	41.82%
6470	Minor Equipment	638.82	837.32	5,000.00	4,162.68	16.75%
6010	Personnel Costs	8,785.69	17,932.02	154,445.00	136,512.98	11.61%
6520	Printing, Advertising & Notice	25.00	25.00	500.00	475.00	5.00%
6550	Protective Clothing	0.00	0.00	18,000.00	18,000.00	0.00%
6610	Supplies & Services	58.52	58.52	13,650.00	13,591.48	0.43%
6630	Telephone/VOIP	295.80	295.80	800.00	504.20	36.98%
6235	Temporary Summer Firefighter	5,880.00	12,003.75	35,000.00	22,996.25	34.30%
6650	Travel & Training	933.90	1,151.01	6,750.00	5,598.99	17.05%
6200	Workers Comp	709.44	709.44	6,268.00	5,558.56	11.32%



## General Fund Statement of Revenue and Expenditures

			Current Period Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Account Number							
<b>Non Departmental</b>							
	9000	Contingency	0.00	0.00	105,000.00	105,000.00	0.00%
	8140	To Street Fund	0.00	0.00	59,000.00	59,000.00	0.00%
<b>Planning</b>							
	6240	Auditing & Accounting Services	500.00	500.00	500.00	0.00	100.00%
	6060	City Manager	1,029.43	2,058.86	13,000.00	10,941.14	15.84%
	6025	City Recorder/Clerk	543.45	860.74	3,847.00	2,986.26	22.37%
	6305	Contracted Services PLANNER	3,278.50	3,278.50	55,000.00	51,721.50	5.96%
	6325	Engineering Services	0.00	0.00	1,500.00	1,500.00	0.00%
	6070	Finance Director/Assn. Manager	831.13	1,662.26	10,277.00	8,614.74	16.17%
	6390	Insurance	0.00	6,990.00	6,990.00	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	1,380.00	2,846.98	22,497.00	19,650.02	12.65%
	6520	Printing, Advertising & Notice	0.00	0.00	1,500.00	1,500.00	0.00%
	6610	Supplies & Services	0.00	0.00	1,200.00	1,200.00	0.00%
	6200	Workers Comp	177.36	177.36	829.00	651.64	21.39%
<b>Property</b>							
	6260	Building & Grounds Maint.	165.00	332.72	10,000.00	9,667.28	3.33%
	6335	Contracted Services PROPERTY	0.00	0.00	1,500.00	1,500.00	0.00%
	6330	Equipment Repair	0.00	0.00	1,500.00	1,500.00	0.00%
	6390	Insurance	0.00	4,325.00	4,325.00	0.00	100.00%
	6470	Minor Equipment	0.00	0.00	175.00	175.00	0.00%
	6010	Personnel Costs	2,467.14	5,110.08	22,352.00	17,241.92	22.86%
	6150	Public Works Director	1,295.58	2,591.16	16,092.00	13,500.84	16.10%
	6610	Supplies & Services	0.00	0.00	500.00	500.00	0.00%
	6680	Utilities	266.29	293.27	13,130.00	12,836.73	2.23%
	6190	Utility Worker II /Lead Worker	2,546.70	5,093.40	10,584.00	5,490.60	48.12%
	6200	Workers Comp	177.36	177.36	976.00	798.64	18.17%
<b>Expenses</b>			<b>\$76,182.13</b>	<b>\$174,614.06</b>	<b>\$1,224,222.00</b>	<b>\$1,049,607.94</b>	
<b>Revenue Less Expenditures</b>			<b>(\$59,132.31)</b>	<b>\$46.99</b>	<b>\$156,252.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>			<b>(\$59,132.31)</b>	<b>\$46.99</b>	<b>\$156,252.00</b>	<b>\$0.00</b>	

**General Fund**  
**Statement of Revenue and Expenditures**

Account Number	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2025
	Aug 2025 Aug 2025 Actual	Jul 2025 Aug 2025 Actual	Jul 2025 Jun 2026	Jul 2025 Jun 2026 Variance	Jun 2026 Percent of Budget
<b>Fund Balances</b>					
Beginning Fund Balance	(213,132.05)	(272,311.35)	0.00	0.00	0.00%
Net Change in Fund Balance	(59,132.31)	46.99	156,252.00	0.00	0.00%
Ending Fund Balance	(272,264.36)	(272,264.36)	0.00	0.00	0.00%

