1. Agenda

    Documents:

    2017-03-14 Public Works And Streets Agenda.pdf

2. Meeting Materials

    Documents:

    2017-03-09 Financial Report.pdf

CITY OF YACHATS

PUBLIC WORKS & STREETS COMMISSION MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Tuesday, March 14, 2017 at 3:00pm

AGENDA

I. Meeting called to order

II. Minutes of February 14, 2017

III. Business

IV. Reports
   - A. South Tank Project
   - B. Public Works Department
   - C. Water Data Reports
   - D. Financial Data for Water and Sewer Funds
   - E. Solid Waste District Advisory Council

V. Other Business
   - A. From the Commission
   - B. From the Staff
   - C. From the Floor

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: Feb 9, 2017

CITY OF YACHATS
Statement of Revenue and Expenditures
Revised Budget
For SEWER (70)
For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
70-00-4095	Cash Carry Forward	$ 0.00	$ 0.00	$ 99,200.00	$ 51,041.74	48.55%
70-00-4310	Sewer Service	0.00	37,179.59	575,000.00	282,293.63	50.91%
70-00-4312	Capital Reserve Fee	0.00	2,105.34	36,953.00	20,686.91	44.02%
70-00-4320	Installation Charges	0.00	300.00	1,400.00	500.00	64.29%
70-00-4390	Miscellaneous Charges For Services	0.00	0.00	0.00	0.00	0.00%
70-00-4410	Interest Earned	0.00	0.00	600.00	0.00	100.00%
70-00-4455	Credit Card Fees	0.00	0.00	0.00	(509.96)	0.00%
70-00-4490	Other Local Sources	0.00	0.00	0.00	67.32	0.00%
70-00-4852	Earnings from Temp Investments	0.00	0.00	0.00	59.28	0.00%
Total SEWER Revenues		**$ 0.00**	**$ 39,584.93**	**$ 713,153.00**	**$ 354,138.92**	**50.34%**
Expenditures						
70-01-5111	City Recorder	$ 0.00	$ 0.00	$ 16,428.00	$ 8,928.59	45.65%
70-01-5112	City Administrator	0.00	1,948.52	24,000.00	10,804.42	54.98%
70-01-5113	Field Help	0.00	8,889.82	125,047.00	53,494.63	57.22%
70-01-5114	City Hall Help - 1	0.00	1,522.85	15,151.00	7,573.75	50.01%
70-01-5115	City Hall Help - 2	0.00	1,216.09	15,031.00	7,296.50	51.46%
70-01-5120	Payroll Taxes	0.00	1,077.04	27,118.00	6,961.73	74.33%
70-01-5130	Payroll Benefits	0.00	5,964.84	82,324.00	45,362.44	44.90%
70-01-5140	Personnel Expenses Capitalized	0.00	0.00	0.00	0.00	0.00%
70-01-5210	Dues, Memberships & Fees	0.00	0.00	550.00	157.08	71.44%
70-01-5211	DEQ Fee	0.00	0.00	1,956.00	2,191.00	(12.01%)
70-01-5222	Insurance	0.00	0.00	11,782.00	12,640.12	(7.28%)
70-01-5240	Office Materials, Supplies & Expenses	0.00	497.35	500.00	3,379.19	(575.84%)
70-01-5251	Office Phone, Cell or DSL	0.00	517.15	5,800.00	3,117.71	46.25%
70-01-5253	Postage	0.00	2,576.61	0.00	3,707.80	0.00%
70-01-5255	Education & Training	0.00	0.00	2,000.00	160.00	92.00%
70-01-5258	Engineering	0.00	0.00	0.00	0.00	0.00%
70-01-5259	IT Vendor	0.00	3,132.50	0.00	3,989.10	0.00%
70-01-5260	Professional Services	0.00	0.00	11,400.00	0.00	100.00%
70-01-5261	Auditor	0.00	0.00	4,965.00	0.00	100.00%
70-01-5270	Travel	0.00	78.12	2,500.00	78.12	96.88%
70-01-5311	Equipment Rental	0.00	410.31	1,000.00	788.47	21.15%
70-01-5312	Equipment Operation	0.00	531.52	2,000.00	1,201.78	39.91%
70-01-5313	Equipment Repair	0.00	59.65	6,000.00	5,496.27	8.40%
70-01-5317	Tools & Small Equipment	0.00	220.87	1,500.00	498.44	66.77%
70-01-5330	Maintenance-Building or Land	0.00	302.50	2,500.00	1,210.00	51.60%
70-01-5331	Janitorial	0.00	0.00	0.00	350.00	0.00%
70-01-5341	Plant & System Operations	0.00	(5,561.06)	45,000.00	4,937.25	89.03%
70-01-5342	Plant Utilities	0.00	2,937.76	27,000.00	10,941.61	59.48%
70-01-5344	Plant & System Maintenance	0.00	(18,287.62)	53,300.00	0.00	100.00%
70-01-5351	Main Plant Parts	0.00	11,153.85	0.00	11,365.33	0.00%
70-01-5352	Main Plant Consumables	0.00	1,283.06	0.00	1,283.06	0.00%
70-01-5353	Main Plant Outside Services	0.00	544.73	0.00	861.93	0.00%
70-01-5361	Collection/Distribution System Parts	0.00	2,824.73	0.00	2,918.53	0.00%
70-01-5362	Collection/Distribution System Consumable	0.00	1,171.40	0.00	1,417.12	0.00%
70-01-5363	Collection/Distribution System Outside Servi	0.00	5,224.00	0.00	6,753.25	0.00%

