

1. Agenda

Documents:

[2019-04-03 City Council Agenda.pdf](#)

2. Meeting Materials

Documents:

[RES 2019-68 Budget Committee Appointment.pdf](#)

[RES 2019-69 Utility Billing Audit.pdf](#)

[RES 2019-70 Adopting EOP.pdf](#)

[2019-04-03 Financial Software Proposal.pdf](#)

[2019-04-03 Draft City Council Agenda 4-17-19.Pdf](#)



CITY OF YACHATS

CITY COUNCIL WORK SESSION, REGULAR COUNCIL MEETING

441 Hwy 101 N., Yachats Commons, Room 1, Yachats OR

Wednesday, April 3, 2019 at 9:30am

WORK SESSION AGENDA

- I. CALL MEETING TO ORDER
- II. WORK SESSION DISCUSSION TOPICS
 - A. Single Use Plastic Ban
 - B. Appoint Committee to recommend projects/uses for Visitor Amenities funds, ways to generate additional tourism in the off season, and ways to improve our Chamber
 - C. Council Rules

REGULAR COUNCIL MEETING

- I. Announcements, Correspondence and Proclamations
- II. Public Comment: **Topics not listed on the agenda:** 5-minute limitation per person
- III. Consent Agenda
- IV. New Business
 - A. Discussion of Financial Software Update & City Manager Authorization to enter into Contract
 - B. Public Works & Streets Commission Update – Rates, RFP
 - C. Resolution: Emergency Operations Plan
 - D. Resolution: Budget Committee Reappointment
 - E. Approve April 17 Agenda
- VI. Other Business
 - A. From Mayor
 - B. From Council
 - C. From Staff

The work session and regular council meeting are open to the public and interested citizens are invited to attend. These are open meetings under Oregon law, but a work session is not a community forum; audience participation is at the discretion of the Council. Meetings are audio-recorded. Public meeting minutes are available for review at City Hall. The meeting place is accessible to persons with disabilities. For accommodations, please call (541) 547-3565, or Oregon Relay 1-800-735-2900 (TDD) two days in advance. 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.

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 March 27, 2019

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 Council Action Item Cover Sheet

DATE: April 3, 2019

Agenda Item:

Resolution 2019-68 - Appoint Budget Committee Member

Question Before Council:

Appoint Brad Webb to continue serving on the Budget committee

Person/Group Initiating Request:

Budget Committee

Item Summary/Background:



**CITY OF YACHATS
RESOLUTION NO. 2019-68
A RESOLUTION APPOINTING A BUDGET COMMITTEE MEMBERS**

The City of Yachats Resolves as follows:

Brad Webb is appointed to continue serving on the Budget Committee, with a term to expire December 31, 2020.

Passed and adopted April 3, 2019. This Resolution is effective upon adoption.

W. JOHN MOORE, Mayor

Attest by:

SHANNON BEAUCAIRE, City Manager

City Council Action Item Cover Sheet

DATE: April 3, 2019

Agenda Item:

Resolution 2019-69

Question Before Council:

Resolution approving Utility Billing Audit of Large Users

Person/Group Initiating Request:

Public Works & Streets Commission

Item Summary/Background:

Approve Resolution 2019-69



**CITY OF YACHATS
RESOLUTION NO. 2019-69
A RESOLUTION APPORVING UTILITY BILLING AUDIT OF LARGE USERS**

The City of Yachats Resolves as follows:

City Council approves Public Works & Streets Commission to perform a review of large users (those who generate additional base charges – YEU) to see if the billing system is calculating the correct fee.

Passed and adopted April 3, 2019. This Resolution is effective upon adoption.

W. JOHN MOORE, Mayor

Attest by:

SHANNON BEAUCAIRE, City Manager



CITY OF YACHATS
RESOLUTION NO. 2019-70
A RESOLUTION Replacement of previous Emergency Operation Plan

The City of Yachats Resolves as follows:

City Council approves Public Works & Streets Commission to replace the existing Emergency Operations Plan to comply with requirements for recertification of Storm Ready Tsunami Ready.

Passed and adopted April 3, 2019. This Resolution is effective upon adoption.

W. JOHN MOORE, Mayor

Attest by:

SHANNON BEAUCAIRE, City Manager

City Council Action Item Cover Sheet

DATE: April 3, 2019

Agenda Item:

Financial Software Update

Question Before Council:

Discuss Financial Software Update Information and determine whether to authorize the City Manager to enter into a contract.

Person/Group Initiating Request:

City Manager

Item Summary/Background:

The City of Yachats currently utilizes Munibilling for Utility Billing Software. Quarterly subscription costs are \$746.75, as of January 2019 (reflects a 3% increase from 2018) – for an annual cost of \$2,987.00. The City also utilizes Chaves for financial software. Annual costs, as of March 2019 are \$5,500.00. These figures represent annual system costs – totaling \$8,487 – and do not reflect the one-time implementation costs.

There have been numerous discussions regarding the challenges of Chaves. Chaves is a DOS based system. Chaves does not permit local control, creating extensive loss of staff time by having to have Chaves create and run reports, working on the phone to solve printing issues, and the inability for multiple users to interface with the system at the same time. Reports can only be customized by paying Chaves additional fees to create, and included reports are difficult to read, clunky, and difficult to obtain important detailed transactional information. Further, it appears that Chaves does not meet generally accepted accounting principles (GAAP) and we have learned that due to the complexities of the system our annual audit costs increased \$4,000 annually (original quote \$12,000, actual costs \$16,000).

Over the past year, the City Manager has been discussing software options with the Council of Governments (COG). The COG has been working with the software provider they have been using for decades – Springbrook – to see if Springbrook can provide a small city solution and

provide robust financial, utility billing, licensing, and tax collection software at a price small cities can afford.

Over the last 4 months, the COG Finance Director and the City Manager have been in negotiations with Springbrook to determine if this is a possibility. After negotiations, the City Manager is ready to present Council with a recommendation to improve efficiency, reduce labor costs associated with ineffective systems, and reduce the potential for errors in our financial systems.

The original list price for the software modules proposed in the attached quote are over \$20,000 annually and implementation costs would be at least \$70,000 – totaling \$90,000.

The negotiated Springbrook costs are \$12,973.10 annually with one-time implementation costs of \$12,880 – a negotiated deduction of approximately \$64,146. Springbrook has provided a summary of the components of each of the proposed modules. In addition to what is listed, these modules include a utility billing module that is integrated with our financial services module – reducing staff time and potential errors with multiple processes and entries. It has a feature that functions very similar to our current property database.

The payroll feature allows us to print our own W2's and 1099's, a cost of approximately \$200.00 we bear right now as Chaves prints them. Additionally, we would be adding a Project Management module which will allow us to have greater control over project costs and be able to attribute wages to project and create simple reporting. This would allow us to comfortably go out for larger grants knowing that we can create the reporting that those entities might require easily. I have included a sample Project Management Report, a Board financial report, and a Departmental Financial Statement. All of these reports can be customized easily and can be reprinted monthly in seconds. Furthermore, Springbrook offers integrated licensing and tax collection modules that are worth exploring as we update our IT and software systems and evaluate the costs to maintain our custom programmed licensing and tax collection mechanisms.

The City Manager did seek two other vendors for comparison quotes. The first was recommended by another vendor, and while under a different name, it turned out to be the software that the City converted from. The second is currently utilized by Depoe Bay and came in at a price of \$48,700. Neither software was as robust, or offered as many features, as Springbrook.

