1. Agenda

   Documents:

   FULL CC PACK-5-12-16.PDF

2. Meeting Materials

   Documents:

   2016-05-01-AMENDING BUDGET FOR EMERGENCY PREPARDNESS GRANT.PDF
   2016-05-02-WC VOLUNTEERS.PDF
   2016-05-03-COMMISSION MEMBERSHIP.PDF
   2016-05-04-GERDEMANN BOTANICAL PRESERVE.PDF
   2016-05-05-URBAN CHICKENS PERMIT.PDF
   CC MINUTES 05-12-16.PDF
   CEO 05-16.PDF
   LETTER ZIMMERMAN-5-16.PDF
   PWD REPORT 5-16.PDF
   RECORDERS REPORT-5-16.PDF
   REPORT BANK BUILDING STUDY GROUP 4-30-16.PDF

The Yachats City Council Vision

Our village is a place where natural resources are valued and protected, where diversity is celebrated, and where a vibrant economy and sense of community pride create and recreate a living spirit. Yachats cares not just for its citizens' basic needs but also supports them in their efforts to excel mentally, physically, artistically, and spiritually. It is a community with an enduring sense of itself.

CITY OF YACHATS
CITY COUNCIL MEETING

Civic Meeting Room, Yachats Commons
May 12, 2016
Regular Meeting 2:00 P.M.
AGENDA

I. Announcements and Correspondence
   Letter-Prue Zimmerman re: vacation rentals
II. Citizen's Concerns
III. Consent Agenda
   A. Minutes of April 11, 2016 Work Session, April 14, 2016 Regular Meeting, and April 25, 2016 Special Meeting
   B. Bills for Approval
   C. Resolution No. 2016-05-01 – Amending 2015-2016 Fiscal Year Budget
      Resolution No. 2016-05-02 – Workers Compensation Coverage for Volunteers
      Resolution No. 2016-05-03 – Parks and Commons Commission Membership
      Resolution No. 2016-05-04 – Gerdemann Botanical Preserve Worker Authorization
      Resolution No. 2016-05-05 – Urban Chicken Permit Process
IV. Reports
   A. City Council
   B. 501 Building Study Group
   C. Written Reports:
      City Recorder, Public Works Department, Code Enforcement Officer
V. Business
   A. Recommendation From the Parks and Commons Commission: Approval of the Prototype of Mural for Skatepark
   B. Recommendation From the Library Commission: Membership
VI. Other Business
   A. From the Council
   B. From the Staff

This meeting is open to the public and interested citizens are invited to attend. This is an open meeting under Oregon Revised Statutes, not a community forum; audience participation is at the discretion of the Council.

The meeting will be audio taped. Minutes of this and all public meetings are available for review in the City Office. The meeting place is accessible to persons with disabilities. Please let us know if you will need any special accommodations to attend the meeting by calling the City Recorder at 547-3565, or Oregon Relay 1-800-735-2900 (T.D.D.) two days in advance.

The City of Yachats does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Posted **Nancy Batchelder - City Recorder**

Prue Zimmerman
148 Cedar Ave.,
Yachats, OR 97498
pruewarren@peak.org

TO: Mayor Ron Brean and Yachats City Council:

I wish to state objections to the granting of a Vacation Rental License to Mr. Tony Duck at 200 Cedar Avenue, Yachats. This area of Yachats, from the east side of Route 101 to City Limits on River Road, is historically sensitive.

Although the territorial post office is now gone, some existing houses date from 1916 to 1950, significant anniversary years for our town. Many current owners, rather than demolish the original buildings, have chosen to restore, landscape and enhance these homes, preserving the village atmosphere.

The intrusion of a commercial enterprise in the center of our traditional neighborhood is inappropriate. It creates light and noise pollution. It reduces the value of our properties.

Here is a review of specific complaints:

1. Flood lights mounted on the outdoor upper levels of 200 the Cedar Avenue Rental pointed into neighboring yards. Some lights have been redirected or masked. However, tenants often neglect to turn off flood lights when retiring or leaving. Adequate lighting for outside stairs and cars is already available for exterior security at night.

2., Hot tub use at unreasonable hours after 10.00 pm.

3. Party noise on outside decks after 11:00 p.m.

4. Increased traffic on the narrow hills of Cedar Avenue and 2nd Street due to tenant: cars and service vans.

5. A new lighting complaint: During the week of May 2nd, 2016, the interior of 200 Cedar Avenue was programmed to display bright illumination in the second-storey windows between 8:30 pm and 6:30 am. Lights are visible in neighboring houses and remain on even when there are no cars in the Rental's yard or evidence of occupancy.

6. Response by Donna Rudd , Vacasa Rental Agent, to problems is too slow, (2 to 4 hours) for assessing the situation. Nor is her advice, "Call the Sheriff", helpful, because we hesitate to disturb our neighborhood further.

PROPOSAL TO YACHATS CITY COUNCIL

No further Vacation Rental Licenses should be granted this year (2016), in the historically sensitive residential areas of the City of Yachats, until an official proportion of rentals to permanent residences is established. A community forum is suggested, at the discretion of City Council, but a ballot measure may be necessary.

Noise and lighting regulations, curfews, hot tub use, the number of cars and occupants should be strictly controlled. Tenants should be instructed on how to turn off outdoor lights.

Vacasa's "Children don't count" policy should be revised. If a child is old enough to run around the property and play in the hot tub, the child is old enough to be counted as an occupant.

Residents affected by a Vacation Rental and the Yachats City Council should receive a copy of the Tenant Rental Agreement which is signed by renters.

Glaring nighttime lighting does not create safety for the Cedar Avenue/ 2nd Street intersection. It does draw attention to an unwanted business among traditional residences. Until Spring, 2016, this neighborhood was quiet and peaceful, a safe route for strolling and dog-walking. Motion-sensing lights were sufficient for security. We urge City Council to resolve this issue in favor of community values, instead of commerce.

Vacasa representatives should respect the privacy of permanent residents and protect the essential village character that makes Yachats attractive to visitors.

Thank you for your time and attention to our concerns.

Rue Zimmerman

541-547-4624

CITY OF YACHATS

RESOLUTION NO. 2016-05-01

A RESOLUTION AMENDING THE 2015-2016 FISCAL YEAR BUDGET

WHEREAS, the City received a grant from the Lincoln County Commission for Emergency Preparedness Grant Program, which was not anticipated at the time the budget was adopted; and

WHEREAS, this grant was not anticipated when the budget was developed, and therefore may be accepted and allocated in the year in which they are received;

NOW THEREFORE, the City of Yachats resolves the appropriations in the 2015-2016 Budget shall be amended as follows:

Line No.	Description	As Budgeted	Change	Adjusted Budget
	General Fund - 10			
4790	Other Local Governments	$0.00	$2,500.00	$2,500.00
	Total Expenses	$919,365.00	$2,500.00	$921,865.00
5209	Emergency Prep and Public Safety	$7,500.00	$2,500.00	$10,000.00
	Total Expenses	$919,365.00	$2,500.00	$921,865.00

PASSED AND ADOPTED this 12th day of May, 2016.

THIS RESOLUTION IS EFFECTIVE UPON ADOPTION.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

City of Yachats
Volunteer Resolution
Resolution No.: 2016-05-02

Effective Date: July 1, 2015

A resolution extending workers' compensation coverage to volunteers of Yachats, in which Yachats elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers

Applicable _____ Non-applicable ___X___

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

Applicable ___X___ Non-applicable _____

An aggregate assumed annual wage of $2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are (list each body):

a. City Council
b. Planning Commission
c. Public Works & Streets Commission
d. Parks and Commons Commission
e. Library Commission
f. Budget Committee
g. Finance Committee

3. Manual labor by elected officials.

Applicable _____ Non-applicable ___x___

An assumed monthly wage of $800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above

List duties *[appropriate classification code will be applied by underwriting]*

4. Non-public safety volunteers

Applicable ___x___ Non-applicable _____

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

☐ Parks and recreation
☐ Senior center
☐ Public works
X Library
X Other *Trails Maintenance*
X Museum Volunteers

5. Public Events

Applicable _____ Non-applicable __x____

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation: (List specific events)

CIS
citycounty insurance services
www.cisoregon.org

6. Community Service Volunteers/Inmates

Applicable _____ Non-applicable __x____

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by [ENTITY NAME].

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

7. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that Yachats:

a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
b. CIS approves the coverage and date of coverage
c. CIS provides written confirmation of coverage

Yachats **agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.**

Now, therefore, be it resolved by Yachats to provide workers' compensation coverage as indicated above.

Passed and adopted by the City Council of the City of Yachats on this 12th day of May 2016.

This Resolution is effective on July 1, 2016.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

CIS
citycounty insurance services
www.cisoregon.org

CITY OF YACHATS

RESOLUTION NO. 2016-05-03

WHEREAS, The Parks and Commons Commission made recommendations to the City Council concerning the appointment of members to serve on the Commission, and

WHEREAS, The City Council discussed the recommendation at the April 14, 2016 meeting;

NOW THEREFORE, the City of Yachats resolves that the following appointments are made:

- Scott Gordon is appointed to Seat D with a Term ending December 31, 2017
- John Moore is appointed to Seat F with a Term ending December 31, 2018
- Dean Shrock is reappointed to Seat G with a Term ending December 31, 2018

This Resolution is memorializing an action taken by City Council at the April 14, 2016 meeting and was effective as of that date.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

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CITY OF YACHATS

RESOLUTION NO. 2016-05-04

Whereas, the Gerdemann Botanical Preserve (GBP) is a precious and unique feature of the Yachats Community, and

Whereas, GBP is under private ownership, nestled on 3.5-acres with a Conservation Easement protecting the Preserves biological resources, and

Whereas, there is currently only one trail that runs along the south edge of the garden that allows daily public access from sunrise to sunset, and

Whereas, though just outside the City's boundary, the City has invested in the public access trail within GBP and authorized it as part of the City's trail system, and

Whereas, there is strong interest in the Preserve by both neighbors and visitors alike, the City has provided some funding and the use of Trails Committee resources for the maintenance and improvement of the Public Trail; and

Whereas, in partnership with the Ford Family Foundation, and with financial participation by the City, improvements have been made to the trail section within GBP known as "Jim's Loop", making it handicap accessible, and

Whereas, Jim's Loop is currently only accessible by advance reservations, and

Whereas, Andreea Ghetie, the Preserve's owner, has offered to make Jim's Loop accessible to the public under the same conditions as the Public Trail, upon the condition that, as with the Public Trail, the Yachats Trails Committee will be allowed to assist in the maintenance and improvement of Jim's Loop, and

Whereas, Jim's Loop contains an abundance of rare Rhododendrons and other plants from around the world, not seen in any other part of the garden; and

Whereas, the Preserve established a successful docent program approximately six months ago that tends to many of the more technical tasks associated with the garden's maintenance; and

Whereas, providing access to Jim's Loop will significantly add to the Preserve's appeal and attendance;

Now Therefore, the City of Yachats resolves to allow the Yachats Trails Committee to use its resources for the maintenance and improvement of Jim's Loop within the Gerdemann Botanical Preserve, in the same manner as the Committee maintains and improves the Preserve's Public Trail. However, this Resolution is conditional upon Jim's Loop being open to the public daily from sunrise to sunset, unless hazards or other similar considerations warrant temporary closure for the safety of the Preserve's visitors or environmental resources.

This Resolution is memorializing an action taken by City Council at the April 14, 2016 meeting and was effective as of that date.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

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CITY OF YACHATS

RESOLUTION NO. 2016-05-05

WHEREAS, City Council voted at the January 13, 2011 meeting to approve a pilot project for the keeping of chickens and to establish a permit process and a set of criteria to be met; and

WHEREAS, Resolution No. 2011-01-04 outlined the standards and conditions to be met by anyone applying for a permit as part of the pilot project, and stated that the pilot project would continue until it was permanently authorized by the City Council or until it is rescinded;

NOW THEREFORE, the City of Yachats resolves that the permit process is permanently authorized by the City Council. Permits will be issued on an annual basis.

The process and criteria established in Resolution No. 2011-01-04 shall continue as follows: In order to be eligible for a permit:

- Poultry must be kept in a clean and sanitary pen or structure, no part of which shall be located less than forty (40) feet from any residence other than the residence owned or occupied by the person owning or possessing the animals.
- Pen or structure (coop) shall be well built and provide for the reasonable security of enclosed animals from predators. Permittee must agree to secure the permitted animals at night.
- Permit will authorize keeping of up to 3 birds in total, none of which may be roosters.
- Permit application will include acceptance by any neighbor(s) whose home(s) is/are within 100 feet of the coop/pen. Failure to obtain approval signatures from all affected neighbors will result in permit denial.
- Food for the permitted poultry will be stored in a secure area free of vermin and not accessible to bears, raccoons, or other scavengers. When poultry is secured for the night, all food containers will be secured.
- Permit applicants must certify that the affected property is not covered by neighborhood conditions, covenants, and restrictions that prohibit the keeping of poultry.
- Manure must be removed with sufficient frequency to prevent offensive odors. Any manure retained for fertilizer will be spread upon the ground evenly and turned under at once.
- The City will inspect the property and coop prior to issuing a permit. An initial permit fee of $25 will be charged to cover inspection and processing costs to the City. If there are no complaints or known violations of the permit provisions, subsequent permits (if any) may be issued without cost.
- Complaints received by the City relative to non-compliance with the provisions of the permit will be investigated and, if found valid, may result in cancellation of the permit.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

Bills for Approval April 2016

A/P Checks 4-15-16	$140,736.06
A/P Checks 4-22-16	$26,565.00
Manual Checks	

Total checks for Period **$167,301.06**

Mayor _____

Councilor _____

Councilor _____

Councilor _____

Councilor _____

CITY OF YACHATS

Accounts Payable Check Register Report - Bank of the West-196002034

For The Fiscal Periods Range From 2016-10 To 2016-10

For All Vendors And For Outstanding Checks - Computer Generated, Hand Written

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
21012	C	4/15/2016	1002	AFLAC	$266.16	O
21013	C	4/15/2016	155	ALAN BROWN TIRE CENTER	$383.08	O
21014	C	4/15/2016	221	ANALYTICAL LABORATORY & CONSULTANTS INC	$485.00	O
21015	C	4/15/2016	1267	AT&T MOBILITY	$188.47	O
21016	C	4/15/2016	856	AUTOMATION GROUP INC, THE	$15,159.67	O
21017	C	4/15/2016	43	BAKER & TAYLOR	$609.01	O
21018	C	4/15/2016	842	BANKCARD CENTER-NB	$1,089.05	O
21019	C	4/15/2016	962	BANKCARD CENTER-RB	$704.48	O
21020	C	4/15/2016	1033	C & K MARKET INC	$55.51	O
21021	C	4/15/2016	15	CASH & CARRY	$26.93	O
21022	C	4/15/2016	47	CENTRAL LINCOLN PUD	$7,821.41	O
21023	C	4/15/2016	249	CITY OF WALDPORT	$800.00	O
21024	C	4/15/2016	50	CLEAR OUTLOOK	$250.00	O
21025	C	4/15/2016	929	MARK W CLEMENTS	$1,560.00	O
21026	C	4/15/2016	91	COAST RANGE EQUIPMENT AND REPAIR	$445.00	O
21027	C	4/15/2016	140	DAHL DISPOSAL	$300.00	O
21028	C	4/15/2016	1293	DAN KAUFFMAN EXCAVATING INC.	$63,199.70	O
21029	C	4/15/2016	94	DOUGS ELECTRIC	$267.08	O
21030	C	4/15/2016	1128	FERGUSON ENTERPRISES	$476.75	O
21031	C	4/15/2016	199	HACH COMPANY	$1,195.00	O
21032	C	4/15/2016	1148	JACK C ERIKSEN	$214.00	O
21033	C	4/15/2016	216	LINCOLN CO CLERK	$36.00	O
21034	C	4/15/2016	174	LINCOLN CO OFFICE OF THE ASSESSOR	$3.00	O
21035	C	4/15/2016	1185	LINCOLN PLUMBING	$1,345.95	O
21036	C	4/15/2016	1276	LINDA GRIST D'VILLE	$1,365.00	O
21037	C	4/15/2016	1182	MATTHEW ARCK	$2,047.50	O
21038	C	4/15/2016	499	MCI	$63.30	O
21039	C	4/15/2016	1282	MUNIBILLING	$675.00	O
21040	C	4/15/2016	1236	NANCY PEJOVICH	$50.00	O
21041	C	4/15/2016	137	NEWPORT NEWS TIMES	$33.92	O
21042	C	4/15/2016	38	OREGON AFSCME COUNCIL 75	$385.96	O
21043	C	4/15/2016	127	OREGON LINEN INC	$183.41	O
21044	C	4/15/2016	1294	PACIFIC EXCAVATION	$7,085.64	O
21045	C	4/15/2016	107	PIONEER TELEPHONE	$1,572.96	O
21046	C	4/15/2016	1289	PROTHMAN	$5,500.00	O

CITY OF YACHATS

Accounts Payable Check Register Report - Bank of the West-196002034

For The Fiscal Periods Range From 2016-10 To 2016-10

For All Vendors And For Outstanding Checks - Computer Generated, Hand Written

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
21047	C	4/15/2016	1053	PUMP TECH INC	$8,507.00	O
21048	C	4/15/2016	1201	REECE & ASSOCIATES, INC.	$5,684.00	O
21049	C	4/15/2016	88	SAFE SECURITY	$37.02	O
21050	C	4/15/2016	822	GREG SCOTT	$86.88	O
21051	C	4/15/2016	1197	SHELL	$703.57	O
21052	C	4/15/2016	462	SHERWIN WILLIAMS CO, THE	$44.24	O
21053	C	4/15/2016	684	SMART APPLE MEDIA	$114.75	O
21054	C	4/15/2016	1061	SPEER HOYT LLC	$289.60	O
21055	C	4/15/2016	657	ELISA M SPRINGSTEEN	$425.00	O
21056	C	4/15/2016	852	STAPLES ADVANTAGE	$96.34	O
21057	C	4/15/2016	32	TEN MILE LOCK & SAFE	$351.00	O
21058	C	4/15/2016	158	USA BLUE BOOK	$950.57	O
21059	C	4/15/2016	978	USPS	$1,200.00	O
21060	C	4/15/2016	151	USTI	$20.00	O
21061	C	4/15/2016	702	WESTERN STATES ELECTRICAL CONSTRUCTION INC	$2,786.29	O
21062	C	4/15/2016	1166	WILL WILLIAMS	$2,905.40	O
21063	C	4/15/2016	337	XEROX CORPORATION	$603.66	O
21064	C	4/15/2016	68	YACHATS MERCANTILE	$86.80	O
21065	C	4/22/2016	856	AUTOMATION GROUP INC, THE	$405.00	O
21066	C	4/22/2016	43	BAKER & TAYLOR	$218.71	O
21067	C	4/22/2016	1033	C & K MARKET INC	$33.13	O
21068	C	4/22/2016	150	COPELAND LUMBER YARDS	$362.96	O
21069	C	4/22/2016	1018	COSTCO MEMBERSHIP	$110.00	O
21070	C	4/22/2016	94	DOUGS ELECTRIC	$595.00	O
21071	C	4/22/2016	1036	JD COMPUTER AND CELLULAR	$1,105.00	O
21072	C	4/22/2016	1170	JOANNE KITTEL	$1,071.07	O
21073	C	4/22/2016	1041	KUBWATER RESOURCES	$1,230.18	O
21074	C	4/22/2016	416	LARRY B LEWIS	$3,202.73	O
21075	C	4/22/2016	216	LINCOLN CO CLERK	$36.00	O
21076	C	4/22/2016	1263	LOREN A. DICKINSON	$496.88	O
21077	C	4/22/2016	499	MCI	$61.73	O
21078	C	4/22/2016	1086	DONNA JILL McLEAN	$200.00	O
21079	C	4/22/2016	137	NEWPORT NEWS TIMES	$33.92	O
21080	C	4/22/2016	1007	DONALD W NISKANEN	$3,321.78	O
21081	C	4/22/2016	127	OREGON LINEN INC	$48.50	O

