1. 2:00 P.M. Agenda

   Documents:

   2021-11-02 Parks And Commons Commission Agenda.pdf

2. Meeting Materials

   Documents:

   2021-11 Trails Report.pdf
   Yachats Commons_Exterior EstimateQ2354.Pdf
   Yachats Commons_Interior EstimateQ2355.Pdf
   Stairway Concept.pdf
   Parks And Commons Manager Description.pdf
   2021-09 Financial Reports.pdf

3. No Agenda

   There is no agenda available for this meeting, please review the minutes.

CITY OF YACHATS
PARKS & COMMONS COMMISSION
REGULAR MEETING
Meeting to be held via ZOOM
Tuesday, November 2, 2021 at 2:00pm

Join Zoom Meeting
https://us02web.zoom.us/j/81851871661
Meeting ID: 818 5187 1661
One tap mobile
+16699006833,,81851871661# US (San Jose) 12532158782,,81851871661# US
+(Tacoma)
Dial by your location
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
Meeting ID: 818 5187 1661
Find your local number: https://us02web.zoom.us/u/kscsdp4tW

REGULAR MEETING

I. Call meeting to order

II. Correspondence/Communications

III. Reports
1. Trails
2. Little Log Church
3. Green Space Project

IV. Ongoing Business
1. Pocket Parks – Identify Tasks, Consider schedule and set target date for completion
2. Commons Painting & Guttering – review quotes
3. Commons Front Landscaping
4. Facilities Manager Job Description
5. Commons re-opening
6. Wetlands Boardwalk repairs

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review at City Hall, or on the City website at www.yachatsoregon.org.

In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance.

Posted: 10/26/2021

I. New Business

a. Volunteer Application – Adam Altson

VI. Commons Other Business

a. From Commissioners

b. From Staff

c. For the next agenda

VII. From Floor: Topics not listed on the agenda: 5-minute limitation per person

Next regular meeting: Tuesday, December 7, 2021, at 2:00 pm via ZOOM
Commission meets the first Tuesday of each month

*********NOTICE OF POSSIBLE CITY COUNCIL QUORUM*********

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review at City Hall, or on the City website at www.yachatsoregon.org.

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Posted: 10/26/2021

TRAILS COMMITTEE REPORT – Parks and Commons – November 2, 2021

Work sessions – Yachats Trails / YIPS continues to have good turnouts for work sessions with as many as 23 volunteers participating earlier this month. We've also enjoyed having a number of new volunteers join us.

- We finished adding gravel to the trail between Yachats Ocean Road and Windy Way.
- We finished clearing vegetation along the W side of highway 101 between Bayview Terrace and Yachats River Road resulting in a safer and more pleasant walking experience along that stretch of the Oregon Coast Trail.
- During each session, a number of volunteers work at removing invasive plants from the Commons Park.

Ocean View Drive Walkway project – Rick McClung has submitted a request to Civil West Engineering in Newport for a PER, Preliminary Engineering Report, which will provide cost estimates that will facilitate the creation of a budget for this project. After that, the next step will be submission to the CC for approval.

Aqua Vista Loop South Trail – On 9/17, we placed 27 yd^3 of ¾ - gravel (6" thick) on top of a layer of high quality drainage cloth and compacted it extensively. A week later, we spread 11yd^3 (2" thick) of very fine10- gravel on top and compacted it forming a hard and, hopefully, durable surface.

Marine Drive to Aqua Vista Loop – We added several yd^3 of fine gravel to the tread surface here and the number of puddles seems to have decreased.

Amanda Bridge Project – Construction has begun with the building of an auxiliary road, taking down of trees, and preparation of the bridge site. An archaeologist is on site.

Peace Hike – The Peace Hike planning committee met and decided to do a hybrid version; there will be no group ceremony or inside activities. Participants will have options to walk or hike various local trails. There will be supervised fires at both the Commons and Amanda Gathering Area for the burning of cedar sprigs. The Ladies Club will provide cookies and the Trails Committee will provide liquid refreshment.

101 delineators – After an MOU (Memorandum of Understanding) has been drawn up by ODOT and signed by the City, Rick McClung will be able to hire a contractor to install the delineators.