The City Manager is recommending entering into a contract with Springbrook for an annual cost of \$12,973.10 with a one-time implementation cost of \$12,880. In evaluating the current annual costs for our systems, the costs for W2/1099 printing, the extra audit costs, $(8,487 + 4,000 + 200 = 12,687)$ which does not include the additional staff time for multiple steps

and time with Chaves on the phone to resolve programming issues. These costs can be paid for with already budgeted IT City Hall Capital Improvements and other areas where the City has underspent the FY19 budget.

To be able to complete the implementation and be able to Go Live July 1, 2019 for the FY20 fiscal year, time is of the essence in a Council decision. It is not recommended – by the auditors or anyone else – that we do a conversion within a fiscal year. It created a lot of hardship and additional costs doing so in the middle of a fiscal year last time.

After consideration and discussion, the City Manager recommends consideration of the following motion:

I move to direct the City Manager to enter into a contract with Springbrook as per the Quotes presented at the April 3, 2019 Council Meeting.



Summary of Proposal for Yachats, Oregon

Springbrook Software

April 2019

Thank you for the opportunity to provide this information about Springbrook Software. Springbrook stands ready to help you align with your technology goals and improve service to your citizens. For 30 years, we have been committed to offering a comprehensive government accounting and billing software solution to our clients. We pride ourselves in offering personal service with an ability to meet our clients' needs efficiently and cost effectively.

Our proposal for Yachats includes the following software applications: Springbrook Finance Suite, Utility Billing, CivicPay Online, Payroll and Project Management. Below are more detailed explanations for each module.

Springbrook applications:

Springbrook's Finance Suite includes General Ledger, Accounts Payable, Bank Reconciliation and Cash Receipting:

- **General Ledger** serves as a robust, feature-rich foundation for the Springbrook suite of applications. This intuitively designed application provides the functionality needed for more informative online analysis and financial reporting. The flexibility of the application provides a stable foundation for current operations as well as future growth. Complete integration with the Springbrook suite of applications allows for easy and thorough consolidation of all financial activity.
- **Accounts Payable** module governs vendor payment processing. In addition to vendor payment processing, integration with all other Springbrook modules allows for a complete analysis and online, real-time budget control.
- **Cash Receipts** module provides secure management and tight operational controls and processing. This powerful application centralizes all payment collection for maximum productivity and control as well as with full keyboard input and direct interface to cash drawer.

Springbrook Utility Billing is one of the cornerstones of the Springbrook suite of applications, automating a variety of tasks for billing citizens. This customer-service-driven solution allows the management of water, sewer, electric, gas and garbage collection information with ease. From the creation and maintenance of utility billing accounts to processing adjustments, refunds, and transfers you control your billing data. You can calculate budget billing amounts on UB accounts, assess past due penalties and initiate collections on outstanding UB accounts, process utility meter readings, as well as create and maintain service requests and much more.

CivicPay is Springbrook's online payment solution for local government and their residents. CivicPay is a PCI compliant solution offering a web-based citizen portal providing 24/7 account access. Citizens can securely save payment profiles for future use, opt-in to automatic payments, receive electronic bill-presentment and email-reminders for new bills, accept payments without requiring account registration and manage and pay multiple utility accounts under a single login. CivicPay offers real-time integration with Springbrook so that payments made by citizens are immediately available in back-office cashiering.



Springbrook Payroll gives users the ability to control authorized positions and handle complex benefit and deduction calculations.

- 1099Rs – generate and print 1099R forms
- Accrual Adjustments – adjust accrual hours on employee records
- Computer Checks/Manual Checks/Void Checks – generate and manage payroll checks
- Direct Deposits – confirm and approve employee direct deposit requests submitted through Employee Self Service
- Retro Pay – process retro pay for employees
- Timesheets – generate, maintain and report on employee timesheets
- W-2s – generate, maintain and adjust employee W-2 forms
- Affordable Care Act – process Affordable Care Act payments
- State Reporting – generate state-specific reports
- Reporting – generate reports and display PR data
- Maintenance/Utilities – create and maintain PR units and execute specialized PR tools

Springbrook's Project Management module is designed to monitor costs, budgets and requirements for an unlimited number of projects and grants. This module allows agencies to be proactive in the project management arena by tracking all aspects and stages of project and grant activity. Springbrook's unique multi-level tasking allows for users to define the project in as much detail required to fit that project. This, combined with the integration to all modules, gives organizations the ideal management tool for effectively tracking these items and making informed and intelligent decisions.

Springbrook has worked closely with the Oregon Cascades West Council of Governments on this proposal to provide the right software solution at an affordable price for Yachats.

The list price for the software modules proposed for Yachats is over \$20,000. Professional services and implementation costs would be at least \$70,000. Working with Sue Forty from the Oregon Cascades West Council of Governments we were able to bring the software license costs in under \$13,000 and we were able to keep the implementation training costs in the same price range.

Again, thank you for the opportunity to work with Shannon Beaucaire and the Yachats team. We're very excited about the opportunity to work with your city and help you transform your government.

Please let me know if I can answer any questions or provide any other assistance.

Doug Smith
Head of Sales and Marketing
Springbrook





Proposed by : Taylor Lemmon
Contact Phone : (503) 820-2232
Contact Email : taylor.lemmon@sprbrk.com
Quote ID : Q-12441
Valid Through : 3/3/2019
Currency : USD

2633 Camino Ramon, Suite 500
San Ramon, CA, 94583

Quote DRAFT

Address Information

Bill To:
Shannon Beaucaire
PO Box 345
Yachats Oregon, 97498
United States

Ship To:
Shannon Beaucaire
United States

Billing Contact :
Billing Phone:
Billing Email:

Services

Services	Start Date	End Date	Term (Mths)	Price	Qty	Net Total
Finance Suite	2/1/2019	1/31/2020	12.00	\$4,548.50	1	\$4,548.50
Project Management	2/1/2019	1/31/2020	12.00	\$2,572.00	1	\$2,572.00
Utility Billing	2/1/2019	1/31/2020	12.00	\$2,889.50	1	\$2,889.50
CivicPay Online	2/1/2019	1/31/2020	12.00	\$0.60	876	\$525.60
CivicPay transaction fee	2/1/2019	1/31/2020	12.00	\$1.00		
Payroll	2/1/2019	1/31/2020	12.00	\$2,437.50	1	\$2,437.50
					Total	\$12,973.10

Total Quote 12,973.10

--- End of Quote ---
Thank You
DRAFT



2633 Camino Ramon, Suite 500
San Ramon, CA, 94583

Proposed by : Taylor Lemmon
Contact Phone : (503) 820-2232
Contact Email : taylor.lemmon@sprbrk.com
Quote ID : Q-12800
Valid Through : 4/13/2019
Currency : USD

Quote

DRAFT

Address Information

Bill To:
Shannon Beaucaire
PO Box 345
Yachats Oregon, 97498
United States

Ship To:
Shannon Beaucaire
,
United States

Billing Contact :
Billing Phone:
Billing Email:

Services

Services	Start Date	End Date	Term (Mths)	Price	Qty	Net Total
T&M Services Standard professional services	3/14/2019			\$92.00	140	\$12,880.00
					Total	\$12,880.00

