



City Hall, PO Box 708, Garibaldi, OR 97118
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City Email: city@ci.garibaldi.or.us

NOTE: THIS MEETING WILL BE HELD ONLINE ONLY

GARIBALDI CITY COUNCIL REGULAR MEETING

Via Zoom	https://us02web.zoom.us/j/86001495568	Meeting ID:	860 0149 5568
Via Phone	253-215-8782	Password:	021254

MONDAY, MARCH 16, 2026: 5:30 PM

A. CONVENING OF MEETING

B. EXECUTIVE SESSION

1. Executive Session held pursuant to ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection.

C. PRESENTATIONS

D. ITEMS TO BE ADDED TO THE AGENDA

E. PUBLIC HEARINGS

F. CONSENT CALENDAR

1. City Council Meeting Minutes
 - a. February 23, 2026 Regular City Council Meeting
 - b. February 27, 2026 Special City Council Meeting
2. OLCC Special Event Applications Processed
3. Checks Issued
4. Financial Report
5. LGIP Statement

G. 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.

H. OLD BUSINESS

1. City Hall Air Quality Update

I. NEW BUSINESS

1. Public Meetings Law Grievance
2. OLCC Renewal Application – Kelley’s Place

J. ITEMS REMOVED FROM CONSENT AGENDA

K. CITY MANAGER’S REPORT

L. DEPARTMENT HEAD MATTERS

M. AFFILIATED ORGANIZATION REPORTS

1. Tillamook County Library

N. COUNCIL REPORTS AND COMMENTS

O. 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.

P. ADJOURNMENT

Garibaldi City Council Regular Meeting Minutes - Virtual Monday, February 23, 2026 – 5:30 p.m.

Convening of Meeting/Pledge of Allegiance

The meeting was called to order at 5:40 p.m. by Mayor Katie Findling. In attendance were Mayor Findling, Council Members Cheryl Gierga, Bud Shattuck, and Linda Bade. Staff in attendance were City Manager Jake Boone, Finance Officer Becca Harth, City Recorder Amy Cram, Fire Chief Tad Pedersen, and Public Works Superintendent Nick Theoharis. Due to the virtual format and lack of visible flag, the traditional Pledge of Allegiance was omitted.

Presentations

No presentations were scheduled for this meeting.

Joint Meeting with Garibaldi Urban Renewal Agency

Mayor Katie Findling recessed the council meeting at 5:40 PM to allow for the joint Garibaldi Urban Renewal Agency meeting. Meeting resumed at 6:22 p.m.

Items To Be Added to the Agenda

Mayor Katie Findling requested to add two executive sessions to the agenda: one pursuant to ORS 192.660(2)(b) for personnel matters, and one pursuant to ORS 192.660(2)(f) for exempt records review.

Linda Bade raised procedural concerns about the 48-hour notice requirement for executive sessions under Oregon public meeting law.

City Manager Jake Boone contacted City Attorney Mark Wolf to address the legal questions. City Attorney Mark Wolf joined the meeting virtually and confirmed that adding executive sessions to an already-properly-noticed public meeting is legally permissible, as they become part of the existing meeting rather than standalone sessions requiring separate notice.

However, given Linda Bade's, Norman Shattuck's, and Cheryl Gierga's concerns about compliance with notice requirements and past OGEK issues, council decided to schedule a special meeting for the executive sessions.

A motion was made to hold executive sessions on Friday at 1:00 p.m.

- **Moved by:** Councilor Gierga
- **Seconded by:** Councilor Shattuck
- **Motion passed unanimously**

Public Hearings

No public hearings were scheduled for this meeting.

Consent Calendar

Linda Bade proposed several amendments to the January 26, 2026, regular council meeting minutes, including removal of two editorial statements that were not part of the actual meeting discussion, and addition of detailed summaries of the four public comments made during that meeting. Mayor Katie Findling suggested revising one comment to note Roland Sheldon provided a "perceived analysis" rather than simply "analysis."

Linda Bade also had questions about the financial reports, specifically a \$20,204 wastewater system improvement expense. Nick Theoharis explained this was for chemical pump purchases as part of the facilities master plan approved by council. Becca Harth confirmed the capital improvements would be properly recorded as asset increases.

Linda Bade noted issues with the water fund report showing identical current period and year-to-date figures, which Becca Harth acknowledged as a system error requiring correction.

A motion to approve the consent calendar with the edits to the minutes.

- **Moved by:** Councilor Bade
- **Seconded by:** Councilor Shattuck
- **Motion passed unanimously**

Public Comments on Agenda Items

No public comments were received on agenda items.

Old Business

Middle Housing Code

City Manager Jake Boone reported that the public hearing had closed in January with additional written testimony received. He noted the ordinance had been available for review for over seven days and could be adopted at this meeting, requiring two readings by title only followed by adoption.

Council had an extensive discussion about the necessity of compliance and the risks of continued non-compliance.

A motion was made to read Ordinance 335 twice by title only and adopt Ordinance 335.

- **Moved by:** Councilor Gierga
- **Seconded by:** Councilor Bade
- **Motion passed: Ayes = Gierga, Findling, and Bade – Nays = Shattuck**

City Manager Jake Boone read Ordinance 335 twice by title: "An ordinance amending the Garibaldi Comprehensive Plan Chapter 6 and Garibaldi Municipal Code Chapters 17.00, 17.25, 18.05, 18.15, 18.25, 18.90, 18.110, 18.125, 18.135 in conformance with the Garibaldi Comprehensive Plan, Garibaldi Municipal Code Title 18, statewide planning regulations, Oregon Revised Statutes (ORS), and Oregon Administrative Rules (OAR)."

A motion was made to adopt Ordinance 335.

- **Moved by:** Councilor Gierga
- **Seconded by:** Councilor Bade
- **Motion passed: Ayes = Gierga, Findling, and Bade – Nays = Shattuck**

Newsletter Update

City Manager Jake Boone reported that Amy Cram was preparing a quarterly newsletter for release around the end of March. Amy Cram explained the newsletter would be posted on the website and Facebook, with email signup available and printed copies available upon request. She planned to invite participation from various organizations including the port, library, and other community groups, with set deadlines for submissions.

Norman Shattuck emphasized the importance of printed copies for residents who want to know what's happening in the city. Amy Cram confirmed printed copies would be available on request and potentially at the library when they reopen.

New Business

City Hall Air Quality Update

City Manager Jake Boone provided a comprehensive update on the mold situation that necessitated the virtual meeting format. He explained that initial air sampling revealed elevated fungus spore levels in city hall offices, leading to expanded testing throughout the building.

The investigation revealed active mold colonies in the back jail cells area, where moisture seepage through concrete block walls creates ideal growing conditions. The mold species identified lives in concrete pores and feeds on paint, making it particularly difficult to eliminate with standard treatments.

Additional testing found mold spores in the upstairs women's restroom, likely from an old water leak that may have spread to the interstitial space between floors. The kitchen area was also suspected of contamination due to shared air space.

City Manager Jake Boone explained that additional comprehensive sampling was scheduled for the following day, with results expected in approximately two weeks. The library closed as a precautionary measure pending further testing results.

Multiple infrastructure issues were identified requiring remediation: foundation sealing and repair work on the exterior concrete walls, relocation of the problematic air intake system currently drawing air from a damp area under the wheelchair ramp, installation of proper air filtration, and addressing standing water in the basement storage area with sump pump installation and vapor barriers.

He noted this would be "more of a marathon than a sprint," indicating virtual meetings might continue for an extended period. The city was exploring temporary office solutions including construction trailers, while actively pursuing the Coast Guard building as a long-term solution.

Financial Impact & Community Benefit The mold remediation project represents a significant unplanned expense that may have limited insurance coverage since it appears to be a long-term maintenance issue rather than a sudden event. The city faces costs for professional mold remediation, foundation repairs, HVAC system modifications, and potential temporary office facilities. While specific dollar amounts weren't provided, City Manager Boone indicated this would be expensive and could require multiple contractor specialties.

Appointment Of Budget Officer

City Manager Jake Boone explained that state law requires annual appointments of a budget officer, typically the city manager position.

A motion was made to appoint Jake Boone as the budget officer for fiscal year 2027.

- **Moved by:** Councilor Bade
- **Seconded by:** Councilor Shattuck
- **Motion passed unanimously**

Budget Calendar

City Manager Jake Boone presented the budget calendar for fiscal year 2026-27, noting the first item (budget officer appointment) had just been completed. He outlined key dates including budget committee meetings on May 6th and 7th (with GURA at 4:30 PM and city at 5:30 PM), budget hearing on June 15th, and final budget adoption by June 30th.

Cheryl Gierga requested changing the meeting dates to May 4th and 5th to accommodate her work schedule, noting she has two jobs and Mondays are typically reserved for city business.

A motion was made to change the Garibaldi budget committee meetings from May 6th to May 4th.

- **Moved by:** Councilor Gierga
- **Seconded by:** Councilor Bade
- **Motion passed unanimously**

A motion was made to change the tentative budget committee meeting from May 7th to May 5th.

- **Moved by:** Councilor Gierga
- **Seconded by:** Councilor Bade
- **Motion passed unanimously**

2022-23 Audit Discussion

City Manager Jake Boone reported that Becca Harth had received the completed 2022-23 fiscal year audit. He noted that each completed audit provides clearer financial vision and anticipated presenting a multi-year comparison at the next meeting to show financial trends across the audited years.

Linda Bade reviewed the internal control report, noting improvement in some areas but highlighting ongoing concerns about segregation of duties. She read from the audit finding that due to limited staff, a single individual handles multiple critical accounting functions including check preparation, deposits, payroll, bank reconciliation, and general ledger maintenance, creating potential fraud or error risks.

Linda Bade emphasized the audit recommendation for increased council and city manager oversight to protect the finance director and ensure appropriate checks and balances. She noted all overspending occurred in

years prior to current staff tenure.

Becca Harth clarified that overspending occurred in the general fund (administration and property categories), street fund, and public safety equipment reserve fund, all predating her employment.

Stormwater Discussion

Linda Bade raised the need to address stormwater management, noting the city collects system development charges for stormwater but hasn't comprehensively planned for it. She expressed concerns about increasing atmospheric river events and their impact on infrastructure and safety.

Nick Theoharis confirmed the city lacks a current stormwater master plan and was working with AKS Engineering to develop one at an estimated cost of \$75,000. He was exploring Business Oregon grants to offset this cost and noted stormwater master planning ranked second in priority after the water master plan update.

Linda Bade noted SDC rates hadn't been updated in over 10 years and suggested using an indexing method employed by other Oregon jurisdictions as a faster alternative to a comprehensive rate study.

Norman Shattuck supported SDC increases, noting Garibaldi had the lowest rates on the coast and recalling they were approximately \$13,500 in 2000 but currently only \$9,021 due to a reduction years earlier.

City Manager Jake Boone agreed to research indexed SDC rate increases for council consideration.

Items Removed from Consent Agenda

No items were removed from the consent agenda.

City Manager's Report

City Manager Jake Boone provided updates on various city projects and initiatives as outlined in the written report.

City Manager Jake Boone detailed recent progress on the Coast Guard building acquisition, including meetings with Senator Merkley's staff. He met with Gustavo Guerrero, Senator Merkley's field representative, who toured the building and expressed strong support for helping the city acquire it.

He explained this would be a multi-year process, but Senator Merkley's office was researching congressional options to facilitate the transfer. Gustavo Guerrero mentioned a potential funding source through the senator's office allowing projects up to \$5 million with no local match required, which could fund building renovation after acquisition.

City Manager Jake Boone emphasized this represents a significant opportunity to move city hall out of the tsunami zone while preserving historic character, though the process will take several years even if everything proceeds smoothly.

Department Head Matters

No specific department head matters were discussed beyond those covered in the city manager's report.

Affiliated Organization Reports

No representatives from the Garibaldi Emergency Volunteers or Tillamook County Library provided reports.

Council Reports And Comments

Norman Shattuck, Linda Bade, and Cheryl Gierga had no additional reports.

Mayor Katie Findling reported submitting a personal letter (not on behalf of council) supporting Tillamook County School District's federal funding request for emergency backup generators, including one for Garibaldi Grade School. She noted the school serves as a Red Cross evacuation site and ODF wildfire camp location, making backup power critical for emergency response.

She thanked staff for improved memos and reports and expressed appreciation for everyone's patience during the virtual meeting format.

Public Comments on Non-Agenda Items

Katherine Patterson asked about the covered bus stop structure removed during ODOT construction. City Manager Jake Boone confirmed ODOT plans to install a new covered stop in spring or summer when weather permits construction.

Katherine Patterson also questioned whether the Food Basket store was properly licensed to serve alcoholic shots, noting she had observed this activity for about six months. City Manager Jake Boone directed her to

contact the Oregon Liquor and Cannabis Control Commission regarding licensing questions.

Executive Sessions

The executive sessions were postponed to a special meeting scheduled for Friday at 1:00 PM with proper notice requirements.

Adjournment

Mayor Katie Findling adjourned the meeting at 8:39 p.m.

The next regular council meeting will be Monday, March 16, 2026 – 5:30 P.M.

Katie Findling, Mayor

ATTEST:

Jake Boone, City Manager

DRAFT

Garibaldi City Council Special Meeting Minutes - Virtual Friday, February 27, 2026 – 1:00 p.m.

CONVENING OF MEETING/PLEDGE OF ALLEGIANCE

Mayor Katie Findling called the meeting to order at 1:05 PM. Present were Council President Linda Bade, Vice President Cheryl Gierga, Councilor Norman Shattuck, Councilor Sandy Tyrer, City Manager Jake Boone, City Recorder Amy Cram, and City Attorney Mark Wolf.

Before proceeding to the executive sessions, Council President Linda Bade made an unexpected motion to terminate City Manager Jake Boone's position effective immediately for cause. Councilor Norman Shattuck seconded the motion. Council President Bade expressed concerns about procedural issues, lack of respect shown to the public and councilors, inability to get answers to questions, and being told she couldn't discuss matters with staff or copy them on emails. She stated the council "just can't function like this" and needed a change in leadership.

Mayor Findling objected to the timing of the motion given the context of the executive session. City Manager Boone noted that the first executive session was specifically for considering dismissal of a public officer, suggesting such matters should be handled in executive session rather than open session. City Attorney Wolf advised that the council should consult on the employment agreement and legal obligations before acting on the motion.

Councilor Sandy Tyrer declined to participate in the discussion at that time. After discussion about procedural requirements and contractual obligations, Council President Bade agreed to withdraw the motion until after the executive sessions. The motion was withdrawn with no objection.

EXECUTIVE SESSIONS

Mayor Findling announced the council would meet in executive session pursuant to ORS 192.660(2)(b) to consider dismissal or disciplining of or to hear complaints or charges brought against a public officer, employee, staff member, or individual agent who does not request an open hearing, and pursuant to ORS 192.660(2)(f) to consider information or records exempt by law from public inspection.

The council and staff disconnected from the public meeting at approximately 1:50 p.m. to conduct the executive sessions.

The council returned to open session at 2:29 PM. As a result of the executive sessions, the council scheduled a follow-up executive session meeting for March 16, 2026 at 4:00 p.m., prior to the regular council meeting.

Following the second executive session, the council made a motion regarding an investigative matter.

A motion was made that Vice President Cheryl Gierga work with an investigator and report back to the council.

- **Moved by:** Councilor Bade
- **Seconded by:** Councilor Shattuck
- **Motion passed unanimously**

ADJOURNMENT

Mayor Findling adjourned the meeting at 2:36 PM.

ATTEST:

Katie Findling, Mayor

Jake Boone, City Manager



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AGENDA ITEM

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: **Special Event License Application Approvals**
DATE: 11 March 2026

BACKGROUND

One OLCC Special Event Application was processed by City staff since the last Council meeting. Kelley's Place submitted an application for the Crab Races on March 14 and 15, and the City has recommended approval to the OLCC.

RECOMMENDATION

None; information only.

COST

None.



Jake Boone, City Manager



OREGON LIQUOR & CANNABIS COMMISSION

Instructions for Local Government Recommendation – Special Events License

The local government is as follows:

- (a) If the address of the event is within a city’s limits, the local government is the city.
(b) If the address of the event is not within a city’s limits, the local government is the county.

The OLCC will accept local government recommendations for alcohol special events in two formats: the commission produced form, or a written endorsement produced by the local government that meets our standards described below. Annual Liquor License applications must have their recommendation given on their specific form, which is different from this special event form.

FORM INSTRUCTIONS:

- Section 1: Applicant completes Section 1 of this form and submits it to the appropriate city or county jurisdiction. Applicant verifies with the local government whether additional forms or fees are required. Applicant completes payment to local jurisdiction for processing application if they require fees. This does not include OLCC license fees.
Section 2: Local government completes Section 2 of this form and returns it to the applicant. Applicant uploads the complete form and any supporting information provided by the city or county to CAMP.

WRITTEN RECOMMENDATION INSTRUCTIONS:

Instead of using this form, The OLCC will accept a written recommendation produced by the Local Government and given to the applicant to submit. The recommendation must be in written format such as letter or email, and includes the required information described below. Applicant uploads this recommendation and any supporting information provided by the city or county to CAMP.

Required Recommendation Information: The written recommendation must include the event applicant name, event name, event address, event license type, event dates, name of local government, name & title of reviewing official, date of review, and the recommendation outcome. Recommendation outcomes can be: Recommend Granting License, No Recommendation given/Neutral, or Recommend Denial. If recommending denial, please explain as to why it would meet the denial criteria in OAR 845-005-0308.

Table with 2 columns: Special Event License Types. Rows include Temporary Sales License (For Profit, Non-Profit 1, Non-Profit 2), Temporary Use of Annual License (Limited, Full), Special Event Brewery-Public House (SEBPH), Special Event Brewery (SEB), Special Event Distillery (SED), Special Event Grower Sales Privilege (SEG), and Special Event Winery (SEW).