*Report Options*

Fund: General Fund

Period: 8/1/2025 to 8/31/2025

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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4670	From Gen Fund to Street	0.00	0.00	59,000.00	59,000.00	0.00%
4650	From TRT to Street Cap. Imp.	0.00	0.00	145,495.00	145,495.00	0.00%
4470	Interest	27.71	124.15	625.00	500.85	19.86%
4440	Misc. Revenues	199.00	371.72	500.00	128.28	74.34%
4490	ODOT Grant Income	0.00	0.00	250,000.00	250,000.00	0.00%
4330	State Highway Fund Rev. Share	4,561.30	10,788.11	72,250.00	61,461.89	14.93%
	<b>Revenue</b>	<b>\$4,788.01</b>	<b>\$11,283.98</b>	<b>\$527,870.00</b>	<b>\$516,586.02</b>	
	<b>Gross Profit</b>	<b>\$4,788.01</b>	<b>\$11,283.98</b>	<b>\$527,870.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
6240	Auditing & Accounting Services	1,000.00	1,000.00	8,500.00	7,500.00	11.76%
6060	City Manager	1,029.43	2,058.86	13,000.00	10,941.14	15.84%
6025	City Recorder/Clerk	543.45	860.74	3,847.00	2,986.26	22.37%
6300	Contracted Services	0.00	0.00	2,500.00	2,500.00	0.00%
6320	Dues, Licenses & Subscriptions	33.99	33.99	500.00	466.01	6.80%
6070	Finance Director/Assn. Manager	831.13	1,662.26	10,277.00	8,614.74	16.17%
6380	Fuel & Oil	162.23	302.98	3,500.00	3,197.02	8.66%
6390	Insurance	0.00	9,270.00	9,270.00	0.00	100.00%
6400	IT Services	33.33	66.66	1,200.00	1,133.34	5.56%
6410	Legal Services	0.00	0.00	750.00	750.00	0.00%
6470	Minor Equipment	0.00	0.00	3,500.00	3,500.00	0.00%
6490	Office Equipment Repair	0.00	0.00	3,500.00	3,500.00	0.00%
6500	Office Supplies	0.00	0.00	250.00	250.00	0.00%
6010	Personnel Costs	4,669.53	9,660.45	58,346.00	48,685.55	16.56%
6510	Postage & Shipping Costs	0.00	0.00	1,750.00	1,750.00	0.00%
6520	Printing, Advertising & Notice	0.00	0.00	300.00	300.00	0.00%
6150	Public Works Director	1,727.44	3,454.88	21,456.00	18,001.12	16.10%
6590	Street Lighting	0.00	0.00	8,000.00	8,000.00	0.00%
6610	Supplies & Services	8.29	8.29	2,200.00	2,191.71	0.38%
6620	System Maintenance & Repair	2,232.77	2,232.77	5,000.00	2,767.23	44.66%
6630	Telephone/VOIP	213.10	213.10	800.00	586.90	26.64%
6650	Travel & Training	916.66	966.27	1,000.00	33.73	96.63%
6680	Utilities	911.72	911.72	2,000.00	1,088.28	45.59%
6190	Utility Worker II /Lead Worker	3,395.59	6,791.18	21,171.00	14,379.82	32.08%
6200	Workers Comp	354.72	354.72	3,974.00	3,619.28	8.93%
	<b>Expenses</b>	<b>\$18,063.38</b>	<b>\$39,848.87</b>	<b>\$186,591.00</b>	<b>\$146,742.13</b>	

**Street Fund**  
**Statement of Revenue and Expenditures**

Account Number	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2025
	Aug 2025 Aug 2025 Actual	Jul 2025 Aug 2025 Actual	Jul 2025 Jun 2026	Jul 2025 Jun 2026 Variance	Jun 2026 Percent of Budget
Revenue Less Expenditures	(\$13,275.37)	(\$28,564.89)	\$341,279.00	\$0.00	
Net Change in Fund Balance	(\$13,275.37)	(\$28,564.89)	\$341,279.00	\$0.00	

**Fund Balances**

Beginning Fund Balance	(7,531.66)	7,757.86	0.00	0.00	0.00%
Net Change in Fund Balance	(13,275.37)	(28,564.89)	341,279.00	0.00	0.00%
Ending Fund Balance	(20,807.03)	(20,807.03)	0.00	0.00	0.00%

*Report Options*  
Fund: Street Fund  
Period: 8/1/2025 to 8/31/2025  
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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4430	Donations	92.76	206.51	1,500.00	1,293.49	13.77%
4470	Interest	461.85	616.15	1,520.00	903.85	40.54%
	<b>Revenue</b>	<b>\$554.61</b>	<b>\$822.66</b>	<b>\$3,020.00</b>	<b>\$2,197.34</b>	
	<b>Gross Profit</b>	<b>\$554.61</b>	<b>\$822.66</b>	<b>\$3,020.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
8150	To Wastewater Fund	0.00	0.00	2,500.00	2,500.00	0.00%
8175	To Water Fund	0.00	0.00	2,500.00	2,500.00	0.00%
	<b>Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	
	<b>Revenue Less Expenditures</b>	<b>\$554.61</b>	<b>\$822.66</b>	<b>(\$1,980.00)</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>\$554.61</b>	<b>\$822.66</b>	<b>(\$1,980.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
	Beginning Fund Balance	15,892.80	15,624.75	0.00	0.00	0.00%
	Net Change in Fund Balance	554.61	822.66	(1,980.00)	0.00	0.00%
	Ending Fund Balance	16,447.41	16,447.41	0.00	0.00	0.00%