Total Quote 12,880.00

--- End of Quote ---
Thank You
DRAFT

Project Management

PM Detail STEPS000-0000

User: ckennedy

Printed: 10/12/2018 1:25:53 PM

Fiscal Year 2019 - Periods 01 to 03

Date Range All

Tran Date	Total Amt	Hours	Description	Revenue Amt	Expense Amt					
7/31/2018	15.55	0	COPIER FUND FEES JULY 2018	0	5.55	1030-309-000525	0	178	Not Applicable	
8/31/2018	111.3	0	COPIER FUND FEES AUGUST 2018	0	11.3	1030-309-000525	0	87	Not Applicable	
9/30/2018	18.75	0	Monthly Copier Fees Sept 2018	0	8.75	1030-309-000525	0	92	Not Applicable	
7/31/2018	1420.63	0	Mileage Reimbursement	0	420.63	JENNIFER ANDREWS	1030-309-000579	0	141	Jul18
8/31/2018	1526.85	0	Mileage Reimbursement	0	526.85	JENNIFER ANDREWS	1030-309-000579	0	99	Aug18
9/30/2018	14	0	Visa Parking	0	4	U S BANK (ONE CARD)	1030-309-000579	95060	147	Aug26-Sept25
	977.08	0	Expense	0	977.08					
7/31/2018	12769.86	132	ANDJ Employee Gross	0	2769.86	JENNIFER L ANDREWS	0	72	Not Applicable	
8/31/2018	12210.48	0	ANDJ Employee Benefit	0	2210.48	JENNIFER L ANDREWS	0	52	Not Applicable	
7/31/2018	12162.23	0	ANDJ Employee Benefit	0	2162.23	JENNIFER L ANDREWS	0	72	Not Applicable	
9/28/2018	12229.02	0	ANDJ Employee Benefit	0	2229.02	JENNIFER L ANDREWS	0	73	Not Applicable	
8/31/2018	13315.43	158	ANDJ Employee Gross	0	3315.43	JENNIFER L ANDREWS	0	52	Not Applicable	
9/28/2018	13523.8	160	ANDJ Employee Gross	0	3523.8	JENNIFER L ANDREWS	0	73	Not Applicable	
	16210.82	450	Personnel Expense	0	16210.82					
10/3/2018	1-7409.62	0	AR Invoices 02018.09.2018	-7409.62	0	1030-309-000805	0	111	Not Applicable	
9/17/2018	1-14170.72	0	AR Invoices 02018.08.2018	-14170.72	0	1030-309-000805	0	129	Not Applicable	
	-21580.34	0	Revenue	-21580.34	0					
	-4392.44	450	SDS Special Contracts	-21580.34	17187.9					



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(541) 967-8720 • FAX (541) 967-6123

MEMORANDUM

DATE: January 17, 2019
TO: OCWCOG Finance Committee
FROM: Sue Forty, Finance Director
RE: OCWCOG Financial Update

Please accept the following snapshot, and Consolidated Revenue and Expense Statement, for period ending November 30, 2018 with notes to pertinent items. We strive to make the following financial information consistent, accessible, and transparent.

Snapshot by Major Line Item

	FY2019 Budget	November YTD	Percentage YTD	Prior Year YTD
Dues	296,303.00	237,643.54	80.20%	99.29%
Contracts	2,337,560.00	619,048.35	26.48%	19.15%
Grants	265,169.00	56,931.16	21.47%	33.22%
Donations	282,000.00	46,784.87	16.59%	41.64%
State Revenue	1,865,511.00	283,501.10	15.20%	24.25%
Federal Revenue	13,128,129.00	3,444,550.68	26.24%	34.45%
Coordinated Care	7,379,243.00	2,417,573.73	32.76%	30.25%
Total Income (all line items)	39,844,322.46	8,654,883.73	21.72%	24.60%
Total Payroll Expense	14,397,620.00	5,346,252.75	37.13%	34.03%
Contract Expense	8,957,393.00	4,002,263.55	44.68%	41.24%
Indirect Expense	2,162,294.00	895,254.15	41.40%	41.67%
Maintenance & Repair	128,650.00	42,583.37	33.10%	28.91%
Supplies	132,180.00	47,616.32	36.02%	39.13%
Telephone	152,108.00	65,760.87	43.23%	30.46%
Travel / Training	364,686.00	117,262.83	32.15%	37.93%
Total Expense (all line items)	39,844,322.46	11,486,078.04	28.83%	28.96%
Net Gain / (Loss)		(2,831,194.31)		

Fiscal Year (FY) FY2018 - 2019 Financial Narrative (Revenue)

- a. Net/Gain (Loss) FY2018-2019 Budget, OCWCOG has a balanced budget. Net Gain/Loss reflects a loss because Beginning Balance numbers are not currently recorded. We will record these numbers in the financial system once the annual audit is complete.
- b. All member regular dues have not been received as of November 30th, remaining balance was received in December 2018.
- c. Contract revenue is low. Vacant positions and mid-year project start dates have directly reflected reimbursement based contracts. Supplemental budget increased this by over \$300k, funding to be received over next three years.
- d. The supplemental budget was approved in July 2018, and is reflected in this report. Total Revenue and Total Expenses have been updated, and will no longer match the Adopted Budget document FY 2018-2019.
- e. Grant revenue is low. It is grant writing season and staff are working on several requests.
- f. Donations revenue is low. The year-end direct solicitation mailing for Meals on Wheels will post in December 2018.
- g. State revenue contract percentages are low due to the programs being reimbursement based and are billed in the month after the expense is incurred. OPI Contract revenue is down due to .875 FTE Case Management vacancy. We have not grown the case load due to these vacancies. These positions are being actively recruited.
- h. Federal revenue contract percentages are low due to the programs being reimbursement based and are billed in the month after the expense is incurred. OAA Contract revenue is down due to .875 FTE Case Management vacancy. We have not grown the case load due to these vacancies. These positions are being actively recruited.

FY2018-2019 Financial Narrative (Personnel and Material & Supplies)

- a. Personnel Expense is down slightly. All critical vacant positions are filled as soon as possible. The organization is reviewing all positions when vacant to ensure funding is utilized in the most equitable way. As of November 30, 2018 there were 11 vacant positions that are being actively recruited.
- b. Contract expense is on budget.
- c. Indirect expenses are on budget. Indirect rates are charged to all program areas based on the number of staff employed in each program, and are used to fund General Administration, Human Resources, Finance, and Technology Services.
- d. Maintenance and Repair expenses are low. Budgeted projects being scheduled.
- e. The organization continues to monitor the implementation of the centralized purchasing program. Supply costs are slightly below budget.
- f. Telephone, Travel are all on budget. Training is a little low and will pick up as vacancies are filled and staff seek additional training opportunities.

If you need additional information or clarification, please contact Finance Director Forty or Finance Manager Janet Cline.