Local Government Recommendation – Special Event License

Section 1 – Submission - To be completed by Applicant:

License Information

Applicant Name(s): The Pancake House Inc DBA Kelleys Place Annual Licensee

Event Name: Crab Races

Event Address: 210 S 3rd St (Event Center) Ste:

City: Garibaldi County: Tillamook Zip: 97118

License Type: Temporary Use of an Annual License At Existing Licensed Premises

Application Contact Information

Contact Name: Kelley Cook Phone: 503-801-1858

Mailing Address: PO Box 563

City: Garibaldi State: OR Zip: 97118

Email Address: kelleykcook@gmail.com

Event Details

Event Dates: 03/14/2026 - 03/15/2026

Event Times: 10:00 AM - 5:00 PM

Expected Daily Attendance: 100 Peak Expected Attendance:

To the best of your knowledge, is this the only special event application for this event? Y/N?

Please check all that apply to your proposed event:

- | | | |
|--|---|--|
| Off-Premises Sales: | <input type="checkbox"/> Beer/Wine/Cider | <input type="checkbox"/> Distilled Spirits |
| Tastings only: | <input type="checkbox"/> Beer/Wine/Cider | <input type="checkbox"/> Distilled Spirits |
| On-Premises Consumption: | <input checked="" type="checkbox"/> Beer/Wine/Cider | <input type="checkbox"/> Distilled Spirits |
| <input checked="" type="checkbox"/> Indoor Consumption | <input type="checkbox"/> Outdoor Consumption | |
- Food Service Available: Yes: Crab Dinner, Crab melt, Clam Chowder
- Proposing to Allow Minors

Section 1 Continued on next page



Local Government Recommendation – Special Event License

Section 1 Continued – Submission - To be completed by Applicant:

Applicant Name/Legal Entity Name: The Pancake House Inc DBA Kelleys Place

Event Name: Crab Races

After completing section 1, please submit your application to the local government for recommendation

Section 2 – Recommendation - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: *City of Garibaldi*

Optional Date Received Stamp

Date Application Received: *2/25/26*

Received by: *Amy Crum*

- Recommend this license be granted
- Recommend this license be denied (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral

Name of Reviewing Official: *JAKE BJONE*

Title: *CITY MANAGER*

Date: *26 FEB 2026*

Signature: 

After providing your recommendation and signature, please return this form to the applicant.

3/4/2026
7:27 AM

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

Payments Journal

2/1/2026 to 2/28/2026

Account Number	Account	Amount
1050 1st Security Checking		
2/5/2026 Check / Ref #: 20778 Payee: Local Government Law Group		
6300	Contracted Services	583.00
6410	Legal Services	265.00
6520	Printing, Advertising & Notice	265.00
6310	Council Expense	1,457.50
	Check Amount	\$2,570.50
2/5/2026 Check / Ref #: 20779 Payee: Mikael Hesse		
6455	Janitorial Services	1,750.00
	Check Amount	\$1,750.00
2/5/2026 Check / Ref #: 20780 Payee: B Sturn Repair LLC		
6330	Equipment Repair	2,138.64
	Check Amount	\$2,138.64
2/5/2026 Check / Ref #: 20781 Payee: Tillamook Co. Creamery Assn.		
6660	Treatment Chemicals	400.00
	Check Amount	\$400.00
2/5/2026 Check / Ref #: 20782 Payee: Tillamook Farmers Co-Op		
6700	Architecture/Egnine ering	34.06
	Check Amount	\$34.06
2/5/2026 Check / Ref #: 20783 Payee: Shannon Whipple-Anderson		
6685	Emergency Response Supplies	41.87
	Check Amount	\$41.87
2/5/2026 Check / Ref #: 20784 Payee: Tillamook PUD		
6590	Street Lighting	812.54
6680	Utilities	5,001.71
	Check Amount	\$5,814.25
2/5/2026 Check / Ref #: 20786 Payee: Centerlogic, Inc.		
6400	IT Services	522.42
6400	IT Services	355.18
6400	IT Services	186.00
6400	IT Services	35.00
	Check Amount	\$1,098.60
2/16/2026 Check / Ref #: 20787 Payee: Verizon		
6630	Telephone/VOIP	312.99
	Check Amount	\$312.99
2/16/2026 Check / Ref #: 20788 Payee: Pacific Office Automation		
6480	Minor Equipment - Office	98.50
6480	Minor Equipment - Office	886.54
	Check Amount	\$985.04
2/16/2026 Check / Ref #: 20789 Payee: ASTOUND		
6400	IT Services	50.00
6400	IT Services	50.00
	Check Amount	\$100.00

3/4/2026
7:27 AM

General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,
Payments Journal
2/1/2026 to 2/28/2026

2/16/2026 Check / Ref #: 20790 Payee: Northstar Chemical

6660	Treatment Chemicals	2,701.77
Check Amount		\$2,701.77

2/16/2026 Check / Ref #: 20791 Payee: HASCO Stations, LLC

6380	Fuel & Oil	285.86
Check Amount		\$285.86

2/16/2026 Check / Ref #: 20792 Payee: USA BlueBook

6640	Testing & Sampling	294.66
Check Amount		\$294.66

2/16/2026 Check / Ref #: 20793 Payee: IDEXX Distribution, Inc

6640	Testing & Sampling	1,279.53
Check Amount		\$1,279.53

2/16/2026 Check / Ref #: 20794 Payee: Ferrellgas

6680	Utilities	323.70
Check Amount		\$323.70

2/16/2026 Check / Ref #: 20795 Payee: Consolidated Supply Co.

6620	System Maintenance & Repair	215.19
6620	System Maintenance & Repair	176.73
Check Amount		\$391.92

2/16/2026 Check / Ref #: 20796 Payee: Drew Brosh

6300	Contracted Services	4,713.45
Check Amount		\$4,713.45

2/17/2026 Check / Ref #: Payee: 1st Security Bank

6250	Bank Charges & Fees	30.50
Check Amount		\$30.50

2/19/2026 Check / Ref #: Payee: 1st Security Bank

6310	Council Expense	141.44
6320	Dues, Licenses & Subscriptions	537.40
6500	Office Supplies	50.54
6650	Travel & Training	159.00
Check Amount		\$888.38

2/19/2026 Check / Ref #: Payee: 1st Security Bank

6300	Contracted Services	270.24
6610	Supplies & Services	224.86
6780	System Improvements	1,140.00
6650	Travel & Training	570.00
Check Amount		\$2,205.10

2/19/2026 Check / Ref #: Payee: 1st Security Bank

6610	Supplies & Services	74.33
6650	Travel & Training	1,053.16
Check Amount		\$1,127.49

2/19/2026 Check / Ref #: Payee: 1st Security Bank

3/4/2026
7:27 AM

General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,
Payments Journal
2/1/2026 to 2/28/2026

6500	Office Supplies	64.97
6650	Travel & Training	162.00
	Check Amount	\$226.97
2/19/2026	Check / Ref #: Payee: 1st Security Bank	
6630	Telephone/VOIP	222.90
	Check Amount	\$222.90
2/23/2026	Check / Ref #: 20797 Payee: JLT Construction	
6260	Building & Grounds Maint.	2,237.45
6260	Building & Grounds Maint.	11,195.00
	Check Amount	\$13,432.45
2/23/2026	Check / Ref #: 20798 Payee: Northstar Chemical	
6660	Treatment Chemicals	2,701.77
	Check Amount	\$2,701.77
2/23/2026	Check / Ref #: 20799 Payee: Grainger	
6610	Supplies & Services	86.57
6610	Supplies & Services	86.57
	Check Amount	\$173.14
2/23/2026	Check / Ref #: 20800 Payee: G3 Electric LLC	
6780	System Improvements	5,402.37
	Check Amount	\$5,402.37
2/23/2026	Check / Ref #: 20802 Payee: SeaWestern Fire Fighting Equipment	
6550	Protective Clothing	54.75
	Check Amount	\$54.75
2/23/2026	Check / Ref #: 20803 Payee: Centerlogic, Inc.	
6400	IT Services	761.25
	Check Amount	\$761.25
2/23/2026	Check / Ref #: 20804 Payee: B Sturn Repair LLC	
6330	Equipment Repair	3,954.57
6330	Equipment Repair	1,184.17
	Check Amount	\$5,138.74
2/24/2026	Check / Ref #: 20811 Payee: HASCO Stations, LLC	
6380	Fuel & Oil	244.80
	Check Amount	\$244.80
2/25/2026	Check / Ref #: Payee: Cardmember Service	
6320	Dues, Licenses & Subscriptions	379.86
	Check Amount	\$379.86
2/27/2026	Check / Ref #: Payee: Meritain Health, Inc.	
6010	Personnel Costs	2,133.00
6010	Personnel Costs	182.00
	Check Amount	\$2,315.00
2/27/2026	Check / Ref #: Payee: CIS Trust	
	CIS Payable	20,263.14
	Check Amount	\$20,263.14
2/27/2026	Check / Ref #: Payee: OR State Workers Comp	
	Workers Benefit Fund Payable	20.60

3/4/2026
7:27 AM

General Fund, GURA Debt Service Fund, GURA General Fund, Parks SDC Fund,
Payments Journal
2/1/2026 to 2/28/2026

	Check Amount	\$20.60
2/27/2026 Check / Ref #:	Payee: OR State Transit Tax	
	OR State Transit	61.75
	Tax	
	Check Amount	\$61.75
2/27/2026 Check / Ref #:	Payee: OR Unemployment Department	
	OR SUTA Taxes	1,472.45
	Check Amount	\$1,472.45
2/27/2026 Check / Ref #:	Payee: OR State Withholding Tax Division	
	OR State Taxes	4,288.21
	Check Amount	\$4,288.21
2/27/2026 Check / Ref #:	GJ-00036 Payee: Interfund Payroll Entries	
2050	Payroll Due to	22,772.45
	General Fund	
	Check Amount	\$22,772.45
2/27/2026 Check / Ref #:	GJ-00037 Payee: Interfund Payroll Entries	
2050	Payroll Due to	28,839.45
	General Fund	
	Check Amount	\$28,839.45
2/27/2026 Check / Ref #:	GJ-00040 Payee: Interfund Payroll Entries	
2050	Payroll Due to	6,998.69
	General Fund	
	Check Amount	\$6,998.69
2/27/2026 Check / Ref #:	GJ-00040 Payee: Interfund Payroll Entries	
2050	Payroll Due to	9,291.09
	General Fund	
	Check Amount	\$9,291.09
	1050 1st Security Checking Totals	\$200,893.65
	Report Totals	\$229,117.14
Records included in total = 94		

Report Options

Check Date: 2/1/2026 to 2/28/2026

Display Notation: Yes

General Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
Resources						
4000	Available Cash on Hand	0.00	0.00	359,331.00	359,331.00	0.00%
4240	Business Licenses & Permits	0.00	9,579.00	10,500.00	921.00	91.23%
4110	FD Levy - Current Year	1,491.06	182,073.97	185,270.00	3,196.03	98.27%
4180	Fines & Forfeitures	0.00	51.00	500.00	449.00	10.20%
4230	Franchise Fees	9,361.00	56,474.33	83,460.00	26,985.67	67.67%
4740	From TRT to Gen.Fund	0.00	19,042.50	76,170.00	57,127.50	25.00%
4370	GURA Contract	0.00	0.00	22,432.00	22,432.00	0.00%
4420	Hall Rent	0.00	400.00	500.00	100.00	80.00%
4465	Homelessness Support	0.00	0.00	55,000.00	55,000.00	0.00%
4470	Interest	1,353.66	11,522.56	11,764.00	241.44	97.95%
4440	Misc. Revenues	0.00	123,246.79	1,000.00	(122,246.79)	12,324.68%
4005	OSFM Recievables	0.00	0.00	28,000.00	28,000.00	0.00%
4220	Planning Fees	500.00	3,580.00	4,730.00	1,150.00	75.69%
4100	Property Taxes - Current Year	2,477.52	302,786.31	304,217.00	1,430.69	99.53%
4120	Property Taxes - Prior Years	496.49	6,081.01	6,815.00	733.99	89.23%
4380	Rural Fire District Contract	0.00	0.00	204,958.00	204,958.00	0.00%
4300	State Cigarette Tax Share	41.75	324.00	733.00	409.00	44.20%
4310	State Liquor Revenue Share	1,785.50	9,737.45	13,350.00	3,612.55	72.94%
4350	State Marijuana Tax Share	0.00	650.81	1,446.00	795.19	45.01%
4320	State Revenue Sharing	2,977.89	7,801.27	10,298.00	2,496.73	75.76%
Unallocated						
	Transfer from LGIP to bank	0.00	(125,000.00)	0.00	125,000.00	0.00%
	Revenue	\$20,484.87	\$608,351.00	\$1,380,474.00	\$772,123.00	
	Gross Profit	\$20,484.87	\$608,351.00	\$1,380,474.00	\$0.00	
Expenses						
Administrative						
6240	Auditing & Accounting Services	0.00	4,662.50	27,000.00	22,337.50	17.27%
6250	Bank Charges & Fees	84.81	5,185.10	3,000.00	(2,185.10)	172.84%
6060	City Manager	2,573.56	20,588.48	32,500.00	11,911.52	63.35%
6025	City Recorder/Clerk	660.33	8,807.57	7,693.00	(1,114.57)	114.49%
6310	Council Expense	1,598.94	8,001.31	6,000.00	(2,001.31)	133.36%
6320	Dues, Licenses & Subscriptions	572.54	4,238.67	6,500.00	2,261.33	65.21%
6070	Finance Director/Assn. Manager	2,140.25	18,905.23	25,692.00	6,786.77	73.58%

General Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
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%
6400	IT Services	819.51	9,429.02	20,000.00	10,570.98	47.15%
6455	Janitorial Services	1,750.00	10,850.00	20,400.00	9,550.00	53.19%
6410	Legal Services	265.00	1,775.50	30,000.00	28,224.50	5.92%
6460	Meeting Expense/Admin Supplies	0.00	0.00	1,500.00	1,500.00	0.00%
6470	Minor Equipment	886.54	7,092.32	3,200.00	(3,892.32)	221.64%
6490	Office Equipment Repair	0.00	0.00	1,000.00	1,000.00	0.00%
6760	Office Equipment/Software	0.00	1,486.28	5,000.00	3,513.72	29.73%
6500	Office Supplies	115.51	4,109.61	5,100.00	990.39	80.58%
6010	Personnel Costs	3,834.24	34,620.26	54,360.00	19,739.74	63.69%
6510	Postage & Shipping Costs	0.00	0.00	600.00	600.00	0.00%
6520	Printing, Advertising & Notice	0.00	221.36	5,000.00	4,778.64	4.43%
6630	Telephone/VOIP	76.54	422.86	2,000.00	1,577.14	21.14%
6650	Travel & Training	199.50	1,515.60	6,000.00	4,484.40	25.26%
6200	Workers Comp	0.00	842.06	2,004.00	1,161.94	42.02%
Fire & Rescue						
6260	Building & Grounds Maint.	0.00	1,726.36	7,250.00	5,523.64	23.81%
6035	Conflag Reimbursed Payroll	0.00	0.00	28,000.00	28,000.00	0.00%
6300	Contracted Services	5,296.45	20,369.14	12,000.00	(8,369.14)	169.74%
6205	Division Chief-Training	5,000.00	47,993.39	60,000.00	12,006.61	79.99%
6320	Dues, Licenses & Subscriptions	78.69	9,040.75	7,500.00	(1,540.75)	120.54%
6685	Emergency Response Supplies	41.87	96.34	1,200.00	1,103.66	8.03%
6330	Equipment Repair	7,277.38	15,385.74	10,000.00	(5,385.74)	153.86%
6080	Fire Chief	8,155.00	63,224.75	100,000.00	36,775.25	63.22%
6090	Fire Department - Call Persons	1,225.00	10,742.00	25,000.00	14,258.00	42.97%
6395	Fire District Formation Fees	0.00	0.00	1,500.00	1,500.00	0.00%
6380	Fuel & Oil	530.66	5,676.82	15,000.00	9,323.18	37.85%
6390	Insurance	0.00	18,611.00	18,611.00	0.00	100.00%
6400	IT Services	310.79	2,867.67	1,500.00	(1,367.67)	191.18%
6470	Minor Equipment	98.50	4,933.33	5,000.00	66.67	98.67%
6010	Personnel Costs	10,917.12	82,280.56	154,445.00	72,164.44	53.27%
6520	Printing, Advertising & Notice	0.00	25.00	500.00	475.00	5.00%
6550	Protective Clothing	54.75	6,895.82	18,000.00	11,104.18	38.31%
6610	Supplies & Services	74.33	4,610.78	13,650.00	9,039.22	33.78%
6630	Telephone/VOIP	243.32	2,027.41	800.00	(1,227.41)	253.43%
6235	Temporary Summer Firefighter	91.00	22,665.25	35,000.00	12,334.75	64.76%
6650	Travel & Training	1,276.16	3,221.33	6,750.00	3,528.67	47.72%

General Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
6200 Workers Comp		0.00	1,474.15	6,268.00	4,793.85	23.52%
Non Departmental						
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%
Planning						
6240 Auditing & Accounting Services		0.00	1,500.00	500.00	(1,000.00)	300.00%
6060 City Manager		1,029.43	8,235.44	13,000.00	4,764.56	63.35%
6025 City Recorder/Clerk		330.17	2,803.28	3,847.00	1,043.72	72.87%
6305 Contracted Services PLANNER		0.00	27,336.63	55,000.00	27,663.37	49.70%
6325 Engineering Services		0.00	0.00	1,500.00	1,500.00	0.00%
6070 Finance Director/Assn. Manager		856.10	7,562.08	10,277.00	2,714.92	73.58%
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		1,572.98	12,271.11	22,497.00	10,225.89	54.55%
6520 Printing, Advertising & Notice		265.00	381.25	1,500.00	1,118.75	25.42%
6610 Supplies & Services		0.00	0.00	1,200.00	1,200.00	0.00%
6200 Workers Comp		0.00	664.70	829.00	164.30	80.18%
Property						
6260 Building & Grounds Maint.		13,432.45	25,511.59	10,000.00	(15,511.59)	255.12%
6335 Contracted Services PROPERTY		0.00	70.00	1,500.00	1,430.00	4.67%
6330 Equipment Repair		0.00	182.16	1,500.00	1,317.84	12.14%
6390 Insurance		0.00	4,325.00	4,325.00	0.00	100.00%
6470 Minor Equipment		0.00	226.89	175.00	(51.89)	129.65%
6010 Personnel Costs		1,447.49	17,734.83	22,352.00	4,617.17	79.34%
6150 Public Works Director		1,334.44	10,442.36	16,092.00	5,649.64	64.89%
6610 Supplies & Services		0.00	422.61	500.00	77.39	84.52%
6680 Utilities		1,046.76	5,847.87	13,130.00	7,282.13	44.54%
6190 Utility Worker II /Lead Worker		874.39	6,910.81	10,584.00	3,673.19	65.29%
6200 Workers Comp		0.00	664.70	976.00	311.30	68.10%
Expenses		\$78,437.50	\$616,767.47	\$1,224,222.00	\$607,454.53	
Revenue Less Expenditures		(\$57,952.63)	(\$8,416.47)	\$156,252.00	\$0.00	
Net Change in Fund Balance		(\$57,952.63)	(\$8,416.47)	\$156,252.00	\$0.00	

