



City Hall, PO Box 708 Garibaldi, OR 97118  
Office: (505) 322-3327 / Fax: (503) 322-3737  
City email: city@garibaldi.gov  
Website: www.ci.garibaldi.or.us

**GARIBALDI CITY COUNCIL BUDGET HEARING**

Tuesday, June 20, 2023, at 5:30 p.m.

Meeting Hall, Garibaldi City Hall, 107 6<sup>th</sup> Street, Garibaldi, OR 97118

\* Go to zoom.us / join. \* Meeting ID: **503 322 3327** \* Password: **97118**

\* Call in Number: (253) 215-8782 \* Meeting ID: **503 322 3327** \* Password: **97118**

**AGENDA**

- I. CALL TO ORDER
- II. PUBLIC HEARING - FISCAL YEAR 2023-2024 BUDGET
  - a. Staff Report.....4
- III. PUBLIC HEARING - PROPOSED USES OF STATE REVENUE SHARING MONIES
- IV. CONSENT CALENDAR:
  - a. Approval of Minutes - None
  - b. Adopting a Resolution 2023-09 Electing to Receive State ..... 4  
Revenue Sharing
  - c. Adopting a Resolution 2023-10 Establishing the Advertising.....5  
Reimbursement Program in the Transient Room Tax Fund.
  - d. Adopting a Resolution 2023-11 Adopting the FY 2023-2024 Budget.....8  
for the City of Garibaldi, Making Appropriations, Levying and Categorizing  
Taxes.
  - e. Adopting a Resolution 2023-12 Establishing Household Income Thresholds .....12  
for the City of Garibaldi Low-Income Discount Program
  - f. Adopting a Resolution 2023-07 Adjusting service rates for the Garibaldi .....13  
Water System to Recover Increases in Water Fund Operating and Maintenance Expenses.
  - g. Adopting a Resolution 2023-08 for the purpose of Repealing Resolution .....15  
No. 2011-19 and Establishing new Sewer Rates.
- V. PRESENTATIONS
  - a) Garibaldi Business Association (GBA) and Garibaldi Days Participation/Updates - Val Schumann, Carolee North and Laura Schmidt
  - b) City of Garibaldi Owned Properties/Overview and Strategies - Roger Cooper and Val Schumann
  - c) Undergrounding Meeting, Research and Support - Val Schumann, Val Folkema
  - d) Top Concerns and Proposed Actions/Requests - Valerie Schumann and Carolee North
- VI. COUNCIL REPORTS
- VII. STAFF REPORTS
- VIII. ADJOURNMENT



## SPECIAL CITY COUNCIL MEETING AGENDA NOTES

**TUESDAY, JUNE 20, 2023, 5:30 p.m.**, *immediately after the GURA hearing*

Meeting Hall, Garibaldi City Hall, 107 6<sup>th</sup> Street, Garibaldi, OR 97118

### 1) CALL TO ORDER

Mayor Hall should call the regular Council meeting to order at 5:30, or immediately after the GURA hearing.

### 2) PUBLIC HEARING - FISCAL YEAR 2023-2024 BUDGET:

The mayor should call to order the public hearing for the FY 2023-2024 budget, state the time for the record, and then say the following:

"At this time, pursuant to ORS 294.543, I will open the public hearing in order to give the citizens of Garibaldi the opportunity to comment on the budget approved by the City of Garibaldi Budget Committee for Fiscal Year 2023-2024."

"Staff, please present your report."

"Is there any member of the public wishing to comment on the Approved Budget for Fiscal Year 2023-2024?"

"If there is no further discussion, I will close the public hearing at this time." - please note the time for the record.

### 3) PUBLIC HEARING - PROPOSED USES OF STATE REVENUE SHARING MONIES:

The mayor should open this public hearing by saying the following:

"At this time, pursuant to ORS 221.770, I will open the public hearing in order to give the citizens of Garibaldi the opportunity to comment on the use of State Revenue Sharing funds in the City of Garibaldi's Budget for Fiscal Year 2023-2024."

"Staff, please present your report."

"Is there any member of the public wishing to comment on the proposed use of State Revenue Sharing for Fiscal Year 2023-2024?"

"If there is no further discussion, I will close the public hearing at this time. - please note the time for the record.