CITY OF YACHATS

Accounts Payable Check Register Report - Bank of the West-196002034

For The Fiscal Periods Range From 2016-10 To 2016-10

For All Vendors And For Outstanding Checks - Computer Generated, Hand Written

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
21082	C	4/22/2016	822	GREG SCOTT	$453.00	O
21083	C	4/22/2016	540	LEON C STERNER	$1,132.00	O
21084	C	4/22/2016	1144	TILLAMOOK COUNTY	$9,835.00	O
21085	C	4/22/2016	175	YACHATS YOUTH & FAMILY ACTIVITIES PROGRAM	$2,416.66	O
21086	C	4/22/2016	1205	ZERO WASTE USA	$195.75	O

Cleared	**$0.00**
Outstanding	**$167,301.06**
Void	**$0.00**

CITY OF YACHATS

A/P Control Report

for user AsystAdmin from 2016-10 to 2016-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Disc Date	Amount
22227	221	ANALYTICAL LABORATOR	1	77172	Yes	2016	10		3/25/16	4/24/16		$45.00
	Desc:	Water lab testing										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341	Plant & System Operations				45.00		0.00	0		
	Desc:	Water lab testing										
22228	43	BAKER & TAYLOR	1	4011548774	Yes	2016	10		3/16/16	4/15/16		$391.73
	Desc:	Books										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	22-01-7202	Books				391.73		0.00	0		
	Desc:	Books										
22229	1033	C & K MARKET INC	1	1663055	Yes	2016	10		3/30/16	4/29/16		$45.02
	Desc:	Utility Billing										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341	Plant & System Operations				22.51		0.00	0		
	Desc:	Utility billing volunteers										
	2	70-01-5341	Plant & System Operations				22.51		0.00	0		
	Desc:	Utility billing volunteers										
22230	1033	C & K MARKET INC	1	1663041	Yes	2016	10		3/15/16	4/14/16		$10.49
	Desc:	Break supplies										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341	Plant & System Operations				5.25		0.00	0		
	Desc:	Break supplies										
	2	70-01-5341	Plant & System Operations				5.24		0.00	0		
	Desc:	Break supplies										
22232	657	ELISA M SPRINGSTEEN	1	MARCH2016	Yes	2016	10		3/29/16	4/28/16		$200.00
	Desc:	Custodial PW										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5330	Maintenance-Building or Lan				100.00		0.00	0		
	Desc:	PW custodial										1099
	2	70-01-5330	Maintenance-Building or Lan				100.00		0.00	0		
	Desc:	PW custodial										1099
22233	1128	FERGUSON ENTERPRISES	1	0506754	Yes	2016	10		3/11/16	4/10/16		$476.75
	Desc:	Water sadles										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5344	Plant & System Maintenance				476.75		0.00	0		
	Desc:	Water sadles										
22234	199	HACH COMPANY	1	9848001	Yes	2016	10		3/19/16	4/18/16		$1,195.00
	Desc:	Water plant meter repair										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5344	Plant & System Maintenance				1,195.00		0.00	0		
	Desc:	WPT meter repair										
22235	127	OREGON LINEN INC	1	420553	Yes	2016	10		3/31/16	4/30/16		$26.95
	Desc:	Matts										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5440	Other Office Expense				26.95		0.00	0		
	Desc:	Matts										
22236	127	OREGON LINEN INC	1	420552	Yes	2016	10		3/31/16	4/30/16		$129.55
	Desc:	Matts										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341	Plant & System Operations				64.78		0.00	0		
	Desc:	Matts										
	2	70-01-5341	Plant & System Operations				64.77		0.00	0		
	Desc:	Matts										

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Disc Date	Amount
22237	1289	PROTHMAN	1	2016-5289	Yes	2016	10		3/24/16	4/23/16		$5,500.00
	Desc:	City Admin. Search										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5260	Professional Services				2,200.00		0.00	0		
	Desc:	City Admin. Search										
	2	60-01-5260	Professional Services				1,650.00		0.00	0		
	Desc:	City Admin. Search										
	3	70-01-5260	Professional Services				1,650.00		0.00	0		
	Desc:	City Admin. Search										
22239	88	SAFE SECURITY	1	15310872	Yes	2016	10		3/23/16	4/22/16		$37.02
	Desc:	System monitoring										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341	Plant & System Operations				18.51		0.00	0		
	Desc:	System monitoring										
	2	70-01-5341	Plant & System Operations				18.51		0.00	0		
	Desc:	System monitoring										
22241	158	USA BLUE BOOK	1	902043	Yes	2016	10		3/17/16	4/16/16		$345.96
	Desc:	Water Cert. books										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341	Plant & System Operations				345.96		0.00	0		
	Desc:	Water Cert. books										
22242	158	USA BLUE BOOK	1	902063	Yes	2016	10		3/17/16	4/16/16		$70.12
	Desc:	Sample parts for WTP										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5344	Plant & System Maintenance				70.12		0.00	0		
	Desc:	Sample parts for WTP										
22243	702	WESTERN STATES ELECT	1	12894	Yes	2016	10		3/23/16	4/22/16		$175.29
	Desc:	Light repairs										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	24-01-5330	Maintenance-Building or Lan				175.29		0.00	0		
	Desc:	Light repairs										
22244	337	XEROX CORPORATION	1	084089192	Yes	2016	10		4/4/16	5/4/16		$603.66
	Desc:	Copier Lease/Billable Copies										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5311	Equipment Lease				155.31		0.00	0		
	Desc:	1/3 lease -										
	2	60-01-5341	Plant & System Operations				207.12		0.00	0		
	Desc:	1/3 lease - 1/2 reg copies - 1/3 color copies										
	3	70-01-5341	Plant & System Operations				207.12		0.00	0		
	Desc:	1/3 lease - 1/2 reg copies - 1/3 color copies										
	4	10-01-5440	Other Office Expense				34.11		0.00	0		
	Desc:	1/3 Color copies										
22245	978	USPS	1	040416	Yes	2016	10		4/4/16	5/4/16		$1,200.00
	Desc:	Bulk postage										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5341	Plant & System Operations				600.00		0.00	0		
	Desc:	Bulk postage										
	2	70-01-5341	Plant & System Operations				600.00		0.00	0		
	Desc:	Bulk postage										
22247	499	MCI	1	MAR2016	Yes	2016	10		4/4/16	5/4/16		$63.30
	Desc:	Long Distance Service										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5251	Office Phone, Cell or DSL				15.88		0.00	0		
	Desc:	Long Distance Service										

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	2	22-01-5251	Office Phone, Cell or DSL			14.12		0.00	0		
	Desc:	Long Distance Service									
	3	23-01-5251	Office Phone, Cell or DSL			0.00		0.00	0		
	Desc:	Long Distance Service									
	4	24-01-5251	Office Phone, Cell or DSL			0.00		0.00	0		
	Desc:	Long Distance Service									
	5	60-01-5251	Office Phone, Cell or DSL			16.88		0.00	0		
	Desc:	Long Distance Service									
	6	70-01-5251	Office Phone, Cell or DSL			16.42		0.00	0		
	Desc:	Long Distance Service									
22250	**216**	**LINCOLN CO CLERK**	**1**	**400Coolidge**	**Yes**	**2016**	**10**	**4/6/16**	**5/6/16**		**$36.00**
	Desc:	**Lein Release**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5440	Other Office Expense			36.00		0.00	0		
	Desc:	Lein Release 400 Coolidge									
22252	**1148**	**JACK C ERIKSEN**	**1**	**1905**	**Yes**	**2016**	**10**	**3/16/16**	**4/15/16**		**$214.00**
	Desc:	**Landscape maint + bark**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	23-01-5421	Parks & Grounds Maintenanc			214.00		0.00	0		
	Desc:	Landscape maint. + bark									1099
22253	**1282**	**MUNIBILLING**	**1**	**4372**	**Yes**	**2016**	**10**	**3/30/16**	**4/29/16**		**$675.00**
	Desc:	**Qtrly program fees**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5341	Plant & System Operations			337.50		0.00	0		
	Desc:	Qtrly program fees									
	2	70-01-5341	Plant & System Operations			337.50		0.00	0		
	Desc:	Qtrly program fees									
22256	**1236**	**NANCY PEJOVICH**	**1**	**040516**	**Yes**	**2016**	**10**	**4/6/16**	**5/6/16**		**$50.00**
	Desc:	**Reimb. Balance**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-00-2116	Performance Bonds in Trust			50.00		0.00	0		
	Desc:	Reimb. Balance water deposit									
22257	**1201**	**REECE & ASSOCIATES, IN**	**1**	**5750**	**Yes**	**2016**	**10**	**3/31/16**	**4/30/16**		**$2,442.00**
	Desc:	**coy1601-hwy 101 Improv.**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	20-01-7223	Hwy 101 Improvement Projec			2,442.00		0.00	0		
	Desc:	coy1601-hwy 101 Improv.									
22259	**1197**	**SHELL**	**1**	**79315123603**	**Yes**	**2016**	**10**	**4/6/16**	**5/6/16**		**$703.57**
	Desc:	**Shell Fleet Plus Card**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	21-01-5312	Equipment Operation			234.50		0.00	0		
	Desc:	Fuel									
	2	60-01-5312	Equipment Operation			234.50		0.00	0		
	Desc:	Fuel									
	3	70-01-5312	Equipment Operation			234.57		0.00	0		
	Desc:	Fuel									
22260	**68**	**YACHATS MERCANTILE**	**1**	**March2016**	**Yes**	**2016**	**10**	**4/3/16**	**5/3/16**		**$86.80**
	Desc:	**Misc.**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	24-01-5330	Maintenance-Building or Lan			3.50		0.00	0		
	Desc:	Keys									
	2	60-01-5341	Plant & System Operations			25.55		0.00	0		
	Desc:	PVC pipe									

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	3	70-01-5341	Plant & System Operations			22.80			0.00	0		
	Desc:	Supples										
	4	70-01-5341	Plant & System Operations			34.95			0.00	0		
	Desc:	hannel lock										
22264	**1267**	**AT&T MOBILITY**	**1**	**March2016**	**Yes**	**2016**	**10**		**3/25/16**	**4/24/16**		**$188.47**
	Desc:	**Att Cell**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5251	Office Phone, Cell or DSL			83.85			0.00	0		
	Desc:	Att Cell										
	2	70-01-5251	Office Phone, Cell or DSL			68.90			0.00	0		
	Desc:	Att Cell										
	3	24-01-5251	Office Phone, Cell or DSL			35.72			0.00	0		
	Desc:	Att Cell										
22265	**962**	**BANKCARD CENTER-RB**	**1**	**April2016**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$704.48**
	Desc:	**Misc.**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	70-01-5344	Plant & System Maintenance			81.38			0.00	0		
	Desc:	Shipping air valve										
	2	60-01-5270	Travel			588.45			0.00	0		
	Desc:	R.McClung OAWU Conf.										
	3	10-01-5440	Other Office Expense			20.15			0.00	0		
	Desc:	Notary Stamp										
	4	70-01-5341	Plant & System Operations			14.50			0.00	0		
	Desc:	Shipping WWTP lab										
22266	**842**	**BANKCARD CENTER-NB**	**1**	**April2016**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$1,089.05**
	Desc:	**misc.**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5270	Travel			130.90			0.00	0		
	Desc:	CIS Conf. N.Batchelder										
	2	60-01-5341	Plant & System Operations			19.48			0.00	0		
	Desc:	Ink-Postage machine										
	3	70-01-5341	Plant & System Operations			19.48			0.00	0		
	Desc:	Ink-Postage machine										
	4	22-01-7205	Children's Books/Reading Pr			122.19			0.00	0		
	Desc:	Books										
	5	12-01-5220	Marketing & Website			768.00			0.00	0		
	Desc:	Willamette Life Mag. Ad										
	6	12-01-5220	Marketing & Website			29.00			0.00	0		
	Desc:	WooBox										
22267	**822**	**GREG SCOTT**	**1**	**040516**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$86.88**
	Desc:	**Reimb. ASP.NET hosting**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5470	Equipment Repair & Mainten			86.88			0.00	0		
	Desc:	Reimb. ASP.NET hosting										
22268	**1276**	**LINDA GRIST D'VILLE**	**1**	**AD033016**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$1,365.00**
	Desc:	**AD design-Willamette Living**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	12-01-5220	Marketing & Website			1,365.00			0.00	0		
	Desc:											
22270	**852**	**STAPLES ADVANTAGE**	**1**	**8038628983**	**Yes**	**2016**	**10**		**3/26/16**	**4/25/16**		**$96.34**
	Desc:	**Supplies/paper/inkSupplies/paper/ink**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5240	Office Materials, Supplies &			4.87			0.00	0		
	Desc:	Supplies/paper/ink										

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	2	60-01-5341	Plant & System Operations			45.74		0.00	0		
	Desc:	Supplies/paper/ink									
	3	10-01-5240	Office Materials, Supplies &			45.73		0.00	0		
	Desc:	Supplies/paper/ink									
22273	**107**	**PIONEER TELEPHONE**	**1**	**March2016**	**Yes**	**2016**	**10**	**4/6/16**	**5/6/16**		**$1,572.96**
	Desc:	**Mo. Landline Services**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5251	Office Phone, Cell or DSL			148.87		0.00	0		
	Desc:	Mo. Landline Services									
	2	22-01-5251	Office Phone, Cell or DSL			104.24		0.00	0		
	Desc:	Mo. Landline Services									
	3	23-01-5251	Office Phone, Cell or DSL			55.30		0.00	0		
	Desc:	Mo. Landline Services									
	4	24-01-5251	Office Phone, Cell or DSL			164.58		0.00	0		
	Desc:	Mo. Landline Services									
	5	60-01-5251	Office Phone, Cell or DSL			664.38		0.00	0		
	Desc:	Mo. Landline Services									
	6	70-01-5251	Office Phone, Cell or DSL			435.59		0.00	0		
	Desc:	Mo. Landline Services									
22274	**47**	**CENTRAL LINCOLN PUD**	**1**	**April2016**	**Yes**	**2016**	**10**	**4/7/16**	**4/30/16**		**$7,821.41**
	Desc:	**Electricity**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5252	Office Utilities			416.73		0.00	0		
	Desc:	Electricity									
	2	10-01-5411	Street Lighting			979.69		0.00	0		
	Desc:	Electricity									
	3	22-01-5252	Office Utilities			164.32		0.00	0		
	Desc:	Electricity									
	4	23-01-5252	Office Utilities			161.29		0.00	0		
	Desc:	Electricity									
	5	24-01-5252	Office Utilities			643.12		0.00	0		
	Desc:	Electricity									
	6	60-01-5342	Plant Utilities			2,406.46		0.00	0		
	Desc:	Electricity									
	7	70-01-5342	Plant Utilities			2,821.27		0.00	0		
	Desc:	Electricity									
	8	10-01-5209	Emergency Prep. & Public S			228.53		0.00	0		
	Desc:										
22275	**127**	**OREGON LINEN INC**	**1**	**421978**	**Yes**	**2016**	**10**	**4/7/16**	**5/7/16**		**$26.91**
	Desc:	**Supplies**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	24-01-5335	Custodial Support & Supplies			26.91		0.00	0		
	Desc:	Supplies									
22276	**140**	**DAHL DISPOSAL**	**1**	**02682217**	**Yes**	**2016**	**10**	**4/7/16**	**5/7/16**		**$300.00**
	Desc:	**Brush Box**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	80-01-5310	Yard Debris Dumpster			300.00		0.00	0		
	Desc:	Brush box									
22277	**1053**	**PUMP TECH INC**	**1**	**0124415**	**Yes**	**2016**	**10**	**3/29/16**	**4/28/16**		**$8,507.00**
	Desc:	**Submersible pump**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	15-01-7921	Sewer System Improvements			8,507.00		0.00	0		
	Desc:	Submersible pump									

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22278	**684**	**SMART APPLE MEDIA**	**1**	**G124364**	**Yes**	**2016**	**10**		**3/24/16**	**4/23/16**		**$114.75**
	Desc:	**Childrens reading program**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	22-01-7205	Children's Books/Reading Pr					114.75	0.00	0		
	Desc:	Childrens Reading Program										
22280	**137**	**NEWPORT NEWS TIMES**	**1**	**286834**	**Yes**	**2016**	**10**		**3/23/16**	**4/22/16**		**$33.92**
	Desc:	**Public Hearing notice**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5422	Legal Notices					33.92	0.00	0		
	Desc:	Public Hearing Notice										
22281	**155**	**ALAN BROWN TIRE CENTE**	**1**	**72500183485**	**Yes**	**2016**	**10**		**3/23/16**	**4/22/16**		**$383.08**
	Desc:	**2003 Ford F250 tires**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5312	Equipment Operation					127.69	0.00	0		
	Desc:	2003 Ford F250 tires										
	2	70-01-5312	Equipment Operation					127.69	0.00	0		
	Desc:	2003 Ford F250 tires										
	3	21-01-5312	Equipment Operation					127.70	0.00	0		
	Desc:	2003 Ford F250 tires										
22282	**856**	**AUTOMATION GROUP INC,**	**1**	**482**	**Yes**	**2016**	**10**		**3/7/16**	**4/6/16**		**$2,659.67**
	Desc:	**Main PS repair -pump #3**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	15-01-7921	Sewer System Improvements					2,659.67	0.00	0		
	Desc:	Main PS repair -pump #3										
22283	**856**	**AUTOMATION GROUP INC,**	**1**	**539**	**Yes**	**2016**	**10**		**3/17/16**	**4/16/16**		**$12,500.00**
	Desc:	**WTP SCADA**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	15-01-7920	Water System Improvements					12,500.00	0.00	0		
	Desc:	WTP SCADA										
22284	**15**	**CASH & CARRY**	**1**	**170954**	**Yes**	**2016**	**10**		**4/5/16**	**5/5/16**		**$18.97**
	Desc:	**Supplies**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	24-01-5335	Custodial Support & Supplies					18.97	0.00	0		
	Desc:	Glad bags										
22285	**15**	**CASH & CARRY**	**1**	**175033**	**Yes**	**2016**	**10**		**4/5/16**	**5/5/16**		**$7.96**
	Desc:	**Supplies**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	24-01-5335	Custodial Support & Supplies					7.96	0.00	0		
	Desc:	Paper towels										
22286	**50**	**CLEAR OUTLOOK**	**1**	**405336**	**Yes**	**2016**	**10**		**4/1/16**	**5/1/16**		**$100.00**
	Desc:	**Outside window cleaning**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	22-01-5330	Maintenance-Building or Lan					100.00	0.00	0		
	Desc:	Outside window cleaning										1099
22287	**50**	**CLEAR OUTLOOK**	**1**	**405347**	**Yes**	**2016**	**10**		**4/8/16**	**5/8/16**		**$50.00**
	Desc:	**Outside window cleaning**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	23-01-5330	Maintenance-Building or Lan					50.00	0.00	0		
	Desc:	Outside window cleaning										1099
22288	**50**	**CLEAR OUTLOOK**	**1**	**405348**	**Yes**	**2016**	**10**		**4/7/16**	**5/7/16**		**$100.00**
	Desc:	**Outside window cleaning-shelter**										
	Line	**Account Number**						**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	24-01-5330	Maintenance-Building or Lan					100.00	0.00	0		
	Desc:	Picnic shelter-outside window cleaning										1099