Most Wanted Painters, Inc.
306 SW Coast Hwy Suite A
Newport, OR 97365
+1 5419612969
mostwantedpainters0917@gmail.com
http://www.mostwantedpainters.com/

Residential & Commercial
CCB #178671

Estimate

ADDRESS
City of Yachats
441 Hwy 101
Yachats, Or 97498

ESTIMATE Q2354
DATE 10/19/2021
EXPIRATION DATE 11/18/2021

JOB
Yachats Commons Exterior

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Exterior Contact Work	Exterior Contact Work: BUILDING SIDING, EAVES, TRIM AND DOORS PREP -To be pressure washed, using a mild bleach solution, to remove dirt and debris. -Any loose paint to be scraped and these areas to be spot-primed, as needed, prior to painting. -Areas where the window trim and siding meet, to be sealed with Quad Max caulk. -Open joints on the window trim and fascia trim to be filled, as needed, using Quad Max caulk. -Nail holes on trim and siding to fill with caulking. PAINTING SIDING AND EAVES. -Two coats of Sherwin-Williams exterior SuperPaint paint in a satin finish to be applied, using a sprayer. WINDOW TRIM AND FASCIA TRIM -Two coats of exterior Sherwin-Williams SuperPaint paint in a satin finish to be applied using brushes and/or rollers. METAL DOORS -To be sanded and dusted off and two coats of paint to be applied using brushes and/or rollers. SMALL SHED ON TEH WEST SIDE OF THE BUILIDNG -To be pressure washed at the same			21,740.00

	time as the building, and painted with two coats of paint, matching the existing colors. CHINMEY ON THE ROOF -To be pressure washed at the same time as the building and seal with caulk as need, then painted with two coats of paint, matching the existing colors. NOTES: -Art on the shed and the west wall to be protected and no work to be done to these areas. -Contractor will have the paint store match the existing colors as closely as possible. -Gutter and downspouts are excluded. -Contract will us a 45ft boom lift and a scissor lift to reach the higher, less accessible areas of the building. Rental and fuel costs for these units are included in this portion of work. -Contractor to provide labor, materials, and any tools, supplies and/or equipment that is necessary to complete the work, as detailed herein. PRICING BREAKOUT: Labor and materials: $18,240.00 Rental cost and fuel costs for boom lift and scissor lift: $3,500.00	
Additional Charge-Exterior	Contractor will arrange for the rental a port-a-potty unit for crew use. This unit will remain in place for the duration of the job. Rental company will deliver and pick-up the unit on their regular route schedule for the Yachats area.	150.00

Submitted by Saul Carrasco
To accept this estimate, please sign and return the document within 30 days. Once we receive the signed estimate, we will provide you with a Contract that will also need to be signed and returned, along with the state required Owner Notifications.

TOTAL **$21,890.00**

Accepted By

Accepted Date

Most Wanted Painters, Inc.
306 SW Coast Hwy Suite A
Newport, OR 97365
+1 5419612969
mostwantedpainters0917@gmail.com
http://www.mostwantedpainters.com/

Paint and Stain Specialists
Residential & Commercial
CCB #178671

Estimate

ADDRESS
City of Yachats
441 Highway 101
Yachats, OR 97498

ESTIMATE	Q2355
DATE	10/19/2021
EXPIRATION DATE	11/17/2021

JOB
Yachats Commons Interior

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Interior Contract Work	Interior Contract Work NOTES: -Estimate includes all ceiling surfaces, walls and trim. -Some rooms do have some extra trim and cabinets to prep and paint, and these will be specified below. GENERAL PREP FOR ALL WALLS AND CEILINGS -All water stains and mold stains will be spot-primed with oil-based primer. -Walls to be dusted off and all spider webs, dirt and dust to be removed , prior to painting. -Small drywalls repairs to be completed and spot-primed, as needed. -Nail holes to be filled, as needed. prior to painting. PAINTING: CEILINGS -Two coats of Sherwin-Williams ProMar 200 zero VOC paint in a flat finish to be applied with a sprayer. -All ceilings to be painted the same (first) color. PAINTING: WALLS -Two coats of Sherwin-Williams ProMar 200 zero VOC paint in an eggshell finish to be applied with a sprayer. First coat to be sprayed and back-rolled, second coat to be sprayed. -All walls to be painted the same			68,629.00

(second) color.

PAINTING ON WINDOW TRIM, BASEBOARDS, AND WOOD RAIL CAPS, AND SHLEVES (AS DETAILED INDIVIDUALLY IN THE BREAKOUT PRICING BELOW)
-These areas to be sanded, and nail holes and gaps to be filled, as needed, prior to painting.
-Two coats of Solo enamel paint in a semi-gloss finish to be applied with a sprayer.
-To be painted the same (third) color.
CABINETS: INCLUDED BOTH SIDES OF THE DOORS AND DRAWERS, AND THE EXTERIOR PORTIONS OF THE BOXES ONLY (for the cabinets located is specific rooms, as detailed below)
-To be sanded and spot-primed, as needed, prior to painting.
-Two coats of Sherwin-Williams Solo enamel paint in a semi-gloss finish to be applied with a sprayer.
-To be painted the same (third) color.
-All cabinets to be painted on the job site.
-Contractor will reinstall the doors and drawers using the existing hardware.