Revised Budget

For SEWER (70)

For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
70-01-5470	Equipment Repair & Maintenance	0.00	(150.00)	0.00	0.00	0.00%
70-01-5650	Equipment & Furnishings	0.00	0.00	0.00	0.00	0.00%
70-01-5800	Contingencies	0.00	0.00	71,300.00	0.00	100.00%
70-01-7126	OP Transfer to Reserve Fund	0.00	0.00	154,501.00	154,501.00	0.00%
70-01-7150	OP Transfer to Debt Service Fund	0.00	0.00	0.00	0.00	0.00%
70-01-7213	Operating Equipment	0.00	0.00	2,500.00	0.00	100.00%
70-01-8100	Unallocated Ending Fund Balance	0.00	0.00	0.00	0.00	0.00%
Total SEWER Expenditures		**$ 0.00**	**$ 30,086.59**	**$ 713,153.00**	**$ 374,366.22**	**47.51%**
SEWER Excess of Revenues Over Expenditures		**$ 0.00**	**$ 9,498.34**	**$ 0.00**	**$ (20,227.30)**	**0.00%**

CITY OF YACHATS

Statement of Revenue and Expenditures

Revised Budget

For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	$ 0.00	$ 39,584.93	$ 713,153.00	$ 354,138.92	50.34%
Total Expenditures	$ 0.00	$ 30,086.59	$ 713,153.00	$ 374,366.22	47.51%
Total Excess of Revenues Over Expenditures	$ 0.00	$ 9,498.34	$ 0.00	$ (20,227.30)	0.00%