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22289	249	CITY OF WALDPORT	1	FORDInstitute	Yes	2016	10		4/12/16	5/12/16		$800.00
	Desc:	FORD Leadership Planters										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	12-01-5490	Other Materials & Services				800.00		0.00	0		
	Desc:	FORD Leadership Planters										
22290	174	LINCOLN CO OFFICE OF T	1	3195	Yes	2016	10		4/1/16	5/1/16		$3.00
	Desc:	Plat Map copies										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5216	Reference Materials				3.00		0.00	0		
	Desc:	Plat Map copies										
22291	1185	LINCOLN PLUMBING	1	11984	Yes	2016	10		3/25/16	4/24/16		$1,345.95
	Desc:	Sewer line repiar/Commons										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	24-01-5330	Maintenance-Building or Lan				1,345.95		0.00	0		
	Desc:	Sewer line repiar/Commons										
22292	1182	MATTHEW ARCK	1	MA1049	Yes	2016	10		3/31/16	4/30/16		$2,047.50
	Desc:	Property management										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	15-01-5641	City Hall Reserve				2,047.50		0.00	0		
	Desc:	Property Management										1099
22293	929	MARK W CLEMENTS	1	MC1052	Yes	2016	10		4/7/16	5/7/16		$1,560.00
	Desc:	City CMS										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	15-01-5641	City Hall Reserve				1,560.00		0.00	0		
	Desc:	City CMS										1099
22295	38	OREGON AFSCME COUNCI	1	MARCH2016	Yes	2016	10		3/30/16	4/29/16		$385.96
	Desc:	Union Dues										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-00-2120	Payroll Withholding Payable				385.96		0.00	0		
	Desc:	Union dues										
22296	1201	REECE & ASSOCIATES, IN	1	5738	Yes	2016	10		3/31/16	4/30/16		$1,948.50
	Desc:	COY1401										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	20-01-7242	Waterline Construction - Hwy				1,948.50		0.00	0		
	Desc:	101 Waterline COY1401										
22297	1201	REECE & ASSOCIATES, IN	1	COY1501	Yes	2016	10		3/31/16	4/30/16		$1,293.50
	Desc:	Plans Decant station										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	15-01-7921	Sewer System Improvements				1,293.50		0.00	0		
	Desc:	Plans Decant station										
22298	1061	SPEER HOYT LLC	1	34720	Yes	2016	10		3/25/16	4/24/16		$289.60
	Desc:	Indept. Contractor										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5212	Code Enforcement				289.60		0.00	0		
	Desc:	Independent Contractor case										
22299	158	USA BLUE BOOK	1	914532	Yes	2016	10		3/31/16	4/30/16		$282.64
	Desc:	Probe-WWTP										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	70-01-5341	Plant & System Operations				282.64		0.00	0		
	Desc:	WWTP probe										
22300	158	USA BLUE BOOK	1	911059	Yes	2016	10		3/29/16	4/28/16		$251.85
	Desc:	Water training books										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category

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Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	1	60-01-5341	Plant & System Operations			251.85			0.00	0		
	Desc:	Water training books										
22301	**151**	**USTI**	**1**	**87457**	**Yes**	**2016**	**10**		**3/31/16**	**4/30/16**		**$20.00**
	Desc:	**ePay**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5341	Plant & System Operations				10.00		0.00	0		
	Desc:	ePay										
	2	70-01-5341	Plant & System Operations				10.00		0.00	0		
	Desc:	ePay										
22302	**702**	**WESTERN STATES ELECT**	**1**	**11864B**	**Yes**	**2016**	**10**		**3/31/16**	**4/30/16**		**$2,611.00**
	Desc:	**LED sign lights**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	15-01-7902	Parks & Commons Reserve				2,611.00		0.00	0		
	Desc:	LED sign lights/Commons										
22303	**43**	**BAKER & TAYLOR**	**1**	**4011555998**	**Yes**	**2016**	**10**		**3/24/16**	**4/23/16**		**$217.28**
	Desc:	**Books**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	22-01-7202	Books				217.28		0.00	0		
	Desc:	Books										
22304	**657**	**ELISA M SPRINGSTEEN**	**1**	**FEB/MARCH**	**Yes**	**2016**	**10**		**4/12/16**	**5/12/16**		**$225.00**
	Desc:	**Custodial**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	22-01-5330	Maintenance-Building or Lan				225.00		0.00	0		
	Desc:	Custodial Feb/March										1099
22306	**221**	**ANALYTICAL LABORATOR**	**1**	**77500**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$280.00**
	Desc:	**Water lab testing**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5341	Plant & System Operations				280.00		0.00	0		
	Desc:	Water lab testing										
22307	**221**	**ANALYTICAL LABORATOR**	**1**	**77501**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$160.00**
	Desc:	**Water lab testing**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5341	Plant & System Operations				160.00		0.00	0		
	Desc:	Water lab testing										
22308	**91**	**COAST RANGE EQUIPMEN**	**1**	**6096**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$445.00**
	Desc:	**Water system pump failure**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5344	Plant & System Maintenance				445.00		0.00	0		
	Desc:	Water system pump failure										
22309	**94**	**DOUGS ELECTRIC**	**1**	**C31673F**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$267.08**
	Desc:	**Water system pump failure**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5344	Plant & System Maintenance				267.08		0.00	0		
	Desc:	Water system pump failure										
22312	**1293**	**DAN KAUFFMAN EXCAVAT**	**1**	**1**	**Yes**	**2016**	**10**		**4/6/16**	**5/6/16**		**$63,199.70**
	Desc:	**HWY 101 Water Main Improvements**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	20-01-7242	Waterline Construction - Hwy				63,199.70		0.00	0		
	Desc:	HWY 101 Water Main Improvements										
22313	**462**	**SHERWIN WILLIAMS CO, T**	**1**	**19302**	**Yes**	**2016**	**10**		**3/13/16**	**4/12/16**		**$44.24**
	Desc:	**Paint for VacTruck**										
	Line	**Account Number**					**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5341	Plant & System Operations				14.75		0.00	0		
	Desc:	Paint for VacTruck										

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	2	70-01-5341	Plant & System Operations			14.75		0.00	0		
	Desc:	Paint for VacTruck									
	3	21-01-5312	Equipment Operation			14.74		0.00	0		
	Desc:										
22315	**32**	**TEN MILE LOCK & SAFE**	**1**	**33196**	**Yes**	**2016**	**10**	**4/8/16**	**5/8/16**		**$351.00**
	Desc:	**Master padlocks**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5344	Plant & System Maintenance			175.50		0.00	0		
	Desc:	Master padlocks									
	2	70-01-5344	Plant & System Maintenance			175.50		0.00	0		
	Desc:	Master padlocks									
22316	**1166**	**WILL WILLIAMS**	**1**	**April152016**	**Yes**	**2016**	**10**	**4/13/16**	**5/13/16**		**$2,905.40**
	Desc:	**Mowing**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5344	Plant & System Maintenance			590.00		0.00	0		
	Desc:	Mowing									1099
	2	70-01-5330	Maintenance-Building or Lan			151.25		0.00	0		
	Desc:	Mowing									1099
	3	21-01-5316	System Maintenance			1,133.20		0.00	0		
	Desc:	Mowing									1099
	4	22-01-5330	Maintenance-Building or Lan			35.00		0.00	0		
	Desc:	Mowing									1099
	5	23-01-5421	Parks & Grounds Maintenanc			105.00		0.00	0		
	Desc:	Mowing									1099
	6	24-01-5330	Maintenance-Building or Lan			170.95		0.00	0		
	Desc:	Mowing									1099
	7	12-01-7904	Visitor Amenities			140.00		0.00	0		
	Desc:	Mowing									1099
	8	21-01-5316	System Maintenance			580.00		0.00	0		
	Desc:	Mowing									1099
22317	**1294**	**PACIFIC EXCAVATION**	**1**	**SurfsidePR01**	**Yes**	**2016**	**10**	**4/13/16**	**5/13/16**		**$7,085.64**
	Desc:	**Surfside dr. PR01-Long Side Borings**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	15-01-7920	Water System Improvements			7,085.64		0.00	0		
	Desc:	Surfside dr. PR01-Long Side Borings									
22319	**856**	**AUTOMATION GROUP INC,**	**1**	**637**	**Yes**	**2016**	**10**	**4/12/16**	**5/12/16**		**$405.00**
	Desc:	**Yearly Meter calibration**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	70-01-5341	Plant & System Operations			405.00		0.00	0		
	Desc:	Yearly meter calibration									
22320	**150**	**COPELAND LUMBER YARD**	**1**	**36-75046985-00**	**Yes**	**2016**	**10**	**4/15/16**	**5/15/16**		**$362.96**
	Desc:	**U.V. hoist support**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	70-01-5341	Plant & System Operations			362.96		0.00	0		
	Desc:	U.V. hoist support									
22321	**1033**	**C & K MARKET INC**	**1**	**1663081**	**Yes**	**2016**	**10**	**4/14/16**	**5/14/16**		**$33.13**
	Desc:	**Safety Meeting**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	60-01-5341	Plant & System Operations			16.57		0.00	0		
	Desc:	Safety meeting									
	2	70-01-5341	Plant & System Operations			16.56		0.00	0		
	Desc:	Safety meeting									

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period		PO Nbr	Invoice Date	Due Date	Disc Date	Amount
22323	1041	KUBWATER RESOURCES	1	05647	Yes	2016	10		4/7/16	5/7/16		$1,230.18
	Desc:	Biosolids polymer										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	70-01-5341	Plant & System Operations				1,230.18		0.00	0		
	Desc:	Biosolids polymer										
22324	540	LEON C STERNER	1	APRIL2016	Yes	2016	10		4/18/16	5/18/16		$215.00
	Desc:	Custodial										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5440	Other Office Expense				215.00		0.00	0		
	Desc:	Custodial										1099
22325	540	LEON C STERNER	1	April Commons	Yes	2016	10		4/18/16	5/18/16		$917.00
	Desc:	Monthly Custodial Service										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	24-01-5335	Custodial Support & Supplies				307.20		0.00	0		
	Desc:	Mo. Custodial Service										1099
	2	24-01-5330	Maintenance-Building or Lan				609.80		0.00	0		
	Desc:	Mo. Custodial Service										1099
22327	1144	STATE OF OREGON WATE	1	2016	Yes	2016	10		4/18/16	5/18/16		$9,835.00
	Desc:	Annual Gaging Station Maint./Monitoring										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	60-01-5260	Professional Services				9,835.00		0.00	0		
	Desc:	Annual Gaging Station Maint./Monitoring										
22329	137	NEWPORT NEWS TIMES	1	85-23	Yes	2016	10		3/23/16	4/22/16		$33.92
	Desc:	Public Notice										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5422	Legal Notices				33.92		0.00	0		
	Desc:	Public Notice										
22330	1205	ZERO WASTE USA	1	ZWU-32312	Yes	2016	10		4/15/16	5/15/16		$195.75
	Desc:	Doggie poo bags										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	12-01-7904	Visitor Amenities				195.75		0.00	0		
	Desc:	Doggie poo bags										
22331	822	GREG SCOTT	1	041416	Yes	2016	10		4/18/16	5/18/16		$453.00
	Desc:	Reimb. ASP.NET hosting 2016-2017										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5490	Other Materials & Services				151.00		0.00	0		
	Desc:	Reimb. ASP.NET hosting 2016-2017										
	2	60-01-5341	Plant & System Operations				151.00		0.00	0		
	Desc:	Reimb. ASP.NET hosting 2016-2017										
	3	70-01-5341	Plant & System Operations				151.00		0.00	0		
	Desc:	Reimb. ASP.NET hosting 2016-2017										
22332	1007	DONALD W NISKANEN	1	April2016	Yes	2016	10		4/20/16	5/20/16		$3,321.78
	Desc:	Code Enforcement										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	10-01-5212	Code Enforcement				3,321.78		0.00	0		
	Desc:	Code Enforcement										1099
22333	94	DOUGS ELECTRIC	1	C31362F	Yes	2016	10		2/4/16	3/5/16		$595.00
	Desc:	Stairway lights-Commons										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category
	1	15-01-7902	Parks & Commons Reserve				595.00		0.00	0		
	Desc:	Stairway lights-Commons										
22334	1086	DONNA JILL McLEAN	1	088432	Yes	2016	10		4/20/16	5/20/16		$200.00
	Desc:	Commons landscaping										
	Line	Account Number					AP Amount		Liq Amount	Project	Task	Category

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	1	24-01-5204	Commons Landscaping			200.00		0.00	0		
	Desc:	Commons landscaping									1099
22335	**216**	**LINCOLN CO CLERK**	**1**	**SowdenBdg1**	**Yes**	**2016**	**10**		**4/20/16**	**5/20/16**	**$36.00**
	Desc:	**Lein release Sowden Bldg.1**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5440	Other Office Expense			36.00		0.00	0		
	Desc:	Lein release Sowden Bldg.1									
22336	**175**	**YACHATS YOUTH & FAMIL**	**1**	**May2016**	**Yes**	**2016**	**10**		**4/30/16**	**5/30/16**	**$2,416.66**
	Desc:	**Monthly allotment**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5439	Misc. Public Services			2,416.66		0.00	0		
	Desc:	Monthly allotment									
22337	**1018**	**COSTCO MEMBERSHIP**	**1**	**2016-2017**	**Yes**	**2016**	**10**		**4/30/16**	**5/30/16**	**$110.00**
	Desc:	**Business Membership**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5210	Dues, Memberships & Fees			110.00		0.00	0		
	Desc:	Business Membership									
22338	**43**	**BAKER & TAYLOR**	**1**	**4011569803**	**Yes**	**2016**	**10**		**4/7/16**	**5/7/16**	**$218.71**
	Desc:	**Books**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	22-01-7202	Books			218.71		0.00	0		
	Desc:	Books									
22340	**499**	**MCI**	**1**	**April132016**	**Yes**	**2016**	**10**		**4/20/16**	**5/20/16**	**$61.73**
	Desc:	**Long Distance Service**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5251	Office Phone, Cell or DSL			12.40		0.00	0		
	Desc:	Long Distance Service									
	2	22-01-5251	Office Phone, Cell or DSL			8.66		0.00	0		
	Desc:	Long Distance Service									
	3	23-01-5251	Office Phone, Cell or DSL			6.79		0.00	0		
	Desc:	Long Distance Service									
	4	24-01-5251	Office Phone, Cell or DSL			6.98		0.00	0		
	Desc:	Long Distance Service									
	5	60-01-5251	Office Phone, Cell or DSL			14.51		0.00	0		
	Desc:	Long Distance Service									
	6	70-01-5251	Office Phone, Cell or DSL			12.39		0.00	0		
	Desc:	Long Distance Service									
22341	**416**	**LARRY B LEWIS**	**1**	**4-16Y**	**Yes**	**2016**	**10**		**4/30/16**	**5/30/16**	**$3,202.73**
	Desc:	**City Planner Services**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	10-01-5264	City Planner			2,253.33		0.00	0		
	Desc:	City Planner									1099
	2	10-01-5264	City Planner			949.40		0.00	0		
	Desc:	City Planner/milage/ Additional Services									1099
22342	**1036**	**JD COMPUTER AND CELL**	**1**	**11650**	**Yes**	**2016**	**10**		**4/20/16**	**5/20/16**	**$1,105.00**
	Desc:	**March/April Computer Maint.**									
	Line	**Account Number**				**AP Amount**		**Liq Amount**	**Project**	**Task**	**Category**
	1	22-01-5470	Equipment Repair & Maintain			300.00		0.00	0		
	Desc:	March/April Computer Maint.									1099
	2	60-01-5341	Plant & System Operations			15.00		0.00	0		
	Desc:	Chargers/ USB cables									1099
	3	70-01-5341	Plant & System Operations			15.00		0.00	0		
	Desc:	Chargers/ USB cables									1099

CITY OF YACHATS

A/P Control Report

for user AsystAdmin from 2016-10 to 2016-10

Trans	Vendor	Name	Bank ID	Invoice	Posted	Fiscal Period	PO Nbr	Invoice Date	Due Date	Disc Date	Amount
	4	60-01-5341	Plant & System Operations			37.50		0.00	0		
	Desc:	Install Router PW									1099
	5	70-01-5341	Plant & System Operations			37.50		0.00	0		
	Desc:	Install Router PW									1099
	6	10-01-5470	Equipment Repair & Mainten			233.33		0.00	0		
	Desc:	Computer Maint. March/April									1099
	7	60-01-5341	Plant & System Operations			233.33		0.00	0		
	Desc:	Computer Maint. March/April									1099
	8	70-01-5341	Plant & System Operations			233.34		0.00	0		
	Desc:	Computer Maint March/April									1099
22344	**1263**	**LOREN A. DICKINSON**	**1**	**04/03/16**	**Yes**	**2016**	**10**	**4/21/16**	**5/21/16**		**$31.68**
	Desc:	**Reimb. Trails expense**									
	Line	**Account Number**					**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	12-01-7904	Visitor Amenities				31.68	0.00	0		
	Desc:	Reimb. Trails expense									
22345	**1263**	**LOREN A. DICKINSON**	**1**	**04/10/2016**	**Yes**	**2016**	**10**	**4/21/16**	**5/21/16**		**$465.20**
	Desc:	**Reimb. Trails Conf.**									
	Line	**Account Number**					**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	12-01-7904	Visitor Amenities				465.20	0.00	0		
	Desc:	Reimb. Trails Conf.									
22346	**1170**	**JOANNE KITTEL**	**1**	**022216**	**Yes**	**2016**	**10**	**4/22/16**	**5/22/16**		**$1,071.07**
	Desc:	**Reimb. Conf.**									
	Line	**Account Number**					**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	12-01-5224	Trails				1,071.07	0.00	0		
	Desc:	Reimb. Conference Exp.									
22347	**127**	**OREGON LINEN INC**	**1**	**424713**	**Yes**	**2016**	**10**	**4/21/16**	**5/21/16**		**$48.50**
	Desc:	**Supplies**									
	Line	**Account Number**					**AP Amount**	**Liq Amount**	**Project**	**Task**	**Category**
	1	24-01-5335	Custodial Support & Supplies				48.50	0.00	0		
	Desc:	Supplies									

Fund 10 Total	14,975.90	0.00
Fund 12 Total	4,865.70	0.00
Fund 15 Total	38,859.31	0.00
Fund 20 Total	67,590.20	0.00
Fund 21 Total	2,090.14	0.00
Fund 22 Total	2,016.00	0.00
Fund 23 Total	592.38	0.00
Fund 24 Total	3,865.43	0.00
Fund 60 Total	21,898.57	0.00
Fund 70 Total	9,981.27	0.00
Fund 80 Total	300.00	0.00
Grand Total	167,034.90	0.00

+ check 266.16 to AFLAC posted to Period 9
Total = $167,301.06

Options for Use of the Old Bank Building
Study Group Recommendations
May 2, 2016

Assignment from City Council on July 7, 2015: Look at options for the use of the bank building once it has been purchased. How can the property and building be used to its fullest capacity.

Study Group members: Max Glenn, Sandy Dunn, Dean Peterson, David Locke, Loren Dickinson and Bobbi Benson. Each were asked to join the group because of their interest in the project, their professional skill/background or because they represent groups/individuals with interest in the results.

History: With the closing of the Bank of the West a large commercial building adjacent to the Commons was for sale. The City purchased the building for several reasons – main ones being to establish control of the 25 parking spaces and to act as a landlord in the hopes of securing a banking business as a tenant and other possible revenue generating renters.