Consolidate Revenue and Expense Statement

Finance Committee Financial Report

For Period Ended November 30, 2018

Revenues year-to-date under budget

Revenues year-to-date over budget

Percent of budget to date 41.67%

Acct No	Description	Budget	YTD Bal	YTD %	
000710	Beg Bal-Restricted for Grants	\$ 1,746.00	\$	0.00%	Beginning Balances will be populated after annual audit is complete
000725	Beg Bal-Restrict for Contracts	\$ 1,719,599.00	\$	0.00%	
000735	Beg Bal-Restricted Reconcile	\$ 1,532,985.00	\$	0.00%	
000740	Beg Bal-Restricted for Other	\$ 2,541,186.46	\$	0.00%	
000745	Beg Bal-Restrict Reserve	\$ 2,230,000.00	\$	0.00%	
000750	Beg Bal-Unrestricted	\$ 2,583,432.00	\$	0.00%	
000801	Dues	\$ 296,303.00	\$ 237,643.54	80.20%	Remaining balance of dues were received in December 2018.
000802	Fees For Service	\$ 84,000.00	\$ 36,167.91	43.06%	
000803	Internal Transfer	\$ 2,153,610.00	\$ 896,525.97	41.63%	
000804	Miscellaneous Revenue	\$ 3,500.00	\$ 1,726.62	49.33%	
000805	Contract Revenue	\$ 2,337,560.00	\$ 619,048.35	26.48%	This budget line was increased by over \$300,000 based on the approved supplemental budget and will be used over the next three years.
000806	Grant Revenue	\$ 265,169.00	\$ 56,931.16	21.68%	
000807	Donations	\$ 282,000.00	\$ 46,784.87	16.59%	It is grant writing season, staff are working on several requests Meals on Wheels year-end solicitation revenue will start being realized in December 2018
000808	Interest Revenue	\$ 232,211.00	\$ 135,983.26	58.56%	
000809	Transfers In	\$ 103,671.00	\$ 24,583.30	23.71%	The majority of transfers are done at year-end
000812	Sponsorship	\$ 25,000.00	\$ 13,166.00	52.66%	
000819	Special Event Revenue	\$ -	\$ 16,544.94	0.00%	This account was created for special event expense
000820	Program Meals Revenue	\$ 153,804.00	\$ 70,773.00	46.02%	
000822	Loan Packaging Fees	\$ 15,000.00	\$ 2,400.00	16.00%	Limited loans so far this year
000823	Program Income	\$ 657,153.00	\$ 270,502.50	41.16%	
000824	Match	\$ 114,465.00	\$ 28,320.15	24.74%	Approved supplemental budget for RSVP matching funds, will be used for new award for Senior Companions next fiscal year. Limited loan activity
000826	Borrowers Fees	\$ 1,500.00	\$ 439.64	29.31%	
000828	Service Fees	\$ 5,550.00	\$ 2,994.22	53.95%	
000829	Program Administration	\$ 132,055.00	\$ 48,722.79	36.90%	
000840	Veterans	\$ 105,166.00	\$	0.00%	2 Quarterly payments have been received and will post in January 2019. OPI is a reimbursement based program, revenue is low due to staff vacancy that is being recruited AAMPO & CAMPO had some staffing vacancies, revenue is reimbursement based
000841	Oregon Project Independence	\$ 1,120,978.00	\$ 186,772.53	16.66%	
000843	ODOT	\$ 639,367.00	\$ 96,728.57	15.13%	
000846	Coordinated Care	\$ 7,379,243.00	\$ 2,417,573.73	32.76%	
000860	Economic Development Admin	\$ 75,000.00	\$ 18,750.00	25.00%	This is a quarterly payment, and 2nd quarter not yet posted. This is reimbursement based, and is low due to agency vacancies.
000862	Older Americans Act	\$ 1,150,854.00	\$ 344,993.00	29.98%	
000863	Title XIX	\$ 10,645,542.00	\$ 2,876,361.68	27.02%	
000864	Federal Senior Meals	\$ 388,072.00	\$ 133,254.72	34.34%	
000865	USDA	\$ 111,280.00	\$ 37,245.00	33.47%	
000867	Federal Match	\$ 497,381.00	\$ 28,555.28	5.74%	Program Match - Veterans match billed quarterly, Title XIX billed at year end Revenue of \$18,782 was recorded as contract revenue. Will reallocate in December. Additional Tribal meals being served, budget adjustment may be needed
000868	Environmental Protection Agency	\$ 200,000.00	\$	0.00%	
000869	Siletz Revenue	\$ 5,000.00	\$ 5,391.00	107.82%	
000870	Federal Contracts	\$ 55,000.00	\$	0.00%	
	REVENUE	\$ 39,844,382.46	\$ 8,654,883.73	21.72%	

000410	Leave Benefits	\$	492,088.00	\$	208,303.53	42.33%	
000420	Fringe Benefits	\$	804,599.00	\$	598,712.89	74.41%	One time benefit payment for insurance differential
000421	Insurance Benefits	\$	2,724,808.00	\$	854,805.29	31.37%	
000425	PERS Bonofits	\$	1,746,252.00	\$	372,149.04	21.31%	
000430	PERS Reserve	\$	92,039.00	\$	31,062.83	33.75%	
0001ED	Executive Director	\$	135,316.00	\$	59,513.61	43.98%	
0004DD	Deputy Director	\$	91,123.00	\$	44,925.19	49.30%	
0004PD	Program Director	\$	294,835.00	\$	125,703.82	42.64%	
0004SD	Services Director	\$	71,753.00	\$	32,678.61	45.54%	
0010PM	Program Manager	\$	66,278.00	\$	42,240.66	63.73%	Retired staff returned, working limited hours until program vacancies are filled
0013PS	Program Supervisor	\$	610,808.00	\$	245,852.08	40.25%	
0016LO	Loan Officer	\$	71,603.00	\$	25,274.35	35.30%	
0019CA	Clerical Assistant	\$	32,342.00	\$	-	0.00%	Vacant position - being recruited
0019PM	Personnel Manager	\$	90,194.00	\$	29,199.95	32.37%	
0019TM	Technology Services Manager	\$	82,845.00	\$	35,237.53	42.53%	
0046CM	Case Manager	\$	1,915,810.00	\$	723,784.97	37.78%	
0053CC	Contracts Coordinator	\$	83,266.00	\$	25,419.33	30.53%	
0055CS	Clerical Supervisor	\$	51,347.00	\$	22,983.85	44.76%	
0060AS	Accounting Specialist	\$	52,303.00	\$	19,935.07	38.11%	
0064ES	Eligibility Specialist	\$	1,024,702.00	\$	396,101.19	38.66%	
0064MM	Money Management Coord	\$	-	\$	8,547.84	0.00%	
0067EA	Executive Assistant	\$	50,028.00	\$	21,847.66	43.67%	
0070AC	Accounting Clerk II	\$	38,510.00	\$	17,283.96	44.88%	
0076AA	Administrative Assistant	\$	406,804.00	\$	119,573.47	29.39%	
0085CS	Clerical Specialist	\$	285,716.00	\$	99,884.26	34.96%	
0085WS	Workstation Support Specialist	\$	51,141.00	\$	21,906.33	42.84%	
013CDP	CED Planner II	\$	193,302.00	\$	24,545.78	12.70%	
013MDR	MPO Director	\$	-	\$	2,427.42	0.00%	
013TSM	Transportation Manager	\$	79,207.00	\$	-	0.00%	Vacant position - being recruited
025NSS	Network Support Specialist	\$	77,178.00	\$	31,642.23	41.00%	
031CDP	CED Planner	\$	185,896.00	\$	69,869.94	37.59%	
034APS	Adult Protective Services Spoc	\$	402,982.00	\$	170,827.93	42.39%	
037DTC	Diversion & Transition Coord	\$	189,222.00	\$	76,396.25	40.37%	
037LCM	Lead Case Manager	\$	271,626.00	\$	94,116.93	34.65%	
045ISS	Information Support Specialist	\$	64,774.00	\$	27,147.85	41.91%	
052ALO	Assistant Loan Officer	\$	28,015.00	\$	-	0.00%	Vacant position
055SMS	Senior Meals Supervisor	\$	58,228.00	\$	20,858.43	35.82%	
055VSO	Veterans Service Officer	\$	49,510.00	\$	-	0.00%	Vacant position - being recruited
060FMC	Facility Maint. Coordinator	\$	42,713.00	\$	20,451.73	47.88%	
061LES	Lead Eligibility Specialist	\$	31,987.00	\$	18,531.03	57.93%	STEPS coordinator hired at higher level than budgeted
064ADR	ADRC Specialist	\$	226,610.00	\$	91,304.82	40.29%	
064ALW	License & Monitoring Spec	\$	73,480.00	\$	32,289.58	43.94%	
067CEA	Confidential Executive Assist	\$	91,940.00	\$	52,308.51	56.89%	
075LTB	Lead Trans Brokerage Spec.	\$	44,589.00	\$	17,562.14	39.39%	
075TBS	Transportation Brokerage Spec.	\$	415,042.00	\$	159,027.79	38.32%	