General Fund
Statement of Revenue and Expenditures

Account Number	Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Fund Balances					
Beginning Fund Balance	(224,231.50)	(273,767.66)	0.00	0.00	0.00%
Net Change in Fund Balance	(57,952.63)	(8,416.47)	156,252.00	0.00	0.00%
Ending Fund Balance	(282,184.13)	(282,184.13)	0.00	0.00	0.00%

Report Options

Fund: General Fund

Period: 2/1/2026 to 2/28/2026

Detail Level: Level 3 Accounts

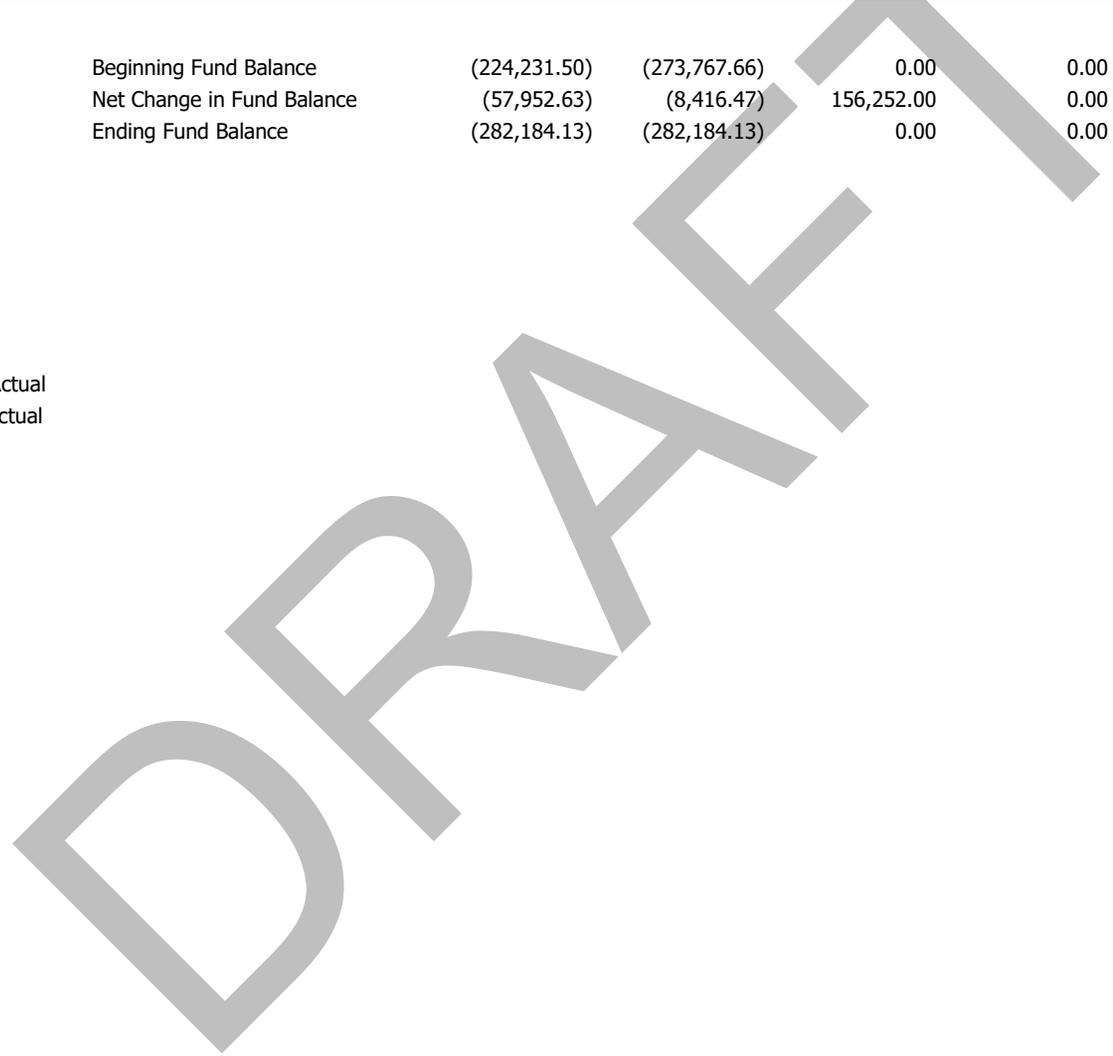
Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: GENERAL FUND MASTER



Street Fund Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
Total Receipts						
4470	Interest	90.24	629.65	625.00	(4.65)	100.74%
4440	Misc. Revenues	104.00	32,299.04	500.00	(31,799.04)	6,459.81%
4490	ODOT Grant Income	0.00	125,000.00	250,000.00	125,000.00	50.00%
4330	State Highway Fund Rev. Share	6,033.66	47,763.27	72,250.00	24,486.73	66.11%
4345	Transportation Fee	5,336.18	30,740.13	93,540.00	62,799.87	32.86%
Transfers In						
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	36,373.75	145,495.00	109,121.25	25.00%
	Revenue	\$11,564.08	\$272,805.84	\$621,410.00	\$348,604.16	
	Gross Profit	\$11,564.08	\$272,805.84	\$621,410.00	\$0.00	
Expenses						
Salaries & Personal Expenses						
6060	City Manager	1,029.43	8,235.44	13,000.00	4,764.56	63.35%
6025	City Recorder/Clerk	330.17	2,803.28	3,847.00	1,043.72	72.87%
6070	Finance Director/Assn. Manager	856.10	7,562.08	10,277.00	2,714.92	73.58%
6010	Personnel Costs	3,815.37	36,542.44	58,346.00	21,803.56	62.63%
6150	Public Works Director	1,779.26	13,923.16	21,456.00	7,532.84	64.89%
6190	Utility Worker II /Lead Worker	1,748.76	13,821.63	21,171.00	7,349.37	65.29%
6200	Workers Comp	0.00	1,725.70	3,974.00	2,248.30	43.42%
Materials & Services						
6240	Auditing & Accounting Services	0.00	3,562.50	8,500.00	4,937.50	41.91%
6300	Contracted Services	0.00	488.39	2,500.00	2,011.61	19.54%
6320	Dues, Licenses & Subscriptions	58.70	418.64	500.00	81.36	83.73%
6380	Fuel & Oil	0.00	2,110.49	3,500.00	1,389.51	60.30%
6390	Insurance	0.00	9,270.00	9,270.00	0.00	100.00%
6400	IT Services	87.21	441.90	1,200.00	758.10	36.83%
6410	Legal Services	0.00	1,653.49	750.00	(903.49)	220.47%
6470	Minor Equipment	0.00	1,960.43	3,500.00	1,539.57	56.01%
6490	Office Equipment Repair	0.00	239.37	3,500.00	3,260.63	6.84%
6500	Office Supplies	0.00	0.00	250.00	250.00	0.00%
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%
6590	Street Lighting	812.54	812.54	8,000.00	7,187.46	10.16%

Street Fund Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
6610	Supplies & Services	0.00	809.43	2,200.00	1,390.57	36.79%
6620	System Maintenance & Repair	0.00	4,232.56	5,000.00	767.44	84.65%
6630	Telephone/VOIP	72.01	619.35	800.00	180.65	77.42%
6650	Travel & Training	0.00	1,205.43	1,000.00	(205.43)	120.54%
6680	Utilities	64.95	5,453.76	2,000.00	(3,453.76)	272.69%
Expenses		\$10,654.50	\$117,892.01	\$186,591.00	\$68,698.99	
Revenue Less Expenditures		\$909.58	\$154,913.83	\$434,819.00	\$0.00	
Net Change in Fund Balance		\$909.58	\$154,913.83	\$434,819.00	\$0.00	

Fund Balances

Beginning Fund Balance	161,484.78	7,480.53	0.00	0.00	0.00%
Net Change in Fund Balance	909.58	154,913.83	434,819.00	0.00	0.00%
Ending Fund Balance	162,394.36	162,394.36	0.00	0.00	0.00%

Report Options

Fund: Street Fund
 Period: 2/1/2026 to 2/28/2026
 Detail Level: Level 3 Accounts
 Display Account Categories: Yes
 Display Subtotals: No
 Revenue Reporting Method: Budget - Actual
 Expense Reporting Method: Budget - Actual
 Budget: Street Budget



Sewer Discount Program Statement of Revenue and Expenditures

Account Number	Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures					
Revenue					
4430 Donations	112.89	766.38	1,500.00	733.62	51.09%
4470 Interest	90.24	1,545.10	1,520.00	(25.10)	101.65%
Revenue	\$203.13	\$2,311.48	\$3,020.00	\$708.52	
Gross Profit	\$203.13	\$2,311.48	\$3,020.00	\$0.00	
Expenses					
8150 To Wastewater Fund	0.00	960.00	2,500.00	1,540.00	38.40%
8175 To Water Fund	0.00	960.00	2,500.00	1,540.00	38.40%
Expenses	\$0.00	\$1,920.00	\$5,000.00	\$3,080.00	
Revenue Less Expenditures	\$203.13	\$391.48	(\$1,980.00)	\$0.00	
Net Change in Fund Balance	\$203.13	\$391.48	(\$1,980.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	15,813.10	15,624.75	0.00	0.00	0.00%
Net Change in Fund Balance	203.13	391.48	(1,980.00)	0.00	0.00%
Ending Fund Balance	16,016.23	16,016.23	0.00	0.00	0.00%

Report Options

Fund: Sewer Discount Program
 Period: 2/1/2026 to 2/28/2026
 Detail Level: Level 1 Accounts
 Display Account Categories: No
 Display Subtotals: No
 Revenue Reporting Method: Budget - Actual
 Expense Reporting Method: Budget - Actual
 Budget: Sewer Discount

Wastewater Fund Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
4500	Finance/Late Fees	57.10	161.37	3,050.00	2,888.63	5.29%
4730	From Sewer Discoun Fund To WW	0.00	960.00	2,500.00	1,540.00	38.40%
4780	From TRT to WW	0.00	3,750.00	15,000.00	11,250.00	25.00%
4550	Grants	0.00	0.00	85,000.00	85,000.00	0.00%
4440	Misc. Revenues	0.00	33,618.60	0.00	(33,618.60)	0.00%
4260	System Charges	21,131.28	454,242.32	793,356.00	339,113.68	57.26%
	Revenue	\$21,188.38	\$492,732.29	\$898,906.00	\$406,173.71	
	Gross Profit	\$21,188.38	\$492,732.29	\$898,906.00	\$0.00	
Expenses						
7130	WWTP-OECDD Loan -- Interest	0.00	337.02	1,977.00	1,639.98	17.05%
7140	WWTP-OECDD Loan -- Principal	0.00	31,172.29	35,934.00	4,761.71	86.75%
6240	Auditing & Accounting Services	0.00	3,562.50	20,000.00	16,437.50	17.81%
6250	Bank Charges & Fees	0.00	1,245.17	3,500.00	2,254.83	35.58%
6260	Building & Grounds Maint.	0.00	3,099.26	750.00	(2,349.26)	413.23%
6060	City Manager	2,058.85	16,470.80	26,000.00	9,529.20	63.35%
6025	City Recorder/Clerk	1,981.00	15,958.85	23,080.00	7,121.15	69.15%
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	270.24	797.43	3,500.00	2,702.57	22.78%
6320	Dues, Licenses & Subscriptions	83.66	9,690.81	7,000.00	(2,690.81)	138.44%
6330	Equipment Repair	0.00	2,862.28	5,000.00	2,137.72	57.25%
6070	Finance Director/Assn. Manager	1,712.20	15,124.16	20,554.00	5,429.84	73.58%
6380	Fuel & Oil	0.00	2,176.62	5,500.00	3,323.38	39.57%
6750	Grants Expenses	0.00	0.00	85,000.00	85,000.00	0.00%
6820	Inflow/Infiltration Control	0.00	4,956.25	20,000.00	15,043.75	24.78%
6390	Insurance	0.00	27,626.00	26,458.00	(1,168.00)	104.41%
6400	IT Services	371.16	2,052.87	3,500.00	1,447.13	58.65%
6410	Legal Services	0.00	2,975.75	500.00	(2,475.75)	595.15%
6470	Minor Equipment	0.00	93.62	8,000.00	7,906.38	1.17%
6760	Office Equipment/Software	0.00	0.00	500.00	500.00	0.00%
6500	Office Supplies	0.00	323.78	500.00	176.22	64.76%
6010	Personnel Costs	9,644.86	76,212.08	152,863.00	76,650.92	49.86%
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	3,113.71	24,365.48	37,548.00	13,182.52	64.89%

Wastewater Fund Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
6600	Sewer Discount	0.00	141.48	2,500.00	2,358.52	5.66%
6610	Supplies & Services	189.51	457.59	1,200.00	742.41	38.13%
6620	System Maintenance & Repair	0.00	3,198.68	20,000.00	16,801.32	15.99%
6865	System Repair/Replace	6,576.43	15,194.16	15,000.00	(194.16)	101.29%
6630	Telephone/VOIP	72.01	790.01	2,064.00	1,273.99	38.28%
6640	Testing & Sampling	1,426.86	12,807.08	13,500.00	692.92	94.87%
6650	Travel & Training	610.50	1,859.85	7,500.00	5,640.15	24.80%
6660	Treatment Chemicals	5,403.54	12,516.02	30,500.00	17,983.98	41.04%
6680	Utilities	2,210.28	15,094.90	39,000.00	23,905.10	38.70%
6190	Utility Worker II /Lead Worker	4,786.08	40,950.66	64,463.00	23,512.34	63.53%
6200	Workers Comp	0.00	2,080.41	5,627.00	3,546.59	36.97%
7100	WWTP-USDA -- Interest	0.00	79,900.19	44,055.00	(35,845.19)	181.36%
7110	WWTP-USDA -- Principal	0.00	34,952.37	32,889.00	(2,063.37)	106.27%
Expenses		\$40,510.89	\$461,046.42	\$854,505.00	\$393,458.58	
Revenue Less Expenditures		(\$19,322.51)	\$31,685.87	\$44,401.00	\$0.00	
Net Change in Fund Balance		(\$19,322.51)	\$31,685.87	\$44,401.00	\$0.00	

Fund Balances

Beginning Fund Balance	651,526.87	600,518.49	0.00	0.00	0.00%
Net Change in Fund Balance	(19,322.51)	31,685.87	44,401.00	0.00	0.00%
Ending Fund Balance	632,204.36	632,204.36	0.00	0.00	0.00%

Report Options

Fund: Wastewater Fund
 Period: 2/1/2026 to 2/28/2026
 Detail Level: Level 3 Accounts
 Display Account Categories: No
 Display Subtotals: No
 Revenue Reporting Method: Budget - Actual
 Expense Reporting Method: Budget - Actual
 Budget: Wastewater Budget

Water Fund Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
4581	Contract Services - WB	0.00	9,917.85	15,000.00	5,082.15	66.12%
4020	Debt Mgmt - Watseco Barview	0.00	13,270.32	12,000.00	(1,270.32)	110.59%
4500	Finance/Late Fees	99.63	642.00	3,500.00	2,858.00	18.34%
4790	From TRT To Water	0.00	3,750.00	15,000.00	11,250.00	25.00%
4440	Misc. Revenues	0.00	33,618.60	2,000.00	(31,618.60)	1,680.93%
4280	Shutoff/Turn-on Fees	0.00	50.00	1,000.00	950.00	5.00%
4260	System Charges	73,477.15	429,804.05	625,677.00	195,872.95	68.69%
4725	Utility Discount Fund to Water	0.00	960.00	2,500.00	1,540.00	38.40%
	Revenue	\$73,576.78	\$492,012.82	\$676,677.00	\$184,664.18	
	Gross Profit	\$73,576.78	\$492,012.82	\$676,677.00	\$0.00	
Expenses						
6240	Auditing & Accounting Services	0.00	3,562.50	20,000.00	16,437.50	17.81%
6250	Bank Charges & Fees	0.00	912.88	3,500.00	2,587.12	26.08%
6260	Building & Grounds Maint.	0.00	1,375.34	2,500.00	1,124.66	55.01%
6060	City Manager	2,058.85	16,470.80	26,000.00	9,529.20	63.35%
6025	City Recorder/Clerk	1,981.00	15,958.85	23,080.00	7,121.15	69.15%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6300	Contracted Services	0.00	1,184.34	3,500.00	2,315.66	33.84%
6320	Dues, Licenses & Subscriptions	123.67	6,853.30	2,000.00	(4,853.30)	342.67%
6755	Engineering	0.00	0.00	5,000.00	5,000.00	0.00%
6330	Equipment Repair	0.00	2,257.52	1,250.00	(1,007.52)	180.60%
6070	Finance Director/Assn. Manager	1,712.20	15,124.16	20,554.00	5,429.84	73.58%
6380	Fuel & Oil	0.00	2,110.49	5,500.00	3,389.51	38.37%
6990	IFA Loan - Principal	0.00	5,422.30	5,423.00	0.70	99.99%
6980	IFA-Loan Interest	0.00	1,252.29	1,253.00	0.71	99.94%
6390	Insurance	0.00	14,917.00	14,918.00	1.00	99.99%
6400	IT Services	371.18	2,451.68	3,500.00	1,048.32	70.05%
6410	Legal Services	0.00	2,506.76	1,000.00	(1,506.76)	250.68%
6470	Minor Equipment	0.00	673.81	4,200.00	3,526.19	16.04%
6760	Office Equipment/Software	0.00	0.00	2,500.00	2,500.00	0.00%
6500	Office Supplies	0.00	259.59	250.00	(9.59)	103.84%
6010	Personnel Costs	10,813.60	73,602.93	178,947.00	105,344.07	41.13%
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	2,668.89	20,884.68	32,184.00	11,299.32	64.89%