Study Process: The group established criteria for option considerations, brainstormed possible uses, secured a site inspection report, researched details of possible options, conducted several tours for potential users, solicited input from people around town, work extensively with banking institutions in the hopes of securing a viable tenant, prepared a floor plan (saved as an AutoCAD file) of the building, and evaluated all possible use scenarios. Minutes of all minutes are available on the City Document Library.

Criteria for option consideration:

---Revenue generating users (to repay a loan and gain funds for building maintenance)
---Compatible users
---Cost to retrofit or remodel for users
---Uses that are not available in town now
---Visitor amenities services
---Uses that do not compete with retail business in town
---Serve the community
---Enhance and/or increase efficiency of delivery of city services to community

Brainstorm list of possible uses for the building
---An enlarged and enhanced Visitor Center
---Banking services
---Space for a visiting doctor, mental health consultant or other medical related services
---Business Incubator center
---Community space
---Place for Senior Health Insurance Benefits Assistance (SHIBA) volunteer to meet with Medicate recipients
---Conference room for community use
---City Hall (with or without Council Chambers)
---Relocate the Library
---Relocate all or part of YYFAP
---Senior Center or Activity Center
---Place for bike rental, trail information, hiking equipment rental
---Native American Interpretive Center

---Museum
---Storage
__Events Center
---Art Gallery
---Manufacturing assembly for EIP wind energy project

Study Group Recommendations:

1) Rename the building the "501 Building" until the building is remodeled and retrofitted to accommodate the new tenant(s)
2) Continue to talk to banking institutions in the hopes of securing banking services in Yachats, but do not wait for an answer before using the building
3) Relocate City Hall and Council Chambers from the Commons.
4) Use the area in the attic for the Friends of the Library annual book sale storage. A dumb waiter pulling system needs to be made to hoist the books to the second level.
5) Shared office space for the different uses: SHIBA, Financial consultant, computers for public use and meeting room
6) Interpretative Kiosk with digital display (large screen) perhaps a corner wall with trails mapped and other attractions lighted. Also, education and distribution of Trails information. This space would enhance the information available at the Visitor Center.
7) Space for rotating displays on current events, projects, and items from the museum at the Little Log Church

Study Group Recommendations for vacated Space at the Commons:

1) Community Health Clinic in the south 2/3 of the Civic Room and space in current city all hall way including the restroom, break room, Larry's office and other office.
2) North 1/3 of the Civic room could be multipurpose – reception area for the Health Clinic and open for public use after hours for events needing registration space, and small meeting space.
3) City Hall space on the west side of the building, excluding the hall, open for use by YYFAP for staff offices, indoor park, computers and use by pre-school when they need to divide a class for an activity.

In conclusion:

These recommendations accommodates extra space for City Hall (office space, storage space and a vault to secure sensitive materials) and YYFAP both entities that current pay rent to use their space. It opens up space for the location of much needed and wanted Health Clinic. It provides space for storage for the library. It provides more visual display space so attributes of the area can be displayed and shared with visitors. With proper planning there could still be space in the 501 Building for banking services.

Next Steps:

---Approve all or some of the recommendations.
---Start the work to design the floor plan for City Hall, YYFAP and the Health Clinic – Assign a lead to direct this work
---Decide if City Hall and YYFAP rent will change to reflect their use of additional space
---Hire an architect to draw up the plans
---Secure funding to hire the remodel and retrofit

City of Yachats

Public Works Department
500 W. 7th St.
P.O. Box 345
Yachats, OR 97498

Date: May 9th, 2016
To: City Council and Public Works & Streets Commission
From: Rick McClung & David Buckwald
Re: April 2016 Public Works Report **Subject:** Work Outside of Normal Operations

Department	Subject	Description
Emergency Management	Crestview Landslide FEMA Grant approval	Achieving grant approval has been a result of several City Silos working together -both City Staff & Volunteers. Good Job!
Parks	Baseball Field	Filled in ruts with top soil and grass seeded after it was vandalized. Baseball field needs to be considered for a Capital Improvement Project in the future.
Public Works	Public Works yard Clean-up	5 5yd loads to Dahl Disposal (3-Scrap metal 2-debris) 2 5yds loads of dirt to the City fill site.
CIPWastewater	Decant Center	Contract has been awarded. 25% complete. City staff is doing the prep work.
Water/Wastewater	5 years CIP Planning	Capital Improvement Projects & Budget requests for 2016/17 + an additional 4 year forecast.
CIP- Water	South Reservoir	Civil West Engineering is giving a report at this month's Public Works & Street Commission meeting. We are going to be discussing the best options for this project.
CIP- Water	Hwy 101 Waterline Replacement	100% complete after trenches are paved

CIP- Water	Reeves Circle Waterline Replacement	100% Complete
CIP-Water	Surfside St. Waterline Replacement	100% Complete

PHONE (541)547-3243 RELAY OREGON (800)735-2900 (T.D.D.)
FAX (541)547-3063
E-MAIL Rick@MailYachatsOregon.org Dave@MailYachatsOregon.org WEB SITE www.ci.Yachats.or.us
THE CITY OF YACHATS DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, CREED, GENDER, NATIONAL ORIGIN, AGE,

Code Enforcement Report
April 2016

We have enjoyed some beautiful weather. I think the worst of our winter is over. We'll still get some rain, but that keeps us green.

- Vacation rental inspection on Village Lane.

- Document exterior light on vacation rental on Cedar Street.

- Document Scotch Broom on hill Court.

- Called CLPUD regarding exterior lights on Yachats Ocean Road. CLPUD installed a shroud on the light. The neighbors were very pleased.

- Tagged vehicle parked on Pontiac Street, next to the Ladies Club. The vehicle was gone the next day.

- Attended the Oregon Code Enforcement Association convention in Bend. The President of the Association was ill and unable to attend As Vice President of the Association, I delegated responsibilities to the other Board Members. The conference went well and there were no glitches. The presenters did a great job. The topics included social media and Community, Administrative Search Warrants and Servicemaster, dealing with hoarding problems.

- Attended Council work session.

- Vacation rental inspection on Reeves Circle.

- Attended City Council meeting.

- Called Coast Insurance regarding Process Server liability insurance.

- Wrote up a Formal Complaint on Cedar Street vacation rental at the request of the Mayor.

- Complaint from resident on Greenhill Street. Excavators driving up street. No visible damage to the street.

- Fill all doggie bag dispensers.

- Received two Formal Complaints regarding vacation rental on Cedar Street.

- Sent letter to property owner of vacation rental on Cedar Street.

- Attend City Administrator interviews.

- Vacation rental inspection on Reeves Circle.

- Talked to other neighbor regarding invasive plant species impacting her property.

Respectfully submitted,

Donald W. Niskanen, CEP
Code Enforcement Officer
City of Yachats

Revenues and Expenditures 2016-10 4/30/2016

Account	Budgeted Revenue	Revenue to Date	Difference	% Received	Outliers 75.00%		Budgeted Expenitures	Expenditures to Date	Difference	% Expended	Outliers 75.00%
General (10)	919,364.00	1,007,254.88	87,890.88	109.56%			919,364.00	776,240.75	143,123.25	84.43%	?
Visitor Amenities (12)	558,531.00	558,696.24	165.24	100.03%			558,530.00	340,388.79	218,141.21	60.94%	
Capital Reserve (15)	2,531,410.00	2,548,629.04	17,219.04	100.68%			2,531,410.00	1,046,518.56	1,484,891.44	41.34%	
Sys. Dev. (16)	82,524.00	234,525.36	152,001.36	284.19%			82,524.00	20,000.00	62,524.00	24.24%	
Debt Service (17)	86,517.00	86,517.00	0.00	100.00%			86,517.00	0.00	86,517.00	0.00%	
Hwy 101 Project (20)	1,292,224.00	727,135.27	(565,088.73)	56.27%	?		1,292,224.00	236,904.52	1,055,319.48	18.33%	
Streets (21)	142,624.00	148,051.36	5,427.36	103.81%			142,624.00	99,311.67	43,312.33	69.63%	
Library (22)	24,808.00	23,763.34	(1,044.66)	95.79%			24,808.00	21,000.13	3,807.87	84.65%	?
Log Church Museum (23)	15,467.00	13,054.71	(2,412.29)	84.40%			15,467.00	11,076.72	4,390.28	71.62%	
Parks and Commons (24)	198,964.00	198,425.39	(538.61)	99.73%			198,964.00	189,218.15	9,745.85	95.10%	?
Storm Drain (30)	107,266.00	107,266.07	0.07	100.00%			107,266.00	105,126.79	2,139.21	98.01%	?
Water (60)	561,695.00	496,370.26	(65,324.74)	88.37%			561,695.00	443,662.01	118,032.99	78.99%	?
Gen. Oblig. Water Bond - 1992 (66)	45,459.00	45,525.14	66.14	100.15%			45,459.00	45,459.00	0.00	100.00%	?
Water Construction (68)	1,400,000.00	0.00	(1,400,000.00)	0.00%	?		1,400,000.00	0.00	1,400,000.00	0.00%	
Sewer (70)	516,455.00	461,337.50	(55,117.50)	89.33%			516,455.00	398,130.82	118,324.18	77.09%	?
Sewer Debt (76)	1,005,026.00	1,005,026.05	0.05	100.00%			1,005,026.00	508,692.76	496,333.24	50.61%	
USFS Contract (80)	85,211.00	80,211.38	(4,999.62)	94.13%			85,211.00	78,565.41	14,213.60	92.20%	?
URD (90)	230,686.00	259,038.89	28,352.89	112.29%			230,686.00	206,401.69	24,284.31	89.47%	?
Totals	9,804,231.00	8,000,827.88	(1,803,403.12)	81.61%			9,804,230.00	4,526,697.77	5,285,100.24	46.17%	

Total Income over Expenditures 3,474,130.11

All Interfund Transfers are done at the first of the Fiscal Year
Budgeted Expenitures included UEFB and Reserves for Future Use
Money was transferred out of Fund 80 into Fund 15 to help repay the bank building loan as per the Supplemental Budget

Fiscal Year 2015-2016

Project	Budget	Revised Estimate	Materials & Services	Labor Expense To Capitalize	City equipment to Capitalize	2015-2016 Cost incl Labor	Over (Under) Revised	Over (Under) Budget	crew hours Prior YR	True Cost of project	crew hours this year	crew hours crew prior	crew hours Total Crew Hours
Decanting Center	25,000	25,000	5,148	490		5,637	(19,363)	(19,363)	605	6,242	10	13	23
Hwy 101-grant	615,309	615,309	99,149	1,056		100,205	(515,104)	(515,104)	157,872	258,077	22	36	58
Hwy 101-waterline	122,000	167,089	84,548	5,406		89,954	(77,135)	(32,046)	33,905	123,858	110	239	349
Hwy 101-drainage	170,000	170,000	555	313		868	(169,132)	(169,132)	40,000	40,868	7	188	195
Update Water Master Plan (2A)	18,000	18,000					(18,000)	(18,000)	2,652	2,652		62	62
Hanley Drive Looping & SCADA	164,000	280,565	123,465	38,288		161,754	(118,811)	(2,246)	54,913	216,666	923	285	1,208
Surfside Waterline	56,800	56,800	14,997	3,027		18,024	(38,776)	(38,776)	338			7	7
Reeves Circle Waterline	50,000	50,000	7,911	2,165		10,076	(39,924)	(39,924)			45		45
Engineering S. Res	150,000	150,000	79,232	7,898		87,129	(62,871)	(62,871)	21,208		145	301	446
Access Road, Base & Tank S. Res	485,000	485,000	5,128			5,128	(479,873)	(479,873)	5,421				-
Generator Building - Parkside	25,000	25,000	25,728			25,728	728	728		25,728		12	12
Street Improvements	75,300	75,300	51,406	312		51,718	(23,582)	(23,582)	2,880	54,598	6	46	52
Little Log Church Siding	20,000	20,000		54		54					1		
Labyrinth	10,000	10,000					(10,000)	(10,000)	421	421		2	2
General Park Plan - Entry Portal (2/4)	22,500	22,500					(22,500)	(22,500)					-
Commons Roof	65,000	24,000	23,450	370		23,820	(180)	(41,180)			8		8
Commons Bathroom Remodel	10,000	14,556	14,460	144		14,604	48	4,604			3		3
Software Upgrade	60,000	7,300	7,300	2,564		9,864	2,564	(50,136)		9,864			*55 O/T only
Year 3 - Information System	24,000	24,000	18,726			18,726	(5,274)	(5,274)		18,726			-
Library	10,000	10,000					(10,000)	(10,000)					-
South Gateway Entry Sign	14,000	14,000					(14,000)	(14,000)	52	52		1	1
General Administration of CIP				1,784							30		30

Red Font indicates completed project

total employee expense 63,870

Fiscal Year 2015-2016

Water System	Budget for Year	Actual To Date 4/30/2016	% of Budget 83%
Operations			
Revenue			
Cash Carried Forward	$ 28,395.00	$ 28,395.37	100%
Services	$ 530,000.00	$453,147.54	85%
Installations	$ 3,000.00	$ 5,199.92	173%
Capital Reserve Fee	$ -	$ 9,327.43	
Other income	$ 300.00	$ 300.00	100%
Total Revenue	$ 561,695.00	$ 496,370.26	88%
Personnel Expenses	$ 271,992.00	$ 211,181.78	78%
Materials & Services	$ 163,515.00	$ 142,835.89	87%
Capital Expenditures	$ 38,808.00	$ 2,264.34	
Transfer to Reserve	$ 47,400.00	$ 47,400.00	100%
Transfer to Debt Service			
Revenue Bonds & Fees	$ 39,980.00	$ 39,980.00	100%
Total Expenses	$ 561,695.00	$ 443,662.01	79%

	Budget	Actual
Revenue From Rates	$ 530,000.00	$ 453,147.54
Expenses paid by rates	$ 514,295.00	$ 396,262.01
available for reserve	$ 15,705.00	$ 66,212.96

Personnel Expenses and Materials/Services Capitalized & Transferred to Fund 15	$ 50,772

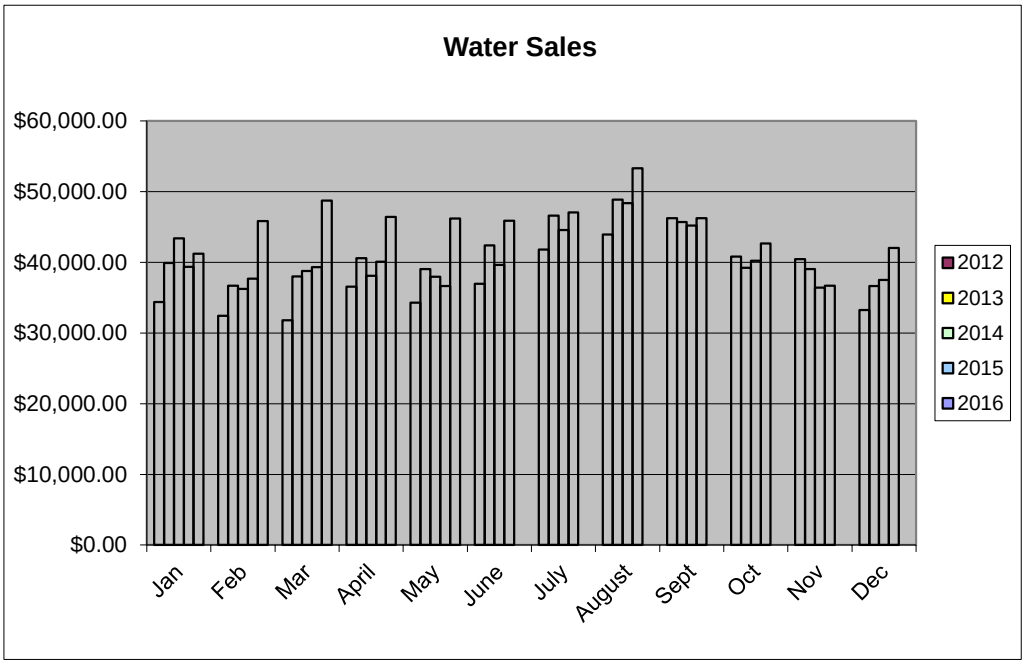
Sewer System	Budget for Year	Actual To Date 2/29/2016	% of Budget 83%
Operations			
Revenue			
Cash Carried Forward	$ 20,255.00	$ 20,255.81	100%
Services	$ 495,000.00	$429,991.49	87%
Installations	$ 600.00	$ 1,500.00	250%
Capital Reserve Fee		$ 8,900.43	
Other income	$ 600.00	$ 689.77	
Total Revenue	$ 516,455.00	$ 461,337.50	89%
Personnel Expenses	$ 225,239.00	$ 195,351.21	87%
Materials & Services	$ 169,086.00	$ 114,923.28	68%
Capital Expenditures	$ 36,538.00	$ 2,264.33	
Transfer to Reserve	$ 25,000.00	$ 25,000.00	
Transfer to Debt Service	$ 60,592.00	$ 60,592.00	100%
Revenue Bonds			
Total Expenses	$ 516,455.00	$ 398,130.82	77%

	Budget	Actual
Revenue From Rates	$ 495,000.00	$ 429,991.49
Expenses paid by rates	$ 491,455.00	$ 373,130.82
available for reserve	$ 3,545.00	$ 65,761.10

Personnel Expenses and Materials/Services Capitalized & Transferred to Fund 15	none

Other Income

	Budgeted	Received	%
Urban Renewal Receipts	$ 200,000.00	$ 223,439.67	112%
Food & Beverage Tax	$ 284,000.00	$ 301,755.37	106%


Water Sales
$60,000.00
$50,000.00
$40,000.00
$30,000.00
$20,000.00
$10,000.00
$0.00
Jan
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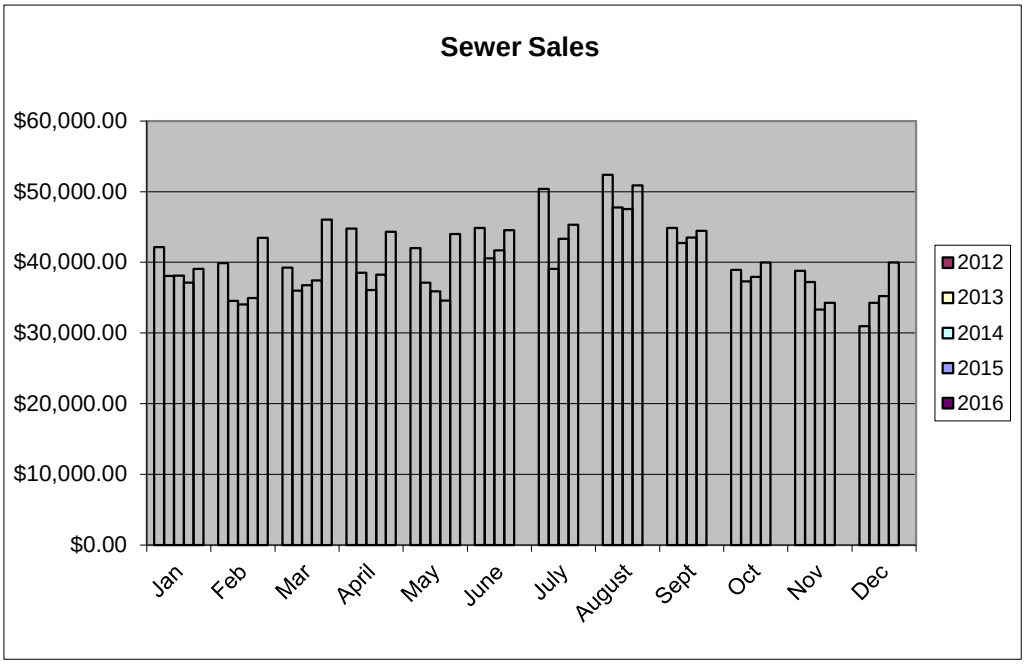
2016


Sewer Sales
$60,000.00
$50,000.00
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Jan
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Memo

To: City Council

From: City Recorder

Date: May 6, 2016

Re: Taxes

Attached you will find reports for the Prepared Food and Beverage Taxes and the Occupancy Tax in various different formats:

- From the online reporting system
- The format used by the Chair of the Finance Committee which shows the tax in the quarter the City receives the money
- The format I have used for the past several years which shows the tax in the quarter in which it was earned

Although the reports show that the Food and Beverage Tax is below what it was for the same quarter last year, there is at least one operator left to report and pay.