INTERIOR DOORS AND DOOR JAMBS: INCLUDES ONE SIDE OF THE DOOR JAMB AND THE SIDE OF THE DOOR THAT FACES THE ROOM (in the separate rooms as detailed in the price breakout below)
-To be sanded, and two coats of Sherwin-Williams Solo paint in a semi-gloss finish to be applied with a sprayer.
-To be painted the same (third) color.

INTERIOR PORTIONS OF THE METAL EXETERIOR DOORS
-To be sanded and two coats pf Pro-Industrial paint in a semi-gloss finish to be applied with a sprayer.

ADDITIONAL NOTES:
-All floors will be covered, windows protected, fire alarms, fans, exhaust's and nan paintable surfaces.
-Three colors to be chosen, as detailed herein, and color samples provided to the Contractor prior to work starting.
-Contractor will have the paint store match the chosen colors as closely as possible.
-Contractor to provide labor, materials, and any tools, supplies, and/or equipment that are necessary to

complete the work, as detailed herein.

SOUTHWEST ROOM $4,521.00
Ceilings, walls, trim bookshelves and bench.

STAIRWAY. $2,260.00
Walls and rail caps;
painting of walls to end at the bottom section of hall.

MENS RESTROOM $1,800.00
Ceilings, walls, and trim

WOMEN'S RESTROOM IS EXCLUDED OF ALL WORK

MEETING ROOM $6,766.00
Ceilings, Walls and Trim and cabinets. Includes Sanding stain touch up and apply two coats of Varnish to the main door to this room.

MAIN ENTIRE HALLWAY $9,463.00
Ceilings, walls, and trim.

MIDDLE SCHOOL ROOM $6,512.00
Ceilings, walls, trim, and cabinets.

KITCHEN AREA $6,864.00
Ceilings, walls and trim Includes degreased walls and primer before paint.

MULTIUSE ROOM. $16,709.00.
Ceilings, walls, and trim includes interior portions of exterior doors.

NORTH CORRIDOR $3,312.00
Ceilings, walls, and trim.

NORTHEAST ROOM $3,993.00
Ceilings, walls, trim and shelves.

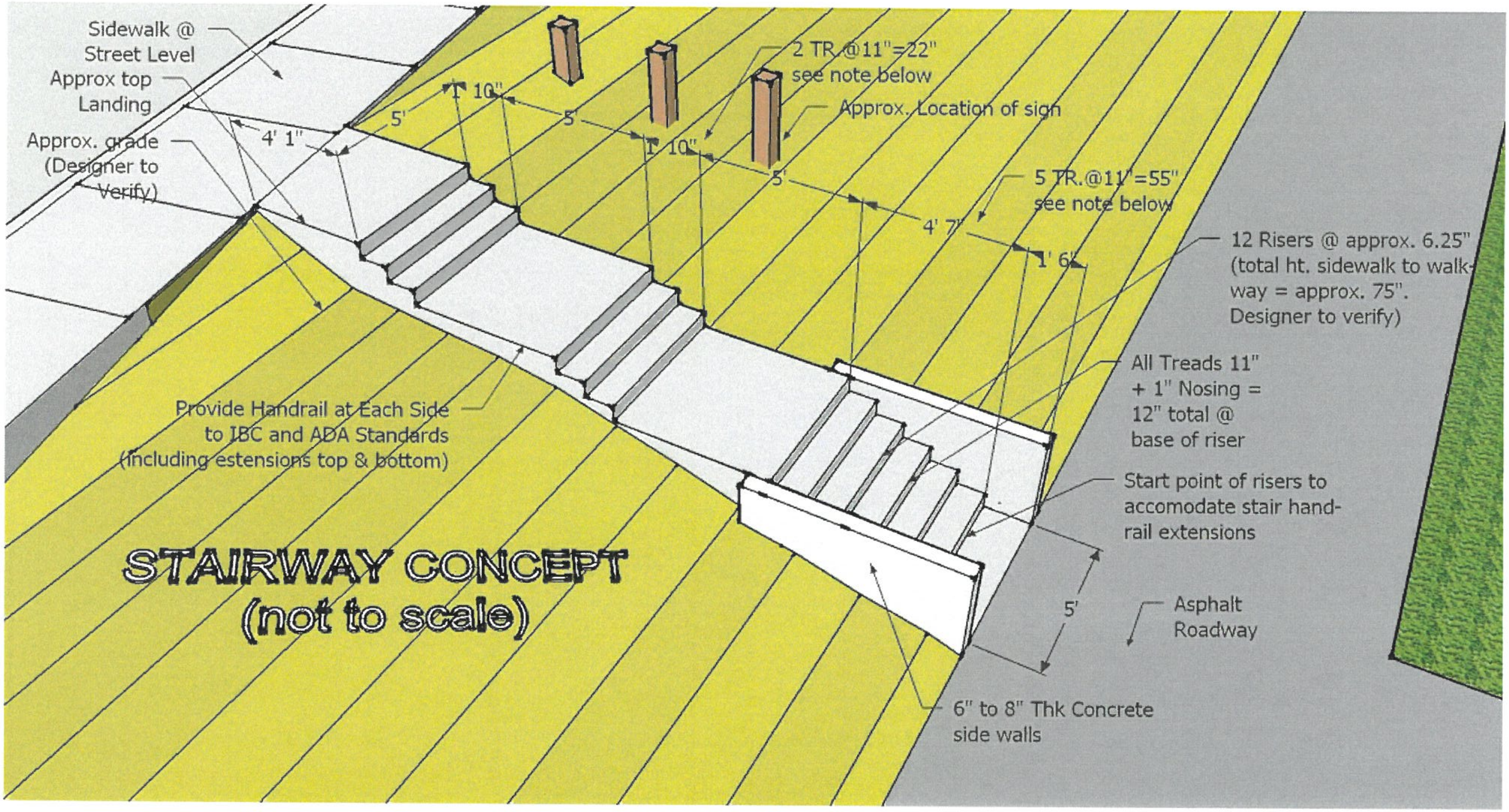
NORTHWEST ROOM (THEATER/TV ROOM) $6,429.00
Ceilings, walls, trim, and cabinets.