Water Fund Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
6600	Sewer Discount	0.00	76.26	2,500.00	2,423.74	3.05%
6610	Supplies & Services	208.49	1,571.10	1,500.00	(71.10)	104.74%
6620	System Maintenance & Repair	391.92	25,029.11	35,000.00	9,970.89	71.51%
6630	Telephone/VOIP	72.01	704.73	2,064.00	1,359.27	34.14%
6640	Testing & Sampling	147.33	6,106.39	4,000.00	(2,106.39)	152.66%
8145	To PWE Reserve Fund	0.00	0.00	10,000.00	10,000.00	0.00%
6650	Travel & Training	40.50	1,325.45	8,500.00	7,174.55	15.59%
6660	Treatment Chemicals	400.00	800.00	9,000.00	8,200.00	8.89%
6680	Utilities	2,003.42	9,713.98	22,660.00	12,946.02	42.87%
6190	Utility Worker II /Lead Worker	10,078.41	71,535.14	115,484.00	43,948.86	61.94%
6200	Workers Comp	0.00	2,080.41	6,997.00	4,916.59	29.73%
Expenses		\$33,071.47	\$306,723.79	\$586,364.00	\$279,640.21	
Revenue Less Expenditures		\$40,505.31	\$185,289.03	\$90,313.00	\$0.00	
Net Change in Fund Balance		\$40,505.31	\$185,289.03	\$90,313.00	\$0.00	

Fund Balances

Beginning Fund Balance	645,612.26	500,828.54	0.00	0.00	0.00%
Net Change in Fund Balance	40,505.31	185,289.03	90,313.00	0.00	0.00%
Ending Fund Balance	686,117.57	686,117.57	0.00	0.00	0.00%

Report Options

Fund: Water Fund

Period: 2/1/2026 to 2/28/2026

Detail Level: Level 3 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: Water Budget

TRT Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
TRT Tourism						
4584	Cash on Hand	0.00	0.00	486,822.00	486,822.00	0.00%
4520	Event Revenue	0.00	9,372.00	10,000.00	628.00	93.72%
4535	Fees	0.00	0.00	250.00	250.00	0.00%
4470	Interest	2,707.32	21,808.91	20,642.00	(1,166.91)	105.65%
4440	Misc. Revenues	0.00	0.00	100.00	100.00	0.00%
4140	TRT - General Use	22,270.07	177,107.53	276,667.00	99,559.47	64.01%
4150	TRT - Tourism	4,945.42	21,301.02	23,333.00	2,031.98	91.29%
	Revenue	\$29,922.81	\$229,589.46	\$817,814.00	\$588,224.54	
	Gross Profit	\$29,922.81	\$229,589.46	\$817,814.00	\$0.00	
Expenses						
TRT Community						
6240	Auditing & Accounting Services	0.00	1,500.00	10,000.00	8,500.00	15.00%
6280	Community Expenses	0.00	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	352.64	7,500.00	7,147.36	4.70%
6360	Fireworks	0.00	4,750.00	10,000.00	5,250.00	47.50%
6610	Supplies & Services	0.00	398.13	1,500.00	1,101.87	26.54%
8045	To Gen.Fund	0.00	19,042.50	76,170.00	57,127.50	25.00%
8070	To PSE Fund for Fire Equip/Veh	0.00	6,250.00	25,000.00	18,750.00	25.00%
8140	To Street Fund	0.00	36,373.75	145,497.00	109,123.25	25.00%
8150	To Wastewater Fund	0.00	3,750.00	15,000.00	11,250.00	25.00%
8175	To Water Fund	0.00	3,750.00	15,000.00	11,250.00	25.00%
TRT Tourism						
6060	City Manager	1,544.13	12,353.04	19,500.00	7,146.96	63.35%
6025	City Recorder/Clerk	1,320.66	11,213.04	15,386.00	4,172.96	72.88%
9000	Contingency	0.00	0.00	10,000.00	10,000.00	0.00%
6690	Event Expenses	0.00	17,111.42	20,000.00	2,888.58	85.56%
6070	Finance Director/Assn. Manager	1,284.15	11,343.21	15,415.00	4,071.79	73.59%
6015	Overtime/Vacation Payout	0.00	0.00	2,500.00	2,500.00	0.00%
6010	Personnel Costs	2,979.75	22,825.51	43,146.00	20,320.49	52.90%
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

Account Number		Current Period Feb 2026 Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
6200	Workers Comp	0.00	470.85	1,596.00	1,125.15	29.50%
	Expenses	\$7,128.69	\$152,984.09	\$488,710.00	\$335,725.91	
	Revenue Less Expenditures	\$22,794.12	\$76,605.37	\$329,104.00	\$0.00	
	Net Change in Fund Balance	\$22,794.12	\$76,605.37	\$329,104.00	\$0.00	

Fund Balances

Beginning Fund Balance	735,408.23	681,596.98	0.00	0.00	0.00%
Net Change in Fund Balance	22,794.12	76,605.37	329,104.00	0.00	0.00%
Ending Fund Balance	758,202.35	758,202.35	0.00	0.00	0.00%

Report Options

Fund: TRT Fund

Period: 2/1/2026 to 2/28/2026

Detail Level: Level 1 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: Transient Room Tax MASTER BUDGET

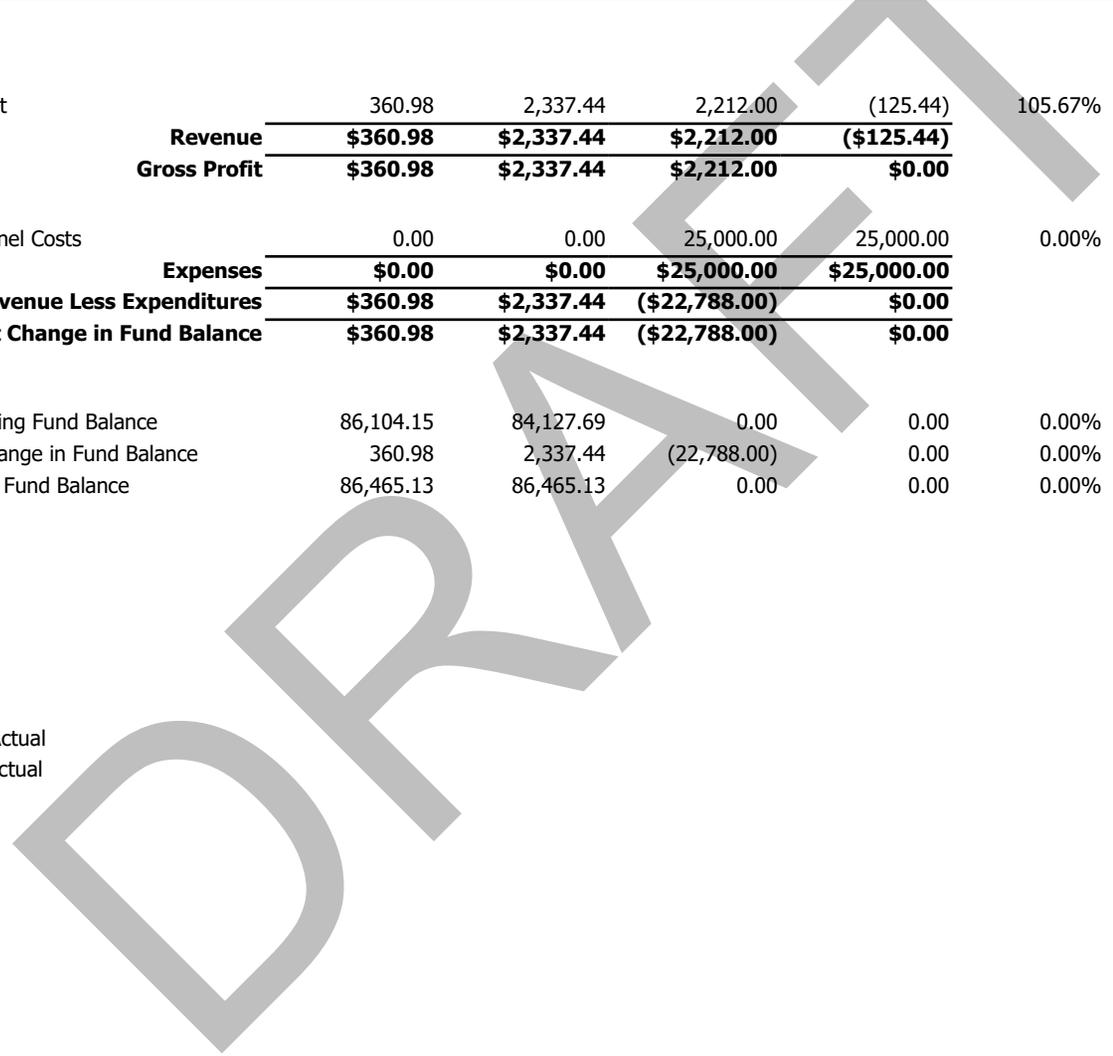


Payroll Liability Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
4470	Interest	360.98	2,337.44	2,212.00	(125.44)	105.67%
	Revenue	\$360.98	\$2,337.44	\$2,212.00	(\$125.44)	
	Gross Profit	\$360.98	\$2,337.44	\$2,212.00	\$0.00	
Expenses						
6010	Personnel Costs	0.00	0.00	25,000.00	25,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$25,000.00	\$25,000.00	
	Revenue Less Expenditures	\$360.98	\$2,337.44	(\$22,788.00)	\$0.00	
	Net Change in Fund Balance	\$360.98	\$2,337.44	(\$22,788.00)	\$0.00	
Fund Balances						
	Beginning Fund Balance	86,104.15	84,127.69	0.00	0.00	0.00%
	Net Change in Fund Balance	360.98	2,337.44	(22,788.00)	0.00	0.00%
	Ending Fund Balance	86,465.13	86,465.13	0.00	0.00	0.00%

Report Options

Fund: Payroll Liability Fund
 Period: 2/1/2026 to 2/28/2026
 Detail Level: Level 1 Accounts
 Display Account Categories: No
 Display Subtotals: No
 Revenue Reporting Method: Budget - Actual
 Expense Reporting Method: Budget - Actual
 Budget: Payroll Liabilities Budget



PSE Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
Total Receipts						
4645	Interest - Fire	270.73	2,100.08	3,006.00	905.92	69.86%
4005	OSFM Recievables	0.00	34,387.50	0.00	(34,387.50)	0.00%
Transfers In						
4630	From TRT for Fire Equip/Veh	0.00	6,250.00	25,000.00	18,750.00	25.00%
	Revenue	\$270.73	\$42,737.58	\$28,006.00	(\$14,731.58)	
	Gross Profit	\$270.73	\$42,737.58	\$28,006.00	\$0.00	
	Revenue Less Expenditures	\$270.73	\$42,737.58	\$28,006.00	\$0.00	
	Net Change in Fund Balance	\$270.73	\$42,737.58	\$28,006.00	\$0.00	
Fund Balances						
	Beginning Fund Balance	210.11	(42,256.74)	0.00	0.00	0.00%
	Net Change in Fund Balance	270.73	42,737.58	28,006.00	0.00	0.00%
	Ending Fund Balance	480.84	480.84	0.00	0.00	0.00%

Report Options

Fund: PSE Fund

Period: 2/1/2026 to 2/28/2026

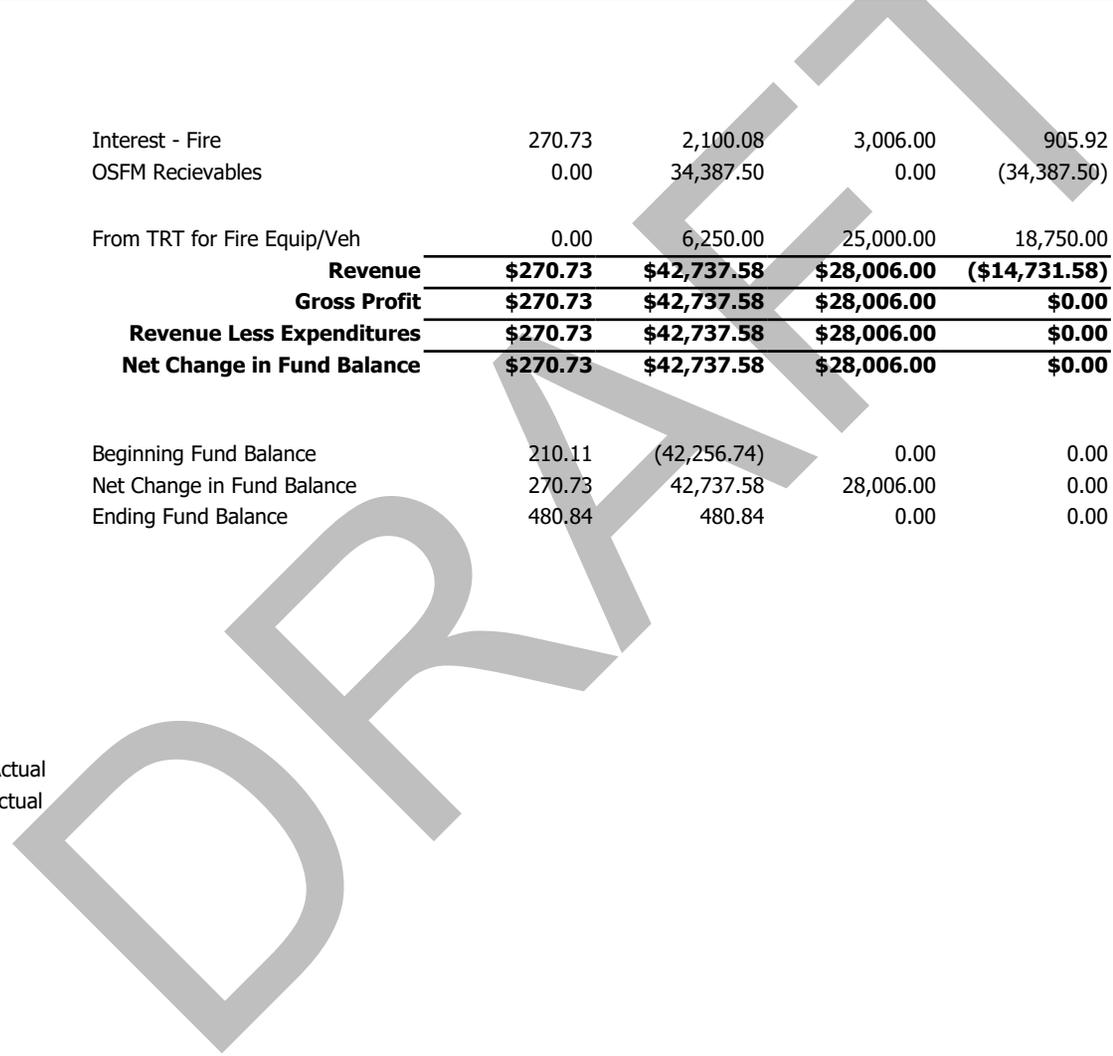
Detail Level: Level 3 Accounts

Display Account Categories: Yes

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual



PWE Reserve Fund
Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
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	451.22	3,421.96	448.00	(2,973.96)	763.83%
	Revenue	\$451.22	\$3,421.96	\$61,009.00	\$57,587.04	
	Gross Profit	\$451.22	\$3,421.96	\$61,009.00	\$0.00	
Expenses						
6810	Vehicles/Equipment	0.00	0.00	50,000.00	50,000.00	0.00%
	Expenses	\$0.00	\$0.00	\$50,000.00	\$50,000.00	
	Revenue Less Expenditures	\$451.22	\$3,421.96	\$11,009.00	\$0.00	
	Net Change in Fund Balance	\$451.22	\$3,421.96	\$11,009.00	\$0.00	
Fund Balances						
	Beginning Fund Balance	60,465.64	57,494.90	0.00	0.00	0.00%
	Net Change in Fund Balance	451.22	3,421.96	11,009.00	0.00	0.00%
	Ending Fund Balance	60,916.86	60,916.86	0.00	0.00	0.00%

Report Options

Fund: PWE Reserve Fund

Period: 2/1/2026 to 2/28/2026

Detail Level: Level 3 Accounts

Display Account Categories: No

Display Subtotals: No

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: PWE Reserve Budget

System Development Fund, Water SDC Fund Statement of Revenue and Expenditures

Account Number		Current Period Feb 2026 Actual	Year-To-Date Jul 2025 Feb 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures						
Revenue						
4585	For Parks SDC	0.00	3,300.61	30,600.00	27,299.39	10.79%
4583	For Storm Sewer SDC	0.00	6,877.69	80,800.00	73,922.31	8.51%
4597	For Streets SDC	0.00	6,151.60	60,550.00	54,398.40	10.16%
4596	For Wastewater SDC	0.00	10,955.55	95,000.00	84,044.45	11.53%
4599	for Water SDC	0.00	17,719.87	75,000.00	57,280.13	23.63%
4470	Interest	3,609.78	29,104.27	27,373.00	(1,731.27)	106.32%
	Revenue	\$3,609.78	\$74,109.59	\$369,323.00	\$295,213.41	
	Gross Profit	\$3,609.78	\$74,109.59	\$369,323.00	\$0.00	
Expenses						
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	20,204.84	175,000.00	154,795.16	11.55%
	Expenses	\$0.00	\$20,204.84	\$790,000.00	\$769,795.16	
	Revenue Less Expenditures	\$3,609.78	\$53,904.75	(\$420,677.00)	\$0.00	
	Net Change in Fund Balance	\$3,609.78	\$53,904.75	(\$420,677.00)	\$0.00	
Fund Balances						
	Beginning Fund Balance	1,334,316.60	1,284,021.63	0.00	0.00	0.00%
	Net Change in Fund Balance	3,609.78	53,904.75	(420,677.00)	0.00	0.00%
	Ending Fund Balance	1,337,926.38	1,337,926.38	0.00	0.00	0.00%