### 4) CONSENT CALENDAR.

- a) Approval of Minutes -  
None



- b) **Resolution 2023-09: Electing to Receive State Revenue Sharing:** This resolution goes to the state to affirm that we would have them share their revenues with the City of Garibaldi. The hearing verifies this.
- c) **Resolution 2023-10: Establishing the Advertising Reimbursement Program in the Transient Room Tax Fund:** This is the same program-creating resolution that the council has passed in recent years.
- d) **Resolution 2023-11: Adopting the FY 2023-2024 Budget for the City of Garibaldi, Making Appropriations, Levying and Categorizing Taxes:** This resolution approves the budget for next year. Please approve this with the rest of the consent calendar.
- e) **Resolution 2022-12: Establishing Household Income Thresholds for the City of Garibaldi Low-Income Citizens Discount Program:** *This resolution updates the 2023 Income Threshold for citizens to apply for the city's program.*
- f) **Resolution 2023-07: Adjusting service rates for the Garibaldi Water System to Recover Increases in Water Fund Operating and Maintenance Expenses.** *This resolution increases water rates to meet the requirements of the City's Water Department for Fiscal Year 2023-2024.*
- g) **Resolution 2023-08: For the purpose of Repealing Resolution No. 2011-19 and Establishing new Sewer Rates.** *This resolution increases sewer rates to meet the requirements of the City's Wastewater Department for Fiscal Year 2023-2024.*

5) COUNCIL REPORTS

6) STAFF REPORTS

7) ADJOURNMENT

No motion is necessary; simply adjourn and state the time for the record.



## STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 2023-11 FOR THE PURPOSE OF ADOPTING THE 2023-2024 BUDGET AS APPROVED, SUBMITTED AND ACTED UPON BY THE BUDGET COMMITTEE OF THE CITY OF GARIBALDI, MAKING APPROPRIATION AND LEVYING TAXES FOR MUNICIPAL PURPOSES OF THE CITY OF GARIBALDI FOR THE FISCAL YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024

Agenda Date: June 20, 2023

Prepared by: Marni Johnston  
Finance Officer

## BACKGROUND

The Garibaldi Budget Committee met on May 3<sup>rd</sup> to review and deliberate on the proposed fiscal year 2023-2024 Budget.

The next phase of the budget process is for the City Council to undergo a public hearing to receive public testimony on the budget approved by the Garibaldi Budget Committee. Once the Council has heard the public testimony, the Council can then consider the adoption of the attached resolution.

The City Council may note that, as the governing board, the Council indeed possesses the authority to modify or change the approved budget, during this public hearing, within the following parameters:

1. Reduce the tax amount
2. Reduce expenditures with a corresponding reduction to resources
3. Increase expenditures but not by more than \$5,000 or 10 percent of the total expenditures of the fund, whichever is greater. For example: if total expenditures, in the fund, as approved by the budget committee equal \$150,000, then the Council may increase expenditures by \$15,000 in that fund, on a per fund basis.

Changes beyond the scope of the above parameters require another public notice and subsequent public hearing.

## RECOMMENDATION

The City Council shall conduct a public hearing on the City of Garibaldi budget for fiscal year 2023-2024 as approved by the Garibaldi Budget Committee. Then, the City Council may move to adopt the *City of Garibaldi FY 2023-2024 Budget* as approved by the Garibaldi Budget Committee as set forth in Resolution No. 2023-11 by making the following motion:

“I move to approve Resolution No. 2023-11 for the purpose of adopting the 2023-2024 budget as approved, submitted and acted upon by the budget committee of the City of Garibaldi, making appropriations and levying taxes for municipal purposes of the City of Garibaldi for the fiscal year commencing July 1, 2023 and ending June 30, 2024”

June 20, 2023 Staff Report

The City of Garibaldi is an equal opportunity employer and provider.



**ALTERNATIVE**

The Council may make changes as noted above. Please know that to provide government services on July 1, 2023, an adopted budget must be in place by June 30, 2023.

**FISCAL IMPACT**

The City budget includes total appropriations among all departments and funds totaling \$1,576,421 for the fiscal year ending June 30, 2023.

**List of Attachments**

- A Resolution No. 2023-11
- B Budget Committee Final Action
- C Garibaldi Approved Budget for Fiscal Year Ending June 30, 2024



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## **Budget Committee Action**

Final Approval of the City of Garibaldi FY 2023-2024 Proposed Budget Document, including any amendments, by the Garibaldi Budget Committee

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Approval of the FY 2023-2024 Proposed Budget Document, including amendments, by the Garibaldi Budget Committee and submitting the approved Budget to the City Council and recommending adoption.

**WHEREAS**, pursuant to Oregon budget law, and after careful consideration, Garibaldi's Budget Committee has comprised and approved a balanced Budget for the City of Garibaldi for FY 2023-2024;

**WHEREAS**, the proposed FY 2023-2024 Budget contains best estimates for projected revenues and expenditures; and

**WHEREAS**, the Budget Committee has reviewed all estimated revenues and expenditures, for all City Departments and funds, for FY 2023-2024, making modifications and changes where appropriate.

**THEREFORE**, THE CITY OF GARIBALDI BUDGET COMMITTEE, has approved and authorized the City to levy the permanent rate of \$2.2213 per thousand of assessed value for the General Fund, and to levy \$71,000 for bonded debt.