Submitted by Saul Carrasco
To accept this estimate, please sign and return the document within 30 days. Once we receive the signed estimate, we will provide you with a Contract that will also need to be signed and returned, along with the state required Owner Notifications.

TOTAL **$68,629.00**

Accepted By

Accepted Date



Sidewalk @ Street Level
Approx top Landing
Approx. grade (Designer to Verify)
4' 1"
5'
1' 10"
5'
1' 10"
5'
4' 7"
1' 6"
2 TR.@11"=22" see note below
Approx. Location of sign
5 TR.@11"=55" see note below
12 Risers @ approx. 6.25" (total ht. sidewalk to walk-way = approx. 75". Designer to verify)
All Treads 11" + 1" Nosing = 12" total @ base of riser
Start point of risers to accomodate stair hand-rail extensions
Provide Handrail at Each Side to IBC and ADA Standards (including estensions top & bottom)
STAIRWAY CONCEPT (not to scale)
5'
Asphalt Roadway
6" to 8" Thk Concrete side walls

Parks & Commons Commission

Expectations for Commons Coordinator & Facilities Manager Position(s)

(One full-time position or two part-time positions)

October 2021

I. **General Expectations and Duties for the Commons Coordinator**: Major Responsibility to work closely with City staff as the central contact for scheduling, coordinating, and overseeing events and local activities at the Commons.

A) Before Events: Monitor the recruitment and scheduling of events to be held at the Commons, the of calendaring of events, assignment of rooms, and the arrangements for multi-year events. Coordinate with City of Yachats staff and the scheduling system, to enable smooth scheduling and operation of the Commons.

1. Conduct orientations with prospective tenants/users: take them on walk-throughs; clearly describe policies for use of the Commons; provide the rental rates sheet approved by the City; enter reservations into the City's computer system.
2. Initiate and monitor the contracting process, as agreed with City staff; communicate with tenants/users to ensure that deposits and fees have been paid in a timely manner.
3. Assess stock of requested equipment for use during the tenant's event; monitor it to ensure it is in working condition and arrange for any needed repairs. Maintain a regular inventory of equipment, so that resources are available before events and accounted for afterward, e.g., chairs, tables, kitchenware, flatware, paper products, tablecloths, theatre lights, sound system, drapes, carts, ladders, hangers for art display frames, and miscellaneous smaller items.
4. Arrange for regularly scheduled, ongoing, self-maintaining weekly and monthly local activities on fee-exempt or other special conditions, as agreed by the P&CC, City Council and City Hall.

B) During Events: Assist tenants/users to ensure smooth operation and security.

1. Provide keys or codes, and clear policies about usage, damage prevention, and building security and lock-up. In the case of lost keys or codes, or failed equipment, be available to provide access to the building, or minor repairs or replacement of equipment."
2. May assist tenants/users in the set-up and take-down of chairs, tables and other equipment, including lighting and sound as necessary. Tenants are required by contract to do their own clean-up of the facility, and Coordinator is to monitor the compliance with this contract provision, completing light housekeeping chores as needed after events, to return the facility to it usual organization and condition.
3. Monitor events adequately to ensure that fire codes and alcohol restrictions are being observed (especially during large events). Arrange for security staff/volunteers for overnight events and meet with them beforehand to explain policies and details.
4. Though making oneself available during events for assistance (on call, as necessary), casual attendance at the event, when help is not specifically requested, is not to be counted as paid work time.