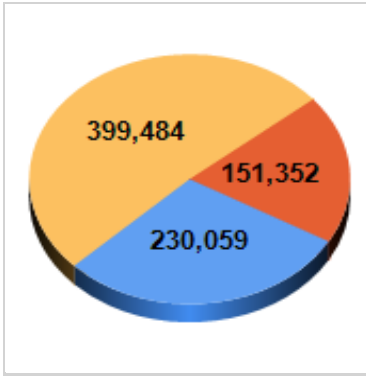
City of Yachats

P.O. Box 345
Yachats, OR, 97498
541-547-3565, CityHall@MailYachatsOregon.org

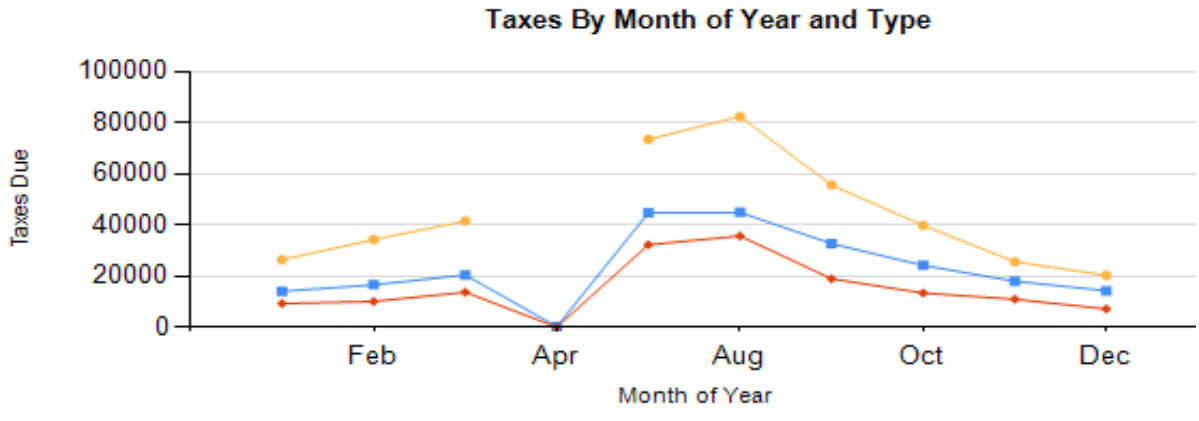
Yearly Taxes for Fiscal Year 2015/2016

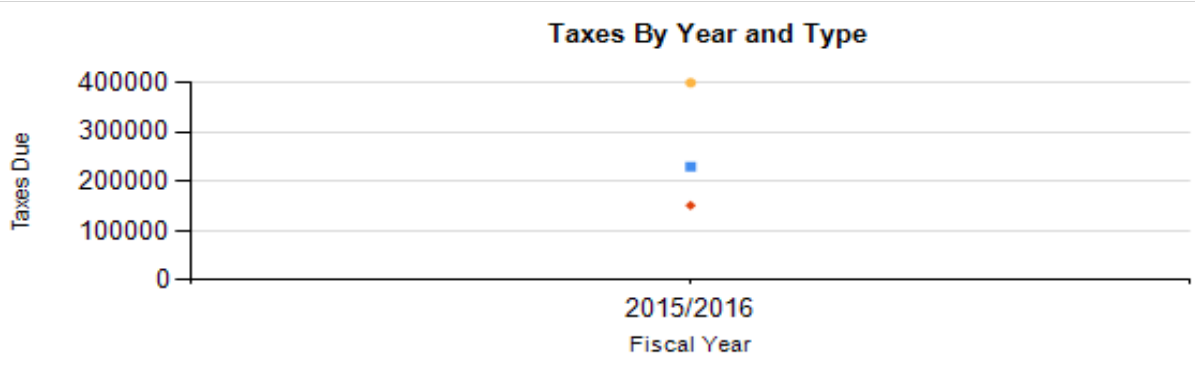
Fiscal Year 2015-2016

Date	F & B	Hotels	Rentals	Total
Jan 2016	14,038	26,399	9,279	49,716
Feb 2016	16,579	34,270	10,056	60,904
Mar 2016	20,465	41,554	13,718	75,737
Apr 2016	225		0	225
Jul 2015	44,767	73,496	32,261	150,524
Aug 2015	44,891	82,419	35,672	162,982
Sep 2015	32,676	55,607	18,939	107,222
Oct 2015	24,162	39,859	13,389	77,410
Nov 2015	18,001	25,597	10,895	54,493
Dec 2015	14,255	20,283	7,144	41,683
Total	**230,059**	**399,484**	**151,352**	**780,896**



Trends



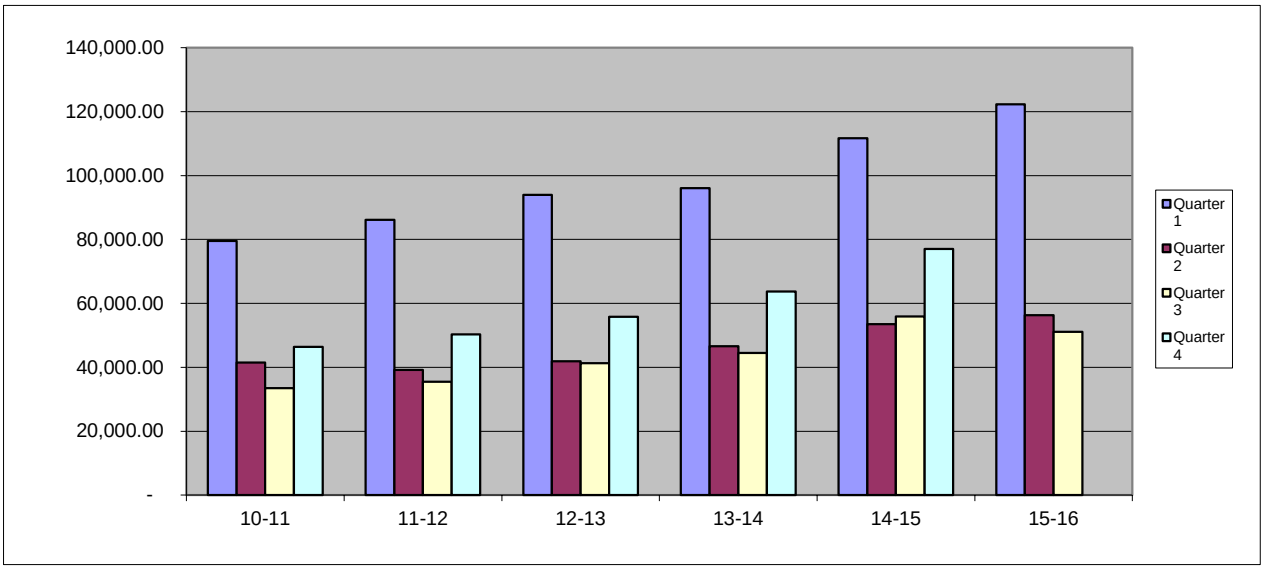


Prepared Food and Beverage Taxes

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	TOTALS
10-11	79,576.12	41,476.25	33,488.25	46,401.38	200,942.00
11-12	86,182.37	39,182.37	35,488.01	50,307.30	211,160.05
12-13	93,947.04	41,884.80	41,320.64	55,773.11	232,925.59
13-14	96,046.33	46,641.20	44,510.55	63,752.55	250,950.63
14-15	111,724.36	53,527.85	55,927.77	77,020.00	298,199.98
15-16	122,309.00	56,278.00	51,081.00		229,668.00

1,194,178.25 2009-2010 to 2014-2015 total
284,000.00 15-16

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	Totals to date
Average by Qtr	39.15%	18.65%	17.65%	24.56%	100.00%
15-16 Budget need by percentage	111,175	52,966	50,117	69,742	284,000
15-16 Actual to date	122,309	56,278	51,081		229,668
Projected total					
Difference	11,134	3,312	964		15,410
Projected Difference to date:	15,410				



Note: This report is by quarter and does not track with the fiscal budget year since the 4th qtr is always received in the next fiscal year.

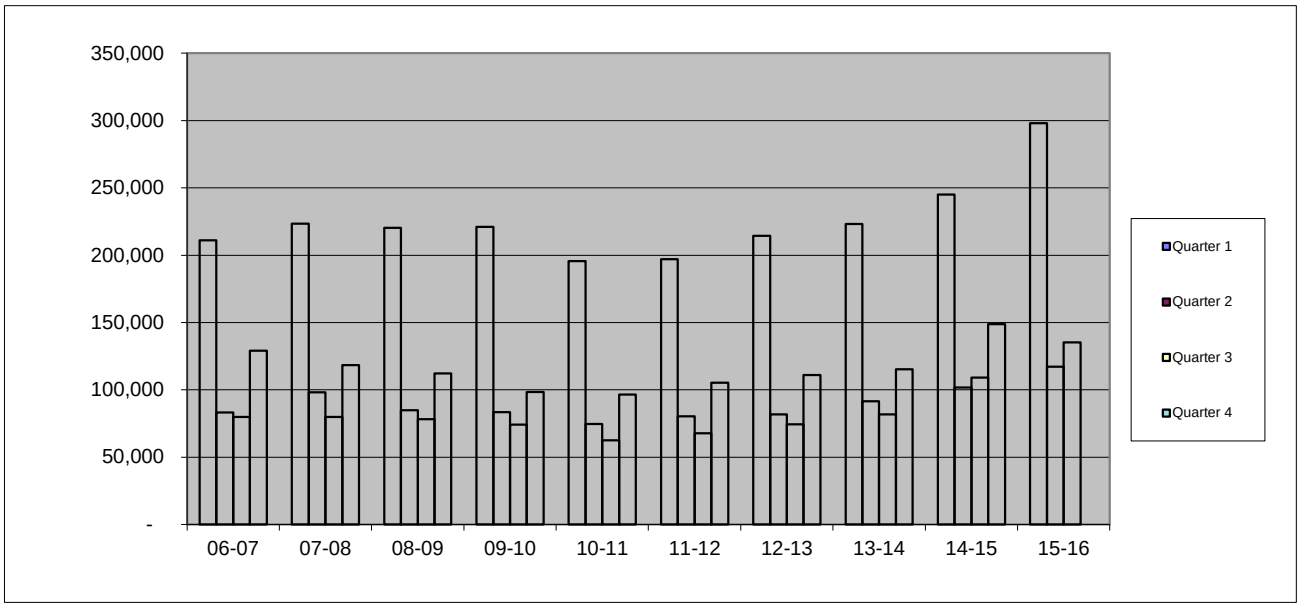
amount actually received in the fiscal year: 301,755 percent of budget 106%

Transient Rental Tax

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	TOTALS
06-07	211,002	83,142	79,812	129,101	503,057
07-08	223,396	98,075	79,992	118,469	519,932
08-09	220,297	84,996	78,286	112,203	495,782
09-10	220,987	83,544	74,271	98,362	477,164
10-11	195,721	74,605	62,602	96,500	429,428
11-12	197,139	80,425	67,863	105,393	450,820
12-13	214,285	81,804	74,312	111,040	481,441
13-14	223,249	91,583	81,873	115,275	511,980
14-15	245,103	101,673	109,195	148,734	604,705
15-16	297,981	117,095	135,275	-	550,351

4,474,309 2006-2007 to 2014-2015 total
598,000 15-16 Budget

	QUARTER 1	**QUARTER 2**	**QUARTER 3**	**QUARTER 4**	Totals to date
Average by Qtr	43.61%	17.43%	15.83%	23.13%	100.00%
15-16 Budget need by percentage	260,779	104,228	94,653	138,340	598,000
15-16 Actual to date	297,981	117,095	135,275		550,351
Projected total					
Difference	37,202	12,867	40,622		90,691
Projected Difference to date:	90,691				

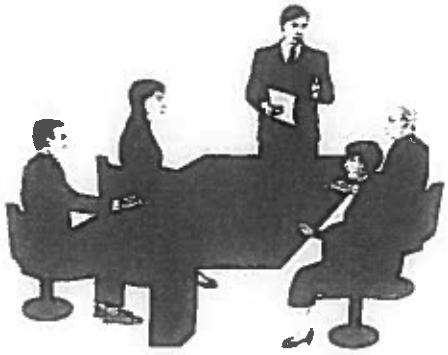


Note: This report is by quarter and does not track with the fiscal budget year since the 4th qtr is always received in the next fiscal year.

amount actually received in the fiscal year: 697,920 percent of budget 117%

City of Yachats
Fiscal Collections
Transient Rental Income & F&B

								Better (Worse) to Last Year $			Better (Worse) to Last Year %		
		Hotels & Motels	Individual Vacation Rentals	Total Quarter	Quarterly Share	Food & Beverage Tax	Quarterly Share	Hotels & Motels	Individual Transient Rentals	Food & Beverage Tax	Hotels & Motels	Individual Transient Rentals	Food & Beverage Tax
First Quarter	2013/14	85,411.24	25,145.37	110,556.61	21.8%	55,773.11	23.1%	6,478.38	(1,335.52)	5,465.81	8.2%	-5.0%	10.9%
Second Quarter	2013/14	159,902.57	63,346.40	223,248.97	44.1%	96,046.13	39.8%	5,705.85	3,258.07	2,099.13	3.7%	5.4%	2.2%
Third Quarter	2013/14	69,233.81	22,348.98	91,582.79	18.1%	45,671.09	18.9%	7,810.74	2,229.21	3,786.29	12.7%	11.1%	9.0%
Fourth Quarter	2013/14	61,297.83	19,605.75	80,903.58	16.0%	43,658.84	18.1%	2,977.86	3,613.80	2,338.20	5.1%	22.6%	5.7%
Total Fiscal Year	2013/14	375,845.45	130,446.50	506,291.95	100.0%	241,149.17	100.0%	22,972.83	7,765.56	13,689.43	6.5%	6.3%	6.0%
	Ratio	74.2%	25.8%	100.0%									
First Quarter	2014/15	85,272.98	28,065.10	113,338.08	19.9%	62,929.28	22.5%	(138.26)	2,919.73	7,156.17	-0.2%	11.6%	12.8%
Second Quarter	2014/15	170,559.53	74,531.97	245,091.50	43.1%	110,271.02	39.4%	10,656.96	11,185.57	14,224.89	6.7%	17.7%	14.8%
Third Quarter	2014/15	71,828.99	29,673.72	101,502.71	17.9%	50,546.47	18.1%	2,595.18	7,324.74	4,875.38	3.7%	32.8%	10.7%
Fourth Quarter	2014/15	82,955.00	25,431.00	108,386.00	19.1%	55,905.00	20.0%	21,657.17	5,825.25	12,246.16	35.3%	29.7%	28.0%
Total Fiscal Year	2014/15	410,616.50	157,701.79	568,318.29	100.0%	279,651.77	100.0%	34,771.05	27,255.29	38,502.60	9.3%	20.9%	16.0%
	Ratio	72.3%	27.7%	100.0%									
First Quarter	2015/16	113,207.00	35,527.00	148,734.00	21.3%	132,925.00	36.7%	27,934.02	7,461.90	69,995.72	32.8%	26.6%	111.2%
Second Quarter	2015/16	211,522.00	86,872.00	298,394.00	42.7%	122,334.00	33.7%	40,962.47	12,340.03	12,062.98	24.0%	16.6%	10.9%
Third Quarter	2015/16	85,739.00	31,356.00	117,095.00	16.7%	56,278.00	15.5%	13,910.01	1,682.28	5,731.53	19.4%	5.7%	11.3%
Fourth Quarter	2015/16	102,222.00	33,053.00	135,275.00	19.3%	51,081.00	14.1%	19,267.00	7,622.00	(4,824.00)	23.2%	30.0%	-8.6%
Total Fiscal Year	2015/16	512,690.00	186,808.00	699,498.00	100.0%	362,618.00		102,073.50	29,106.21	82,966.23	24.9%	18.5%	29.7%
	Ratio	73.3%	26.7%	100.0%									



RECEIVED
APR 11 2016
CITY OF YACHATS

COMMUNITY SERVICE REGISTRATION

Date 04/11/2016

Name Marvin Wigle

Home Address 289 W. 2nd St. ; Yachats, OR 97498

Mailing Address P.O. Box , Yachats, OR 97498

Home Phone -- Work Phone ——

Email address: marv.wigle@gmail.com

I am interested in volunteering my time and talents to the City of Yachats I am most interested in serving in the following capacity

[ ] Parks & Commons Commission
[ ] Public Works & Streets Commission
[ ] Budget Committee
[ ] Other Ad Hoc Committee
[X] Library Commission
[ ] Planning Commission

Please tell us about yourself:

How long have you lived in Yachats full-time 9 yrs.

Background See attachment.

Skills See attachment.

Why you want to serve on a particular Commission or Committee

I believe that a public library is critical to the life of a community, both as a resource for the entertainment and enlightenment of its citizens and as a repository for its cultural life and identity. It is particularly critical in a democratic society that it remain open, accessible, and public, which requires the active participation of its citizens.

As pertinent training opportunities occur, are you willing to attend recommended sessions? (Generally the City would cover the costs) Yes [X] No [ ]

Note: For Planning Commission, you must have been a resident for six months. All applicants must live inside the city limits. Except on there may be one member on the Parks and Commons Commission and one member on the Library Commission that live in the greater Yachats area.

Marvin L. Wigle

289 W. 2nd Street; P.O. Box 361
Yachats, OR 97498

Phone: (541) 521-1173
Email: marv.wigle@gmail.com

Experience

Retired 2007-present

Vice President for Finance and Administration 2004-2007
Eastern Oregon University
La Grande, Oregon 97850

Responsible for all aspects of university business affairs, operating and capital budgets, human resources, capital construction, facilities operations, risk management, collective bargaining, and government relations.

Associate Vice Chancellor for Budget and Management 1999-2004
Office of the Chancellor, Oregon University System
Eugene, Oregon 97403

Responsible for developing, presenting, and negotiating annual operating and capital construction budgets with the Governor's Office and the State Legislature, and allocating and administering resources to the institutions comprising the Oregon University System, including Oregon State University, University of Oregon, Portland State University, Western Oregon University, Southern Oregon University, Eastern Oregon University, and Oregon Institute of Technology.

Director of Audits 1995-1999
Office of the Chancellor, Oregon University System
Corvallis, Oregon 97339

Responsible for planning and directing a comprehensive audit program covering the seven universities and the Chancellor's Office of the Oregon University System, including in-depth financial audits of fund, endowment, and grant accounting practices and controls, and compliance and performance audits of all aspects of business, academic, risk, human resources, and information technology management and operations.

FIS Project Consultant 1994-1995
Office of the Chancellor, Oregon University System
Corvallis, Oregon 97339

Responsible for providing instruction, counseling, and procedural support to the four small OUS universities in their implementation of the Banner Financial Information System, including chart of accounts development, system process flows, electronic security, and using relational databases in an Oracle environment.