*Report Options*

Fund: Sewer Discount Program

Period: 8/1/2025 to 8/31/2025

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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4500	Finance/Late Fees	21.12	254.86	3,050.00	2,795.14	8.36%
4730	From Sewer Discoun Fund To WW	0.00	0.00	2,500.00	2,500.00	0.00%
4780	From TRT to WW	0.00	0.00	15,000.00	15,000.00	0.00%
4550	Grants	0.00	0.00	85,000.00	85,000.00	0.00%
4260	System Charges	52,315.77	130,261.30	793,356.00	663,094.70	16.42%
<b>Revenue</b>		<b>\$52,336.89</b>	<b>\$130,516.16</b>	<b>\$898,906.00</b>	<b>\$768,389.84</b>	
<b>Gross Profit</b>		<b>\$52,336.89</b>	<b>\$130,516.16</b>	<b>\$898,906.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
7130	WWTP-OECDD Loan -- Interest	0.00	0.00	1,977.00	1,977.00	0.00%
7140	WWTP-OECDD Loan -- Principal	0.00	0.00	35,934.00	35,934.00	0.00%
6240	Auditing & Accounting Services	1,000.00	1,000.00	20,000.00	19,000.00	5.00%
6250	Bank Charges & Fees	369.68	1,288.77	3,500.00	2,211.23	36.82%
6260	Building & Grounds Maint.	0.00	0.00	750.00	750.00	0.00%
6060	City Manager	2,058.85	4,117.70	26,000.00	21,882.30	15.84%
6025	City Recorder/Clerk	2,717.22	4,303.65	23,080.00	18,776.35	18.65%
9011	Committed to USDA Loan Reserve	0.00	0.00	76,943.00	76,943.00	0.00%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6300	Contracted Services	53.90	79.06	3,500.00	3,420.94	2.26%
6320	Dues, Licenses & Subscriptions	1,609.19	1,609.19	7,000.00	5,390.81	22.99%
6330	Equipment Repair	1,116.82	1,116.82	5,000.00	3,883.18	22.34%
6070	Finance Director/Assn. Manager	1,662.26	3,324.52	20,554.00	17,229.48	16.17%
6380	Fuel & Oil	162.23	369.09	5,500.00	5,130.91	6.71%
6750	Grants Expenses	0.00	0.00	85,000.00	85,000.00	0.00%
6820	Inflow/Infiltration Control	0.00	0.00	20,000.00	20,000.00	0.00%
6390	Insurance	0.00	27,626.00	26,458.00	(1,168.00)	104.41%
6400	IT Services	245.26	512.18	3,500.00	2,987.82	14.63%
6410	Legal Services	1,139.50	1,139.50	500.00	(639.50)	227.90%
6470	Minor Equipment	0.00	0.00	8,000.00	8,000.00	0.00%
6760	Office Equipment/Software	0.00	0.00	500.00	500.00	0.00%
6500	Office Supplies	0.00	243.50	500.00	256.50	48.70%
6010	Personnel Costs	8,958.41	18,581.24	152,863.00	134,281.76	12.16%
6510	Postage & Shipping Costs	0.00	0.00	1,500.00	1,500.00	0.00%
6520	Printing, Advertising & Notice	0.00	0.00	100.00	100.00	0.00%
6150	Public Works Director	3,023.01	6,046.02	37,548.00	31,501.98	16.10%
6600	Sewer Discount	0.00	0.00	2,500.00	2,500.00	0.00%

## Wastewater Fund Statement of Revenue and Expenditures

		Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2025
		Aug 2025	Jul 2025	Jul 2025	Jul 2025	Jun 2026
		Aug 2025	Aug 2025	Jun 2026	Jun 2026	Percent of
		Actual	Actual		Variance	Budget
Account Number						
6610	Supplies & Services	0.00	46.50	1,200.00	1,153.50	3.88%
6620	System Maintenance & Repair	189.20	2,331.28	20,000.00	17,668.72	11.66%
6865	System Repair/Replace	0.00	920.31	15,000.00	14,079.69	6.14%
6630	Telephone/VOIP	213.10	213.10	2,064.00	1,850.90	10.32%
6640	Testing & Sampling	486.06	6,066.63	13,500.00	7,433.37	44.94%
6650	Travel & Training	916.66	966.27	7,500.00	6,533.73	12.88%
6660	Treatment Chemicals	0.00	1,709.00	30,500.00	28,791.00	5.60%
6680	Utilities	2,199.40	2,199.40	39,000.00	36,800.60	5.64%
6190	Utility Worker II /Lead Worker	5,942.29	11,884.58	64,463.00	52,578.42	18.44%
6200	Workers Comp	709.44	709.44	5,627.00	4,917.56	12.61%
7100	WWTP-USDA -- Interest	0.00	0.00	32,889.00	32,889.00	0.00%
7110	WWTP-USDA -- Principal	0.00	0.00	44,055.00	44,055.00	0.00%
<b>Expenses</b>		<b>\$34,772.48</b>	<b>\$98,403.75</b>	<b>\$854,505.00</b>	<b>\$756,101.25</b>	
<b>Revenue Less Expenditures</b>		<b>\$17,564.41</b>	<b>\$32,112.41</b>	<b>\$44,401.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$17,564.41</b>	<b>\$32,112.41</b>	<b>\$44,401.00</b>	<b>\$0.00</b>	