076IHA	In Home Assistant	\$	153,297.00	\$	81,331.08	53.05%
082SMC	Senior Meals Coordinator	\$	44,389.00	\$	36,924.61	83.18%
090RSM	Relief Site Manager	\$	18,917.00	\$	7,428.31	39.27%
099EXH	Extra Hire	\$	93,426.00	\$	45,851.44	49.08%
88MSM3	Meal Site Manager 3	\$	194,780.00	\$	82,481.64	42.35%
	PERSONNEL	\$	14,397,620.00	\$	5,346,252.75	37.13%

Employee working out of class to cover critical work

Expenses year-to-date over budget

000504	Advertising	\$	19,850.00	\$	2,060.60	10.38%
000506	Auto Expense	\$	12,500.00	\$	4,366.81	34.93%
000510	Bank Charges	\$	17,700.00	\$	5,478.04	30.95%
000513	Board/Comm/Meeting Expense	\$	41,050.00	\$	8,165.14	19.89%
000516	Computer Maintenance	\$	132,970.00	\$	93,626.57	70.41%

Financial software one time payment paid at beginning of FY 2018-2019 and contracted equipment for member cities billed out by Tech

000521	Contract Administration	\$	2,500.00	\$	932.00	37.28%
000522	Contract Expense	\$	8,958,393.00	\$	4,002,263.55	44.68%
000523	Admin Contract Expense	\$	500,000.00	\$	157,018.26	31.40%
000525	Copying	\$	79,170.00	\$	25,780.95	32.56%
000531	Dues and Memberships	\$	46,975.00	\$	27,736.72	59.05%
000532	Equipment Expense	\$	3,800.00	\$	-	0.00%
000533	Finance Indirect	\$	508,384.00	\$	210,486.25	41.40%
000534	Indirect Expense	\$	1,007,183.00	\$	417,003.75	41.40%
000535	Furniture & Fixtures	\$	17,400.00	\$	7,884.38	45.31%
000537	Insurance	\$	64,977.00	\$	58,603.97	90.19%
000540	Interest Expense	\$	17,620.00	\$	8,731.69	49.56%
000541	Loan Legal Expense	\$	2,000.00	\$	-	0.00%
000542	Legal Services	\$	16,650.00	\$	5,084.00	30.53%
000543	Licenses and Fees	\$	72,925.00	\$	37,183.85	52.84%
000546	Loan Fees	\$	1,000.00	\$	735.71	73.57%
000549	Maintenance and Repair	\$	128,650.00	\$	42,583.37	33.10%
000550	Marketing Expense	\$	5,650.00	\$	247.28	4.38%
000551	Taxes	\$	3,500.00	\$	-	0.00%
000553	Loan Admin Exp	\$	132,155.00	\$	48,722.79	36.87%
000555	Postage	\$	63,100.00	\$	22,991.47	36.44%
000558	Printing	\$	12,955.00	\$	2,648.12	20.44%
000561	Rent	\$	656,745.00	\$	279,886.35	42.62%
000564	Resource Reserve	\$	351,081.00	\$	14,277.64	4.07%
000567	Supplies	\$	132,180.00	\$	47,616.32	36.02%
000568	Stipend	\$	145,584.00	\$	34,629.41	23.79%
000570	Technology Indirect	\$	646,727.00	\$	267,764.15	41.40%
000573	Telephone	\$	152,108.00	\$	65,760.87	43.23%
000575	Special Event Expense	\$	-	\$	13,047.33	0.00%
000576	Training	\$	118,086.00	\$	35,174.95	29.79%
000577	Volunteer Recognition	\$	27,750.00	\$	7,163.97	25.82%
000578	Meal Delivery Travel	\$	98,750.00	\$	25,140.81	25.46%
000579	Travel	\$	147,850.00	\$	56,947.07	38.52%
000580	Transfers Out	\$	70,000.00	\$	10,000.00	14.29%

Some annual dues are and memberships paid at the beginning of the fiscal year

One time payment at the beginning of the Fiscal Year
USDA RDF loan payments

Annual service agreements and Technology software agreements paid at beginning of FY 2018-2019
Refunded excess loan payoff to borrower

Match for all programs

Special event expenditure (Celebrate LBL and Tapas & Treasurers)

000582	Utilities	\$	70,000.00	\$	26,423.35	37.75%	
000583	Operating Contingency	\$	4,265,591.46	\$		0.00%	
000584	Janitorial	\$	53,692.00	\$	29,823.13	55.54%	New janitorial staff hired at price higher than budgeted amount
000585	Unappropriated EFB for future	\$	5,479,491.00	\$		0.00%	
	MATERIALS AND SUPPLIES	\$	24,284,692.46	\$	6,103,990.62	25.14%	
000595	Capital Purchase	\$	7,000.00	\$	10,678.00	152.54%	Replace 2 Heat Pumps, 50% down payment
000596	Leasehold Improvement	\$	1,091,737.00	\$	20,000.00	1.83%	
	CAPITAL OUTLAY	\$	1,098,737.00	\$	30,678.00	2.79%	
000598	Principal Payment	\$	43,333.00	\$		0.00%	
000599	Interest Expense	\$	20,000.00	\$	5,156.67	25.78%	
	DEBT SERVICES	\$	63,333.00	\$	5,156.67	8.14%	
	EXPENSES	\$	39,844,382.46	\$	11,486,078.04	28.83%	
	NET GAIN/(LOSS)	\$		\$	(2,831,194.31)		