Principal Auditor 1988-1994
Office of the Chancellor, Oregon University System
Corvallis, Oregon 97339

Responsible to the Oregon State Board of Higher Education for supervising and conducting financial, compliance, and performance audits of the business, academic, athletics, human resources, risk, capital construction, and information technology operations of the seven universities comprising the Oregon University System.

(over)

Vice President for Sales and Marketing 1984-1988
Permawood Northwest Corporation
Albany, Oregon 97321

Responsible for promotion and sales of patented synthetic Class A fire-rated roofing shakes made of a wood fiber and Portland cement composite and carrying a 50 year warranty into the new construction and retrofit housing markets, principally in California and the Northwest.

Partner 1970-1984
Wigle Lumber Company
Philomath, Oregon 97370

Shared responsibility for a timber products sales and consulting firm with operations in both the domestic and export markets, including sales and marketing, company planning, policies, and procedures, fiscal operations, capital development, contracting, personnel functions, and government and industry relations.

Instructor 1968-1970
Department of English, Glenville State College
Glenville, West Virginia 26351

Taught classes in English Literature, American Literature, Literary Genres, and English Composition; advised and counseled students; participated in departmental governance.

Education

Master of Arts 1968
English: Modern English and American Literature
The University of Iowa
Iowa City, Iowa 52240

Bachelor of Science 1966
Humanities
Western Oregon University
Monmouth, Oregon 97361

Interests

Reading, music, travel, sailing, flying

CITY OF YACHATS

RESOLUTION NO. 2016-05-01

A RESOLUTION AMENDING THE 2015-2016 FISCAL YEAR BUDGET

WHEREAS, the City received a grant from the Lincoln County Commission for Emergency Preparedness Grant Program, which was not anticipated at the time the budget was adopted; and

WHEREAS, this grant was not anticipated when the budget was developed, and therefore may be accepted and allocated in the year in which they are received;

NOW THEREFORE, the City of Yachats resolves the appropriations in the 2015-2016 Budget shall be amended as follows:

Line No.	Description	As Budgeted	Change	Adjusted Budget
	General Fund - 10			
4790	Other Local Governments	$0.00	$2,500.00	$2,500.00
	Total Expenses	$919,365.00	$2,500.00	$921,865.00
5209	Emergency Prep and Public Safety	$7,500.00	$2,500.00	$10,000.00
	Total Expenses	$919,365.00	$2,500.00	$921,865.00

PASSED AND ADOPTED this 12th day of May, 2016.

THIS RESOLUTION IS EFFECTIVE UPON ADOPTION.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

City of Yachats
Volunteer Resolution
Resolution No.: 2016-05-02

Effective Date: July 1, 2016
A resolution extending workers' compensation coverage to volunteers of Yachats, in which Yachats elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers
Applicable _____ Non-applicable ___X___

2. Volunteer boards, commissions, and councils for the performance of administrative duties.
Applicable ___X___ Non-applicable _____
An aggregate assumed annual wage of $2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are (list each body):

a. City Council
b. Planning Commission
c. Public Works & Streets Commission
d. Parks and Commons Commission
e. Library Commission
f. Budget Committee
g. Finance Committee

3. Manual labor by elected officials.
Applicable _____ Non-applicable ___x___
An assumed monthly wage of $800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above
List duties *[appropriate classification code will be applied by underwriting]*

4. Non-public safety volunteers
Applicable ___x___ Non-applicable _____
All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

☐ Parks and recreation
☐ Senior center
☐ Public works
X Library
X Other *Trails Maintenance*
X Museum Volunteers

5. Public Events
Applicable _____ Non-applicable __x____
Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation: (List specific events)

CIS
citycounty insurance services
www.cisoregon.org

6. Community Service Volunteers/Inmates

Applicable _____ Non-applicable __x____

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by [ENTITY NAME].

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

7. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that Yachats:

a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
b. CIS approves the coverage and date of coverage
c. CIS provides written confirmation of coverage

Yachats **agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.**

Now, therefore, be it resolved by Yachats to provide workers' compensation coverage as indicated above.

Passed and adopted by the City Council of the City of Yachats on this 12th day of May 2016.

This Resolution is effective on July 1, 2016.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

CIS
citycounty insurance services
www.cisoregon.org

CITY OF YACHATS

RESOLUTION NO. 2016-05-03

WHEREAS, The Parks and Commons Commission made recommendations to the City Council concerning the appointment of members to serve on the Commission, and

WHEREAS, The City Council discussed the recommendation at the April 14, 2016 meeting;

NOW THEREFORE, the City of Yachats resolves that the following appointments are made:

- Scott Gordon is appointed to Seat D with a Term ending December 31, 2017
- John Moore is appointed to Seat F with a Term ending December 31, 2018
- Dean Shrock is reappointed to Seat G with a Term ending December 31, 2018

This Resolution is memorializing an action taken by City Council at the April 14, 2016 meeting and was effective as of that date.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

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CITY OF YACHATS

RESOLUTION NO. 2016-05-04

Whereas, the Gerdemann Botanical Preserve (GBP) is a precious and unique feature of the Yachats Community, and

Whereas, GBP is under private ownership, nestled on 3.5-acres with a Conservation Easement protecting the Preserves biological resources, and

Whereas, there is currently only one trail that runs along the south edge of the garden that allows daily public access from sunrise to sunset, and

Whereas, though just outside the City's boundary, the City has invested in the public access trail within GBP and authorized it as part of the City's trail system, and

Whereas, there is strong interest in the Preserve by both neighbors and visitors alike, the City has provided some funding and the use of Trails Committee resources for the maintenance and improvement of the Public Trail; and

Whereas, in partnership with the Ford Family Foundation, and with financial participation by the City, improvements have been made to the trail section within GBP known as "Jim's Loop", making it handicap accessible, and

Whereas, Jim's Loop is currently only accessible by advance reservations, and

Whereas, Andreea Ghetie, the Preserve's owner, has offered to make Jim's Loop accessible to the public under the same conditions as the Public Trail, upon the condition that, as with the Public Trail, the Yachats Trails Committee will be allowed to assist in the maintenance and improvement of Jim's Loop, and

Whereas, Jim's Loop contains an abundance of rare Rhododendrons and other plants from around the world, not seen in any other part of the garden; and

Whereas, the Preserve established a successful docent program approximately six months ago that tends to many of the more technical tasks associated with the garden's maintenance; and

Whereas, providing access to Jim's Loop will significantly add to the Preserve's appeal and attendance;

Now Therefore, the City of Yachats resolves to allow the Yachats Trails Committee to use its resources for the maintenance and improvement of Jim's Loop within the Gerdemann Botanical Preserve, in the same manner as the Committee maintains and improves the Preserve's Public Trail. However, this Resolution is conditional upon Jim's Loop being open to the public daily from sunrise to sunset, unless hazards or other similar considerations warrant temporary closure for the safety of the Preserve's visitors or environmental resources.

This Resolution is memorializing an action taken by City Council at the April 14, 2016 meeting and was effective as of that date.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

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CITY OF YACHATS

RESOLUTION NO. 2016-05-05

WHEREAS, City Council voted at the January 13, 2011 meeting to approve a pilot project for the keeping of chickens and to establish a permit process and a set of criteria to be met; and

WHEREAS, Resolution No. 2011-01-04 outlined the standards and conditions to be met by anyone applying for a permit as part of the pilot project, and stated that the pilot project would continue until it was permanently authorized by the City Council or until it is rescinded;

NOW THEREFORE, the City of Yachats resolves that the permit process is permanently authorized by the City Council. Permits will be issued on an annual basis.

The process and criteria established in Resolution No. 2011-01-04 shall continue as follows: In order to be eligible for a permit:

- Poultry must be kept in a clean and sanitary pen or structure, no part of which shall be located less than forty (40) feet from any residence other than the residence owned or occupied by the person owning or possessing the animals.
- Pen or structure (coop) shall be well built and provide for the reasonable security of enclosed animals from predators. Permittee must agree to secure the permitted animals at night.
- Permit will authorize keeping of up to 3 birds in total, none of which may be roosters.
- Permit application will include acceptance by any neighbor(s) whose home(s) is/are within 100 feet of the coop/pen. Failure to obtain approval signatures from all affected neighbors will result in permit denial.
- Food for the permitted poultry will be stored in a secure area free of vermin and not accessible to bears, raccoons, or other scavengers. When poultry is secured for the night, all food containers will be secured.
- Permit applicants must certify that the affected property is not covered by neighborhood conditions, covenants, and restrictions that prohibit the keeping of poultry.
- Manure must be removed with sufficient frequency to prevent offensive odors. Any manure retained for fertilizer will be spread upon the ground evenly and turned under at once.
- The City will inspect the property and coop prior to issuing a permit. An initial permit fee of $25 will be charged to cover inspection and processing costs to the City. If there are no complaints or known violations of the permit provisions, subsequent permits (if any) may be issued without cost.
- Complaints received by the City relative to non-compliance with the provisions of the permit will be investigated and, if found valid, may result in cancellation of the permit.

Attest:

Ronald L. Brean, Mayor

Nancy Batchelder, City Recorder

CITY OF YACHATS
CITY COUNCIL MEETING
Civic Meeting Room, Yachats Commons
May 12, 2016
Regular Meeting 2:00 P.M.
MINUTES

The regular meeting of the City Council was called to order by Mayor Ronald Brean at 2:00 p.m. in the Civic Meeting Room at the Yachats Commons. Council members present: Greg Scott, Sandy Dunn, Barbara E. Frye and Max Glenn. Audience: 9.

I. Announcements and Correspondence
Letter-Prue Zimmerman re: vacation rentals

II. Citizen's Concerns

Donna Rudd, from Vacasa Rentals said that she came regarding the complaints received about the vacation rental at 200 Cedar Ave.

Rudd shared a sample of the information they give to the renters about how to act in a residential neighborhood and a letter from the owner of the home.

Rudd said that the two complaints from Mr. Goat had to do with lights and noxious weeds – neither of those are vacation rental violations.

Rudd said that she had changed the lighting in response to the complaints.

There have been complaints about noise and parties at the house. The one time there was a complaint about a party it really was not a party. There were simply people talking outside.

Rudd said that she has done everything that she can do to change the lighting and take care of the weeds and she wanted to know what more is expected.

Brean said that the Code Enforcement Officer would need to investigate each of the complaints and there are specific and different processes for vacation rental violations and general nuisances.

Rudd said that one of the complaints she received had to do with lights inside the house, and as far as she knows, there is no regulations about lights inside a house.

John Thornton asked if the City has passed any Ordinances regarding lights and noise.

Code Enforcement Officer, Don Niskanen said that the City has Code regarding both. He said that he has received very few complaints about lights and noise.

Brean said that there are sections in the Code regarding noise and lighting. However, noise is difficult to measure even with a meter and very difficult to cite. The City Planning Commission has been asked to look into a possible Dark Sky Ordinance that would help eliminate lighting complaints.

III. Consent Agenda
- **A. Minutes of April 11, 2016 Work Session, April 14, 2016 Regular Meeting, and April 25, 2016 Special Meeting**
- **B. Bills for Approval**
- **C. Resolution No. 2016-05-01 – Amending 2015-2016 Fiscal Year Budget**
  Resolution No. 2016-05-02 – Workers Compensation Coverage for Volunteers

Resolution No. 2016-05-03 – Parks and Commons Commission Membership
Resolution No. 2016-05-04 – Gerdemann Botanical Preserve Worker Authorization
Resolution No. 2016-05-05 – Urban Chicken Permit Process

Motion to adopt the consent agenda, Aye – 5, No – 0.

IV. Reports

A. City Council

Dunn reported that Lincoln County Transit received word that they and Lane County Transit had received a grant for a pilot Lincoln County-Florence transportation connection project. The money should come in around July 1 after all of the reviews have been completed.

Scott reported that users would soon be able to use their Google or Facebook account sign-ins to access their accounts on the City's website.

Scott also reported on some other improvements and changes that are being made in the property database and email communications.

Scott said that last week he, the Mayor and the City Recorder met with two representatives from PERS. That meeting was mainly related to compliance with reporting and submitting contributions, but he did ask some questions about the future impact the problems with PERS could have on rates and for more information about the pool. They were not able to answer those questions, but said that they would provide contact information for the person that could answer the question about the pool.

Scott said that the City has been setting money aside for the past two years, but according to the audit report there will still be a large liability to pay and he is concerned about the future employer rates that the City will be charged. He would like to suggest that 6% of wages be set aside in reserve to offset any future employer rate hikes.

Scott said that a couple of years ago the Legislature made some changes that resulted in some savings to the employers. Since that time, the Supreme Court ruled against those changes. When the changes were made the City began to set the funds aside in reserve so that the money would be there to pay the bill if the Court ruled against those changes, but the Auditor has told the City that the liability is much more than the what has been set aside. Therefore, he suggested that additional money be reserved each year to help pay that liability.

Glenn said that getting banking services in Yachats has been difficult. The COG had a study done and found that there are 8 to 10 other small communities that either have lost or are in jeopardy of losing their banks. COG is looking into the possibility of working together to find a solution. Forming a credit union may be one solution.

Brean reported that he and Glenn attended the latest quarterly community interest group for the Angell Job Corps. This group will help the City stay connected to the Job Corps and provide some input regarding the services and the trainings they provide.

Brean said that the Amanda Bridge and statue were taken out by a mudslide in December and work has been going on to repair the site. The statue has not been found and the destroyed bridge has been removed. Another Amada statue made from the same mold has been placed near the original site.

Frye reported that the Lincoln County Community Health Clinic Board is very interest in starting a clinic in Yachats. They came to town to look into possible sites, including the 501 Building and the Commons. They are most interested in the space that could be made available at the Commons.

Frye said that the report on the health needs assessment that was conducted last year will be presented at a meeting on May 19.

Glenn said that last month Yachats and Waldport passed a joint Resolution. The group met with the manager for C & K Markets. They have agreed to offer a senior discount one day a week. Glenn said that they also give money back to the community and YYFAP earns about $900 a quarter from that program.

Glenn said that the Lincoln County Land Trust is looking at foreclosed properties.

Glenn said that he serves on the committee that reviews the social services grant applications and makes recommendations to the Lincoln County Commissioners.

Dunn reported on Waldport's request for a dial-a-ride service to provide transportation to the Health Clinic on Range Drive.

Brean introduced Joan Davies, the new City Administrator and explained that she will begin on June 1.

Brean reported that he met with the engineers and others regarding the HWY 101 project. The City is close to going out for bids.

Brean reported that the Budget Committee approved a budget for 2016-2017. Changes to the proposed budget included adding a provision for the funding for the undergrounding of utilities as part of the HWY 101 project.

Brean reported on the Finance Committee meeting and the shortfall in funding for water projects scheduled for future years. The Finance Committee will continue to look for funding sources for the future projects.

Brean said that he had a meeting with Dennis Comfort to discuss the various issues of interest to State Parks and the City, including the potential for the City accepting jurisdiction over the parks in town.

B. 501 Building Study Group

Glenn and Dunn shared the report from the Study Group and the recommendations for the use of the building. Written report attached.

Dunn said that the group was not able to put together the costs for the proposed uses. Until the decisions are made about the actual layout that was not possible.

Scott said that he believes it would be wise to wait until rental contracts have been signed before any renovations are made to the rental spaces.

Scott said that he thinks it is important to hold two informational meetings to inform the public about the decisions that have been made regarding the building – one daytime meeting and one in the evening.

Scott said that he would like to see the transition scheduled in a way that does not inconvenience the public or staff more than necessary.

Frye questioned why a meeting would be scheduled after the decision has been made because it will give the public the wrong impression - that the City Council is still taking suggestions on how to use the building.

Glenn said that he also has a problem with holding meetings after all of the work that the committee has done if the public is going to be asked to make suggestions.

It was agreed that the meeting should be billed as an informational meeting only and that the public is not being asked what should be done with the building.

Motion to approve the recommendation from the study group; one informational meeting will be held to inform the public about the decisions; no renovations will be completed until contracts with renters are signed; and,

the transition scheduled in a way that does not inconvenience the public or staff more than necessary, Aye – 5, No – 0.

C. Written Reports:
City Recorder, Public Works Department, Code Enforcement Officer

Batchelder reported that the actual number of vacation rental licenses is currently 120 with 5 pending. One has been approved since Monday and one more application has been received.

McClung reported that the call for bids on the HWY 101 project was in the paper today.

McClung said that with the problems that have come up related to the currently proposed location for the South Tank, he has been looking at another lot that may be better. McClung said that he is having it surveyed next week and will find out what the elevation is at that other potential site.

McClung said that he believes that another site for the tank should be purchased so that it will not be necessary to build such a large retaining wall and a pump station as well as deal with all of the drainage issue.

McClung said that the math is supporting the concept of looking for another piece of property. If the City could find another piece of land that hydraulically matches the million-gallon reservoir

- that would eliminate the booster station - cost $280,000
- possibly eliminate the need for a retaining wall - cost $120,000
- drainage system cost could be reduced by $180,000
- no need to purchase the additional property for the booster station – cost $55,000

That would be $635k in savings that we could put toward a new property and some extra engineering. The City could sell the previous reservoir site to recover the money sent for that exploratory property.

McClung said that he has asked Civil West to do a cost estimate and comparison for the other lot that he has been looking at as well.

McClung said that when the City purchased the property the Public Works Director at the time, John McClintock was looking at three different lots and he is not sure why McClintock selected the lot that he did, but it might have been because it was the least amount of money.

Dunn said that she thinks the City Council should hold a special meeting as soon as all of the information is gathered about the costs for the other site rather than waiting for the next meeting if that information comes in before the June meeting.

V. Business

A. Recommendation From the Parks and Commons Commission: Approval of the Prototype of Mural for Skatepark

The artist, Michael described the process that was used to develop the mural for the skate park. He said that he worked with a grant writer and was awarded $6,200 to produce the mural. Kids of all ages helped with the design.

Michael said that he has begun the prep work on the wall and will work on the painting this summer.

Motion to approve the prototype for the design, Aye – 5, No – 0.

B. Recommendation From the Library Commission: Membership

Marvin Wigle was present for an interview.

Wigle said that he wants the opportunity to provide input about a service he feels is critical to the community and he is very interested in books.

Dunn said that most of the Commissioners are Library Volunteers and so he brings another perspective.

Motion to appoint Wigle to the Library Commission, Aye – 5, No – 0.

VI. Other Business

A. From the Council

Brean explained that the City received a letter from Mr. Charles Reiber stating that he wished to donate a lot of unimproved land at 200 Crestview Drive to the City. In the letter, he stated that he wanted to donate it as Open Space but when asked he said that he was willing to donate the land without restrictions – to be used for whatever the City Council feels would benefit the community.

Batchelder and McClung explained that because that lot is where a lot of the drainage from the hillside collects it would benefit the City to accept the offer.

Brean said that he would like to have the City Planner to ensure the City has done its due diligence before accepting the offer.

Motion to authorize accepting the donation, contingent upon the City Planner's review and recommendation, Aye – 5, No – 0.

B. From the Staff – None.

There being no further business before the City Council, the meeting was adjourned at 4:15 PM.

_____

Ronald L. Brean, Mayor

Attest:

_____

Nancy Batchelder, City Recorder

Code Enforcement Report
April 2016

We have enjoyed some beautiful weather. I think the worst of our winter is over. We'll still get some rain, but that keeps us green.

- Vacation rental inspection on Village Lane.

- Document exterior light on vacation rental on Cedar Street.

- Document Scotch Broom on hill Court.

- Called CLPUD regarding exterior lights on Yachats Ocean Road. CLPUD installed a shroud on the light. The neighbors were very pleased.