### Fund Balances

Beginning Fund Balance	615,343.82	600,795.82	0.00	0.00	0.00%
Net Change in Fund Balance	17,564.41	32,112.41	44,401.00	0.00	0.00%
Ending Fund Balance	632,908.23	632,908.23	0.00	0.00	0.00%

#### Report Options

Fund: Wastewater Fund

Period: 8/1/2025 to 8/31/2025

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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4581	Contract Services - WB	0.00	0.00	15,000.00	15,000.00	0.00%
4020	Debt Mgmt - Watseco Barview	3,090.54	4,782.68	12,000.00	7,217.32	39.86%
4500	Finance/Late Fees	18.65	266.95	3,500.00	3,233.05	7.63%
4790	From TRT To Water	0.00	0.00	15,000.00	15,000.00	0.00%
4440	Misc. Revenues	0.00	0.00	2,000.00	2,000.00	0.00%
4280	Shutff/Turn-on Fees	0.00	50.00	1,000.00	950.00	5.00%
4260	System Charges	46,528.08	78,219.18	625,677.00	547,457.82	12.50%
	<b>Revenue</b>	<b>\$49,637.27</b>	<b>\$83,318.81</b>	<b>\$674,177.00</b>	<b>\$590,858.19</b>	
	<b>Gross Profit</b>	<b>\$49,637.27</b>	<b>\$83,318.81</b>	<b>\$674,177.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
6240	Auditing & Accounting Services	1,000.00	1,000.00	20,000.00	19,000.00	5.00%
6250	Bank Charges & Fees	406.85	1,120.28	3,500.00	2,379.72	32.01%
6260	Building & Grounds Maint.	0.00	0.00	2,500.00	2,500.00	0.00%
6060	City Manager	2,058.85	4,117.70	26,000.00	21,882.30	15.84%
6025	City Recorder/Clerk	2,717.22	4,303.65	23,080.00	18,776.35	18.65%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6300	Contracted Services	53.90	79.07	3,500.00	3,420.93	2.26%
6320	Dues, Licenses & Subscriptions	825.69	2,325.69	2,000.00	(325.69)	116.28%
6755	Engineering	0.00	0.00	5,000.00	5,000.00	0.00%
6330	Equipment Repair	1,057.52	1,057.52	1,250.00	192.48	84.60%
6070	Finance Director/Assn. Manager	1,662.26	3,324.52	20,554.00	17,229.48	16.17%
6380	Fuel & Oil	162.22	302.96	5,500.00	5,197.04	5.51%
6990	IFA Loan - Principal	0.00	0.00	5,423.00	5,423.00	0.00%
6980	IFA-Loan Interest	0.00	0.00	1,253.00	1,253.00	0.00%
6390	Insurance	0.00	14,917.00	14,918.00	1.00	99.99%
6400	IT Services	245.28	693.45	3,500.00	2,806.55	19.81%
6410	Legal Services	159.00	159.00	1,000.00	841.00	15.90%
6470	Minor Equipment	0.00	0.00	4,200.00	4,200.00	0.00%
6760	Office Equipment/Software	0.00	0.00	2,500.00	2,500.00	0.00%
6500	Office Supplies	0.00	161.28	250.00	88.72	64.51%
6010	Personnel Costs	8,136.00	16,877.84	178,947.00	162,069.16	9.43%
6510	Postage & Shipping Costs	0.00	0.00	1,500.00	1,500.00	0.00%
6520	Printing, Advertising & Notice	0.00	0.00	100.00	100.00	0.00%
6150	Public Works Director	2,591.15	5,182.30	32,184.00	27,001.70	16.10%
6610	Supplies & Services	0.00	683.51	1,500.00	816.49	45.57%