After completing all obligations required under Oregon Budget Law, the City of Garibaldi Budget Committee hereby approves the FY 2023-2024 Proposed Budget, as amended, comprised of revenues and expenditures for all City funds and departments and submits the Approved FY 2023-2024 Budget to the City Council for further consideration and recommended adoption.

**APPROVED BY THE BUDGET COMMITTEE ON THIS 3RD DAY OF MAY 2023**

  
Budget Committee Chair

RESOLUTION 2023-09

**A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE  
REVENUES FOR FISCAL YEAR 2023-2024**

**THE COMMON COUNCIL OF THE CITY OF GARIBALDI RESOLVES AS FOLLOWS:**

*Section 1.* Pursuant to ORS 221.770, the City of Garibaldi hereby elects to receive state revenues for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

**PASSED BY THE COMMON COUNCIL AND APPROVED BY THE MAYOR, June 20, 2023.**

\_\_\_\_\_  
Hon. Tim Hall, Mayor

ATTEST:

\_\_\_\_\_  
Jay Marugg, City Manager Pro Tem

I hereby certify that a public hearing before the Budget Committee was held on May 3rd, 2023, and a public hearing before the City Council was held on June 20th, 2023, giving citizens an opportunity to comment on the use of state revenue sharing.

\_\_\_\_\_  
Jay Marugg, City Manager Pro Tem

**STATE SHARED REVENUE ESTIMATES**

**TOTAL ESTIMATED**

	<b>REVENUE</b>	<b>FUND</b>
HIGHWAY FUND (GAS TAXES)	\$ 60,000	Street Fund 200
LIQUOR TAX	\$ 15,000	General Fund 100
CIGARETTE TAX	\$ 1,000	General Fund 100
MARIJUANA TAX	\$ 1,500	General Fund 100
STATE REVENUE SHARING	\$ 12,000	General Fund 100
<b>TOTAL GENERAL FUND</b>	<u>\$ 29,500</u>	
<b>TOTAL STREET FUND</b>	<u>\$ 60,000</u>	
<b>GRAND TOTAL</b>	<b>\$ 89,500</b>	

Highway fund revenues: Restricted to road-related purposes: Budget includes street lighting, maintenance, and street paving

Liquor tax revenues: General Government purposes without program restrictions

Cigarette tax revenues: General Government purposes without program restrictions

Marijuana tax revenues: General Government purposes without program restrictions

Non-Per Capita Based State Shared Revenue for Cities: State marijuana taxes and liquor



**RESOLUTION 2023-10**

**A RESOLUTION ESTABLISHING POLICIES AND PROCEDURES FOR THE TRANSIENT ROOM TAX FUND ADVERTISING REIMBURSEMENT PROGRAM**

**WHEREAS**, the State of Oregon Revised Statutes provide for the expenditure of lodging tax revenues to be spent on promotional advertising and marketing to increase tourism; and

**WHEREAS**, the Garibaldi Budget Committee has approved a budget for FY 2023-2024 to support a program that provides a shared-cost reimbursement for advertising purchased by local businesses that promote the City of Garibaldi as a tourist destination; and

**WHEREAS**, Resolution 2022-06 re-established administrative guidelines for processing advertising reimbursement requests from the public and that resolution expires June 30, 2023.

**NOW THEREFORE, THE COMMON COUNCIL OF THE CITY OF GARIBALDI RESOLVES AS FOLLOWS:**

*Section 1. Program.* The Advertising Reimbursement Program is hereby established for the purpose of subsidizing businesses and organizations in the cost of advertising that is reasonably expected to generate overnight, non-resident occupancy within Garibaldi. This program is funded through the Transient Room Tax fund, and all encumbrances associated with this program are to be within amounts as approved and adopted for the FY 2023-2024 City of Garibaldi Budget.

*Section 2. Committee.* A sub-committee (“committee”) consisting of the mayor, or a delegated Council member and City Manager will review all requests as submitted to the City of Garibaldi for reimbursement through this program and approve requests that qualify under the policies and procedures outlined in this resolution.

*Section 3. Applicant.* Any group or individual (“applicant”) may request that the city pay for committee-approved advertising. An applicant may qualify for reimbursement through this program provided they; 1) are a licensed business in the City of Garibaldi; or 2) a non-profit organization, including but not limited to civic and governmental entities, that operates, or has a primary interest, in Garibaldi.

*Section 4. Advertising.* Qualifying advertising includes print, radio, televised, or internet advertising, and can include any marketing materials such as brochures, posters, fliers, websites, etc.... for the committee to determine that submitted advertising qualifies for reimbursement it must; 1) promote the City of Garibaldi as a destination; and 2) be likely to generate over-night occupancy within the City of Garibaldi or be for the promotion of special events sponsored by non-profit organizations; and 3) be completely paid for by the applicant;

and 4) be published, aired, online or otherwise implemented by whatever means is appropriate for such form of advertising prior to receiving a reimbursement request.