- Tagged vehicle parked on Pontiac Street, next to the Ladies Club. The vehicle was gone the next day.

- Attended the Oregon Code Enforcement Association convention in Bend. The President of the Association was ill and unable to attend As Vice President of the Association, I delegated responsibilities to the other Board Members. The conference went well and there were no glitches. The presenters did a great job. The topics included social media and Community, Administrative Search Warrants and Servicemaster, dealing with hoarding problems.

- Attended Council work session.

- Vacation rental inspection on Reeves Circle.

- Attended City Council meeting.

- Called Coast Insurance regarding Process Server liability insurance.

- Wrote up a Formal Complaint on Cedar Street vacation rental at the request of the Mayor.

- Complaint from resident on Greenhill Street. Excavators driving up street. No visible damage to the street.

- Fill all doggie bag dispensers.

- Received two Formal Complaints regarding vacation rental on Cedar Street.

- Sent letter to property owner of vacation rental on Cedar Street.

- Attend City Administrator interviews.

- Vacation rental inspection on Reeves Circle.

- Talked to other neighbor regarding invasive plant species impacting her property.

Respectfully submitted,

Donald W. Niskanen, CEP
Code Enforcement Officer
City of Yachats

Prue Zimmerman
148 Cedar Ave.,
Yachats, OR 97498
pruewarren@peak.org

TO: Mayor Ron Brean and Yachats City Council:

I wish to state objections to the granting of a Vacation Rental License to Mr. Tony Duck at 200 Cedar Avenue, Yachats. This area of Yachats, from the east side of Route 101 to City Limits on River Road, is historically sensitive.

Although the territorial post office is now gone, some existing houses date from 1916 to 1950, significant anniversary years for our town. Many current owners, rather than demolish the original buildings, have chosen to restore, landscape and enhance these homes, preserving the village atmosphere.

The intrusion of a commercial enterprise in the center of our traditional neighborhood is inappropriate. It creates light and noise pollution. It reduces the value of our properties.

Here is a review of specific complaints:

1. Flood lights mounted on the outdoor upper levels of 200 the Cedar Avenue Rental pointed into neighboring yards. Some lights have been redirected or masked. However, tenants often neglect to turn off flood lights when retiring or leaving. Adequate lighting for outside stairs and cars is already available for exterior security at night.

2., Hot tub use at unreasonable hours after 10.00 pm.

3. Party noise on outside decks after 11:00 p.m.

4. Increased traffic on the narrow hills of Cedar Avenue and 2nd Street due to tenant: cars and service vans.

5. A new lighting complaint: During the week of May 2nd, 2016, the interior of 200 Cedar Avenue was programmed to display bright illumination in the second-storey windows between 8:30 pm and 6:30 am. Lights are visible in neighboring houses and remain on even when there are no cars in the Rental's yard or evidence of occupancy.

6. Response by Donna Rudd , Vacasa Rental Agent, to problems is too slow, (2 to 4 hours) for assessing the situation. Nor is her advice, "Call the Sheriff", helpful, because we hesitate to disturb our neighborhood further.

PROPOSAL TO YACHATS CITY COUNCIL

No further Vacation Rental Licenses should be granted this year (2016), in the historically sensitive residential areas of the City of Yachats, until an official proportion of rentals to permanent residences is established. A community forum is suggested, at the discretion of City Council, but a ballot measure may be necessary.

Noise and lighting regulations, curfews, hot tub use, the number of cars and occupants should be strictly controlled. Tenants should be instructed on how to turn off outdoor lights.

Vacasa's "Children don't count" policy should be revised. If a child is old enough to run around the property and play in the hot tub, the child is old enough to be counted as an occupant.

Residents affected by a Vacation Rental and the Yachats City Council should receive a copy of the Tenant Rental Agreement which is signed by renters.

Glaring nighttime lighting does not create safety for the Cedar Avenue/ 2nd Street intersection. It does draw attention to an unwanted business among traditional residences. Until Spring, 2016, this neighborhood was quiet and peaceful, a safe route for strolling and dog-walking. Motion-sensing lights were sufficient for security. We urge City Council to resolve this issue in favor of community values, instead of commerce.

Vacasa representatives should respect the privacy of permanent residents and protect the essential village character that makes Yachats attractive to visitors.

Thank you for your time and attention to our concerns.

Rue Zimmerman

541-547-4624

City of Yachats

Public Works Department
500 W. 7th St.
P.O. Box 345
Yachats, OR 97498

Date: May 9th, 2016
To: City Council and Public Works & Streets Commission
From: Rick McClung & David Buckwald
Re: April 2016 Public Works Report **Subject:** Work Outside of Normal Operations

Department	Subject	Description
Emergency Management	Crestview Landslide FEMA Grant approval	Achieving grant approval has been a result of several City Silos working together -both City Staff & Volunteers. Good Job!
Parks	Baseball Field	Filled in ruts with top soil and grass seeded after it was vandalized. Baseball field needs to be considered for a Capital Improvement Project in the future.
Public Works	Public Works yard Clean-up	5 5yd loads to Dahl Disposal (3-Scrap metal 2-debris) 2 5yds loads of dirt to the City fill site.
CIPWastewater	Decant Center	Contract has been awarded. 25% complete. City staff is doing the prep work.
Water/Wastewater	5 years CIP Planning	Capital Improvement Projects & Budget requests for 2016/17 + an additional 4 year forecast.
CIP- Water	South Reservoir	Civil West Engineering is giving a report at this month's Public Works & Street Commission meeting. We are going to be discussing the best options for this project.
CIP- Water	Hwy 101 Waterline Replacement	100% complete after trenches are paved

CIP- Water	Reeves Circle Waterline Replacement	100% Complete
CIP-Water	Surfside St. Waterline Replacement	100% Complete

PHONE (541)547-3243 RELAY OREGON (800)735-2900 (T.D.D.)
FAX (541)547-3063
E-MAIL Rick@MailYachatsOregon.org Dave@MailYachatsOregon.org WEB SITE www.ci.Yachats.or.us
THE CITY OF YACHATS DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, CREED, GENDER, NATIONAL ORIGIN, AGE,

Revenues and Expenditures 2016-10 4/30/2016

Account	Budgeted Revenue	Revenue to Date	Difference	% Received	Outliers 75.00%		Budgeted Expenitures	Expenditures to Date	Difference	% Expended	Outliers 75.00%
General (10)	919,364.00	1,007,254.88	87,890.88	109.56%			919,364.00	776,240.75	143,123.25	84.43%	?
Visitor Amenities (12)	558,531.00	558,696.24	165.24	100.03%			558,530.00	340,388.79	218,141.21	60.94%	
Capital Reserve (15)	2,531,410.00	2,548,629.04	17,219.04	100.68%			2,531,410.00	1,046,518.56	1,484,891.44	41.34%	
Sys. Dev. (16)	82,524.00	234,525.36	152,001.36	284.19%			82,524.00	20,000.00	62,524.00	24.24%	
Debt Service (17)	86,517.00	86,517.00	0.00	100.00%			86,517.00	0.00	86,517.00	0.00%	
Hwy 101 Project (20)	1,292,224.00	727,135.27	(565,088.73)	56.27%	?		1,292,224.00	236,904.52	1,055,319.48	18.33%	
Streets (21)	142,624.00	148,051.36	5,427.36	103.81%			142,624.00	99,311.67	43,312.33	69.63%	
Library (22)	24,808.00	23,763.34	(1,044.66)	95.79%			24,808.00	21,000.13	3,807.87	84.65%	?
Log Church Museum (23)	15,467.00	13,054.71	(2,412.29)	84.40%			15,467.00	11,076.72	4,390.28	71.62%	
Parks and Commons (24)	198,964.00	198,425.39	(538.61)	99.73%			198,964.00	189,218.15	9,745.85	95.10%	?
Storm Drain (30)	107,266.00	107,266.07	0.07	100.00%			107,266.00	105,126.79	2,139.21	98.01%	?
Water (60)	561,695.00	496,370.26	(65,324.74)	88.37%			561,695.00	443,662.01	118,032.99	78.99%	?
Gen. Oblig. Water Bond - 1992 (66)	45,459.00	45,525.14	66.14	100.15%			45,459.00	45,459.00	0.00	100.00%	?
Water Construction (68)	1,400,000.00	0.00	(1,400,000.00)	0.00%	?		1,400,000.00	0.00	1,400,000.00	0.00%	
Sewer (70)	516,455.00	461,337.50	(55,117.50)	89.33%			516,455.00	398,130.82	118,324.18	77.09%	?
Sewer Debt (76)	1,005,026.00	1,005,026.05	0.05	100.00%			1,005,026.00	508,692.76	496,333.24	50.61%	
USFS Contract (80)	85,211.00	80,211.38	(4,999.62)	94.13%			85,211.00	78,565.41	14,213.60	92.20%	?
URD (90)	230,686.00	259,038.89	28,352.89	112.29%			230,686.00	206,401.69	24,284.31	89.47%	?
Totals	9,804,231.00	8,000,827.88	(1,803,403.12)	81.61%			9,804,230.00	4,526,697.77	5,285,100.24	46.17%	

Total Income over Expenditures 3,474,130.11

All Interfund Transfers are done at the first of the Fiscal Year
Budgeted Expenitures included UEFB and Reserves for Future Use
Money was transferred out of Fund 80 into Fund 15 to help repay the bank building loan as per the Supplemental Budget

Fiscal Year 2015-2016

Project	Budget	Revised Estimate	Materials & Services	Labor Expense To Capitalize	City equipment to Capitalize	2015-2016 Cost incl Labor	Over (Under) Revised	Over (Under) Budget	crew hours Prior YR	True Cost of project	crew hours this year	crew hours crew prior	crew hours Total Crew Hours
Decanting Center	25,000	25,000	5,148	490		5,637	(19,363)	(19,363)	605	6,242	10	13	23
Hwy 101-grant	615,309	615,309	99,149	1,056		100,205	(515,104)	(515,104)	157,872	258,077	22	36	58
Hwy 101-waterline	122,000	167,089	84,548	5,406		89,954	(77,135)	(32,046)	33,905	123,858	110	239	349
Hwy 101-drainage	170,000	170,000	555	313		868	(169,132)	(169,132)	40,000	40,868	7	188	195
Update Water Master Plan (2A)	18,000	18,000					(18,000)	(18,000)	2,652	2,652		62	62
Hanley Drive Looping & SCADA	164,000	280,565	123,465	38,288		161,754	(118,811)	(2,246)	54,913	216,666	923	285	1,208
Surfside Waterline	56,800	56,800	14,997	3,027		18,024	(38,776)	(38,776)	338			7	7
Reeves Circle Waterline	50,000	50,000	7,911	2,165		10,076	(39,924)	(39,924)			45		45
Engineering S. Res	150,000	150,000	79,232	7,898		87,129	(62,871)	(62,871)	21,208		145	301	446
Access Road, Base & Tank S. Res	485,000	485,000	5,128			5,128	(479,873)	(479,873)	5,421				-
Generator Building - Parkside	25,000	25,000	25,728			25,728	728	728		25,728		12	12
Street Improvements	75,300	75,300	51,406	312		51,718	(23,582)	(23,582)	2,880	54,598	6	46	52
Little Log Church Siding	20,000	20,000		54		54					1		
Labyrinth	10,000	10,000					(10,000)	(10,000)	421	421		2	2
General Park Plan - Entry Portal (2/4)	22,500	22,500					(22,500)	(22,500)					-
Commons Roof	65,000	24,000	23,450	370		23,820	(180)	(41,180)			8		8
Commons Bathroom Remodel	10,000	14,556	14,460	144		14,604	48	4,604			3		3
Software Upgrade	60,000	7,300	7,300	2,564		9,864	2,564	(50,136)		9,864			*55 O/T only
Year 3 - Information System	24,000	24,000	18,726			18,726	(5,274)	(5,274)		18,726			-
Library	10,000	10,000					(10,000)	(10,000)					-
South Gateway Entry Sign	14,000	14,000					(14,000)	(14,000)	52	52		1	1
General Administration of CIP				1,784							30		30

Red Font indicates completed project

total employee expense 63,870

Fiscal Year 2015-2016

Water System	Budget for Year	Actual To Date 4/30/2016	% of Budget 83%
Operations			
Revenue			
Cash Carried Forward	$ 28,395.00	$ 28,395.37	100%
Services	$ 530,000.00	$453,147.54	85%
Installations	$ 3,000.00	$ 5,199.92	173%
Capital Reserve Fee	$ -	$ 9,327.43	
Other income	$ 300.00	$ 300.00	100%
Total Revenue	$ 561,695.00	$ 496,370.26	88%
Personnel Expenses	$ 271,992.00	$ 211,181.78	78%
Materials & Services	$ 163,515.00	$ 142,835.89	87%
Capital Expenditures	$ 38,808.00	$ 2,264.34	
Transfer to Reserve	$ 47,400.00	$ 47,400.00	100%
Transfer to Debt Service			
Revenue Bonds & Fees	$ 39,980.00	$ 39,980.00	100%
Total Expenses	$ 561,695.00	$ 443,662.01	79%

	Budget	Actual
Revenue From Rates	$ 530,000.00	$ 453,147.54
Expenses paid by rates	$ 514,295.00	$ 396,262.01
available for reserve	$ 15,705.00	$ 66,212.96

Personnel Expenses and Materials/Services Capitalized & Transferred to Fund 15	$ 50,772

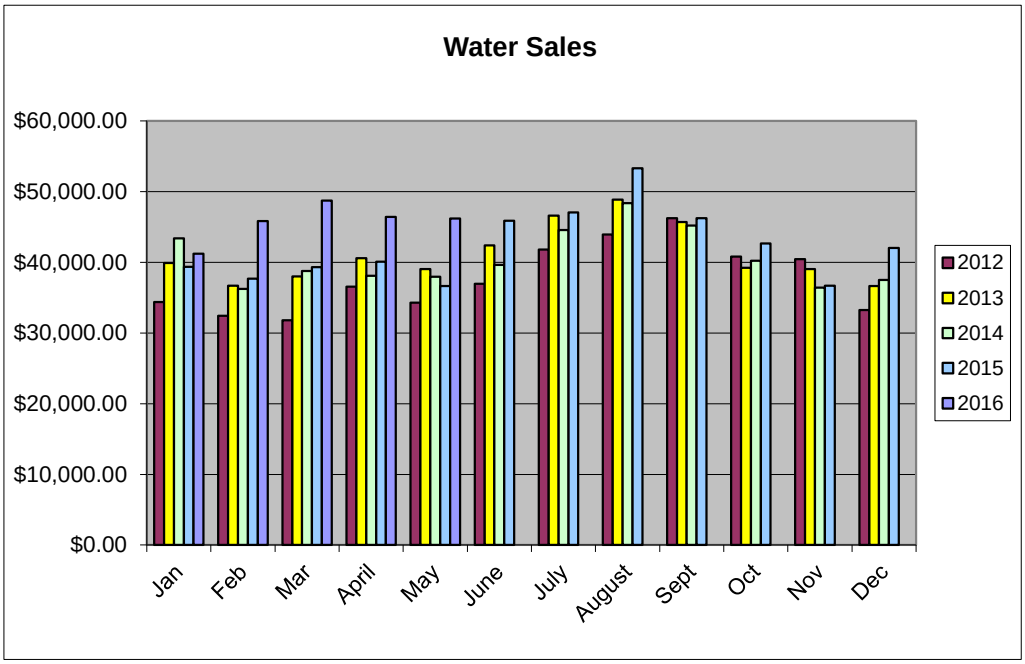
Sewer System	Budget for Year	Actual To Date 2/29/2016	% of Budget 83%
Operations			
Revenue			
Cash Carried Forward	$ 20,255.00	$ 20,255.81	100%
Services	$ 495,000.00	$429,991.49	87%
Installations	$ 600.00	$ 1,500.00	250%
Capital Reserve Fee		$ 8,900.43	
Other income	$ 600.00	$ 689.77	
Total Revenue	$ 516,455.00	$ 461,337.50	89%
Personnel Expenses	$ 225,239.00	$ 195,351.21	87%
Materials & Services	$ 169,086.00	$ 114,923.28	68%
Capital Expenditures	$ 36,538.00	$ 2,264.33	
Transfer to Reserve	$ 25,000.00	$ 25,000.00	
Transfer to Debt Service	$ 60,592.00	$ 60,592.00	100%
Revenue Bonds			
Total Expenses	$ 516,455.00	$ 398,130.82	77%

	Budget	Actual
Revenue From Rates	$ 495,000.00	$ 429,991.49
Expenses paid by rates	$ 491,455.00	$ 373,130.82
available for reserve	$ 3,545.00	$ 65,761.10

Personnel Expenses and Materials/Services Capitalized & Transferred to Fund 15	none

Other Income

	Budgeted	Received	%
Urban Renewal Receipts	$ 200,000.00	$ 223,439.67	112%
Food & Beverage Tax	$ 284,000.00	$ 301,755.37	106%


Water Sales
$60,000.00
$50,000.00
$40,000.00
$30,000.00
$20,000.00
$10,000.00
$0.00
Jan
Feb
Mar
April
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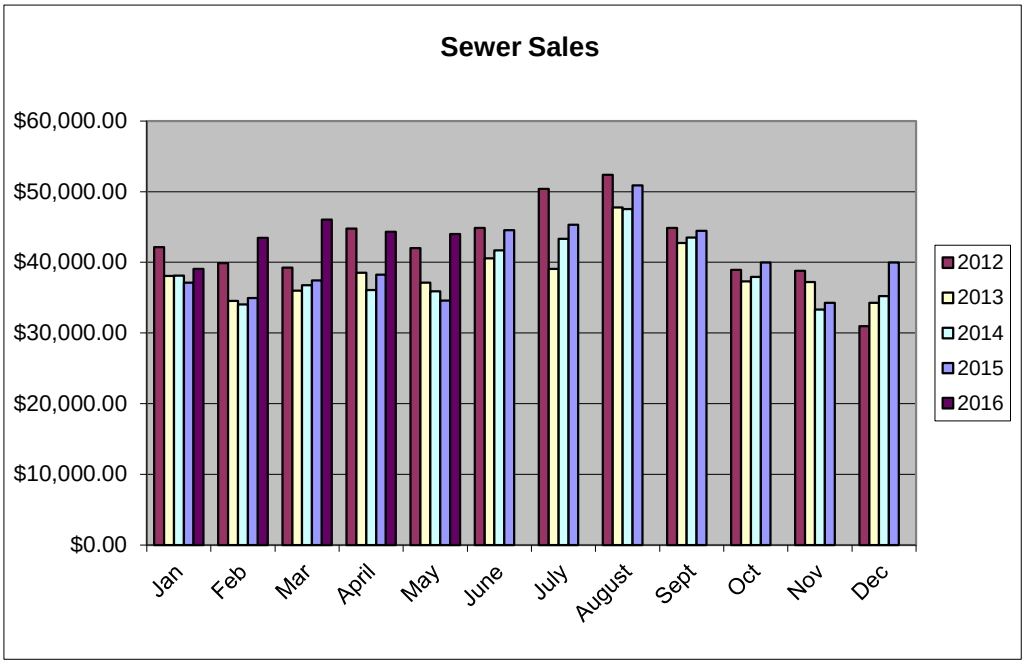
2012
2013
2014
2015
2016


Sewer Sales
$60,000.00
$50,000.00
$40,000.00
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Jan
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2012
2013
2014
2015
2016

Memo

To: City Council

From: City Recorder

Date: May 6, 2016

Re: Taxes

Attached you will find reports for the Prepared Food and Beverage Taxes and the Occupancy Tax in various different formats:

- From the online reporting system
- The format used by the Chair of the Finance Committee which shows the tax in the quarter the City receives the money
- The format I have used for the past several years which shows the tax in the quarter in which it was earned

Although the reports show that the Food and Beverage Tax is below what it was for the same quarter last year, there is at least one operator left to report and pay.