## Water Fund

### Statement of Revenue and Expenditures

		Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2025
		Aug 2025	Jul 2025	Jul 2025	Jul 2025	Jun 2026
		Aug 2025	Aug 2025	Jun 2026	Jun 2026	Percent of
		Actual	Actual		Variance	Budget
Account Number						
6620	System Maintenance & Repair	2,104.56	4,074.04	35,000.00	30,925.96	11.64%
6630	Telephone/VOIP	213.12	213.12	2,064.00	1,850.88	10.33%
6640	Testing & Sampling	70.00	1,727.26	4,000.00	2,272.74	43.18%
8145	To PWE Reserve Fund	0.00	0.00	10,000.00	10,000.00	0.00%
6650	Travel & Training	916.68	966.29	8,500.00	7,533.71	11.37%
6660	Treatment Chemicals	0.00	0.00	9,000.00	9,000.00	0.00%
6680	Utilities	1,403.53	1,403.53	22,660.00	21,256.47	6.19%
6190	Utility Worker II /Lead Worker	5,093.39	10,186.78	115,484.00	105,297.22	8.82%
6200	Workers Comp	709.44	709.44	6,997.00	6,287.56	10.14%
<b>Expenses</b>		<b>\$31,586.66</b>	<b>\$75,586.23</b>	<b>\$583,864.00</b>	<b>\$508,277.77</b>	
<b>Revenue Less Expenditures</b>		<b>\$18,050.61</b>	<b>\$7,732.58</b>	<b>\$90,313.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$18,050.61</b>	<b>\$7,732.58</b>	<b>\$90,313.00</b>	<b>\$0.00</b>	

### Fund Balances

Beginning Fund Balance	490,787.84	501,105.87	0.00	0.00	0.00%
Net Change in Fund Balance	18,050.61	7,732.58	90,313.00	0.00	0.00%
Ending Fund Balance	508,838.45	508,838.45	0.00	0.00	0.00%

#### Report Options

Fund: Water Fund

Period: 8/1/2025 to 8/31/2025

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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
<b>TRT Tourism</b>						
4584	Cash on Hand	0.00	0.00	486,822.00	486,822.00	0.00%
4520	Event Revenue	997.00	9,372.00	10,000.00	628.00	93.72%
4535	Fees	0.00	0.00	250.00	250.00	0.00%
4470	Interest	2,309.27	5,202.45	20,642.00	15,439.55	25.20%
4440	Misc. Revenues	0.00	0.00	100.00	100.00	0.00%
4140	TRT - General Use	38,955.79	54,732.56	276,667.00	221,934.44	19.78%
4150	TRT - Tourism	6,341.52	8,557.57	23,333.00	14,775.43	36.68%
	<b>Revenue</b>	<b>\$48,603.58</b>	<b>\$77,864.58</b>	<b>\$817,814.00</b>	<b>\$739,949.42</b>	
	<b>Gross Profit</b>	<b>\$48,603.58</b>	<b>\$77,864.58</b>	<b>\$817,814.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>TRT Community</b>						
6240	Auditing & Accounting Services	0.00	0.00	10,000.00	10,000.00	0.00%
6280	Community Expenses	1,500.00	1,500.00	17,000.00	15,500.00	8.82%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6300	Contracted Services	0.00	0.00	7,500.00	7,500.00	0.00%
6360	Fireworks	0.00	0.00	10,000.00	10,000.00	0.00%
6610	Supplies & Services	0.00	0.00	1,500.00	1,500.00	0.00%
8045	To Gen.Fund	0.00	0.00	76,170.00	76,170.00	0.00%
8070	To PSE Fund for Fire Equip/Veh	0.00	0.00	25,000.00	25,000.00	0.00%
8140	To Street Fund	0.00	0.00	145,497.00	145,497.00	0.00%
8150	To Wastewater Fund	0.00	0.00	15,000.00	15,000.00	0.00%
8175	To Water Fund	0.00	0.00	15,000.00	15,000.00	0.00%
<b>TRT Tourism</b>						
6060	City Manager	1,544.13	3,088.26	19,500.00	16,411.74	15.84%
6025	City Recorder/Clerk	2,173.78	3,442.92	15,386.00	11,943.08	22.38%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6690	Event Expenses	3,505.67	17,111.42	20,000.00	2,888.58	85.56%
6070	Finance Director/Assn. Manager	1,246.71	2,493.42	15,415.00	12,921.58	16.18%
6015	Overtime/Vacation Payout	0.00	0.00	2,500.00	2,500.00	0.00%
6010	Personnel Costs	2,438.12	5,073.57	43,146.00	38,072.43	11.76%
6530	Promotional Media Reimb. Prgm.	0.00	0.00	3,000.00	3,000.00	0.00%
6488	Refundable Deposits	0.00	0.00	500.00	500.00	0.00%
9020	Restricted to Tourism Promo	0.00	0.00	25,000.00	25,000.00	0.00%