Report Options

Fund: System Development Fund, Water SDC Fund

Period: 2/1/2026 to 2/28/2026

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 Feb 2026 Actual	Year-To-Date Jul 2026 Actual	Annual Budget Jul 2025 Jun 2026	Annual Budget Jul 2025 Jun 2026 Variance	Jul 2025 Jun 2026 Percent of Budget
Revenue & Expenditures					
Revenue					
4470	Interest	90.24	3,267.55	9,663.00	6,395.45 33.82%
4100	Property Taxes - Current Year	289.93	35,150.21	38,767.00	3,616.79 90.67%
4120	Property Taxes - Prior Years	36.27	364.10	950.00	585.90 38.33%
	Revenue	\$416.44	\$38,781.86	\$49,380.00	\$10,598.14
	Gross Profit	\$416.44	\$38,781.86	\$49,380.00	\$0.00
Expenses					
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	3,804.00	3,804.00	0.00 100.00%
7180	WW Bond Payment - Principal	0.00	35,914.00	35,914.00	0.00 100.00%
	Expenses	\$0.00	\$39,718.00	\$277,267.00	\$237,549.00
	Revenue Less Expenditures	\$416.44	(\$936.14)	(\$227,887.00)	\$0.00
	Net Change in Fund Balance	\$416.44	(\$936.14)	(\$227,887.00)	\$0.00
Fund Balances					
	Beginning Fund Balance	229,775.31	231,127.89	0.00	0.00 0.00%
	Net Change in Fund Balance	416.44	(936.14)	(227,887.00)	0.00 0.00%
	Ending Fund Balance	230,191.75	230,191.75	0.00	0.00 0.00%

Report Options

Fund: WW Debt Bond Fund
 Period: 2/1/2026 to 2/28/2026
 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



**OREGON
STATE
TREASURY**

Client Services
PO Box 11760
Harrisburg, PA 17108-1760

ACCOUNT STATEMENT

For the Month Ending
February 28, 2026

GARIBALDI CITY OF

Client Management Team

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Contents

- Cover/Disclosures
- Summary Statement
- Individual Accounts

Accounts included in Statement

5701 GARIBALDI CITY OF

GARIBALDI CITY OF
BECCA HARTH
PO BOX 708
GARIBALDI, OR 97118

Online Access www.oregon.gov/lgip

Customer Service 1-855-678-5447



Important Disclosures

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management ("PFMAM"), a division of U.S. Bancorp Asset Management, Inc., as administrator for the Oregon State Treasury (Treasury), provides administrative and operational support for the Oregon Local Government Investment Pool (LGIP or pool).

Information about the LGIP can be found in the Information Statement found on Treasury's website at www.oregon.gov/lgid.

Questions About an Account This monthly statement is intended to detail the activity of any accounts held by participants in the pool. Please review the detail pages of this statement carefully. Any inquiries or requests for further information should be directed to PFMAM Client Services at (855) OST-LGIP or (855) 678-5447.

Any disputes/objections to any of transactions in a statement should be addressed, within 60 days of receipt of the statement, to PFM Asset Management, Compliance Department, 213 Market Street, Harrisburg, PA 17101. To protect your rights, if you initially report orally any inaccuracy or discrepancy, you should confirm the report in writing. Participants may also contact Treasury directly at (800) 452-0345.

Portfolio Treasury manages the pool in the same manner it oversees the management of state funds and in accordance with the prudent investor rule (ORS 293.726). The pool is commingled with state funds in the Oregon Short Term Fund (OSTF), which is not managed as a stable net asset value fund. Participants should be aware that preservation of principal is not assured by Treasury, the Oregon Investment Council, or the OSTF Board. Furthermore, account balances are not guaranteed or otherwise protected by Treasury, PFMAM, the FDIC, or any other government agency. Investment in securities involves risks, including the possible loss of the amount invested.

Compliance with Tax Law and Debt Covenants Treasury and PFMAM make no representations as to whether the pool complies with Section 148 of the Internal Revenue Code of 1986. Accordingly, the pool may not be appropriate for the investment of bond proceeds. Bond covenants may also restrict the investment of bond proceeds and may preclude the pool as a permitted investment option. Participants should discuss arbitrage rebate, yield restriction, and other applicable bond provisions with their bond counsel prior to depositing bond proceeds in the pool.

Key Terms and Definitions

Current Yield, for the purpose of the pool, is the average of the annualized variable interest rate set by Treasury over the last seven days. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed.

Dividends represent interest paid on a pool account. Interest is accrued daily on each pool account based on an account's closing balance and a variable interest rate set by Treasury. Interest is paid to accounts on the last business day of the month.

Monthly distribution yield, for the purpose of the pool, represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

Purchases represent all credits to a pool account, including those initiated by an account's owner and its authorized agents, those initiated by another pool participant and its authorized agents, those initiated by approved third-party entities (e.g., state agencies), and those initiated by Treasury and its authorized agents (e.g., dividends).

Redemptions represent all debits from a pool account, including those initiated by an account's owner and its authorized agents, and those initiated by Treasury and its authorized agents (e.g., fees).



Account Statement - Transaction Summary

For the Month Ending **February 28, 2026**

GARIBALDI CITY OF - GARIBALDI CITY OF - 5701

Oregon LGIP

Opening Balance	2,904,420.12
Purchases	24,654.48
Redemptions	(0.10)
Closing Balance	\$2,929,074.50
Dividends	9,024.41

Asset Summary

	February 28, 2026	January 31, 2026
Oregon LGIP	2,929,074.50	2,904,420.12
Total	\$2,929,074.50	\$2,904,420.12



Account Statement

For the Month Ending **February 28, 2026**

GARIBALDI CITY OF - GARIBALDI CITY OF - 5701

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					2,904,420.12
02/02/26	02/02/26	LGIP Fees - Received ACH (1 @ \$0.10 - From 5701) - January 2026	1.00	(0.10)	2,904,420.02
02/06/26	02/06/26	SFMS Fr:OLCC 70OLCC Tax (Liquor)	1.00	1,785.50	2,906,205.52
02/12/26	02/12/26	SFMS Fr:Administrative Services, Dept 70City Cigarette Tax	1.00	41.75	2,906,247.27
02/12/26	02/12/26	SFMS Fr:Administrative Services, Dept 70Revenue Sharing Tax	1.00	2,977.89	2,909,225.16
02/13/26	02/13/26	Tillamook County - January 2026 Tax Distribution w/State Timber	1.00	4,791.27	2,914,016.43
02/18/26	02/18/26	ODOT - ODOT PYMNT	1.00	6,033.66	2,920,050.09
02/27/26	03/02/26	Accrual Income Div Reinvestment - Distributions	1.00	9,024.41	2,929,074.50

Closing Balance **2,929,074.50**

	Month of February	Fiscal YTD July-February		
Opening Balance	2,904,420.12	2,462,189.73	Closing Balance	2,929,074.50
Purchases	24,654.48	668,469.92	Average Monthly Balance	2,913,472.87
Redemptions	(0.10)	(201,585.15)	Monthly Distribution Yield	4.04%
<hr/>				
Closing Balance	2,929,074.50	2,929,074.50		
Dividends	9,024.41	75,737.52		

AGENDA ITEM

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: **City Hall Air Quality Update**
DATE: 11 March 2026

BACKGROUND

City Hall has been closed since January 29th, after a meeting with an industrial hygiene specialist recommended by the City's insurer. On February 9th, the specialist came to City Hall and took a number of air and surface samples from various places in the building. Those samples were sent to a laboratory and examined, and most came back positive for elevated levels of mold.

The specialist then returned for follow-up air sampling on February 24th. This packet contains both the initial report and the second report, which incorporates findings from the follow-up sampling.

Staff is currently working on getting bids from relevant contractors to determine the likely cost for the necessary mitigation. It is still too early to say whether this will require a supplemental budget action or not, but I will keep Council updated as appropriate.

RECOMMENDATION

No action required; information only.

COST

None.



Jake Boone, City Manager

Industrial Hygiene Services

February 26, 2026

Jake Boone, City Manager
Rebecca Harth, Finance Director
City Of Garibaldi
P.O. Box 708
Garibaldi, OR 97118
citymanager@garibaldi.gov
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Hudson Ins & Inv Services
P.O. Box 670
Tillamook, OR 97141
insurance@hudson-tillamook.com

SAIF policy: 100035213

Dear Jake and Becca,

This report contains the results of the industrial hygiene evaluation conducted at the City of Garibaldi City Hall building located at 107 6th Street, Garibaldi, Oregon on February 9, 2026.

The purpose of the site visit was to evaluate findings from a third-party industrial hygiene firm related to a mold investigation, determine the extent of indoor air quality concerns and mold in the indoor environment, and assist City staff with identifying the next appropriate steps. The following is a summary of work activities associated with this industrial hygiene service:

- A review of the Forensic Analytical Consulting Services (FACS) mold investigation report, dated December 31, 2025, was conducted before the site visit (City offices) on February 9, 2026.
- A walkthrough of the city offices (downstairs city offices) and additional sampling of air and surfaces based on observation and previous information from the FACS report.
- Additional sampling in the library and restroom upstairs near the main community room.

The executive summary outlines the survey results. The associated Industrial Hygiene Report contains more detailed information about the evaluation, observations, sampling, health hazard information, and sample results interpretation.

Executive Summary

Industrial hygiene and environmental assessment results are provided below according to the type of contaminant and assessment performed. The overall assessment revealed evidence of active mold growth in the file room and potential for mold growth or mold spore spread into other areas beyond the file room.

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Surface and air sampling results – mold spores and residues

- There is an indication that mold growth is likely occurring indoors based on air samples collected in the front office, the west cell file room, and the ladies' restroom upstairs. Air samples collected in Jake's office and the library were below indicator levels.
- Surface sample results collected from the walls in the east and west cells in the file room provided confirmation of mold growth on painted wall surfaces (and behind cove base at the wall base).

Physical site inspection, observations, and findings

- The paint in the east and west cells of the file room was loose and sloughing in several places, which was indicative of ongoing moisture incursion.
- The exterior concrete wall on the west side of the building (parking lot area/outside air intake location) had crumbling concrete and heavy vegetation growth.
- Approximately 4-inches of standing water was observed in the crawlspace/dirt room, on the other side of wall from the city offices.
- The outside air supply ventilation system for the lower city offices was unfiltered air drawn from a low point on the west side of the building where the ground slopes and meets the concrete walls – there was significant vegetation growth around the outside air intake which draws air inside the offices that is likely heavy with particulate and mold.
- There was no evidence of visible mold in the City Manager office, main administrative city office, library or community hall bathrooms.
- There was a noticeably musty odor in the ladies' restroom upstairs near the main community room.
- A follow up inspection focusing on the ceiling above the file room, the upstairs kitchen, the lower-level bathroom was conducted to determine if there were any signs of water incursion or mold growth. There were signs of water damage in the lower cabinets in the kitchen. The FRP wallboard in the lower-level bathroom was not loose and appeared to be well adhered to the walls. The ceiling above the file room (and below the ladies' restroom) did not have any signs of mold or water incursion.

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Recommendations

1. An asbestos survey should be conducted for the lower-level file rooms and any other areas where water damage or mold growth has occurred and will need future cleaning and/or repair before repairs are conducted.
2. Mold growth found in the east and west file rooms should be mitigated. **An IICRC (<https://iicrc.org>) certified firm is recommended.** Until this occurs, the east and west cells should be isolated from the rest of the office spaces. The exhaust fan in the file room should be kept off until cleaning and repairs are made to the east and west file rooms. Attached to this report are a list of firms that can be found on the IICRC website that are located near the Oregon coast for you to review. SAIF does not endorse any specific vendor but recommends that you select one that is credible and certified by IICRC to ensure quality work.
3. The standing water in the crawlspace/dirt should be removed/mitigated (a sump pump should be installed to remove water that collects in this space). A vapor barrier may provide additional moisture control in this area.
4. The exterior concrete wall on the west side of the building (parking lot area/outside air intake location) should be repaired by a **building envelope specialist** (repaired, reinforced and sealed) to prevent further water incursion.
5. An **HVAC contractor** should be obtained to relocate the ventilation duct for the lower-level city offices and ensure that it brings in unobstructed, filtered outdoor air into the occupied spaces.

Jake and Becca, thank you for inviting SAIF Industrial Hygiene to assist you with continuing to ensure the safety and health of your employees as you address these issues. Please let me know if you have any questions after reviewing this report or how I might be of further assistance.

Sincerely,

Kim Henry, CIH

SAIF Industrial Hygienist
(503) 373-8127 | 800.285.8525
400 High Street SE, Salem, OR 97312
kimhen@saif.com

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Attachments: Eurofins Aerotech Built Environment Testing, LLC – Direct Microscopic Examination and MoldSCORE™ Spore Trap Report, EPA Table 1 Mold Cleaning and Prevention & EPA Table 2 Guidelines for Mold Remediation of Building Material, and IICRC list of mold mitigation firms.

Peer reviewed by: Kyle DeHart, CSP, CIH, SAIF Industrial Hygienist

c: SAIF Underwriter: Portland Service Center
SAIF Industrial Hygiene & Health Manager: David Johnson
CIS Senior Risk Management Consultant: Margaret Ryan
Policy file

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Industrial Hygiene Report

Prepared for: City Of Garibaldi

Date of Site Visit: February 09, 2026

Date of Report: February 26, 2026

Description of Process and Activities

The City of Garibaldi City Hall building is a two-level building built into the slope of a hill on 6th Street. The city administrative offices are in the lower section of the building on the hillside. The opposite portion of the lower level is part of the newer Fire Department buildout. The upper level (second story) of the building houses offices for the Fire Department, the Library, and the Community Center. The exact age of the building was unknown; however, the City of Garibaldi was incorporated in 1946. The focus of the inspection was the lower administrative offices, however during the survey it was requested to inspect the library and the restrooms upstairs near the Community room.

The building contains mixed building materials including an older rolled roofing material for the older section of the building and a metal roof for the newer section (Fire Department) of the building. The exterior is wood paneling and concrete with a portion of the building having corrugated metal siding. Some of the lower portions of the building consisted of CMU block. Interior walls in the lower-level administrative offices and storage rooms included painted concrete, wood paneling over concrete, CMU block, plaster, and FRP board (lower level bathroom). Original flooring appeared to be 9 x 9 asbestos floor tile in the file room and other areas. Ceiling material included hard deck concrete or plaster, newer ceiling tile with ceiling grid, and an older hard paneling style material (12-inch glue on tiles).

The administrative offices shared a wall with the larger crawl space which was accessible by a door from the front offices. The crawl space was the sloped hillside, unfinished dirt area.

A previous mold investigation had been conducted by a third-party consulting firm. Findings included elevated moisture in wall surfaces, likely mold growth, potentially unfiltered outdoor air entering the administrative offices, and evidence of pests (rodent droppings).

A review of the third-party consulting firm was conducted along with a meeting with city staff to discuss findings and next steps. Based on information provided, it was determined that additional sampling and inspection was necessary to verify mold growth and determine the scope of indoor air quality issues, including potential mold.

Description of Hazards

Mold. According to *Recognition, Evaluation, and Control of Indoor Mold*, published by the American Industrial Hygiene Association (AIHA), different fungi can cause disease and illness in humans. The biological mechanisms are classified into four groups: (1) infections; (2) allergic or hypersensitivity reactions; (3) irritant reactions; and (4) toxic reactions. In

indoor air investigations there is a substantial link to the first three responses. The role of toxic reactions is less clear.

Occupants of damp and/or moldy buildings most frequently complain of cough, rhinosinusitis, worsening of asthma, and increased susceptibility to respiratory and other infections. Such infections last longer than "normal", recur, and are often resistant to treatment, as in immune-compromised patients. Complaints of extreme fatigue, headache, memory problems, difficulty concentrating or thinking clearly, and numbness and other nervous system effects have been reported. Complaints of allergy symptoms, irritation, and toxic effects often overlap, and are difficult to assign to specific agents in buildings.

Following is a brief overview of the major fungal spores/types identified in the indoor samples collected during this assessment (Source: EMLab P&K Fungal Library <http://www.emlab.com/app/fungi/Fungi.po>).

Aspergillus are ubiquitous fungal spores found in soil, decaying plant debris, compost piles, and stored grain. Growth indoors can occur on a variety of substrates and water requirements range widely.

Allergen: Common. Type I allergies (hay fever, asthma). Type III hypersensitivity pneumonitis.

Penicillium are ubiquitous fungal spores found in soil, decaying plant debris, compost piles, and fruit rot. Indoors, *Penicillium* species are commonly found in dust and water-damaged wallpaper, wallpaper glue, and in foodstuffs.

Allergen: Common. Type I allergies (hay fever, asthma). Type III hypersensitivity pneumonitis.

Evaluation Criteria

There are no federal or state occupational health regulations governing indoor air quality. Certain professional organizations, research agencies, and the Environmental Protection Agency (EPA) make general recommendations and provide guidelines regarding indoor air quality.

Bioaerosol Exposure Assessment Guidelines

In the United States, no federal or state agency has the clear authority to regulate biological agents associated with indoor environments (i.e., mold). Governmental standards (Oregon OSHA Permissible Exposure Limits) or ACGIH® TLVs® (American Conference of Governmental Industrial Hygienists Threshold Limit Values) for airborne or surface concentrations of mold, mold spores, or allergens have not been set. Currently, there are no U.S. EPA regulations or standards for airborne or surface mold contaminants or allergens.

There is, however, consensus among most professionals that exposure to atypical concentrations of microorganisms should be avoided in indoor environments. Thus, indoor sites where fungi may accumulate (reservoirs) or grow (amplifiers) should be remediated to prevent atypical exposures from occurring.