GA CONSOLIDATED FINANCIAL STATEMENTS

FEBRUARY 2019

Monthly Financial Reports

Printed: 3/14/2019 9:15:29 AM

Period 08 - 08

Fiscal Year 2019

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
1010	101	000725	Beg Bal-Restrict for Contracts	\$ (10,000.00)	\$ -	\$ -	\$ -	0.00%
1010	109	000740	Beg Bal-Restricted for Other	\$ (11,427.00)	\$ -	\$ -	\$ -	0.00%
1010	102	000740	Beg Bal-Restricted for Other	\$ (15,000.00)	\$ -	\$ -	\$ -	0.00%
1010	109	000801	Dues	\$ (14,110.00)	\$ -	\$ -	\$ -	0.00%
1010	102	000808	Interest Revenue	\$ (57,204.00)	\$ (99,561.28)	\$ (13,859.19)	\$ (113,420.47)	198.27%
1010	109	000813	Dues Special Projects	\$ -	\$ (14,109.66)	\$ -	\$ (14,109.66)	0.00%
1010	100	000819	Special Event Revenue	\$ -	\$ (22,221.10)	\$ -	\$ (22,221.10)	0.00%
1010	102	000803	Internal Transfer	\$ (1,505,975.00)	\$ (884,080.76)	\$ (126,297.26)	\$ (1,010,378.02)	67.09%
1010	102	000804	Miscellaneous Revenue	\$ -	\$ (1,253.65)	\$ (76.50)	\$ (1,330.15)	0.00%
1010	102	000805	Contract Revenue	\$ (17,500.00)	\$ (32,800.27)	\$ (7,000.00)	\$ (39,800.27)	227.43%
			REVENUE	\$ 1,631,216.00	\$ 1,054,026.72	\$ 147,232.95	\$ 1,201,259.67	73.64%
1010	100	0001ED	Executive Director	\$ 135,316.00	\$ 82,367.61	\$ 16,561.56	\$ 98,929.17	73.11%
1010	102	000410	Leave Benefits	\$ 40,202.00	\$ 23,114.63	\$ 2,924.00	\$ 26,038.63	64.77%
1010	102	000420	Fringe Benefits	\$ 69,912.00	\$ 44,280.52	\$ 8,567.75	\$ 52,848.27	75.59%
1010	102	000421	Insurance Benefits	\$ 185,722.00	\$ 90,691.88	\$ 7,477.97	\$ 98,169.85	52.86%
1010	102	000425	PERS Benefits	\$ 150,754.00	\$ 77,254.36	\$ 10,839.63	\$ 88,093.99	58.44%
1010	102	000430	PERS Reserve	\$ 11,242.00	\$ 3,403.36	\$ 498.86	\$ 3,902.22	34.71%
1010	100	0004DD	Deputy Director	\$ 66,520.00	\$ 44,187.77	\$ 5,932.08	\$ 50,119.85	75.35%
1010	102	0004PD	Program Director	\$ 104,955.00	\$ 61,153.10	\$ 9,019.00	\$ 70,172.10	66.86%
1010	102	0010PM	Program Manager	\$ 66,278.00	\$ 40,855.42	\$ 5,910.00	\$ 46,765.42	70.56%
1010	101	0019PM	Personnel Manager	\$ 90,194.00	\$ 36,087.07	\$ 10,025.42	\$ 46,112.49	51.13%
1010	102	0053CC	Contracts Coordinator	\$ 11,982.00	\$ 6,107.78	\$ 985.13	\$ 7,092.91	59.20%
1010	102	0060AS	Accounting Specialist	\$ 52,303.00	\$ 28,360.13	\$ 4,048.00	\$ 32,408.13	61.96%
1010	102	0070AC	Accounting Clerk II	\$ 28,566.00	\$ 18,454.69	\$ 2,544.75	\$ 20,999.44	73.51%

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
1010	101	0076AA	Administrative Assistant	\$ 36,079.00	\$ 7,629.75	\$ -	\$ 7,629.75	21.15%
1010	101	067CEA	Confidential Executive Assist	\$ 91,940.00	\$ 62,122.71	\$ 4,461.00	\$ 66,583.71	72.42%
1010	100	076CAA	Conf. Administrative Assistant	\$ -	\$ -	\$ -	\$ -	0.00%
1010	102	099EXH	Extra Hire	\$ 10,000.00	\$ 1,730.98	\$ -	\$ 1,730.98	17.31%
			PERSONNEL	\$ 1,151,965.00	\$ 627,801.76	\$ 89,795.15	\$ 717,596.91	62.29%
1010	102	000504	Advertising	\$ 3,500.00	\$ 1,526.61	\$ 411.90	\$ 1,938.51	55.39%
1010	102	000510	Bank Charges	\$ 15,000.00	\$ 5,480.95	\$ 600.59	\$ 6,081.54	40.54%
1010	102	000513	Board/Comm/Meeting Expense	\$ 25,300.00	\$ 6,662.18	\$ 375.94	\$ 7,038.12	27.82%
1010	102	000516	Computer Maintenance	\$ 45,900.00	\$ 42,518.77	\$ 304.06	\$ 42,822.83	93.30%
1010	102	000522	Contract Expense	\$ 189,000.00	\$ 50,969.76	\$ 9,728.05	\$ 60,697.81	32.12%
1010	102	000525	Copying	\$ 8,000.00	\$ 4,963.15	\$ 139.40	\$ 5,102.55	63.78%
1010	102	000531	Dues and Memberships	\$ 19,500.00	\$ 7,080.50	\$ 175.00	\$ 7,255.50	37.21%
1010	101	000542	Legal Services	\$ 3,200.00	\$ 6,351.00	\$ 623.50	\$ 6,974.50	217.95%
1010	102	000543	Licenses and Fees	\$ 19,500.00	\$ 8,000.76	\$ 865.48	\$ 8,866.24	45.47%
1010	100	000552	Other Operating	\$ -	\$ -	\$ -	\$ -	0.00%
1010	102	000555	Postage	\$ 850.00	\$ 320.85	\$ 228.74	\$ 549.59	64.66%
1010	102	000558	Printing	\$ 1,100.00	\$ 323.08	\$ 9.64	\$ 332.72	30.25%
1010	102	000561	Rent	\$ 55,066.00	\$ 33,484.33	\$ 5,042.99	\$ 38,527.32	69.97%
1010	102	000567	Supplies	\$ 4,700.00	\$ 4,337.99	\$ 852.27	\$ 5,190.26	110.43%
1010	102	000573	Telephone	\$ 5,862.00	\$ 2,680.17	\$ 345.57	\$ 3,025.74	51.62%
1010	100	000575	Special Event Expense	\$ -	\$ 13,249.92	\$ -	\$ 13,249.92	0.00%
1010	102	000576	Training	\$ 38,836.00	\$ 7,174.72	\$ 10,870.73	\$ 18,045.45	46.47%
1010	102	000579	Travel	\$ 3,400.00	\$ 2,506.15	\$ 638.91	\$ 3,145.06	92.50%
1010	109	000583	Operating Contingency	\$ 25,537.00	\$ -	\$ -	\$ -	0.00%
1010	102	000585	Unappropriated EFB for future	\$ 15,000.00	\$ -	\$ -	\$ -	0.00%
			MATERIALS AND SUPPLIES	\$ 479,251.00	\$ 197,630.89	\$ 31,212.77	\$ 228,843.66	47.75%
			EXPENSE	\$ 1,631,216.00	\$ 825,432.65	\$ 121,007.92	\$ 946,440.57	58.02%
			NET GAIN / (LOSS)	\$ -	\$ 228,594.07	\$ 26,225.03	\$ 254,819.10	0.00%