**TRT Fund**  
**Statement of Revenue and Expenditures**

		Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2025
		Aug 2025	Jul 2025	Jul 2025	Jul 2025	Jun 2026
		Aug 2025	Aug 2025	Jun 2026	Jun 2026	Percent of
		Actual	Actual		Variance	Budget
Account Number						
6200	Workers Comp	354.72	354.72	1,596.00	1,241.28	22.23%
	<b>Expenses</b>	<b>\$12,763.13</b>	<b>\$33,064.31</b>	<b>\$488,710.00</b>	<b>\$455,645.69</b>	
	<b>Revenue Less Expenditures</b>	<b>\$35,840.45</b>	<b>\$44,800.27</b>	<b>\$329,104.00</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>\$35,840.45</b>	<b>\$44,800.27</b>	<b>\$329,104.00</b>	<b>\$0.00</b>	

**Fund Balances**

Beginning Fund Balance	690,556.80	681,596.98	0.00	0.00	0.00%
Net Change in Fund Balance	35,840.45	44,800.27	329,104.00	0.00	0.00%
Ending Fund Balance	726,397.25	726,397.25	0.00	0.00	0.00%

*Report Options*

Fund: TRT Fund

Period: 8/1/2025 to 8/31/2025

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 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4470	Interest	92.37	333.47	2,212.00	1,878.53	15.08%
	<b>Revenue</b>	<b>\$92.37</b>	<b>\$333.47</b>	<b>\$2,212.00</b>	<b>\$1,878.53</b>	
	<b>Gross Profit</b>	<b>\$92.37</b>	<b>\$333.47</b>	<b>\$2,212.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
6010	Personnel Costs	0.00	0.00	25,000.00	25,000.00	0.00%
	<b>Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	
	<b>Revenue Less Expenditures</b>	<b>\$92.37</b>	<b>\$333.47</b>	<b>(\$22,788.00)</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>\$92.37</b>	<b>\$333.47</b>	<b>(\$22,788.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
	Beginning Fund Balance	84,368.79	84,127.69	0.00	0.00	0.00%
	Net Change in Fund Balance	92.37	333.47	(22,788.00)	0.00	0.00%
	Ending Fund Balance	84,461.16	84,461.16	0.00	0.00	0.00%

*Report Options*

Fund: Payroll Liability Fund

Period: 8/1/2025 to 8/31/2025

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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4630	From TRT for Fire Equip/Veh	0.00	0.00	25,000.00	25,000.00	0.00%
4470	Interest	92.37	92.37	0.00	(92.37)	0.00%
4645	Interest - Fire	0.00	482.20	3,006.00	2,523.80	16.04%
<b>Revenue</b>		<b>\$92.37</b>	<b>\$574.57</b>	<b>\$28,006.00</b>	<b>\$27,431.43</b>	
<b>Gross Profit</b>		<b>\$92.37</b>	<b>\$574.57</b>	<b>\$28,006.00</b>	<b>\$0.00</b>	
<b>Revenue Less Expenditures</b>		<b>\$92.37</b>	<b>\$574.57</b>	<b>\$28,006.00</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$92.37</b>	<b>\$574.57</b>	<b>\$28,006.00</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
Beginning Fund Balance		(41,774.54)	(42,256.74)	0.00	0.00	0.00%
Net Change in Fund Balance		92.37	574.57	28,006.00	0.00	0.00%
Ending Fund Balance		(41,682.17)	(41,682.17)	0.00	0.00	0.00%

*Report Options*

Fund: PSE Fund

Period: 8/1/2025 to 8/31/2025

Detail Level: Level 3 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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4000	Available Cash on Hand	0.00	0.00	50,561.00	50,561.00	0.00%
4720	From Water Fund to PWE	0.00	0.00	10,000.00	10,000.00	0.00%
4470	Interest	277.11	759.31	448.00	(311.31)	169.49%
	<b>Revenue</b>	<b>\$277.11</b>	<b>\$759.31</b>	<b>\$61,009.00</b>	<b>\$60,249.69</b>	
	<b>Gross Profit</b>	<b>\$277.11</b>	<b>\$759.31</b>	<b>\$61,009.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
6810	Vehicles/Equipment	0.00	0.00	50,000.00	50,000.00	0.00%
	<b>Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	
	<b>Revenue Less Expenditures</b>	<b>\$277.11</b>	<b>\$759.31</b>	<b>\$11,009.00</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>\$277.11</b>	<b>\$759.31</b>	<b>\$11,009.00</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
	Beginning Fund Balance	57,977.10	57,494.90	0.00	0.00	0.00%
	Net Change in Fund Balance	277.11	759.31	11,009.00	0.00	0.00%
	Ending Fund Balance	58,254.21	58,254.21	0.00	0.00	0.00%