**Section 5. Submissions.** Any request for advertising reimbursement should be made in writing and must include a form attached to this document as **Exhibit A**. Sufficient documentation of the advertising (i.e. audio or video recording, tear-sheet, brochure, website address and printouts); copy of the invoice, bill or agreement that provides sufficient information to determine what services were paid for; and a proof of payment of the advertising (i.e. canceled check or receipt), must be included with the submission. Deadlines for submissions are 5:00 p.m. on September 30, 2023, and 5:00 p.m. on March 30, 2024.

**Section 6. Approval.** The committee will review all requests made prior to September 31, 2023, and March 31, 2024, for completeness and compliance with the criteria of this resolution. The committee will approve reimbursement of each qualifying submission for up to one-half of the applicant's total advertising cost. Approved requests will be entered into the City's payment cycle and paid within 45-days of approval. The committee has full authority for determining whether a request will be reimbursed up to one-half or less based upon available funds and the total amount requested through all submissions. No requests will be accepted after March 30, 2024, for Fiscal Year 2023-2024.

**Section 7. Indemnification.** Applicants agree to defend, indemnify, protect, and hold harmless the City from and against any suit, administrative proceedings, claims, damages, or liability that may arise from the procedures outlined in this resolution. The City's name will not appear on any advertising contracts and the City will only reimburse the approved amount to the applicant. Any unreported or unpaid charges, fees, penalties, or interest are the responsibility of the applicant and not of the city.

**Section 8. Expiration.** This Resolution expires June 30, 2024.

**PASSED BY THE COMMON COUNCIL AND APPROVED BY THE MAYOR, June 20, 2023.**

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Hon. Tim Hall, Mayor

ATTEST:

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Jay Marugg, City Manager Pro Tem

Attached - **Exhibit A** – Advertising Reimbursement Request Form

**GF-123-15** City of Garibaldi, Oregon **Exhibit A** City Hall □ 107 6<sup>th</sup> St. (P.O. Box 708) □ Garibaldi, OR 97118 □  
Phone (503) 322-3327 □ Fax (503) 322-3737 □ [www.ci.garibaldi.or.us](http://www.ci.garibaldi.or.us)

*Advertising Reimbursement Request*

The City of Garibaldi has established a reimbursement program for local businesses who advertise to attract non-residents to the City of Garibaldi. Any group or individual (“applicant”) may submit a request for reimbursement of qualifying advertisement provided they are a licensed business in Garibaldi, or a non-profit organization, or other civic or governmental organization that has an economic interest in Garibaldi.

Advertising that qualifies for reimbursement must:

- 1) promote the City of Garibaldi as a destination outside of 50 miles per; and
- 2) be likely to generate overnight occupancy within the City of Garibaldi or promote special events sponsored by non-profit organizations; and
- 3) be completely paid for by the applicant; and
- 4) be published, aired, online or otherwise implemented by whatever means is appropriate for such form of advertising prior to the city receiving a reimbursement request for said advertising.

Requests for reimbursement must include:

- 1) this form as completed and signed by the applicant; and
- 2) sufficient documentation of the advertising (for example – audio or video recording, tear-sheet, brochure, website address and printouts, etc...); and
- 3) a copy of the invoice, bill or agreement that provides sufficient information to determine what services were provided; and
- 4) proof of payment of the advertising (for example – canceled check, receipt for payment, etc...).

**Deadlines for submissions are 5:00 p.m. on September 30, 2023, and 5:00 p.m. on March 31, 2024.** All applications will be reviewed by a sub-committee (“committee”) of the City Manager and the Mayor. All committee decisions are final. The maximum reimbursement will be fifty percent (50%) of the total amount spent by the applicant on the advertising subject to this application, and reimbursement requests may be modified at the discretion of the committee.

Applicants agree to defend, indemnify, protect, and hold harmless the City from and against any suit, administrative proceedings, claims, damages, or liability that may arise from the procedures outlined in this application or the enabling resolution of the City Council that creates this program. The City’s name will not appear on any advertising contracts associated with the applicant, and the City will only reimburse the amount to the applicant approved by the committee. Any unreported or unpaid charges, fees, penalties, or interest are the responsibility of the applicant and not of the city.

**RESOLUTION 2023-11**

**A RESOLUTION ADOPTING THE FISCAL YEAR 2023-2024 BUDGET, MAKING APPROPRIATIONS,  
LEVYING AND CATEGORIZING TAXES**

**THE COMMON COUNCIL OF THE CITY OF GARIBALDI RESOLVES AS FOLLOWS:**

**Section 1.** The Garibaldi Municipal Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in the amount of **\$5,349,504** is hereby adopted. The said budget is on file in the City Manager's office, Garibaldi City Hall.