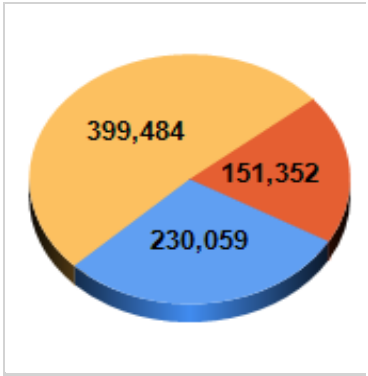
City of Yachats

P.O. Box 345
Yachats, OR, 97498
541-547-3565, CityHall@MailYachatsOregon.org

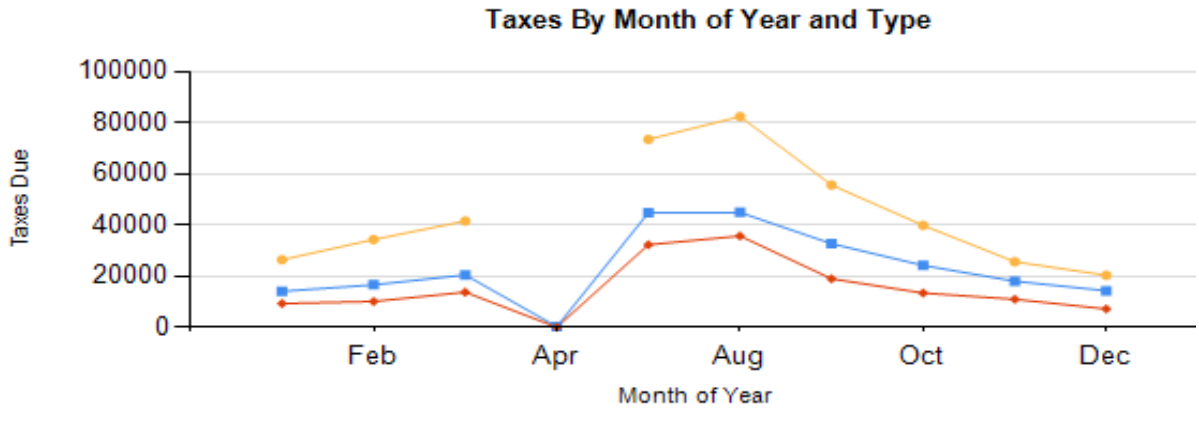
Yearly Taxes for Fiscal Year 2015/2016

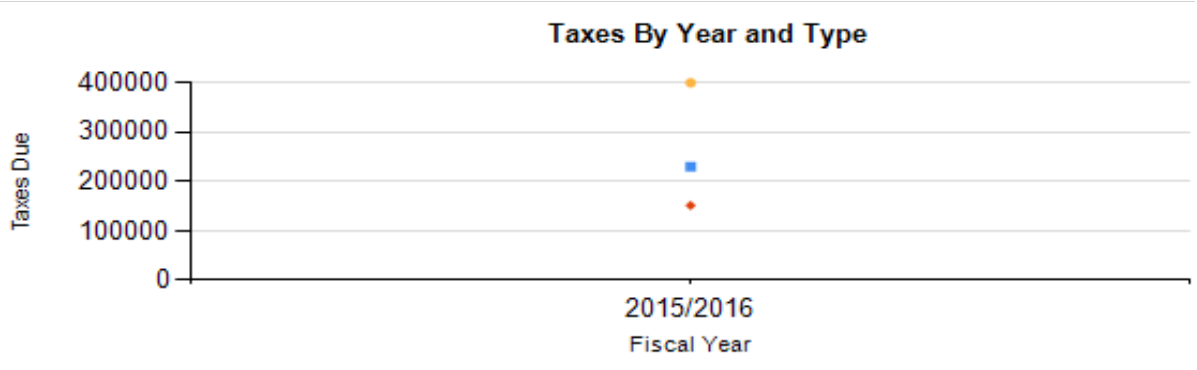
Fiscal Year 2015-2016

Date	F & B	Hotels	Rentals	Total
Jan 2016	14,038	26,399	9,279	49,716
Feb 2016	16,579	34,270	10,056	60,904
Mar 2016	20,465	41,554	13,718	75,737
Apr 2016	225		0	225
Jul 2015	44,767	73,496	32,261	150,524
Aug 2015	44,891	82,419	35,672	162,982
Sep 2015	32,676	55,607	18,939	107,222
Oct 2015	24,162	39,859	13,389	77,410
Nov 2015	18,001	25,597	10,895	54,493
Dec 2015	14,255	20,283	7,144	41,683
Total	**230,059**	**399,484**	**151,352**	**780,896**



Trends



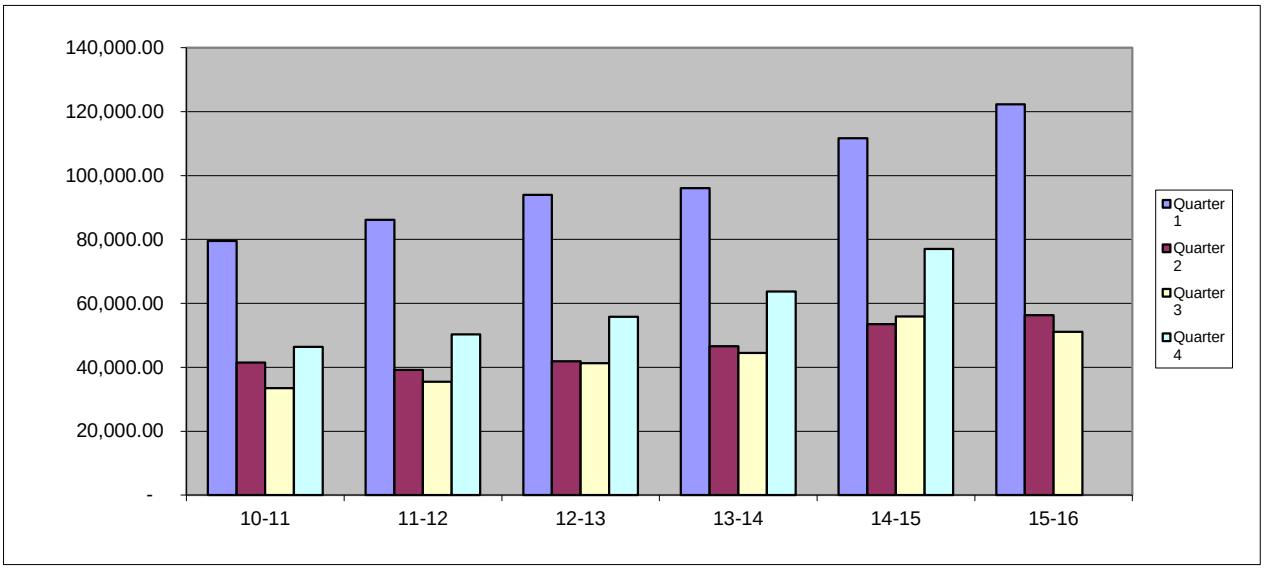


Prepared Food and Beverage Taxes

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	TOTALS
10-11	79,576.12	41,476.25	33,488.25	46,401.38	200,942.00
11-12	86,182.37	39,182.37	35,488.01	50,307.30	211,160.05
12-13	93,947.04	41,884.80	41,320.64	55,773.11	232,925.59
13-14	96,046.33	46,641.20	44,510.55	63,752.55	250,950.63
14-15	111,724.36	53,527.85	55,927.77	77,020.00	298,199.98
15-16	122,309.00	56,278.00	51,081.00		229,668.00

1,194,178.25 2009-2010 to 2014-2015 total
284,000.00 15-16

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	Totals to date
Average by Qtr	39.15%	18.65%	17.65%	24.56%	100.00%
15-16 Budget need by percentage	111,175	52,966	50,117	69,742	284,000
15-16 Actual to date	122,309	56,278	51,081		229,668
Projected total					
Difference	11,134	3,312	964		15,410
Projected Difference to date:	15,410				



Note: This report is by quarter and does not track with the fiscal budget year since the 4th qtr is always received in the next fiscal year.

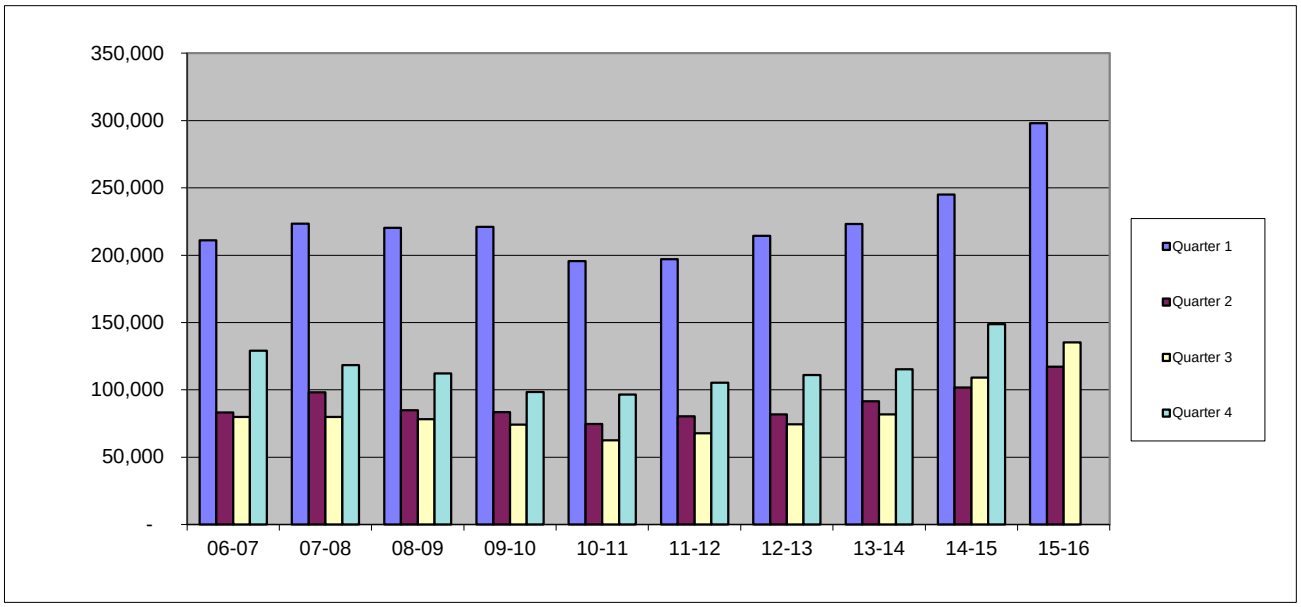
amount actually received in the fiscal year: 301,755 percent of budget 106%

Transient Rental Tax

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	TOTALS
06-07	211,002	83,142	79,812	129,101	503,057
07-08	223,396	98,075	79,992	118,469	519,932
08-09	220,297	84,996	78,286	112,203	495,782
09-10	220,987	83,544	74,271	98,362	477,164
10-11	195,721	74,605	62,602	96,500	429,428
11-12	197,139	80,425	67,863	105,393	450,820
12-13	214,285	81,804	74,312	111,040	481,441
13-14	223,249	91,583	81,873	115,275	511,980
14-15	245,103	101,673	109,195	148,734	604,705
15-16	297,981	117,095	135,275	-	550,351

4,474,309	2006-2007 to 2014-2015 total
598,000	15-16 Budget

	QUARTER 1	**QUARTER 2**	**QUARTER 3**	**QUARTER 4**	Totals to date
Average by Qtr	43.61%	17.43%	15.83%	23.13%	100.00%
15-16 Budget need by percentage	260,779	104,228	94,653	138,340	598,000
15-16 Actual to date	297,981	117,095	135,275		550,351
Projected total					
Difference	37,202	12,867	40,622		90,691
Projected Difference to date:	90,691				



Note: This report is by quarter and does not track with the fiscal budget year since the 4th qtr is always received in the next fiscal year.

amount actually received in the fiscal year: 697,920 percent of budget 117%

City of Yachats
Fiscal Collections
Transient Rental Income & F&B

								Better (Worse) to Last Year $			Better (Worse) to Last Year %		
		Hotels & Motels	Individual Vacation Rentals	Total Quarter	Quarterly Share	Food & Beverage Tax	Quarterly Share	Hotels & Motels	Individual Transient Rentals	Food & Beverage Tax	Hotels & Motels	Individual Transient Rentals	Food & Beverage Tax
First Quarter	2013/14	85,411.24	25,145.37	110,556.61	21.8%	55,773.11	23.1%	6,478.38	(1,335.52)	5,465.81	8.2%	-5.0%	10.9%
Second Quarter	2013/14	159,902.57	63,346.40	223,248.97	44.1%	96,046.13	39.8%	5,705.85	3,258.07	2,099.13	3.7%	5.4%	2.2%
Third Quarter	2013/14	69,233.81	22,348.98	91,582.79	18.1%	45,671.09	18.9%	7,810.74	2,229.21	3,786.29	12.7%	11.1%	9.0%
Fourth Quarter	2013/14	61,297.83	19,605.75	80,903.58	16.0%	43,658.84	18.1%	2,977.86	3,613.80	2,338.20	5.1%	22.6%	5.7%
Total Fiscal Year	2013/14	375,845.45	130,446.50	506,291.95	100.0%	241,149.17	100.0%	22,972.83	7,765.56	13,689.43	6.5%	6.3%	6.0%
	Ratio	74.2%	25.8%	100.0%									
First Quarter	2014/15	85,272.98	28,065.10	113,338.08	19.9%	62,929.28	22.5%	(138.26)	2,919.73	7,156.17	-0.2%	11.6%	12.8%
Second Quarter	2014/15	170,559.53	74,531.97	245,091.50	43.1%	110,271.02	39.4%	10,656.96	11,185.57	14,224.89	6.7%	17.7%	14.8%
Third Quarter	2014/15	71,828.99	29,673.72	101,502.71	17.9%	50,546.47	18.1%	2,595.18	7,324.74	4,875.38	3.7%	32.8%	10.7%
Fourth Quarter	2014/15	82,955.00	25,431.00	108,386.00	19.1%	55,905.00	20.0%	21,657.17	5,825.25	12,246.16	35.3%	29.7%	28.0%
Total Fiscal Year	2014/15	410,616.50	157,701.79	568,318.29	100.0%	279,651.77	100.0%	34,771.05	27,255.29	38,502.60	9.3%	20.9%	16.0%
	Ratio	72.3%	27.7%	100.0%									
First Quarter	2015/16	113,207.00	35,527.00	148,734.00	21.3%	132,925.00	36.7%	27,934.02	7,461.90	69,995.72	32.8%	26.6%	111.2%
Second Quarter	2015/16	211,522.00	86,872.00	298,394.00	42.7%	122,334.00	33.7%	40,962.47	12,340.03	12,062.98	24.0%	16.6%	10.9%
Third Quarter	2015/16	85,739.00	31,356.00	117,095.00	16.7%	56,278.00	15.5%	13,910.01	1,682.28	5,731.53	19.4%	5.7%	11.3%
Fourth Quarter	2015/16	102,222.00	33,053.00	135,275.00	19.3%	51,081.00	14.1%	19,267.00	7,622.00	(4,824.00)	23.2%	30.0%	-8.6%
Total Fiscal Year	2015/16	512,690.00	186,808.00	699,498.00	100.0%	362,618.00		102,073.50	29,106.21	82,966.23	24.9%	18.5%	29.7%
	Ratio	73.3%	26.7%	100.0%									

Options for Use of the Old Bank Building
Study Group Recommendations
May 2, 2016

Assignment from City Council on July 7, 2015: Look at options for the use of the bank building once it has been purchased. How can the property and building be used to its fullest capacity.

Study Group members: Max Glenn, Sandy Dunn, Dean Peterson, David Locke, Loren Dickinson and Bobbi Benson. Each were asked to join the group because of their interest in the project, their professional skill/background or because they represent groups/individuals with interest in the results.

History: With the closing of the Bank of the West a large commercial building adjacent to the Commons was for sale. The City purchased the building for several reasons – main ones being to establish control of the 25 parking spaces and to act as a landlord in the hopes of securing a banking business as a tenant and other possible revenue generating renters.

Study Process: The group established criteria for option considerations, brainstormed possible uses, secured a site inspection report, researched details of possible options, conducted several tours for potential users, solicited input from people around town, work extensively with banking institutions in the hopes of securing a viable tenant, prepared a floor plan (saved as an AutoCAD file) of the building, and evaluated all possible use scenarios. Minutes of all minutes are available on the City Document Library.

Criteria for option consideration:

---Revenue generating users (to repay a loan and gain funds for building maintenance)
---Compatible users
---Cost to retrofit or remodel for users
---Uses that are not available in town now
---Visitor amenities services
---Uses that do not compete with retail business in town
---Serve the community
---Enhance and/or increase efficiency of delivery of city services to community

Brainstorm list of possible uses for the building
---An enlarged and enhanced Visitor Center
---Banking services
---Space for a visiting doctor, mental health consultant or other medical related services
---Business Incubator center
---Community space
---Place for Senior Health Insurance Benefits Assistance (SHIBA) volunteer to meet with Medicate recipients
---Conference room for community use
---City Hall (with or without Council Chambers)
---Relocate the Library
---Relocate all or part of YYFAP
---Senior Center or Activity Center
---Place for bike rental, trail information, hiking equipment rental
---Native American Interpretive Center

---Museum
---Storage
__Events Center
---Art Gallery
---Manufacturing assembly for EIP wind energy project

Study Group Recommendations:

1) Rename the building the "501 Building" until the building is remodeled and retrofitted to accommodate the new tenant(s)
2) Continue to talk to banking institutions in the hopes of securing banking services in Yachats, but do not wait for an answer before using the building
3) Relocate City Hall and Council Chambers from the Commons.
4) Use the area in the attic for the Friends of the Library annual book sale storage. A dumb waiter pulling system needs to be made to hoist the books to the second level.
5) Shared office space for the different uses: SHIBA, Financial consultant, computers for public use and meeting room
6) Interpretative Kiosk with digital display (large screen) perhaps a corner wall with trails mapped and other attractions lighted. Also, education and distribution of Trails information. This space would enhance the information available at the Visitor Center.
7) Space for rotating displays on current events, projects, and items from the museum at the Little Log Church

Study Group Recommendations for vacated Space at the Commons:

1) Community Health Clinic in the south 2/3 of the Civic Room and space in current city all hall way including the restroom, break room, Larry's office and other office.
2) North 1/3 of the Civic room could be multipurpose – reception area for the Health Clinic and open for public use after hours for events needing registration space, and small meeting space.
3) City Hall space on the west side of the building, excluding the hall, open for use by YYFAP for staff offices, indoor park, computers and use by pre-school when they need to divide a class for an activity.

In conclusion:

These recommendations accommodates extra space for City Hall (office space, storage space and a vault to secure sensitive materials) and YYFAP both entities that current pay rent to use their space. It opens up space for the location of much needed and wanted Health Clinic. It provides space for storage for the library. It provides more visual display space so attributes of the area can be displayed and shared with visitors. With proper planning there could still be space in the 501 Building for banking services.

Next Steps:

---Approve all or some of the recommendations.
---Start the work to design the floor plan for City Hall, YYFAP and the Health Clinic – Assign a lead to direct this work
---Decide if City Hall and YYFAP rent will change to reflect their use of additional space
---Hire an architect to draw up the plans
---Secure funding to hire the remodel and retrofit