*Report Options*

Fund: PWE Reserve Fund

Period: 8/1/2025 to 8/31/2025

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 Aug 2025 Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4585	For Parks SDC	816.00	816.00	30,600.00	29,784.00	2.67%
4583	For Storm Sewer SDC	2,000.00	2,000.00	80,800.00	78,800.00	2.48%
4597	For Streets SDC	1,650.00	1,650.00	60,550.00	58,900.00	2.73%
4596	For Wastewater SDC	2,755.00	2,755.00	95,000.00	92,245.00	2.90%
4599	for Water SDC	1,980.00	1,980.00	75,000.00	73,020.00	2.64%
4470	Interest	3,694.80	6,395.10	27,373.00	20,977.90	23.36%
<b>Revenue</b>		<b>\$12,895.80</b>	<b>\$15,596.10</b>	<b>\$369,323.00</b>	<b>\$353,726.90</b>	
<b>Gross Profit</b>		<b>\$12,895.80</b>	<b>\$15,596.10</b>	<b>\$369,323.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
6835	Parks Dept. System Improvement	0.00	0.00	55,000.00	55,000.00	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	275,000.00	275,000.00	0.00%
6840	Water Dept. System Improvement	0.00	0.00	175,000.00	175,000.00	0.00%
6815	WW Dept. System Improvement	0.00	0.00	175,000.00	175,000.00	0.00%
<b>Expenses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$790,000.00</b>	<b>\$790,000.00</b>	
<b>Revenue Less Expenditures</b>		<b>\$12,895.80</b>	<b>\$15,596.10</b>	<b>(\$420,677.00)</b>	<b>\$0.00</b>	
<b>Net Change in Fund Balance</b>		<b>\$12,895.80</b>	<b>\$15,596.10</b>	<b>(\$420,677.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
Beginning Fund Balance		1,286,721.93	1,284,021.63	0.00	0.00	0.00%
Net Change in Fund Balance		12,895.80	15,596.10	(420,677.00)	0.00	0.00%
Ending Fund Balance		1,299,617.73	1,299,617.73	0.00	0.00	0.00%

*Report Options*

Fund: System Development Fund, Water SDC Fund

Period: 8/1/2025 to 8/31/2025

Detail Level: Level 3 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

# WW Debt Bond Fund

## Statement of Revenue and Expenditures

Account Number		Current Period Aug 2025 Actual	Year-To-Date Jul 2025 Aug 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
<b>Revenue &amp; Expenditures</b>						
<b>Revenue</b>						
4470	Interest	923.71	1,888.10	9,663.00	7,774.90	19.54%
4100	Property Taxes - Current Year	138.21	138.21	38,767.00	38,628.79	0.36%
4120	Property Taxes - Prior Years	39.99	39.99	950.00	910.01	4.21%
	<b>Revenue</b>	<b>\$1,101.91</b>	<b>\$2,066.30</b>	<b>\$49,380.00</b>	<b>\$47,313.70</b>	
	<b>Gross Profit</b>	<b>\$1,101.91</b>	<b>\$2,066.30</b>	<b>\$49,380.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
9009	Restricted to Sewer Bond Pymt.	0.00	0.00	237,549.00	237,549.00	0.00%
7175	WW Bond Payment - Interest	0.00	0.00	3,804.00	3,804.00	0.00%
7180	WW Bond Payment - Principal	0.00	0.00	35,914.00	35,914.00	0.00%
	<b>Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$277,267.00</b>	<b>\$277,267.00</b>	
	<b>Revenue Less Expenditures</b>	<b>\$1,101.91</b>	<b>\$2,066.30</b>	<b>(\$227,887.00)</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>\$1,101.91</b>	<b>\$2,066.30</b>	<b>(\$227,887.00)</b>	<b>\$0.00</b>	
<b>Fund Balances</b>						
	Beginning Fund Balance	232,092.28	231,127.89	0.00	0.00	0.00%
	Net Change in Fund Balance	1,101.91	2,066.30	(227,887.00)	0.00	0.00%
	Ending Fund Balance	233,194.19	233,194.19	0.00	0.00	0.00%

### Report Options

Fund: WW Debt Bond Fund  
 Period: 8/1/2025 to 8/31/2025  
 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

## **AGENDA ITEM**

TO: Mayor and City Council  
FROM: Jake Boone, City Manager  
SUBJECT: **Sewer Lateral Responsibility Discussion**  
DATE: 10 September 2025

### **BACKGROUND**

Council recently participated in an educational worksession about sewer laterals. Attached are current related code sections from Garibaldi's neighboring communities, Bay City and Rockaway Beach.

### **RECOMMENDATION**

Staff recommends that Council discuss sewer lateral responsibility and decide whether staff should bring back a related ordinance at the next regular meeting.

### **COST**

None.

  
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Jake Boone, City Manager

## **BAY CITY**

### **4.02.130 City Main Lines**

The City owns all main lines. Any connection to or disconnection from the City mains, will be made by the Public Works Superintendent or a City employee under his/her direction, or by a private contractor, subject to Council approval as provided below. Installation shall be in accordance with City standards for material and installation.