C) Administrative Duties:

1. Attend the monthly Parks & Commons Commission meeting, for information sharing, coordination, and problem resolution. Provide a monthly report on activities at the Commons to City Hall, in time to be included in the P&CC monthly meeting packet.

2. Provide data as requested by the P&CC or City Council or City Hall staff on the operations of the Commons.

D) Qualifications & Work Habits:

1. An ability to communicate and interact smoothly and helpfully with a variety of people, including non-profit organizations and entities who might be sponsoring events at the Commons; an ability to assist effectively with conflict resolution amongst individuals and in larger groups as necessary.
2. Experience with basic functioning of audio-visual media equipment, computer application, and kitchen equipment such as range, oven, freezer, coffeemaker, and dishwasher. Able to give orientations, do troubleshooting and minor repair.
3. Ability and willingness to fulfill duties of the position in a flexible manner, making oneself available and accessible during scheduled work hours and on call for emergencies during events. Willing to develop local resources and contacts for assistance beyond what can be personally provided.

II. **General Expectations and Duties for the Facilities Manager**: To ensure that the Commons facility is maintained in good condition and kept on a regular maintenance schedule attending to both functional & cosmetic repair needs. To ensure that other city properties under the Parks & Commons Commission are kept in good condition, and on a regular maintenance schedule attending to both functional and cosmetic repair needs: namely The Little Log Church, City Hall (501 Building), the Pavilion, the grounds around the Commons and the City Pocket Parks.

A) Perform and/or oversee regular facilities maintenance needs, to ensure lighting, electrical, plumbing and kitchen are all functioning in an effective and safe manner. Perform minor handyman duties and repair for upkeep. Coordinate with City Hall staff to contract out for larger repair needs. Develop, and continually update, a tracking system for scheduled maintenance, replacement and repair needs.

1. Assist City in occasional minor facilities maintenance needs, such as replacing light bulbs or fixtures; securing ceiling tiles or exterior siding; clearing plugged drains; unplugging toilets; applying nails or screws to walls for hanging boards or frames. Climbing ladders or crawling under buildings may be required on a limited basis.
2. Assist City Manager in determining what circumstances may require a licensed contractor for repair or replacement; make contact with the appropriate contractors, after discussion with City Manager, and at his/her direction.

B) Monitor use and maintenance of Commons surrounding grounds and wetlands. Coordinate maintenance and needed repair of playground area with Yachats Youth and Family Activities Program (YYFAP).

Commons 100-1020

Monthly Financial Detail Report
SEPTEMBER 2021

Printed: 10/22/2021 7:54:37 AM
Period 03 - 03
Fiscal Year 2022

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1020	300101	Beginning Balance	$ 94,199.00	$ 104,451.04	$ -	$ 104,451.04	110.88%	Beginning Balance - Unaudited
100	1020	304335	Rents or Fees	$ 9,000.00	$ 1,266.00	$ 400.00	$ 1,666.00	18.51%	
100	1020	304461	Rental Income	$ 5,000.00	$ -	$ -	$ -	0.00%	Quarterly City Hall Rent
100	1020	304480	Gifts/Donations	$ 500.00	$ 120.00	$ 129.00	$ 249.00	49.80%	
100	1020	314861	Transfer in General Fund	$ 114,000.00	$ -	$ 28,500.00	$ 28,500.00	25.00%	Quarterly transfer from 100-1010
100	1020	314863	Transfer in Visitor Amenity	$ 38,000.00	$ -	$ 9,500.00	$ 9,500.00	25.00%	Quarterly transfer from 100-1045
			REVENUE	**$ 260,699.00**	**$ 105,837.04**	**$ 38,529.00**	**$ 144,366.04**	**55.38%**	
100	1020	105111	Wastewater Lead	$ -	$ -	$ 35.35	$ 35.35	0.00%	
100	1020	105112	Field Utility 2	$ -	$ 332.15	$ -	$ 332.15	0.00%	
100	1020	105113	Field Utility 1	$ -	$ 24.98	$ 62.45	$ 87.43	0.00%	
100	1020	105114	Field Utility	$ -	$ -	$ 48.51	$ 48.51	0.00%	
100	1020	105140	Fringe Benefits	$ -	$ 36.47	$ 14.92	$ 51.39	0.00%	
100	1020	105141	Insurance Benefits	$ -	$ 116.02	$ 62.40	$ 178.42	0.00%	
100	1020	105142	Regular PERS System	$ -	$ 73.62	$ 22.65	$ 96.27	0.00%	
			PERSONNEL	**$ -**	**$ 583.24**	**$ 246.28**	**$ 829.52**	**0.00%**	
100	1020	205222	Insurance	$ 4,700.00	$ 4,332.87	$ -	$ 4,332.87	92.19%	Annual Property/Liability Renewal FY22
100	1020	205240	Office Materials & Supplies	$ 500.00	$ 155.23	$ -	$ 155.23	31.05%	
100	1020	205251	Telephones/Cell Phones/DSL	$ 1,000.00	$ 48.05	$ -	$ 48.05	4.81%	
100	1020	205252	Utilities	$ 6,000.00	$ 617.82	$ 378.92	$ 996.74	16.61%	
100	1020	205260	Contract Expense (all Professional, IGA & Personal Svcs)	$ 20,000.00	$ -	$ -	$ -	0.00%	
100	1020	205317	Tools and Small Equipment	$ 500.00	$ -	$ -	$ -	0.00%	
100	1020	205330	Building and Land Maintenance	$ 40,000.00	$ 525.72	$ 79.38	$ 605.10	1.51%	
100	1020	205335	Custodial Support/Supplies	$ 20,000.00	$ 1,362.62	$ 1,784.24	$ 3,146.86	15.73%	
100	1020	205421	Parks/Grounds Maintenance	$ -	$ 600.00	$ 300.00	$ 900.00	0.00%	
100	1020	205474	Mowing	$ 1,500.00	$ 305.00	$ 183.00	$ 488.00	32.53%	
100	1020	205490	Material and Services	$ 500.00	$ 562.26	$ 715.36	$ 1,277.62	255.52%	
100	1020	208000	Operating Contingency	$ 10,000.00	$ -	$ -	$ -	0.00%	
			MATERIALS AND SERVICES	**$ 104,700.00**	**$ 8,509.57**	**$ 3,440.90**	**$ 11,950.47**	**11.41%**	