**Section 2.** Amounts for the fiscal year beginning July 1, 2023, and ending June 30, 2024, are hereby appropriated as follows:

**GENERAL FUND**

Administrative Department	\$	563,354
Fire & Rescue Department		763,457
Planning Department		116,971
Police Department		131,250
Property Department		189,884
Non-Departmental - Transfers Out		3,500
Non-Departmental - Contingency		30,000
<b>Fund Total</b>	<b>\$</b>	<b>1,798,416</b>

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**STREET FUND**

Street Program	\$	281,853
Transfers Out		5,600
Contingency		15,000
<b>Fund Total</b>	<b>\$</b>	<b>302,453</b>

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**SEWER DISCOUNT FUND**

Transfers Out	\$	7,637
<b>Fund Total</b>	<b>\$</b>	<b>7,637</b>

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**WASTEWATER FUND**

Wastewater Program	\$	641,248
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**RESOLUTION 2023-11 ADOPTING THE FISCAL YEAR 2023-2024 BUDGET, MAKING  
APPROPRIATIONS, LEVYING AND CATEGORIZING TAXES**

Debt Service	115,354
Transfers Out	1,000
Contingency	4,600
<b>Fund Total</b>	<b>\$ 762,202</b>

**WATER FUND**

Water Program	\$ 408,513
Debt Service	6,675
Transfers Out	1,550
Contingency	9,000
<b>Fund Total</b>	<b>\$ 425,738</b>

**SYSTEM DEVELOPMENT FUND**

Water System Development Charges Program	\$ 164,386
Wastewater System Development Charges Program	189,499
Street System Development Charges Program	146,480
Stormwater System Development Charges Program	114,836
Parks System Development Charges Program	110,492
<b>Fund Total</b>	<b>\$ 725,693</b>

**TRANSIENT ROOM TAX FUND**

Transient Room Tax Program	\$ 216,771
Transfers Out	88,028
<b>Fund Total</b>	<b>\$ 304,799</b>

**WASTEWATER DEBT FUND**

Debt Service	\$ 39,719
<b>Fund Total</b>	<b>\$ 39,719</b>

**PAYROLL LIABILITIES FUND**

Payroll Liabilities Program	\$ 46,047
<b>Fund Total</b>	<b>\$ 46,047</b>

**PUBLIC SAFETY EQUIPMENT RESERVE FUND**

Police Equipment Reserve Program	\$ 156,872
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Fire Equipment Reserve Program	121,485
<b>Fund Total</b>	<b>\$ 278,357</b>

**PUBLIC WORKS EQUIPMENT RESERVE FUND**

Public Works Equipment Reserve Program	\$ 311,968
<b>Fund Total</b>	<b>\$ 311,968</b>

**TRAILS & PATHS RESERVE FUND**

Trails & Paths Reserve Program	\$ 3,600
<b>Fund Total</b>	<b>\$ 3,600</b>

UNAPPROPRIATED/RESERVED/RESTRICTED ENDING FUND BALANCE (BY FUND)

General Fund	\$ 71,908
Street Fund	382
Sewer Discount Fund	0
Wastewater Fund	157,058
Water Fund	0
System Development Fund	0
Transient Room Tax Fund	17,166
Wastewater Debt Fund	96,361
Payroll Liabilities Fund	0
Public Safety Equipment Reserve Fund	0
Public Works Equipment Reserve Fund	0
Trails & Paths Reserve Fund	0
<b>TOTAL UNAPPROPRIATED AND RESERVE AMOUNTS:</b>	<b>\$ 342,875</b>
<b>TOTAL ADOPTED BUDGET:</b>	<b>\$5,349,504</b>

**Section 3.** The Common Council of the City of Garibaldi hereby resolves that the ad valorem taxes are hereby imposed for tax year 2023-2024 in the adopted budget for use in the General Fund for the purpose of general operation as categorized at the rate of \$2.8468 per \$1,000 assessed value of the City of Garibaldi's permanent rate tax; and

**Section 4.** The Common Council of the City of Garibaldi hereby resolves that the ad valorem taxes are hereby imposed and for tax year 2023-2024 in the adopted budget for use in the General Fund for the purpose of funding Fire Department personnel in the Personal Services category of the Fire Department at the rate of \$1.3500 per \$1,000 of assessed value for a local option tax approved by the voters of Garibaldi on November 8, 2022; and

**RESOLUTION 2023-11 ADOPTING THE FISCAL YEAR 2023-2024 BUDGET, MAKING APPROPRIATIONS, LEVYING AND CATEGORIZING TAXES**

**Section 5.** The Common Council of the City of Garibaldi hereby imposes the taxes provided taxes are hereby imposed and categorized for tax year 2023-2024 in the adopted budget for use in the Wastewater Debt Service Fund for the purpose of repaying debt in the W/W Debt Fund Expense category of the Debt Service Department in the amount of \$71,000 for debt service for a general obligation bond as approved by the voters of Garibaldi March 28, 1995; and,