### **4.02.140 User Line**

The user line is the line from the City main line to the residence or other structure. A user line, or house service line, will be laid and maintained at the expense of the user who shall protect such line from injury and be responsible for all damages resulting from leaks, breaks or other causes. The user may construct his/her own customer line or may hire a contractor. The installation shall be done in accordance with all State, County and City licensing and bonding regulations relative to the construction. The customer line shall be at least four inches in diameter, inside measurement.

## **ROCKAWAY BEACH**

### **§ 52.15 CITY MAIN LINES.**

The city owns all main lines. Any connection to or disconnection from the city mains, will be made by the Public Works Department, or by a private contractor, subject to Council approval as provided below. Installation shall be in accordance with city standards for material and installation.

(Prior Code, Ord. 93-297, passed 1-13-1993)

### **§ 52.16 USER LINE.**

The user line is the line from the city main line to the residence or other structure. A user line, or house service line, will be laid and maintained at the expense of the user who shall protect the line from injury and be responsible for all damages resulting from leaks, breaks or other causes. The user may construct his or her own customer line or may hire a licensed contractor. The installation shall be done in accordance with all state, county and city licensing and bonding regulations relative to the construction. The customer line shall be at least 4 inches in diameter, inside measurement.

(Prior Code, Ord. 93-297, passed 1-13-1993)

## AGENDA ITEM

TO: Mayor and City Council  
FROM: Jake Boone, City Manager  
SUBJECT: **Tree-Lighting Concession Application Process**  
DATE: 10 September 2025

## BACKGROUND

For the last couple of years, Twins Ranch has handed out refreshments at Garibaldi's annual tree-lighting event. In order to appropriately regulate this process and avoid unnecessary liability, it could be useful to create an official process for businesses and/or organizations to formally express their interest in volunteering for such activities.

## RECOMMENDATION

Staff recommends that Council discuss points they would like to see addressed in an application and selection process for staff to use in the creation of a proposed policy to bring to Council at a future meeting.

## COST

None.



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Jake Boone, City Manager

## **CITY MANAGER'S REPORT**

TO: Mayor and City Council  
FROM: Jake Boone, City Manager  
SUBJECT: September City Manager's Report  
DATE: 12 September 2025

### **New Fire Chief**

The Garibaldi Fire Department's new fire chief, Tad Pedersen, will officially start on October 1. He comes to Garibaldi with an impressive work history, including over thirty years in public safety and experience in firefighting, fire administration and as a deputy state fire marshal. Tad came out on top in a lengthy process that included several highly qualified candidates, and we are very much looking forward to working with him.

### **Charter Review Committee**

We've gotten interest from two community members so far, but we're looking for more. Anyone interested in serving on the Charter Review Committee should contact City Hall.

### **ARPA Reporting**

The final round of ARPA reporting to the US Department of the Treasury has been completed and Garibaldi is in full compliance with all current reporting requirements. The process required updating the City contact information for the Department, as they'd been emailing an obsolete address associated with a previous city manager who has long since departed from Garibaldi.

### **Streets**

Public Works continues patching potholes and mowing rights-of-way. Crosswalks at the grade school have been replaced, and installation of the new school zone signs is pending. Work on unpaved roads is planned for the coming months.

### **Water**

The 2024 Consumer Confidence Report has been completed and posted to the City's website. All required testing and regulatory reports have been submitted.

### **Wastewater**

Sludge hauling is nearly complete, and the wastewater plant's digester has been cleaned in preparation for winter operations. Staff are gathering quotes for equipment to support a chemical room upgrade and rejuvenation project.

**CDL Training Complete**

Congratulations to Brayden Meyers of the Public Works crew, who has completed CDL training. This brings all Public Works staff to full licensing for heavy truck operations. In the coming months, staff will begin cross-training in water and wastewater operations and lab testing, with some preparing to test for operator certifications.

**Finance**

The City's Finance Director has been working hard on utility billing while providing training to the City's new City Recorder/Clerk. She's also been working on formal writeups of the City's financial policy and internal control documents, as well as starting on documentation for the 2022/23 audit. Additionally, she's been doing a great deal of data entry for the City's new website (which is structurally complete, but still needs to have additional non-placeholder data input).

**Fire Department**

In the month of August, the GFD accomplished:

- 32 calls for service
- 6 training drills
- Finished up Pumper Operator class
- Staff finished cleaning out the old chief's office
- Staff assisted with city hall painting and projects
- Deep cleaned the fire hall bays
- Reorganized the fire bays storage and shop storage areas
- Engine 33 updated and reorganized
- Rescue 31 updated and reorganized
- Life Pack 15 monitor put into service
- Brush mitigation in rural district for fire apparatus access
- Water draft sites weeded and cleared out
- 2 Community education/prevention events done



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Jake Boone, City Manager