A performance-based guideline has been proposed and is in common use for interpreting bioaerosol sampling data in indoor air.

- The AIHA *Field Guide for the Determination of Biological Contaminants in Environmental Samples* states, "The significant presence of fungi in indoor air not present or as a minor component of the outdoor air mycoflora is taken as unacceptable from a health and building performance point of view".
- The AIHA *Field Guide* also states that "Dominance in indoor air of fungal species not predominant in outdoor air indicates that these fungi are growing in a building and that the air quality is degrading."
- Air samples are evaluated primarily by comparing the types and levels of fungi found indoors to those present in the outdoor environment. In general, indoor spore levels should be lower than outdoor concentrations, with the same general distribution of spore types. A substantial elevation of a select number of spore types, over what has been identified in the outdoor environment, is typically indicative of an indoor source of mold growth. The presence of known moisture indicator organisms (including, but not limited to, *Aspergillus*, *Penicillium*, *Stachybotrys*, etc.) should be considered an indication of potential mold contamination, especially if they are not present in outdoor air.

These guidelines are consistent with recommendations from the ACGIH® Bioaerosol Committee. The ACGIH® recommends gathering the best data possible and using knowledge, experience, expert opinion, logic, and common sense to make the best interpretation.

Sampling Strategy, Methods and Analysis

The sampling strategy was to conduct additional sampling for surfaces where suspect mold growth was visible and to conduct air sampling to determine scope of potential mold growth in areas beyond visible surface contamination.

A visual assessment was completed to assess for other visible mold and any remaining water damage or water incursion.

Mold Sampling – air and surface testing for mold

Spore trap samples for fungi were collected in accordance with the principles outlined in the ACGIH® publication *Bioaerosols: Assessment and Control*. Spore trap samples were collected in several locations making sure to keep the crawl space door closed to prevent potential introduction of molds from this space during testing. Additionally, it was requested that air samples be collected in the upstairs Library and in the restrooms near the Community room. The sample for this location was the ladies' restroom due to the musty odor experienced upon entry.

An outdoor sample was collected for comparison to indoor samples.

Zefon Bio-Tape™ was used to take tape lift samples of visible discolored areas on the painted concrete wall in the west cell file room and behind cove base on the wall in the east cell file room.

Spore trap and surface samples were sent for direct microscopic examination to Eurofins Aerotech Built Environment Testing laboratory for analysis. A MoldSCORE™ was requested along with the analytical report to provide an estimate of contamination if mold growth was found. Eurofins (No. 102297) is an independent laboratory accredited by the American Industrial Hygiene Association (AIHA) Laboratory Accreditation Programs, LLC.

Results

Surface mold and spore trap sample results with associated MoldSCOREs™ are provided in the tables below. The laboratory report is attached to this report.

**TABLE 1: Surface Testing Results
 February 09, 2026**

Location	Mold Growth*	General impression
West cell file room wall – lower wall section	1+ <i>Cladosporium</i> <1+ <i>Penicillium</i> / <i>Aspergillus</i>	Mold growth
West cell file room wall – upper west wall (mineralization appearance)	2+ <i>Penicillium</i> / <i>Aspergillus</i>	Mold growth
West cell file room wall – north wall section	3+ <i>Penicillium</i> / <i>Aspergillus</i>	Mold growth
West cell file room wall – west wall section	3+ <i>Penicillium</i> / <i>Aspergillus</i>	Mold growth
East cell file room wall – lower wall section behind cove base	2+ <i>Penicillium</i> / <i>Aspergillus</i>	Mold growth

*Quantities of molds seen growing are listed in the MOLD GROWTH column and are graded <1+ to 4+, with 4+ denoting the highest numbers.

**TABLE 2: Spore Trap Results
February 09, 2026**

Location	Primary Fungal Species/ Concentration (spores/m ³)	Total spores (spores/ m ³)	MoldSCORE™ <150 = Low*	
Front office – administrative offices	Penicillium/Aspergillus types Ascospores Basidiospores	560 53 160	773	182
City Manager’s office	Penicillium/Aspergillus types Ascospores Basidiospores	110 27 130	267	116
West file room (west cell)	Penicillium/Aspergillus types Basidiospores Smuts, Periconia, Myxomycetes	1,100 110 13	1,240	243
Library - upstairs	Cladosporium Penicillium/Aspergillus types Ascospores Basidiospores	27 320 80 210	640	148
Ladies’ restroom - upstairs	Bipolaris/Drechslera group Penicillium/Aspergillus types Ascospores Basidiospores	7 1,700 80 130	1,873	280
Outside building	Cladosporium Penicillium/Aspergillus Ascospores Basidiospores Smuts, Periconia, Myxomycetes	27 53 210 1,400 13	1,720	NA

*A rating less than 150 is low and indicates a low probability of spores originating inside. A rating greater than 250 is high and indicates a high probability that the spores originated from inside, presumably from indoor mold growth. A rating between 150 and 250 indicates a moderate likelihood of indoor fungal growth.

Discussion and Conclusions

Physical site inspection, observations, and findings

Visual inspection indicated evidence of mold growth in the west and east cell file rooms. The paint in the east and west cells of the file room was loose and sloughing in several places, which was indicative of ongoing moisture incursion.

There were wall materials in the lower level (city offices) that may be causing moisture accumulation behind them and a potential area for mold to grow – such as the FRP board on the walls in the lower bathroom and the wood paneling on the walls in the main file room.

The exterior concrete wall on the west side of the building (parking lot area/outside air intake location) had crumbling concrete and heavy vegetation growth.

Approximately 4-inches of standing water was observed in the crawlspace/dirt room, on the other side of wall from the city offices.

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The outside air supply ventilation system for the lower city offices was unfiltered air drawn from a low point on the west side of the building where the ground slopes and meets the concrete walls – there was significant vegetation growth around the outside air intake which draws air inside the offices that is likely heavy with particulate and mold.

There was no evidence of visible mold in the City Manager’s office, main administrative city office, library or community hall bathrooms.

There was a noticeably musty odor in the ladies’ restroom upstairs near the main community room.

Surface and air sampling results – mold spores and residues

There is an indication that mold growth is likely occurring indoors based on air samples collected in the front office, the west cell file room, and the ladies’ restroom upstairs. Air samples collected in Jake’s office and the library were below indicator levels.

Surface sample results collected from the walls in the east and west cells in the file room provided confirmation of mold growth on painted wall surfaces (and behind cove base at the wall base).

Based on observations and sample results, mold growth is confirmed in the west and east cell file rooms.

There was no visible mold growth in the front office, City Manager’s office, Library, or ladies’ restroom upstairs.

It was suspected that 1) there may be further mold growth in the file room ceiling; 2) the outdoor air intake is introducing mold into the lower level offices and file storage rooms; 3) natural mold in the dirt crawl space, especially with standing water, is infiltrating into the lower level office spaces; and 4) building pressures and airflows are carrying mold spores to other areas in the building including the ladies’ restroom upstairs and the Library.

A follow up inspection was conducted on February 24, 2026 based on results from the February 9th findings. The follow up inspection focused on the ceiling above the file room, the upstairs kitchen, and the lower-level bathroom to determine if there were any signs of water incursion or mold growth. There were signs of water damage in the lower cabinets in the kitchen. The FRP wallboard in the lower-level bathroom was not loose and appeared to be well adhered to the walls. The ceiling above the file room (and below the ladies’ restroom) did not have any signs of mold or water incursion. The exhaust fan in the file room ceiling does not exhaust to the exterior of the building, but rather exhausts directly into the ceiling above the file room. This airflow and air pressure may cause mold from the east and west cell file rooms to travel into other areas, including upstairs.

Action items

An asbestos survey should be conducted for the lower-level file rooms and any other areas where water damage or mold growth has occurred and will need future cleaning and/or repair before repairs are conducted.

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The mold in the east and west cell file rooms should be remediated. These rooms should be sealed from the remainder of the other areas until remediation can occur. Contents of these rooms that are not damaged can be removed from these rooms before remediation. **An IICRC (<https://iicrc.org>) certified firm is recommended for mold mitigation.** SAIF does not endorse any specific vendor but recommends that you select one that is credible and certified by IICRC to ensure quality work.

The exhaust fan in the file room should be kept off until cleaning and repairs are made to the east and west file rooms.

An **HVAC contractor** should be obtained to relocate the ventilation duct for the lower-level city offices and ensure that it brings in unobstructed, filtered outdoor air into the occupied spaces.

The standing water in the crawlspace/dirt should be removed/mitigated (a sump pump should be installed to remove water that collects in this space). A vapor barrier may help with moisture in this area, as well.

The exterior concrete wall on the west side of the building (parking lot area/outside air intake location) should be repaired by a **building envelope specialist** (repaired, reinforced and sealed) to prevent further water incursion.

Photos

Photo 1: City building, front side



Photo 2: City building, back side



Photo 3 and 4: Exterior, parking lot side, of city building. Sloped section where city offices (file room and lower-level bathroom) are located. Outside air intake in this section.



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Photo 5 and 6: Closer view of outside air intake of ventilation into the lower-level offices and storage areas – heavy vegetation around intake.



Photo 7: Degraded concrete on building exterior



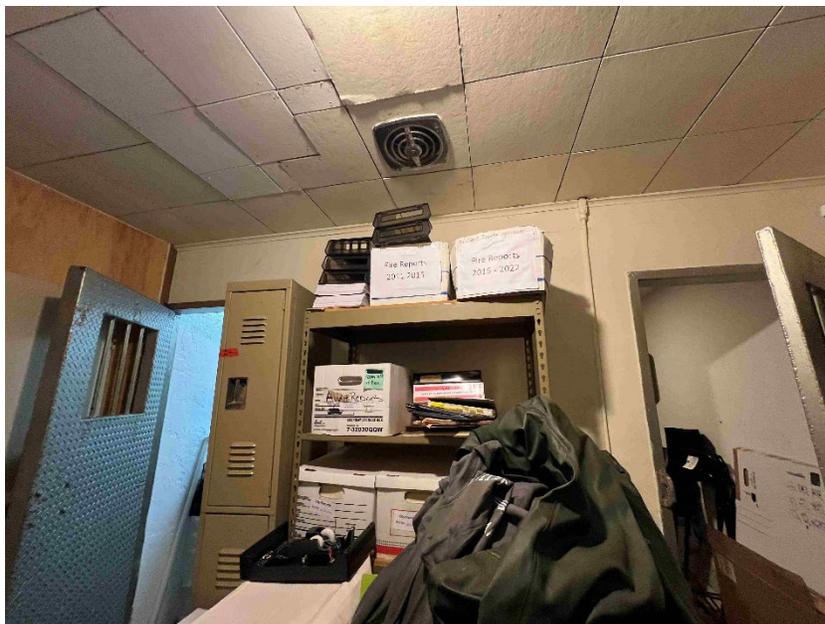
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Photo 8 and 9: West cell file room (left); east cell file room (right).



Photo 10: Main file storage room (with west and east cell doors opening into each cell room)



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Photo 11 and 12: West cell wall mold confirmed on painted surface (left); east cell cover base – mold confirmed (right)



Photo 13 and 14: Library upstairs (left); ladies' restroom upstairs (right)



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Report for:

Kim Henry
SAIF Corporation
400 High Street SE
Salem, OR 97312

Regarding: Eurofins Aerotech Built Environment Testing, LLC
Project: City of Garibaldi 100035213; City Hall Offices
EML ID: 4408795

Approved by:



Laboratory Operations Manager
Joshua Cox

Dates of Analysis:

Direct microscopic exam (Qualitative): 02-12-2026

Service SOPs: Direct microscopic exam (Qualitative) (EM-MY-S-1039)
AIHA LAP, LLC accredited service, Lab ID #102297

All samples were received in acceptable condition unless noted in the Report Comments portion in the body of the report. Due to the nature of the analyses performed, field blank correction of results is not applied. The results relate only to the samples as received and tested.

Eurofins Aerotech Built Environment Testing, LLC ("the Company"), a member of the Eurofins Built Environment Testing group of companies, shall have no liability to the client or the client's customer with respect to decisions or recommendations made, actions taken or courses of conduct implemented by either the client or the client's customer as a result of or based upon the Test Results. In no event shall the Company be liable to the client with respect to the Test Results except for the Company's own willful misconduct or gross negligence nor shall the Company be liable for incidental or consequential damages or lost profits or revenues to the fullest extent such liability may be disclaimed by law, even if the Company has been advised of the possibility of such damages, lost profits or lost revenues. In no event shall the Company's liability with respect to the Test Results exceed the amount paid to the Company by the client therefor.

Eurofins Aerotech Built Environment Testing, LLC's LabServe® reporting system includes automated fail-safes to ensure that all AIHA LAP, LLC quality requirements are met and notifications are added to reports when any quality steps remain pending.

Client: SAIF Corporation

Date of Sampling: 02-09-2026

C/O: Kim Henry

Date of Receipt: 02-11-2026

Re: City of Garibaldi 100035213; City Hall Offices

Date of Report: 02-12-2026

DIRECT MICROSCOPIC EXAMINATION REPORT

Background Debris and/or Description	Miscellaneous Spores Present*	MOLD GROWTH: Molds seen with underlying mycelial and/or sporulating structures†	Other Comments††	General Impression
Lab ID-Version‡: 22115093-1, Analysis Date: 02/12/2026: Tape sample File 1: West cell file room wall - lower area				
Light	Very few	1+ <i>Cladosporium</i> species (spores, hyphae) < 1+ <i>Penicillium/Aspergillus</i> group (spores)	None	Mold growth
Lab ID-Version: 22115094-1, Analysis Date: 02/12/2026: Tape sample File 2: West cell file room wall - upper west wall - mineralization				
Moderate	Very few	2+ <i>Penicillium/Aspergillus</i> group (spores, hyphae, conidiophores)	None	Mold growth
Lab ID-Version: 22115095-1, Analysis Date: 02/12/2026: Tape sample File 3: West cell file room wall - north wall section				
Light	Very few	3+ <i>Penicillium/Aspergillus</i> group (spores, hyphae, conidiophores)	None	Mold growth
Lab ID-Version: 22115096-1, Analysis Date: 02/12/2026: Tape sample File 4: West cell file room wall - west wall section 2				
Moderate	Very few	3+ <i>Penicillium/Aspergillus</i> group (spores, hyphae, conidiophores)	None	Mold growth
Lab ID-Version: 22115097-1, Analysis Date: 02/12/2026: Tape sample File E1: East cell file room wall - behind baseboard				
Heavy	Very few	2+ <i>Penicillium/Aspergillus</i> group (spores, hyphae)	None	Mold growth

* Indicative of normal conditions, i.e. seen on surfaces everywhere. Includes basidiospores (mushroom spores), myxomycetes, plant pathogens such as ascospores, rusts and smuts, and a mix of saprophytic genera with no particular spore type predominating. Distribution of spore types seen mirrors that usually seen outdoors.

† Quantities of molds seen growing are listed in the MOLD GROWTH column and are graded <1+ to 4+, with 4+ denoting the highest numbers.

†† Some comments may refer to the following: Most surfaces collect a mix of spores which are normally present in the outdoor environment. At times it is possible to note a skewing of the distribution of spore types, and also to note "marker" genera which may indicate indoor mold growth. Marker genera are those spore types which are present normally in very small numbers, but which multiply indoors when conditions are favorable for growth.

‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".
 The limit of detection is < 1+ when mold growth is detected.