**Section 6.** The taxes provided for in Section 3., above, are hereby categorized as follows:

	Subject to the General Government Limitation	Excluded from the General Government Limitation
General Fund - All Departments and Categories	\$2.8468 per \$1,000.00	
General Fund - FD Personal Local Option	\$1.3500 per \$1,000.00	
Levy For General Obligation Bonds	\$43.300	

**Section 7.** This Resolution shall be effective upon its passage by the Council and approval by the mayor.

\_\_\_\_\_  
Hon. Tim Hall, Mayor

ATTEST:

\_\_\_\_\_  
Jay Marugg, City Manager Pro Tem

**RESOLUTION 2023-12**

**A RESOLUTION ESTABLISHING HOUSEHOLD INCOME THRESHOLDS FOR THE CITY OF GARIBALDI LOW-INCOME DISCOUNT SEWER PROGRAM**

**WHEREAS**, Resolution 2011-01 re-established a low-income sewer discount program on 22 February 2011; and

**WHEREAS**, Section 1 of 2020-11 established income thresholds for eligibility and specified further that said income thresholds were to be updated annually, as new figures were made available from the State of Oregon; and

**WHEREAS**, revised HUD 60% of Median income levels for Tillamook County were provided by CARE Inc. in May 2023.

**NOW THEREFORE, THE COMMON COUNCIL OF THE CITY OF GARIBALDI RESOLVES AS FOLLOWS:**

*Section 1.* To be eligible for the discount, the adjusted gross income of the household – i.e. all the income of all the persons over 16 years of age living on the premises – must be at or less than 60% of the median household income figures for Tillamook County provided by CARE Inc., to wit:

<i>TOTAL NUMBER OF PERSONS IN HOUSEHOLD</i>	<i>INCOME THRESHOLD</i>
1	31,266
2	40,886
3	50,506
4	60,126
5	69,747
6	79,367
7	81,171
8	82,974

*Section 2.* All other provisions of Resolution 2020-11 shall remain in effect, and this resolution shall be in effect as of July 1, 2023.

**PASSED BY THE COMMON COUNCIL AND APPROVED BY THE MAYOR, June 20, 2023.**

\_\_\_\_\_  
Hon. Tim Hall, Mayor

ATTEST:

\_\_\_\_\_  
Jay Marugg, City Manager Pro Tem

**RESOLUTION 2023-12 ESTABLISHING HOUSEHOLD INCOME THRESHOLDS FOR THE CITY OF GARIBALDI LOW-INCOME DISCOUNT SEWER PROGRAM**



**RESOLUTION 2023-07**

**A RESOLUTION ADJUSTING SERVICE RATES FOR THE GARIBALDI WATER SYSTEM TO RECOVER INCREASES IN WATER FUND OPERATING AND MAINTENANCE EXPENSES**

**WHEREAS**, the City of Garibaldi provides and maintains water utility service for it’s citizens and businesses and Ord. 184, enacted 12 August 1991 and last amended 20 December 2004, prescribes rules, regulations and rates for water service; and

**WHEREAS**, fees for residential and commercial users were last set by Resolution 2010-22 adopted 19 July 2010; and

**WHEREAS**, rate structure for setting new rates was last set by Resolution 2011-20; and

**WHEREAS**, Res. No. 2010-22 mandates that “during the budget process, Water Fund O&M Expenses shall be compared to the previous year and a new proposed base rate shall be calculated for use in that budget”; and

**WHEREAS**, Water Fund Operating and Maintenance (O&M) Expenses are determined by adding the Water Department Personal Services and Water Department Materials & Services line items. Furthermore, as O&M increases the amount available for Capital Outlay, Payroll Liability Transfers and Public Works Equipment Reserves decreases; and

**WHEREAS**, the Garibaldi City Council elected not to increase water service rates since FY 2010-2011 in response to regional and local economic conditions; and

**WHEREAS**, the Garibaldi City Council finds that increasing the water service rate by 47.49% will meet the budgetary requirements of the City’s Water Department for the fiscal year of 2023-2024 as approved by the Garibaldi Budget Committee on 3 May 2023; NOW, THEREFORE

**THE COMMON COUNCIL OF THE CITY OF GARIBALDI RESOLVES AS FOLLOWS:**

**Section 1.** Effective 1 July 2023, Water System Charges shall increase by 47.49% to recover Water Fund Operating and Maintenance Expenses, Capital Outlay and Transfer increases. This increase is separate from the Water System Improvement Fee established December 2004 and received to the System Development Fund (SDF) for the replacement/improvement of the City’s water system reservoirs. The 47.49% increase in the Water System Charge shall be budgeted in as revenue for in the Water Fund (WF).