CITY OF YACHATS
Statement of Revenue and Expenditures
Revised Budget
For WATER (60)
For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
60-00-4095	Cash Carry Forward	$ 0.00	$ 0.00	$ 64,416.00	$ 44,890.65	30.31%
60-00-4310	Water Service	0.00	41,903.59	610,000.00	294,875.65	51.66%
60-00-4312	Capital Reserve Fee	0.00	2,484.75	36,953.00	20,394.57	44.81%
60-00-4320	Installation Charges	0.00	400.00	4,000.00	1,200.00	70.00%
60-00-4410	Interest Earned	0.00	0.00	300.00	0.00	100.00%
60-00-4455	Credit Card Fees	0.00	0.00	0.00	(509.97)	0.00%
60-00-4490	Other Local Sources	0.00	0.00	0.00	0.00	0.00%
60-00-4852	Earnings from Temp Investments	0.00	0.00	0.00	53.81	0.00%
Total WATER Revenues		**$ 0.00**	**$ 44,788.34**	**$ 715,669.00**	**$ 360,904.71**	**49.57%**
Expenditures						
60-01-5111	City Recorder	$ 0.00	$ 0.00	$ 16,429.00	$ 8,928.59	45.65%
60-01-5112	City Administrator	0.00	1,948.52	24,000.00	10,804.42	54.98%
60-01-5113	Field Help	0.00	14,960.01	139,366.00	75,763.99	45.64%
60-01-5114	City Hall Help -1	0.00	1,522.86	15,151.00	7,573.78	50.01%
60-01-5115	City Hall Help - 2	0.00	1,216.08	15,031.00	7,296.49	51.46%
60-01-5120	Payroll Taxes	0.00	1,558.75	31,604.00	9,127.24	71.12%
60-01-5130	Payroll Benefits	0.00	6,393.65	89,827.00	51,454.58	42.72%
60-01-5140	Personnel Expenses Capitalized	0.00	0.00	-40,000.00	0.00	100.00%
60-01-5210	Dues, Memberships & Fees	0.00	(854.00)	1,200.00	525.96	56.17%
60-01-5217	Septic Service	0.00	0.00	300.00	0.00	100.00%
60-01-5222	Insurance	0.00	0.00	9,218.00	9,490.60	(2.96%)
60-01-5240	Office Materials, Supplies & Expenses	0.00	410.03	1,600.00	3,484.91	(117.81%)
60-01-5251	Office Phone, Cell or DSL	0.00	728.73	8,000.00	4,286.27	46.42%
60-01-5253	Postage	0.00	2,500.00	0.00	3,631.20	0.00%
60-01-5255	Education & Training	0.00	0.00	2,000.00	0.00	100.00%
60-01-5258	Engineering	0.00	0.00	0.00	0.00	0.00%
60-01-5259	IT Vendor	0.00	1,587.50	0.00	2,444.09	0.00%
60-01-5260	Professional Services	0.00	(6,450.00)	30,000.00	0.00	100.00%
60-01-5261	Auditor	0.00	0.00	4,965.00	0.00	100.00%
60-01-5270	Travel	0.00	70.00	2,800.00	70.00	97.50%
60-01-5311	Equipment Rental	0.00	448.84	1,000.00	827.00	17.30%
60-01-5312	Equipment Operation	0.00	113.34	4,000.00	769.52	80.76%
60-01-5313	Equipment Repair	0.00	59.65	4,000.00	1,588.98	60.28%
60-01-5317	Tools & Small Equipment	0.00	141.07	3,500.00	331.25	90.54%
60-01-5330	Maintenance-Building or Land	0.00	1,180.00	600.00	1,180.00	(96.67%)
60-01-5331	Janitorial	0.00	0.00	0.00	350.00	0.00%
60-01-5341	Plant & System Operations	0.00	(13,231.19)	45,000.00	2,666.31	94.07%
60-01-5342	Plant Utilities	0.00	2,047.04	20,000.00	8,773.33	56.13%
60-01-5344	Plant & System Maintenance	0.00	0.00	40,000.00	7,551.87	81.12%
60-01-5351	Main Plant Parts	0.00	1,626.04	0.00	1,626.04	0.00%
60-01-5352	Main Plant Consumables	0.00	5,341.60	0.00	5,914.41	0.00%
60-01-5353	Main Plant Outside Services	0.00	13,840.79	0.00	15,587.99	0.00%
60-01-5361	Collection/Distribution System Parts	0.00	4,372.16	0.00	5,053.60	0.00%
60-01-5362	Collection/Distribution System Consumable	0.00	633.29	0.00	692.16	0.00%
60-01-5363	Collection/Distribution System Outside Servi	0.00	(545.00)	0.00	88.00	0.00%
60-01-5650	Equipment & Furnishings	0.00	0.00	1,500.00	0.00	100.00%

Revised Budget

For WATER (60)

For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
60-01-5800	Contingencies	0.00	0.00	71,566.00	0.00	100.00%
60-01-7126	OP Transfer to Reserve Fund	0.00	0.00	133,032.00	133,032.00	0.00%
60-01-7905	Revenue Bonds	0.00	17,293.00	17,293.00	11,755.00	32.02%
60-01-7906	Revenue Bond 98 Issue	0.00	0.00	22,687.00	(6,133.00)	127.03%
60-01-8100	Unallocated Ending Fund Balance	0.00	0.00	0.00	0.00	0.00%
Total WATER Expenditures		**$ 0.00**	**$ 58,912.76**	**$ 715,669.00**	**$ 386,536.58**	**45.99%**
WATER Excess of Revenues Over Expenditures		**$ 0.00**	**$ (14,124.42)**	**$ 0.00**	**$ (25,631.87)**	**0.00%**