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1020	217126	Transfer out Cap Res	$ 10,000.00	$ -	$ 2,500.00	$ 2,500.00	25.00%	Quarterly transfer to 150-1020
			TRANSFERS	**$ 10,000.00**	**$ -**	**$ 2,500.00**	**$ 2,500.00**	**25.00%**	
			EXPENSE	**$ 114,700.00**	**$ 9,092.81**	**$ 6,187.18**	**$ 15,279.99**	**13.32%**	
			Revenue Total	**$ 260,699.00**	**$ 105,837.04**	**$ 38,529.00**	**$ 144,366.04**	**55.38%**	
			Expense Total	**$ 114,700.00**	**$ 9,092.81**	**$ 6,187.18**	**$ 15,279.99**	**13.32%**	
			NET GAIN/(LOSS)	**$ 145,999.00**	**$ 96,744.23**	**$ 32,341.82**	**$ 129,086.05**	**88.42%**	

Commons Reserve 150-1020

Monthly Financial Detail Report

SEPTEMBER 2021

Printed: 10/22/2021 7:54:38 AM
Period 03 - 03
Fiscal Year 2022

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
150	1020	300101	Beginning Balance	$ 145,449.00	$ 145,449.02	$ -	$ 145,449.02	100.00%	Beginning Balance - Unaudited
150	1020	314869	Transfer in Commons Operations	$ -	$ -	$ 2,500.00	$ 2,500.00	0.00%	Quarterly Transfer from 100-1020
			RESOURCES	**$ 145,449.00**	**$ 145,449.02**	**$ 2,500.00**	**$ 147,949.02**	**101.72%**	
150	1020	105150	Capitalized Labor	$ 6,000.00	$ -	$ -	$ -	0.00%	
			PERSONNEL	**$ 6,000.00**	**$ -**	**$ -**	**$ -**	**0.00%**	
150	1020	407922	Capital Outlay - Improvement	$ 60,000.00	$ -	$ -	$ -	0.00%	
			CAPITAL OUTLAY	**$ 60,000.00**	**$ -**	**$ -**	**$ -**	**0.00%**	
			EXPENSES	**$ 66,000.00**	**$ -**	**$ -**	**$ -**	**0.00%**	
			Resource Total	**$ 145,449.00**	**$ 145,449.02**	**$ 2,500.00**	**$ 147,949.02**	**101.72%**	
			Expense Total	**$ 66,000.00**	**$ -**	**$ -**	**$ -**	**0.00%**	
			NET GAIN/(LOSS)	**$ 79,449.00**	**$ 145,449.02**	**$ 2,500.00**	**$ 147,949.02**	**186.22%**	