	Old Base Rate Res. No. 2011-20	+47.49%	New Base Rate Res. No. 2023-07	Base Gallons No Change	Old Overage Rate Res. No. 2011-20	+47.49%	New Overage Rate Res. No. 2023-07
<b>Residential 3/4"</b>	\$ 24.50	\$ 11.64	\$ 36.14	4,000	\$ 2.75	\$ 1.31	\$ 4.06
<b>Commercial 3/4"</b>	\$ 24.50	\$ 11.64	\$ 36.14	4,000	\$ 3.00	\$ 1.42	\$ 4.42
<b>Commercial 1"</b>	\$ 36.75	\$ 17.45	\$ 54.20	8,000	\$ 3.00	\$ 1.42	\$ 4.42
<b>Commercial 1 1/2"</b>	\$ 49.00	\$ 23.27	\$ 72.27	12,000	\$ 3.00	\$ 1.42	\$ 4.42
<b>Commercial 2"</b>	\$ 73.50	\$ 34.91	\$ 108.41	16,000	\$ 3.00	\$ 1.42	\$ 4.42
<b>Commercial 3"</b>	\$ 98.00	\$ 46.54	\$ 144.54	32,000	\$ 3.00	\$ 1.42	\$ 4.42
<b>Commercial 4"</b>	\$ 196.00	\$ 93.08	\$ 289.08	64,000	\$ 2.50	\$ 1.19	\$ 3.69
<b>Commercial 6"</b>	\$ 784.00	\$372.32	\$ 1,156.32	128,000	\$ 2.50	\$ 1.19	\$ 3.69

**RESOLUTION 2023-07 ADJUSTING SERVICE RATES FOR THE GARIBALDI WATER SYSTEM TO RECOVER INCREASES IN WATER FUND OPERATING AND MAINTENANCE EXPENSES**

**Section 2.** Effective 1 July 2023, the residential and commercial overage rate per 1000 gallons will increase by a percentage of 47.49%. The increase shall be considered a Water System Charge and budgeted for in the Water Fund (WF).

**Section 3.** The City Council, through assistance by City Staff, shall evaluate the Water Fund O&M Expenses and proposed base rate increases; and determine by resolution a new rate increase.

**PASSED BY THE COMMON COUNCIL AND APPROVED BY THE MAYOR**, this 20<sup>th</sup> day of June 2023.

\_\_\_\_\_  
Hon. Tim Hall, Mayor

ATTEST:

\_\_\_\_\_  
Jay Marugg, City Manager Pro Tem

DRAFT

**RESOLUTION 2023-08**

**FOR THE PURPOSE OF REPEALING RESOLUTION 2011-19 AND ESTABLISHING SEWER RATES**

**WHEREAS**, Garibaldi Municipal Code 13.10 prescribes that sewer rates be adopted through resolution and rates were last revised by Resolution No. 2011-19 (adopted 7/18/2011); and

**WHEREAS**, Garibaldi utilizes a billing rate methodology that is consistent with common industry practice; and

**WHEREAS**, Wastewater Fund Operating and Maintenance (O&M) Expenses are determined by adding the Wastewater Department Personal Services and Wastewater Department Materials & Services line items. Furthermore, as O&M increases the amount available for Capital Outlay, Payroll Liability Transfers and Public Works Equipment Reserves decreases; and

**WHEREAS**, the Garibaldi City Council elected not to increase wastewater service rates since FY 2010-2011 in response to regional and local economic conditions; and

**WHEREAS**, the Garibaldi City Council finds that increasing the water service rate by 20.48% will meet the budgetary requirements of the City's Water Department for the fiscal year of 2023-2024 as approved by the Garibaldi Budget Committee on 3 May 2023; and

**WHEREAS**, the City Manager has determined a certain rate amount per REU for commercial and residential users will provide adequate revenue to meet budgeted appropriations for Fiscal Year 2023-2024; NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Garibaldi that:

**Section 1. DEFINITIONS.**

- (A) SEWER RATE STUDY. The *April 2000 City of Garibaldi Sewer Rate Study* produced by HGE Engineers.
- (B) STAFF. Any combination of the Public Works Director, Finance Officer and/or their assigns.
- (C) FISCAL YEAR. The fiscal year begins 1 July and ends on 30 June.

**Section 2. RESIDENTIAL EQUIVALENT UNIT (REU) METHODOLOGY.** A Residential Equivalent Unit (REU) equals 4,000 gallons of monthly water usage as determined in the Sewer Rate Study.

- (A) COMMERCIAL. A non-residential REU equals 4,000 gallons of metered water consumption per month.
- (B) RESIDENTIAL. A residential REU is assumed to use a flat 4,000 gallons per month per dwelling unit regardless of water consumption.