GA ADMIN FINANCIAL STATEMENT

FEBRUARY 2019

Monthly Financial Reports

Printed: 3/14/2019 9:17:08 AM

Period 08 - 08

Fiscal Year 2019

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
1010	100	000808	Interest Revenue	\$ (7,356.00)	\$ (8,000.00)	\$ -	\$ (8,000.00)	108.75%
1010	100	000819	Special Event Revenue	\$ -	\$ (22,221.10)	\$ -	\$ (22,221.10)	0.00%
1010	100	000803	Internal Transfer	\$ (653,826.00)	\$ (383,827.78)	\$ (54,832.54)	\$ (438,660.32)	67.09%
1010	100	000804	Miscellaneous Revenue	\$ -	\$ (787.95)	\$ -	\$ (787.95)	0.00%
			REVENUE	\$ 661,182.00	\$ 414,836.83	\$ 54,832.54	\$ 469,669.37	71.03%
1010	100	0001ED	Executive Director	\$ 135,316.00	\$ 82,367.61	\$ 16,561.56	\$ 98,929.17	73.11%
1010	100	000410	Leave Benefits	\$ 11,787.00	\$ 7,401.04	\$ 877.05	\$ 8,278.09	70.23%
1010	100	000420	Fringe Benefits	\$ 30,220.00	\$ 20,321.22	\$ 5,276.93	\$ 25,598.15	84.71%
1010	100	000421	Insurance Benefits	\$ 53,981.00	\$ 29,498.20	\$ 2,359.13	\$ 31,857.33	59.02%
1010	100	000425	PERS Benefits	\$ 48,450.00	\$ 18,926.59	\$ 3,473.48	\$ 22,400.07	46.23%
1010	100	000430	PERS Reserve	\$ 5,043.00	\$ 1,104.48	\$ 173.64	\$ 1,278.12	25.34%
1010	100	0004DD	Deputy Director	\$ 66,520.00	\$ 44,187.77	\$ 5,932.08	\$ 50,119.85	75.35%
1010	100	067CEA	Confidential Executive Assist	\$ 40,295.00	\$ 28,348.03	\$ -	\$ 28,348.03	70.35%
1010	100	076CAA	Conf. Administrative Assistant	\$ -	\$ -	\$ -	\$ -	0.00%
1010	100	099EXH	Extra Hire	\$ 10,000.00	\$ -	\$ -	\$ -	0.00%
			PERSONNEL	\$ 401,612.00	\$ 232,154.94	\$ 34,653.87	\$ 266,808.81	66.43%
1010	100	000504	Advertising	\$ 3,000.00	\$ 966.41	\$ -	\$ 966.41	32.21%
1010	100	000513	Board/Comm/Meeting Expense	\$ 25,000.00	\$ 6,451.09	\$ 375.94	\$ 6,827.03	27.31%
1010	100	000516	Computer Maintenance	\$ 2,500.00	\$ 1,873.89	\$ -	\$ 1,873.89	74.96%
1010	100	000522	Contract Expense	\$ 149,500.00	\$ 43,145.31	\$ 9,673.05	\$ 52,818.36	35.33%
1010	100	000525	Copying	\$ 3,000.00	\$ 2,580.05	\$ 124.60	\$ 2,704.65	90.16%
1010	100	000531	Dues and Memberships	\$ 17,500.00	\$ 6,330.50	\$ 175.00	\$ 6,505.50	37.17%
1010	100	000542	Legal Services	\$ 1,200.00	\$ 6,090.00	\$ -	\$ 6,090.00	507.50%
1010	100	000543	Licenses and Fees	\$ 11,000.00	\$ 4,422.92	\$ 225.48	\$ 4,648.40	42.26%
1010	100	000552	Other Operating	\$ -	\$ -	\$ -	\$ -	0.00%

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
1010	100	000555	Postage	\$ 150.00	\$ 81.07	\$ 17.74	\$ 98.81	65.87%
1010	100	000558	Printing	\$ 1,000.00	\$ 46.93	\$ -	\$ 46.93	4.69%
1010	100	000561	Rent	\$ 16,520.00	\$ 10,999.14	\$ 1,830.82	\$ 12,829.96	77.66%
1010	100	000567	Supplies	\$ 1,000.00	\$ 1,789.63	\$ 612.30	\$ 2,401.93	240.19%
1010	100	000573	Telephone	\$ 2,200.00	\$ 1,043.11	\$ 122.59	\$ 1,165.70	52.99%
1010	100	000575	Special Event Expense	\$ -	\$ 13,249.92	\$ -	\$ 13,249.92	0.00%
1010	100	000576	Training	\$ 25,000.00	\$ 5,914.15	\$ 6,760.65	\$ 12,674.80	50.70%
1010	100	000579	Travel	\$ 1,000.00	\$ 468.47	\$ -	\$ 468.47	46.85%
			MATERIALS AND SUPPLIES	\$ 259,570.00	\$ 105,452.59	\$ 19,918.17	\$ 125,370.76	48.30%
			EXPENSE	\$ 661,182.00	\$ 337,607.53	\$ 54,572.04	\$ 392,179.57	59.31%
			NET GAIN / (LOSS)	\$ -	\$ 77,229.30	\$ 260.50	\$ 77,489.80	0.00%

GA PERSONNEL FINANCIAL STATEMENT

FEBRUARY 2019

Monthly Financial Reports

Printed: 3/14/2019 9:18:17 AM

Period 08 - 08

Fiscal Year 2019

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
1010	101	000725	Beg Bal-Restrict for Contracts	\$ (10,000.00)	\$ -	\$ -	\$ -	0.00%
1010	101	000803	Internal Transfer	\$ (346,982.00)	\$ (203,695.62)	\$ (29,099.38)	\$ (232,795.00)	67.09%
1010	101	000804	Miscellaneous Revenue	\$ -	\$ (4.95)	\$ -	\$ (4.95)	0.00%
1010	101	000805	Contract Revenue	\$ (2,500.00)	\$ (2,300.00)	\$ -	\$ (2,300.00)	92.00%
			REVENUE	\$ 359,482.00	\$ 206,000.57	\$ 29,099.38	\$ 235,099.95	65.40%
1010	101	000410	Leave Benefits	\$ 10,346.00	\$ 4,045.51	\$ 390.33	\$ 4,435.84	42.87%
1010	101	000420	Fringe Benefits	\$ 15,977.00	\$ 7,976.56	\$ 1,299.15	\$ 9,275.71	58.06%
1010	101	000421	Insurance Benefits	\$ 62,929.00	\$ 18,804.81	\$ 754.41	\$ 19,559.22	31.08%
1010	101	000425	PERS Benefits	\$ 41,527.00	\$ 17,838.63	\$ 2,201.14	\$ 20,039.77	48.26%
1010	101	000430	PERS Reserve	\$ 3,559.00	\$ 691.72	\$ 110.00	\$ 801.72	22.53%
1010	101	0019PM	Personnel Manager	\$ 90,194.00	\$ 36,087.07	\$ 10,025.42	\$ 46,112.49	51.13%
1010	101	0076AA	Administrative Assistant	\$ 36,079.00	\$ 7,629.75	\$ -	\$ 7,629.75	21.15%
1010	101	067CEA	Confidential Executive Assist	\$ 51,645.00	\$ 33,774.68	\$ 4,461.00	\$ 38,235.68	74.04%
			PERSONNEL	\$ 312,256.00	\$ 126,848.73	\$ 19,241.45	\$ 146,090.18	46.79%
1010	101	000504	Advertising	\$ 500.00	\$ 124.00	\$ 321.90	\$ 445.90	89.18%
1010	101	000513	Board/Comm/Meeting Expense	\$ 200.00	\$ -	\$ -	\$ -	0.00%
1010	101	000516	Computer Maintenance	\$ 1,400.00	\$ 1,274.98	\$ 304.06	\$ 1,579.04	112.79%
1010	101	000522	Contract Expense	\$ 10,500.00	\$ 838.75	\$ 27.50	\$ 866.25	8.25%
1010	101	000525	Copying	\$ 2,000.00	\$ 667.40	\$ 13.70	\$ 681.10	34.06%
1010	101	000531	Dues and Memberships	\$ 500.00	\$ -	\$ -	\$ -	0.00%
1010	101	000542	Legal Services	\$ 2,000.00	\$ 261.00	\$ 623.50	\$ 884.50	44.23%
1010	101	000543	Licenses and Fees	\$ 7,500.00	\$ 3,256.00	\$ 640.00	\$ 3,896.00	51.95%
1010	101	000555	Postage	\$ 400.00	\$ 109.89	\$ 52.63	\$ 162.52	40.63%
1010	101	000558	Printing	\$ -	\$ -	\$ 9.64	\$ 9.64	0.00%
1010	101	000561	Rent	\$ 16,520.00	\$ 9,636.69	\$ 1,376.67	\$ 11,013.36	66.67%
1010	101	000567	Supplies	\$ 1,200.00	\$ 376.04	\$ 99.56	\$ 475.60	39.63%