Little Log Church & Museum 100-1025

Monthly Financial Detail Report
SEPTEMBER 2021

Printed: 10/22/2021 7:54:11 AM
Period 03 - 03
Fiscal Year 2022

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1025	300101	Beginning Balance	$ 17.00	$ -	$ -	$ -	0.00%	Beginning Balance - Unaudited
100	1025	304335	Rents or Fees	$ -	$ 115.00	$ -	$ 115.00	0.00%	
100	1025	314861	Transfer in General Fund	$ 8,750.00	$ -	$ 2,187.50	$ 2,187.50	25.00%	Quarterly transfer from 100-1010
100	1025	314863	Transfer in Visitor Amenity	$ 26,250.00	$ -	$ 6,562.50	$ 6,562.50	25.00%	Quarterly transfer from 100-1045
			REVENUE	**$ 35,017.00**	**$ 115.00**	**$ 8,750.00**	**$ 8,865.00**	**25.32%**	
100	1025	205220	Marketing/Road Sign	$ 200.00	$ -	$ -	$ -	0.00%	
100	1025	205222	Insurance	$ 2,500.00	$ 2,304.72	$ -	$ 2,304.72	92.19%	Annual Property/Liability Renewal FY22
100	1025	205251	Telephones/Cell Phones/DSL	$ 650.00	$ 53.35	$ 106.49	$ 159.84	24.59%	
100	1025	205252	Utilities	$ 1,750.00	$ 145.46	$ 42.90	$ 188.36	10.76%	
100	1025	205330	Building and Land Maintenance	$ 10,000.00	$ -	$ 6,267.00	$ 6,267.00	62.67%	
100	1025	205421	Parks/Grounds Maintenance	$ -	$ 600.00	$ 300.00	$ 900.00	0.00%	
100	1025	205474	Mowing	$ 600.00	$ 148.00	$ 259.00	$ 407.00	67.83%	
100	1025	205490	Material and Services	$ 200.00	$ -	$ -	$ -	0.00%	
			MATERIALS AND SERVICES	**$ 15,900.00**	**$ 3,251.53**	**$ 6,975.39**	**$ 10,226.92**	**64.32%**	
			EXPENSE	**$ 15,900.00**	**$ 3,251.53**	**$ 6,975.39**	**$ 10,226.92**	**64.32%**	
			Revenue Total	**$ 35,017.00**	**$ 115.00**	**$ 8,750.00**	**$ 8,865.00**	**25.32%**	
			Expense Total	**$ 15,900.00**	**$ 3,251.53**	**$ 6,975.39**	**$ 10,226.92**	**64.32%**	
			NET GAIN/(LOSS)	**$ 19,117.00**	**$ (3,136.53)**	**$ 1,774.61**	**$ (1,361.92)**	**-7.12%**	

Little Log Church & Museum Reserve 150-1025

Monthly Financial Detail Report

SEPTEMBER 2021

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Period 03 - 03
Fiscal Year 2022

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	
150	1025	300101	Beginning Balance	$ 207,622.00	$ 208,077.50	$ -	$ 208,077.50	100.22%	Beginning Balance - Unaudited
			RESOURCE	**$ 207,622.00**	**$ 208,077.50**	**$ -**	**$ 208,077.50**	**100.22%**	
			Resource Total	**$ 207,622.00**	**$ 208,077.50**	**$ -**	**$ 208,077.50**	**100.22%**	
			Expense Total	**$ -**	**$ -**	**$ -**	**$ -**	**0.00%**	
			NET GAIN/(LOSS)	**$ 207,622.00**	**$ 208,077.50**	**$ -**	**$ 208,077.50**	**100.22%**	

Parks & Trails 100-1035

Monthly Financial Detail Report
SEPTEMBER 2021

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Period 03 - 03
Fiscal Year 2022