Eurofins Aerotech Built Environment Testing, LLC
1501 West Knudsen Drive, Phoenix, AZ 85027
(800) 651-4802 www.eurofinsus.com/Built

Client: SAIF Corporation
C/O: Kim Henry
Re: City of Garibaldi 100035213; City Hall Offices

Date of Sampling: 02-09-2026
Date of Receipt: 02-11-2026
Date of Report: 02-12-2026

DIRECT MICROSCOPIC EXAMINATION REPORT

PROJECT ANALYST AND SIGNATORY REPORT

Project Analyst



Analyst: Dubravka Cvijetic

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‡ A "Version" indicated by "-x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Client: SAIF Corporation
 C/O: Kim Henry
 Re: City of Garibaldi 100035213; City Hall Offices

Date of Sampling: 02-09-2026
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MoldSCORE™: Spore Trap Report

Location: J.O. Jake officec City Mgr office - Jake Boone

Fungi Identified	Indoor sample spores/m3				Raw count	Spores/m3	MoldSCORE‡			
	<100	1K	10K	>100K			100	200	300	Score
Generally able to grow indoors*										
Alternaria					ND	< 7				100
Bipolaris/Drechslera group					ND	< 7				100
Chaetomium					ND	< 7				100
Cladosporium					ND	< 7				100
Curvularia					ND	< 7				100
Nigrospora					ND	< 7				100
Penicillium/Aspergillus types†	█				4	110				116
Stachybotrys					ND	< 7				100
Torula					ND	< 7				100
Seldom found growing indoors**										
Ascospores	█				1	27				100
Basidiospores	█				5	130				100
Rusts					ND	< 7				100
Smuts, Periconia, Myxomycetes					ND	< 7				100
Total						267				Final MoldSCORE 116

Location: W. File room West cell - file room

Fungi Identified	Indoor sample spores/m3				Raw count	Spores/m3	MoldSCORE‡			
	<100	1K	10K	>100K			100	200	300	Score
Generally able to grow indoors*										
Alternaria					ND	< 7				100
Bipolaris/Drechslera group					ND	< 7				100
Chaetomium					ND	< 7				100
Cladosporium					ND	< 7				100
Curvularia					ND	< 7				100
Nigrospora					ND	< 7				100
Penicillium/Aspergillus types†	█	█			93	1,100		█		243
Stachybotrys					ND	< 7				100
Torula					ND	< 7				100
Seldom found growing indoors**										
Ascospores					ND	< 7				100
Basidiospores	█				4	110				100
Rusts					ND	< 7				100
Smuts, Periconia, Myxomycetes	█				2	13				101
Total						1,240				Final MoldSCORE 243

Client: SAIF Corporation
 C/O: Kim Henry
 Re: City of Garibaldi 100035213; City Hall Offices

Date of Sampling: 02-09-2026
 Date of Receipt: 02-11-2026
 Date of Report: 02-12-2026

MoldSCORE™: Spore Trap Report

Location: Library Library - upstairs

Fungi Identified	Indoor sample spores/m3				Raw count	Spores/m3	MoldSCORE‡			
	<100	1K	10K	>100K			100	200	300	Score
Generally able to grow indoors*										
Alternaria					ND	< 7	100			
Bipolaris/Drechslera group					ND	< 7	100			
Chaetomium					ND	< 7	100			
Cladosporium	█				1	27	101			
Curvularia					ND	< 7	100			
Nigrospora					ND	< 7	100			
Penicillium/Aspergillus types†	█	█			12	320	148			
Stachybotrys					ND	< 7	100			
Torula					ND	< 7	100			
Seldom found growing indoors**										
Ascospores	█				3	80	105			
Basidiospores	█				8	210	100			
Rusts					ND	< 7	100			
Smuts, Periconia, Myxomycetes					ND	< 7	100			
Total						640	Final MoldSCORE 148			

Location: Ladies RR Ladie's restroom - upstairs community hall

Fungi Identified	Indoor sample spores/m3				Raw count	Spores/m3	MoldSCORE‡			
	<100	1K	10K	>100K			100	200	300	Score
Generally able to grow indoors*										
Alternaria					ND	< 7	100			
Bipolaris/Drechslera group	█				1	7	103			
Chaetomium					ND	< 7	100			
Cladosporium					ND	< 7	100			
Curvularia					ND	< 7	100			
Nigrospora					ND	< 7	100			
Penicillium/Aspergillus types†	█	█	█		62	1,700	280			
Stachybotrys					ND	< 7	100			
Torula					ND	< 7	100			
Seldom found growing indoors**										
Ascospores	█				3	80	100			
Basidiospores	█				5	130	100			
Rusts					ND	< 7	100			
Smuts, Periconia, Myxomycetes					ND	< 7	100			
Total						1,873	Final MoldSCORE 280			

Client: SAIF Corporation

C/O: Kim Henry

Re: City of Garibaldi 100035213; City Hall Offices

Date of Sampling: 02-09-2026

Date of Receipt: 02-11-2026

Date of Report: 02-12-2026

MoldSCORE™: Spore Trap Report

* The spores in this category are generally capable of growing on wet building materials in addition to growing outdoors. Building related growth is dependent upon the fungal type, moisture level, type of material, and other factors. *Cladosporium* is one of the predominant spore types worldwide and is frequently present in high numbers. *Penicillium/Aspergillus* species colonize both outdoor and indoor wet surfaces rapidly and are very easily dispersed. Other genera are usually present in lesser numbers.

** These fungi are generally not found growing on wet building materials. For example, the rusts and smuts are obligate plant pathogens. However, in each group there are notable exceptions. For example, agents of wood decay are members of the basidiomycetes and high counts of a single morphological type of basidiospore on an inside sample should be considered significant.

†The spores of *Aspergillus* and *Penicillium* (and others such as *Acremonium*, *Paecilomyces*) are small and round with very few distinguishing characteristics. They cannot be differentiated by non-viable sampling methods.

‡Rated on a scale from 100 to 300. A rating less than 150 is low and indicates a low probability of spores originating inside. A rating greater than 250 is high and indicates a high probability that the spores originated from inside, presumably from indoor mold growth. A rating between 150 and 250 indicates a moderate likelihood of indoor fungal growth. MoldSCORE is NOT intended for wall cavity samples. It is intended for ambient air samples in residences. Using the analysis on other samples (like wall cavity samples) will lead to misleading results.

Client: SAIF Corporation
C/O: Kim Henry
Re: City of Garibaldi 100035213; City Hall Offices

Date of Sampling: 02-09-2026
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MoldSCORE™: Spore Trap Report

PROJECT ANALYST AND SIGNATORY REPORT

Project Analyst



Analyst: Dubravka Cvijetic

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IICRC Certified Firms – Oregon, near coast

[Coastal Restoration – Emergency Fire, Storm, Water and Biohazard Services](#)

<https://axionclean.com/>

<https://jandsrestorationandreconstruction.com/>

Table 1: Water Damage – Cleanup and Mold Prevention

Guidelines for Response to Clean Water Damage within 24 – 48 Hours to Prevent Mold Growth*	
Water-Damaged Material†	Actions
Books and papers	<ul style="list-style-type: none"> * For non-valuable items, discard books and papers. * Photocopy valuable/important items, discard originals. * Freeze (in frost-free freezer or meat locker) or freeze-dry.
Carpet and backing – dry within 24 – 48 hours‡	<ul style="list-style-type: none"> * Remove water with water extraction vacuum. * Reduce ambient humidity levels with dehumidifier. * Accelerate drying process with fans.
Ceiling tiles	<ul style="list-style-type: none"> * Discard and replace.
Cellulose insulation	<ul style="list-style-type: none"> * Discard and replace.
Concrete or cinder block surfaces	<ul style="list-style-type: none"> * Remove water with water extraction vacuum. * Accelerate drying process with dehumidifiers, fans, and/or heaters.
Fiberglass insulation	<ul style="list-style-type: none"> * Discard and replace.
Hard surface, porous flooring§ (Linoleum, ceramic tile, vinyl)	<ul style="list-style-type: none"> * Vacuum or damp wipe with water and mild detergent and allow to dry; scrub if necessary. * Check to make sure underflooring is dry; dry underflooring if necessary.
Non-porous, hard surfaces (Plastics, metals)	<ul style="list-style-type: none"> * Vacuum or damp wipe with water and mild detergent and allow to dry; scrub if necessary.
Upholstered furniture	<ul style="list-style-type: none"> * Remove water with water extraction vacuum. * Accelerate drying process with dehumidifiers, fans, and/or heaters. * May be difficult to completely dry within 48 hours. If the piece is valuable, you may wish to consult a restoration/water damage professional who specializes in furniture.
Wallboard (Drywall and gypsum board)	<ul style="list-style-type: none"> * May be dried in place if there is no obvious swelling and the seams are intact. If not, remove, discard, and replace. * Ventilate the wall cavity, if possible.
Window drapes	<ul style="list-style-type: none"> * Follow laundering or cleaning instructions recommended by the manufacturer.
Wood surfaces	<ul style="list-style-type: none"> * Remove moisture immediately and use dehumidifiers, gentle heat, and fans for drying. (Use caution when applying heat to hardwood floors.) * Treated or finished wood surfaces may be cleaned with mild detergent and clean water and allowed to dry. * Wet paneling should be pried away from wall for drying.
<p>*If mold growth has occurred or materials have been wet for more than 48 hours, consult Table 2 guidelines. Even if materials are dried within 48 hours, mold growth may have occurred. Items may be tested by professionals if there is doubt. Note that mold growth will not always occur after 48 hours; this is only a guideline.</p> <p>These guidelines are for damage caused by clean water. If you know or suspect that the water source is contaminated with sewage, or chemical or biological pollutants, then Personal Protective Equipment and containment are required by the Occupational Safety and Health Administration (OSHA). An experienced professional should be consulted if you and/or your remediators do not have expertise remediating in contaminated water situations. Do not use fans before determining that the water is clean or sanitary.</p> <p>† If a particular item(s) has high monetary or sentimental value, you may wish to consult a restoration/water damage specialist.</p> <p>‡ The subfloor under the carpet or other flooring material must also be cleaned and dried. See the appropriate section of this table for recommended actions depending on the composition of the subfloor.</p>	

Table 2: Guidelines for Remediating Building Materials with Mold Growth Caused by Clean Water*

Material or Furnishing Affected	Cleanup Methods†	Personal Protective Equipment	Containment
SMALL – Total Surface Area Affected Less Than 10 square feet (ft²)			
Books and papers	3	Minimum N-95 respirator, gloves, and goggles	None required
Carpet and backing	1, 3		
Concrete or cinder block	1, 3		
Hard surface, porous flooring (Linoleum, ceramic tile, vinyl)	1, 2, 3		
Non-porous, hard surfaces (Plastics, metals)	1, 2, 3		
Upholstered furniture & drapes	1, 3		
Wallboard (Drywall and gypsum board)	3		
Wood surfaces	1, 2, 3		
MEDIUM – Total Surface Area Affected Between 10 and 100 (ft²)			
Books and papers	3	Limited or Full Use professional judgment, consider potential for remediator exposure and size of contaminated area	Limited Use professional judgment, consider potential for remediator/occupant exposure and size of contaminated area
Carpet and backing	1, 3, 4		
Concrete or cinder block	1, 3		
Hard surface, porous flooring (Linoleum, ceramic tile, vinyl)	1, 2, 3		
Non-porous, hard surfaces (Plastics, metals)	1, 2, 3		
Upholstered furniture & drapes	1, 3, 4		
Wallboard (Drywall and gypsum board)	3, 4		
Wood surfaces	1, 2, 3		
LARGE – Total Surface Area Affected Greater Than 100 (ft²) or Potential for Increased Occupant or Remediator Exposure During Remediation Estimated to be Significant			
Books and papers	3	Full Use professional judgment, consider potential for remediator exposure and size of contaminated area	Full Use professional judgment, consider potential for remediator/occupant exposure and size of contaminated area
Carpet and backing	1, 3, 4		
Concrete or cinder block	1, 3		
Hard surface, porous flooring (Linoleum, ceramic tile, vinyl)	1, 2, 3, 4		
Non-porous, hard surfaces (Plastics, metals)	1, 2, 3		
Upholstered furniture & drapes	1, 3, 4		
Wallboard (Drywall and gypsum board)	3, 4		
Wood surfaces	1, 2, 3, 4		

Industrial Hygiene Services

March 06, 2026

Jake Boone, City Manager
Rebecca Harth, Finance Director
City Of Garibaldi
P.O. Box 708
Garibaldi, OR 97118
citymanager@garibaldi.gov
becca.harth@garibaldi.gov

Hudson Ins & Inv Services
P.O. Box 670
Tillamook, OR 97141
insurance@hudson-tillamook.com

SAIF policy: 100035213
Policy dates: July 01, 2025 to July 01, 2026

Dear Jake and Becca,

This letter updates the recent industrial hygiene report related to the mold investigation conducted for the City of Garibaldi city offices on February 9, 2026 (report dated February 26, 2026).

Included in this letter are observations from the site visit and the results of the final air sampling conducted on February 24, 2026, which was conducted to assist with determining scope of mold growth in the city offices located at 107 6th Street, Garibaldi, Oregon.

Air sampling results

Results of samples are provided below. Mold spores in air are commonly introduced indoors by opening doors, opening windows, tracking on shoes or equipment wheels, or from plants or other organic materials inside the building. The indoor types and concentrations of molds are compared to outdoor types and concentrations.

A performance-based guideline has been proposed and is common use for interpreting bioaerosol sampling data in indoor air.

- The AIHA *Field Guide for the Determination of Biological Contaminants in Environmental Samples* states, "The significant presence of fungi in indoor air not present or as a minor component of the outdoor air mycoflora is taken as unacceptable from a health and building performance point of view".
- The AIHA *Field Guide* also states that "Dominance in indoor air of fungal species not predominant in outdoor air indicates that these fungi are growing in a building and that the air quality is degrading."
- Air samples are evaluated primarily by comparing the types and levels of fungi found indoors to those present in the outdoor environment. In general, indoor spore levels

This report is advisory only. It may not list all existing hazards. SAIF assumes no responsibility for correction of conditions identified as hazardous. Safety remains your responsibility.

should be lower than outdoor concentrations, with the same general distribution of spore types. A substantial elevation of a select number of spore types, over what has been identified in the outdoor environment, is typically indicative of an indoor source of mold growth. The presence of known moisture indicator organisms (including, but not limited to, *Aspergillus*, *Penicillium*, *Stachybotrys*, etc.) should be considered an indication of potential mold contamination, especially if they are not present in outdoor air.

These guidelines are consistent with recommendations from the ACGIH® Bioaerosol Committee. The ACGIH® recommends gathering the best data possible and using knowledge, experience, expert opinion, logic, and common sense to make the best interpretation.

**TABLE 1: Spore Trap Results
 February 24, 2026**

Location	Primary Fungal Species/ Concentration (spores/m ³)	Total spores (spores/ m ³)	MoldSCORE™ <150 = Low*	
Community room upstairs	Cladosporium	53	160	112
	Penicillium/Aspergillus types	80		
	Basidiospores	27		
Training room upstairs	Cladosporium	27	113	112
	Penicillium/Aspergillus types	80		
	Smuts, Periconia, Myxomycetes	7		
Fire Chief's office/ desk	Cladosporium	80	187	112
	Penicillium/Aspergillus types	80		
	Basidiospores	27		
Outside building	Cladosporium	160	333	NA
	Penicillium/Aspergillus	27		
	Ascospores	27		
	Basidiospores	110		
	Smuts, Periconia, Myxomycetes	13		

*A rating less than 150 is low and indicates a low probability of spores originating inside. A rating greater than 250 is high and indicates a high probability that the spores originated from inside, presumably from indoor mold growth. A rating between 150 and 250 indicates a moderate likelihood of indoor fungal growth.

Observations

The west wall of the community room and the training room upstairs showed signs of moisture incursion with efflorescence and peeling paint. Window frames had mold and moss growth in portions of the horizontal tracks.

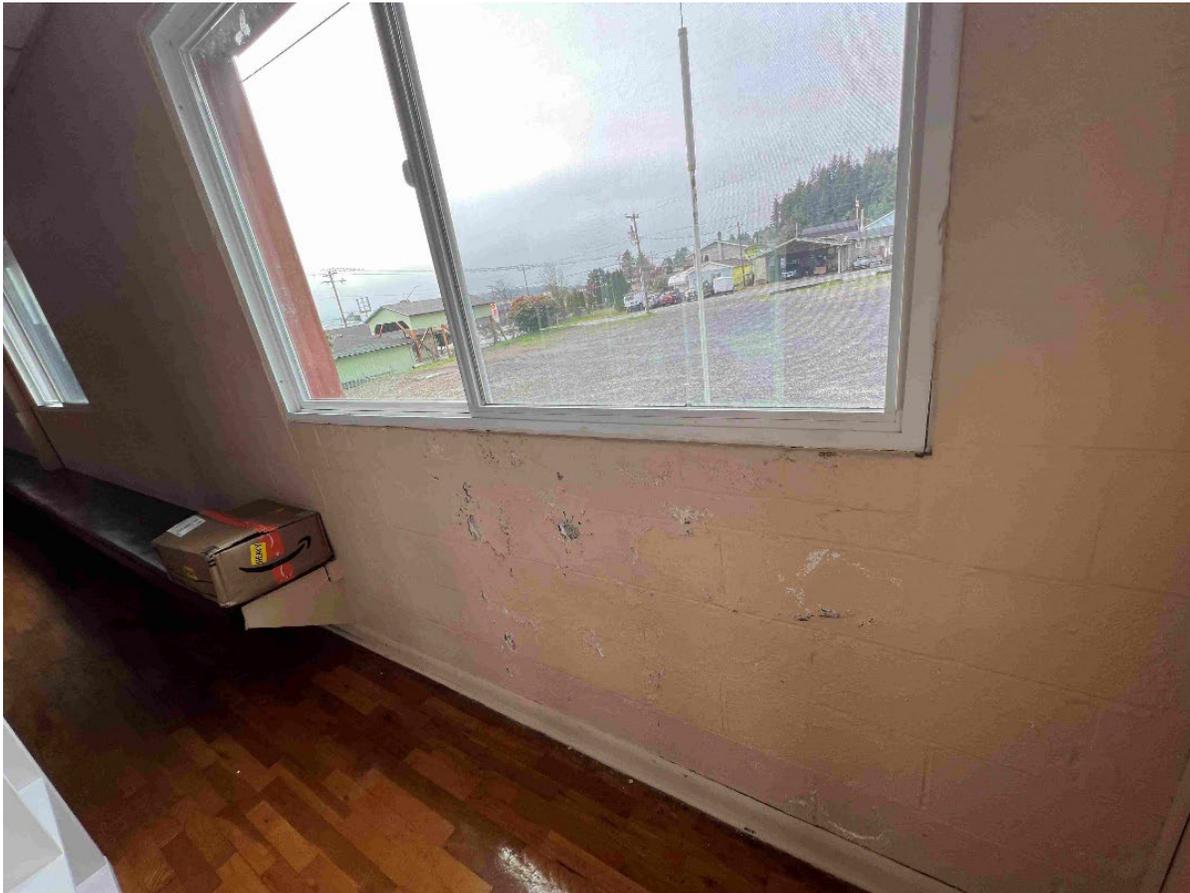
The kitchen had areas of water staining and some water damage on some wooden surfaces underneath cabinets.

This report is advisory only. It may not list all existing hazards. SAIF assumes no responsibility for correction of conditions identified as hazardous. Safety remains your responsibility.

The ceiling above the file room did not have signs of water incursion or mold growth. The exhaust fan in this ceiling, however, pulled air from the file room and exhausted it into the ceiling rather than to the outside. When this fan is operating it can pull mold spores from the mold growth identified in the west and east cell file rooms and push it into the ceiling and other areas of the building.

Photos

Photo 1: Interior west wall upstairs, community room. Water incursion, paint damage on concrete wall



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Photo 2 and 3: Window frame upstairs community room; moss and mold growth in frame.



Photo 4: Training room upstairs, water incursion and paint damage, west interior wall.



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Photo 5: Water damage and possible mold growth, kitchen sink cabinet; upstairs kitchen.



Photo 6 and 7: Ceiling of file room downstairs, no evidence of water incursion or mold growth



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Photo 8 and 9: Ceiling above community and training room second floor, no evidence of water incursion or mold growth.



Based on results, there appears to be moisture incursion and damage on the west walls in the community room and training room. There was also evidence of water damage in the wood cabinets in the kitchen and moss and mold growth in the window frames along the west wall. There was no evidence of water incursion or mold growth in the ceiling above the downstairs file room.

The mold growth appears to be isolated to the east and west file rooms downstairs, the window frames upstairs, and under the kitchen sink upstairs.