CITY OF YACHATS

Statement of Revenue and Expenditures

Revised Budget

For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual	Remaining Budget %
Total Revenues	$	0.00	$	44,788.34	$	715,669.00	$	360,904.71	49.57%
Total Expenditures	$	0.00	$	58,912.76	$	715,669.00	$	386,536.58	45.99%
Total Excess of Revenues Over Expenditures	$	0.00	$	(14,124.42)	$	0.00	$	(25,631.87)	0.00%

CITY OF YACHATS

Statement of Revenue and Expenditures

Revised Budget

For STREETS (21)

For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
21-00-4095	Cash Carry Forward	$ 0.00	$ 0.00	$ 45,180.00	$ 9,972.77	77.93%
21-00-4410	Interest Earned	0.00	28.79	0.00	104.25	0.00%
21-00-4490	Other Local Sources	0.00	0.00	0.00	0.00	0.00%
21-00-4650	State Highway Allocation	0.00	3,705.85	41,666.00	22,570.33	45.83%
21-00-4690	Other State Sources	0.00	0.00	0.00	0.00	0.00%
21-00-4810	Urban Renewal Contribution	0.00	0.00	0.00	0.00	0.00%
21-00-4852	Earnings from Temp Investments	0.00	0.00	0.00	68.47	0.00%
21-00-4861	OP Transfer from General Fund	0.00	0.00	79,777.00	79,777.00	0.00%
21-00-4875	OP Transfer from Reserve Fund	0.00	0.00	0.00	0.00	0.00%
Total STREETS Revenues		**$ 0.00**	**$ 3,734.64**	**$ 166,623.00**	**$ 112,492.82**	**32.49%**
Expenditures						
21-01-5112	Public Works Administration	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%
21-01-5113	Field Help	0.00	2,176.18	24,568.00	18,530.41	24.58%
21-01-5120	Payroll Taxes	0.00	172.59	12,949.00	1,950.17	84.94%
21-01-5130	Payroll Benefits	0.00	1,724.55	21,236.00	20,045.11	5.61%
21-01-5140	Personnel Expenses Capitalized	0.00	0.00	-40,000.00	0.00	100.00%
21-01-5222	Insurance	0.00	0.00	1,252.00	1,268.02	(1.28%)
21-01-5311	Equipment Rental	0.00	0.00	200.00	0.00	100.00%
21-01-5312	Equipment Operation	0.00	157.18	3,000.00	2,507.92	16.40%
21-01-5313	Equipment Repair	0.00	59.65	1,500.00	1,167.43	22.17%
21-01-5315	System Operations	0.00	0.00	2,000.00	(50.29)	102.51%
21-01-5316	System Maintenance	0.00	1,309.48	20,000.00	13,410.85	32.95%
21-01-5317	Tools & Small Equipment	0.00	0.00	350.00	(66.34)	118.95%
21-01-7126	Transfer to Reserve Fund	0.00	0.00	3,867.00	3,867.00	0.00%
21-01-7129	Transfer to Hwy 101 Project	0.00	0.00	0.00	0.00	0.00%
21-01-7222	Streets Improvements	0.00	0.00	115,700.00	0.00	100.00%
21-01-7223	Hwy 101 Improvement Project	0.00	0.00	0.00	0.00	0.00%
21-01-8100	Unallocated Ending Fund Balance	0.00	0.00	0.00	0.00	0.00%
Total STREETS Expenditures		**$ 0.00**	**$ 5,599.63**	**$ 166,622.00**	**$ 62,630.28**	**62.41%**
STREETS Excess of Revenues Over Expenditures		**$ 0.00**	**$ (1,864.99)**	**$ 1.00**	**$ 49,862.54**	**I986154.00%)**

CITY OF YACHATS

3/9/2017 2:13pm

Statement of Revenue and Expenditures

Revised Budget

For the Fiscal Period 2017-6 Ending December 31, 2016

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual	Remaining Budget %
Total Revenues	$	0.00	$	3,734.64	$	166,623.00	$	112,492.82	32.49%
Total Expenditures	$	0.00	$	5,599.63	$	166,622.00	$	62,630.28	62.41%
Total Excess of Revenues Over Expenditures	$	0.00	$	(1,864.99)	$	1.00	$	49,862.54	I986154.00%)