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	Notes
100	1035	300101	Beginning Balance	$ 147.00	$ -	$ -	$ -	0.00%	Beginning Balance - Unaudited
100	1035	314863	Transfer in Visitor Amenity	$ 40,000.00	$ -	$ 10,000.00	$ 10,000.00	25.00%	Quarterly transfer from 100-1045
			RESOURCES	**$ 40,147.00**	**$ -**	**$ 10,000.00**	**$ 10,000.00**	**24.91%**	
100	1035	105110	Water Lead	$ -	$ 499.09	$ -	$ 499.09	0.00%	
100	1035	105111	Wastewater Lead	$ -	$ 17.68	$ 17.68	$ 35.36	0.00%	
100	1035	105112	Field Utility 2	$ -	$ 247.19	$ -	$ 247.19	0.00%	
100	1035	105113	Field Utility 1	$ -	$ 137.39	$ 74.94	$ 212.33	0.00%	
100	1035	105114	Field Utility	$ -	$ -	$ 97.02	$ 97.02	0.00%	
100	1035	105140	Fringe Benefits	$ -	$ 91.97	$ 19.32	$ 111.29	0.00%	
100	1035	105141	Insurance Benefits	$ -	$ 326.35	$ 84.61	$ 410.96	0.00%	
100	1035	105142	Regular PERS System	$ -	$ 180.73	$ 29.36	$ 210.09	0.00%	
			PERSONNEL	**$ -**	**$ 1,500.40**	**$ 322.93**	**$ 1,823.33**	**0.00%**	
100	1035	205222	Insurance	$ 1,300.00	$ 1,198.45	$ -	$ 1,198.45	92.19%	Annual Property/Liability Renewal FY22
100	1035	205224	Trails Maintenance/Supplies/ Services	$ 6,500.00	$ 236.78	$ 91.65	$ 328.43	5.05%	
100	1035	205230	Printing (Maps & Signs)	$ 1,800.00	$ -	$ 42.99	$ 42.99	2.39%	
100	1035	205270	Travel	$ 500.00	$ -	$ -	$ -	0.00%	
100	1035	205317	Tools and Small Equipment	$ 700.00	$ -	$ -	$ -	0.00%	
100	1035	205330	Building and Land Maintenance	$ 3,000.00	$ 329.22	$ -	$ 329.22	10.97%	
100	1035	205421	Parks/Grounds Maintenance	$ 1,600.00	$ 151.78	$ 31.74	$ 183.52	11.47%	
100	1035	205440	Equipment & Furniture	$ 500.00	$ -	$ -	$ -	0.00%	
100	1035	205474	Mowing	$ 7,500.00	$ 813.00	$ 699.00	$ 1,512.00	20.16%	
100	1035	205475	Tree Removal/Trimming	$ 3,300.00	$ -	$ -	$ -	0.00%	
100	1035	205490	Material and Services	$ 2,000.00	$ 52.00	$ 26.00	$ 78.00	3.90%	
			MATERIALS AND SERVICES	**$ 28,700.00**	**$ 2,781.23**	**$ 891.38**	**$ 3,672.61**	**12.80%**	
			EXPENSE	**$ 28,700.00**	**$ 4,281.63**	**$ 1,214.31**	**$ 5,495.94**	**19.15%**	
			Resource Total	**$ 40,147.00**	**$ -**	**$ 10,000.00**	**$ 10,000.00**	**24.91%**	
			Expense Total	**$ 28,700.00**	**$ 4,281.63**	**$ 1,214.31**	**$ 5,495.94**	**19.15%**	
			NET GAIN/(LOSS)	**$ 11,447.00**	**$ (4,281.63)**	**$ 8,785.69**	**$ 4,504.06**	**39.35%**	

Parks & Trails Reserve 150-1035

Monthly Financial Detail Report

SEPTEMBER 2021

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Period 03 - 03

Fiscal Year 2022

Fund	Dept	Account Number	Description	Budget for Year	Prior Mo Bal	Current Activity	Actual to Date	% of Budget	
150	1035	300101	Beginning Balance	$ 103,486.00	$ 135,155.55	$ -	$ 135,155.55	130.60%	Beginning Balance - Unaudited
150	1035	304492	804 Trail Mitigation	$ 125,000.00	$ -	$ -	$ -	0.00%	
150	1035	314861	Transfer in General Fund	$ 50,000.00	$ -	$ 12,500.00	$ 12,500.00	25.00%	
150	1035	314883	Transfer in Urban Renewal	$ 44,000.00	$ -	$ 11,000.00	$ 11,000.00	25.00%	
			RESOURCES	**$ 322,486.00**	**$ 135,155.55**	**$ 23,500.00**	**$ 158,655.55**	**49.20%**	
150	1035	105110	Water Lead	$ -	$ 239.56	$ -	$ 239.56	0.00%	
150	1035	105140	Fringe Benefits	$ -	$ 24.47	$ -	$ 24.47	0.00%	
150	1035	105141	Insurance Benefits	$ -	$ 79.40	$ -	$ 79.40	0.00%	
150	1035	105142	Regular PERS System	$ -	$ -	$ 50.31	$ 50.31	0.00%	
			PERSONNEL	**$ -**	**$ 343.43**	**$ 50.31**	**$ 393.74**	**0.00%**	
150	1035	407942	Capital Outlay-Infrastructure	$ 125,000.00	$ -	$ -	$ -	0.00%	
			CAPITAL OUTLAY	**$ 125,000.00**	**$ -**	**$ -**	**$ -**	**0.00%**	
			EXPENSE	**$ 125,000.00**	**$ 343.43**	**$ 50.31**	**$ 393.74**	**0.31%**	
			Resource Total	**$ 322,486.00**	**$ 135,155.55**	**$ 23,500.00**	**$ 158,655.55**	**49.20%**	
			Expense Total	**$ 125,000.00**	**$ 343.43**	**$ 50.31**	**$ 393.74**	**0.31%**	
			NET GAIN/(LOSS)	**$ 197,486.00**	**$ 134,812.12**	**$ 23,449.69**	**$ 158,261.81**	**80.14%**	