**Section 3. DETERMINING COMMERCIAL REUs.**

- (A) In January, staff will review water consumption data from the previous calendar year and divide the number by 4,000 gallons and by 12 months to determine the number of REUs to be billed each month. REUs will be rounded to the next highest integer.

- (B) Commercial users will be billed monthly for the number of REUs derived from the previous year’s water consumption, as stated in Section 3(A), starting with the new fiscal year. The REUs will not change during the course of the fiscal year.
- (C) Commercial uses associated with residential uses (mixed-use on single water meter) will have 48,000 gallons subtracted from the previous calendar year usage totals per residence before applying the provisions in Section 3(A). At least one commercial REU will be assigned to the account in addition to the residential REUs.

**Section 4. INCOMPLETE DATA.** If a commercial user does not have a full-year of water usage or is new, City staff will extrapolate REUs based upon water usage, conversion factors as listed in the Sewer Rate Study, equivalent business usage and the Public Works Director’s analysis.

**Section 5. APPEAL.** Commercial users may appeal staff interpretation of the methodology as it was applied to their account to the City Administrator no later than 1 August.

**Section 6. EXEMPTIONS.** Water-only meters not contributing to the sewer system and designated as such by the Public Works Director are exempt from paying sewer rates.

**Section 7. 2023-2024 RATES.** Effective 1 July 2023, the monthly charges for sewer service shall be as follows:

	<b>Current</b>	<b>New</b>	<b>+/- %</b>	
Residential REU rate, per dwelling unit: .....	\$50.00	\$60.24	+0.00	Non-residential Commercial REU
rate, per 4000 gallons: .....	\$43.75	\$52.71	+0.00	

**Section 9.** Resolution 2011-19 is repealed and replaced by this resolution.

**PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR,** this 20<sup>th</sup> day of June, 2023.

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Hon. Tim Hall, Mayor

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ATTEST: Jay Marugg, City Manager Pro Tem

## RE: Staff-proposed Changes to FY 2023-2024 Budget

Fund	Department (if applicable)	Category	Line	Change To Amount
GENERAL		Resources	Grants-Fire Dept.	\$35,000
GENERAL		Resources	GRFPD IGA	\$71,100
GENERAL	FIRE DEPT.	Personnel Services	FTE Firefighter (was OSFM 2)	\$48,000
GENERAL	FIRE DEPT.	Personnel Services	Fire Dept. Staff Personnel Costs	\$130,660
GENERAL	FIRE DEPT.	Personnel Services	Temp Summer Firefighter	\$59,000

Note: These changes to General Fund Fire Dept. result in a reduction of FTE to 2.83

Note: These changes to the General Fund result in an unappropriated ending fund balance of \$253,231

As approved, the budget contains \$345,000 in property sale revenue, and contains a \$180,000 legal settlement/judgment line. If the \$345,000 revenue is eliminated, and if the judgment line is reduced to \$80,000, the general fund will have an unappropriated ending fund balanced of \$71,908. Note: This does already take into account that all the above changes will take place.

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Fund	Department (if applicable)	Category	Line	Change To Amount
Wastewater		Capital Outlay	System Repair	TBD
Wastewater		Debt/OECDD Payment	Principal	30,331
Wastewater		Debt/OECDD Payment	Interest	5,329
Wastewater		Debt/USDA Payment	Principal	46,604
Wastewater		Debt/USDA Payment	Interest	30,339

Note: The City engineer suggests that the sewer line repair, currently budgeted at \$100,000, will actually cost between \$130,00 and \$150,000.

Reminder: Council may increase expenditures but not by more than \$5,000 or 10 percent of the total expenditures of the fund, whichever is greater. For example: if total expenditures, in the fund, as approved by the budget committee equal \$150,000, then the Council may increase expenditures by \$15,000 in that fund, on a per fund basis. An increase in excess of 10 percent will require additional budget hearings.

Unless a budget cut is made to offset any increase in the Capital Outlay/System Repair line, it will result in a larger than anticipated sewer rate increase.

Note: The loan payment changes result in a savings of \$2,751.

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Fund	Department (if applicable)	Category	Line	Change To Amount
Water		Materials & Services	Contract/Water Rate Study	\$0
Water		Debt Service/IFA Loan	Principal	\$5,316
Water		Debt Service/IFA Loan	Interest	\$1,359

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Fund	Department (if applicable)	Category	Line	Change To Amount
TRT			Contingency	\$17,000

Note: Consider building a contingency in case a transfer out is needed mid-fiscal year for sewer line or ODOT project.

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Fund	Department (if applicable)	Category	Line	Change To Amount
Wastewater Debt		Debt Service	Bond Payment - Interest	\$6,907
Wastewater Debt		Debt Service	Bond Payment - Principal	\$32,812

Note: USDA says the City is ahead \$119,831 on this loan making it possible to pay the loan off ahead of schedule. By spending the fund reserves in fiscal year 2024-2025, early payoff can be achieved.