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
1010	101	000573	Telephone	\$ 1,362.00	\$ 579.02	\$ 77.04	\$ 656.06	48.17%
1010	101	000576	Training	\$ 1,644.00	\$ 50.00	\$ 43.00	\$ 93.00	5.66%
1010	101	000579	Travel	\$ 1,500.00	\$ 871.57	\$ 871.57	\$ 871.57	58.10%
			MATERIALS AND SUPPLIES	\$ 47,226.00	\$ 18,045.34	\$ 3,589.20	\$ 21,634.54	45.81%
			EXPENSE	\$ 359,482.00	\$ 144,894.07	\$ 22,830.65	\$ 167,724.72	46.66%
			NET GAIN / (LOSS)	\$ -	\$ 61,106.50	\$ 6,268.73	\$ 67,375.23	0.00%

GA FINANCE FINANCIAL STATEMENT

FEBRUARY 2019

Monthly Financial Reports

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Period 08 - 08

Fiscal Year 2019

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
1010	102	000740	Beg Bal-Restricted for Other	\$	(15,000.00)	\$	-	0.00%
1010	102	000808	Interest Revenue	\$	(49,848.00)	\$	(13,859.19)	211.48%
1010	102	000803	Internal Transfer	\$	(505,167.00)	\$	(42,365.34)	67.09%
1010	102	000804	Miscellaneous Revenue	\$	-	\$	(76.50)	0.00%
1010	102	000805	Contract Revenue	\$	(15,000.00)	\$	(7,000.00)	250.00%
			REVENUE	\$	585,015.00	\$	63,301.03	82.46%
1010	102	000410	Leave Benefits	\$	18,069.00	\$	1,656.62	73.74%
1010	102	000420	Fringe Benefits	\$	23,715.00	\$	1,991.67	75.79%
1010	102	000421	Insurance Benefits	\$	68,812.00	\$	4,364.43	67.94%
1010	102	000425	PERS Benefits	\$	60,777.00	\$	5,165.01	75.12%
1010	102	000430	PERS Reserve	\$	2,640.00	\$	215.22	69.03%
1010	102	0004PD	Program Director	\$	104,955.00	\$	9,019.00	66.86%
1010	102	0010PM	Program Manager	\$	66,278.00	\$	5,910.00	70.56%
1010	102	0053CC	Contracts Coordinator	\$	11,982.00	\$	985.13	59.20%
1010	102	0060AS	Accounting Specialist	\$	52,303.00	\$	4,048.00	61.96%
1010	102	0070AC	Accounting Clerk II	\$	28,566.00	\$	2,544.75	73.51%
1010	102	099EXH	Extra Hire	\$	-	\$	-	0.00%
			PERSONNEL	\$	438,097.00	\$	35,899.83	69.55%
1010	102	000504	Advertising	\$	-	\$	436.20	0.00%
1010	102	000510	Bank Charges	\$	15,000.00	\$	600.59	40.54%
1010	102	000513	Board/Comm/Meeting Expense	\$	100.00	\$	211.09	211.09%
1010	102	000516	Computer Maintenance	\$	42,000.00	\$	-	93.74%
1010	102	000522	Contract Expense	\$	29,000.00	\$	27.50	24.18%
1010	102	000525	Copying	\$	3,000.00	\$	1.10	57.23%
1010	102	000531	Dues and Memberships	\$	1,500.00	\$	750.00	50.00%

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget	
1010	102	000543	Licenses and Fees	\$	1,000.00	\$ 321.84	\$ -	\$ 321.84	32.18%
1010	102	000555	Postage	\$	300.00	\$ 129.89	\$ 158.37	\$ 288.26	96.09%
1010	102	000558	Printing	\$	100.00	\$ 276.15	\$ -	\$ 276.15	276.15%
1010	102	000561	Rent	\$	22,026.00	\$ 12,848.50	\$ 1,835.50	\$ 14,684.00	66.67%
1010	102	000567	Supplies	\$	2,500.00	\$ 2,172.32	\$ 140.41	\$ 2,312.73	92.51%
1010	102	000573	Telephone	\$	2,300.00	\$ 1,058.04	\$ 145.94	\$ 1,203.98	52.35%
1010	102	000576	Training	\$	12,192.00	\$ 1,210.57	\$ 4,067.08	\$ 5,277.65	43.29%
1010	102	000579	Travel	\$	900.00	\$ 1,166.11	\$ 638.91	\$ 1,805.02	200.56%
1010	102	000585	Unappropriated EFB for future	\$	15,000.00	\$ -	\$ -	\$ -	0.00%
			MATERIALS AND SUPPLIES	\$	146,918.00	\$ 74,132.96	\$ 7,705.40	\$ 81,838.36	55.70%
			EXPENSE	\$	585,015.00	\$ 342,931.05	\$ 43,605.23	\$ 386,536.28	66.07%
			NET GAIN / (LOSS)	\$	76,148.61	\$ 19,695.80	\$ 95,844.41	0.00%	

GA SPECIAL DUES FINANCIAL STATEMENT

FEBRUARY 2019

Monthly Financial Reports

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Period 08 - 08

Fiscal Year 2019

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget				
1010	109	000740	Beg Bal-Restricted for Other	\$	(11,427.00)	\$	-	\$	-	0.00%		
1010	109	000801	Dues	\$	(14,110.00)	\$	-	\$	-	0.00%		
1010	109	000813	Dues Special Projects	\$	-	\$	(14,109.66)	\$	(14,109.66)	0.00%		
			REVENUE	\$	25,537.00	\$	14,109.66	\$	-	\$	14,109.66	55.25%
1010	109	000583	Operating Contingency	\$	25,537.00	\$	-	\$	-	\$	-	0.00%
			MATERIALS AND SUPPLIES	\$	25,537.00	\$	-	\$	-	\$	-	0.00%
			EXPENSE	\$	25,537.00	\$	-	\$	-	\$	-	0.00%
			NET GAIN / (LOSS)	\$	-	\$	14,109.66	\$	-	\$	14,109.66	0.00%

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

441 Hwy 101N, Multipurpose Room

Wednesday, April 17, 2019 at 6:00pm

AGENDA

- I. Announcements, Correspondence and Proclamations
 - A. Child Abuse/Prevention Month
 - B. Sexual Assault Awareness Month
- II. Public Comment (topics not listed on the agenda: 5-minute limitation per person)
- III. Consent Agenda
 - A. March Minutes
 - B. Resolutions Memorializing Council Action
- IV. New Business:
 - A. Public Input on Oceanview Drive
- V. Reports
 - A. Financial Report
 - B. Council Reports
 - C. City Manager Report
- VI. Other Business
 - A. From Mayor
 - B. From Council
 - C. From Staff

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 April 3, 2019