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Recommendations

1. Include the wood cabinets in the kitchen, the west walls in the community room and training room, and the windows along the upstairs west wall in your overall plan to mitigate water damage and prevent future moisture incursion (sealing of exterior concrete walls, building joints, and windows).

Please let me know if you have any questions after reviewing this report or how I might be of further assistance.

Sincerely,

Kim Henry, CIH

SAIF Industrial Hygienist
(503) 373-8127 | 800.285.8525
400 High Street SE, Salem, OR 97312
kimhen@saif.com

Attachment: Eurofins Aerotech Built Environment Testing, LLC – Direct Microscopic Examination and MoldSCORE™ Spore Trap Report

- c: SAIF Underwriter: Portland Service Center
SAIF Industrial Hygiene & Health Manager: David Johnson
CIS Senior Risk Management Consultant: Margaret Ryan
Policy file

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400 High St SE | Salem, OR 97312 | P: 800.285.8525

Client: SAIF Corporation
 C/O: Kim Henry
 Re: City of Garibaldi 100035213; Follow up

Date of Sampling: 02-24-2026
 Date of Receipt: 02-26-2026
 Date of Report: 02-27-2026

MoldSCORE™: Spore Trap Report

Outdoor Sample: O.A. Outside air sample

Fungi Identified	Outdoor sample spores/m3				Raw count	Spores/m3
	<100	1K	10K	>100K		
Generally able to grow indoors*						
Alternaria					ND	< 7
Bipolaris/Drechslera group					ND	< 7
Chaetomium					ND	< 7
Cladosporium	█				6	160
Curvularia					ND	< 7
Nigrospora					ND	< 7
Penicillium/Aspergillus types†	█				1	27
Stachybotrys					ND	< 7
Torula					ND	< 7
Seldom found growing indoors**						
Ascospores	█				1	27
Basidiospores	█				4	110
Rusts					ND	< 7
Smuts, Periconia, Myxomycetes	█				2	13
Total						333

Location: Comm Room Community room - upstairs

Fungi Identified	Indoor sample spores/m3				Raw count	Spores/m3
	<100	1K	10K	>100K		
Generally able to grow indoors*						
Alternaria					ND	< 7
Bipolaris/Drechslera group					ND	< 7
Chaetomium					ND	< 7
Cladosporium	█				2	53
Curvularia					ND	< 7
Nigrospora					ND	< 7
Penicillium/Aspergillus types†	█				3	80
Stachybotrys					ND	< 7
Torula					ND	< 7
Seldom found growing indoors**						
Ascospores					ND	< 7
Basidiospores	█				1	27
Rusts					ND	< 7
Smuts, Periconia, Myxomycetes					ND	< 7
Total						160

MoldSCORE‡			
100	200	300	Score
█			100
█			100
█			100
█			103
█			100
█			100
█			112
█			100
█			100
█			100
█			100
█			102
█			100
█			100
Final MoldSCORE			112

Client: SAIF Corporation
 C/O: Kim Henry
 Re: City of Garibaldi 100035213; Follow up

Date of Sampling: 02-24-2026
 Date of Receipt: 02-26-2026
 Date of Report: 02-27-2026

MoldSCORE™: Spore Trap Report

Location: Training Rm Training room - upstairs

Fungi Identified	Indoor sample spores/m3				Raw count	Spores/m3	MoldSCORE‡			
	<100	1K	10K	>100K			100	200	300	Score
Generally able to grow indoors*										
Alternaria					ND	< 7				100
Bipolaris/Drechslera group					ND	< 7				100
Chaetomium					ND	< 7				100
Cladosporium	█				1	27				101
Curvularia					ND	< 7				100
Nigrospora					ND	< 7				100
Penicillium/Aspergillus types†	█				3	80				112
Stachybotrys					ND	< 7				100
Torula					ND	< 7				100
Seldom found growing indoors**										
Ascospores					ND	< 7				100
Basidiospores					ND	< 7				100
Rusts					ND	< 7				100
Smuts, Periconia, Myxomycetes	█				1	7				101
Total						113				Final MoldSCORE 112

Location: Fire chief Fire chief desk - upstairs

Fungi Identified	Indoor sample spores/m3				Raw count	Spores/m3	MoldSCORE‡			
	<100	1K	10K	>100K			100	200	300	Score
Generally able to grow indoors*										
Alternaria					ND	< 7				100
Bipolaris/Drechslera group					ND	< 7				100
Chaetomium					ND	< 7				100
Cladosporium	█				3	80				104
Curvularia					ND	< 7				100
Nigrospora					ND	< 7				100
Penicillium/Aspergillus types†	█				3	80				112
Stachybotrys					ND	< 7				100
Torula					ND	< 7				100
Seldom found growing indoors**										
Ascospores					ND	< 7				100
Basidiospores	█				1	27				102
Rusts					ND	< 7				100
Smuts, Periconia, Myxomycetes					ND	< 7				100
Total						187				Final MoldSCORE 112

Client: SAIF Corporation
C/O: Kim Henry
Re: City of Garibaldi 100035213; Follow up

Date of Sampling: 02-24-2026
Date of Receipt: 02-26-2026
Date of Report: 02-27-2026

MoldSCORE™: Spore Trap Report

* The spores in this category are generally capable of growing on wet building materials in addition to growing outdoors. Building related growth is dependent upon the fungal type, moisture level, type of material, and other factors. *Cladosporium* is one of the predominant spore types worldwide and is frequently present in high numbers. *Penicillium/Aspergillus* species colonize both outdoor and indoor wet surfaces rapidly and are very easily dispersed. Other genera are usually present in lesser numbers.

** These fungi are generally not found growing on wet building materials. For example, the rusts and smuts are obligate plant pathogens. However, in each group there are notable exceptions. For example, agents of wood decay are members of the basidiomycetes and high counts of a single morphological type of basidiospore on an inside sample should be considered significant.

†The spores of *Aspergillus* and *Penicillium* (and others such as *Acremonium*, *Paecilomyces*) are small and round with very few distinguishing characteristics. They cannot be differentiated by non-viable sampling methods.

‡Rated on a scale from 100 to 300. A rating less than 150 is low and indicates a low probability of spores originating inside. A rating greater than 250 is high and indicates a high probability that the spores originated from inside, presumably from indoor mold growth. A rating between 150 and 250 indicates a moderate likelihood of indoor fungal growth. MoldSCORE is NOT intended for wall cavity samples. It is intended for ambient air samples in residences. Using the analysis on other samples (like wall cavity samples) will lead to misleading results.

Eurofins Aerotech Built Environment Testing, LLC
1501 West Knudsen Drive, Phoenix, AZ 85027
(800) 651-4802 www.eurofinsus.com/Built

Client: SAIF Corporation
C/O: Kim Henry
Re: City of Garibaldi 100035213; Follow up

Date of Sampling: 02-24-2026
Date of Receipt: 02-26-2026
Date of Report: 02-27-2026

MoldSCORE™: Spore Trap Report

PROJECT ANALYST AND SIGNATORY REPORT

Project Analyst



Analyst: Braidin Herman

The test report shall not be reproduced except in full, without written approval of the laboratory. The report must not be used by the client to claim product certification, approval, or endorsement by any agency of the federal government. The Company reserves the right to dispose of all samples after a period of thirty (30) days, according to all state and federal guidelines, unless otherwise specified.

‡ A "Version" indicated by "-x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

AGENDA ITEM

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: **Public Meetings Law Grievance**
DATE: 11 March 2026

BACKGROUND

The City has received the following grievance from David McCall of Bay City:

Mayor Findling,
City Manager Boone,

Please find below a grievance, outlining violations to Oregon Public Meeting Law, specifically Executive Sessions, that I request the City Council address.

On January 8, 2026, Tim Hall sent me an email, in which he states:

“I shared the city job application with the Council in October. Except for the mayor, no others had seen it. Councilors Shattuck and Bade said they and panel receive a "summary sheet" of candidates experience, which somehow is not available. Boone did not have "13 years of work experience" in government.”

A paid advertisement (placed by Tim Hall) in the Tillamook Headlight Herald on January 13, 2026, also made similar claims.

I participated in the Interview Panel for the City of Garibaldi in August 2024, which resulted in the hiring of Jake Boone as City Manager. Each panel member (City Council members and invited interview panel members) was provided with a packet, containing the application and materials for each of the candidates. The interviews were conducted in Executive Session. Following the Executive Session, the City Council entered into Open Session and made a decision to offer the position to Jake Boone. All written materials were returned to the City Manager.

In his wording, Mr. Hall has indicated that at least two City Councilors violated the executive sessions provisions of Oregon Public Meeting Law and relayed false information to an individual who was not part of the Executive Session. Mr. Hall also states that he

shared the application with the Council. That statement implies that someone further violated executive sessions restrictions and shared Mr. Boone's application with him.

I am submitting this request within 30 days of the violation being brought to my attention.

I request that the City Council of Garibaldi address these violations and modify its practices to ensure future violations do not occur.

David McCall
City Manager, City of Bay City, Oregon
PO Box 3309
Bay City, OR 97107
503-377-2288

I therefore sought responses from the named Council members (Councilor Bade and Councilor Shattuck). Councilor Bade provided a response before the end of the time limit to respond, but Councilor Shattuck did not. Accordingly, I responded on behalf of the Council:

Mr. McCall,

In your grievance (quoted below), you state:

"In his wording, Mr. Hall has indicated that at least two City Councilors violated the executive sessions provisions of Oregon Public Meeting Law and relayed false information to an individual who was not part of the Executive Session."

Councilors Bade and Shattuck were contacted to solicit their responses to this allegation.

Councilor Shattuck did not provide a response.

Councilor Bade replied:

"I was asked by Mr. Hall if I recognized a job application for Jake Boone. I told him that I did not recognize it. He asked if it had been provided to the interview panel and I told him I did not remember. I did not discuss any information with Mr. Hall concerning the interview process. I did not provide the copy of the application to Mr. Hall. My understanding is that he obtained it legitimately. "

The City therefore denies that this was a violation of Oregon public meetings law as no information from that executive session was divulged.

You also state:

"Mr. Hall also states that he shared the application with the Council. That

statement implies that someone further violated executive sessions restrictions and shared Mr. Boone's application with him."

The City therefore denies that this was a violation of Oregon public meetings law as Mr. Boone himself voluntarily released this document from his own files, not from the executive session packet.

Sincerely,

Jake Boone

As of the time of this writing, it is unknown whether or not Mr. McCall will choose to continue to pursue this grievance, but I will keep the Council informed of any developments.

RECOMMENDATION

No action required; information only.

COST

None.



Jake Boone, City Manager

AGENDA ITEM

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: **OLCC Renewal Application – Kelley's Place**
DATE: 11 March 2026

BACKGROUND

BACKGROUND

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

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

RECOMMENDATION

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

COST

None.



Jake Boone, City Manager



Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

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

Proposed Trade Name:

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC.
Section 2 must be completed **by the local government** for this form to be accepted with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: *City of Garibaldi* Optional Date Received Stamp

Date Application Received: *2/29/2020*

Received by: *Amy Cramm*

Section 3 – Recommendation - To be completed by Local Government:

- Recommend this license be granted**
- Recommend this license be denied** (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral**

Name of Reviewing Official:

Title: *Finance Director*

Date: *3/2/2020*

Signature: *[Handwritten Signature]*

After providing your recommendation and signature, please return this form to the applicant.



Local Government Recommendation – Liquor License

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

The local government is as follows:

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

INSTRUCTIONS:

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

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

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

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

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

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

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

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



OREGON LIQUOR & CANNABIS COMMISSION
Local Government Recommendation – Liquor License

Annual Liquor License Types

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

Section 1 – Submission – To be completed by Applicant:

License Information

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

Proposed Trade Name:

Premises Address: 210 3rd St Unit:

City: Garibaldi County: Tillamook Zip: 97118

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

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

Application Contact Information

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

Mailing Address: PO Box 563

City: Garibaldi State: OR Zip: 97118

Email Address: kelleykcook@gmail.com

Business Details

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

Manufacturing/Production

Retail Off-Premises Sales

Retail On-Premises Sales & Consumption

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

Indoor Consumption Outdoor Consumption

Proposing to Allow Minors

Section 1 continued on next page

CITY MANAGER'S REPORT

TO: Mayor and City Council
FROM: Jake Boone, City Manager
SUBJECT: City Manager's Report
DATE: 11 March 2026

Committee Opportunities

We're still looking for volunteers to serve on both the Planning Commission and the Charter Review Committee. If you know someone you think would do a good job on either committee, please encourage them to contact City Hall.

Public Works

Employee training and professional development continue to be a priority for the department. Dillon Pierce recently took and passed his Wastewater Treatment Level 1 certification exam. Congratulations to Dillon on this accomplishment. In addition, Joe Hittner, Brayden Myers, and Public Works Director Nick Theoharis attended T2 Road Scholar training classes in Tillamook, which focused on pavement maintenance, roadway repair techniques, and best practices for municipal street systems.

Staff are also working with Business Oregon to identify potential grant funding opportunities to support development of a Stormwater Master Plan, which will help the City plan for long-term drainage improvements and infrastructure needs.

Public Works crews are currently performing preventative maintenance on the excavator and mowing equipment in preparation for the upcoming spring and summer mowing season.

Streets

Highway 101 Main Street was swept during a break in the weather. Street sweeping will continue as weather conditions allow to maintain roadway safety and drainage function.

Public Works crews cleared portions of the Fir Avenue right-of-way between 4th and 6th Streets to allow access for a property owner preparing to perform limited brush clearing on three lots along that corridor.

The City is also moving forward with the engineering phase of the ODOT Small City Allotment (SCA) grant project. The current project schedule anticipates completing engineering plans and preparing the bid package by October 2026, with construction and paving anticipated to begin

around March 2027.

Water

Public Works will be addressing a water service issue at 234 Garibaldi Avenue. The City has received approval from ODOT for the necessary right-of-way permit, and staff will be cutting a sidewalk panel and investigating the service line to restore proper function. Staff will also be performing maintenance work at the 14th Street Booster Station to repair a leaking fitting. In addition, preparations are underway to install a new pump at the Reservoir Booster Station, which will improve system reliability and ensure continued adequate water supply to the upper tank.

Over the spring months, Public Works will complete installation of the remaining radio-read water meters that have not yet been installed. This project will improve efficiency in meter reading and billing accuracy. Staff also met with AKS Engineering, the City's Engineer of Record, to begin work on the Water Master Plan update. This effort will evaluate the current water system and help guide future capital improvement planning.

All required drinking water testing and reporting for the month have been completed and submitted in compliance with regulatory requirements.

Wastewater

Public Works staff will be performing inspections and cleaning of the wet wells at each of the City's pump stations. This routine maintenance helps ensure proper pump operation, prevents debris buildup, and reduces the risk of mechanical issues or pump failures. All required wastewater reports and regulatory testing have been completed and submitted.

Water/Wastewater Tours

Members of the public are welcome to contact Public Works to schedule a tour of the Water Treatment Plant or Wastewater Treatment Plant. Tours are a great opportunity to see how these systems operate and to learn more about the Public Works Department's responsibilities.

Finance

The Finance Director is working hard on the early stages of the 2026/27 City budget and has been providing materials to the City's auditor for the 2024/25 audit. She also attended LOC budget training and the CIS conference (virtually), and received information about projected increases in worker's compensation, healthcare, property, and liability coverage costs for the upcoming fiscal year.

Fire Department

- Responded to 06 Medical call, 4 Motor vehicle crashes resulting in 5 patients and 2 fires which included a mutual aid response to Tillamook.
- Conducted 4 training sessions, resulting in 8 hours of training with 23 attendances.
- GFD has been training with Rockaway Beach Fire on an acquired structure in Bar View, allowing our department members to practice their skills in a more real-world scenario

and work cohesively with our mutual aid partners.

- Continued to perform repairs and deferred maintenance on the department's response vehicles.
- The Volunteer Association held its annual awards banquet. The following awards were presented:
 - Firefighter of the Year - Levi Hill
 - EMS Provider of the Year - Tom Porter
 - Rookie of the Year - Doolin O'Connor
 - Officer of the Year - Chris Miller
 - Most Improved Firefighter - Megan Martensen
 - Community Outreach award - Letty Buchanan

If you see any of these volunteers, please thank them for all their hours of dedicated service to the Garibaldi community.



Jake Boone, City Manager

Tillamook County



TILLAMOOK COUNTY LIBRARY

MEMBER OF THE CHINOOK LIBRARY NETWORK

GARIBALDI BRANCH
107 6th Street, Garibaldi, OR 97118

Land of Cheese, Trees and Ocean Breeze

1716 Third Street
Tillamook, Oregon 97141

Telephone (503) 842-4792
Fax (503) 815-8194
TDD Nonvoice Oregon Relay Service

3/16/26 GARIBALDI BRANCH LIBRARY REPORT TO COUNCIL

Greetings Council and Community Members,

After being closed, I'm thrilled the Garibaldi Branch Library is again open to serve our community. Once the building was tested, the city was able to provide the county the needed documentation to confidently reopen the space and welcome visitors. And there are plenty of reasons to visit the library.

This month, the library system is holding the TCL Library Card Design Contest. Tillamook County Library patrons are invited to showcase their creativity by designing our next library card. Whether you're an experienced designer or simply passionate about creating, we invite you to showcase your talent. The deadline to enter is March 31, 2026, at 6:00pm. Details can be found at: tillabook.org/LibraryCardContest.

Thank you to Councilor Bade for partnering with the library to provide another year of AARP Tax Aide services to residents of Tillamook County. The program is so popular, appointment slots filled quickly. Early sign up is recommended next year for those who missed it this year. If you still need file your taxes, we have the standard Federal forms and instructions available at all locations (English and Espanol).

The Garibaldi Branch Book Club meets tomorrow at 2:00pm in the library. This is a no pressure book club where drop ins are welcome – whether you've read the book or not. This month we'll be discussing the book *Lessons In Chemistry* by Bonnie Garmus.

Respectfully submitted,
June Ekborg
Library Assistant II
Garibaldi Branch Library